

Winchester Virginia

FISCAL YEAR 2015 ADOPTED ANNUAL BUDGET



&

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

**CITY OF WINCHESTER, VIRGINIA
ADOPTED BUDGET**

Fiscal Year
July 1, 2014 through June 30, 2015

CITY COUNCIL

Elizabeth A. Minor, Mayor
John A. Willingham, President
Milton F. McInturff, Sr., Vice President
Les C. Veach, Vice Mayor

John P. Tagnesi
John W. Hill
Corey Sullivan

Evan H. Clark
Jeffrey B. Buettner

BUDGET OFFICIALS

Craig S. Gerhart, Interim City Manager
Mary M. Blowe, Finance Director
Celeste R. Broadstreet, Assistant Finance Director



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

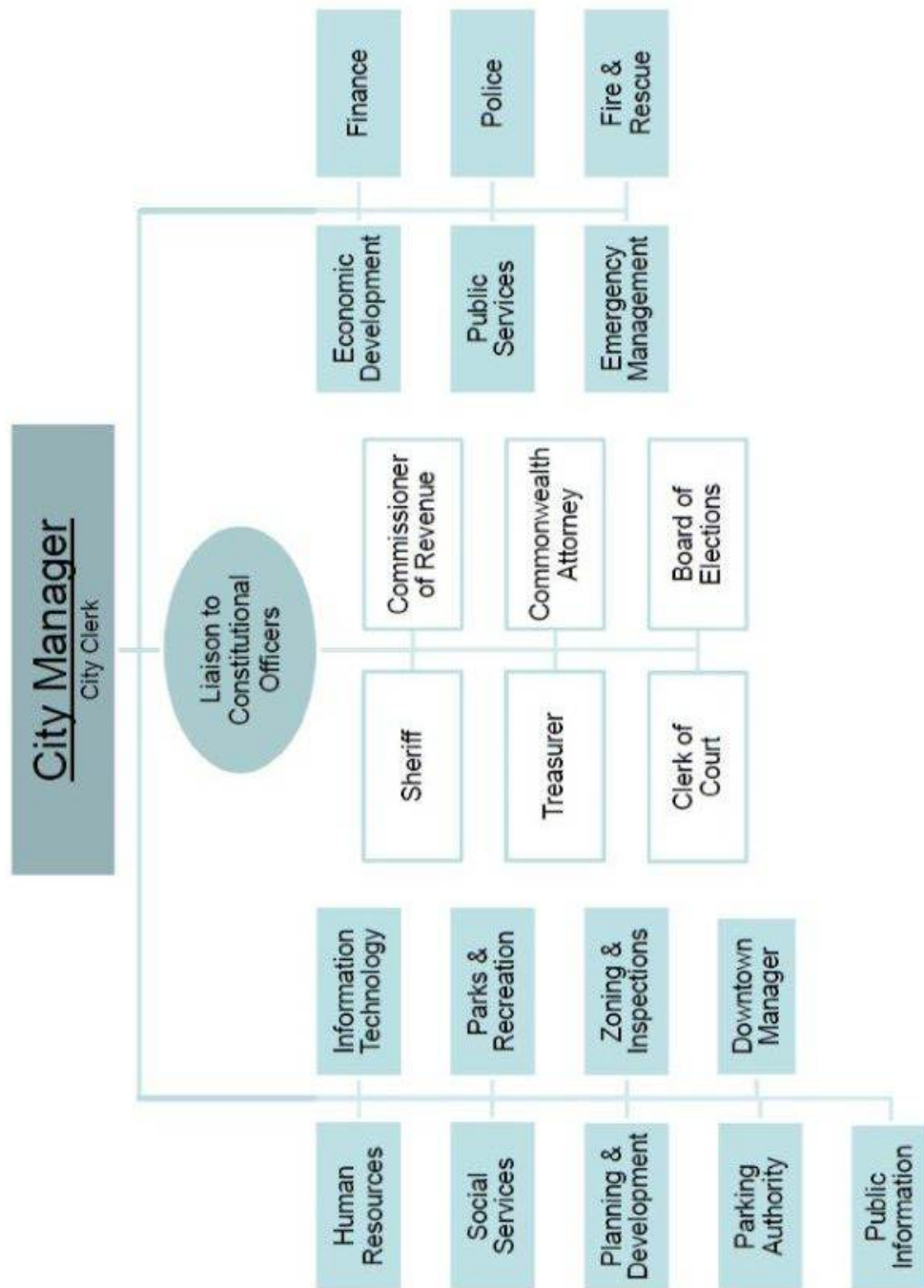
PRESENTED TO

**City of Winchester
Virginia**

For the Fiscal Year Beginning

July 1, 2013

Executive Director



May 15, 2014

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City Manager's FY 2015 Budget Message

The preparation of the annual budget is clearly the most important document developed by the City each year. The "Budget" is the financial plan which provides the resources required to carry out the priority projects identified in the City's "Strategic Plan". The Winchester City Council has worked diligently to develop the 2014-2015 Strategic Plan which sets the work plan for the FY 2015 budget. The Adopted FY 2015 budget is a "results" driven document that focuses on the City's four main goals as developed through the strategic planning process:

- Grow the Economy
- Create a more livable City for all
- Develop a high performing organization
- Continue revitalization of Historic Old Town

Plan the work and work the plan:

As a result of the City's robust Strategic planning process, the City Council identified and prioritized eighteen (18) top, high and moderate priority projects designed to guide the City towards achieving the above stated goals. Each and every one of the eighteen "Targets for Action" is addressed in this budget document and includes:

- John Kerr Elementary School
- Meadow Branch Avenue Development
- Conference Center: Development
- Enterprise Zone: Next Steps
- City Gateway Beautification Project
- Public Safety Communications System
- North End Redevelopment and Strategy and Action Plan
- Retail Attraction/Retention Strategy
- Patsy Cline Economic Strategy Development
- Incentives for City/School Employees
- Storm Water Management Policy and Utility
- Historic Old Town Gateway Enhancements
- Housing Stock Condition Assessment
- Community Events Policy
- Zero Pak Redevelopment
- Social Beverage Permission Beer/Wine at War Memorial Building/Amphitheater
- Comprehensive Parking Strategy (Residential, Credit Card, Self Sufficiency)
- Citizens/Community Survey

City Manager's Message

Disciplined Fiscal Policies:

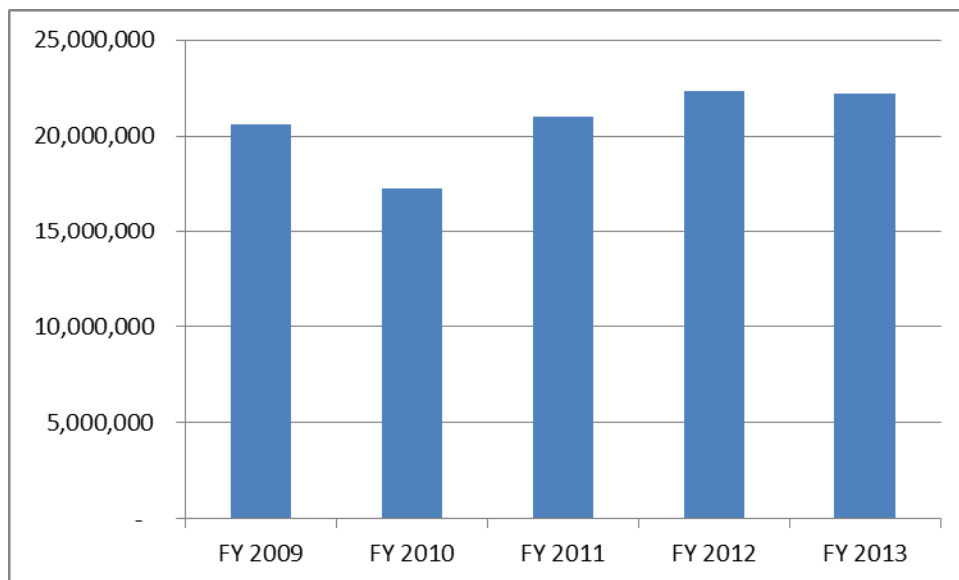
In addition, this budget has been developed with an emphasis placed on adherence to the three principals of sound financial planning:

- Fund Balance Policy
- Debt Policy
- Investment Policy

City staff have been very mindful of these Council adopted policies and have developed this budget to not only adhere to our policies but have also put measures in place to ensure future compliance from a fiscal perspective. Fiscal strength requires disciplined policies.

The City's healthy cash balance (projected to be \$20.7 million at the end of FY 2014) and our disciplined fiscal policies have led the rating agencies to award the City of Winchester a highly coveted AAA bond rating. As a city we understand the importance of not allowing our cash balance to erode to a point where the rating agencies are not comfortable with our debt to cash ratio. Maintaining a balance of planned spending and debt issuance is paramount to the fiscal strength of Winchester.

Fund Balance – General Fund FY 2009 – FY 2013



City Manager's Message

Revenues are rebounding:

During the past five years Winchester has experienced some of the most difficult budget years in its long and storied history. The national economic recession has significantly impacted local revenues and required the City to make difficult decisions. However, there are a number of indicators that lead us to believe the worst is now behind us. This FY 2015 budget reflects modest signs of economic recovery which are evidenced by projected revenue increases for fiscal year 2015 which include:

- General Property Taxes increasing..... \$599,000 or 1.6%
- State Sales Taxes increasing.....\$107,000 or 1.3%

Also included in this budget are adjustments to five different revenue sources that Council increased in order to carry out the strategic plan and fund important services such as information technology improvements and health and human services programs. The highest funding priority included in this budget is an increase of nearly \$1.4 million for Winchester Public Schools. Revenue increases include:

• Meals tax increase from 5% to 6%	\$1,200,000
• Motel tax increase from 5% to 6%	130,000
• Vehicle license fee from \$24 to \$25	12,400
• Cigarette tax from \$0.25 to \$0.35	232,600
• \$5/month Sanitation fee starting Oct 1, 2014	420,000
Total new revenues	\$1,995,000

Core services funding:

The FY 2015 core budget funds expenditures that are basic to the continued operations of the City without reducing the level of services to the citizens of Winchester. The following are some of the major increases/decreases to the core services included in the adopted budget:

- 3% Salary Increase and Pay Scale Adjustment
- Increase Debt Service
- Decrease Tax Relief
- Increase School Funding

Staffing:

Yet another key component of the budget process was to review all staffing levels with the Council goal to “Develop a High Performing Organization” in mind. As a result of the staffing analysis the adopted FY 2015 budget includes five new positions, funding for one previously unfunded position, and eliminates 1 position as follows:

- New - Administrative Assistant I- Human Resources/Finance
- New - Emergency Management Technician – Emergency Management

City Manager's Message

Staffing – continued:

- New - (2) Probationary Firefighter – Fire & Rescue
- New - Secretary- Commonwealth's Attorney Office
- Funded - Parks & Recreation Maintenance Tech I
- Eliminated – Assistant City Manager

Equipment replacement:

The City has experienced difficulty during the down economy in keeping abreast of the growing need to replace worn and aging equipment. The City Council recognizes the importance of providing employees with the tools they need to do their jobs. To address this need the City implemented an Equipment Replacement Plan in FY 2013 which will serve as a dedicated revenue source for future equipment funding. The FY 2015 budget continues that plan including funding for the replacement of the following equipment:

Department	Equipment	Amount
Sheriff	Vehicle	\$ 28,000
Police	Vehicles (8)	242,400
Fire & Rescue	Washer & Dryer (NFPA approved)	20,000
Emergency Management	Vehicle	30,000
Refuse	Refuse/Recycling Truck	150,000
Parks & Recreation	Vehicle	25,000
Highway Maintenance	Leaf Boxes (4)	16,600
Social Services	Vehicle	20,000
Transit	Bus	250,000
Equipment Fund	Pickup	30,000
	Total	\$812,000

Capital Improvement Projects:

The City adopted a Fund Balance policy to ensure that the City maintains a stable financial base. This policy requires that the City establish and keep an unassigned fund balance of 20% of the general fund expenditures. In addition, a capital reserve of \$500,000 should be established by FY 2015. The City established the \$500,000 target at the end of FY 2014. As stated earlier the City projects to have a healthy fund balance at the end of FY 2014 of \$20.7 million. This healthy reserve will allow the City to complete the following proposed projects during FY 2015 by using fund balance:

- Entryway Welcome Signs \$ 50,000
- National Avenue Gateway Improvement 700,000
- Traffic Synchronization 250,000
- Hope Drive Extension 150,000

City Manager's Message

Capital Improvement Projects - continued:

• Meadow Branch Extension	350,000
• Green Circle Trail	200,000
• Sidewalks	550,000
• Paving	400,000
• City Hall Brick Repairs	300,000
• Historic Building Maintenance	100,000
• Athletic Field Improvements	185,000
• War Memorial Building Brick Repairs	<u>150,000</u>

Total Fund Balance **\$3,385,000**

It is also important to realize that there are many organizational needs and requests that are not included in the budget due to limited financial resources. Unfunded budget requests include:

• Equipment requests	\$ 934,500
• Personnel requests	1,253,499
• Outside Agency requests	254,406
• Department operating requests	2,391,973
• Department IT requests	416,881
• Other minor capital items	<u>1,820,000</u>

Total Unfunded Requests **\$7,071,259 or 8.6% of budget**

Issues for the future:

The City has many challenges and opportunities as we plan for the future. We would be overly optimistic if we did not anticipate future funding cuts from the State in the following areas:

- Constitutional offices and Courts
- Regional jails and detention centers
- K-12 education
- Comprehensive Services Act
- Social Services
- Benefits and insurance for employees
- Transportation

Additional issues of concern as we look forward to next year's budget and beyond is the desire for more capital projects to serve both the City and the Winchester Public School system. A more immediate need and one which will help our employees become more productive and effective is the implementation of the City's information technology strategic plan.

City Manager's Message

In conclusion, the City of Winchester has a robust strategic plan and an adopted budget that provides the necessary funding to implement the plan. Moreover, Winchester has dedicated staff that is eager to work the plan, a City Council willing to make the difficult and often unpopular decisions and a citizenry who want nothing less than greatness for this fine City. Our mantra is simple: Plan the work and work the plan. We will abide by that mantra and continue to plan and work until all of our goals are achieved.

Respectfully submitted;

Craig S. Gerhart
Interim City Manager

Budget Overview

The main purpose of the City of Winchester's annual budget is to communicate to its Citizens the goals for the upcoming year as well as the activities that will be carried out and the resources that will be used to accomplish those activities. The City's annual budget is a short-term plan subject to change based on circumstances that influence its execution such as shifting priorities, changes in the financial environment, and/or unforeseen events. This year's annual budget is focused towards supporting the following goals set by City Council:

1. Grow the Economy
2. Develop a High Performing Organization
3. Continue Revitalization of Historic Old Town
4. Create a More Livable City for All

Budget Accounting

The City's budget is presented and periodically reported using the modified accrual method of accounting. This method refers to when revenues and expenditures are recognized in the accounts. In modified accrual accounting, revenues are recognized when they are both measurable and available to finance current expenditures. Expenditures are recognized when the services are incurred or goods received. With the exception of the Enterprise Funds, which are presented in the City's CAFR using the full accrual method of accounting, the remaining funds are presented using the modified accrual method.

Revenue

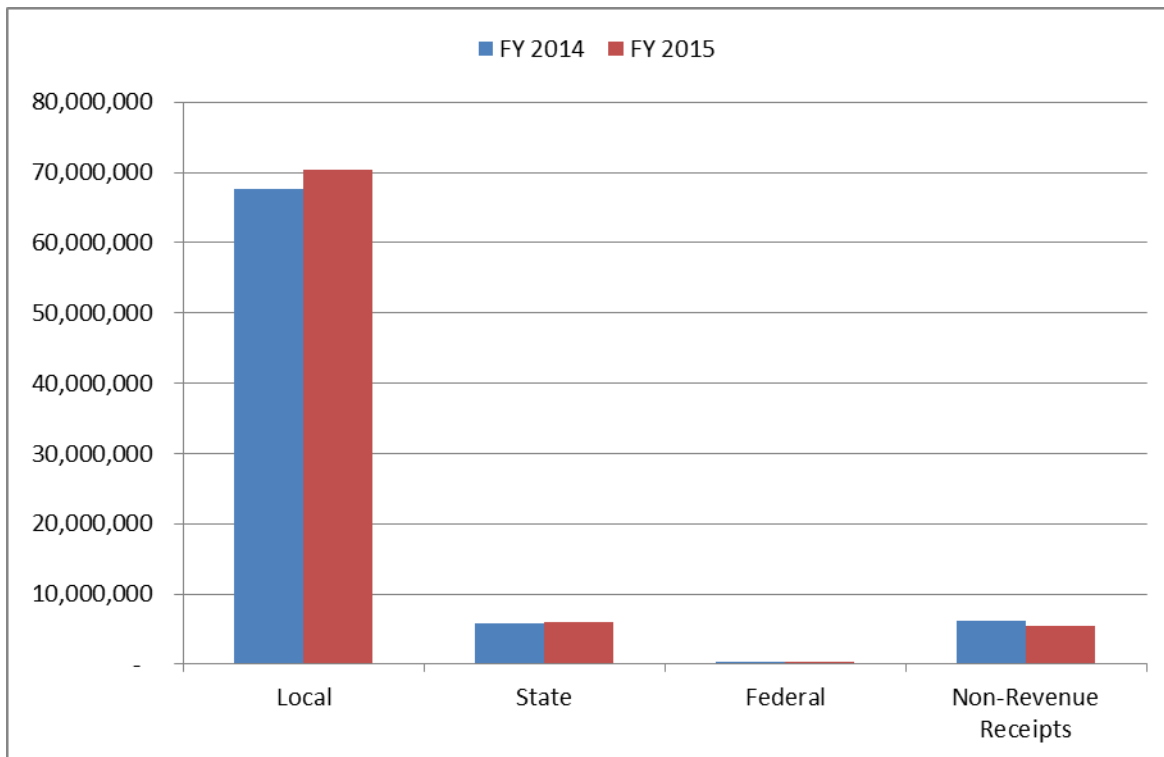
Revenue estimates are developed with a conservative and practical approach based on general economic conditions, historic experience, and expected changes in activities and services. A team consisting of the City Manager, the Treasurer, the Commissioner of the Revenue, the Finance Director, and the Assistant Finance Director will prepare operating revenue projections for the General Fund. For all other Funds, the Department Directors are responsible for projecting revenue.

General Fund Revenues:

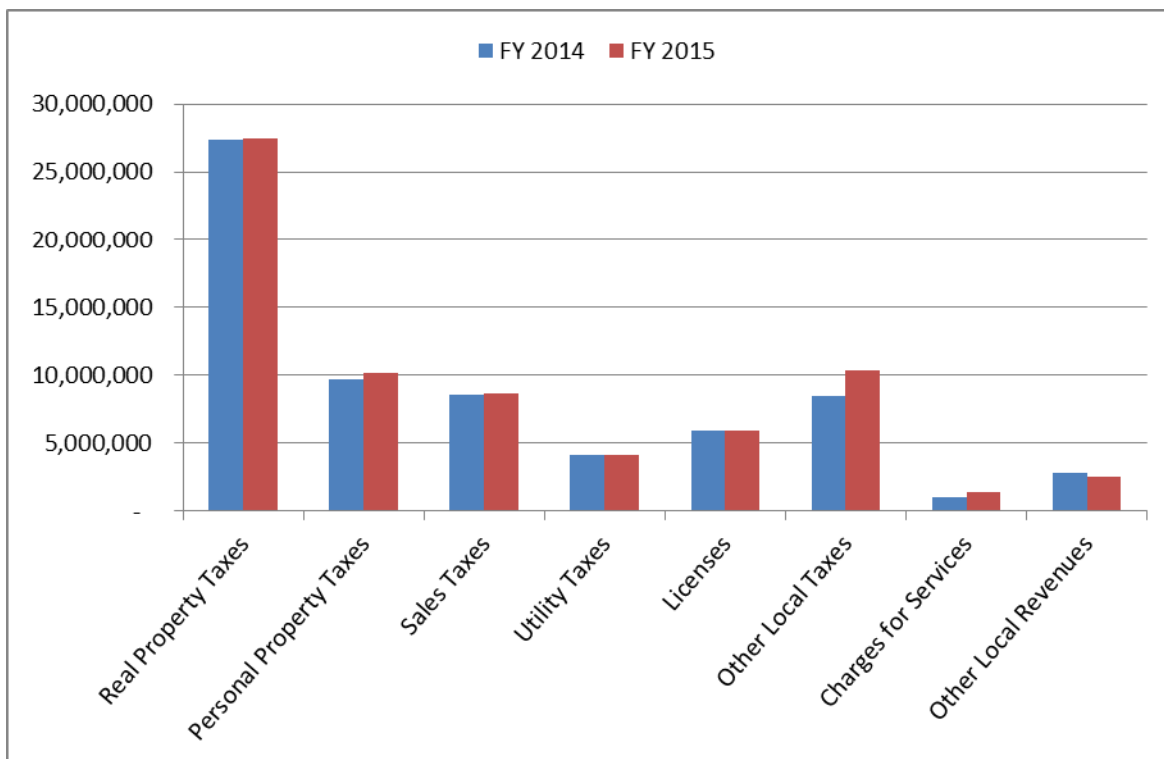
General Fund estimated revenues total \$82,067,000, an increase of \$2,067,000 from the FY 2014 adopted budget. The following chart illustrates General Fund revenue increase for the City of Winchester. Revenues are divided into four categories: (1) Local, (2) State, (3) Federal, and (4) Non-Revenue Receipts. More detailed trend information for these three categories is presented in the following pages.

Budget Overview

General Fund Revenues by Source FY15 vs. FY14

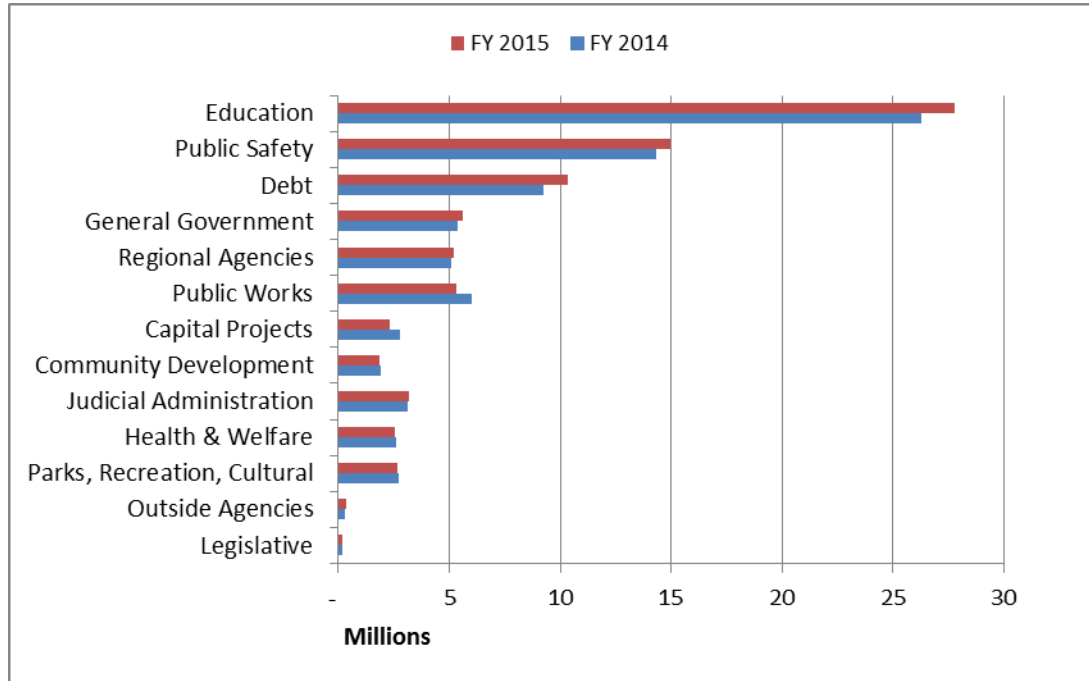


General Fund Local Revenues by Source FY15 vs. FY14



Budget Overview

General Fund Use of Funds FY 2015 vs. FY 2014



An analysis of changes in the major categories of revenue is as follows:

Increased Revenue Budget
Compared with FY14 Adopted

A. Local Taxes

\$2,736,800

Local taxes are the largest category of revenues for the City. Local taxes comprise 85.8% of all FY 2015 General Fund revenues. The local tax category is expected to increase approximately 4.0% compared to the adopted estimate for FY 2014. Economic improvements have positively impacted most areas in this category, most notable in the sales tax category. Increases and decreases in major revenues or categories of revenue are noted below:

1. **Real Property Tax – \$0** - The real estate tax is the single largest source of revenues for the City of Winchester. Assessments to establish property values occur on a bi-annual calendar year basis. Assessments on new construction are done throughout the year. The City's latest complete assessment was effective January 1, 2013. The rate at which taxes on real property are assessed \$0.95/\$100 of assessed value.
2. **Personal Property Tax – \$551,000** - Personal Property taxes are levied on all tangible property owned within the City's limits, including registered vehicles and business furniture and equipment. Mobile Homes are also included in this category for taxation purposes. Rates for personal property remain unchanged from last year at \$4.50/\$100 assessed valuation.

Budget Overview

3. **Sales Tax – \$107,000** – Sales tax is expected to increase 1.3% over the FY 2014 adopted revenue estimate.
4. **Motel Tax - \$181,000** – The motel tax revenue is expected to increase 27.7% over the FY 2014 adopted revenue estimate. This is due to a motel tax rate increase from 5% to 6% beginning July 1, 2014.
5. **Meals Tax - \$1,400,000** - Meals tax is a consumer-driven source of revenue and another major revenue source for the City of Winchester. Meals tax revenue is expected to increase 25.5% over the FY 2014 revenue estimate due to a rate increase. The meals tax rate for FY 2015 will increase from 5% to 6%.
6. **Utility Taxes – \$60,000** – Utility taxes include taxes, such as electric and gas utility and electric and gas consumption taxes.

B. Charges for Services/Miscellaneous

\$59,800

The Charges for Services category is the smallest revenue category. Most of the revenue in this category is generated from fees charged for services rendered to our citizens. This category comprises only 4.7% of the General Fund revenues. The major charges for services categories are discussed as follows:

1. **Permits, Fees, and Licenses – (\$25,700)** – This category of revenue is comprised mainly of inspection fees and permits related to the construction industry. Revenues are expected to decrease due to the bi-annual rental housing inspection fee program which were collected in FY 2014.
2. **Fines and Forfeitures – (\$150,000)** - This category of revenue consists of fines and fees collected through the local courts. Due to a change in state processing of these fines and fees the revenue is expected to decrease 49.5% from the FY 2014 revenue estimate.
3. **Revenue/Use of Money – (\$47,500)** – This category of revenue consists of interest earned on investments. The decrease in this category is due to the extremely low interest rates on investments.
4. **Charges for Services – \$324,000** – This category of revenue consists of fees for services, such as fire inspection, false alarm, and parks and recreation fees. Beginning in FY 2015 the City will charge a new sanitation fee. This \$5 fee will be charged for trash and recycling pick up beginning October 1, 2014, estimated revenue is \$420,000.
5. **Recovered Cost/Miscellaneous – (\$41,000)** – Revenues in this category include interest earned on investments, and recovered costs such as landfill recycling.

C. Intergovernmental Revenue

\$181,700

This revenue category is primarily comprised of State funds designated for specific programs. There is little local discretionary use of these funds, much of which is paid to the City on a reimbursement basis. This category represents only 7.6% of the total General Fund revenue budget. The FY 2015 revenue estimate is projected to increase 3.0% from the FY 2014 adopted budget. The major categories of intergovernmental revenue are discussed as follows:

1. **Non-Categorical Aid – \$24,000** – This category of State taxes is comprised of revenues from personal property tax relief, rental car, recordation, rolling stock taxes, and local aid to the Commonwealth. The largest source of revenue in this category is personal property tax relief. The amount provided by the State is frozen at approximately \$2.6 million annually.
2. **Shared Expenses – \$151,000** – This category of revenue accounts for reimbursement to the City for the State share of salaries and operating expenses of the Constitutional Offices including Commonwealth's Attorney, Sheriff, and Commissioner of the Revenue, Treasurer, and Registrar. The FY 2015 revenue is projected to increase by 10.1% from the FY 2014 adopted revenue estimate.
3. **Other Categorical Aid – \$6,700** – This category of revenue consists of State 599 police funds and Federal grants funding.

Special Revenue Fund Revenues

1. **Human Services Fund** – Estimated revenues for the Human Services Fund total \$7,231,000. Revenues are comprised of state revenues of \$2,976,084, federal revenues of \$1,926,916 and General Fund support of \$2,288,000.
2. **Highway Maintenance Fund** – Estimated revenues of the Highway Maintenance Fund total \$5,326,000. Revenues are comprised of state revenues of \$3,852,800 and General Fund supplement of \$1,466,600. The General Fund supplement will cover \$550,000 of sidewalk additions and replacement, \$900,000 for paving and \$16,600 for equipment replacement.
3. **Transit Fund** – Estimated revenues of the Transit Fund total \$1,275,000. Revenues are comprised of \$100,000 charges for services, \$175,000 state revenues, \$717,000 federal revenues, and \$283,000 of General Fund support.
4. **Emergency Medical Services Fund (EMS)** – Estimated revenues of the EMS Fund total \$1,018,000. Revenues are comprised of fees charged for Ambulance service.
5. **Win-Frederick Co. Convention and Visitors Bureau Fund** – Estimated revenues of the Win-Frederick Co. Convention and Visitors Bureau Fund are comprised mainly from the local support of the City of Winchester and Frederick County governments.

Budget Overview

- 6. Winchester Parking Authority (WPA) Fund** – Estimated revenues of the Winchester Parking Authority Fund total \$1,146,000 and are generated from the parking facilities through user fees and ticket violations. The budget also includes a \$981,000 transfer from the reserves to cover repairs and maintenance for three of the parking garages. The WPA operates four parking garages, on-street parking meters, and off-street parking meters.

Enterprise Fund Revenues

Utilities Fund revenues are estimated to be \$20,720,000. Utilities Fund revenues are derived from the sale of water and sewer services. The Utilities department issues revenue bonds to upgrade water facilities and replace antiquated water and sewer lines.

Internal Service Funds

- 1. Employee Benefits Fund** – Revenues are estimated to be \$673,000. The revenues are comprised of billings to user funds and departments for employee health insurance and worker's compensation premiums.
- 2. Equipment Fund** – Revenues are estimated to be \$1,460,000. The revenues are comprised of billings to user funds and departments for equipment repairs and maintenance.
- 3. Other Post-Employment Benefits (OPEB) Fund** - Revenues are estimated to be \$459,000. The revenues are comprised of billings to funds and departments for actuarially determined allocation of OPEB costs.

Budget Hierarchy

The City's FY 2015 Approved Budget is presented in discrete levels, the broadest of which is represented by the Appropriation Ordinance adopted by City Council. Within the Ordinance, reference is made to the Funds that comprise the overall budget, of which there are three basic types as illustrated in the Operating Funds Structure chart. Including the following:

- 1. Governmental Funds** – Account for activities primarily supported by taxes, grants, and similar revenue sources.
 - a. General Fund** is the main operating fund for the City and accounts for expenditures which are not accounted for in other funds and provides for the regular day-to-day operations. The sources of revenue are varied, but include local tax receipts, charges for services, various fees, Federal and State receipts.
 - b. Special Revenue Funds** include the Human Services Fund, Highway Maintenance Fund, Transit Fund, Emergency Medical Services Fund, Tourism Fund, and Law Library Fund. The sources of revenue are Local, Federal and State funds which may be used only for a specific purpose.
 - c. Capital Projects Funds** to account for the financing and construction of capital projects of the government. Financing is provided by local revenue and bond issues.

Budget Overview

2. **Proprietary funds** – Account for operations that receive significant support from fees and charges and are operated on the accrual basis of accounting.
 - a. **Enterprise Funds** account for the fees charged to users for goods and services provided.
 - b. **Internal Service Funds** are used to account for fees charged to other funds for goods or services provided on a cost reimbursement basis. The City has three internal service funds, Equipment Operating Fund, Employee Benefits Fund, and Other Post-Employment Benefits Fund.
3. **Fiduciary Funds** are used to account for resources held for the benefit of parties outside the government. The City has three fiduciary funds: the Special Welfare Fund, Northwestern Regional Jail Authority Construction Fund, and Northwestern Regional Juvenile Detention Center Fund. The accounting used for fiduciary funds is much like that used for proprietary funds.

Budget Expenditures

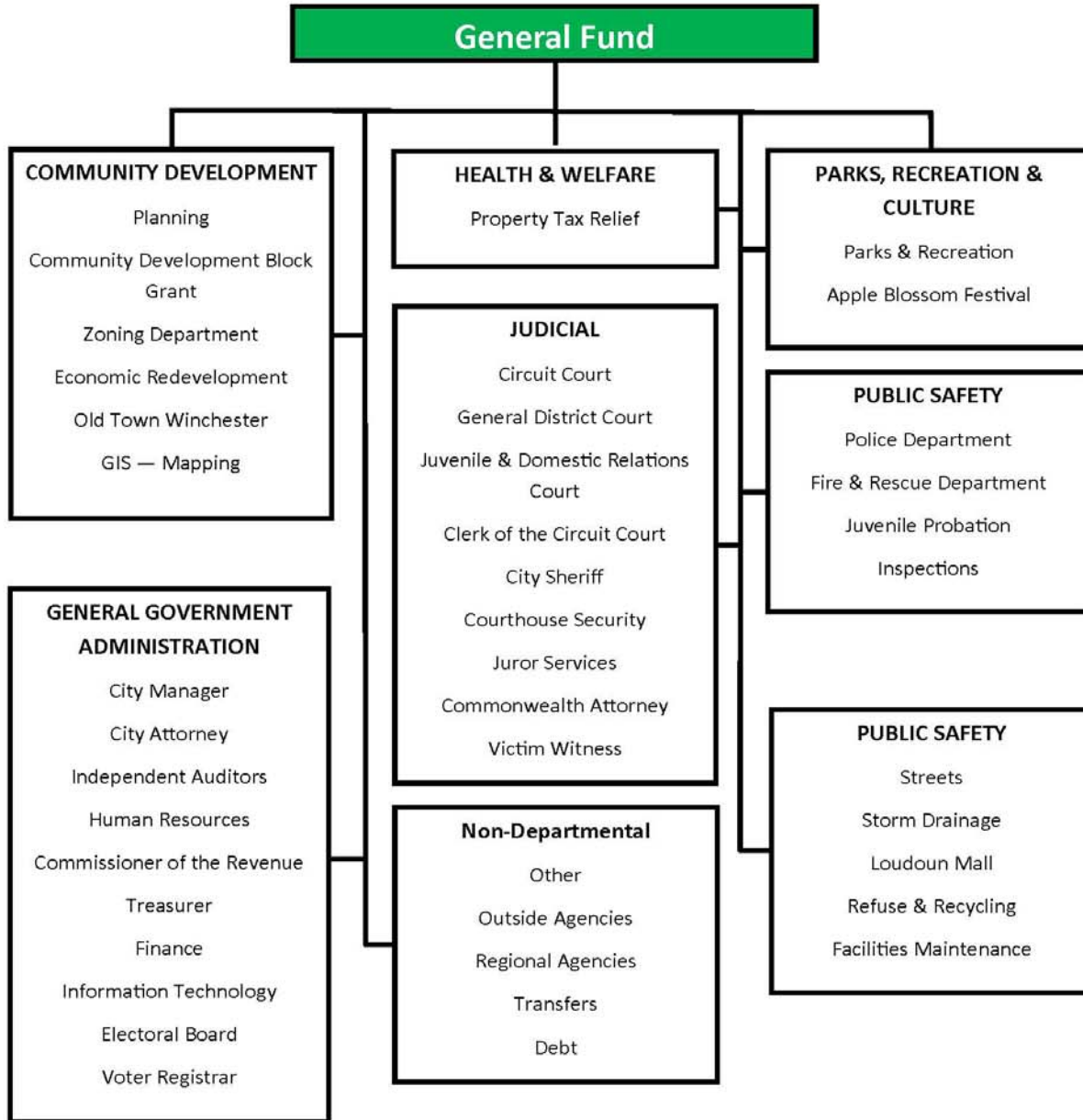
Budget expenditure sections (Departments and Divisions) are organized according to categories prescribed by the Commonwealth of Virginia's Auditor of Public Accounts. Departmental summaries may be found in the Budget Summary section of this document.

Funds are further divided into **Department and Divisions**, such as the Public Safety Department which has a specific **Division** for Police. These budgetary units are based on function and are used for planning and reporting departmental activities.

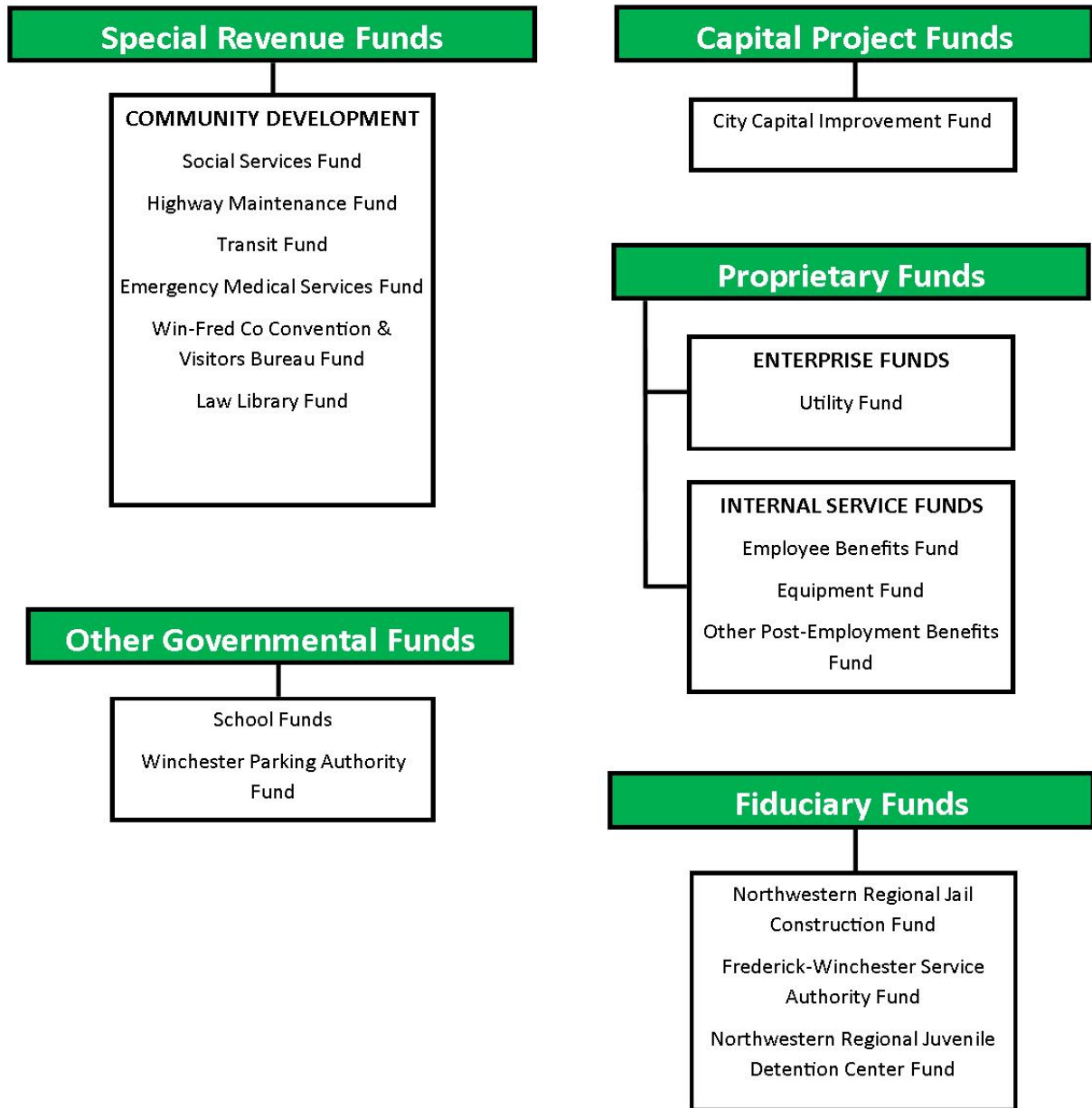
The budgeted expenditures within Division are delineated by Budget Line Items which further break down expenses into specific categories which is necessary to provide the City with the data needed to comply with its many reporting requirements. The City uses a fourteen digit account number format where the first three digits represent the Fund, the next four digits represent the Department and Division, the next three digits represent the Activity and Sub Activity, the next four digits represent the element (expenditure category) and the object (expenditure detail). For example: Account number 111-3111-431-11-01

Fund – 111 = General Fund
Department – 31 = Law Enforcement
Division – 11 = Police
Activity – 43 = Public Safety
Sub Activity – 1 = Law Enforcement
Element – 11 = Wages
Object – 01 = Regular

OPERATING FUNDS STRUCTURE



OPERATING FUNDS STRUCTURE



Financial Management Policies and Program Goals

The City of Winchester has an important responsibility to its citizens to plan for the future and manage public funds with accuracy and integrity. Planning has been an important focus of the City of Winchester, as we constantly adapt and change to meet the needs of our community. City Council along with City Staff have created and implemented many financial policies to demonstrate our commitment to sound financial management.

The City of Winchester has implemented a 20 year financial planning model which aids us in evaluating our policies and making sure we meet our targets. Our model incorporates all of our CIP, revenues and expenditures. Using past performance and changing factors in our community, we use percent increases/decreases to project into the future. We are constantly preparing and changing to meet the needs of our community in the following areas:

- Provide housing to low income and citizens with special needs.
- Recognize the City's potential markets with the redevelopment of historical properties for a different and more prosperous use.
- Continue to keep tax rates at low levels

Policy Goals

Our policies include many issues such as cash and investment management, expenditure control, asset management, debt management and planning concepts, in order to:

- Demonstrate to the citizens of the City of Winchester, the investment community and the bond rating agencies that we are committed to being a fiscally strong organization.
- Make goals and policies clear so new Council members or staff members will be able to continue with our current policies and change them as the needs of our community change.
- Continue to conform to Generally Accepted Accounting Principles (GAAP) as well as Governmental Accounting Standards Board (GASB) regulations.
- Insulate from financial crisis.
- Plan for projects to spread the costs of larger projects over a longer period of time.
- Maintain City's bond rating.

A. General Budget Policies

1. The City discourages departments from requesting supplemental appropriations from fund balance, outside of their budgeted amounts. This helps eliminate a possible negative balance in future years.
2. Departments have access to their own budgets and have the ability to print their budget on demand at any time of the month.
3. City Manager receives monthly revenue & expenditure reports for review and has established a revenue team comprised of the Treasurer, Commissioner of the Revenue and Finance Director to ensure the City is receiving all revenue and ensures proper classification of revenues.

B. Revenue Policies

1. City strives to maintain diversified sources of revenue to guard against potential problems if one source of revenue is lost. This also allows us to distribute taxes among all citizens or businesses.
2. City appraises property at 100 percent of fair market value. The City out-sources the appraisal process to ensure a fair and equitable process. Property is re-assessed every two years.
3. The City adopts a policy of aggressive tax collection and uses all legal authority to collect these taxes.

C. Debt Management Policies

1. The City incorporates all debt service policies into our financial planning model to ensure all payments will be made, and by what funding source.
2. The City will not use long term debt to finance current operations.
3. The City will evaluate all possible ways to incur debt and choose the best method for the issue in question, including but not limited to the State Literary funds, VML/VACo programs, Virginia Resources Authority, and the Virginia Public School Authority.
4. City must maintain net debt as a percentage of Assessed value targeted at less than 3.5% with a maximum level at 4%. Net debt is General Obligation debt and capital lease obligation exclusive of debt or leases payable from Enterprise funds.
5. General Obligation debt service and capital lease payments as a percentage of total governmental fund expenditures shall be targeted at less than 12.5%, with a maximum level of 15%.

D. Capital Policies

1. The City develops a five-year Capital Improvement Program which is updated every year.
2. The City will make all capital improvements in accordance with an adopted capital improvement program, excluding emergency situations.
3. The City will identify future costs of the anticipated projects and budget accordingly to reduce budget overages, before approval.
4. The City will finance the Capital projects in the most cost effective way possible.

E. Fund Balance Policy

1. The City established and maintained an amount equal to 20% of the projected expenditures of the general fund and the school fund less any capital outlay projects funded with bond proceeds.
2. The City committed to having a healthy reserve for unforeseen emergencies that may occur.

F. Investment Policy

1. The primary goal of the investment policy is to maximize the return on investment while minimizing the risk to the investment.
2. Treasurer will diversify use of investment instruments to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions or maturities.
3. The Treasurer, in cooperation with the City's Finance Department reports at the end of each month the amount of money on deposit with each depository to City Council.
4. All investments are recorded and reviewed with internal and independent auditors and meets the requirements of the Governmental Accounting Standards Board (GASB).

Balanced Budget

The City shall prepare an itemized budget for each fund and each program within the fund. The budget should be balanced with current revenues equal to or greater than current expenditures/expenses using the following strategies: improve revenues; create new service fees or raise existing fees based on the cost of services; reduce or eliminate programs; use fund balances, if available; increase property taxes; or reduce or eliminate services. In any fund in which expenditures/expenses shall exceed revenues, operating reserves shall be used to meet the shortfalls. The FY 2015 budget was balanced using a combination of expenditure reductions and increased local taxes.

Budget Process Overview

The City prepares an annual budget in which each department within the City government is required to submit its estimate to the City Manager. The City Manager reviews the estimates and other data and recommends the annual budget to the Common Council under the following guidelines and procedures.

1. Prior to March 30 of each year, the City Manager submits to the Common Council a proposed operating and capital budget for the next fiscal year commencing the following July 1. The operating and capital budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted to obtain citizen comments.
3. Prior to June 30, the annual budget is legally enacted through passage of an Appropriations Ordinance. The appropriated annual budget is adopted for the General, Special Revenue and Capital Projects Funds of the primary government and School Board Component Unit.
4. The Appropriations Ordinance is adopted at the fund, function and department level and places legal restrictions on expenditures at the departmental level. The appropriation for each department can be revised only by the Common Council. The City Manager is authorized to transfer budgeted amounts within general government departments; however, the School Board is authorized to transfer budgeted amounts within the School System's departmental categories.
5. Formal budgetary integration is employed as a management control device during the year for the General Fund, Special Revenue Funds and the Capital Projects Funds. The discreetly presented School Board Component Unit is integrated only at the level of legal adoption.

Budget Overview

6. All budgets are adopted on a basis substantially consistent with generally accepted accounting principles.
7. Appropriations lapse on June 30 for all City funds.
8. All budget data presented in the Comprehensive Annual Financial Report is the appropriated budget as of June 30, as amended.

Amending the Budget

The budget may be amended or revised in several ways. The City Manager is authorized to transfer amounts within departments. All other amendments in the form of transfers between departments or supplemental appropriations must be approved by City Council. In addition, any amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by publishing a notice of a meeting and a public hearing once in a newspaper having general circulation in the City at least seven days prior to the public hearing date. After hearing from citizens, City Council may amend the budget.

CITY OF WINCHESTER BUDGET CALENDAR FOR FISCAL YEAR 2015

OPERATING BUDGET	
Date	Activity
November 6, 2013 2:00 P.M. Exhibit Hall	Budget kickoff meeting and distribution of instructions and forms (Finance)
November 6, 2013	Distribute Payroll Projection Reports (Finance)
November 6, 2013	Distribute General Fund revenue projection worksheets to City Manager, Treasurer, and Commissioner of Revenue (Finance)
November 12-13, 2013	Sungard budget entry training for departments as needed (Finance)
November 15, 2013	Distribute contribution request packages to agencies (Finance)
December 20, 2013	Submit personnel budget worksheets to Human Resources (Departments)
December 20, 2013	Deadline for agencies to submit contribution requests (Finance)
December 20, 2013	Complete operating budget entry (all operating departments/divisions)
December 20, 2013	Submit Five-Year Equipment Replacement forms to Finance (all operating departments/divisions)
December 20, 2013	Submit ITP forms to Information Technology (all operating departments/divisions)
January 2014	Complete revenue projection entry (depts/divisions with fund responsibility)
January 2014	Finance reviews department budgets with Department Directors
February 2014	Finance submits budget to City Manager
February 2014	City Manager reviews budgets
March 2014	City Manager submits budgets to City Council
April 2014	Final budget revisions from City Council
May 2014	Advertisement submitted to newspaper for final budget hearing (Finance)
June 2014	Council adopts budget and CIP
July 2014	Budget & CIP printed & distributed (Finance)
CAPITAL IMPROVEMENT PROGRAM	
December 20, 2013	Submit Five-Year Capital Improvement Program (CIP) forms to Finance (Depts)
January 2014	CIP Committee reviews CIP
February 2014	City Manager reviews CIP
March 2014	City Manager submits CIP to City Council
April 2014	Planning Director presents CIP to Planning Commission for recommendation

In the Activity column, the items in parenthesis designate who has responsibility for performing the activity.

Budget Overview

City-wide staffing changes and authorizations from FY 2013 to FY 2015 are shown in the following table. There were 24 new position requests from staff for the FY 2015 budget, five new positions were approved. As was the case in FY 2014, a position may exist but not be funded; this budget includes five unfunded positions. Unfunded but authorized positions are listed in the comments column.

FY 2015 Summary of Classified Employee Authorizations and Changes						
Div #	Department	FY 2013 Positions Authorized	FY 2014 Positions Authorized	FY 2015 Positions Authorized	Change	Comments
General Fund						
1102	Clerk of Council	0.50	0.50	0.50	None	1 FT shared with 1211
1211	City Manager	2.50	2.50	2.50	1 position eliminated; 1 position moved from 7111	Requested 1 FT position, not approved; 1 FT shared with 1102
1221	City Attorney	3.00	3.00	3.00	None	
1226	Human Resources	4.50	4.50	5.00	Added .5 position shared with 1243	Requested 1 FT position, not approved
1231	Comm of Rev	8.00	8.00	8.00	None	
1241	Treasurer	7.00	6.00	6.00	None	
1243	Finance	7.50	7.50	7.50	Sharing position with 1226	2 FT positions unfunded
1251	IT	7.00	8.00	8.00	None	
1321	Registrar	1.00	2.00	2.00	None	
2111	Circuit Court	1.00	1.00	1.00	None	
2161	Clerk of Circuit Court	8.00	8.00	8.00	None	
2171	Sheriff	12.00	12.00	12.00	None	Requested 1 FT position, not approved
2173	Courthouse Security	1.00	1.00	1.00	None	
2211	Comm Attorney	13.00	13.00	14.00	Added 1 FT position	
2223	Victim Witness	2.00	2.00	2.00	None	
3111	Police	87.50	87.50	87.00	No longer sharing position with 3421	Requested 1 FT position not approved
3211	Fire & Rescue	57.00	59.00	61.00	Added 2 FT positions	Requested 10 additional positions, 8 not approved
3421	Inspections	6.50	6.50	7.00	No longer sharing position with 3111	
3521	Animal Control	2.00	2.00	2.00	None	
3551	Emergency Services			1.00	Added 1 position	
3572	ECC	15.00	15.00	15.00	None	1 unfunded position
4135	Loudoun Mall	1.00	1.00	1.00	None	
4231	Refuse	18.50	18.50	18.50	None	1 FT shared with 4801
4322	JJC	4.00	4.00	4.00	None	
4324	Facilities Maint	9.50	9.00	9.00	None	
7111	P&R Supervision	6.50	6.50	6.50	1 FT moved to 1211; 1 FT moved from 7135	1 FT shared with 8153
7121	P&R Maintenance	11.00	11.00	11.00	None	Requested 1 new FT position (not approved) and to fund 2 of the 3 unfunded positions, 2 FT positions remain unfunded
7125	P&R Com Rec Programs	1.00	1.00	-	Moved to 7111	
7133	P&R Indoor Pool	2.00	2.00	2.00	None	
7135	P&R War Memorial Bldg	1.00	1.00	1.00	None	Requested 2 FT positions, not approved
7137	P&R After School	3.00	3.00	3.00	None	
7138	P&R Athletics	2.00	2.00	2.00	None	
8111	Planning	2.50	2.50	2.50	None	1 FT shared with 8141
8141	Zoning	2.50	2.50	2.50	None	1 FT shared with 8111
8151	Economic Development	1.50	2.00	2.50	.5 FT moved from 1243	1 FT shared with 8171
8171	OTDB	1.00	1.50	1.50	None	1 FT shared with 8151
8181	GIS	1.00	1.00	1.00	None	
Total General Fund		314.00	317.50	321.50		

Budget Overview

Div #	Department	FY 2013 Positions Authorized	FY 2014 Positions Authorized	FY 2015 Positions Authorized	Change	Comments
Social Services						
5311	Welfare Administration	39.50	42.00	42.00	None	
5351	CSA	1.50	-	-	None	
5327	Housing Assistance	3.00	2.00	2.00	None	
Total Social Services		44.00	44.00	44.00		
Highway Maintenance						
4111	Administration	3.00	3.00	3.00	None	
4121	Streets	13.00	13.00	13.00	None	
4133	Snow & Ice	1.00	1.00	1.00	None	
4142	Traffic	5.00	5.00	5.00	None	
4151	Arborist	1.00	2.00	2.00	None	
Total Highway Maintenance		23.00	24.00	24.00		
Transit Fund						
4611	Fixed Route	9.00	9.00	9.00	None	
4612	Paratransit	3.00	3.00	3.00	None	
Total Transit		12.00	12.00	12.00		
Emergency Medical Services Fund						
3231	EMS	9.00	9.00	9.00	None	
Total EMS		9.00	9.00	9.00		
Win-Fred CVB Fund						
8153	Tourism	1.50	1.50	1.50	None	1 FT shared with 7111
Total WFCVB		1.50	1.50	1.50		
Winchester Parking Authority						
4701	Parking	5.00	5.00	5.00	None	
4706	Parking Control	1.00	1.00	1.00	None	
Total WPA		6.00	6.00	6.00		
Utilities Fund						
4801	Administration	5.50	5.50	5.50	None	Requested 1 FT position, not approved; 1 FT shared with Refuse
4802	Source of Supply	12.00	12.00	12.00	None	
4803	Transmission	18.00	18.00	18.00	None	
4810	Engineering	5.00	5.00	5.00	None	Requested 1 FT position, not approved
Total Utilities		40.50	40.50	40.50		
Employee Benefits Fund						
1227	Payroll & Benefits	1.00	1.00	1.00	None	
Total Employee Benefits		1.00	1.00	1.00		
Equipment Fund						
1252	Automotive	5.00	5.00	5.00	None	Requested 1 FT position, not approved
Total Equipment Fund		5.00	5.00	5.00		
Frederick-Winchester Service Authority						
4811	FWSA	21.00	22.00	22.00	None	
4812	FWSA	2.00	2.00	2.00	None	
Total FWSA		23.00	24.00	24.00		
Juvenile Detention Center Fund						
3323	Juvenile Detention	35.00	35.00	35.00	None	
Total JDC		35.00	35.00	35.00		
Total All Funds		514.00	519.50	523.50		

Budget Overview

Community Profile

City Government

Date of Incorporation	1744
Date of City Charter	1752
Form of Government	Council—Manager
City Employees	1250

Physiographic

Land Area – Square Miles	9.3 sq. miles
Paved – Lane Miles	221.5 miles
Sidewalks	115 miles

Utilities

Telephone	Comcast
Electric	Rappahannock Electric Cooperative
Gas	Washington Gas
Water	Winchester Utilities
Wastewater	Winchester Utilities
Cable	Comcast

Largest Private Employers (DATE)

Valley Health System
Rubbermaid Commercial Prod LLC
Winchester City Public Schools
Shenandoah University

Taxes

Real Estate Tax Rate

CY 2014:	\$0.95
CY 2013:	\$0.95

Personal Property Tax Rate

FY 2014:	\$4.50
FY 2013:	\$4.50

City Finances – Bond Rating

Moody's Investors Service, Inc.	Aa2
Standard & Poor's	AAA

Population

2012 (est.)	26,881
2000 U.S. Census	23,585
1990 U.S. Census	21,947

Housing Units

2010 U.S. Census	11,872
2000 U.S. Census	10,321
1990 U.S. Census	9,808

Average Household Size

2013	2.40
2000 U.S. Census	2.28

Age (2010 Census)

Persons under 18 years	22.2%
Persons 19-64	63.8%
Persons 65 years and over	14.0%

Race and Ethnicity (2010 Census)

White	68.9%
Hispanic	15.8%
Asian	2.6%
Black	11.5%
Other/Mixed	1.2%

Unemployment

	Jan. 2014	Jan. 2013
City of Winchester	5.4%	5.3%
Virginia	5.0%	5.6%
United States	6.7%	7.9%

Avg. Household Income

	CY 2012	CY 2011
Winchester	\$47,850	\$51,524
Virginia	\$61,741	\$63,412

Vacancy Rates

	CY 2012	CY 2013
Office Space	14.2%	11.1%
Retail Space	5.8%	6.9%
Industrial	8.8%	5.0%

City of Winchester Employment by Industry

The largest major industry sector was Health Care and Social Assistance with 28% of the employment followed by Retail Trade with 17%, Accommodation and Food Services with 10.4% and Education Services with 7.9%. The following is a listing of major industries and the number of employed in those sectors for the 3rd quarter of 2013 in the City of Winchester.

Industry Group	Employees
Health Care and Social Assistance	6,882
Retail Trade	4,288
Accommodation and Food Services	2,575
Educational Services	1,962
Manufacturing	1,905
Professional, Scientific, and Technical Service	1,298
Administrative and Support and Waste Management	1,097
Public Administration	958
Other Services (except Public Administration)	710
Finance and Insurance	586
Wholesale Trade	410
Transportation and Warehousing	404
Real Estate and Rental and Leasing	365
Construction	327
Arts, Entertainment, and Recreation	282
Information	277
Management of Companies and Enterprises	186

Source: Virginia Employment Commission

Economic Condition and Outlook

Winchester's economy has recently shown signs of substantial improvement since the recent recession. In fact, employment in the Winchester MSA grew 5.1% through 2013, the largest jump among the state metro areas. In addition, unemployment has declined 0.5 percentage points over the third quarter of 2013 to 4.8%, the third-lowest rate among the state metro areas. Also, retail sales increased 2.8%, faster than the 0.9% expansion statewide. Auto registrations increased 6.3% over the 2013 calendar year, 0.9% higher than the state average.

As of September 2013, employment had climbed from the recession low of 53,100 to 59,900. Due to this substantial growth, Winchester is now one of seven state metro areas no longer considered to be in the recession "recovery" phase. For twelve months prior to June 2012, manufacturing in the City had declined by 239 jobs and construction had declined 141 jobs while leisure had grown 246 jobs. In addition, the retail sector had grown 184 jobs and professional and business services have increased 208 jobs.

Despite the rapid growth in Winchester's employment, manufacturing jobs decreased by 175 or 2.6% over the 2013 calendar year and have collectively decreased by more than 400 jobs over the 2012 and 2013 calendar years. Winchester was able to diminish this observed impact due to the growing presence of Valley Health and related medical facilities, and the moderate increase in finance, insurance, and real estate positions.

Retail sales increased 2.8% in the Winchester metropolitan area over the past year, faster than the 0.9% expansion statewide. In addition, the moving average of retail sales in Winchester was 6.8% below its pre-recession peak as of September 2013.

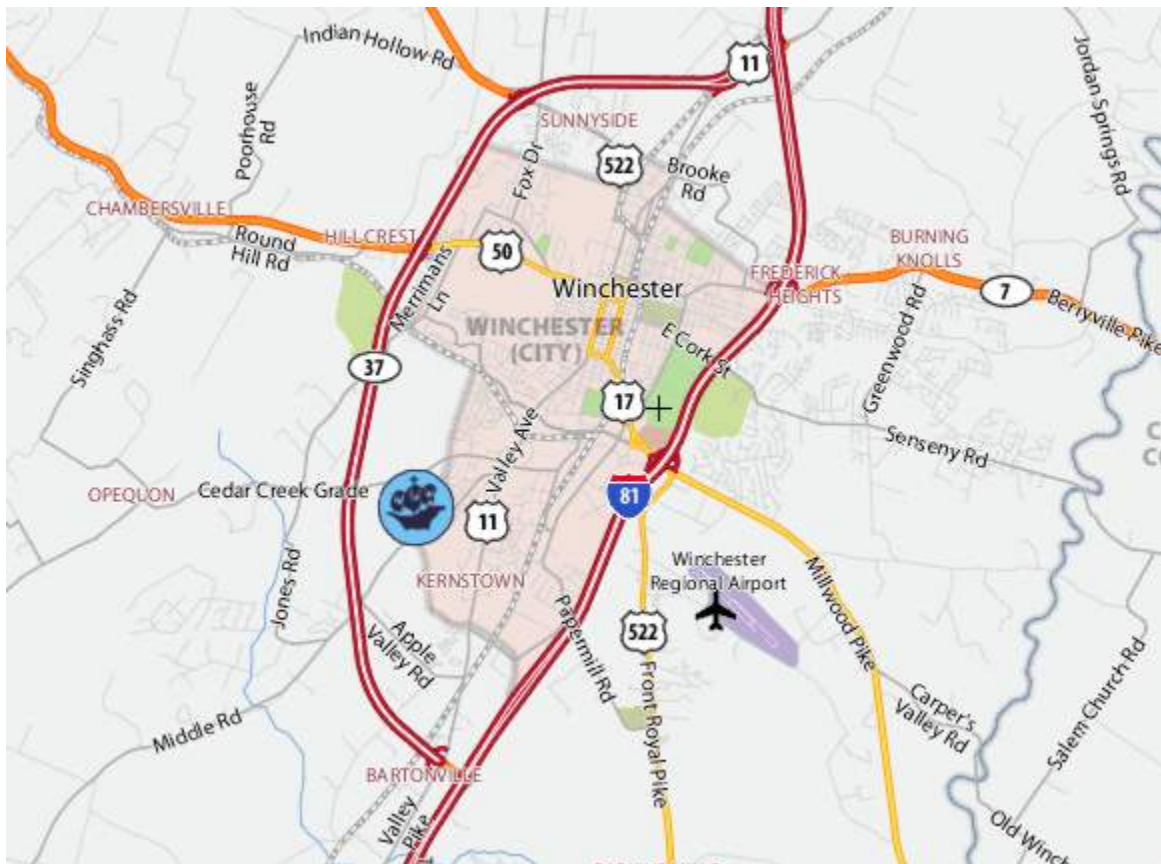
Ending in the second quarter of 2013, accommodation and food services receipts advanced 6.6% in Winchester compared with a 4.3% expansion in the state. General merchandise receipts in Winchester rose 5.4% over this period compared with a 2.2% increase in Virginia.

Winchester's formal emergence from the recession provides valuable information into the growing employment sectors in the community. The continued decline of manufacturing and growth of medical/professional employment opportunities dictates a continued evolution from its pre-recession employment figures. Winchester employment is projected to grow 2.5% in 2014 and provides evidence that the City continues its economic growth and advancement into the future.

Budget Overview

Local Economy

Winchester is an independent jurisdiction of 9.3 square miles, approximately 70 miles from Washington D.C. It lies on just outside of the Northern Virginia area and is adjacent to Interstate 81 to the east and Interstate 66 to the south. The City is the first substantial community encountered upon when traveling west after passing the Blue Ridge Mountains, and is encompassed by Frederick County. Winchester is home to Shenandoah University, a private university that is affiliated with the United Methodist Church and has an approximate enrollment of 3,800 students.



Revenue & Expenditure Summary by Fund

	General Fund	Special Revenue Funds	Capital Improvement Fund	Winchester Parking Authority
Revenues				
General Property Taxes	37,632,000			
Other Local Taxes	28,953,000			
Permits, privilege fees	271,400			
Fines & forfeitures	153,000			100,000
Use of money & property	227,500	9,600		1,000
Charges for services	1,348,000	1,111,000		1,045,000
Miscellaneous	1,094,500	140,500	150,000	
Recovered costs	737,500		2,350,000	
Intergovernmental				
Commonwealth	5,920,100	7,003,884	8,289,200	
Federal	358,000	2,643,916	920,000	
Transfers In	1,600,000	4,138,100	2,335,000	-
Sale of Bonds			-	
Fund Balance	3,772,000	125,000	5,010,800	981,000
Total revenues	82,067,000	15,172,000	19,055,000	2,127,000
Expenditures				
General government administration	5,625,545			
Judicial administration	3,179,600	50,000		
Public safety	19,073,296	1,018,000	5,000,000	57,670
Public works	7,672,500	6,601,000	12,600,000	1,490,705
Health & Welfare	3,179,065	7,231,000		
Education	27,820,518			
Parks, recreation, and culture	3,276,654		1,455,000	
Community development	1,890,372	272,000		
Nondepartmental	-			
Debt service	10,349,450			578,625
Total expenditures	82,067,000	15,172,000	19,055,000	2,127,000

Revenue & Expenditure Summary by Fund

School Funds	Enterprise Funds	Internal Service Funds	Fiduciary Funds	Transfers Other Funds	Grand Total All Funds
					37,632,000
					28,953,000
					271,400
					253,000
90,050		10,000	8,000		346,150
2,452,000	25,057,000	459,000	2,868,980		34,340,980
325,600	2,000				1,712,600
91,134		1,910,000	51,000		5,139,634
21,489,680			765,182		43,468,046
3,484,102	290,000		18,000		7,714,018
30,378,102				(38,517,402)	(66,200)
					-
1,160,600	175,000	213,000	59,838		11,497,238
59,471,268	25,524,000	2,592,000	3,771,000	(38,517,402)	171,261,866
		1,538,000			7,163,545
					3,229,600
			2,707,000	(1,600,000)	26,255,966
	13,352,014			(4,084,600)	37,631,619
				(2,288,000)	8,122,065
59,471,268				(30,444,302)	56,847,484
					4,731,654
				(100,500)	2,061,872
		1,054,000			1,054,000
	12,171,986		1,064,000		24,164,061
59,471,268	25,524,000	2,592,000	3,771,000	(38,517,402)	171,261,866

Revenues, Expenditures & Changes in Fund Balances

General Fund

General Fund	Actual FY 2011	Actual FY 2012	Actual FY 2013	Projected FY 2014	Budget FY 2015
Revenues					
General Property Taxes	33,942,158	34,607,227	36,115,434	37,000,000	37,632,000
Other Local Taxes	25,568,470	25,755,727	27,065,285	26,650,000	28,953,000
Permits, privilege fees	292,644	252,950	285,746	295,000	271,400
Fines & forfeitures	221,715	274,147	161,403	175,000	153,000
Revenues from use of money & property	299,931	280,020	209,726	250,000	227,500
Charges for services	839,375	916,052	848,669	900,000	1,348,000
Miscellaneous	604,176	991,861	870,764	1,075,000	1,094,500
Recovered costs	1,008,042	861,526	723,167	750,000	737,500
Intergovernmental					
Commonwealth	6,218,343	5,973,614	6,048,902	6,010,000	5,920,100
Federal	759,422	737,310	877,930	550,000	358,000
Total revenues	69,754,276	70,650,434	73,207,026	73,655,000	76,695,000
Expenditures					
General government administration	3,690,586	4,304,202	4,607,388	5,219,044	5,625,545
Judicial administration	2,737,509	2,803,718	3,063,621	3,122,200	3,179,600
Public safety	16,544,510	17,118,801	17,809,779	18,000,464	19,073,296
Public works	2,941,043	3,150,423	3,054,748	3,260,400	3,587,900
Health & Welfare	1,078,574	1,052,019	1,031,826	963,196	891,065
Education	25,378,193	25,383,157	26,706,238	26,339,093	27,820,518
Parks, recreation, and culture	3,047,340	3,151,966	3,393,047	3,269,639	3,276,654
Community development	2,135,250	1,888,738	3,279,872	1,782,544	1,789,872
Debt service	9,893,159	9,190,342	9,464,854	9,559,979	10,349,450
Total expenditures	67,446,164	68,043,366	72,411,373	71,516,559	75,593,900
Excess (deficiency) of revenues over (under) expenditures	2,308,112	2,607,068	795,653	2,138,441	1,101,100
Other Financing Sources (Uses)					
Sale of property	250,000	386,296	-	-	-
Insurance recoveries	4,304	31,860	47,216	21,500	-
Proceeds from bond issuance	-	31,212,714	27,963,072	20,191,249	
Issuance of refunding debt	-	(30,975,567)	(26,730,493)		
Transfers in	2,211,528	1,667,332	1,600,000	1,650,000	1,650,000
Transfers out	(2,713,105)	(3,576,123)	(3,824,575)	(25,446,190)	(6,473,100)
Total other financing sources & uses	(247,273)	(1,253,488)	(944,780)	(3,583,441)	(4,823,100)
Net change in fund balances	2,060,839	1,353,580	(149,127)	(1,445,000)	(3,722,000)
Beginning fund balance	18,925,479	20,986,318	22,339,898	22,190,771	20,745,771
Ending fund balance	20,986,318	22,339,898	22,190,771	20,745,771	17,023,771
Percent Change	10.9%	6.4%	-0.7%	-6.5%	-17.9%

The General Fund is projected to use \$3.6 million of fund balance in FY2015 for capital improvement projects. The City currently has a healthy fund balance which falls well above the fund balance policy limit and has decided to use some of these reserves to meet the City's capital improvement needs.

Revenues, Expenditures & Changes in Fund Balances

Non-Major Governmental Funds

Non-major Governmental Funds	Actual FY 2011	Actual FY 2012	Actual FY 2013	Projected FY 2014	Budget FY 2015
Revenues					
Revenues from use of money & property	15,075	12,383	9,500	11,600	9,600
Charges for services	1,006,658	1,047,258	1,103,282	1,090,700	1,111,000
Miscellaneous	160,751	165,454	174,018	138,500	290,500
Recovered costs	37,181	69,141	2,895	950,000	2,350,000
Intergovernmental					
Commonwealth	5,054,663	8,087,478	5,749,662	9,041,312	15,293,084
Federal	2,704,860	2,944,374	3,212,344	3,867,888	3,563,916
Total revenues	8,979,188	12,326,088	10,251,701	15,100,000	22,618,100
Expenditures					
Judicial administration	31,396	34,669	35,451	35,000	50,000
Public safety	927,112	910,188	1,212,181	1,310,000	6,018,000
Public works	4,017,679	6,558,258	7,160,290	10,890,000	19,201,000
Health & Welfare	6,648,612	6,645,065	6,224,197	6,242,000	7,231,000
Parks, recreation, and culture	70,316	212,175	303,896	1,150,000	1,455,000
Community development	196,799	220,863	274,193	252,000	272,000
Capital Projects					
Debt service	-	-	-	-	-
Total expenditures	11,891,914	14,581,218	15,210,208	19,879,000	34,227,000
Excess (deficiency) of revenues over (under) expenditures	(2,912,726)	(2,255,130)	(4,958,507)	(4,779,000)	(11,608,900)
Other Financing Sources (Uses)					
Insurance recoveries	-	-	-	-	-
Sale of Bonds	-	-	-	6,000,000	-
Transfers in	3,222,191	3,576,123	4,094,575	3,950,500	6,473,100
Transfers out	(876,681)	(67,332)	-	-	-
Total other financing sources & uses	2,345,510	3,508,791	4,094,575	9,950,500	6,473,100
Net change in fund balances	(567,216)	1,253,661	(863,932)	5,171,500	(5,135,800)
Beginning fund balance	2,676,200	2,108,984	3,362,645	2,498,713	7,670,213
Ending fund balance	2,108,984	3,362,645	2,498,713	7,670,213	2,534,413
Percent Change	-21.2%	59.4%	-25.7%	207.0%	-67.0%

The Capital Improvement Fund is projected to use \$5.0 million of fund balance for the communications upgrade project.

Revenues, Expenditures & Changes in Fund Balances

Internal Service Funds

Internal Service Funds	Actual FY 2011	Actual FY 2012	Actual FY 2013	Projected FY 2014	Budget FY 2015
Operating Revenues					
Charges for services	4,979,695	6,069,786	6,394,193	2,064,700	2,369,000
Total operating revenues	4,979,695	6,069,786	6,394,193	2,064,700	2,369,000
Operating Expenses					
Personal services	509,262	591,642	791,325	799,300	839,300
Contractual services	131,053	196,949	156,094	200,000	338,000
Other supplies and expenses	765,780	854,826	846,988	847,000	964,700
Insurance claims and expenses	3,783,612	3,748,619	4,167,568	400,000	450,000
Depreciation	1,525	1,525	1,525	1,525	
Total operating expenses	5,191,232	5,393,561	5,963,500	2,247,825	2,592,000
Excess (deficiency) of revenues over (under) expenditures	(211,537)	676,225	430,693	(183,125)	(223,000)
Nonoperating revenues (expenses)					
Investment earnings	14,422	10,050	9,727	8,000	10,000
Loss on disposal of capital assets	-	-	-	-	-
Total nonoperating revenues (expenses)	14,422	10,050	9,727	8,000	10,000
Income (Loss) before transfers & contributions	(197,115)	686,275	440,420	(175,125)	(213,000)
Transfers in	-	-	-		
Change in net assets	(197,115)	686,275	440,420	(175,125)	(213,000)
Beginning net assets	1,051,723	854,608	1,540,883	1,981,303	1,806,178
Ending net assets	854,608	1,540,883	1,981,303	1,806,178	1,593,178
Percent Change	-18.7%	80.3%	28.6%	-8.8%	-11.8%

The Employee Benefits fund is projected to use \$213,000 of fund balance to fund employee incentives and one human resources employee.

Revenues, Expenditures & Changes in Fund Balances

Enterprise Funds

Enterprise Funds	Actual FY 2011	Actual FY 2012	Actual FY 2013	Projected FY 2014	Budget FY 2015
Operating Revenues					
Revenues from use of property	3,850	3,316	4,104	4,750	-
Charges for services	15,864,280	16,198,511	18,219,984	20,453,000	20,678,000
Miscellaneous	45,146	6,516	5,825	5,000	2,000
Recovered costs	3,768,710	4,018,034	4,187,155	4,200,000	4,379,000
Total operating revenues	19,681,986	20,226,377	22,417,068	24,662,750	25,059,000
Operating Expenses					
Personal services	3,540,613	3,837,723	3,934,765	3,968,030	4,166,854
Contractual services	4,530,503	4,683,467	4,869,417	4,658,600	4,761,000
Other supplies and expenses	3,591,103	3,778,238	4,055,844	4,100,000	4,139,160
Depreciation	2,675,909	3,446,854	3,991,475	4,000,000	4,100,000
Total operating expenses	14,338,128	15,746,282	16,851,501	16,726,630	17,167,014
Excess (deficiency) of revenues over (under) expenditures	5,343,858	4,480,095	5,565,567	7,936,120	7,891,986
Nonoperating revenues (expenses)					
Intergovernmental					
Commonwealth	-	-	-	-	-
Federal	208,171	-	-	290,000	290,000
Investment earnings	12,746	32,925	20,577	500	-
Interest and fiscal charges	(2,607,171)	(3,394,961)	(4,176,497)	(4,974,000)	(4,715,500)
Loss on disposal of capital assets	(160,809)	(147,403)	(317,668)	-	-
Total nonoperating revenues (expenses)	(2,547,063)	(3,509,439)	(4,473,588)	(4,683,500)	(4,425,500)
Income (Loss) before transfers & contributions	2,796,795	970,656	1,091,979	3,252,620	3,466,486
Capital contributions	290,650	3,882,896	2,809,805	-	-
Transfers out	(1,600,000)	(1,600,000)	(1,870,000)	(1,600,000)	(1,600,000)
Change in net assets	1,487,445	3,253,552	2,031,784	1,652,620	1,866,486
Beginning net assets	43,142,609	44,630,054	47,883,606	49,915,390	51,568,010
Ending net assets	44,630,054	47,883,606	49,915,390	51,568,010	53,434,496
Percent Change	3.4%	7.3%	4.2%	3.3%	3.6%

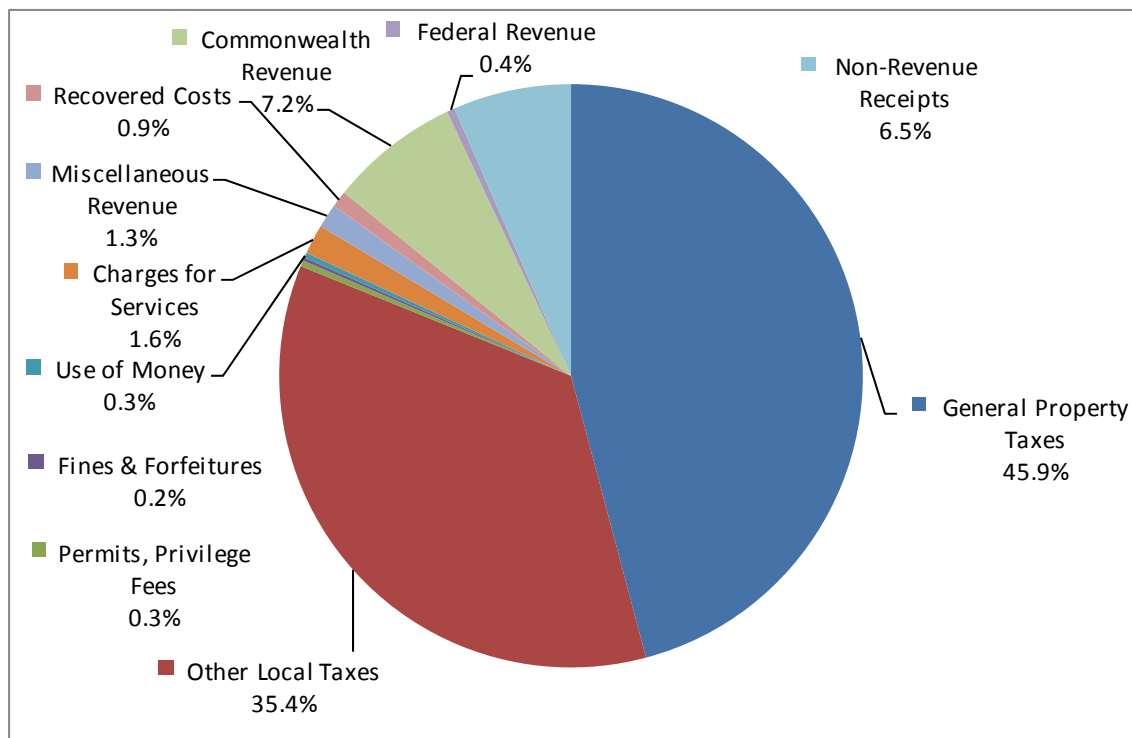
General Fund

The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. The General Fund is considered a major fund for financial accounting purposes.

Revenue Summary:

Revenue Sources	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 AMENDED BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
General Property Taxes	34,607,228	36,115,434	37,033,000	37,632,000	599,000
Other Local Taxes	25,755,729	27,065,285	26,875,000	28,953,000	2,078,000
Permits, Privilege Fees	252,951	285,747	297,100	271,400	(25,700)
Fines & Forfeitures	274,147	161,403	303,000	153,000	(150,000)
Use of Money	280,020	209,726	275,000	227,500	(47,500)
Charges for Services	916,052	848,669	1,024,000	1,348,000	324,000
Miscellaneous Revenue	991,861	870,765	1,115,000	1,094,500	(20,500)
Recovered Costs	861,213	722,976	758,000	737,500	(20,500)
Commonwealth Revenue	5,967,089	6,048,902	5,753,400	5,920,100	166,700
Federal Revenue	748,836	877,930	343,000	358,000	15,000
Non-Revenue Receipts	33,378,332	29,660,478	6,223,500	5,372,000	(851,500)
General Fund Revenue	104,033,458	102,867,315	80,000,000	82,067,000	2,067,000

FY 2015 General Fund Revenues by Category

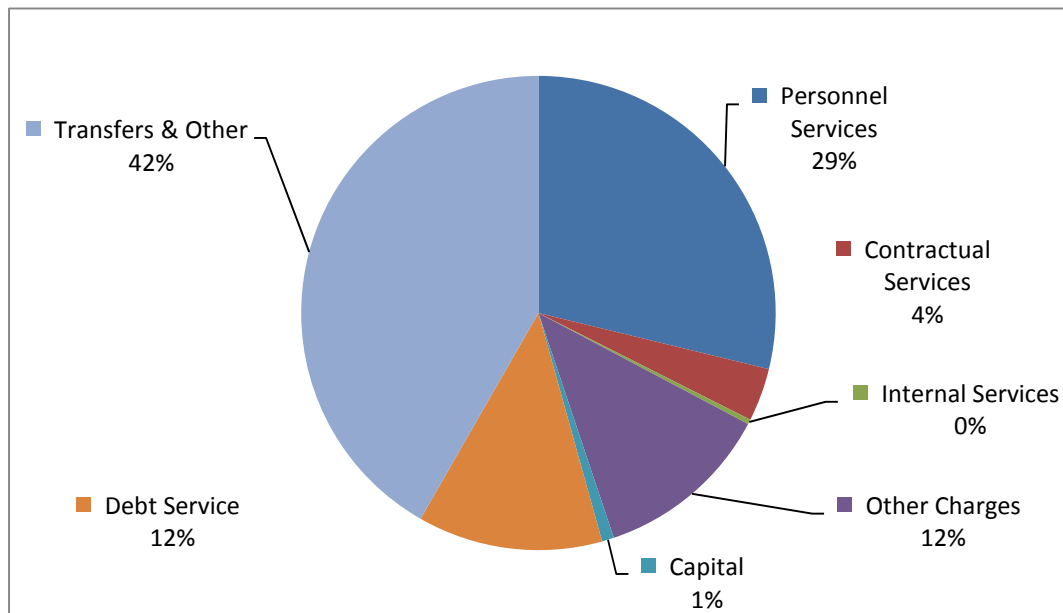


General Fund

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Personnel Services	19,088,860	22,018,719	22,856,534	23,633,936	777,402
Contractual Services	1,990,782	3,662,942	2,755,815	2,980,679	224,864
Internal Services	374,818	249,419	264,500	266,950	2,450
Other Charges	8,840,665	10,098,519	10,318,329	9,922,183	(396,146)
Capital	406,220	298,092	459,700	675,400	215,700
Debt Service	40,050,727	36,195,347	9,255,420	10,349,450	1,094,030
Transfers & Other	30,603,220	30,493,422	34,089,702	34,238,402	148,700
TOTAL GENERAL FUND	101,355,292	103,016,460	80,000,000	82,067,000	2,067,000

FY 2015 General Fund Expenditures by Category



Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
General Government	39.5	41.0	42.0	42.5	0.5
Judicial Administration	37.0	37.0	37.0	38.0	1.0
Public Safety	166.00	168.0	170.0	173.0	3.0
Public Works	33.0	33.0	32.5	32.5	0
Parks, Rec & Culture	26.5	26.5	26.5	25.5	(1.0)
Community Development	8.0	8.5	9.5	10.0	0.5
Total	310.0	314.0	317.5	321.5	4.0

General Fund - Revenue

Revenue Detail:

Account Description	FY 2012 Actual	FY 2013 Actual	FY 2014 Original Budget	FY 2015 Adopted Budget	FY 2015 Budget Inc/(Dec)
Real Estate - Current	23,540,111	24,647,530	25,539,000	25,539,000	-
Real Estate - Delinquent	937,974	1,195,411	900,000	900,000	-
Delinquent-Primary/Secondary	13,340	11,410	10,000	10,000	-
Primary District	75,611	70,321	70,000	70,000	-
Secondary District	79,362	82,567	80,500	80,500	-
Real Estate Penalties	89,728	112,900	92,000	115,000	23,000
Real Estate Interest	57,081	87,861	50,000	95,000	45,000
Public Service - Real Estate	556,778	686,590	670,000	650,000	(20,000)
Public Service - Personal Property	506	247	500	500	-
Personal Property - Current	7,034,140	7,100,416	7,300,000	7,700,000	400,000
Personal Property - Delinquent	497,108	308,397	250,000	400,000	150,000
Mobile Home Taxes	1,088	1,866	1,000	2,000	1,000
Machinery & Tools	1,562,203	1,636,534	1,900,000	1,900,000	-
Personal Property Penalties	116,366	141,455	120,000	120,000	-
Personal Properties Interest	45,832	31,929	50,000	50,000	-
GENERAL PROPERTY TAXES	34,607,228	36,115,434	37,033,000	37,632,000	599,000
State Sales Taxes	8,485,685	8,718,682	8,500,000	8,607,000	107,000
Communication Taxes	2,142,639	2,199,696	2,200,000	2,200,000	-
Electric Utility	1,192,290	1,325,208	1,300,000	1,300,000	-
Gas Utility	263,323	530,538	390,000	450,000	60,000
Electric Consumption	135,800	136,308	135,000	135,000	-
Gas Consumption	25,352	22,210	25,000	25,000	-
Business License - Contracting	426,588	346,846	400,000	400,000	-
Business License - Retail	1,945,922	2,065,382	2,150,000	2,150,000	-
Business License - Professional	2,106,288	2,245,940	2,200,000	2,200,000	-
Business License - Repair & Personal	848,553	757,698	800,000	800,000	-
Business License - Wholesale	198,354	183,222	200,000	200,000	-
Business License - Other	3,791	2,531	4,000	4,000	-
Business License - Penalties	75,340	54,949	75,000	75,000	-
Telephone	73,488	80,321	80,000	80,000	-
Electrical	180,755	216,259	200,000	200,000	-
Telephone ROW	73,048	95,021	70,000	100,000	30,000
Gas	48,750	48,750	50,000	50,000	-
Motor Vehicles Licenses	529,784	518,723	550,000	562,400	12,400
Motor Vehicle License Penalties	41,172	39,080	40,000	40,000	-
Bank Franchise	144,487	490,943	430,000	430,000	-
Recordation	184,177	218,429	200,000	225,000	25,000
Will Probate	7,571	5,485	10,000	6,000	(4,000)
Cigarettes	572,964	530,667	580,000	812,600	232,600
Admissions	32,052	6,645	100,000	140,000	40,000
Penalties	327	65	-	1,000	1,000
Interest	62	7	-	-	-
Motel	621,844	678,881	650,000	830,000	180,000
Penalties	867	856	-	1,000	1,000

General Fund - Revenue

Revenue Detail - continued:

Account Description	FY 2012 Actual	FY 2013 Actual	FY 2014 Original Budget	FY 2015 Adopted Budget	FY 2015 Budget Inc/(Dec)
Interest	8	108	-	-	-
Meals	5,356,600	5,516,918	5,500,000	6,900,000	1,400,000
Meals Penalties	18,894	19,937	20,000	20,000	-
Meals Interest	1,648	925	1,000	1,000	-
Short Term	17,278	8,029	15,000	8,000	(7,000)
Penalties	28	26	-	-	-
OTHER LOCAL TAXES	25,755,729	27,065,285	26,875,000	28,953,000	2,078,000
Dog	12,399	12,611	11,000	12,500	1,500
On Street Parking	90	135	100	100	-
Transfer Fees	655	627	1,000	1,000	-
Erosion, Sediment Control	5,900	3,750	6,000	5,000	(1,000)
Weapons	6,219	7,406	6,500	7,500	1,000
RE Tax Application Fee	20	160	-	-	-
RE Public Hearing Fee	390	-	-	-	-
Hazardous Use	1,850	1,850	1,000	1,000	-
Taxi	972	360	800	800	-
Street Permits	-	3,310	2,000	3,000	1,000
Building Permits - Building	83,899	115,661	100,000	100,000	-
Building Permits - Electrical	802	702	600	1,000	400
Building Permits - Plumbing	19,625	23,391	20,000	25,000	5,000
Building Permits - Mechanical	21,989	28,146	25,000	25,000	-
Elevator	3,800	3,600	3,000	3,000	-
Occupancy	825	300	1,500	1,000	(500)
Fire Protection	5,826	7,205	7,000	7,000	-
Gas	345	363	500	500	-
Building Permits - Signs	4,680	5,042	4,000	5,000	1,000
Land Use Application Fees	26,625	26,675	30,000	25,000	(5,000)
Planning Advertising Fees	4,000	625	1,000	1,000	-
Re-zoning & Subdivision Permit	9,500	16,600	10,000	9,000	(1,000)
Signs, Permits & Inspections	3,065	2,040	3,000	2,000	(1,000)
Architectural Review	600	900	600	1,000	400
Board of Zoning Appeals	11,050	4,600	10,000	10,000	-
Miscellaneous Fees	3,400	2,100	2,500	2,500	-
Civil Penalties	950	2,200	1,000	4,000	3,000
Rental Housing/Inspections	8,640	8,940	35,000	10,000	(25,000)
Rental Housing/Penalties	2,213	3,425	4,000	3,500	(500)
Rental Housing/Misc Fees	12,622	3,023	10,000	5,000	(5,000)
PERMITS, PRIVILEGE FEES	252,951	285,747	297,100	271,400	25,700
Courts	271,319	157,394	300,000	150,000	(150,000)
Registrar	-	100	-	-	-
Interest	2,828	3,909	3,000	3,000	-
FINES AND FORFEITURES	274,147	161,403	303,000	153,000	(150,000)

General Fund - Revenue

Revenue Detail - continued:

Account Description	FY 2012 Actual	FY 2013 Actual	FY 2014 Original Budget	FY 2015 Adopted Budget	FY 2015 Budget Inc/(Dec)
Interest Earnings	133,068	65,775	130,000	75,000	(55,000)
Rental Rec Prop/Facility	145,954	143,901	145,000	150,000	5,000
Concession Rentals	998	50	-	2,500	2,500
USE OF MONEY/PROP	280,020	209,726	275,000	227,500	(47,500)
Sheriff Fees	2,949	2,949	3,000	3,000	-
Case Assessment	33,625	28,781	30,000	30,000	-
Courthouse Security Fees	67,461	50,360	60,000	60,000	-
Miscellaneous Fees	7,096	8,731	7,000	7,000	-
Courthouse Compliance Fee	46,221	39,757	50,000	50,000	-
Commonwealth Attorney	6,797	7,333	6,000	6,000	-
Misc Police Fees	4,056	3,679	4,000	4,000	-
Police OT Reimbursement	15,505	17,459	-	10,000	10,000
Hazmat	3,535	61,774	5,000	5,000	-
LEPC Funds	5,538	8,135	7,000	7,000	-
Alarm Fees	2,950	3,000	5,000	5,000	-
False Alarm Fees	17,500	16,300	20,000	20,000	-
Fire Inspections Fees	-	-	50,000	-	(50,000)
Animal Impounding Fees	1,634	1,914	2,000	2,000	-
Gas Inspection	54,000	54,000	54,000	54,000	-
Sanitation Fee	-	-	-	420,000	420,000
Waste Collection/Disposal Fees	2,977	3,100	4,000	4,000	-
Sale of Recycle Materials	46,660	30,203	50,000	30,000	(20,000)
Recreation Activities	5,019	2,900	5,000	20,000	15,000
Indoor Pool Fees	102,640	87,010	112,150	98,700	(13,450)
Outdoor Pool Fees	78,543	48,359	91,000	76,000	(15,000)
Admissions & Memberships	94,937	98,064	135,000	108,000	(27,000)
Athletic Fees	86,376	62,440	115,850	88,600	(27,250)
Childcare Fees	191,406	184,592	180,000	180,000	-
Concession Sales	38,627	27,829	28,000	32,000	4,000
Parks Capital Replacement Fees	-	-	-	13,700	13,700
Special Events	-	-	-	14,000	14,000
CHARGES FOR SERVICES	916,052	848,669	1,024,000	1,348,000	324,000
Payments in Lieu of Taxes	800,260	800,175	845,000	825,000	(20,000)
Special Events	-	-	155,000	132,500	((22,500)
Old Town Winchester Misc	-	5,000	-	-	-
Artscape Program	4,250	2,550	1,000	1,000	-
Old Town Public Restroom	-	335	-	5,000	5,000
Bad Checks	500	455	1,000	1,000	-
Admin & Collection Fees	49,434	48,795	40,000	45,000	5,000
Donations/Special Gifts	98,692	-	-	15,000	15,000
Sales of Supplies	731	769	1,000	24,000	23,000
Sale of Surplus Property	17,972	4,649	10,000	10,000	-
Sale of Copies & Documents	1,831	688	2,000	1,000	(1,000)
Donations - Fire Dept	1,484	500	-	-	-
Donations-Police Dept	3,290	2,870	-	-	-

General Fund - Revenue

Revenue Detail - continued:

Account Description	FY 2012 Actual	FY 2013 Actual	FY 2014 Original Budget	FY 2015 Adopted Budget	FY 2015 Budget Inc/(Dec)
Ticket Sales	9,595	-	-	35,000	35,000
Parks & Recreation	3,764	2,467	60,000	-	(60,000)
Sheriff	-	1,250	-	-	-
Miscellaneous Revenue	58	262	-	-	-
MISCELLANEOUS REVENUE	991,861	870,765	1,115,000	1,094,500	(20,500)
Miscellaneous	1,380	2,095	-	-	-
Rebates	2,183	2,103	-	2,500	2,500
External Recoveries	19,913	186	-	-	-
Social Services	61,555	52,875	62,000	55,000	(7,000)
Circuit Court	66,439	72,586	70,000	70,000	-
JJC Building	364,256	328,187	416,000	400,000	(16,000)
Inspections/Zoning	6,250	-	-	-	-
Landfill-Recycling	164,334	165,280	170,000	170,000	-
Police Department	3,008	45,265	-	-	-
Parks & Recreation	1,745	249	-	-	-
Data Processing	170,150	54,150	40,000	40,000	-
RECOVERED COSTS	861,213	722,976	758,000	737,500	(20,500)
ABC Profits	-	664	-	-	-
Mobile Home Titling Taxes	609	1,800	-	-	-
Tax on Deeds	101,129	76,009	100,000	100,000	-
Railroad Rolling Stock Tax	6,386	7,530	7,000	8,000	1,000
Grantor's Tax	155,408	71,859	75,000	75,000	-
Rental Car Tax	121,467	186,910	175,000	198,000	23,000
Personal Property Tax					
Reimbursement	2,622,084	2,622,084	2,622,100	2,622,100	-
NON-CATEGORICAL AID	3,007,083	2,966,856	2,979,100	3,003,100	24,000
Commonwealth's Attorney	581,297	713,945	630,000	680,000	50,000
Sheriff	283,869	344,376	300,000	340,000	40,000
Sheriff Mileage	2,801	2,889	3,000	3,000	-
Commissioner of Revenue	85,635	116,055	85,000	100,000	15,000
Treasurer	83,856	93,697	83,000	83,000	-
Registrar/Electoral Board	57,768	41,755	40,000	40,000	-
Clerk of Circuit Court	307,433	367,632	324,000	345,000	21,000
Jury Reimbursement	3,030	5,760	5,000	5,000	-
Shared - Victim Witness	25,010	25,010	25,000	50,000	25,000
Shared - Witness Fees	-	-	-	-	-
SHARED EXPENSES	1,430,699	1,711,119	1,495,000	1,646,000	151,000
Juv & Domestic Relations	11,592	11,848	10,000	10,000	-
Litter Control	5,249	7,575	6,000	7,000	1,000
Fire Program Funds	70,046	74,733	70,000	70,000	-
Four for Life Grant	21,734	23,291	20,000	20,000	-
HazMat Funding	15,000	15,000	24,300	15,000	(9,300)
Police 599 Funds	767,557	775,025	820,000	820,000	-

General Fund - Revenue

Revenue Detail - continued:

Account Description	FY 2012 Actual	FY 2013 Actual	FY 2014 Original Budget	FY 2015 Adopted Budget	FY 2015 Budget Inc/(Dec)
Jail	27,981	21,327	20,000	20,000	-
Health Department	242,176	250,064	252,000	252,000	-
General District Court	7,779	7,684	8,000	8,000	-
Governor's Opportunity Fund	300,000	-	-	-	-
Asset Forfeiture Police	5,077	5,430	-	-	-
Asset Forfeiture Comm Attorney	233	4,785	-	-	-
Wireless E911 Services Board	44,011	83,500	49,000	49,000	-
Dept of Historic Resource	5,084	-	-	-	-
Virginia Main Street Program	5,000	-	-	-	-
Public Assistance Grant	788	90,665	-	-	-
STATE CATEGORICAL	1,529,307	1,370,927	1,279,300	1,271,000	(8,300)
Emergency Service Grants	-	8,905	-	8,900	8,900
Asset Forfeiture Funds	17,482	636	-	-	-
Safe Street Act Reimbursement	2,186	-	-	-	-
Commission of Arts Grant	5,000	5,000	5,000	5,000	-
Child/Adult Care Food	-	5,407	5,000	5,000	-
Police - DCJS Grants	19,876	16,926	-	-	-
Justice Assistance Grants	8,993	250	-	-	-
COPS	225,090	166,136	-	-	-
CDBG Grant	106,435	125,525	213,000	235,000	22,000
Haz/Mat Emergency Planning	-	2,476	-	-	-
Ballistic Vest Program	8,415	-	5,000	5,000	-
Dept of Historic Resources	24,914	-	-	-	-
Victim Witness	75,032	75,032	75,000	50,000	(25,000)
DMV Grants	30,466	25,057	25,000	25,000	-
Public Assistance Grants	23,177	327,529	-	-	-
Homeland Security/ODP	127,702	43,394	15,000	24,100	9,100
NVRDTF Grant	74,068	75,657	-	-	-
FEDERAL REVENUE	748,836	877,930	343,000	358,000	15,000
Insurance Recoveries	31,860	47,216	-	-	-
Buildings	386,296	-	-	-	-
CDBG Loan Principal	236	1,000,127	-	-	-
CDGB Loan Interest	77	63	-	-	-
Premiums on Bonds	3,995,350	4,837,787	-	-	-
Sale of Bonds	27,217,364	22,125,285	-	-	-
CIP Fund	67,332	-	-	-	-
Utilities Fund	1,600,000	1,600,000	1,600,000	1,600,000	-
OTBD	79,817	50,000	50,000	50,000	-
Fund Balance	-	-	4,484,500	3,665,000	(819,500)
Assigned - CDBG	-	-	-	-	-
Assigned - Fire Programs	-	-	89,000	57,000	(32,000)
NON-REVENUE RECEIPTS	33,378,332	29,660,478	6,223,500	5,372,000	(851,500)
TOTAL GENERAL FUND	104,033,458	102,867,315	80,000,000	82,067,000	2,067,000

General Fund Department Summary

Budget by Department:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
CITY COUNCIL	89,904	114,936	122,400	125,800	3,400
CLERK OF COUNCIL	32,213	37,034	36,600	37,400	800
CITY MANAGER	261,749	299,268	387,000	359,000	(28,000)
CITY ATTORNEY	317,498	283,752	343,400	350,900	7,500
INDEPENDENT AUDITORS	81,727	63,700	80,000	80,000	-
HUMAN RESOURCES	395,528	373,712	453,600	534,100	80,500
COMMISSIONER OF REVENUE	490,778	508,317	521,400	527,100	5,700
TREASURER	425,811	438,887	439,100	427,600	(11,500)
FINANCE	669,922	556,871	615,000	716,600	101,600
INFORMATION TECHNOLOGY	1,116,245	1,308,607	1,740,800	1,800,900	60,100
ELECTORAL BOARD OFFICIALS	68,834	60,680	51,000	51,000	-
REGISTRAR	101,559	104,690	140,600	138,200	(2,400)
CIRCUIT COURT	77,313	78,101	81,800	83,600	1,800
GENERAL DISTRICT COURT	16,610	18,958	28,800	29,100	300
J & D RELATION DIST COURT	36,790	45,564	50,400	51,400	1,000
CLERK OF CIRCUIT COURT	472,282	501,747	503,100	503,700	600
CITY SHERIFF	957,101	991,391	1,032,400	1,035,600	3,200
COURTHOUSE SECURITY	84,664	172,332	173,500	174,300	800
JUROR SERVICES	20,000	20,000	26,000	26,000	-
COMMONWEALTH ATTORNEY	1,002,030	1,095,657	1,085,100	1,131,300	46,200
VICTIM WITNESS	136,930	139,874	141,100	144,600	3,500
POLICE DEPARTMENT	6,766,664	7,194,380	7,500,200	7,590,100	89,900
POLICE GRANTS	385,547	301,207	47,200	26,600	(20,600)
FIRE DEPARTMENT	4,380,313	4,737,882	4,923,700	5,199,600	275,900
EMERGENCY MEDICAL	48,645	53,697	-	-	-
FIRE GRANTS	177,433	80,274	203,100	171,100	(32,000)
PROBATION OFFICE	1,745	2,567	3,500	3,500	-
INSPECTIONS DEPARTMENT	436,399	449,706	466,000	504,500	38,500
ANIMAL WARDEN	133,536	137,768	165,600	145,800	(19,800)
EMERGENCY SERVICES CD	49,575	77,098	47,000	140,000	93,000
HAZARDOUS MATERIAL	37,012	66,397	41,800	61,700	19,900
COMMUNICATION OPERATIONS	844,811	898,264	930,100	1,056,300	126,200
STREETS	23,133	29,219	23,600	22,600	(1,000)
STORM DRAINAGE	39,245	35,978	35,000	35,000	-
LOUDOUN MALL	54,795	51,695	70,800	78,700	7,900

Legislative – City Council

Budget by Department - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
			BUDGET	BUDGET	Inc/(Dec)
REFUSE COLLECTION	1,217,528	1,315,126	1,388,300	1,532,600	144,300
JOINT JUDICIAL CENTER	685,664	515,138	705,400	663,400	(42,000)
FACILITIES MAINTENANCE	1,121,855	1,094,213	1,117,300	1,235,600	118,300
ELDERLY - PROP TAX RELIEF	517,640	496,565	520,000	270,000	(250,000)
PARKS SUPERVISION	566,540	454,602	567,700	603,400	35,700
SPECIAL EVENTS TROLLEY	-	-	-	14,400	14,400
PARKS MAINTENANCE	865,960	1,326,365	971,430	847,800	(123,630)
COMMUNITY RECREATION PROG	85,652	75,651	73,100	16,800	(56,300)
OUTDOOR SWIMMING POOL	121,190	106,824	110,600	118,700	8,100
INDOOR SWIMMING POOL	177,506	161,304	226,450	259,600	33,150
WAR MEMORIAL	415,905	386,838	377,825	395,170	17,345
SCHOOL AGE CHILD CARE	166,519	170,973	183,650	193,500	9,850
ATHLETIC PROGRAMS	172,056	174,639	199,525	211,900	12,375
APPLE BLOSSOM FESTIVAL	47,389	55,996	29,500	29,300	(200)
PLANNING DEPARTMENT	229,089	227,002	278,900	276,700	(2,200)
REDEVELOPMENT & HOUSING	153,957	1,087,168	21,500	23,000	1,500
ZONING DEPARTMENT	234,445	141,175	211,200	216,700	5,500
ECONOMIC DEVELOPMENT	881,583	1,384,953	799,500	717,400	(82,100)
OTDB	161,174	292,870	437,100	407,100	(30,000)
GIS	91,235	81,259	89,300	88,500	(800)
OTHER	252,364	456,937	588,144	476,945	(111,199)
OUTSIDE AGENCIES	192,713	182,713	282,713	338,938	56,225
REGIONAL AGENCIES	4,890,186	4,862,867	5,065,041	5,177,995	112,954
TRANSIT	196,227	200,000	322,500	283,000	(39,500)
SOCIAL SERVICES	1,179,182	1,269,114	1,260,000	1,448,000	188,000
CSA	800,214	818,886	840,000	840,000	-
PARKING AUTHORITY	-	-	1,000,000	-	(1,000,000)
SCHOOLS OPERATING	25,351,902	26,651,702	26,301,702	27,699,102	1,397,400
SCHOOLS OTHER	-	17,145	-	16,200	16,200
SCHOOLS CAPITAL IMPROV	-	-	-	50,000	50,000
TOURISM	100,500	100,500	100,500	100,500	-
HIGHWAY MAINTENANCE	1,225,000	525,000	1,360,000	1,466,600	106,600
CAPITAL IMPROVEMENTS	75,000	911,075	2,805,000	2,335,000	(470,000)
CITY DEBT SERVICE	32,947,873	28,945,672	1,652,720	2,232,650	579,930
SCHOOLS DEBT SERVICE	7,218,037	7,249,675	7,602,700	8,116,800	514,100
TOTAL GENERAL FUND	102,576,426	103,070,157	80,000,000	82,067,000	2,067,000

Legislative – City Council

The City of Winchester operates under the council/manager form of government as provided for in the Code of Virginia. The city consists of four wards each represented by two (2) elected representatives while the City elects its Mayor-at-large. City Council collectively sets policy for the City and enacts those ordinances which are deemed necessary (state law permitting). Council appoints the City Manager, most boards, commissions, authorities, and committees to examine and conduct various aspects of city business.

Council Goals:

- Grow the Economy
- Create a More Livable City for All
- Develop a High Performing Organization
- Continue Revitalization of Historic Old Town

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Personnel Services	35,937	47,981	59,920	63,320	3,400
Contractual Services	16,572	30,930	23,000	23,000	-
Internal Services	2,534	2,800	3,000	3,000	-
Other Charges	34,861	33,225	36,480	36,480	-
TOTAL EXPENDITURES	89,904	114,936	122,400	125,800	3,400

Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Mayor	4,800	4,800	4,800	4,800	-
Councilors	28,480	28,800	28,800	28,800	-
FICA	2,546	2,570	4,242	2,479	(1,763)
Worker's Compensation	111	208	226	133	(93)
Employee Benefits	-	11,603	21,852	27,108	5,256
PERSONNEL	35,937	47,981	59,920	63,320	3,400

Legislative – City Council

Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Other Professional Services	2,600	14,690	9,000	9,000	-
Printing & Binding	108	311	500	500	-
Local Media	13,864	14,021	13,000	13,000	-
Food Services	-	1,908	500	500	-
CONTRACTUAL SERVICES	16,572	30,930	23,000	23,000	-
Copier Charges	2,534	2,800	3,000	3,000	-
INTERNAL SERVICES	2,534	2,800	3,000	3,000	-
Postal Services	339	285	300	300	-
Telecommunications	-	-	1,080	1,080	-
Office Equipment Rental	113	-	-	-	-
Mileage & Transportation	614	456	900	900	-
Travel - Convention & Education	969	1,730	1,100	1,100	-
Dues & Association Memberships	30,016	28,816	30,500	30,500	-
Entertaining Visitors	-	116	-	-	-
Office Supplies	198	335	500	500	-
Food & Food Service	1,228	906	1,000	1,000	-
Books & Subscriptions	-	-	100	100	-
Other Operating Supplies	1,039	78	500	500	-
Awards, Plaques, Other	345	503	500	500	-
OTHER CHARGES	34,861	33,225	36,480	36,480	-
TOTAL CITY COUNCIL	89,904	114,936	122,400	125,800	3,400

General Government – Clerk of Council

The Clerk of Council serves the City Council and various organizations and committees. The Clerk prepares for, and attends, all Council meetings, and takes meeting minutes and maintains the minute books. In addition, the Clerk maintains ordinances and resolutions, and furnishes the media with all necessary information.

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Personnel Services	28,416	32,803	32,400	33,200	800
Contractual Services	-	55	-	-	-
Other Charges	3,797	4,176	4,200	4,200	-
TOTAL EXPENDITURES	32,213	37,034	36,600	37,400	800

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Clerk of Council	0.5	0.5	0.5	0.5	0
Total	0.5	0.5	0.5	0.5	0

Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Regular	20,173	22,259	22,922	23,608	686
Part-time Non-Classified	71	-	-	-	-
FICA	1,270	1,433	1,460	1,537	77
VRS-Employer	2,884	2,771	2,847	2,809	(38)
Insurance Employer	65	265	273	312	39
Worker's Compensation	31	36	34	20	(14)
Benefits Admin Fee	25	36	36	24	(12)
Employee Benefits	3,867	5,972	4,796	4,855	59
VRS Health Ins Credit	30	31	32	35	3
PERSONNEL	28,416	32,803	32,400	33,200	800

General Government – Clerk of Council

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Printing & Binding	-	55	-	-	-
CONTRACTUAL SERVICES	-	55	-	-	-
Postal Services	209	197	100	100	-
Mileage & Transportation	891	706	800	800	-
Travel - Convention & Education	528	1,865	1,950	1,950	-
Dues & Association Memberships	235	245	250	250	-
Misc Charges & Fees	-	339	200	200	-
Office Supplies	603	654	650	650	-
Books & Subscriptions	98	105	100	100	-
Other Operating Supplies	130	65	150	150	-
Computer Hardware/Software	1,103	-	-	-	-
OTHER CHARGES	3,797	4,176	4,200	4,200	-
TOTAL CLERK OF COUNCIL	32,213	37,034	36,600	37,400	800

General Government – City Attorney

The City Manager, as chief executive officer of the City of Winchester, implements City Council policy and manages the activities of the City offices and departments.

Goals:

To ensure that resources funded by City Council are well managed and available in order to provide a variety of needed and/or desired municipal services to City citizens. To ensure the appropriate level of funding is directed to fund City Council priorities as outlined in Council's Strategic Plan.

Objectives:

- Provide Council with information and data necessary for formulating policy
- Direct and control departments and offices
- Exercise fiscal control over operations and submit an annual budget to City Council
- Respond to citizen inquires and requests
- Evaluate programs and projects for effectiveness
- Conduct research and develop methodology for new programs
- Communicate Council policy to departments and offices
- Manage work force and create high performing organizational structure
- Act as liaison to the General Assembly and monitor legislation affecting City citizens
- Provide appropriate, effective and consistent internal and external communication to inform the public about City policies
- Respond to all Freedom of Information Act requests
- Manage all social media, television and e-newsletter communications
- Conduct citizen survey every three years
- Provide creative and innovative graphic design services to all City departments
- Provide an interactive and informative citizen's academy

Services and Products:

- Annual operating and capital budget
- Annual legislative program
- Special projects and reports
- Data and information analyses
- Responses to Council/citizen inquiries
- Manage Strategic Plan projects and action items
- Annual Report
- Citizen's Academy
- Media releases and inquires
- Government access channel programming
- Creative services and design work
- Communications plan
- Community newsletters

General Government – City Attorney

Performance Measures:

Indicators	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
Output Measures				
Analysis and research to support Council policy formulation	As Necessary	As Necessary	As Necessary	As Necessary
Operating department performance reviews	As Necessary	As Necessary	As Necessary	As Necessary
Contacts with Legislative Delegation and VML staff members	As Necessary	As Necessary	As Necessary	As Necessary
News releases distributed and information posted on social media/TV channels	As Necessary	As Necessary	As Necessary	As Necessary
Outcome Measures				
% of time operating budget expenditures conform to established budgetary guidelines	100%	100%	100%	100%
Information requests from Mayor or City Council answered within 10 days	100%	100%	100%	100%
Information requests from the public answered within 10 days	100%	100%	100%	100%
Freedom of Information Act requests from the public/media answered within 5 days (or extension requested)	100%	100%	100%	100%
INSIGHT Citizen's Academy provided annually at maximum capacity	100%	100%	100%	100%

Performance Measurement Results:

The City Manager's office strives to respond to all inquiries within the established guidelines.

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
Expenditure by Classification	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Personnel Services	210,020	276,938	360,500	302,400	(58,100)
Contractual Services	27,160	2,138	10,500	36,000	25,500
Internal Services	1,000	682	100	100	-
Other Charges	23,569	19,510	15,900	20,500	4,600
TOTAL CITY MANAGER	261,749	299,268	387,000	359,000	(28,000)

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
City Manager*	1.5	2.5	2.5	2.5	0
Total	1.5	2.5	2.5	2.5	0

*Employee transferred from Parks & Recreation during FY2014 and 1 position eliminated.

General Government – City Attorney

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Regular	71,037	217,385	286,467	235,077	(51,390)
Part-Time Non-Classified	110,473	-	-	-	-
FICA	13,583	16,077	16,583	12,850	(3,733)
VRS-Employer	6,958	25,344	34,834	27,253	(7,581)
Insurance Employer	229	2,428	3,338	3,410	72
Worker's Compensation	279	295	376	192	(184)
Deferred Comp Contribution	179	-	-	-	-
Benefits Admin Fee	71	132	180	120	(60)
Employee Benefits	7,124	14,991	18,329	23,155	4,826
VRS Health Ins Credit	87	286	393	343	(50)
PERSONNEL	210,020	276,938	360,500	302,400	(58,100)
Medical, Dental, & Hosp	80	149	-	-	-
Other Professional Services	26,946	-	10,000	30,000	20,000
Training/Education	-	350	-	-	-
Printing & Binding	134	502	500	6,000	5,500
Local Media	-	1,137	-	-	-
CONTRACTUAL SERVICES	27,160	2,138	10,500	36,000	25,500
Data Processing	1,000	-	-	-	-
Copier Charges	-	682	100	100	-
INTERNAL SERVICES	1,000	682	100	100	-
Postal Services	23	11	100	100	-
Telecommunications	903	800	2,000	3,600	1,600
Mileage & Transportation	6,746	2,008	2,200	3,200	1,000
Travel - Convention & Education	1,492	6,539	8,000	8,000	-
Dues & Association Memberships	275	1,950	2,200	2,700	500
Misc Charges & Fees	-	1,425	-	-	-
Moving Expenses	5,130	5,425	-	-	-
Office Supplies	5,255	284	500	700	200
Food & Food Services	557	461	400	750	350
Books & Subscriptions	-	-	100	750	650
Other Operating Supplies	1,029	507	400	700	300
Computer Hardware/Software	2,159	100	-	-	-
OTHER CHARGES	23,569	19,510	15,900	20,500	4,600
TOTAL CITY MANAGER	261,749	299,268	387,000	359,000	(28,000)

General Government – City Attorney

The City Attorney's office manages the legal affairs of the City, and provides legal advice to City Council, the City Manager, the City staff, and to the various Boards, Agencies, and Commissions of the City. The office drafts ordinances and resolutions for consideration by City Council, and prosecutes violations of all City ordinances. The City Attorney's office updates and maintains the City Code. The office administers all pending civil litigation by and against the City. The office staff consists of the City Attorney, Assistant City Attorney, and Paralegal.

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	288,651	258,518	311,050	318,540	7,490
Contractual Services	11,383	9,086	14,290	14,200	(90)
Internal Services	2,664	380	900	500	(400)
Other Charges	14,800	15,768	17,160	17,660	500
TOTAL EXPENDITURES	317,498	283,752	343,400	350,900	7,500

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
City Attorney	3	3	3	3	0
Total	3	3	3	3	0

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Regular	226,012	205,812	248,041	255,050	7,009
FICA	16,283	14,519	16,190	16,826	636
VRS-Employer	29,754	25,434	30,944	30,351	(593)
Insurance Employer	701	2,437	2,965	3,367	402
Worker's Compensation	239	193	243	197	(46)
Benefits Admin Fee	139	168	216	144	(72)
Employee Benefits	15,198	9,668	12,102	12,222	120
VRS Health Ins Credit	325	287	349	383	34
PERSONNEL	288,651	258,518	311,050	318,540	7,490

General Government – City Attorney

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Medical, Dental, & Hospital	80	-	-	-	-
Legal Services	3,354	6,000	10,000	10,000	-
Other Professional Services	4,472	2,398	2,690	2,600	(90)
Printing & Binding	2,923	140	1,300	1,300	-
Local Media	554	548	300	300	-
CONTRACTUAL SERVICES	11,383	9,086	14,290	14,200	(90)
Data Processing	1,800	-	-	-	-
Copier Charges	864	380	900	500	(400)
INTERNAL SERVICES	2,664	380	900	500	(400)
Postal Services	534	365	600	1,300	700
Telecommunications	1,434	1,254	1,500	1,500	-
Mileage & Transportation	1,523	1,099	1,500	1,200	(300)
Travel - Convention & Education	2,068	3,800	4,000	4,000	-
Dues & Association Memberships	495	1,835	1,900	2,250	350
Court Filing Fees	93	-	250	-	(250)
Miscellaneous Charges & Fees	174	47	110	110	-
Office Supplies	2,641	1,218	1,200	1,200	-
Books & Subscriptions	5,051	5,871	5,200	5,200	-
Other Operating Supplies	728	279	900	900	-
Computer Hardware/Software	59	-	-	-	-
OTHER CHARGES	14,800	15,768	17,160	17,660	500
TOTAL CITY ATTORNEY	317,498	283,752	343,400	350,900	7,500

General Government – Independent Auditor

The Independent Auditor function exists to record the costs of the annual audit and other examinations of accounts and records of the City by an independent auditor. An independent auditor is one who works for the Auditor of Public Accounts, a private firm or an internal auditor who is hired by and reports only to the City Council.

Goals and Objectives:

To perform an efficient and accurate audit of the City's financial records and accounts.

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Accounting & Auditing	62,227	60,200	60,000	60,000	-
Other Professional Services	19,500	3,500	20,000	20,000	-
CONTRACTUAL SERVICES	81,727	63,700	80,000	80,000	-
TOTAL INDEPENDENT AUDITORS	81,727	63,700	80,000	80,000	-

General Government – Human Resources

The Human Resources Department provides administrative and human resources support services for all City Departments and the 475+ employee workforce. The Department administers all human resource functions for the City in accordance with all Federal, State and City regulations. It is our goal to recruit and retain a highly skilled and motivated work force that is equipped with the skills and knowledge necessary to deliver the highest quality of services to our citizens.

Objectives:

- Recruit, evaluate and hire qualified applicants for City positions
- Coordinate on-going training of the workforce
- Promptly respond to employees, retirees and the general public through telephone and walk-in inquiries and requests regarding employment, benefits, compensation and payroll and policy issues in an efficient and timely manner.
- Generate accurate personnel action documents for new hires, employee performance appraisals, terminations, disciplinary actions and other miscellaneous status changes

Services Provided:

- Job classification/reclassification, compensation, performance appraisal system and surveys
- Recruitment, hiring and employee orientation
- Coordination of employee activities, such as the Employee Health Fair, Winter Celebration, Employee Recognition Breakfast, etc.
- Maintenance of Personnel files
- Employee Training
- Benefits Administration
- Employee relations/advice/guidance

Performance Measures:

Indicator	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
Input/Output Measures					
Employment applications received (implemented NeoGov in December 2011)	5,268	14,419	18,448	15,555	16,141
Number of new hires (includes seasonal employees)	115	102	90	110	101

General Government – Human Resources

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Personnel Services	274,673	275,328	278,700	394,200	115,500
Contractual Services	56,256	72,354	139,800	99,800	(40,000)
Internal Services	15,127	4,574	3,000	3,000	-
Other Charges	49,472	21,456	32,100	37,100	5,000
TOTAL EXPENDITURES	395,528	373,712	453,600	534,100	80,500

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Human Resources	4.5	4.5	4.5	5.0	0.5
Total	4.5	4.5	4.5	5.0	0.5

Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Regular	156,444	164,321	165,318	270,386	105,068
Overtime	282	47	500	500	-
Part-time Classified	14,494	14,469	14,937	15,535	598
Part-time Non-Classified	32,904	25,600	29,039	10,500	(18,539)
FICA	15,453	15,249	15,866	22,045	6,179
VRS-Employer	17,905	19,567	20,532	32,118	11,586
Retirees	12,740	10,934	10,155	10,500	345
Insurance Employer	490	1,875	1,967	3,607	1,640
VA Local Disability Plan	-	-	-	590	590
Worker's Compensation	313	290	283	260	(23)
Benefits Admin Fee	201	282	288	264	(24)
Employee Benefits	23,218	22,473	19,583	27,462	7,879
VRS Health Ins Credit	229	221	232	433	201
PERSONNEL	274,673	275,328	278,700	394,200	115,500

General Government – Human Resources

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Medical, Dental, & Hospital	53	505	17,500	28,500	11,000
EAP Services	24,480	29,695	30,200	30,200	-
Other Professional Services	17,055	7,000	47,000	-	(47,000)
Training/Education	7,291	12,794	8,000	-	(8,000)
Repairs & Maintenance	-	-	300	300	-
Computer Hardware/Software	-	8,235	8,800	8,800	-
Printing & Binding	3,954	4,916	6,000	7,000	1,000
Local Media	1,729	2,890	12,000	24,000	12,000
Food & Food Services	1,694	6,319	10,000	1,000	(9,000)
CONTRACTUAL SERVICES	56,256	72,354	139,800	99,800	(40,000)
Data Processing	12,500	-	-	-	-
Copier Charges	2,627	4,574	3,000	3,000	-
INTERNAL SERVICES	15,127	4,574	3,000	3,000	-
Postal Services	1,182	1,082	1,500	1,500	-
Telecommunications	1,626	1,648	1,700	1,700	-
Mileage & Transportation	-	454	300	1,300	1,000
Travel - Convention & Education	391	552	1,000	4,000	3,000
Dues & Association Memberships	1,103	928	1,100	1,100	-
Misc Charges & Fees	-	1,004	800	800	-
Background Checks	117	169	8,700	8,700	-
Office Supplies	6,736	1,408	3,000	3,000	-
Food & Food Service	1,216	461	1,000	1,000	-
Repair & Maintenance	854	-	-	-	-
Books & Subscriptions	1,445	940	1,000	1,000	-
Other Operating Supplies	15,427	2,777	4,000	3,000	(1,000)
Computer Hardware/Software	12,458	1,246	-	-	-
Awards, Plaques, Other	6,917	7,662	7,500	9,500	2,000
Memorials	-	1,125	500	500	-
OTHER CHARGES	49,472	21,456	32,100	37,100	5,000
TOTAL HUMAN RESOURCES	395,528	373,712	453,600	534,100	80,500

General Government – Commissioner of the Revenue

The Commissioner of the Revenue office is divided into three categories: (1) the assessment, mapping and detailing of all real estate in the City, including tax exempt property, tax relief for the elderly, land use program and making any changes; (2) the discovery, assessment and proration of all personal property in the City; and (3) business licensing, meals, lodging, admission, and short-term rental taxes and the discovery, filing, assessment and adjustment of all business equipment, furniture and fixtures and machinery and tools.

Performance Measures:

Indicators	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual
Real Estate			
Parcels of Land	9947	9946	9934
Tax Relief Applications	564	552	576
Real Estate Transfers	618	659	638
Public Service Corporations	23	23	25
Personal Property			
Vehicle Assessments	23811	22650	23919
Personal Property Tax Relief Compliance	22505	21847	22788
Business Personal Property Assessments	2830	2725	2797
Business Taxes			
Business Licenses Assessed	3967	4162	4075
Excise Taxes Assessed	249	244	264
Financial Institutions	10	10	10

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Personnel Services	419,059	459,719	472,600	478,000	5,400
Contractual Services	5,178	7,454	10,000	7,400	(2,600)
Internal Services	24,086	699	700	700	-
Other Charges	42,455	40,445	38,100	41,000	2,900
TOTAL EXPENDITURES	490,778	508,317	521,400	527,100	5,700

General Government – Commissioner of the Revenue

Funding Sources:

Funding Sources	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Revenue from Commonwealth	85,635	116,055	85,000	100,000	15,000
Designated Funding Sources	85,635	116,055	85,000	100,000	15,000
Net General Tax Support	405,143	392,262	436,400	427,100	(9,300)

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Commissioner of the Revenue	9	9	8	8	0
Total	9	9	8	8	0

Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Regular	286,038	326,622	335,026	339,645	4,619
Overtime	201	21	-	-	-
Part-time Non-Classified	18,028	11,526	15,200	15,200	-
FICA	22,535	24,898	26,050	26,921	871
VRS-Employer	40,878	39,436	41,610	40,418	(1,192)
Insurance Employer	943	3,778	3,987	4,483	496
Worker's Compensation	1,466	1,848	1,624	1,127	(497)
Benefits Admin Fee	370	558	576	384	(192)
Employee Benefits	48,165	50,588	48,058	49,312	1,254
VRS Health Ins Credit	435	444	469	510	41
PERSONNEL	419,059	459,719	472,600	478,000	5,400
Medical, Dental, & Hospital	160	147	-	-	-
Other Professional Services	612	300	500	500	-
Training/Education	-	-	1,000	-	(1,000)
Repairs & Maintenance	55	200	400	400	-
Vehicle Repairs & Maintenance	-	-	500	500	-

General Government – Commissioner of the Revenue

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Computer Hardware/Software	402	321	1,900	500	(1,400)
Printing & Binding	444	1,536	500	500	-
Local Media	545	666	500	500	-
State Computer Services	-	-	1,000	-	(1,000)
Billing Service	2,960	4,284	3,700	4,500	800
CONTRACTUAL SERVICES	5,178	7,454	10,000	7,400	(2,600)
Data Processing	23,500	-	-	-	-
Equipment Maintenance/Fuel	391	431	300	300	-
Equipment Parts	47	39	100	100	-
Equipment Labor	50	203	100	100	-
Copier Charges	98	26	200	200	-
INTERNAL SERVICES	24,086	699	700	700	-
Postal Services	6,948	6,965	7,500	7,500	-
Telecommunications	1,122	972	1,100	1,100	-
Motor Vehicle Insurance	410	422	500	500	-
Office Equipment	824	969	1,000	1,000	-
Mileage & Transportation	1,007	1,774	2,000	2,000	-
Travel - Convention & Education	5,947	5,236	6,000	6,000	-
Dues & Association Memberships	929	790	1,000	1,000	-
Misc Charges & Fees	20	-	100	100	-
Background Checks	544	79	-	-	-
Office Supplies	2,384	4,948	2,400	2,400	-
Vehicle & Equipment Fuels	-	20	-	-	-
Books & Subscriptions	5,317	5,535	5,000	6,500	1,500
Other Operating Supplies	2,496	2,619	2,000	3,000	1,000
Cigarette Tax Stamps	9,245	9,893	9,500	9,900	400
Computer Hardware/Software	5,262	223	-	-	-
OTHER CHARGES	42,455	40,445	38,100	41,000	2,900
TOTAL COMM OF REVENUE	490,778	508,317	521,400	527,100	5,700

General Government - Treasurer

The Treasurer is a locally elected official and is directly responsible to the Citizens of Winchester. The Treasurer processes tax billing and is responsible for the receipting of all funds from all sources including Real Estate, Personal Property, Business Licenses, Vehicle Licenses, Permit Fees, Court Fees, Dog Tags. The revenue is invested in various approved funds for the highest yields following the Investment Policy of the Treasurer. The office is also responsible for the collection of all delinquencies, and uses methods afforded the Treasurer by the Commonwealth of Virginia to collect, which include: DMV Registration Holds, Wage and Bank Liens, Distress Warrants, and use of other collection agencies when all other remedies have been exhausted.

Performance Measures:

Indicators	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
Real Estate					
Current Collections	\$22,533,503	\$23,540,110	24,647,530	\$25,539,000	\$25,539,000
Collection Rate	99%	99%	99%	99%	99%
Delinquent Collections	\$857,611	\$937,974	\$1,195,411	\$900,000	\$900,000
Personal Property					
Current Collections	\$7,148,680	\$7,034,140	\$7,100,416	\$7,300,000	\$7,700,000
Collection Rate	96%	98%	98%	98%	98%
Delinquent Collections	\$729,962	\$497,105	\$308,397	\$250,000	\$400,000

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Personnel Services	371,707	383,224	383,200	377,400	(5,800)
Contractual Services	22,118	28,899	36,000	29,600	(6,400)
Internal Services	13,000	-	-	-	-
Other Charges	18,986	26,764	19,900	20,600	700
TOTAL EXPENDITURES	425,811	438,887	439,100	427,600	(11,500)

General Government - Treasurer

Funding Sources:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Funding Sources			BUDGET	BUDGET	Inc/(Dec)
Miscellaneous Revenue	49,934	49,250	41,000	46,000	5,000
Revenue from Commonwealth	83,855	93,697	83,000	83,000	-
Designated Revenue	133,789	142,947	124,000	129,000	5,000
Net General Tax Support	292,022	295,940	315,100	298,600	(16,500)

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Treasurer	7	7	6	6	0
Total	7	7	6	6	0

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Regular	265,918	283,494	280,367	276,127	(4,240)
Overtime	-	127	500	500	-
FICA	19,597	20,317	20,643	20,880	237
VRS-Employer	37,922	32,963	34,818	32,859	(1,959)
Insurance Employer	852	3,158	3,336	3,645	309
Worker's Compensation	1,470	1,534	1,679	230	(1,449)
Benefits Admin Fee	302	414	432	288	(144)
Employee Benefits	45,248	40,845	41,032	42,457	1,425
VRS Health Ins Credit	398	372	393	414	21
PERSONNEL	371,707	383,224	383,200	377,400	(5,800)
Medical, Dental, & Hosp.	-	238	-	-	-
Other Professional Services	208	479	7,500	3,500	(4,000)
Repairs & Maintenance	-	552	-	-	-
Printing & Binding	1,584	975	1,100	1,100	-

General Government - Treasurer

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Local Media	317	1,125	6,200	3,000	(3,200)
State Computer Services	1,131	-	1,200	1,000	(200)
Billing Service	18,878	25,530	20,000	21,000	1,000
CONTRACTUAL SERVICES	22,118	28,899	36,000	29,600	(6,400)
Data Processing	13,000	-	-	-	-
INTERNAL SERVICES	13,000	-	-	-	-
Postal Services	7,944	8,133	8,000	8,000	-
Telecommunications	336	417	400	400	-
Office Equipment	964	1,389	1,000	1,000	-
State Computer Services	100	931	-	-	-
Mileage & Transportation	728	406	750	800	50
Travel - Convention & Education	2,105	740	2,200	2,200	-
Dues & Association Memberships	375	330	400	500	100
Tax Collection Expenses	-	100	500	300	(200)
Misc Charges & Fees	1,422	3,513	1,500	1,500	-
Office Supplies	2,724	4,253	3,100	3,800	700
Books & Subscriptions	41	47	50	150	100
Other Operating Supplies	1,316	3,468	2,000	1,950	(50)
Computer Hardware/Software	931	3,037	-	-	-
OTHER CHARGES	18,986	26,764	19,900	20,600	700
TOTAL TREASURER	425,811	438,887	439,100	427,600	(11,500)

General Government – Finance

The Finance Division is responsible for the following major functions: general accounting, budget preparation, debt management, accounts receivable, accounts payable, payroll processing, risk management, purchasing, and real estate reassessment.

- General accounting reviews and updates all general ledger transactions generated from other software applications, prepares and posts all monthly journal entries, reconciles all City-wide bank statements, and coordinates the annual audit.
- Budget preparation is responsible for coordinating with City departments and agencies to prepare the City's annual budget.
- Debt management works with financial advisors and bond counsel to coordinate bond issuances for new money as well as continually looks for refunding opportunities.
- Accounts receivable is responsible for reconciling outstanding receivable balances.
- Accounts payable is responsible for receiving and processing invoices for payment and generating and filing 1099 tax forms. The function is also responsible for managing unclaimed property and, after carrying out due diligence as required by the Commonwealth, remitting unclaimed property to the State Treasurer.
- Payroll processes 26 pay periods per calendar year for approximately 475+ full-time employees. During the summer session, when the hiring of part-time employees reaches a peak, payroll may process wages for more than 600 employees. On a quarterly basis, the payroll division is responsible for filing federal and state withholding reports. On an annual basis, the payroll division processes W-2 forms.
- Risk Management is responsible for assisting the City Manager by monitoring the City's insurance coverage, updating policies, filing claims, and depositing payments.
- Purchasing is responsible for the direct preparation or assistance in preparing solicitations for all City projects, major purchases, and contracts. Purchasing ensures that purchases are carried out in accordance with the VPPA and City policies by processing all purchase requisitions and issuing all purchase orders.
- Real estate reassessment is the process of re-determining the assessed value of all real property for the purposes of taxation to insure that each property is valued fairly and accurately. The purpose of the general reassessment is to realign the values of real property so that equalization and current market values are obtained.

General Government – Finance

Performance Measures:

Indicators	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
Output Measures				
Prepare monthly reports for City Council	12	12	12	12
Vendor check issued (to decrease with change in frequency of check issuances)	11,505	10,659	10,000	8,500
Prepare monthly and quarterly payroll reports and send to State and Federal agencies	Yes		Yes	Yes
Purchase orders issued	596	659	570	600
Outcome Measures				
Receive “clean” annual audit opinion as reported in the Comprehensive Annual Financial Report (CAFR)	Yes	Yes	Yes	Yes
Maintain Aa2 and AA+ bond ratings	Yes	Yes	Yes	Yes
Service Quality				
Obtain the Government Finance Officers Association (GFOA) Certificate of Achievement for CAFR	Yes	Yes	Yes	Yes
Obtain GFOA Distinguished Budget Presentation Award for operating budget	n/a	No	Yes	Yes
Prepare City Manager’s budget that supports a results driven document to support City Council’s strategic plan at the lowest possible cost	Yes	Yes	Yes	Yes

Performance Measurement Results:

The Finance department continues to meet all mandates and guidelines for the City’s financial reporting. The City’s FY 2013 CAFR was awarded a Certificate of Achievement of Excellence in Financial Reporting and the City’s FY 2014 Budget document was awarded the Distinguished Budget Presentation upon review by GFOA. Also, in FY2014 the City’s Standard and Poor’s bond rating was upgrade to AAA.

Staffing Summary:

<i>Full-Time Employees*</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Finance	7	7.5	7.5	7.5	0
Total	7	7.5	7.5	7.5	0

*2 Full-time positions are unfunded.

General Government – Finance

Expenditure Summary:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Regular	287,094	322,841	332,243	366,108	33,865
Overtime	-	-	500	500	-
Part-time Non-Classified	10,918	-	-	-	-
FICA	22,043	23,551	23,714	26,640	2,926
VRS-Employer	40,983	39,975	41,263	43,641	2,378
Retirees	531	-	-	-	-
Insurance Employer	921	3,830	3,954	4,832	878
Worker's Compensation	455	461	456	301	(155)
Benefits Admin Fee	251	381	369	264	(105)
Employee Benefits	37,756	38,370	33,236	43,468	10,232
VRS Health Ins Credit	430	451	465	546	81
PERSONNEL	401,382	429,860	436,200	486,300	50,100
Medical, Dental, & Hospital	-	147	-	-	-
Other Professional Services	141,299	47,406	97,000	147,000	50,000
Boards/Commission Members	1,500	750	1,500	1,500	-
Repairs & Maintenance	-	45	300	300	-
Printing & Binding	3,072	1,515	2,000	2,000	-
Local Media	1,954	943	1,500	1,000	(500)
CONTRACTUAL SERVICES	147,825	50,806	102,300	151,800	49,500
Data Processing	46,000	-	-	-	-
Copier Charges	6	86	100	-	(100)
INTERNAL SERVICES	46,006	86	100	-	(100)
Postal Services	4,811	5,264	5,500	5,500	-
Telecommunications	307	365	500	500	-
Office Equipment	2,692	2,548	3,000	3,000	-
Mileage & Transportation	2,005	1,303	2,000	2,000	-
Travel - Convention & Education	3,010	3,896	4,000	5,000	1,000
Dues & Association Memberships	3,733	2,690	4,000	3,000	(1,000)
Misc Charges & Fees	372	377	500	500	-
Background Check	-	79	-	-	-
Office Supplies	3,028	1,655	3,000	3,000	-
Food & Food Service	-	70	-	-	-

General Government – Finance

Expenditure Summary - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Books & Subscriptions	356	261	400	500	100
Other Operating Supplies	2,783	4,977	3,500	5,500	2,000
Computer Hardware/Software	5,385	3,956	-	-	-
Awards, Plaques, Other	113	143	-	-	-
OTHER CHARGES	28,595	27,584	26,400	28,500	2,100
RISK MANAGEMENT					
Public Official Liability	4,475	4,475	5,000	5,000	-
General Liability	36,639	44,060	45,000	45,000	-
Claims & Bounties	5,000	-	-	-	-
OTHER CHARGES	46,114	48,535	50,000	50,000	-
TOTAL FINANCE	669,922	556,871	615,000	716,600	101,600

General Government – Information Technology

The Information Technology Department (IT) is responsible for the City's computer systems and connecting network. IT ensures the system is functional at all times and conducts data backup during off hours so as to minimize impacts on users. IT coordinates support and training on the SunGard software suite for staff, thus allowing the City Departments to operate more efficiently. In response to increased demand for existing and new services, IT identifies and evaluates software solutions to enhance service delivery to customers. IT manages the City's web services to give citizens access to City information.

Performance Measures:

Indicators	3/1/2011 – 2/28/2012	3/1/2012 – 2/28/2013	3/1/2013 – 2/28/2014	3/1/2014 – 2/28/2015 Projected
Number of Devices				
Number of workstations/computers	n/a	333	263	300
Number of laptops	n/a	62	95	100
Number of iPads/tablets	n/a	20	20	40
Number of servers (physical/virtual)	n/a	46/12	35/58	25/74
Number of network devices	n/a	40	47	50
Device Support				
Technical service call responses	n/a	283	723	788
Network Administration				
Network support call responses	n/a	129	200	219
Programming				
Web programming requests	n/a	386	199	217
Custom application support requests	n/a	32	40	44
ERP support requests	n/a	69	76	82
Reporting/query requests	n/a	30	37	41
User Administration/Security				
Support call responses	n/a	164	337	368

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
Expenditure by Classification	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED	BUDGET Inc/(Dec)
Personnel Services	507,219	616,851	702,200	762,298	60,098
Contractual Services	260,025	192,351	290,500	321,450	30,950
Internal Services	602	89	1,000	1,300	300
Other Charges	188,224	428,842	677,100	535,852	(141,248)
Capital	160,175	70,474	70,000	180,000	110,000
TOTAL EXPENDITURES	1,116,245	1,308,607	1,740,800	1,800,900	60,100

General Government – Information Technology

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Information Technology	7	7	8	8	0
Total	7	7	8	8	0

Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Regular	382,692	462,774	532,107	585,966	53,859
Overtime	423	951	1,000	1,000	-
FICA	28,107	33,911	39,809	41,946	2,137
VRS-Employer	53,137	57,020	66,192	69,716	3,524
Insurance Employer	1,236	5,463	6,630	7,656	1,026
Worker's Compensation	585	663	768	481	(287)
Benefits Admin Fee	269	438	576	384	(192)
Employee Benefits	40,202	54,988	54,338	54,279	(59)
VRS Health Ins Credit	568	643	780	870	90
PERSONNEL	507,219	616,851	702,200	762,298	60,098
Medical, Dental, & Hospital	80	122	-	-	-
Software as a Service	-	772	7,800	5,925	(1,875)
Other Professional Services	93,040	14,118	42,500	35,000	(7,500)
Travel - Convention & Education	8,426	12,147	26,000	15,000	(11,000)
Repairs & Maintenance	6,460	10,763	6,500	40,000	33,500
Vehicle Repairs & Maintenance	-	-	500	1,500	1,000
Computer Hardware/Software	151,164	154,305	207,100	224,025	16,925
Printing & Binding	-	-	100	-	(100)
Local Media	855	124	-	-	-
CONTRACTUAL SERVICES	260,025	192,351	290,500	321,450	30,950
Equipment Fuel	42	45	200	300	100
Equipment Parts	167	-	200	300	100
Equipment Labor	194	17	200	300	100
Copier Charges	199	27	400	400	-
INTERNAL SERVICES	602	89	1,000	1,300	300

General Government – Information Technology

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Postal Services	73	26	100	100	-
Telecommunications	114,953	127,835	146,900	137,680	(9,220)
Motor Vehicle Insurance	504	518	550	550	-
Mileage & Transportation	885	757	800	800	-
Travel - Convention & Education	14,901	13,108	33,650	68,630	34,980
Dues & Association Memberships	195	195	200	195	(5)
Misc Charges & Fees	9	3	-	-	-
Background Checks	79	67	-	-	-
Office Supplies	700	4,504	1,500	1,500	-
Vehicle & Equipment Fuels	-	-	100	50	(50)
Vehicle & Equipment Supplies	-	-	200	-	(200)
Books & Subscriptions	6,441	8,994	8,950	8,800	(150)
Other Operating Supplies	4,060	2,257	70,950	4,000	(66,950)
Computer Hardware/Software	45,424	270,578	413,200	313,547	(99,653)
OTHER CHARGES	188,224	428,842	677,100	535,852	(141,248)
Computer Equipment & Hardware	111,782	-	-	-	-
Local Area Network	48,393	-	-	-	-
Computer Software	-	70,474	70,000	180,000	110,000
CAPITAL	160,175	70,474	70,000	180,000	110,000
TOTAL INFO TECHNOLOGY	1,116,245	1,308,607	1,740,800	1,800,900	60,100

General Government – Electoral Board

The Winchester Electoral Board is governed by Title 24.2, Chapter 3, of the Code of Virginia Election Laws. The Electoral Board supervises and coordinates elections scheduled each year: November general elections and any primaries or special elections called by the State Board of Elections. The Board appoints Officers of Election to serve in all elections held that year, and trains them in performing their duties. The Board's responsibilities include preparing ballots, programming voting machines, and oversight for absentee voting, supervising polling places, and coordinating with local government to establish new polling places in a timely manner.

Funding Sources:

Funding Sources	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Revenue from Commonwealth	7,267	6,589	7,000	7,000	-
Designated Revenue	7,267	6,589	7,000	7,000	-
Net General Tax Support	61,567	54,091	44,000	44,000	-

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Personnel Services	8,975	9,709	8,675	8,675	-
Contractual Services	45,854	39,297	37,400	37,600	200
Internal Services	-	-	100	-	(100)
Other Charges	14,005	11,674	4,825	4,725	(100)
TOTAL EXPENDITURES	68,834	60,680	51,000	51,000	-

General Government – Electoral Board

Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Regular	8,325	9,009	8,019	8,018	(1)
FICA	637	689	646	650	4
Worker's Compensation	13	11	10	7	(3)
PERSONNEL	8,975	9,709	8,675	8,675	-
Medical, Dental, & Hosp.	-	35	-	-	-
Other Professional Services	9,854	5,783	7,500	6,500	(1,000)
Temporary Help/Other	22,590	20,195	17,500	17,500	-
Repairs & Maintenance	5,148	5,546	5,400	5,600	200
Computer Hardware/Software	6,553	5,813	6,000	6,000	-
Printing & Binding	1,709	1,925	1,000	2,000	1,000
Local Media	-	-	-	-	-
CONTRACTUAL SERVICES	45,854	39,297	37,400	37,600	200
Copier Charges	-	-	100	-	(100)
INTERNAL SERVICES	-	-	100	-	(100)
Postal Services	244	632	600	600	-
Mileage & Transportation	335	-	200	200	-
Travel - Convention & Education	725	-	400	600	200
Dues & Association Memberships	125	125	125	125	-
Misc Charges & Fees	2,250	1,567	1,500	1,500	-
Office Supplies	650	471	1,000	1,000	-
Food & Food Service	-	361	-	200	200
Other Operating Supplies	9,676	407	1,000	500	(500)
Software	-	8,111	-	-	-
OTHER CHARGES	14,005	11,674	4,825	4,725	(100)
TOTAL ELECTORAL BOARD	68,834	60,680	51,000	51,000	-

General Government – Voter Registrar

The Voter Registrar and staff are committed to providing qualified Winchester residents the opportunity to register to vote. We are dedicated to helping each citizen exercise his or her right to vote in accordance with Virginia's election laws, the Constitution of the Commonwealth of Virginia, and the United States.

Performance Measures:

Output Measures	FY 2011	FY 2012	FY 2013	FY 2014 Estimated	FY 2015 Projected
Number of elections	1	3	3	2	2
Number of registered voters	14,744	15,517	15,500	15,600	16,000
Number of votes cast	2,795	11,700	6,961	5,800	4,000
Number of Officers of Election	119	208	160	100	125
Number of adds, changes, deletions & transferred out	3,240	4,668	5,015	5,400	5,500
Number of absentee ballot applications processed	120	1,326	406	150	130

Effectiveness Measures:

- Met or surpassed all pre and post-election mandates, regulations and procedures while keeping error rate to less than .002%;
- Successfully conducted elections with polls opening and closing on time;
- Timely processed all UOCAVA absentee ballot applications and ballots;
- Timely processed all registration applications and data;
- Completed all list maintenance to insure accurate voter lists;
- Conducted voter outreach programs for many organizations;
- Properly moved all precinct lines in compliance with the 2010 census;
- Timely notified all voters of precinct or polling place changes;
- Developed a security plan for voting equipment;
- Developed and conducted advanced training programs for Officers of Election;
- Install hardware and software for mandated Voter Photo ID effective July 1, 2014
- Develop program for implementation of mandated Voter Photo ID effective July 1, 2014
- Explore possibility of direction DMV connection with possible implementation
- Develop procedure to expedite non-violent felon voter registrations

General Government – Voter Registrar

Funding Sources:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Funding Sources	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Revenue from Commonwealth	34,047	35,166	33,000	33,000	-
Designated Revenue	34,047	35,166	33,000	33,000	-
Net General Tax Support	67,512	69,524	107,600	105,200	(2,400)

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	95,967	96,862	128,500	126,375	(2,125)
Contractual Services	1,101	3,598	4,600	4,600	-
Internal Services	1,000	-	-	-	-
Other Charges	3,491	4,230	7,500	7,225	(275)
TOTAL EXPENDITURES	101,559	104,690	140,600	138,200	(2,400)

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Voter Registrar	1	1	2	2	0
Total	1	1	2	2	0

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Regular	47,867	50,024	83,346	84,826	1,480
Overtime	135	747	500	500	-
Part-time Non-Classified	27,635	27,406	15,000	15,000	-
FICA	5,621	5,721	7,759	7,441	(318)
VRS-Employer	6,827	6,276	10,351	10,094	(257)
Insurance Employer	153	601	992	1,120	128

General Government – Voter Registrar

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Worker's Compensation	115	107	139	85	(54)
Benefits Admin Fee	50	78	144	96	(48)
Employee Benefits	7,492	5,831	10,152	7,086	(3,066)
VRS Health Ins Credit	72	71	117	127	10
PERSONNEL	95,967	96,862	128,500	126,375	(2,125)
Other Professional Services	-	150	1,000	1,000	-
Employment Agencies	-	2,373	2,500	2,500	-
Repairs & Maintenance	155	291	300	300	-
Printing & Binding	408	419	500	500	-
Local Media	538	365	300	300	-
CONTRACTUAL SERVICES	1,101	3,598	4,600	4,600	-
Data Processing	1,000	-	-	-	-
INTERNAL SERVICES	1,000	-	-	-	-
Postal Services	1,125	2,078	2,500	2,500	-
Telecommunications	479	-	500	500	-
Mileage & Transportation	337	229	475	475	-
Travel - Convention & Education	806	384	750	750	-
Dues & Association Memberships	238	140	300	300	-
Office Supplies	229	553	500	500	-
Food & Food Service	-	77	100	100	-
Books & Subscriptions	55	162	100	100	-
Other Operating Supplies	189	607	500	500	-
Computer Hardware/Software	33	-	1,775	1,500	(275)
OTHER CHARGES	3,491	4,230	7,500	7,225	(275)
TOTAL REGISTRAR	101,559	104,690	140,600	138,200	(2,400)

Judicial Administration – Circuit Court

The Circuit Court is the trial court of general jurisdiction, and it has the jurisdiction to try the complete range of civil and criminal cases arising under Virginia law. It is the court in which all jury trials and felonies are tried, and it also hears appeals from the General District Court and the Juvenile and Domestic Relations District Court.

Goals and Objectives:

The Circuit Court strives to administer its cases fairly, efficiently, and courteously.

Funding Sources:

Funding Sources	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Local Revenue	66,439	72,586	70,000	70,000	-
Designated Revenue	66,439	72,586	70,000	70,000	-
Net General Tax Support	10,874	5,515	11,800	13,600	1,800

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Personnel Services	70,328	73,901	76,300	78,100	1,800
Contractual Services	437	-	200	200	-
Other Charges	6,548	4,200	5,300	5,300	-
TOTAL EXPENDITURES	77,313	78,101	81,800	83,600	1,800

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Circuit Court	1	1	1	1	0
Total	1	1	1	1	0

Judicial Administration – Circuit Court

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Regular	51,213	54,538	55,578	57,242	1,664
FICA	3,875	4,215	4,465	4,551	86
VRS-Employer	7,304	6,774	6,903	6,812	(91)
Insurance Employer	164	649	661	756	95
Worker's Compensation	88	87	87	52	(35)
Benefits Admin Fee	50	72	72	48	(24)
Employee Benefits	7,557	7,490	8,456	8,553	97
VRS Health Ins Credit	77	76	78	86	8
PERSONNEL	70,328	73,901	76,300	78,100	1,800
Printing & Binding	437	-	200	200	-
CONTRACTUAL SERVICES	437	-	200	200	-
Postal Services	47	144	300	300	-
Telecommunications	798	333	800	800	-
Office Equipment	1,699	1,824	2,000	2,000	-
Misc Charges & Fees	-	45	-	-	-
Office Supplies	131	820	1,000	1,000	-
Books & Subscriptions	3,296	638	800	800	-
Other Operating Supplies	577	396	400	400	-
OTHER CHARGES	6,548	4,200	5,300	5,300	-
TOTAL CIRCUIT COURT	77,313	78,101	81,800	83,600	1,800

Judicial Administration – General District Court

The Winchester-Frederick General District Court is in the Twenty-sixth Judicial District of Virginia. It has original jurisdiction over traffic infractions and misdemeanor cases for traffic and criminal divisions. This office holds preliminary hearings for felony cases and has jurisdiction over all civil cases where the amount of monies involved are \$25,000 and under. Examples of civil cases are landlord and tenant disputes, contract disputes and personal injury actions, garnishments and interrogatories. The District Court handles protective orders and mental commitment hearings. Currently our court sits 5 days a week. We have two Judges presiding over dockets an additional 8 days monthly to handle the caseload. Court files and records are maintained for a ten-year period.

Goals and Objectives:

- To resolve disputes justly.
- To conduct all proceedings in an expeditious and fair manner, applying the rules of the law.
- To schedule cases using segmented dockets to reduce the amount of waiting time for the public.

Outcomes/Trends

Caseload	2011 Actual	2012 Actual	2013 Actual	2014 Estimated	2015 Projected
New Cases	44,103	41,409	TBD	43,000	43,000

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
Expenditure by Classification	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Personnel Services	-	-	-	7,000	7,000
Contractual Services	2,580	4,415	10,675	4,475	(6,200)
Other Charges	14,030	14,543	18,125	17,625	(500)
TOTAL EXPENDITURES	16,610	18,958	28,800	29,100	300

Judicial Administration – General District Court

Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Part-time Non-Classified	-	-	-	6,500	6,500
FICA	-	-	-	495	495
Worker's Compensation	-	-	-	5	5
PERSONNEL	-	-	-	7,000	7,000
Legal Services	-	-	1,000	500	(500)
Repairs & Maintenance	-	-	375	375	-
Frederick County	-	968	6,500	-	(6,500)
Contracted Parking	2,580	3,447	2,800	3,600	800
CONTRACTUAL SERVICES	2,580	4,415	10,675	4,475	(6,200)
Postal Services	8,678	8,510	9,500	9,000	(500)
Telecommunications	57	3	-	-	-
Office Equipment	2,283	2,486	3,000	3,000	-
Magistrate Operating	2,296	2,519	4,000	3,000	(1,000)
Dues & Association Memberships	96	96	200	200	-
Office Supplies	506	425	1,000	2,000	1,000
Books & Subscriptions	114	414	425	425	-
Other Operating Supplies	-	90	-	-	-
OTHER CHARGES	14,030	14,543	18,125	17,625	(500)
TOTAL GENERAL DIST COURT	16,610	18,958	28,800	29,100	300

Judicial Administration – Juvenile and Domestic Relations Court

The Winchester Juvenile and Domestic Relations District Court hear all matters involving juveniles, such as criminal or traffic matters. Juvenile delinquency cases are cases involving a minor under the age of 18 who has been accused of committing an offense that would be considered criminal if committed by an adult. In addition, this Court handles other matters involving the family, such as custody, support and visitation. The Court also hears family abuse cases, cases where adults have been accused of child abuse or neglect, and criminal cases where the defendants and alleged victim are family or household members. Juvenile and domestic relations district courts differ from other courts in their duty to protect the confidentiality and privacy of juveniles and their families who have legal matters before the court. In addition to protecting the public and holding delinquent juveniles accountable, the court considers services needed to provide for rehabilitation. As a district court, this court does not conduct jury trials. Also, like all other courts in the Commonwealth, protection of victim rights and constitutional safeguards remain the same.

Goals and Objectives:

Our goal is to perform the duties of this Court as prescribed by statute and policy and also by procedures set as guidelines for this Court by the Office of the Executive Secretary of the Supreme Court of Virginia.

Outcomes/Trends:

The caseload for the Winchester-Frederick JDR Court has consistently grown over the past years due mainly to the changes in population, the decline in the family unit, and the ever-growing special needs of youth in our community. Our Courts have experienced a consistent growth patterns over the years in both “new” cases as well as hearings.

Caseload	2011 Actual	2012 Actual	2013 Actual	2014 Estimated	2015 Projected
New Cases	7,494	8,501	8,033	8,500	8,500
Hearings Held	15,304	16,583	17,430	18,000	18,500

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	14,631	21,996	24,600	24,600	-
Contractual Services	2,177	2,219	2,900	2,900	-
Other Charges	19,982	21,349	22,900	23,900	1,000
TOTAL EXPENDITURES	36,790	45,564	50,400	51,400	1,000

Judicial Administration – Juvenile and Domestic Relations Court

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Part-time Non-Classified	13,559	20,361	22,850	22,850	-
Overtime	-	35	-	-	
FICA	1,037	1,560	1,722	1,731	9
Worker's Compensation	35	40	28	19	(9)
PERSONNEL	14,631	21,996	24,600	24,600	-
Medical, Dental, & Hospital	20	35	-	-	
Legal Services	-	-	300	300	-
Repairs & Maintenance	540	-	300	300	-
Contracted Parking	1,617	2,184	2,300	2,300	-
CONTRACTUAL SERVICES	2,177	2,219	2,900	2,900	-
Postal Services	12,888	13,035	14,000	14,000	-
Office Equipment	5,082	5,086	5,000	6,000	1,000
Travel - Convention & Education	163	391	300	300	-
Dues & Association Memberships	335	-	350	350	-
Background Checks	127	67	-	-	-
Office Supplies	1,249	2,393	2,500	2,500	-
Food & Food Service	35	85	100	150	50
Books & Subscriptions	-	-	300	300	-
Other Operating Supplies	103	228	-	-	-
Awards, Plaques, Other	-	64	350	300	(50)
OTHER CHARGES	19,982	21,349	22,900	23,900	1,000
TOTAL J&D RELATIONS DIST CRT	36,790	45,564	50,400	51,400	1,000

Judicial Administration – Clerk of the Circuit Court

The Office of Clerk of the Circuit Court is an elected office serving an eight-year term. The Clerk of each circuit court is a constitutional officer. The Office of the Clerk of the Circuit Court dates from 1619 when constitutional offices in Virginia were created by the House of Burgesses.

The Clerk handles the court's administrative functions and also has authority to probate wills, grant administration of estates and appoint guardians. The Clerk is the custodian of the court records, and the Clerk's office also records deeds, issues marriage licenses, processes notary applications, and business name applications, prepares and issues witness subpoenas, issues concealed handgun permits, and administers the oath of public office to elected officials, sheriff deputies, and to citizens appointed to local or state commission posts. The Clerk also provides passport application services.

Goals and Objectives:

- To conduct the activities and duties of the Office of the Clerk of the Circuit Court as enumerated by the Code of Virginia.
- To provide quality services to the citizens of the City of Winchester.

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	430,619	458,821	461,900	462,500	600
Contractual Services	19,276	22,056	16,550	16,550	-
Other Charges	22,387	20,870	24,650	24,650	-
TOTAL EXPENDITURES	472,282	501,747	503,100	503,700	600

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Clerk of the Circuit Court	8	8	8	8	0
Total	8	8	8	8	0

Judicial Administration – Clerk of the Circuit Court

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Regular	313,952	337,896	344,635	340,599	(4,036)
FICA	23,494	25,245	24,913	25,046	133
VRS-Employer	43,954	41,967	42,804	40,531	(2,273)
Insurance Employer	1,001	4,021	4,101	4,496	395
VA Local Disability Plan	-	-	-	172	172
Worker's Compensation	1,884	2,145	2,136	1,449	(687)
Benefits Admin Fee	378	576	576	384	(192)
Employee Benefits	45,491	46,498	42,253	49,312	7,059
VRS Health Ins Credit	465	473	482	511	29
PERSONNEL	430,619	458,821	461,900	462,500	600
Accounting & Auditing	-	2,179	3,000	3,000	-
Other Professional Services	2,905	5,184	3,000	3,000	-
Repairs & Maintenance	7,273	1,083	2,000	2,000	-
Computer Hardware/Software	6,310	12,591	6,550	6,550	-
Printing & Binding	926	219	1,000	1,000	-
Local Media	212	-	-	-	-
Contracted Parking	1,650	800	1,000	1,000	-
CONTRACTUAL SERVICES	19,276	22,056	16,550	16,550	-
Postal Services	5,672	5,867	6,000	6,000	-
Office Equipment	5,919	6,146	6,000	6,000	-
Mileage & Transportation	155	-	100	100	-
Travel - Convention & Education	474	-	750	750	-
Dues & Association Memberships	495	495	500	500	-
Background Checks	162	-	-	-	-
Office Supplies	7,346	8,108	8,500	8,500	-
Food & Food Service	129	173	-	200	200
Books & Subscriptions	-	-	200	-	(200)
Other Operating Supplies	384	81	200	200	-
Computer Hardware/Software	1,651	-	2,400	2,400	-
OTHER CHARGES	22,387	20,870	24,650	24,650	-
CLERK OF CIRCUIT COURT	472,282	501,747	503,100	503,700	600

Judicial Administration – City Sheriff/Courthouse Security

The Winchester Sheriff's office is responsible for overall security within the Joint Judicial Center (JJC). Responsibilities include, but are not limited to, scanning persons entering the JJC and the use of magnetometers and x-ray machines. The Sheriff's Office provides overall security within all of the court rooms, except Frederick County's Circuit Court. Other responsibilities include Jury security, serving civil papers, criminal papers, evictions, prisoner transports and extraditions, mental health commitments and transports, and juvenile transports. These are done at the direction of the different courts. The Winchester Sheriff's Office also responds to calls for service and issues summonses when there is a violation of State or City Code. Deputies also work cases when a request is made by citizens. Prisoners housed within the JJC are the responsibility of the Winchester Sheriff's Office until they are returned to the Jail or released by the courts.

Goals and Objectives:

- To provide a safe and secure atmosphere for people using the Joint Judicial Center.
- Continue to provide courtroom security with the increasing number of cases and courts.
- Hire and maintain qualified personnel.
- Continue fast and efficient serving of civil papers and evictions.
- Continue to provide assistance to the Winchester Police Dept. when requested.
- Continue to assist complainants with criminal matters.
- To provide community support through programs such as TRIAD, Winchester City Sheriff's Office Youth Program, Project Life Saver as well as other community focused programs.
- Apply for available grants.

Performance Measures:

Indicators	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
Persons passing through the metal detectors	540,284	522,985	624,450	638,440
Number of days courthouse security provided	247	245	250	250
Number of man hours expended	5,796	5,796	6,727	7,258
Civil papers served	12,908	16,244	16,950	17,831
Evictions	243	250	264	316
Temporary Detention Orders (mental transports)	42	49	51	61
Prisoner transports	164	208	258	309
Extraditions of prisoners	52	56	80	96

Judicial Administration – City Sheriff/Courthouse Security

Funding Sources:

Funding Sources	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Revenue from Commonwealth	286,670	347,265	303,000	343,000	40,000
Designated Revenue	286,670	347,265	303,000	343,000	40,000
Net General Tax Support	755,095	816,458	902,900	866,900	(36,000)

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Personnel Services	920,718	1,021,912	1,034,550	1,055,500	20,950
Contractual Services	21,072	17,700	25,300	25,300	-
Internal Services	29,861	27,844	25,000	25,000	-
Other Charges	43,809	52,162	71,650	76,100	4,450
Capital	26,305	44,105	49,400	28,000	(21,400)
TOTAL EXPENDITURES	1,041,765	1,163,723	1,205,900	1,209,900	4,000

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Sheriff	12	12	12	12	0
Courthouse Security	1	1	1	1	0
Total	13	13	13	13	0

Judicial Administration – City Sheriff/Courthouse Security

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
<i>City Sheriff</i>					
Regular	529,437	528,456	544,465	564,925	20,460
Overtime	35,743	31,796	30,000	32,500	2,500
Part-time Non-Classified	48,319	71,379	67,000	67,000	-
FICA	46,401	47,439	48,026	49,954	1,928
VRS-Employer	72,330	64,503	67,622	67,226	(396)
VRS -LODA	-	6,164	6,200	11,500	5,300
Retirees	19,110	16,401	20,305	11,800	(8,505)
Insurance Employer	1,667	6,181	6,479	7,457	978
Worker's Compensation	12,540	15,330	15,175	12,974	(2,201)
Benefits Admin Fee	597	807	850	566	(284)
Employee Benefits	77,860	67,114	67,166	67,451	285
VRS Health Ins Credit	780	727	762	847	85
PERSONNEL	844,784	856,297	874,050	894,200	20,150
Medical, Dental, & Hospital	862	209	-	-	-
Repairs & Maintenance	3,530	3,127	5,200	5,200	-
Vehicle Repairs & Maintenance	7,652	8,852	9,000	9,000	-
Computer Hardware/Software	-	156	-	-	-
Printing & Binding	718	584	1,000	1,000	-
Local Media	-	131	-	-	-
Laundry & Dry Cleaning	92	24	100	100	-
CONTRACTUAL SERVICES	12,854	13,083	15,300	15,300	-
Data Processing	1,000	-	-	-	-
Equipment Maintenance/Fuel	28,851	27,825	25,000	25,000	-
Equipment Parts	10	19	-	-	-
INTERNAL SERVICES	29,861	27,844	25,000	25,000	-
Postal Services	1,214	1,286	2,000	2,000	-
Telecommunications	7,484	6,121	6,000	7,250	1,250
Motor Vehicle Insurance	7,607	7,782	8,000	8,000	-
Mileage & Transportation	491	385	550	550	-
Travel - Convention & Education	5,150	5,429	6,000	6,000	-
Extradition of Prisoners	265	698	500	500	-
Dues & Association Memberships	7,699	8,797	8,600	9,800	1,200

Judicial Administration – City Sheriff/Courthouse Security

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
<i>City Sheriff - continued</i>					
Misc Charges & Fees	55	46	100	100	-
Office Supplies	1,803	3,455	2,100	2,100	-
Food & Food Service	20	34	100	100	-
Vehicle & Equipment Fuels	3,434	1,651	3,700	3,700	-
Vehicle & Equipment Supplies	2,762	3,791	3,000	3,000	-
Police Supplies	1,390	7,148	17,100	17,100	-
Uniforms & Apparel	3,349	1,401	9,800	11,800	2,000
Books & Subscriptions	30	-	100	100	-
Other Operating Supplies	544	665	1,000	1,000	-
Computer Hardware/Software	-	1,373	-	-	-
OTHER CHARGES	43,297	50,062	68,650	73,100	4,450
Motor Vehicle & Equipment	26,305	44,105	49,400	28,000	(21,400)
CAPITAL	26,305	44,105	49,400	28,000	(21,400)
TOTAL CITY SHERIFF	957,101	991,391	1,032,400	1,035,600	3,200
<i>COURTHOUSE SECURITY</i>					
Regular	44,748	44,463	45,415	49,150	3,735
Overtime	11,643	5,993	15,000	10,000	(5,000)
Part-time Non-Classified	-	88,540	75,000	80,000	5,000
FICA	3,950	10,530	10,326	10,630	304
VRS-Employer	6,375	5,525	5,645	5,849	204
Insurance Employer	142	529	541	649	108
Worker's Compensation	1,203	3,348	3,361	2,950	(411)
Benefits Admin Fee	50	72	72	48	(24)
Employee Benefits	7,756	6,553	5,076	1,950	(3,126)
VRS Health Ins Credit	67	62	64	74	10
PERSONNEL	75,934	165,615	160,500	161,300	800
Medical, Dental, & Hosp.	-	52	-	-	-
Repairs & Maintenance	8,218	4,565	10,000	10,000	-
CONTRACTUAL SERVICES	8,218	4,617	10,000	10,000	-

Judicial Administration – City Sheriff/Courthouse Security

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
<i>Courthouse Security - continued</i>					
Dues & Assoc Membership	-	100	-	-	-
Other Operating Supplies	512	-	3,000	3,000	-
Uniforms & Apparel	-	2,000	-	-	-
OTHER CHARGES	512	2,100	3,000	3,000	-
TOTAL COURTHOUSE SECURITY	84,664	172,332	173,500	174,300	800
TOTAL SHERIFF/COURTHOUSE SECURITY	1,041,765	1,163,723	1,205,900	1,209,900	4,000

Judicial Administration – Juror Services

Juror services include providing administrative and clerical support for the purpose of building a jury pool for use by the Sheriff's Department; and to efficiently process payments to City residents for jury duty.

Goals and Objectives:

- Continue to provide an appropriate listing of City residents from which to build a jury pool for use by the Sheriff's Department.
- Continue to provide quality services to City residents serving as jurors.

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Juror Services - Grand Jury	4,000	3,000	5,000	5,000	-
Juror Services - Criminal Jury	12,000	10,000	12,000	12,000	-
Juror Services - Civil Jury	4,000	7,000	9,000	9,000	-
OTHER CHARGES	20,000	20,000	26,000	26,000	-
JUROR SERVICES	20,000	20,000	26,000	26,000	-

Judicial Administration – Commonwealth Attorney

The Office of the Commonwealth's Attorney is charged primarily with the prosecution of crime. This office prosecutes criminal matters in the Winchester General District Court, criminal and delinquency matters in the Juvenile and Domestic Relations District Court, and all felony cases in the Winchester Circuit Court. The Commonwealth's Attorney is a Constitutional Officer of the Commonwealth of Virginia. As such, he is not an officer or employee of the City from which he was elected. In this jurisdiction, the Commonwealth's Attorney is elected by voters of the City of Winchester. The Office of the Commonwealth's Attorney is charged primarily with the prosecution of crime.

Goals and Objectives:

To continue to prosecute all criminal cases in the City of Winchester and all felony cases occurring in the City of Winchester, for which sufficient evidence is available to support charges.

- Provide protection to the Citizens of Winchester by prosecuting criminal offenses to the fullest extent of the law.
- Assist law enforcement by providing assistance and legal advice when obtaining charges against defendants.
- Work together with local committees to better serve the victims of crime, especially in the area of sexual assault against women and children.
- Improve the quality of life in Winchester by coordinating law enforcement efforts with citizens throughout the city.

Outcomes/Trends

Cases Prosecuted	2011	2012
Juvenile Court – Juvenile & Domestic	1,465	1,321
General District Court	3,098	3,573
Circuit Court	2,181	2,258
Total Prosecuted Cases	6,744	7,152

Funding Sources:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
Funding Sources	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Revenue from Commonwealth	581,189	713,945	630,000	680,000	50,000
Designated Revenue	581,189	713,945	630,000	680,000	50,000
Net General Tax Support	420,841	381,712	455,100	451,300	(3,800)

Judicial Administration – Commonwealth Attorney

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	969,842	1,055,347	1,055,200	1,098,600	43,400
Contractual Services	3,396	10,877	2,600	2,600	-
Other Charges	28,792	29,433	27,300	30,100	2,800
TOTAL EXPENDITURES	1,002,030	1,095,657	1,085,100	1,131,300	46,200

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Commonwealth Attorney	12	13	13	14	1
Total	12	13	13	14	1

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Regular	722,616	779,992	796,120	831,860	35,740
Overtime	30	12	-	-	-
Part-time Non-Classified	1,933	-	-	-	-
FICA	52,755	56,039	55,130	58,204	3,074
VRS-Employer	100,147	96,884	98,878	98,992	114
Insurance Employer	2,300	9,283	9,474	10,980	1,506
VA local Disability Plan	-	-	-	482	482
State Unemployment Tax	-	193	-	-	-
Worker's Compensation	892	938	888	922	34
Benefits Admin Fee	642	936	936	672	(264)
Employee Benefits	87,453	109,977	92,660	95,240	2,580
VRS Health Ins Credit	1,074	1,093	1,114	1,248	134
PERSONNEL	969,842	1,055,347	1,055,200	1,098,600	43,400
Medical, Dental, & Hospital	160	-	-	-	-
Other Professional Services	650	-	-	-	-
Repairs & Maintenance	1,774	2,276	2,000	2,000	-

Judicial Administration – Commonwealth Attorney

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Computer Hardware/Software	-	8,245	-	-	-
Printing & Binding	727	206	600	600	-
Contracted Parking	85	150	-	-	-
CONTRACTUAL SERVICES	3,396	10,877	2,600	2,600	-
Postal Services	1,971	1,925	2,000	2,000	-
Telecommunications	156	156	400	400	-
Office Equipment	2,382	2,156	2,900	5,300	2,400
Mileage & Transportation	2,218	2,358	1,900	1,900	-
Court Witness	-	426	-	-	-
Travel - Convention & Education	6,483	5,675	6,000	6,000	-
Dues & Association Memberships	1,805	3,215	2,800	2,800	-
Background Checks	191	-	-	-	-
Office Supplies	2,612	4,354	4,000	4,000	-
Food & Food Service	591	555	700	700	-
Books & Subscriptions	1,888	4,535	3,100	3,100	-
Other Operating Supplies	3,330	3,745	3,500	3,900	400
Computer Hardware/Software	5,165	333	-	-	-
OTHER CHARGES	28,792	29,433	27,300	30,100	2,800
TOTAL COMMONWEALTH ATTY	1,002,030	1,095,657	1,085,100	1,131,300	46,200

Judicial Administration – Victim Witness

The Victim Witness program provides assistance to the victims of crime in the City of Winchester. We provide courtroom support, assist with compensation through the criminal injuries fund, and work closely with the Commonwealth Attorney's office to prepare victims for the Judicial Process. We primarily work in Circuit Court; however, we do assist when needed in General District and Juvenile and Domestic Relations Court. We monitor, collect and distribute restitution in Juvenile and General District courts. We are a liaison and participate on several committees including CAC, Crime Solvers, DVSA, SART. We assist the Commonwealth Attorney in locating victims for trials and interviews. We offer support throughout the trial process for the victims and their families. We also provide Employer and Student Intervention, Transportation Services for out of state victims & witnesses and intervention on behalf of victims with Credit Card Creditors and Medical Providers. We register Victims of Crime with the Jail and Dept. of Corrections for Prisoner release. We refer many victims to the Laurel Center for Abused Women and do counseling referrals too.

Goals and Objectives:

- Assist victims in filing for criminal injuries.
- Assist the Commonwealth Attorney's office in preparing victims for trial.
- Provide courtroom support for victims and their families.
- Collect, monitor, and distribute restitution.

Funding Sources:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Funding Sources			BUDGET	BUDGET	Inc/(Dec)
Revenue from Commonwealth	25,010	25,010	25,000	50,000	25,000
Revenue from Federal	75,032	75,032	75,000	50,000	(25,000)
Designated Revenue	100,042	100,042	100,000	100,000	-
Net General Tax Support	36,888	39,832	41,100	44,600	3,500

Judicial Administration – Victim Witness

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	136,699	139,874	141,100	144,600	3,500
Other Charges	231	-	-	-	-
TOTAL EXPENDITURES	136,930	139,874	141,100	144,600	3,500

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Victim Witness	2	2	2	2	0
Total	2	2	2	2	0

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Regular	99,248	105,703	107,723	110,968	3,245
FICA	7,616	7,895	8,144	8,339	195
VRS-Employer	14,154	13,129	13,379	13,205	(174)
Insurance Employer	318	1,258	1,282	1,465	183
Worker's Compensation	130	129	125	88	(37)
Benefits Admin Fee	101	144	144	96	(48)
Employee Benefits	14,983	11,468	10,152	10,272	120
VRS Health Ins Credit	149	148	151	167	16
PERSONNEL	136,699	139,874	141,100	144,600	3,500
Office Supplies	231	-	-	-	-
OTHER CHARGES	231	-	-	-	-
TOTAL VICTIM WITNESS	136,930	139,874	141,100	144,600	3,500

Public Safety – Police Department

Mission Statement

The Winchester Police Department is committed to improving the quality of life for all people by preventing crime in the city. We will accomplish this by enforcing the law with impartiality, creating partnerships through communication and education, and problem solving using innovative policing strategies.

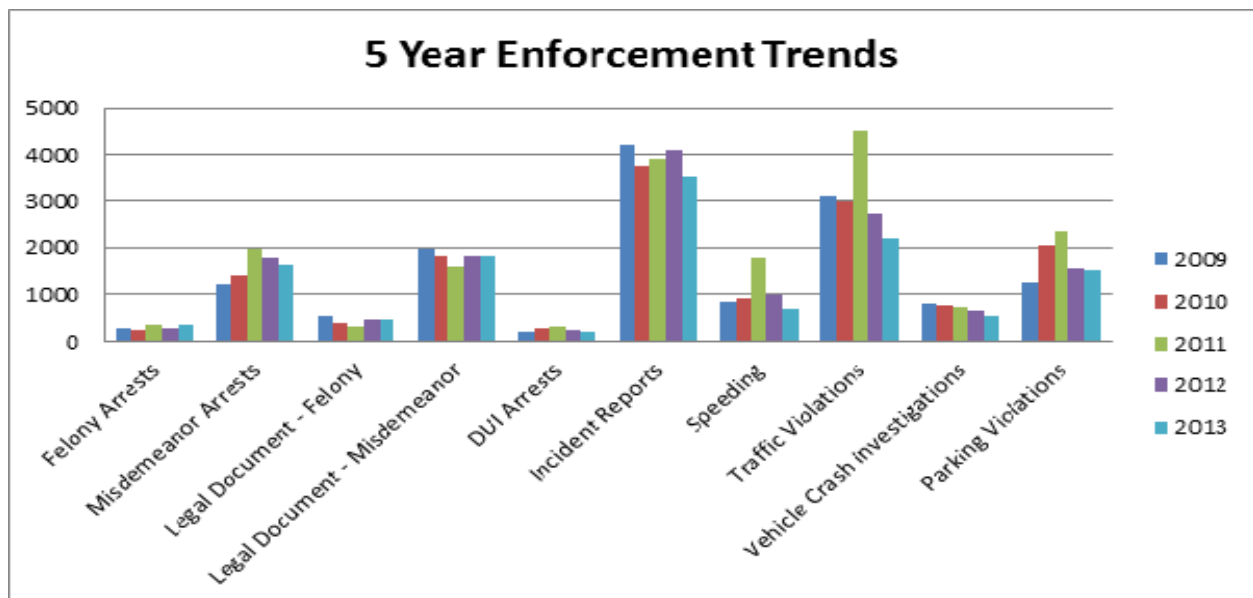
Council Goal: Create a More Livable City for All

Police Department Strategies:

- Maintain high visibility in hotspot areas through foot and bike patrol
- Enhance visibility and police coverage on the Downtown Mall
- Promote special functions provided beyond normal police services. These include 911/EMD, CRT, fitness initiative, SWAT, critical incident team, Timbrook House.
- Conduct specialized training- active shooter, more in-house training
- Implement the Public Safety Communications System
- Continue to work with modern technology to promote efficiency within the department
- Improve recruitment efforts for officers and dispatchers- numbers and diversity

Outcomes/Trends

Crime Statistics	2009	2010	2011	2012	2013
Grand Theft	196	174	182	219	212
Motor Vehicle Theft	28	18	26	24	28
Robbery	39	21	29	17	28
Rape	8	5	2	10	8
Breaking & Entering	142	145	113	167	108



Public Safety – Police Department

Emergency Communication Center:

The Winchester Emergency Communications Center (ECC) is the vital link in the public safety chain providing emergency and non-emergency communications with compassion and professionalism, while striving for excellence in customer service. The ECC is responsible for communications with the public, police, fire, emergency medical services, and animal control. The ECC is also the after-hours contact for other City departments. Emergency Communications Specialists enter all warrants into the Records Management System, as well as the State and National Database.

Goals and Objectives:

- Provide quality access for reporting emergencies and non-emergencies by answering telephone calls in a timely manner.
- Respond consistently and provide a timely entry and dispatch of calls for service.
- To provide quality customer service.
- Attract and retain a diverse and well-qualified applicant pool and a high-performing work force by creating a superior work environment that promotes effective leadership, teamwork, innovation, and employee well-being.

Funding Sources:

Funding Sources	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Miscellaneous Revenue	8,980	8,483	6,000	6,000	-
Recovered Costs	18,513	62,724	-	10,000	10,000
Commonwealth	816,645	863,955	869,000	869,000	-
Federal	369,094	292,931	30,000	38,900	8,900
Subtotal Designated Revenue	1,213,232	1,228,093	905,000	923,900	18,900
Net General Tax Support	6,966,901	7,380,624	7,785,100	8,034,900	249,800

Public Safety – Police Department

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Police	82.5	84.5	87.5	87	(0.5)
Police Grants	5.0	3.0	0	0	0
Animal Control	2.0	2.0	2.0	2.0	0
Emergency Services	0	0	0	0	0
Emergency Communications*	15	15	15	15	0
Total Full-Time Employees	104.5	104.5	104.5	104	(0.5)
Authorized Sworn Strength	76.5	76.5	76.5	76	(0.5)

*1 Full-time position unfunded.

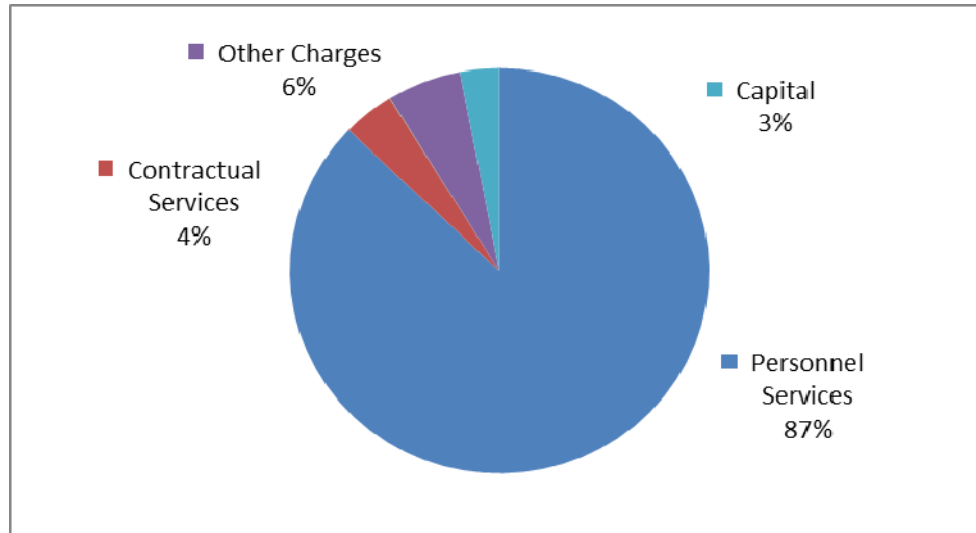
Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
Expenditure by Division	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Police	6,766,664	7,194,380	7,500,200	7,590,100	89,900
Police Grants	385,547	301,207	47,200	26,600	(20,600)
Animal Warden	133,536	137,768	165,600	145,800	(19,800)
Emergency Services	49,575	77,098	47,000	140,000	93,000
Emergency Communications	844,811	898,264	930,100	1,056,300	126,200
TOTAL EXPENDITURES	8,180,133	8,608,717	8,690,100	8,958,800	268,700

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	7,239,545	7,488,112	7,590,090	7,827,335	237,245
Contractual Services	276,122	303,771	327,000	342,000	15,000
Internal Services	5,718	3,892	3,500	3,700	200
Other Charges	533,657	661,579	581,710	513,365	(68,345)
Capital	125,091	151,363	187,800	272,400	84,600
TOTAL EXPENDITURES	8,180,133	8,608,717	8,690,100	8,958,800	268,700

Public Safety – Police Department

FY 2014 Expenditures by Classification



Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
POLICE					
Regular	4,002,361	4,185,978	4,457,723	4,503,818	46,095
Overtime	314,894	339,560	345,000	345,000	-
Part-time Non-classified	71,915	95,412	85,000	98,200	13,200
FICA	326,748	341,443	352,326	354,111	1,785
VRS-Employer	538,784	509,126	553,622	535,392	(18,230)
VRS-LODA	19,413	41,606	42,000	42,000	-
Retirees	31,850	31,435	25,380	36,600	11,220
Insurance-Employer	12,569	48,866	58,972	60,295	1,323
VA Local Disability Plan	-	-	-	694	694
State Unemployment Tax	2,046	-	-	-	-
Worker's Compensation	88,164	111,450	113,132	95,147	(17,985)
Clothing Allowance	8,618	7,641	12,000	12,000	-
Tuition Assistance	-	-	6,000	6,000	-
Benefits Admin Fee	4,009	5,724	6,300	4,176	(2,124)
Employee Benefits	578,944	555,196	562,943	569,814	6,871
VRS Health Insurance Credit	5,861	5,739	6,202	6,853	651
PERSONNEL	6,006,176	6,279,176	6,626,600	6,670,100	43,500

Public Safety – Police Department

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
<i>POLICE - continued</i>					
Medical, Dental, & Hospital	7,417	4,313	-	5,000	5,000
Medical Examiner-Coroner	460	520	1,000	1,000	-
Interpreter Fees	25,438	25,488	20,000	25,000	5,000
Other Professional Services	6,152	4,686	16,500	16,500	-
Repairs & Maintenance	5,798	7,160	7,000	7,000	-
Vehicle Repairs & Maintenance	104,765	107,562	100,000	115,000	15,000
Maint Service Contracts	-	915	-	-	-
Computer Service Contracts	16,253	14,614	30,000	20,000	(10,000)
Printing & Binding	5,644	3,298	6,000	6,000	-
Local Media	1,522	1,064	-	-	-
Laundry & Dry Cleaning	288	274	300	300	-
Probation Monitoring/ASAP	-	14,140	14,200	14,200	-
Food Services - Catering	1,349	1,419	1,200	1,200	-
CONTRACTUAL SERVICES	175,086	185,453	196,200	211,200	15,000
Data Processing	4,000	-	-	-	-
Fuel	-	35	-	-	-
Parts	-	77	500	500	-
Labor	-	957	1,000	1,000	-
Copier Charges	29	69	-	-	-
INTERNAL SERVICES	4,029	1,138	1,500	1,500	-
Electrical Services	2,317	3,514	3,000	3,500	500
Postal Services	4,454	3,738	5,000	5,000	-
Telecommunications	19,729	39,337	38,100	38,100	-
Motor Vehicle Insurance	38,055	40,873	42,000	44,300	2,300
Group Accident	310	310	500	500	-
Law Enforcement Liability	16,461	16,461	16,500	16,500	-
Office Equipment Rental	3,573	3,763	3,600	3,600	-
Mileage & Transportation	933	3,228	700	700	-
Travel - Convention & Education	24,704	22,787	25,000	25,000	-
NW VA Reg Drug Task Force	-	9,314	12,500	7,500	(5,000)
Dues & Association Memberships	36,101	35,989	36,500	41,100	4,600
Misc Charges & Fees	15	22	100	100	-

Public Safety – Police Department

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
<i>POLICE - continued</i>					
Background Checks	4,653	409	-	-	-
Office Supplies	5,771	10,535	10,500	10,500	-
Food & Food Service	1,170	1,432	750	750	-
Landscaping/Agricultural Supplies	1,189	1,095	1,450	1,450	-
Medical & Laboratory	1,939	1,259	2,000	2,000	-
Laundry & Janitorial	34	-	100	100	-
Repairs & Maintenance	206	-	200	200	-
Vehicle & Equipment Fuels	191,009	177,282	185,800	190,800	5,000
Vehicle & Equipment Supplies	2,204	4,207	2,500	2,500	-
Police Supplies	45,588	45,706	86,000	25,400	(60,600)
Uniforms & Apparel	35,571	24,275	27,300	27,300	-
Books & Subscriptions	836	589	1,500	1,500	-
Other Operating Supplies	12,181	24,540	15,000	15,000	-
Computer Supplies	4,413	104,188	-	-	-
K9 Dog Supplies	373	400	1,000	1,000	-
Awards, Plaques, Other	467	687	500	500	-
Community Policing	941	549	-	-	-
Crime Prevention	1,085	761	-	-	-
OTHER CHARGES	456,282	577,250	518,100	464,900	(53,200)
Motor Vehicle & Equipment	125,091	151,363	157,800	242,400	84,600
CAPITAL	125,091	151,363	157,800	242,400	84,600
TOTAL POLICE	6,766,664	7,194,380	7,500,200	7,590,100	89,900
<i>POLICE GRANTS</i>					
Regular	209,356	177,123	-	-	-
Overtime	33,051	24,638	21,490	21,500	10
FICA	18,377	15,316	1,644	1,600	(44)
VRS-Employer	29,903	21,641	-	-	-
Insurance-Employer	675	2,013	-	-	-
Worker's Compensation	5,323	5,412	556	-	(556)
Benefits Admin Fee	249	264	-	-	-
Employee Benefits	37,514	22,320	-	-	-
VRS Health Insurance Credit	314	243	-	-	-
PERSONNEL	334,762	268,970	23,690	23,100	(590)

Public Safety – Police Department

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
<i>POLICE GRANTS - continued</i>					
Medical, Dental, & Hospital	6,810	5,089	-	-	-
Repairs & Maintenance	1,703	-	-	-	-
CONTRACTUAL SERVICES	8,513	5,089	-	-	-
Mileage & Transportation	3,233	-	-	-	-
Convention & Education	6,069	-	-	-	-
Misc Charges & Fees	480	-	-	-	-
Office Supplies	2,739	-	-	-	-
Police Supplies	9,798	7,928	-	-	-
Uniforms & Apparel	12,655	477	-	-	-
Books & Subscriptions	75	-	-	-	-
Other Operating Supplies	6,813	16,159	23,510	3,500	(20,010)
Computer Equipment & Supplies	410	2,584	-	-	-
OTHER CHARGES	42,272	27,148	23,510	3,500	(20,010)
TOTAL POLICE GRANTS	385,547	301,207	47,200	26,600	(20,600)
<i>ANIMAL WARDEN</i>					
Regular	83,454	90,186	91,458	94,203	2,745
Overtime	8,257	7,642	2,000	8,000	6,000
FICA	6,911	7,214	6,942	7,722	780
VRS-Employer	11,927	11,160	11,359	11,210	(149)
Retirees	3,975	3,975	4,155	4,300	145
Insurance Employer	269	1,069	1,088	1,243	155
Worker's Compensation	950	1,278	1,378	1,095	(283)
Benefits Admin Fee	101	144	144	96	(48)
Employee Benefits	15,050	12,785	12,848	13,690	842
VRS Health Ins Credit	125	126	128	141	13
PERSONNEL	131,019	135,579	131,500	141,700	10,200
Medical, Dental, & Hospital	-	111	-	-	-
CONTRACTUAL SERVICES	-	111	-	-	-
Telecommunications	340	406	500	500	-
Travel - Convention & Education	715	719	1,000	1,000	-

Public Safety – Police Department

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
ANIMAL WARDEN - continued					
Dues & Association Memberships	45	-	100	100	-
Office Supplies	20	8	100	100	-
Landscaping/Agricultural Supplies	-	96	300	300	-
Uniforms & Apparel	804	829	1,500	1,500	-
Other Operating Supplies	593	20	600	600	-
OTHER CHARGES	2,517	2,078	4,100	4,100	-
Motor Vehicle & Equipment	-	-	30,000	-	(30,000)
CAPITAL	-	-	30,000	-	(30,000)
TOTAL ANIMAL WARDEN	133,536	137,768	165,600	145,800	(19,800)
EMERGENCY SERVICES					
Regular	-	-	-	27,362	27,362
Overtime	295	1,595	-	-	-
Part-time Non-Classified	40,344	43,121	34,000	44,000	10,000
FICA	3,109	3,421	2,601	5,875	3,274
VRS-Employer	-	-	-	3,256	3,256
Insurance Employer	-	-	-	361	361
VA Local Disability Plan	-	-	-	162	162
Worker's Compensation	514	564	599	59	(540)
Benefits Admin Fee	-	-	-	48	48
Employee Benefits	-	-	-	5,136	5,136
VRS Health Insurance Credit	-	-	-	41	41
PERSONNEL	44,262	48,701	37,200	86,300	49,100
Medical, Dental, & Hospital	20	124	-	-	-
Repairs & Maintenance	358	-	200	12,200	12,000
Printing & Binding	113	887	1,000	1,000	-
CONTRACTUAL SERVICES	491	1,011	1,200	13,200	12,000
Fuel	921	947	1,000	1,000	-
Parts	301	918	500	500	-
Labor	467	889	500	700	200
INTERNAL SERVICES	1,689	2,754	2,000	2,200	200

Public Safety – Police Department

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
EMERGENCY SVSC - continued					
Postal Services	28	-	100	100	-
Telecommunications	619	631	600	1,200	600
Motor Vehicle Insurance	819	859	900	1,600	700
Office Equipment	198	162	400	400	-
Mileage & Transportation	129	-	100	500	400
Travel - Convention & Education	419	-	600	600	-
Dues & Association Memberships	-	80	100	100	-
Background Checks	67	134	-	-	-
Office Supplies	745	16	1,200	1,200	-
Food & Food Service	109	104	100	100	-
Vehicle & Equipment Fuels	-	-	100	100	-
Vehicle & Equipment Supplies	-	-	400	400	-
Other Operating Supplies	-	22,646	2,000	2,000	-
Computer Hardware/Software	-	-	-	-	-
OTHER CHARGES	3,133	24,632	6,600	8,300	1,700
Motor Vehicle & Equipment	-	-	-	30,000	30,000
CAPITAL	-	-	-	30,000	30,000
TOTAL EMERGENCY SERVICES	49,575	77,098	47,000	140,000	93,000
EMERGENCY COMMUNICATIONS CENTER					
Regular	461,963	490,243	521,858	595,723	73,865
Overtime	48,826	61,975	30,000	60,000	30,000
Part-time Non-Classified	24,076	20,591	30,000	22,500	(7,500)
FICA	39,570	41,455	43,316	50,785	7,469
VRS-Employer	65,858	60,302	64,862	70,855	5,993
Insurance Employer	1,490	5,778	6,226	7,943	1,717
VA Local Disability Plan	-	-	-	372	372
Worker's Compensation	795	799	857	1,002	145
Benefits Admin Fee	553	780	936	672	(264)
Employee Benefits	79,504	73,083	72,265	95,380	23,115
VRS Health Ins Credit	691	680	780	903	123
PERSONNEL	723,326	755,686	771,100	906,135	135,035

Public Safety – Police Department

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
<i>ECC - continued</i>					
Medical, Dental, & Hospital	455	1,425	-	-	-
Other Professional Services	1,250	-	-	8,300	8,300
Repairs & Maintenance	694	916	2,400	-	(2,400)
Maintenance Service Contracts	29,890	8,978	17,900	-	(17,900)
Computer Hardware/Software	19,270	61,727	67,100	67,100	-
E911 Name/Address Service	38,398	38,755	41,800	41,800	-
Printing & Binding	103	306	400	400	-
Local Media	1,972	-	-	-	-
CONTRACTUAL SERVICES	92,032	112,107	129,600	117,600	(12,000)
Postal Services	-	90	200	200	-
Telecommunications	9,045	10,408	9,200	9,805	605
Property Insurance	132	142	-	-	-
Travel - Convention & Education	2,966	3,795	3,000	5,000	2,000
Dues & Association Memberships	6,725	6,725	7,100	7,660	560
Misc Charges & Fees	57	224	-	-	-
Office Supplies	1,989	2,354	2,100	2,100	-
Food & Food Service	1,134	1,019	1,200	1,200	-
Vehicle & Equipment Fuels	52	70	100	100	-
Uniforms & Apparel	1,408	1,927	2,200	2,200	-
Books & Subscriptions	60	-	200	200	-
Other Operating Supplies	3,639	3,119	4,000	4,000	-
Computer Hardware/Software	2,201	552	-	-	-
Awards, Plaques, Other	45	46	100	100	-
OTHER CHARGES	29,453	30,471	29,400	32,565	3,165
TOTAL ECC	844,811	898,264	930,100	1,056,300	126,200
TOTAL POLICE DEPARTMENT	8,180,133	8,608,717	8,690,100	8,958,800	268,700

Public Safety – Fire and Rescue Department

Mission Statement

To develop and deploy a coordinated service delivery mechanism through which the Community is provided public safety services in a professional and cost effective manner. The mission will comprehensively address Emergency Communications, Fire, EMS, and Hazardous Materials Operations involving career and volunteer personnel, while coordinating operational and support functions with internal and external agencies and individuals.

City Council Goal: Develop a High Performing Organization

Fire Department Objectives:

- Provide adequate resources for the defined core City services and services levels.
 - Continue the implementation of 2009 City Council Endorsed Staffing Plan for 24 additional Firefighter/EMT positions to meet NFPA 1710 Standard
 - Preventable accidents while responding = 0
 - Personnel Incident Related Casualties <= 2
- Maintain a high level of customer satisfaction with City services.
 - Respond to and safely arrive at emergency incidents by attaining:
 - Emergency incident response time <= 4 minutes
 - Advanced Life Support (ALS) on Scene <= 6 minutes
 - Attain a cardiac arrest resuscitation rate of => 40%
 - Attain a cardiac arrest discharge rate from the hospital with a goal of 20%

Outcome Targets/Trends

	FY12 Requested	FY12 Actual	FY13 Requested	FY13 Actual	FY14 Requested	FY14 Actual	FY15 Requested
• Number of new Firefighter/EMT's	5	2	6	2	7	2	9
	FY12 Adopt	FY12 Actual	FY13 Adopt	FY13 Actual	FY14 Adopt	FY14 Actual	FY15 Adopt
• Avoidable accidents while responding	<=2	2	<=2	5	<=2	TBD	<=2
• Personnel Incident Related Casualties	<=3	1	<=3	3	<=2	TBD	<=2
• Emergency incident response <= 4	>50%	53.4%	>50%	51.9%	>54%	TBD	>54%
• ALS on scene <= 6 minutes	>94%	95.6%	>94%	95.04%	>96%	TBD	>96%
• Cardiac Arrest Resuscitation Rate	=>20%	38%	=>20%	28.95%	=>30%	TBD	=>30%

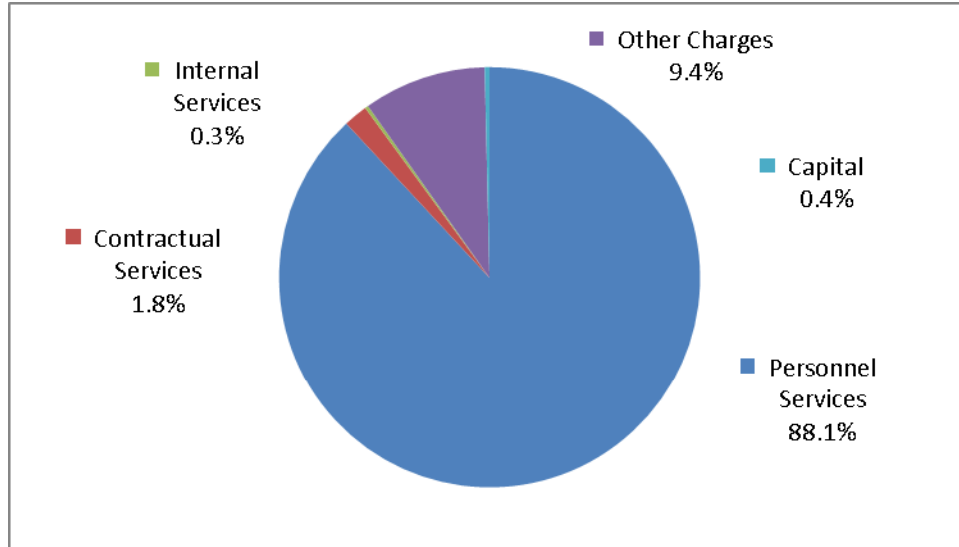
Public Safety – Fire and Rescue Department

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Personnel Services	4,001,191	4,346,934	4,552,200	4,787,100	234,900
Contractual Services	84,983	93,828	85,400	100,500	15,100
Internal Services	15,032	16,989	13,500	13,500	-
Other Charges	467,389	408,652	517,500	511,300	(6,200)
Capital	-	-	-	20,000	20,000
TOTAL EXPENDITURES	4,568,595	4,866,403	5,168,600	5,432,400	263,800

Expenditure by Division	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Fire	4,380,313	4,737,882	4,923,700	5,199,600	275,900
Fire Grants	177,433	80,274	203,100	171,100	(32,000)
Hazardous Materials	37,012	66,397	41,800	61,700	19,900
TOTAL EXPENDITURES	4,594,758	4,884,553	5,168,600	5,432,400	263,800

FY 2015 Expenditures by Classification



Public Safety – Fire and Rescue Department

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Fire	53	57	59	61	2.0
Emergency Medical	0	0	0	0	0
Fire Grants	0	0	0	0	0
Hazardous Materials	0	0	0	0	0
Total Full-Time Employees	53.0	57.0	59.0	61.0	2.0
Firefighters	51.0	55.0	57.0	59.0	2.0

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
			BUDGET	BUDGET	Inc/(Dec)
<i>FIRE & RESCUE</i>					
Regular	2,357,041	2,848,940	3,034,586	3,180,197	145,611
Overtime	177,622	293,762	303,000	317,000	14,000
Mandatory Overtime	340,169	-	-	20,000	20,000
FICA	215,350	233,658	227,977	253,938	25,961
VRS-Employer	370,596	349,710	360,933	378,320	17,387
VRS - LODA	13,741	34,020	38,000	43,000	5,000
Retirees	60,301	44,580	38,915	35,600	(3,315)
Insurance-Employer	8,440	33,507	36,064	42,074	6,010
VA Local Disability Plan	-	-	-	1,515	1,515
Worker's Compensation	88,827	138,234	152,113	109,515	(42,598)
Benefits Admin Fee	2,626	3,840	4,224	2,912	(1,312)
Employee Benefits	341,368	347,619	336,827	383,034	46,207
VRS Health Insurance Credit	3,898	3,943	4,361	4,895	534
PERSONNEL	3,979,979	4,331,813	4,537,000	4,772,000	235,000
Medical, Dental, & Hospital	12,036	23,236	18,000	33,100	15,100
Hepatitis Maintenance Program	-	-	1,000	1,000	-
Other Professional Services	12,786	14,108	12,000	12,000	-
Travel - Convention & Education	-	1,200	1,100	1,100	-
Repairs & Maintenance	5,976	3,659	11,400	11,400	-
Vehicle Repairs & Maintenance	4,899	1,719	2,500	2,500	-
Maint Service Contracts	10,929	10,327	4,000	-	(4,000)
Fire Apparatus Testing	380	1,409	1,000	1,000	-
Computer Hardware/Software	1,745	1,745	2,000	2,000	-
Printing & Binding	1,922	324	1,500	1,500	-

Public Safety – Fire and Rescue Department

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
<i>FIRE & RESCUE - continued</i>					
Local Media	1,661	2,299	-	-	-
Laundry & Dry Cleaning	18,914	16,341	16,300	16,300	-
Sanitary Landfill Usage	64	-	-	-	-
Volunteer Fire Stations	100	-	500	500	-
Refuse Service	200	200	-	-	-
Food Services	1,336	1,440	800	800	-
CONTRACTUAL SERVICES	72,948	78,007	72,100	83,200	11,100
Fuel	13,652	14,258	12,000	12,000	-
INTERNAL SERVICES	13,652	14,258	12,000	12,000	-
Electrical Services	1,792	1,655	1,800	1,800	-
Water & Sewer	8,889	14,652	14,000	14,000	-
Postal Services	618	531	700	700	-
Telecommunications	5,118	4,709	4,500	4,500	-
Property Insurance	719	753	400	400	-
Motor Vehicle Insurance	3,677	3,686	4,000	4,000	-
Group Accident	22,242	12,204	22,000	22,000	-
Office Equipment	1,016	574	1,000	1,000	-
Mileage & Transportation	-	532	200	200	-
Travel - Convention & Education	6,319	13,045	10,000	10,000	-
Volunteer Fire Department	192,000	192,000	192,000	192,000	-
Volunteer Fireman Incentive Program	204	285	500	500	-
Dues & Association Memberships	1,032	465	1,000	1,000	-
Misc Charges & Fees	211	169	-	-	-
Background Checks	574	1,554	-	-	-
Office Supplies	2,692	1,868	3,200	3,200	-
Medical & Laboratory	18,532	18,695	14,000	14,000	-
Food & Food Service	1,538	1,936	1,000	1,000	-
Laundry & Janitorial	970	1,394	1,300	1,300	-
Repairs & Maintenance	-	-	200	200	-
Vehicle & Equipment Fuels	196	685	1,000	1,000	-
Vehicle & Equipment Supplies	647	1,457	1,000	1,000	-
Uniforms & Apparel	17,142	20,474	10,300	20,100	9,800
Books & Subscriptions	3,714	2,830	4,500	4,500	-

Public Safety – Fire and Rescue Department

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
<i>FIRE & RESCUE - continued</i>					
Other Operating Supplies	8,850	14,225	14,000	14,000	-
Computer Hardware/Software	15,042	3,426	-	-	-
OTHER CHARGES	313,734	313,804	302,600	312,400	9,800
Machinery & Equipment	-	-	-	20,000	20,000
CAPITAL	-	-	-	20,000	20,000
TOTAL FIRE	4,380,313	4,737,882	4,923,700	5,199,600	275,900
<i>FIRE GRANTS</i>					
Overtime	5,385	-	-	-	-
FICA	407	-	-	-	-
Worker's Compensation	157	-	-	-	-
PERSONNEL	5,949	-	-	-	-
Repairs & Maintenance	-	785	-	-	-
Other Purchased Services	1,175	-	-	-	-
CONTRACTUAL SERVICES	1,175	785	-	-	-
Travel - Convention & Education	8,581	11,480	18,000	7,000	(11,000)
Medical & Laboratory	-	-	-	11,000	11,000
Uniforms & Apparel	23,208	28,013	72,000	43,750	(28,250)
Books & Subscriptions	726	4,169	2,100	2,950	850
Other Operating Supplies	110,631	13,214	111,000	106,400	(4,600)
Computer Hardware/Software	1,000	4,463	-	-	-
OTHER CHARGES	144,146	61,339	203,100	171,100	(32,000)
Motor Vehicle & Equipment	26,163	-	-	-	-
Machinery & Equipment	-	18,150	-	-	-
CAPITAL	26,163	18,150	-	-	-
TOTAL FIRE GRANTS	177,433	80,274	203,100	171,100	(32,000)

Public Safety – Fire and Rescue Department

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
HAZARDOUS MATERIAL					
Regular	10,213	10,882	11,092	10,989	(103)
Part-time Non Classified	240	-	-	-	-
FICA	800	812	867	922	55
VRS-Employer	1,457	1,352	1,378	1,308	(70)
Insurance Employer	33	130	132	145	13
Worker's Compensation	16	16	16	9	(7)
Benefits Admin Fee	17	24	24	16	(8)
Employee Benefits	2,472	1,890	1,675	1,695	20
VRS Health Ins Credit	15	15	16	16	-
PERSONNEL	15,263	15,121	15,200	15,100	(100)
Medical, Dental, & Hospital	8,501	11,867	10,700	10,700	-
Repairs & Maintenance	823	161	1,500	1,500	-
Vehicle Repairs & Maintenance	986	655	1,100	5,100	4,000
Volunteer Fire Stations	550	2,353	-	-	-
CONTRACTUAL SERVICES	10,860	15,036	13,300	17,300	4,000
Fuel	59	711	500	500	-
Parts	846	85	500	500	-
Labor	475	1,935	500	500	-
INTERNAL SERVICES	1,380	2,731	1,500	1,500	-
Postal Services	59	139	100	100	-
Telecommunications	2,086	1,815	3,000	3,000	-
Motor Vehicle Insurance	1,662	2,324	2,400	2,400	-
Office Equipment	369	287	500	500	-
Mileage & Transportation	-	547	100	100	-
Travel - Convention & Education	949	1,726	1,100	1,100	-
Miscellaneous Charges & Fees	5	207	-	-	-
Office Supplies	-	-	200	200	-
Vehicle & Equipment Fuels	307	156	100	100	-
Vehicle & Equipment Supplies	95	41	100	100	-
Books & Subscriptions	186	-	200	200	-

Public Safety – Fire and Rescue Department

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
<i>HAZARDOUS MATERIAL - continued</i>					
Other Operating Supplies	3,791	25,973	4,000	20,000	16,000
Computer Hardware/Software	-	294	-	-	-
OTHER CHARGES	9,509	33,509	11,800	27,800	16,000
TOTAL HAZARDOUS MATERIAL	37,012	66,397	41,800	61,700	19,900
TOTAL FIRE DEPARTMENT	4,594,758	4,884,553	5,168,600	5,432,400	263,800

Public Safety – Juvenile Probation

We are part of Virginia's Department of Juvenile Justice. The Mission of the Department of Juvenile Justice is "To protect the public through a balanced approach of comprehensive services that prevents and reduces juvenile crime through partnerships with families, schools, law enforcement, and other agencies, while providing delinquent youth the opportunity to become responsible and productive citizens." Some of our functions are:

- (1) Provide intake services
- (2) Investigations and reports for the Juvenile Court
- (3) Provide probation supervision
- (4) Provide parole supervision

Goals and Objectives:

Our goal is to carry out the Mission of the Department of Juvenile Justice and provide the best possible services to the citizens of Winchester.

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Contracted Parking	1,281	1,701	1,750	1,800	50
CONTRACTUAL SERVICES	1,281	1,701	1,750	1,800	50
Telecommunications	193	217	250	250	-
Office Supplies	271	649	1,000	1,000	-
Food & Food Service	-	-	400	400	-
Other Operating Supplies	-	-	100	50	(50)
OTHER CHARGES	464	866	1,750	1,700	(50)
TOTAL PROBATION	1,745	2,567	3,500	3,500	-

Public Safety – Inspections

The Inspections Department is dedicated to administering the Uniform Statewide Building Code, Property Maintenance Code regulations, and associated laws of the Commonwealth of Virginia and the City of Winchester, in a courteous, responsive, and professional manner, contributing to the overall sustainability, health, safety and well-being of the citizens.

Council Goals: Grow the Economy, Create a More Livable City for All, Develop a High Performing Organization, and Continue Revitalization of Historic Old Town Winchester

Departmental Objectives:

- Attract new homeowners (young professionals & seniors) through enforcement of Property Maintenance Code, nuisance, and residential overcrowding provisions.
- Attract and encourage citizens to establish home occupations, which focus on technology and professional services.
- Attract new businesses and encourage expansion of existing businesses within the City through Property Maintenance Code enforcement and illegal sign enforcement.
- Develop and implement an aggressive and effective campaign against blight, derelict buildings and vacant properties.
- Continue to find ways to improve departmental effectiveness by achieving desired objectives with minimal departmental resources.
- Implement a strategy to improve customer service levels resulting in faster permit approvals, answering of citizen inquiries, and resolving zoning and property maintenance violations.

Departmental Strategies:

- Increase proactive enforcement by conducting walking tours, door-to-door visits, neighborhood civic group meetings, and inspection checklists.
- Update website and improve public awareness regarding Property Maintenance Code and Zoning violations.
- Update forms and create development guides to make new development and redevelopment projects easier to understand and complete.
- Update the City's Zoning Ordinance to bring in line with the recently revised and adopted Comprehensive Plan, City of Winchester Strategic Plan, as well as bring it up to date with the enabling legislation of the Code of Virginia.

Public Safety – Inspections

Outcomes/Trends

Indicators	2011	2012	2013	2014 Estimated	2015 Projected
Measures					
Graffiti Abatement	18	35	33	36	35
Housing Choice Voucher	315	306	312	372	342
Nuisance	700	781	820	630	725
Overcrowding	29	34	15	24	19
Property Maintenance	268	260	333	404	368
Rental Housing	263	144	427	370	398
Vacant Building Registry	44	27	29	20	24
Zoning Violations	81	51	247	312	279
Residential Construction Value	\$ 8,930,481	\$ 5,472,029	\$9,150,152	\$ 5,000,000	\$ 5,500,000
Commercial Construction Value	\$ 17,255,182	\$ 21,819,040	\$37,933,699	\$ 20,000,000	\$ 22,000,000

Expenditure Summary:

	FY 2012	FY 2013	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Expenditure by Classification	ACTUAL	ACTUAL			
Personnel Services	394,664	409,622	416,275	453,285	37,010
Contractual Services	9,290	9,555	20,600	20,100	(500)
Internal Services	15,572	12,207	10,800	10,850	50
Other Charges	16,873	18,322	18,325	20,265	1,940
TOTAL EXPENDITURES	436,399	449,706	466,000	504,500	38,500

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Inspections	6.5	6.5	6.5	7	0.5
Total	6.5	6.5	6.5	7	0.5

Public Safety – Inspections

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Regular	284,193	302,622	310,450	333,021	22,571
Overtime	214	-	1,000	250	(750)
FICA	21,750	22,770	23,532	27,101	3,569
VRS-Employer	39,772	37,443	38,558	39,684	1,126
Insurance Employer	884	3,588	3,695	4,326	631
VA Local Disability Plan	-	-	-	350	350
Worker's Compensation	4,490	5,391	5,485	4,466	(1,019)
Benefits Admin Fee	309	468	468	336	(132)
Employee Benefits	42,634	36,918	32,652	43,226	10,574
VRS Health Ins Credit	418	422	435	525	90
PERSONNEL	394,664	409,622	416,275	453,285	37,010
Medical, Dental, & Hospital	229	-	-	-	-
Training/Education	130	-	100	-	(100)
Repairs & Maintenance	-	-	250	-	(250)
Vehicle Repairs & Maintenance	863	971	1,000	1,000	-
Mowing & Trimming	5,910	2,100	4,500	4,500	-
Printing & Binding	688	14	350	600	250
Local Media	285	-	400	-	(400)
Clean-up Private Parcels	1,185	6,470	14,000	14,000	-
CONTRACTUAL SERVICES	9,290	9,555	20,600	20,100	(500)
Data Processing	4,200	-	-	-	-
Fuel	6,537	7,419	6,250	6,250	-
Parts	454	1,429	2,000	2,000	-
Labor	4,224	2,775	2,000	2,000	-
Copier Charges	157	584	550	600	50
INTERNAL SERVICES	15,572	12,207	10,800	10,850	50
Postal Services	4,347	6,808	5,500	7,000	1,500
Telecommunications	3,315	3,375	2,750	3,525	775
Motor Vehicle Insurance	3,276	3,285	4,000	3,500	(500)
Mileage & Transportation	-	50	50	50	-
Travel - Convention & Education	265	242	950	1,000	50
Dues & Association Memberships	180	20	300	165	(135)

Public Safety – Inspections

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Court Filing Fees	-	12	500	500	-
Misc Charges & Fees	127	12	100	100	-
Background Checks	249	-	-	-	-
Office Supplies	1,002	1,444	1,250	1,500	250
Vehicle & Equipment Fuels	-	45	100	100	-
Uniforms & Apparel	795	480	725	725	-
Books & Subscriptions	72	-	1,000	1,000	-
Other Operating Supplies	902	1,085	1,000	1,100	100
Computer Hardware/Software	2,343	1,464	-	-	-
Awards, Plaques, Other	-	-	100	-	(100)
OTHER CHARGES	16,873	18,322	18,325	20,265	1,940
TOTAL INSPECTIONS	436,399	449,706	466,000	504,500	38,500

Public Works – Streets/Storm Drainage

The Public Works Division is responsible for maintaining the City's streets and storm drainage system and the Engineering Division is responsible for ensuring that the City adheres to all applicable regulatory requirements related to storm water. The majority of expenditures for maintaining the City's streets and storm drainage system are within the Highway Maintenance budget. The funds provided by the General Fund for these activities are used to maintain alleys within the City (that are not eligible for state roadway maintenance funds) and also pay for some of the costs associated with storm water regulatory compliance.

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Contractual Services	47,618	50,950	47,200	46,200	(1,000)
Other Charges	14,760	14,247	11,400	11,400	-
TOTAL EXPENDITURES	62,378	65,197	58,600	57,600	(1,000)

Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/-Dec
STREETS					
Repairs & Maintenance	3,073	11,789	4,200	4,200	-
Landscaping	5,685	4,110	5,500	5,500	-
Laundry & Dry Cleaning	1,692	1,660	1,500	1,500	-
Refuse Service	923	413	1,000	-	(1,000)
CONTRACTUAL SERVICES	11,373	17,972	12,200	11,200	(1,000)
Electrical Services	2,311	2,458	2,400	2,400	-
General Liability Insurance	5,981	5,862	6,000	6,000	-
Dues & Association Memberships	155	174	-	-	-
Uniforms & Apparel	3,313	2,753	3,000	3,000	-
OTHER CHARGES	11,760	11,247	11,400	11,400	-
TOTAL STREETS	23,133	29,219	23,600	22,600	(1,000)

Public Works – Streets/Storm Drainage

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/-Dec
STORM DRAINAGE					
Engineering & Architect	36,245	32,978	35,000	35,000	-
CONTRACTUAL SERVICES	36,245	32,978	35,000	35,000	-
Misc Charges & Fees	3,000	3,000	-	-	-
OTHER CHARGES	3,000	3,000	-	-	-
TOTAL STORM DRAINAGE	39,245	35,978	35,000	35,000	-
TOTAL	62,378	65,197	58,600	57,600	(1,000)

Public Works – Loudoun Mall

The City's Facility Maintenance Division is responsible for the maintenance and upkeep of the Pedestrian Walking Mall. In addition to keeping the Mall clean every day, staff are also responsible for maintaining the following amenities on the Mall:

- Public restroom facility
- Splash pad water feature
- The water features at each end of the Mall
- Landscaping and flower plantings

Goals and Objectives:

To ensure that the Pedestrian Mall is always maintained at a very high level so that it is vibrant and attracts as many visitors as possible.

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	31,339	26,500	39,350	39,750	400
Contractual Services	1,695	2,945	3,300	3,300	-
Internal Services	5,410	6,242	8,000	8,000	-
Other Charges	16,351	16,008	20,150	27,650	7,500
TOTAL EXPENDITURES	54,795	51,695	70,800	78,700	7,900

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Loudoun Mall	1	1	1	1	0
Total	1	1	1	1	0

Public Works – Loudoun Mall

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Regular	23,343	19,584	24,554	25,288	734
Part-time Non-classified	1,814	1,836	4,000	4,000	-
FICA	1,947	1,610	2,130	2,227	97
VRS-Employer	3,296	2,464	3,050	3,009	(41)
Insurance Employer	77	236	292	334	42
Worker's Compensation	789	703	1,429	966	(463)
Benefits Admin Fee	38	40	54	36	(18)
Employee Benefits	-	-	3,807	3,852	45
VRS Health Ins Credit	35	27	34	38	4
PERSONNEL	31,339	26,500	39,350	39,750	400
Medical, Dental, & Hospital	20	-	-	-	-
Repairs & Maintenance	1,283	2,945	3,000	3,000	-
Vehicle Repairs & Maintenance	392	-	300	300	-
CONTRACTUAL SERVICES	1,695	2,945	3,300	3,300	-
Fuel	3,387	3,007	4,000	4,000	-
Parts	906	1,422	2,000	2,000	-
Labor	1,117	1,813	2,000	2,000	-
INTERNAL SERVICES	5,410	6,242	8,000	8,000	-
Electrical Services	11,786	9,036	12,000	12,000	-
Water & Sewer	891	1,715	3,000	7,000	4,000
Landscaping/Agricultural Supplies	376	-	500	500	-
Laundry & Janitorial	1,785	1,438	2,000	2,500	500
Repairs & Maintenance	1,065	3,263	500	3,500	3,000
Vehicle & Equipment Fuels	80	-	200	200	-
Vehicle & Equipment Supplies	159	-	200	200	-
Other Operating Supplies	-	226	250	250	-
Chemicals	209	330	1,500	1,500	-
OTHER CHARGES	16,351	16,008	20,150	27,650	7,500
TOTAL LOUDOUN MALL	54,795	51,695	70,800	78,700	7,900

Public Works – Refuse & Recycling

The City provides the essential service of curbside refuse, recycling, and yard waste collection to all residences and some small businesses throughout the City. Collection of refuse and recycling occurs on a weekly basis throughout the year. Yard waste collection also occurs on a weekly basis in all months except January and February. Large and bulky items can also be scheduled and collected for a fee. The City does not provide large container (i.e. dumpster) service.

Beginning in FY 2015, the City will begin charging all customers that receive refuse service a monthly fee of \$5.00 per month. This fee will be charged beginning on October 1, 2014.

The amount of recycling in the City has increased during the past several years. The following table summarizes the volume of refuse and recycling collected each of the past five years:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Refuse Collected (tons)	6,650	6,537	6,430	6,520	6,681
Recycling Collected (tons)	2,117	2,908	2,931	3,252	3,321

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	813,080	913,957	949,000	944,200	(4,800)
Contractual Services	131,084	154,551	193,500	194,000	500
Internal Services	183,243	163,972	185,000	181,000	(4,000)
Other Charges	61,836	82,646	60,800	63,400	2,600
Capital	28,285	-	-	150,000	150,000
TOTAL EXPENDITURES	1,217,528	1,315,126	1,388,300	1,532,600	144,300

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Refuse	18	18	18	18	0
Total	18	18	18	18	0

Public Works – Refuse & Recycling

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Regular	535,924	602,631	633,144	642,978	9,834
Overtime	2,419	7,440	10,000	2,500	(7,500)
Part-time Non-classified	2,309	6,453	6,000	6,000	-
FICA	39,956	45,421	48,683	48,720	37
VRS-Employer	70,512	73,922	78,636	76,515	(2,121)
Insurance Employer	1,700	7,097	7,535	8,488	953
Worker's Compensation	27,679	37,199	38,514	23,846	(14,668)
Benefits Admin Fee	861	1,291	1,325	883	(442)
Employee Benefits	130,928	131,668	124,277	133,306	9,029
VRS Health Ins Credit	792	835	886	964	78
PERSONNEL	813,080	913,957	949,000	944,200	(4,800)
Medical, Dental, & Hospital	2,143	897	-	-	-
Employment Agencies	3,348	2,621	3,500	3,500	-
Repairs & Maintenance	2,571	2,050	2,000	2,500	500
Vehicle Repairs & Maintenance	336	-	500	500	-
Maintenance Service Contracts	165	660	500	-	(500)
Printing & Binding	1,159	354	1,500	1,000	(500)
Local Media	1,245	1,426	-	1,000	1,000
Laundry & Dry Cleaning	5,175	4,618	5,500	5,500	-
Sanitary Landfill Usage	114,942	141,925	180,000	180,000	-
CONTRACTUAL SERVICES	131,084	154,551	193,500	194,000	500
Fuel	85,774	83,808	85,000	82,000	(3,000)
Parts	30,254	24,076	30,000	30,000	-
Labor	67,215	56,088	70,000	69,000	(1,000)
INTERNAL SERVICES	183,243	163,972	185,000	181,000	(4,000)
Postal Services	309	250	200	200	-
Telecommunications	3,356	3,334	3,000	3,000	-
Motor Vehicle Insurance	7,598	8,513	9,000	8,500	(500)
Office Equipment Rental	976	1,080	900	900	-
Mileage & Transportation	13	-	1,000	500	(500)
Travel - Convention & Education	3,580	511	2,000	2,000	-
Background Checks	325	132	-	-	-

Public Works – Refuse & Recycling

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Recycling Processing	18,675	38,040	17,000	20,000	3,000
Office Supplies	782	397	500	500	-
Food & Food Service	462	474	400	500	100
Medical & Laboratory	1,693	1,976	1,500	2,000	500
Laundry & Janitorial	402	570	1,000	1,000	-
Repairs & Maintenance	46	913	100	100	-
Vehicle & Equipment Fuels	162	10	-	-	-
Vehicle & Equipment Supplies	-	669	500	500	-
Uniforms & Apparel	8,962	11,118	8,500	8,500	-
Books & Subscriptions	-	131	200	200	-
Other Operating Supplies	14,495	14,528	15,000	15,000	-
OTHER CHARGES	61,836	82,646	60,800	63,400	2,600
Motor Vehicle & Equipment	28,285	-	-	150,000	150,000
CAPITAL	28,285	-	-	150,000	150,000
TOTAL REFUSE	1,217,528	1,315,126	1,388,300	1,532,600	144,300

Public Works – Facilities Maintenance

The Facilities Maintenance Division of the Public Services Department is responsible for maintaining several City owned buildings and properties. These include:

- City Hall
- Timbrook Public Safety Center
- Joint Judicial Center (City and Frederick County)
- City Yards (Public Works and Transit)
- Loudoun Street Pedestrian Mall
- Stonewall Jackson's House
- Abrams Delight
- George Washington's Office

The maintenance activities that Facility Maintenance is responsible for includes:

- Interior building maintenance
- Exterior building maintenance
- Landscaping maintenance
- Daily custodial services

In addition to the routine maintenance of the facilities, Facilities Maintenance also manages and oversees capital improvements to these City owned buildings and properties.

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification			BUDGET	BUDGET	Inc/(Dec)
Personnel Services	669,277	600,300	585,600	601,900	16,300
Contractual Services	343,669	261,321	353,400	453,400	100,000
Internal Services	4,743	7,549	6,000	6,000	-
Other Charges	762,238	740,181	877,700	837,700	(40,000)
Capital	27,592	-	-	-	-
TOTAL EXPENDITURES	1,807,519	1,609,351	1,822,700	1,899,000	76,300

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Facilities Maintenance	8	9.5	9.5	9.5	0
JJC	4	4	4	4	0
Total	12	13.5	13.5	13.5	0

Public Works – Facilities Maintenance

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Joint Judicial Center (JJC)					
Regular	92,763	102,024	104,412	105,868	1,456
Overtime	7,635	9,715	8,000	1,000	(7,000)
Part-time Non-classified	91,037	-	-	-	-
FICA	14,207	7,938	8,166	8,177	11
VRS-Employer	11,425	12,677	12,968	12,598	(370)
Insurance Employer	300	1,215	1,243	1,398	155
VA Local Disability Plan	-	-	-	291	291
State Unemployment Tax	145	-	-	-	-
Worker's Compensation	3,659	2,314	2,264	1,417	(847)
Benefits Admin Fee	203	303	302	202	(100)
Employee Benefits	29,764	26,011	24,699	29,090	4,391
VRS Health Ins Credit	140	143	146	159	13
PERSONNEL	251,278	162,340	162,200	160,200	(2,000)
Medical, Dental, & Hospital	60	122	-	-	-
Engineering & Architect	-	943	-	-	-
Other Professional Services	341	-	-	-	-
Repairs & Maintenance	220,883	130,855	230,000	230,000	-
Maintenance Service Contracts	181	-	-	-	-
Mowing & Trimming	75	-	300	300	-
Computer Equipment & Supplies	150	-	-	-	-
Local Media	-	150	-	-	-
CONTRACTUAL SERVICES	221,690	132,070	230,300	230,300	-
Electrical Services	102,484	95,621	126,100	126,100	-
Heating Services	23,796	25,691	75,000	35,000	(40,000)
Water & Sewer	21,283	22,274	27,000	27,000	-
Telecommunications	26,392	28,478	30,000	30,000	-
Property Insurance	-	6,496	7,000	7,000	-
General Liability Insurance	1,232	1,125	1,500	1,500	-
Office Supplies	6,191	3,695	6,000	6,000	-
Food & Food Service	195	134	-	-	-
Landscaping/Agricultural Supplies	222	-	300	300	-
Laundry & Janitorial	11,005	10,738	15,000	15,000	-

Public Works – Facilities Maintenance

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
JJC - continued					
Repairs & Maintenance	16,460	22,202	20,000	20,000	-
Uniforms & Apparel	-	25	-	-	-
Other Operating Supplies	433	1,001	1,000	1,000	-
Chemicals	3,003	3,248	4,000	4,000	-
OTHER CHARGES	212,696	220,728	312,900	272,900	(40,000)
TOTAL JJC	685,664	515,138	705,400	663,400	(42,000)
Facilities Maintenance					
Regular	281,083	297,145	299,780	308,719	8,939
Overtime	631	3,479	1,800	1,800	-
FICA	20,535	21,692	22,003	23,385	1,382
VRS-Employer	37,226	36,759	37,233	36,737	(496)
Insurance Employer	886	3,522	3,568	4,075	507
VA Local Disability Plan	-	-	-	139	139
Worker's Compensation	7,178	8,918	8,113	5,863	(2,250)
Benefits Admin Fee	459	674	666	444	(222)
Employee Benefits	69,588	65,356	49,817	60,075	10,258
VRS Health Ins Credit	413	415	420	463	43
PERSONNEL	417,999	437,960	423,400	441,700	18,300
Medical, Dental, & Hospital	237	653	-	-	-
Other Professional Services	-	50	-	-	-
Repairs & Maintenance	117,584	124,980	120,000	220,000	100,000
Vehicle Repairs & Maintenance	1,609	1,579	1,600	1,600	-
Mowing & Trimming	370	285	1,000	1,000	-
Computer Equipment & Supplies	561	-	500	500	-
Local Media	201	425	-	-	-
Laundry Dry Cleaning	1,417	1,279	-	-	-
CONTRACTUAL SERVICES	121,979	129,251	123,100	223,100	100,000
Fuel	3,608	4,545	4,000	4,000	-
Parts	414	313	1,000	1,000	-
Labor	721	2,691	1,000	1,000	-
INTERNAL SERVICES	4,743	7,549	6,000	6,000	-

Public Works – Facilities Maintenance

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Facilities Maint - continued					
Electrical Services	128,990	110,551	134,500	134,500	-
Heating Services	19,817	25,095	30,000	30,000	-
Water & Sewer	11,077	12,400	13,000	13,000	-
Postal Services	41	22	-	-	-
Telecommunications	52,759	40,751	40,000	40,000	-
Boiler Insurance	-	509	-	-	-
Property Insurance	32,772	26,912	35,000	35,000	-
Motor Vehicle Insurance	1,982	2,616	2,900	2,900	-
Lease/Rent of Equipment	-	1,634	-	-	-
Building Rent	249,220	249,550	252,000	252,000	-
Travel - Education	405	479	4,000	4,000	-
Dues & Association Memberships	-	179	-	-	-
Background Checks	67	268	-	-	-
Office Supplies	564	1,661	500	500	-
Food & Food Service	23	-	100	100	-
Landscaping/Agricultural Supplies	902	156	1,000	1,000	-
Laundry & Janitorial	10,194	12,534	12,000	12,000	-
Repairs & Maintenance	26,531	26,101	27,000	27,000	-
Vehicle & Equipment Fuel	1,474	-	500	500	-
Vehicle & Equipment Supplies	91	240	500	500	-
Uniforms & Apparel	1,770	2,131	6,000	6,000	-
Other Operating Supplies	6,761	2,260	1,800	1,800	-
Chemicals	2,267	3,404	4,000	4,000	-
Computer Equipment & Supplies	1,835	-	-	-	-
OTHER CHARGES	549,542	519,453	564,800	564,800	-
Motor Vehicle & Equipment	27,592	-	-	-	-
CAPITAL	27,592	-	-	-	-
Facilities Maintenance	1,121,855	1,094,213	1,117,300	1,235,600	118,300
TOTAL FACILITIES MAINT	1,807,519	1,609,351	1,822,700	1,899,000	76,300

Health & Welfare – Real Estate Tax Relief

The City of Winchester has several programs for real estate tax relief and exemption. The office of the Commissioner of the Revenue is the office responsible for administering these programs. Programs for tax relief include:

1. Local real estate tax exemption or deferral for the elderly and disabled
2. Local real estate tax exemption for qualifying disabled veterans
3. Exemptions for substantially rehabilitated residential, commercial and industrial property
4. Exemptions for abated derelict property conditions
5. Property exempt from taxation by designation and classification
6. Exemptions for solar energy equipment, facilities and devices
7. Special land use taxation for qualifying agricultural or horticultural property.

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Real Estate Tax Relief	517,640	496,565	520,000	270,000	(250,000)
OTHER CHARGES	517,640	496,565	520,000	270,000	(250,000)
TOTAL TAX RELIEF	517,640	496,565	520,000	270,000	(250,000)

Parks, Recreation & Cultural – Parks & Recreation

The Winchester Parks and Recreation Department offers a diverse selection of recreation services for Winchester residents and the surrounding communities. Recreation services include: recreational, instructional, community rec classes and programs; leagues and special events in the areas of aquatics, athletics, youth, adult, senior and special needs. The Department also coordinates and hosts nearly 30 special events in the parks and Old Town throughout the year. The City's park system is comprised of 14 parcels of property totaling over 270 acres of green space and recreational facilities including playgrounds, athletic fields, basketball courts, tennis courts, indoor pool, outdoor pool, fitness facility, racquetball court, pavilions, a BMX track, horseshoe courts, walking trails, dog park, disc golf, recreation center, community meeting space, various memorials, a fishing lake, wetlands, natural preserves, and historical and interpretive sites.

Goals and Objectives:

- Develop new comprehensive and affordable Community Rec Programming. Diversify program offerings to include more outreach programming and services in community parks targeting minorities and at-risk youth.
- Provide resources and further advanced training opportunities for Park Maintenance to enable independent and quality athletic field maintenance.
- Improve existing facilities and athletic fields and park spaces.
- Create awareness and participation in environmental education and sound earth stewardship practices in the City of Winchester.
- Improve customer service through better communication between park divisions; sharing pertinent information; updating the Park website; and incorporating recreational software into the daily operations to provide web registration (future), e-mail notices to users, direct and cost-effective marketing, and services for on-site phone and on-line registrations.
- Conduct a Needs Assessment. Information gathered will establish recommendations based on a statistical valid survey. A gap analysis study will result in a Park Master/Strategic Plan.
- Provide financial aid opportunities in partnership with the Winchester Parks Foundation for City residents who may not be able to afford services.
- Effectively communicate with “User Groups” of the Park fees, field conditions, schedules and “MOU’s”, etc.
- Collaborate with other City departments, contracted service providers and community groups to enhance special events offerings throughout the City with a focus on Historic Old Town Winchester.

Parks, Recreation & Cultural – Parks & Recreation

Goals and Objectives (Continued):

- Identify and collaborate with interested stakeholders to further the McCormac Amphitheater revitalization project. This includes a feasibility study conducted as a capstone project by Shenandoah University's Business School MBA program.
- Prepare and present a recommendation to permit adult beverage service under restricted circumstances at the War Memorial Building in Jim Barnett Park.
- Build a top-notch NCAA regulation artificial turf baseball field at Bridgeforth Stadium in Jim Barnett Park.
- Complete the new Skate Pavilion at Christianson Familyland with all the details, obstacles and attractions identified in the adopted design rendering.

Performance Measures:

Indicators	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimated	FY2015 Projected
Input Measures				
Number of seasonal Pavilion rentals	698	694	700	700
Number of rental hours for athletic fields, courts, and tracks	10,687	12,085	11,279	11,000
Number of staff hours spent on special events	2,085	1,188	1,500	1,500
Number of Park Maintenance staff hours spent mowing all assigned Park/City locations	1,893	1,472	1,800	1,800
Number of Community Recreation Program offerings	n/a	n/a	107	165
Service Quality				
Winchester Parks & Recreation is open for 360 days per year, 14 hours per day average	Yes	Yes	Yes	Yes
Park Maintenance athletic field training & independent field maintenance	No	No	Yes	Yes
Provide safe, comprehensive, quality recreation programs, facilities and services	Yes	Yes	Yes	Yes
Offering new affordable Community Recreation programs	n/a	n/a	Yes	Yes

Parks, Recreation & Cultural – Parks & Recreation

Staffing Summary:

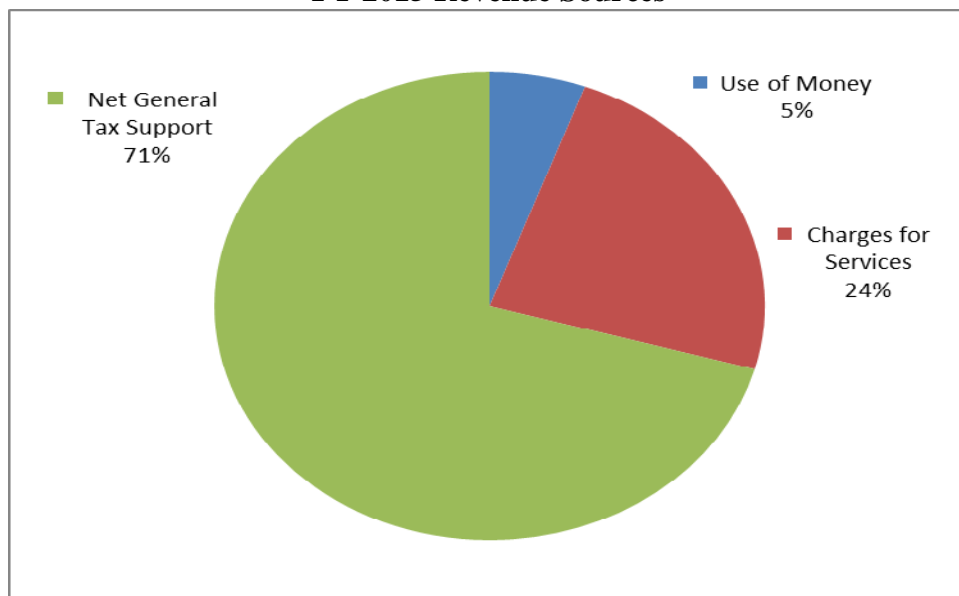
<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Supervision Division	5	6.5	6.5	6.5	0
Maintenance Division*	11	11	11	11	0
Recreation Activities Division	1	1	1	0	(1)
Indoor Pool Division	1	1	1	2	0
War Memorial Division	2.5	2	2	1	0
Child Care Division	4	3	3	3	0
Athletics Division	2	1	1	2	0
Total	26.5	26.5	26.5	25.5	(1)

*2 Full-time positions unfunded.

Revenue Sources:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
Revenue Sources	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Use of Money	163,877	143,401	145,000	150,000	5,000
Charges for Services	540,781	511,194	667,000	631,000	(36,000)
Miscellaneous Revenue	99,217	2,467	60,000	-	(60,000)
Recovered Costs	335	249	-	-	-
Insurance Recoveries	250	-	-	-	-
Subtotal Designated Revenue	804,460	657,311	872,000	781,000	(91,000)
Net General Tax Support	1,766,868	2,199,885	1,838,280	1,880,270	41,990

FY 2015 Revenue Sources

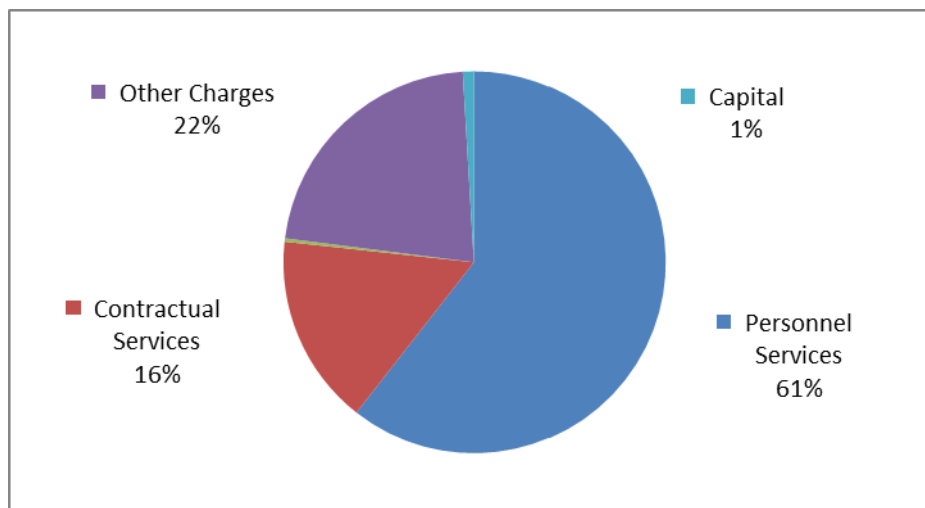


Parks, Recreation & Cultural – Parks & Recreation

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	1,627,333	1,564,064	1,591,780	1,612,232	20,452
Contractual Services	363,592	802,455	366,250	429,800	63,550
Internal Services	1,757	50	-	7,500	7,500
Other Charges	578,646	476,627	599,750	586,738	(13,012)
Capital	-	14,000	152,500	25,000	(127,500)
TOTAL EXPENDITURES	2,571,328	2,857,196	2,710,280	2,661,270	(49,010)

FY 2015 Expenditures by Classifications



	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Expenditure by Division	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Supervision	566,540	454,602	567,700	603,400	35,700
Trolley	-	-	-	14,400	14,400
Maintenance	865,960	1,326,365	971,430	847,800	(123,630)
Recreation Activities	85,652	75,651	73,100	16,800	(56,300)
Outdoor Swimming Pool	121,190	106,824	110,600	118,700	8,100
Indoor Swimming Pool	177,506	161,304	226,450	259,600	33,150
War Memorial & Additions	415,905	386,838	377,825	395,170	17,345
School Age Child Care	166,519	170,973	183,650	193,500	9,850
Athletic Programs	172,056	174,639	199,525	211,900	12,375
TOTAL EXPENDITURES	2,571,328	2,857,196	2,710,280	2,661,270	(49,010)

Parks, Recreation & Cultural – Parks & Recreation

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
<i>SUPERVISION</i>					
Regular	300,586	318,573	313,186	321,901	8,715
Overtime	6,316	573	500	500	-
FICA	22,263	22,795	22,807	23,587	780
VRS-Employer	41,966	37,669	38,897	38,306	(591)
Retirees	52,347	8,492	9,110	5,300	(3,810)
Insurance-Employer	967	3,609	3,727	4,249	522
Worker's Compensation	1,939	2,668	2,605	3,926	1,321
Benefits Admin Fee	342	474	468	312	(156)
Employee Benefits	48,989	50,993	45,662	57,912	12,250
VRS Health Insurance Credit	451	425	438	483	45
PERSONNEL	476,166	446,271	437,400	456,476	19,076
Other Professional Services	5,962	-	20,000	42,200	22,200
Training & Education	10	-	900	-	(900)
Instructors	852	-	-	-	-
Repairs & Maintenance	298	-	-	-	-
Printing & Binding	13,541	595	14,500	14,500	-
Local Media	9,495	537	9,400	17,900	8,500
Food Services	9,572	-	-	7,000	7,000
CONTRACTUAL SERVICES	39,730	1,132	44,800	81,600	36,800
Data Processing	1,000	-	-	-	-
Copier Charges	-	45	-	-	-
INTERNAL SERVICES	1,000	45	-	-	-
Postal Services	309	-	6,250	6,250	-
Telecommunications	2,807	1,088	1,400	2,600	1,200
Office Equipment Rental	-	-	6,500	6,500	-
Motor Vehicle Insurance	500	-	-	-	-
Mileage	63	72	200	200	-
Travel - Convention & Education	30	40	2,000	2,000	-
Dues & Association Memberships	195	748	800	924	124
Misc Charges & Fees	16,584	331	51,550	19,000	(32,550)
Office Supplies	479	226	5,800	5,800	-
Food & Food Service	1,587	123	200	1,200	1,000

Parks, Recreation & Cultural – Parks & Recreation

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
<i>SUPERVISION - continued</i>					
Laundry & Janitorial	-	-	200	200	-
Building Repair & Maintenance	87	-	-	100	100
Uniforms & Apparel	14,567	-	-	-	-
Books & Subscriptions	80	514	500	500	-
Other Operating Supplies	9,080	206	3,900	6,400	2,500
Merchandise for Resale	-	-	6,000	12,650	6,650
Computer Supplies	2,451	3,806	-	-	-
Awards, Plaques, Other	825	-	200	1,000	800
OTHER CHARGES	49,644	7,154	85,500	65,324	(20,176)
TOTAL SUPERVISION	566,540	454,602	567,700	603,400	35,700
<i>SPECIAL EVENTS TROLLEY</i>					
Part-time	-	-	-	3,090	3,090
FICA	-	-	-	236	236
Worker's Compensation	-	-	-	74	74
PERSONNEL	-	-	-	3,400	3,400
Vehicle Repairs & Maintenance	-	-	-	2,000	2,000
CONTRACTUAL SERVICES	-	-	-	2,000	2,000
Fuel	-	-	-	3,000	3,000
Parts	-	-	-	1,000	1,000
Labor	-	-	-	3,500	3,500
INTERNAL SERVICES	-	-	-	7,500	7,500
Vehicle Repair & Maintenance	-	-	-	1,500	1,500
OTHER CHARGES	-	-	-	1,500	1,500
TOTAL TROLLEY	-	-	-	14,400	14,400
<i>MAINTENANCE</i>					
Regular	310,094	294,359	254,081	284,357	30,276
Overtime	3,864	3,323	5,000	5,000	-
Part-time Non-Classified	42,843	49,924	72,000	51,000	(21,000)

Parks, Recreation & Cultural – Parks & Recreation

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
<i>MAINTENANCE - continued</i>					
FICA	27,117	26,203	25,800	26,760	960
VRS-Employer	42,281	35,703	31,865	33,839	1,974
Retirees	6,370	5,467	5,080	5,300	220
Insurance-Employer	969	3,420	3,076	3,754	678
VA Local Disability Plan	-	-	-	169	169
Worker's Compensation	11,342	12,748	17,158	8,153	(9,005)
Flex Benefits - Admin Fee	519	678	650	432	(218)
Flex Benefits - Employee	66,631	50,620	41,208	53,059	11,851
VRS Health Insurance Credit	454	402	362	427	65
PERSONNEL	512,484	482,847	456,280	472,250	15,970
Medical, Dental, & Hospital	290	281	-	-	-
Engineering & Architect	30,205	2,435	-	-	-
Other Professional Services	120	2,180	2,000	2,000	-
Repairs & Maintenance	73,314	605,907	67,200	96,950	29,750
Landscaping	15,849	2,020	3,000	3,000	-
Vehicle Repair & Maintenance Services	5,005	8,803	5,000	18,250	13,250
Maintenance Service Contracts	6,790	4,415	36,000	-	(36,000)
Printing & Binding	504	1,256	1,000	1,000	-
Local Media	-	426	-	-	-
Sanitary Landfill Usage	2,201	3,192	4,500	4,500	-
Refuse Service	5,125	4,625	5,000	5,000	-
CONTRACTUAL SERVICES	139,403	635,540	123,700	130,700	7,000
Equipment Parts	30	5	-	-	-
INTERNAL SERVICES	30	5	-	-	-
Electrical Services	50,243	43,847	52,000	50,000	(2,000)
Heating Services	1,939	2,104	2,200	2,200	-
Water & Sewer	20,930	23,660	22,300	22,300	-
Telecommunications	4,773	4,081	4,400	4,400	-
Property Insurance	14,600	14,770	19,000	16,000	(3,000)
Motor Vehicle Insurance	5,363	5,488	9,500	7,500	(2,000)
Equipment Rental	11,697	6,557	10,200	10,950	750
Mileage & Transportation	342	-	-	-	-

Parks, Recreation & Cultural – Parks & Recreation

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
<i>MAINTENANCE - continued</i>					
Travel - Convention & Education	1,217	970	1,000	4,350	3,350
Dues & Association Memberships	70	75	150	150	-
Misc Charges & Fees	178	59	100	100	-
Background Checks	744	268	-	-	-
Office Supplies	172	72	-	-	-
Food & Food Service	185	-	500	500	-
Landscaping/Agricultural Supplies	9,269	10,226	15,500	8,500	(7,000)
Medical & Laboratory	-	20	250	250	-
Laundry & Janitorial Services	6,693	7,743	7,000	7,000	-
Building Repair & Maintenance	24,303	24,492	30,750	30,750	-
Vehicle & Equipment Fuels	27,238	27,029	24,000	28,000	4,000
Vehicle & Equipment Supplies	8,694	12,615	10,000	10,000	-
Uniforms & Apparel	1,778	2,254	3,500	3,500	-
Other Operating Supplies	22,853	7,643	25,400	12,200	(13,200)
Chemicals	762	-	1,200	1,200	-
OTHER CHARGES	214,043	193,973	238,950	219,850	(19,100)
Furniture & Fixtures	-	-	49,500	-	(49,500)
Motor Vehicle & Equipment	-	14,000	68,000	25,000	(43,000)
Facilities Renovations	-	-	35,000	-	(35,000)
CAPITAL	-	14,000	152,500	25,000	(127,500)
TOTAL MAINTENANCE	865,960	1,326,365	971,430	847,800	(123,630)
<i>COMMUNITY REC PROGRAMS</i>					
Regular	35,432	39,256	40,082	-	(40,082)
Overtime	1,405	145	-	-	-
Part-time Non-classified	1,509	1,683	800	1,800	1,000
FICA	2,847	2,993	3,022	170	(2,852)
VRS-Employer	5,052	4,875	4,978	-	(4,978)
Insurance-Employer	115	467	477	-	(477)
Worker's Compensation	820	1,052	1,057	30	(1,027)
Benefits Admin Fee	50	72	72	-	(72)
Employee Benefits	7,569	7,461	8,456	-	(8,456)
VRS Health Insurance Credit	53	55	56	-	(56)
PERSONNEL	54,852	58,059	59,000	2,000	(57,000)

Parks, Recreation & Cultural – Parks & Recreation

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
COMMUNITY REC - continued					
Other Professional Services	12,742	10,369	5,000	5,000	-
Training/Education	10	-	50	50	-
Instructors	140	-	4,000	4,000	-
Printing & Binding	773	-	350	600	250
Local Media	6,303	-	-	-	-
CONTRACTUAL SERVICES	19,968	10,369	9,400	9,650	250
Equipment Rental	5,312	352	500	200	(300)
Travel - Convention & Education	-	749	1,950	2,000	50
Dues & Association Memberships	191	-	200	200	-
Parks & Rec Activities	1,802	-	-	-	-
Misc Charges & Fees	630	3,272	1,200	-	(1,200)
Office Supplies	14	60	-	-	-
Food & Food Service	698	1,276	100	100	-
Building Repair & Maintenance	35	-	-	-	-
Uniforms & Apparel	-	50	-	200	200
Books & Subscriptions	20	-	-	-	-
Other Operating Supplies	1,554	1,461	500	2,200	1,700
Arts & Crafts Supplies	-	3	-	-	-
Awards, Plaques, Other	576	-	250	250	-
OTHER CHARGES	10,832	7,223	4,700	5,150	450
TOTAL COMM REC PROGRAMS	85,652	75,651	73,100	16,800	(56,300)
OUTDOOR SWIMMING POOL					
Overtime	947	438	-	-	-
Part-time Non-classified	64,507	54,436	58,300	58,300	-
FICA	5,061	4,195	4,428	4,466	38
Worker's Compensation	1,415	1,179	922	984	62
PERSONNEL	71,930	60,248	63,650	63,750	100
Medical, Dental & Hospital	280	841	-	-	-
Repairs & Maintenance	8,314	16,963	15,000	15,000	-
Maintenance Service Contracts	-	86	-	-	-
Local Media	-	312	-	-	-
CONTRACTUAL SERVICES	8,594	18,202	15,000	15,000	-

Parks, Recreation & Cultural – Parks & Recreation

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
<i>OUTDOOR POOL - continued</i>					
Facility Maintenance	727	-	-	-	-
INTERNAL SERVICES	727	-	-	-	-
Electrical Service	11,321	10,509	10,500	10,500	-
Background Checks	1,282	737	-	-	-
Medical & Laboratory	178	77	100	100	-
Laundry & Janitorial	725	672	1,100	1,100	-
Repair & Maintenance	5,297	2,551	3,000	3,000	-
Uniforms & Apparel	1,470	236	1,500	1,500	-
Other Operating Supplies	6,273	1,485	3,450	11,450	8,000
Chemicals	13,393	12,107	12,300	12,300	-
OTHER CHARGES	39,939	28,374	31,950	39,950	8,000
TOTAL OUTDOOR POOL	121,190	106,824	110,600	118,700	8,100
<i>INDOOR SWIMMING POOL</i>					
Regular	37,631	45,763	71,656	72,176	520
Overtime	55	-	-	-	-
Part-time Non-classified	64,264	59,814	70,550	70,550	-
FICA	7,814	8,043	11,225	12,169	944
VRS-Employer	5,367	5,439	8,899	8,589	(310)
Insurance-Employer	121	521	853	953	100
Worker's Compensation	2,230	2,351	3,247	2,552	(695)
Benefits Admin Fee	50	84	144	96	(48)
Employee Benefits	1,960	2,587	7,026	17,107	10,081
VRS Health Insurance Credit	56	61	100	108	8
PERSONNEL	119,548	124,663	173,700	184,300	10,600
Medical, Dental, & Hospital	320	638	-	-	-
Training/Education	1,986	1,874	3,600	3,600	-
Instructors	3,875	2,040	-	-	-
Repairs & Maintenance	20,830	17,604	30,000	48,500	18,500
Printing & Binding	41	-	-	-	-
Local Media	166	90	-	-	-
CONTRACTUAL SERVICES	27,218	22,246	33,600	52,100	18,500

Parks, Recreation & Cultural – Parks & Recreation

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
<i>INDOOR POOL - continued</i>					
Telecommunications	439	393	450	450	-
Equipment Rental	-	300	-	-	-
Mileage & Transportation	-	119			
Travel - Convention & Education	143	489	500	500	-
Dues & Association Memberships	176	135	400	400	-
Background Checks	822	1,224	-	-	-
Office Supplies	100	31	-	-	-
Food & Food Service	109	105	400	400	-
Medical & Laboratory	261	173	400	400	-
Laundry & Janitorial	123	126	400	400	-
Building Repair & Maintenance	1,284	1,330	3,000	3,000	-
Uniforms & Apparel	1,375	165	1,800	1,800	-
Books & Subscriptions	1,775	39	-	-	-
Other Operating Supplies	19,843	3,762	6,700	10,700	4,000
Chemicals	3,838	5,651	5,000	5,150	150
Computer Equipment & Supplies	452	353	-	-	-
Awards, Plaques, Other	-	-	100	-	(100)
OTHER CHARGES	30,740	14,395	19,150	23,200	4,050
TOTAL INDOOR POOL	177,506	161,304	226,450	259,600	33,150
<i>WAR MEMORIAL & ADDITIONS</i>					
Overtime	277	6	-	-	-
Part-time Classified	40,017	42,186	46,844	48,254	1,410
Part-time Non-classified	69,050	60,911	44,000	60,000	16,000
FICA	8,370	7,851	7,046	7,997	951
State Unemployment Tax	383	-	-	-	-
Worker's Compensation	2,378	2,303	2,078	1,852	(226)
Benefits Admin Fee	101	144	144	96	(48)
Employee Benefits	2,455	2,787	2,438	4,001	1,563
PERSONNEL	123,031	116,188	102,550	122,200	19,650
Medical, Dental, & Hospital	200	407	-	-	-
Other Professional Services	625	300	1,500	500	(1,000)
Instructors	-	3,585	15,000	15,000	-

Parks, Recreation & Cultural – Parks & Recreation

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
WAR MEMORIAL - continued					
Repairs & Maintenance	69,659	64,599	81,400	81,400	-
Printing & Binding	9,977	8,613	-	-	-
Local Media	6,370	5,690	-	-	-
Sanitary Landfill	20	-	-	-	-
CONTRACTUAL SERVICES	86,851	83,194	97,900	96,900	(1,000)
Electrical Services	76,247	74,783	73,150	75,345	2,195
Heating Services	27,675	26,888	35,000	30,000	(5,000)
Water & Sewer	9,924	12,764	11,000	13,500	2,500
Postal Services	7,386	849	-	-	-
Telecommunications	7,725	6,284	6,250	6,250	-
General Liability Insurance	4,076	4,070	5,500	5,500	-
Equipment Rental	-	210	500	500	-
Office Equipment Rental	4,993	6,531	-	-	-
Mileage & Transportation	103	51	-	-	-
Travel - Convention & Education	476	169	-	-	-
Dues & Association Memberships	361	70	75	75	-
Misc Charges & Fees	9,226	10,204	-	-	-
Background Checks	1,171	799	-	-	-
Office Supplies	6,355	2,570	-	-	-
Food & Food Service	21	-	200	200	-
Medical & Laboratory	60	61	200	200	-
Laundry & Janitorial Services	13,249	13,425	12,500	12,500	-
Building Repair & Maintenance	3,252	2,852	2,500	3,500	1,000
Uniforms & Apparel	239	193	500	500	-
Books & Subscriptions	98	440	200	200	-
Other Operating Supplies	8,889	7,021	10,000	8,000	(2,000)
Merchandise for Resale	23,624	16,853	19,800	19,800	-
Chemicals	12	-	-	-	-
Computer Supplies	833	353	-	-	-
Awards, Plaques, Other	28	16	-	-	-
OTHER CHARGES	206,023	187,456	177,375	176,070	(1,305)
TOTAL WAR MEMORIAL	415,905	386,838	377,825	395,170	17,345

Parks, Recreation & Cultural – Parks & Recreation

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
<i>SCHOOL AGE CHILD CARE</i>					
Regular	94,193	99,871	102,170	105,248	3,078
Overtime	1,429	-	-	-	-
Part-time Non-classified	21,782	18,275	28,000	28,000	-
FICA	8,963	8,906	9,788	9,965	177
VRS-Employer	13,432	12,440	12,690	12,525	(165)
Insurance-Employer	302	1,192	1,216	1,389	173
Worker's Compensation	383	220	179	561	382
Benefits Admin Fee	151	216	216	144	(72)
Employee Benefits	17,110	14,973	14,798	15,640	842
VRS Health Insurance Credit	141	140	143	158	15
PERSONNEL	157,886	156,233	169,200	173,630	4,430
Medical, Dental, & Hospital	80	544	-	-	-
Other Professional Services	935	1,114	1,400	1,400	-
Training/Education	131	135	-	-	-
Printing & Binding	298	112	-	-	-
Local Media	145	108	-	-	-
CONTRACTUAL SERVICES	1,589	2,013	1,400	1,400	-
Postal Services	15	-	-	-	-
Telecommunications	324	242	-	-	-
Mileage & Transportation	255	-	100	100	-
Travel - Convention & Education	29	25	500	3,800	3,300
Dues & Association Memberships	-	35	200	320	120
Parks & Rec Activities	759	2,130	1,500	2,000	500
Background Checks	226	144	-	-	-
Office Supplies	32	145	-	-	-
Food & Food Services	1,614	3,920	4,000	4,000	-
Medical & Laboratory	89	238	300	300	-
Laundry & Janitorial Services	75	77	250	250	-
Uniforms & Apparel	1,041	1,089	1,000	1,000	-
Other Operating Supplies	1,854	2,696	4,000	5,500	1,500
Merchandise for Resale	-	-	350	350	-
Computer Equipment & Supplies	383	1,509	-	-	-

Parks, Recreation & Cultural – Parks & Recreation

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
CHILD CARE - continued					
Arts & Crafts Supplies	306	413	800	800	-
Awards, Plaques, Other	42	64	50	50	-
OTHER CHARGES	7,044	12,727	13,050	18,470	5,420
TOTAL CHILD CARE	166,519	170,973	183,650	193,500	9,850
ATHLETIC PROGRAMS					
Regular	72,174	76,836	78,333	80,683	2,350
Overtime	459	-	-	-	-
Part-time Non-classified	5,649	4,765	14,000	15,800	1,800
FICA	5,439	5,625	6,589	6,967	378
VRS-Employer	10,292	9,543	9,729	9,601	(128)
Insurance-Employer	232	914	932	1,065	133
State Unemployment Tax	-	19	-	-	-
Worker's Compensation	1,689	2,187	2,114	1,629	(485)
Benefits Admin Fee	101	144	144	96	(48)
Employee Benefits	15,293	19,414	18,049	18,264	215
VRS Health Insurance Credit	108	108	110	121	11
PERSONNEL	111,436	119,555	130,000	134,226	4,226
Medical, Dental, & Hospital	20	87	-	-	-
Other Professional Services	181	-	-	-	-
Training/Education	74	-	-	-	-
Instructors	39,556	29,277	40,450	40,450	-
Printing & Binding	408	395	-	-	-
CONTRACTUAL SERVICES	40,239	29,759	40,450	40,450	-
Postal Services	19	-	-	-	-
Mileage & Transportation	1	-	1,025	1,025	-
Travel - Convention & Education	15	330	700	2,028	1,328
Dues & Association Memberships	150	75	1,000	1,000	-
Parks & Rec Activities	2,958	5,202	2,200	2,200	-
Background Checks	1,806	992	-	-	-
Office Supplies	105	90	-	-	-
Food & Food Service	249	89	500	500	-

Parks, Recreation & Cultural – Parks & Recreation

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
<i>ATHLETIC PROGRAMS - continued</i>					
Medical & Laboratory	23	10	200	200	-
Building Repair & Maintenance	100	-	-	-	-
Uniforms & Apparel	5,008	4,464	11,000	13,530	2,530
Other Operating Supplies	8,208	12,560	10,950	11,360	410
Merchandise for Resale	24	-	-	-	-
Awards, Plaques, Other	1,715	1,513	1,500	5,381	3,881
OTHER CHARGES	20,381	25,325	29,075	37,224	8,149
TOTAL ATHLETIC PROGRAMS	172,056	174,639	199,525	211,900	12,375
TOTAL PARKS & REC FUND	2,571,328	2,857,196	2,710,280	2,661,270	(49,010)

Parks, Recreation & Cultural – Apple Blossom Festival

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	30,044	40,479	11,000	10,800	(200)
Contractual Services	15,608	12,369	15,500	15,500	-
Other Charges	1,737	3,148	3,000	3,000	-
TOTAL EXPENDITURES	47,389	55,996	29,500	29,300	(200)

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Regular	16,409	6,206	-	-	-
Overtime	9,596	28,540	10,000	10,000	-
FICA	1,942	2,582	773	800	27
VRS-Employer	795	1,105	-	-	-
Insurance Employer	15	81	-	-	-
Worker's Compensation	1,264	1,930	227	-	(227)
Benefits Admin Fee	15	26	-	-	-
VRS Health Ins Credit	8	9	-	-	-
PERSONNEL	30,044	40,479	11,000	10,800	(200)
National Guard Personnel	15,000	11,311	15,000	15,000	-
Printing & Binding	608	1,058	500	500	-
CONTRACTUAL SERVICES	15,608	12,369	15,500	15,500	-
Equipment Rental	425	845	2,000	2,000	-
Laundry & Janitorial	550	583	-	-	-
Repairs & Maintenance Supplies	650	660	1,000	1,000	-
Other Operating Supplies	112	1,060	-	-	-
OTHER CHARGES	1,737	3,148	3,000	3,000	-
TOTAL APPLE BLOSSOM	47,389	55,996	29,500	29,300	(200)

Community Development - Planning

The Planning Department assists City Council, the Planning Commission, other appointed boards and commissions, and the citizens of Winchester to anticipate the future needs and desires of the community and ensure that physical development within the community is consistent with that vision. This assistance includes long-range planning primarily in the form of the Comprehensive Plan that involves inventorying and analyzing existing demographic, economic, environmental, land use, transportation, and community facility patterns and projecting future trends. Staff also conduct current planning (development plan review), transportation planning, and provide information services such as maintaining updated zoning maps and the City's street addressing system.

Goals and Objectives:

- Incorporate the principles of New Urbanism from the adopted Comprehensive Plan into the policies of the City.
- Assist with planning and implementation of the Green Circle Trail and other efforts to improve walkability in the City.
- Facilitate streamlined land development approval from the City of Winchester, while assuring the quality of the built environment.
- Improve the transportation system to make it easy to get from one part of the City to another as well as within the larger Winchester-Frederick County area.
- Promote residential infill in the downtown and as a component of mixed land use in key redevelopment areas outside of the downtown.
- Implement additional Corridor Enhancement (CE) Districts as called out in the adopted Comprehensive Plan and Strategic Plan for gateway beautification.
- Pursue areas of expansion for the Winchester National Historic District and prepare nomination for National Register designation.

Performance Measures:

Indicators	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
Measures					
Planning Commission meetings & work sessions	24	26	25	24	25
Site Plan reviews	33	33	29	28	28
Re-zonings, CUP's and text amendments	29	25	26	25	24
Corridor enhancement reviews	23	34	30	33	39

Community Development - Planning

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	202,971	208,985	245,100	243,000	(2,100)
Contractual Services	13,212	12,742	25,600	25,500	(100)
Internal Services	6,662	287	1,100	300	(800)
Other Charges	6,244	4,988	7,100	7,900	800
TOTAL EXPENDITURES	229,089	227,002	278,900	276,700	(2,200)

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Planning	2.5	2.5	2.5	2.5	0
Total	2.5	2.5	2.5	2.5	0

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Regular	152,039	152,052	174,730	173,805	(925)
Overtime	60	-	-	-	-
Part-time Non-Classified	-	1,937	12,221	10,300	(1,921)
FICA	10,648	10,709	13,497	13,231	(266)
VRS-Employer	20,971	18,592	20,956	20,683	(273)
Insurance Employer	484	1,781	2,008	2,294	286
Worker's Compensation	233	225	249	317	68
Benefits Admin Fee	122	156	180	120	(60)
Employee Benefits	18,189	23,323	21,023	21,989	966
VRS Health Ins Credit	225	210	236	261	25
PERSONNEL	202,971	208,985	245,100	243,000	(2,100)
Medical, Dental, & Hospital	80	62	-	-	-
Engineering & Architect	10,126	-	15,500	12,000	(3,500)
Other Professional Services	75	4,095	5,000	9,000	4,000
Training & Education	130	-	-	-	-

Community Development - Planning

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Employment Agencies	-	3,624	-	-	-
Printing & Binding	214	146	1,400	800	(600)
Local Media	2,587	4,815	3,600	3,600	-
Food Services - Catering	-	-	100	100	-
CONTRACTUAL SERVICES	13,212	12,742	25,600	25,500	(100)
Data Processing	6,000	-	-	-	-
Copier Charges	662	287	1,100	300	(800)
INTERNAL SERVICES	6,662	287	1,100	300	(800)
Postal Services	397	264	900	900	-
Telecommunications	703	578	800	800	-
Mileage & Transportation	316	648	800	1,000	200
Travel - Convention & Education	1,374	2,022	1,500	2,200	700
Dues & Association Memberships	698	565	800	900	100
Background Checks	79	197	-	-	-
Office Supplies	673	551	1,000	1,000	-
Food & Food Supplies	103	132	400	200	(200)
Books & Subscriptions	-	-	100	100	-
Other Operating Supplies	616	6	700	700	-
Computer Equipment Supplies	1,250	-	-	-	-
Awards, Plaques, Other	35	25	100	100	-
OTHER CHARGES	6,244	4,988	7,100	7,900	800
TOTAL PLANNING	229,089	227,002	278,900	276,700	(2,200)

Community Development – Redevelopment and Housing

The Redevelopment and Housing Department staff manages the Community Development Block Grant program and is responsible for advertising, regulating and administering any CDBG funds that are awarded to the City by the federal government. Staff makes certain that all funding applications and or projects are in compliance with HUD guidelines and objectives and awards funding accordingly. Staff also, monitors the progress of CDBG projects as they are completed.

Goals and Objectives:

- Aid in the prevention or elimination of slums or blight.
- Provide a suitable living environment.
- Expand economic opportunities.

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Regular	14,044	5,976	14,949	15,585	636
FICA	1,085	463	1,127	1,152	25
VRS-Employer	2,005	609	1,806	1,814	8
Insurance Employer	16	58	173	212	39
Worker's Compensation	32	10	20	13	(7)
Benefits Admin Fee	3	9	27	19	(8)
Employee Benefits	2,264	723	1,878	3,185	1,307
VRS Health Ins Credit	8	7	20	20	-
PERSONNEL	19,457	7,855	20,000	22,000	2,000
Local Media	-	-	1,500	1,000	(500)
Other Government Services	41,257	14,611	-	-	-
Community Development	93,243	1,064,702	-	-	-
CONTRACTUAL SERVICES	134,500	1,079,313	1,500	1,000	(500)
TOTAL REDEVELOPMENT	153,957	1,087,168	21,500	23,000	1,500

Community Development - Zoning Department

The Zoning Department is dedicated to administering the Zoning Ordinance and associated laws of the Commonwealth of Virginia and the City of Winchester, in a courteous, responsive, and professional manner, contributing to the overall sustainability, health, safety and well-being of the citizens.

Council Goals: Grow the Economy, Create a More Livable City for All, Develop a High Performing Organization, and Continue Revitalization of Historic Old Town Winchester

Departmental Objectives:

- Attract new homeowners (young professionals & seniors) through enforcement of Property Maintenance Code, nuisance, and residential overcrowding provisions.
- Attract and encourage citizens to establish home occupations, which focus on technology and professional services.
- Attract new businesses and encourage expansion of existing businesses within the City through Property Maintenance Code enforcement and illegal sign enforcement.
- Develop and implement an aggressive and effective campaign against blight, derelict buildings and vacant properties.
- Continue to find ways to improve departmental effectiveness by achieving desired objectives with minimal departmental resources.
- Implement a strategy to improve customer service levels resulting in faster permit approvals, answering of citizen inquiries, and resolving zoning and property maintenance violations.

Departmental Strategies:

- Increase proactive enforcement by conducting walking tours, door-to-door visits, neighborhood civic group meetings, and inspection checklists.
- Update website and improve public awareness regarding Property Maintenance Code and Zoning violations.
- Update forms and create development guides to make new development and redevelopment projects easier to understand and complete.
- Update the City's Zoning Ordinance to bring in line with recently revised and adopted Comprehensive Plan, City of Winchester Strategic Plan, as well as bring it up to date with the enabling legislation of the Code of Virginia.

Community Development - Zoning Department

Performance Measures:

Indicators	2011	2012	2013	2014 Estimated	2015 Projected
Measures					
Certificates of Occupancy (Business)	282	234	255	260	270
Certificates of Occupancy (Home-Based)	120	110	142	150	160
Zoning Ordinance Text Amendments	8	3	6	7	5
Historic District - Certificates of Appropriateness	43	48	64	50	50
Board of Zoning Appeals (Variances, Appeals)	16	20	9	10	10

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Personnel Services	159,296	105,542	173,200	176,280	3,080
Contractual Services	60,198	30,398	29,100	29,350	250
Internal Services	2,223	802	2,000	2,000	-
Other Charges	12,728	4,433	6,900	9,070	2,170
TOTAL EXPENDITURES	234,445	141,175	211,200	216,700	5,500

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Zoning	2.5	2.5	2.5	2.5	0
Total	2.5	2.5	2.5	2.5	0

Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Regular	118,779	79,493	121,576	126,318	4,742
Overtime	7	-	-	-	-
Part-time Non-Classified	-	1,981	12,221	10,300	(1,921)
FICA	8,980	6,028	10,320	10,256	(64)
VRS-Employer	14,776	9,416	15,100	15,032	(68)
Insurance Employer	320	902	1,447	1,667	220
Worker's Compensation	181	114	180	278	98

Community Development - Zoning Department

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Benefits Admin Fee	104	99	180	120	(60)
Employee Benefits	15,989	7,403	12,006	12,120	114
VRS Health Ins Credit	160	106	170	189	19
PERSONNEL	159,296	105,542	173,200	176,280	3,080
Medical, Dental, & Hospital	33	473	-	-	-
Other Professional Services	55,243	15,849	25,000	25,000	-
Training & Education	130	-	-	-	-
Employment Agencies	-	9,830	-	-	-
Vehicle Repairs & Maintenance	20	-	100	100	-
Printing & Binding	227	478	500	750	250
Local Media	4,545	3,768	3,500	3,500	-
CONTRACTUAL SERVICES	60,198	30,398	29,100	29,350	250
Fuel	830	115	800	800	-
Parts	120	-	150	150	-
Labor	652	-	250	250	-
Copier Charges	621	687	800	800	-
INTERNAL SERVICES	2,223	802	2,000	2,000	-
Postal Services	645	737	800	1,000	200
Telecommunications	688	755	800	900	100
Motor Vehicle Insurance	417	422	750	750	-
Mileage & Transportation	250	218	450	450	-
Travel - Convention & Education	8,076	-	2,150	3,320	1,170
Dues & Association Memberships	25	-	400	600	200
Court Filing Fees	-	726	-	-	-
Office Supplies	207	347	400	900	500
Food & Food Service	308	-	450	450	-
Vehicle & Equipment	-	68	50	50	-
Books & Subscriptions	95	-	150	150	-
Other Operating Supplies	490	66	500	500	-
Computer Hardware/Software	1,527	1,094	-	-	-
OTHER CHARGES	12,728	4,433	6,900	9,070	2,170
TOTAL INSPECTIONS	234,445	141,175	211,200	216,700	5,500

Community Development – Economic Redevelopment

Economic Redevelopment works to facilitate appropriate economic development activities in downtown Winchester and throughout the City to maximize the use of industrial and commercial property, and to work toward the development of the workforce to enable its fullest potential.

Goals and Objectives:

- Redevelop vacant and underutilized property.
- Appropriately develop underdeveloped property.

Performance Measures:

Indicators	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
Measures				
Unemployment Rate	6.8%	6.3% (est.)	5.4%	5.2%
Combined Commercial Vacancy Rate	9.6%	7.6%	7.4%	7.5%
Number of Business Incentives Awarded	2	5	3	7
Dollar Amount of Business Incentives Awarded or Leveraged	\$200,000	\$426,000	\$150,00	\$250,000
Dollar Amount of Business Incentives Awarded or Leveraged	\$200,000	\$426,000	\$150,00	\$250,000

Expenditure Summary:

Expenditure by Classification	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Personnel Services	147,639	180,790	204,300	191,300	(13,000)
Contractual Services	809	742	31,000	42,000	11,000
Internal Services	335	203	300	300	-
Other Charges	732,800	1,203,218	563,900	483,800	(80,100)
TOTAL EXPENDITURES	881,583	1,384,953	799,500	717,400	(82,100)

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Econ Redevelopment	1	1.5	2	2.5	0.5
Total	1	1.5	2	2.5	0.5

Community Development – Economic Redevelopment

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Regular	113,510	137,702	157,529	143,764	(13,765)
Overtime	99	-	-	-	-
Part-time Non-classified	1,020	-	-	-	-
FICA	8,330	9,982	10,084	10,410	326
VRS-Employer	16,188	16,861	19,565	17,149	(2,416)
Insurance Employer	364	1,616	1,875	1,891	16
Worker's Compensation	175	194	213	119	(94)
Benefits Admin Fee	50	102	144	101	(43)
Employee Benefits	7,733	14,143	14,669	17,647	2,978
VRS Health Ins Credit	170	190	221	219	(2)
PERSONNEL	147,639	180,790	204,300	191,300	(13,000)
Other Professional Services	-	-	31,000	42,000	11,000
Printing & Binding	-	67	-	-	-
Local Media	809	675	-	-	-
CONTRACTUAL SERVICES	809	742	31,000	42,000	11,000
Copier Charges	335	203	300	300	-
INTERNAL SERVICES	335	203	300	300	-
Postal Services	136	141	500	500	-
Telecommunications	886	937	1,000	1,000	-
Mileage & Transportation	-	515	2,000	2,000	-
Travel - Convention & Education	-	655	3,000	3,000	-
Business Development Grant	129,748	550,233	350,000	175,000	(175,000)
Other Payments/Contributions	600,000	650,000	200,000	300,000	100,000
Dues & Association Memberships	-	-	300	300	-
Office Supplies	385	70	4,600	500	(4,100)
Building Repair & Maintenance	-	-	1,500	500	(1,000)
Books & Subscriptions	-	235	250	250	-
Other Operating Supplies	68	272	750	750	-
Computer Equipment Supplies	1,577	160	-	-	-
OTHER CHARGES	732,800	1,203,218	563,900	483,800	(80,100)
TOTAL ECONOMIC REDEV	881,583	1,384,953	799,500	717,400	(82,100)

Community Development – Old Town Winchester

Old Town Winchester (OTW) is the department which oversees the historic downtown business district of the City. Old Town Winchester works with the Old Town Development Board (OTDB). The OTDB is an advisory board which advises the Common Council and OTW on the expenditures of funds set aside through a special assessment on properties within the commercial historic district. OTW assists with the management and permitting for the primary and secondary Old Town assessment districts. OTW with the assistance and advisement of the OTD is responsible to the Common Council for the improvement, maintenance, development, planning, and promotion of Old Town Winchester.

The Board, appointed by the Winchester Common Council, is made up of 11 members representing downtown property owners, business owners, residents, Shenandoah University, and the City of Winchester.

Goals and Objectives:

- Manage the maintenance and development and overall physical appearance of the downtown.
- Promote opportunities for hosting special events, activities and retail promotions in Old Town that are appealing to professionals, residents and visitors.
- Add new events in the downtown to increase activity within the downtown and direct successful event coordination.
- Participate with Virginia Main Street program and meet National Main Street program requirements.
- Promote the district's assets and events to identified target markets using a variety of communication and media mechanisms including the oldtownwinchesterva.com website, social media as well as traditional media outlets.
- Encourage appropriate mixed-use and in-fill development, higher density and walkability in order to maximize the use of properties in the district which will attract and retain a dynamic blend of businesses, create residential options, and draw consumers and visitors.

Outcomes:

- Private Investment in Old Town Winchester hit the \$117 million mark.
- 20 new businesses opened in Old Town Winchester.
- 45 new rehabilitation projects were conducted in Old Town Winchester.
- 10 new days of city sponsored events added to the downtown attracting 1,500 – 5,000 people per event.

Community Development – Old Town Winchester

Revenue Sources:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
Revenue Sources	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
General Property Taxes	168,313	164,298	160,500	160,500	-
Miscellaneous Revenue	10,250	7,885	156,000	138,500	(17,500)
Commonwealth	5,000	-	-	-	-
Federal	5,000	5,000	5,000	5,000	-
Subtotal Designated Revenue	188,563	177,183	321,500	304,000	(17,500)
Net General Tax Support	(22,423)	115,687	115,600	103,100	(12,500)

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	78,675	83,812	112,100	118,100	6,000
Contractual Services	56,595	114,862	249,200	218,855	(30,345)
Internal Services	1,223	72	400	200	(200)
Other Charges	24,647	94,124	75,400	69,945	(5,455)
Transfers	5,000	-	-	-	-
TOTAL EXPENDITURES	166,140	292,870	437,100	407,100	(30,000)

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
OTW	1	1	1.5	1.5	0
Total	1	1	1.5	1.5	0

Community Development – Old Town Winchester

Revenue Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
REVENUE	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Delinquent	13,340	11,410	10,000	10,000	-
Primary District	75,611	70,321	70,000	70,000	-
Secondary District	79,362	82,567	80,500	80,500	-
GENERAL PROPERTY TAXES	168,313	164,298	160,500	160,500	-
Artscape Program	4,250	2,550	1,000	1,000	-
Special Events	-	-	155,000	132,500	(22,500)
Miscellaneous	6,000	5,335	-	5,000	5,000
MISCELLANEOUS REVENUE	10,250	7,885	156,000	138,500	(17,500)
Virginia Main Street Program	5,000	-	-	-	-
COMMONWEALTH	5,000	-	-	-	-
Virginia Commission of the Arts	5,000	5,000	5,000	5,000	-
FEDERAL	5,000	5,000	5,000	5,000	-
TOTAL OLD TOWN WINCHESTER	188,563	177,183	321,500	304,000	(17,500)

Community Development – Old Town Winchester

Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Regular	60,603	65,447	85,426	87,963	2,537
FICA	4,670	4,574	7,090	5,952	(1,138)
VRS-Employer	8,643	5,698	10,610	10,468	(142)
Retirees	2,374	-	-	-	-
Insurance-Employer	194	546	1,017	1,161	144
Worker's Compensation	95	94	115	73	(42)
Benefits Admin Fee	50	51	108	72	(36)
Employee Benefits	1,955	7,338	7,614	12,279	4,665
VRS Health Insurance Credit	91	64	120	132	12
PERSONNEL	78,675	83,812	112,100	118,100	6,000
Promotions	5,692	1,431	-	-	-
Special Events Promotions	-	34,949	182,000	196,700	14,700
Other Professional Services	15,689	62,812	43,500	10,100	(33,400)
Repairs & Maintenance	-	35	-	100	100
Landscaping	2,098	-	3,000	-	(3,000)
Printing & Binding	21,738	8,273	10,000	6,830	(3,170)
Local Media	10,859	6,810	10,000	4,325	(5,675)
Contracted Parking	519	42	-	-	-
Validated parking	-	302	300	100	(200)
Food Services	-	208	400	700	300
CONTRACTUAL SERVICES	56,595	114,862	249,200	218,855	(30,345)
Data Processing	1,000	-	-	-	-
Copier Charges	223	72	400	200	(200)
INTERNAL CHARGES	1,223	72	400	200	(200)
Postal Services	2,065	31	500	500	-
Telecommunications	943	333	720	720	-
General Liability Insurance	253	262	500	250	(250)
Office Equipment Rental	360	969	1,100	-	(1,100)
Building Rental	-	350	400	400	-
Mileage & Transportation	1,440	1,861	700	660	(40)
Travel - Convention & Education	2,287	2,990	3,000	500	(2,500)
VA Commission of Arts	-	10,000	10,000	10,000	-

Community Development – Old Town Winchester

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Downtown Improvement Repayment	-	50,000	50,000	50,000	-
Dues & Association Memberships	250	375	250	495	245
Misc. Charges & Fees	-	6,470	-	-	-
Office Supplies	954	508	4,100	200	(3,900)
Food & Food Service	1,452	1,281	600	350	(250)
Landscaping/Agricultural Supplies	1,097	2,619	1,000	2,000	1,000
Repairs & Maintenance	205	101	300	200	(100)
Books & Subscriptions	164	105	500	220	(280)
Other Operating Supplies	13,027	14,484	500	3,250	2,750
Computer Supplies	-	1,278	630	-	(630)
Awards, Plaques, Other	150	107	600	200	(400)
OTHER CHARGES	24,647	94,124	75,400	69,945	(5,455)
Transfer to General Fund	5,000	-	-	-	-
TRANSFER	5,000	-	-	-	-
TOTAL OTW	166,140	292,870	437,100	407,100	(30,000)

Community Development – GIS - Mapping

GIS is a part of the Engineering Division within the Public Services Department. GIS provides assistance to the public and support to all the other City departments in producing a wide range of maps for various uses. Many of these maps can be accessed online from the City's website and paper copies can also be produced. Some of the maps maintained by GIS are:

- Tax maps
- Zoning maps
- Infrastructure maps for Utilities and Public Works
- Floodplain maps
- School bus routes
- Transit routes
- Refuse and Recycling Collection routes
- Aerial photos of the City

GIS can also produce specially designed maps to show a wide range of possible data or information.

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Personnel Services	63,150	65,880	68,800	67,100	(1,700)
Contractual Services	6,576	12,810	14,900	14,900	-
Other Charges	21,509	2,569	5,600	6,500	900
TOTAL EXPENDITURES	91,235	81,259	89,300	88,500	(800)

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
GIS	1	1	1	1	0
Total	1	1	1	1	0

Community Development – GIS - Mapping

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Regular	45,735	48,710	49,650	51,147	1,497
FICA	3,311	3,557	3,722	3,889	167
VRS-Employer	6,522	6,050	6,167	6,086	(81)
Insurance Employer	147	580	591	675	84
Worker's Compensation	70	71	72	42	(30)
Benefits Admin Fee	50	72	72	48	(24)
Employee Benefits	7,247	6,772	8,456	5,136	(3,320)
VRS Health Ins Credit	68	68	70	77	7
PERSONNEL	63,150	65,880	68,800	67,100	(1,700)
Medical, Dental & Hospital	-	35	-	-	-
Repairs & Maintenance	1,176	-	500	500	-
Computer Service Contracts	5,400	12,775	14,400	14,400	-
CONTRACTUAL SERVICES	6,576	12,810	14,900	14,900	-
Mileage & Transportation	-	-	100	1,000	900
Travel - Convention & Education	-	-	2,400	2,400	-
Office Supplies	278	179	500	500	-
Books & Subscriptions	-	-	100	100	-
Other Operating Supplies	2,498	2,390	2,500	2,500	-
Computer Equipment Supplies	18,733	-	-	-	-
OTHER CHARGES	21,509	2,569	5,600	6,500	900
TOTAL GIS	91,235	81,259	89,300	88,500	(800)

Other

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Retirees	132,364	316,243	330,144	317,976	(12,168)
PERSONNEL	132,364	316,243	330,144	317,976	(12,168)
Parking	120,000	140,694	158,000	158,999	999
CONTRACTUAL SERVICES	120,000	140,694	158,000	158,999	999
Contingency/Capital Reserve	-	-	100,000	-	(100,000)
OTHER CHARGES	-	-	100,000	-	(100,000)
TOTAL OTHER	252,364	456,937	588,144	476,975	(111,169)

Outside Agencies

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Our Health	20,188	20,188	20,188	20,188	-
Shen Area Agency on Aging	20,000	20,000	20,000	20,000	-
Boys & Girls Club	10,000	10,000	10,000	10,000	-
Healthy Families	10,000	10,000	10,000	10,000	-
The Laurel Center	3,000	3,000	3,000	53,000	50,000
Winchester Day Nursery	10,000	10,000	10,000	10,000	-
Fremont Street Nursery	10,000	10,000	10,000	10,000	-
Youth Development Center	10,000	10,000	10,000	10,000	-
VA Commission of the Arts	10,000	-	-	-	-
Discovery Museum	10,000	10,000	110,000	110,000	-
Historical Society	79,525	79,525	79,525	85,750	6,225
TOTAL OUTSIDE AGENCIES	192,713	182,713	282,713	338,938	56,225

Regional Agencies

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
			BUDGET	BUDGET	Inc/(Dec)
Juvenile Detention Center	215,127	267,090	299,751	361,682	61,931
CFFW Regional Jail	3,495,106	3,473,847	3,549,207	3,689,108	139,901
Lord Fairfax EMS Council	8,306	8,306	8,306	8,306	-
SPCA	115,000	115,000	115,000	115,000	-
Win-Fred Metro Planning Org	8,210	13,379	20,000	20,000	-
State Health Department	257,884	258,766	266,701	294,570	27,869
NW Community Services	183,307	183,307	183,307	183,307	-
LFCC	31,255	37,391	37,391	55,216	17,825
Handley Library Capital	48,708	-	-	-	-
Handley Regional Library	385,026	390,334	390,334	390,334	-
LF Soil & Water Conservancy	-	-	1,000	1,000	-
Winc/Fred Co EDC	72,000	72,000	72,000	-	(72,000)
Winchester Regional Airport	10,413	10,413	18,250	17,649	(601)
Regional Airport Capital	44,766	17,836	88,616	26,645	(61,971)
NSV Regional Commission	15,078	15,198	15,178	15,178	-
TOTAL REGIONAL AGENCIES	4,890,186	4,862,867	5,065,041	5,177,995	112,954

Transfers/Debt Service

Transfers:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Transit Fund	196,227	200,000	322,500	283,000	(39,500)
Human Services Fund	1,179,182	1,269,114	1,260,000	1,448,000	188,000
Community Service Pool Fund	800,214	818,886	840,000	840,000	-
Parking Authority	-	-	1,000,000	-	(1,000,000)
Schools Operating Fund	25,351,902	26,651,702	26,301,702	27,699,102	1,397,400
Schools Operating Other	-	17,145	-	16,200	16,200
Schools Capital Improvement	-	-	-	50,000	50,000
City CIP Fund	75,000	911,075	2,805,000	2,335,000	(470,000)
Recreation Fund	1,675,195	-	-	-	-
NSV Tourism	100,500	100,500	100,500	100,500	-
Highway Maintenance Fund	1,225,000	525,000	1,360,000	1,466,600	106,600
TOTAL TRANSFERS	30,603,220	30,493,422	33,989,702	34,238,402	248,700

Debt Service:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
City Principal	954,487	1,194,676	889,100	1,231,100	342,000
HUD 108 Loan Principal	-	100,000	191,520	200,000	8,480
City Interest	667,109	700,668	571,100	798,550	227,450
Bond Issuance Costs	235,527	216,634	-	-	-
Deposit with Escrow Agent	30,975,567	26,730,493	-	-	-
HUD 108 Loan Interest	-	2,201	-	2,000	2,000
Paying Agent Fees	-	1,000	1,000	1,000	-
Schools Principal	4,510,002	4,769,590	4,858,600	4,777,800	(80,800)
Schools Interest	2,708,035	2,480,085	2,744,100	3,339,000	594,900
TOTAL DEBT SERVICE	40,050,727	36,195,347	9,255,420	10,349,450	1,094,030

Social Services Fund

Social Services provides the following programs: Supplemental Nutritional Assistance Program (SNAP), Medicaid, Temporary Assistance to Needy Families (TANF), Virginia Initiative for Employment Not Welfare (VIEW), Child Care Assistance, Foster Care and Adoption Services, Child Protective Services (CPS), Family Preservation and Support Services, Adult Protective Services and the Housing Choice Program. Also provided are services under the Comprehensive Services Act for at-risk children.

Council Goal: Grow the Economy

Social Services Strategies:

- Promote workforce development activities for low income and disabled citizens.
- Provide increased focus on self-sufficiency and family strengthening programming in the provision of core mandated services.
- Continue agency transition from income support programs toward self-sufficiency and family strengthening programs.
- Maintain current support programs to help stabilize families during periods of unemployment or re-training.
- Help secure a more reliable workforce by providing day care assistance, transportation assistance, life skills training, resource development, and job coaching to at-risk workers entering the workforce.
- Continue to support and promote Lord Fairfax Community College and other educational programs, opportunities and initiatives to City residents.

Council Goal: Create a More Livable City for All

Social Services Strategies:

- Assure assisted housing units meet the City of Winchester's Rental Housing Inspection Ordinance requirements and VHDA's Housing Quality Standards.
- Maintain Community Planning and Management Team (CPMT) commitment to provide child-centered, family-focused, strength based and community based services.
- Engage faith based and community organizations to promote family strengthening.

Council Goal: Develop a High Performing Organization

Social Services Strategies:

- Maintain a cadre of certified forensic interviewers among Child Protective Services (CPS) staff who will partner with Winchester Police Department (WPD) investigative staff for timely and accurate investigations of child abuse or neglect.

Social Services Fund

Council Goal: Develop a High Performing Organization (continued)

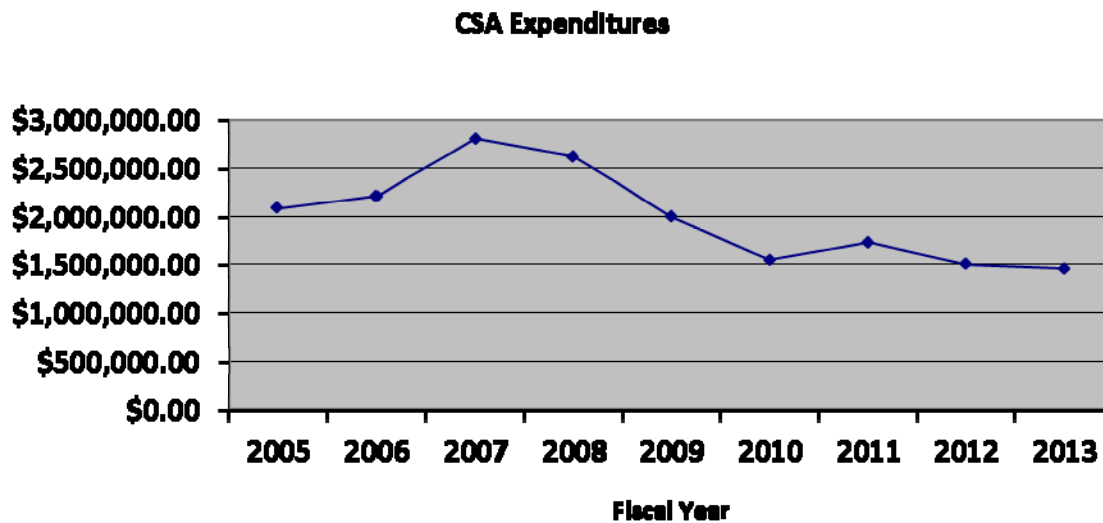
Social Services Strategies (continued):

- Promote collaborative investigations and prosecutions through the Multidisciplinary Team and Child Advocacy Center to insure the protection and safety of children and that appropriate criminal convictions are upheld.
- Provide truancy and delinquency prevention programming in collaboration with schools, police, Commonwealth's Attorney and JDR court.
- Continue to partner with community core agencies to provide family services and Family Team Meeting facilitation to at-risk children and their families.
- Promote good stewardship and accountability for work through increased focus on data collection and performance outcomes.

Data

Comprehensive Services Act Expenditures

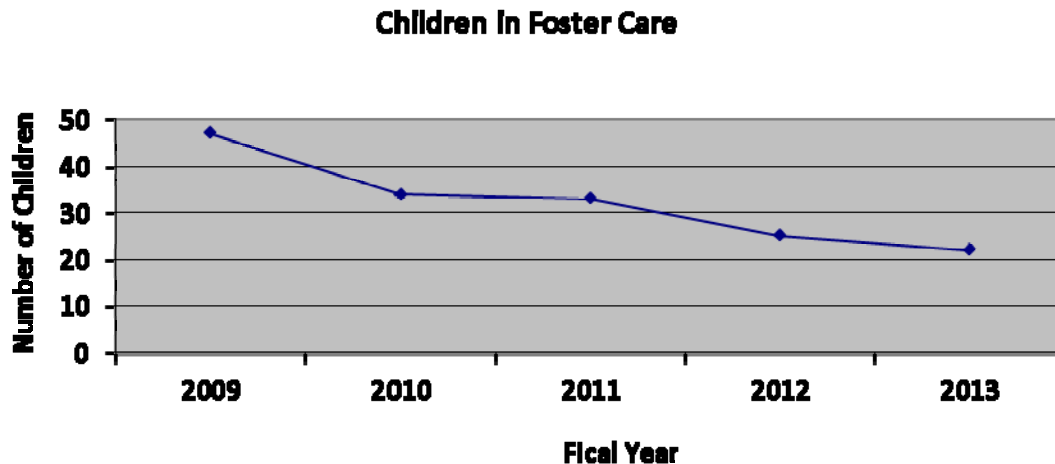
Implementation of a System of Care philosophy and increased permanency planning has resulted in decreasing CSA expenditures and congregate care placements.



Social Services Fund

Foster Care Placements

Total number of children living in foster care has decreased over the last five years due increased permanency planning efforts and implementation of a Systems of Care philosophy. Use of natural supports and increased focus on prevention services are also contributing factors.



Congregate Care Placements—FY2013

The total number of congregate care placements for children living in foster care has decrease by 95% since 2007.

Adoptions—FY 2013

Winchester Social Services completed two (2) adoptions in FY 2013 to secure permanency for children in foster care.

Benefit Programs Performance Indicators—FY 2013

Timeliness of SNAP Application Processing—99.4% (Target 97%)

Timeliness of SNAP Application Processing (Expedited)—98.7% (Target 97%)

Quality Assurance Payment Error Rate—0% (Target 3%)

Timeliness of TANF Application Processing—97.7% (Target 95%)

Medicaid Timeliness of Reviews—98.1% (Target 97%)

Social Services Fund

Revenue and Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
			BUDGET	BUDGET	Inc/(Dec)
Revenue by Classification					
Recovered Costs	1,880	2,075	-	-	-
State Revenue	2,407,630	2,287,124	3,088,912	2,976,084	(112,828)
Federal Revenue	2,200,004	1,798,363	2,025,088	1,926,916	(98,172)
Non-Revenue Receipts	1,979,396	2,090,612	2,128,000	2,328,000	200,000
TOTAL REVENUE	6,588,910	6,178,174	7,242,000	7,231,000	(11,000)
Expenditure by Classification					
Personnel Services	2,610,886	2,646,408	2,838,700	2,798,595	(40,105)
Contractual Services	132,464	140,175	161,650	161,750	100
Internal Services	73,950	9,892	79,550	79,550	-
Other Charges	3,775,342	3,409,941	4,162,100	4,171,105	9,005
Capital	52,424	17,786	-	20,000	20,000
TOTAL EXPENDITURES	6,645,066	6,224,202	7,242,000	7,231,000	(11,000)

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Welfare Admin	40	41	42	42	0
Housing Choice Voucher	3	3	2	2	0
Total	43	44	44	44	0

Social Services Fund

Revenue Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
REVENUE	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Local	1,880	2,075	-	-	-
RECOVERED COSTS	1,880	2,075	-	-	-
Public Assistance & Admin	1,137,994	1,043,099	1,503,182	1,390,354	(112,828)
Foster Care	766,298	692,813	929,000	929,000	-
Administration Funds	8,639	8,639	9,000	9,000	-
CSA Support Enforcement	13,461	9,457	22,000	22,000	-
Section 8 VHDA Admin Fees	131,235	122,883	96,000	96,000	-
CSA EI840 Grant	347,343	407,627	526,528	526,528	-
Child Care Quality Initiative	2,660	2,606	3,202	3,202	-
STATE REVENUE	2,407,630	2,287,124	3,088,912	2,976,084	(112,828)
Public Assistance & Admin	1,941,719	1,622,274	1,908,975	1,810,803	(98,172)
Child Care Quality Initiative	3,855	3,777	4,641	4,641	-
Early Intervention	218,501	172,312	111,472	111,472	-
ARRA - Early Intervention	35,929	-	-	-	-
FEDERAL REVENUE	2,200,004	1,798,363	2,025,088	1,926,916	(98,172)
Insurance Recoveries	-	2,612	-	-	-
General Fund	1,979,396	2,088,000	2,100,000	2,288,000	188,000
Assigned HCVP	-	-	28,000	40,000	12,000
NON-REVENUE RECEIPTS	1,979,396	2,090,612	2,128,000	2,328,000	200,000
TOTAL SOCIAL SVCS FUND	6,588,910	6,178,174	7,242,000	7,231,000	(11,000)

Social Services Fund

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
WELFARE ADMINISTRATION					
Regular	1,666,232	1,707,050	1,901,020	1,852,198	(48,822)
Overtime	22,744	29,125	28,000	28,000	-
Part-time Non-Classified	104,544	65,473	65,200	65,200	-
FICA	133,043	131,950	150,021	144,602	(5,419)
VRS-Employer	231,321	205,255	234,926	220,626	(14,300)
Retirees	39,554	59,462	56,185	58,900	2,715
Insurance-Employer	5,317	19,666	22,509	24,506	1,997
VA Local Disability Plan	-	-	-	1,257	1,257
SUTA	-	5,124	-	-	-
Worker's Compensation	10,222	15,717	18,282	9,874	(8,408)
Benefits Admin Fee	1,973	2,701	3,024	2,012	(1,012)
Employee Benefits	253,036	255,225	255,484	275,257	19,773
VRS Health Insurance Credit	2,481	2,314	2,649	2,818	169
PERSONNEL	2,470,467	2,499,062	2,737,300	2,685,250	(52,050)
Medical, Dental, & Hospital	583	462	-	-	-
Legal Services	29,146	41,166	40,000	40,000	-
Other Professional Services	30,707	22,640	35,000	35,000	-
Employment Agencies	76	-	1,000	1,000	-
Repairs & Maintenance	8,158	10,460	6,800	9,000	2,200
Vehicle Repair & Maint Services	2,437	5,408	3,000	3,000	-
Computer Services	878	2,479	3,000	3,000	-
Printing & Binding	2,739	2,362	3,000	3,000	-
Local Media	665	3,285	2,000	-	(2,000)
Contracted Parking	24,431	26,170	34,800	34,800	-
Refuse Service	1,305	195	900	900	-
Food Services	1,127	-	1,450	1,450	-
CONTRACTUAL SERVICES	102,252	114,627	130,950	131,150	200
Data Processing	8,500	8,500	-	-	-
Equipment Fuel	1,109	460	1,700	1,700	-
Equipment Parts	261	227	500	500	-
Equipment Labor	2,208	596	2,000	2,000	-
Charges	61,555	-	75,000	75,000	-
Copier Charges	4	23	50	50	-
INTERNAL SERVICES	73,637	9,806	79,250	79,250	-

Social Services Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
WELFARE ADMINISTRATION - continued					
Postal Services	17,290	17,626	18,000	18,000	-
Telecommunications	22,426	16,425	30,000	30,000	-
Property Insurance	1,197	-	1,500	1,500	-
Motor Vehicle Insurance	4,008	3,858	5,000	5,000	-
General Liability Insurance	13,433	13,111	11,000	13,000	2,000
Office Equipment Rental	4,168	4,158	6,000	6,000	-
Buildings	228,000	237,650	241,200	245,000	3,800
Mileage	773	348	2,000	2,000	-
Travel - Convention & Education	15,573	12,540	15,500	17,000	1,500
Dues & Association Memberships	745	813	1,500	2,550	1,050
Misc Charges & Fees	17	117	500	500	-
Background Checks	372	709	-	500	500
Office Supplies	16,000	12,872	20,000	20,000	-
Food & Food Service	2,808	1,429	2,000	2,000	-
Laundry & Janitorial Services	67	558	500	500	-
Building Repair & Maintenance	-	11	-	-	-
Vehicle & Equipment Fuels	9,108	9,877	10,000	10,000	-
Books & Subscriptions	401	339	500	500	-
Other Operating Supplies	16,356	23,052	16,200	16,200	-
Computer Supplies	9,226	8,338	2,300	2,300	-
OTHER CHARGES	361,968	363,831	383,700	392,550	8,850
Furniture & Fixtures	17,051	-	-	-	-
Motor Vehicle & Equipment	18,099	17,786	-	20,000	20,000
CAPITAL	35,150	17,786	-	20,000	20,000
TOTAL WELFARE ADMIN	3,043,474	3,005,112	3,331,200	3,308,200	(23,000)
PUBLIC ASSISTANCE					
Shared Personnel Cost	27,877	24,823	28,000	28,000	-
CONTRACTUAL SERVICES	27,877	24,823	28,000	28,000	-
VA Cooperative Extension	7,710	7,554	9,281	9,281	-
General Relief	3,472	6,215	13,719	13,719	-
AUX Grants - Aged	47,092	55,328	70,719	70,719	-

Social Services Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
<i>PUBLIC ASSISTANCE - continued</i>					
AUX Grants - Disabled	105,776	101,349	146,000	146,000	-
TANF Manual Checks	-	193	3,000	3,000	-
AFDC - Foster Care	164,597	213,406	200,000	200,000	-
Emergency Assistance	-	-	1,000	1,000	-
Refugee Resettlement	1,038	-	1,000	1,000	-
Child Day Care/At Risk	37,200	-	-	-	-
Child Day Care/100% Federal	93,777	(300)	-	-	-
Strengthening Family	-	2,595	-	-	-
Special Needs Adoption Maintenance	109,691	104,083	300,000	275,000	(25,000)
Adoption Subsidy F/S/L	346,635	356,230	350,000	425,000	75,000
Special Needs Adoption P.S.	26,632	-	100,000	50,000	(50,000)
Family Preservation	2,272	3,737	3,751	3,751	-
Independent Living Skills	14,881	9,059	15,000	15,000	-
Adult Protective Services	4,353	5,613	6,000	6,000	-
Safe & Stable Families	20,303	22,890	22,330	22,330	-
VIEW - Purchased Service	12,611	-	10,000	5,000	(5,000)
VIEW - Supportive Service	62,739	62,168	60,000	65,000	5,000
Head Start Trans	8,157	-	-	-	-
VIEW Working Day Care	120,301	-	-	-	-
Transitional DC	4,300	-	-	-	-
Home-Based Companion	4,294	3,491	10,000	8,500	(1,500)
TANF Working Day Care	10,147	-	-	-	-
VIEW Transitional Day Care	19,205	-	-	-	-
VIEW Transportation	35,625	23,979	28,000	28,000	-
VIEW Transitional Transportation	1,784	-	2,000	2,000	-
Respite Care	2,460	2,989	2,000	3,500	1,500
OTHER CHARGES	1,267,052	980,579	1,353,800	1,353,800	-
TOTAL PUBLIC ASSISTANCE	1,294,929	1,005,402	1,381,800	1,381,800	-
<i>HOUSING ASSISTANCE ADMIN</i>					
Regular	96,298	105,434	74,984	83,053	8,069
FICA	7,458	8,060	5,705	6,312	607
VRS-Employer	13,716	12,845	9,313	9,883	570
Retirees	1,709	3,022	-	2,000	2,000

Social Services Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
<i>HOUSING ASSISTANCE ADMIN - continued</i>					
Insurance-Employer	337	1,231	892	1,096	204
Worker's Compensation	185	202	105	94	(11)
Benefits Admin Fee	153	203	144	100	(44)
Employee Benefits	20,406	16,204	10,152	10,683	531
VRS Health Insurance Credit	157	145	105	124	19
PERSONNEL	140,419	147,346	101,400	113,345	11,945
Medical, Dental & Hospital	-	140	-	-	-
Other Professional Services	65	-	-	-	-
Repairs & Maintenance	1,383	378	500	500	-
Vehicle Repairs & Maintenance	-	-	-	100	100
Printing & Binding	205	207	300	200	(100)
Local Media	672	-	-	-	-
Contracted Parking	10	-	1,900	1,800	(100)
CONTRACTUAL SERVICES	2,335	725	2,700	2,600	(100)
Equipment Fuel	217	64	200	200	-
Equipment Parts	21	5	-	-	-
Equipment Labor	75	17	100	100	-
INTERNAL SERVICES	313	86	300	300	-
Postal Services	2,799	2,020	3,000	3,000	-
Telecommunications	3,569	1,841	2,000	2,000	-
Motor Vehicle Insurance	-	495	600	600	-
Office Equipment Rental	1,995	1,911	2,500	2,500	-
Buildings	4,250	8,500	8,500	8,715	215
Mileage	207	-	500	240	(260)
Travel - Convention & Education	264	44	500	500	-
Moving Expenses	1,205	-	-	-	-
Office Supplies	11,064	824	1,000	1,000	-
Food & Food Services	299	210	-	200	200
Building Repair & Maintenance	600	-	-	-	-
Vehicle & Equipment Fuels	-	20	-	-	-
Books & Subscriptions	98	-	-	-	-
Other Operating Supplies	611	820	1,000	1,000	-
Computer Hardware/Software	76	3,611	-	-	-
OTHER CHARGES	27,037	20,296	19,600	19,755	155

Social Services Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
<i>HOUSING ASSISTANCE ADMIN - continued</i>					
Motor Vehicle & Equipment	17,274	-	-	-	-
CAPITAL	17,274	-	-	-	-
TOTAL HOUSING ASSISTANCE	187,378	168,453	124,000	136,000	12,000
<i>SPECIAL ASSISTANCE</i>					
Regular Foster Care	1,517,512	1,465,296	1,767,000	1,767,000	-
Other Purchased Services	601,773	579,939	638,000	638,000	-
OTHER CHARGES	2,119,285	2,045,235	2,405,000	2,405,000	-
TOTAL SPECIAL ASSISTANCE	2,119,285	2,045,235	2,405,000	2,405,000	-
TOTAL SOCIAL SERVICES FUND	6,645,066	6,224,202	7,242,000	7,231,000	(11,000)

Highway Maintenance Fund

The Highway Maintenance Division of the Public Services Department is responsible for maintaining the City's streets, alleys, streetlights, traffic signals, sidewalks, trees, and storm water drainage system. A summary of the primary functions completed by Highway Maintenance is:

- Maintenance of over 230 lane miles of streets and alleys
- Operation and maintenance of 54 traffic signals
- Maintenance of City sidewalks and trees within City right-of-way
- Coordination with Shenandoah Valley Electric on maintenance of streetlights
- Snow and ice removal on City streets
- Maintenance of storm water drainage system

The majority of the funding for the maintenance of the City's streets (\$2.8 million) is received from the state based on the total number of lane miles of streets maintained. Unfortunately, this level of funding from the state is not sufficient to maintain all the streets and sidewalks at a level desired by the residents. Therefore, \$1,450,000 in additional revenue for FY 2015 will come from the General Fund and will be used to specifically address the City Council goal listed below. The City also anticipates receiving \$1 million of state Revenue Sharing funds that will be used for street paving in FY15.

Council Goal: Create a More Livable City for All

Highway Maintenance is proposing to complete the following investment in infrastructure in FY2015:

- **Sidewalk Replacements - \$550,000**
 - **Street Repaving - \$2,000,000**
- Total Infrastructure Improvements: \$2,550,000**

Outcome Measures

	FY 2011	FY 2012	FY 2013	FY 2014 (Estimated)	FY 2015 (Projected)
Lane Miles of Streets Paved	2.2	5.0	1.5	11.7	23.0
Linear Feet of Sidewalks Replaced	3,300	30,000	1,000	13,000	6,800

Highway Maintenance Fund

Revenue and Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Revenue by Classification					
Use of Money	7,111	6,600	6,600	6,600	-
Miscellaneous Revenue	7,180	28,550	-	-	-
Recovered Costs	27,989	-	-	-	-
State Revenue	3,707,428	2,790,451	2,853,400	3,852,800	999,400
Federal Revenue	145,465	258,710	-	-	-
Non-Revenue Receipts	1,234,847	525,283	1,710,000	1,466,600	(243,400)
TOTAL REVENUE	5,130,020	3,609,594	4,570,000	5,326,000	756,000

Expenditure by Classification

Personnel Services	1,311,146	1,339,180	1,371,400	1,395,100	23,700
Contractual Services	2,524,294	1,016,302	1,856,700	2,763,300	906,600
Internal Services	319,066	238,491	293,500	294,500	1,000
Other Charges	801,516	797,235	826,400	873,100	46,700
Capital	221,499	129,500	222,000	-	(222,000)
TOTAL EXPENDITURES	5,177,521	3,520,708	4,570,000	5,326,000	756,000

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Administration Division	4	3	3	3	0
Streets Division	13	13	13	13	0
Snow & Ice Removal Div	1	1	1	1	0
Traffic Division	5	5	5	5	0
Trees Division	1	1	2	2	0
Total	24	23	24	24	0

Highway Maintenance Fund

Revenue Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
REVENUE	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Interest Earnings	511	-	-	-	-
General Property Rental	6,600	6,600	6,600	6,600	-
USE OF MONEY	7,111	6,600	6,600	6,600	-
Sale of Surplus Property	4,680	3,550	-	-	-
Adopt a Tree Program	2,500	-	-	-	-
Proffers	-	25,000	-	-	-
MISCELLANEOUS REVENUE	7,180	28,550	-	-	-
Public Works	27,989	-	-	-	-
RECOVERED COSTS	27,989	-	-	-	-
Street & Highway Maintenance	2,671,717	2,724,496	2,723,400	2,852,800	129,400
Revenue Sharing Grant	-	-	-	1,000,000	1,000,000
Public Assistance Grant	1,035,711	65,955	130,000	-	(130,000)
STATE REVENUE	3,707,428	2,790,451	2,853,400	3,852,800	999,400
Dept of Forestry	4,500	-	-	-	-
Public Assistance Grant	140,965	258,710	-	-	-
FEDERAL REVENUE	145,465	258,710	-	-	-
Insurance Recoveries	9,847	283	-	-	-
General Fund	1,225,000	525,000	1,360,000	1,466,600	106,600
Fund Balance	-	-	350,000	-	(350,000)
NON-REVENUE RECEIPTS	1,234,847	525,283	1,710,000	1,466,600	(243,400)
TOTAL HIGHWAY MAINT FUND	5,130,020	3,609,594	4,570,000	5,326,000	756,000

Highway Maintenance Fund

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
ADMINISTRATION					
Regular	208,076	175,261	163,828	168,347	4,519
Overtime	358	784	-	-	-
Part-time	4,434	3,137	-	4,434	4,434
FICA	15,907	13,450	12,154	12,914	760
VRS-Employer	24,845	21,598	20,347	20,033	(314)
Retirees	13,811	23,524	24,500	24,300	(200)
Insurance-Employer	645	2,071	1,950	2,222	272
Worker's Compensation	420	331	228	221	(7)
Benefits Admin Fee	203	256	241	161	(80)
Employee Benefits	29,199	22,905	20,723	22,122	1,399
VRS Health Insurance Credit	300	244	229	252	23
PERSONNEL	298,198	263,561	244,200	255,006	10,806
Medical, Dental, & Hospital	80	60	-	-	-
Repairs & Maintenance	271	444	5,500	2,500	(3,000)
Vehicle Repair & Maint Services	17	-	-	-	-
Computer Services	1,368	1,368	1,600	1,600	-
Printing & Binding	88	186	300	300	-
Local Media	100	-	-	-	-
CONTRACTUAL SERVICES	1,924	2,058	7,400	4,400	(3,000)
Data Processing	1,050	1,050	-	-	-
Equipment Fuel	289	180	600	600	-
Equipment Parts	149	296	100	100	-
Equipment Labor	292	375	300	300	-
INTERNAL SERVICES	1,780	1,901	1,000	1,000	-
Postal Services	206	197	200	200	-
Telecommunications	3,029	2,480	3,000	3,000	-
Property Insurance	1,042	1,110	1,200	1,800	600
Motor Vehicle Insurance	2,067	1,679	2,000	2,000	-
Office Equipment Rental	976	944	1,000	1,000	-
Mileage	-	90	600	600	-
Travel - Convention & Education	158	1,371	3,200	3,200	-
Dues & Association Memberships	-	-	100	100	-

Highway Maintenance Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
ADMINISTRATION - continued					
Background Checks	198	-	-	-	-
Office Supplies	2,234	1,086	1,500	1,500	-
Food & Food Service	462	373	500	500	-
Laundry & Janitorial Services	434	142	100	100	-
Building Repair & Maintenance	2,146	-	-	-	-
Books & Subscriptions	95	105	-	-	-
Other Operating Supplies	1,064	1,054	400	400	-
Computer Supplies	1,573	2,297	3,600	3,600	-
OTHER CHARGES	15,684	12,928	17,400	18,000	600
TOTAL ADMINISTRATION	317,586	280,448	270,000	278,406	8,406
STREETS					
Regular	444,093	416,863	419,909	435,925	16,016
Overtime	13,076	54,635	40,000	40,000	-
Part-time	-	-	3,282	-	(3,282)
FICA	33,858	34,859	35,377	35,556	179
VRS-Employer	58,747	51,191	52,153	51,875	(278)
Insurance-Employer	1,364	4,907	4,997	5,754	757
Worker's Compensation	29,279	34,015	34,973	21,957	(13,016)
Benefits Admin Fee	667	896	911	607	(304)
Employee Benefits	100,092	94,505	89,010	97,238	8,228
VRS Health Insurance Credit	626	582	588	654	66
PERSONNEL	681,802	692,453	681,200	689,566	8,366
Medical, Dental, & Hospital	297	755	-	-	-
Repairs & Maintenance	12,611	17,467	13,000	13,000	-
Landscaping	-	3,220	-	-	-
Vehicle Repair & Maint Services	23	179	3,900	500	(3,400)
Maintenance Service Contracts	1,992	2,076	2,500	-	(2,500)
R & M Sidewalk Repair	2,012,953	91,127	830,000	550,000	(280,000)
R & M Resurfacing/Planing	349,752	206,418	900,000	2,000,000	1,100,000
Printing & Binding	950	1,201	1,100	1,100	-
Laundry & Dry Cleaning	3,759	2,270	5,000	5,000	-
CONTRACTUAL SERVICES	2,382,337	324,713	1,755,500	2,569,600	814,100

Highway Maintenance Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
STREETS - continued					
Equipment Fuel	70,983	71,974	70,000	70,000	-
Equipment Parts	77,480	60,241	75,000	75,000	-
Equipment Labor	112,989	67,204	93,000	93,000	-
INTERNAL SERVICES	261,452	199,419	238,000	238,000	-
Electrical Services	6,236	5,823	6,500	6,500	-
Heating Services	4,351	5,277	8,000	8,000	-
Telecommunications	5,590	5,749	4,900	4,900	-
Motor Vehicle Insurance	11,965	12,487	16,000	13,000	(3,000)
Equipment Rental	514	254	4,000	4,000	-
Office Equipment Rental	976	944	500	500	-
Travel - Convention & Education	30	1,892	1,700	6,400	4,700
Office Supplies	1,096	443	300	300	-
Food & Food Service	1,049	2,116	1,200	2,000	800
Landscaping/Agricultural Supplies	1,796	4,992	1,500	7,500	6,000
Laundry & Janitorial Services	962	1,148	1,000	1,000	-
Building Repair & Maintenance	8,081	8,125	10,000	10,000	-
Vehicle & Equipment Fuels	92	143	300	300	-
Vehicle & Equipment Supplies	2,735	1,855	5,000	2,500	(2,500)
Uniforms & Apparel	4,135	4,408	3,500	5,000	1,500
Other Operating Supplies	10,524	573	1,000	17,600	16,600
Streets & Sidewalks	57,260	38,109	50,000	50,000	-
Chemicals	982	-	1,100	1,000	(100)
Computer Supplies	-	-	1,700	1,700	-
OTHER CHARGES	118,374	94,338	118,200	142,200	24,000
Motor Vehicle & Equipment	221,499	-	130,000	-	(130,000)
CAPITAL	221,499	-	130,000	-	(130,000)
TOTAL STREETS	3,665,464	1,310,923	2,922,900	3,639,366	716,466
STORM DRAINAGE					
Regular	7,566	4,510	9,777	10,068	291
Overtime	124	305	-	-	-
FICA	556	346	729	748	19

Highway Maintenance Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
STORM DRAINAGE - continued					
VRS-Employer	576	619	1,214	1,198	(16)
Insurance-Employer	13	59	116	133	17
Worker's Compensation	498	349	748	535	(213)
Benefits Admin Fee	16	18	25	17	(8)
Employee Benefits	-	-	1,777	2,994	1,217
VRS Health Insurance Credit	7	6	14	15	1
PERSONNEL	9,356	6,212	14,400	15,708	1,308
Repairs & Maintenance	12,965	85,317	20,000	20,000	-
CONTRACTUAL SERVICES	12,965	85,317	20,000	20,000	-
Landscaping/Agricultural Supplies	774	562	-	-	-
Building Repair & Maintenance	15,526	-	2,500	2,500	-
Other Operating Supplies	116	-	-	-	-
Streets & Sidewalks	2,682	-	600	600	-
OTHER CHARGES	19,098	562	3,100	3,100	-
TOTAL STORM DRAINAGE	41,419	92,091	37,500	38,808	1,308
STREET LIGHTS					
Electrical Services	385,876	387,451	405,000	420,000	15,000
OTHER CHARGES	385,876	387,451	405,000	420,000	15,000
TOTAL STREET LIGHTS	385,876	387,451	405,000	420,000	15,000
SNOW & ICE REMOVAL					
Regular	6,716	37,805	35,277	36,338	1,061
Overtime	8,609	4,550	-	-	-
FICA	1,133	3,129	2,711	2,746	35
VRS-Employer	1,046	4,668	4,381	4,324	(57)
Insurance-Employer	20	447	420	480	60
Worker's Compensation	888	2,706	2,614	1,929	(685)
Benefits Admin Fee	4	75	72	48	(24)
Employee Benefits	-	-	5,076	5,136	60

Highway Maintenance Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
SNOW & ICE - continued					
VRS Health Insurance Credit	11	47	49	54	5
PERSONNEL	18,427	53,427	50,600	51,055	455
Repairs & Maintenance	2,263	12,530	10,000	10,000	
Local Media	85	-	-	-	-
CONTRACTUAL SERVICES	2,348	12,530	10,000	10,000	-
Equipment Parts	18,622	3,238	8,000	8,000	-
Equipment Labor	13,499	8,687	14,000	14,000	-
INTERNAL SERVICES	32,121	11,925	22,000	22,000	-
Electrical Services	722	644	800	800	-
Equipment Rental	-	399	500	500	-
Travel - Convention & Education	66	2,454	-	-	-
Building Repair & Maintenance	2,919	50	1,500	1,500	-
Vehicle & Equipment Supplies	3,410	279	-	-	-
Other Operating Supplies	19	-	-	1,000	1,000
Streets & Sidewalks	3,498	-	-	-	-
Chemicals	61,132	106,423	73,000	73,000	-
OTHER CHARGES	71,766	110,249	75,800	76,800	1,000
Motor Vehicle & Equipment	-	-	32,000	-	(32,000)
CAPITAL	-	-	32,000	-	(32,000)
TOTAL SNOW & ICE REMOVAL	124,662	188,131	190,400	159,855	(30,545)
TRAFFIC SIGNALS					
Regular	158,390	160,606	176,738	180,066	3,328
Overtime	9,620	21,540	17,000	17,000	-
FICA	12,382	13,342	14,317	14,336	19
VRS-Employer	21,972	20,093	21,951	21,428	(523)
Insurance-Employer	491	1,924	2,103	2,377	274
VA Local Disability Plan	-	-	-	170	170
Worker's Compensation	11,083	13,799	14,707	9,561	(5,146)
Benefits Admin Fee	241	351	360	240	(120)

Highway Maintenance Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
TRAFFIC SIGNALS - continued					
Employee Benefits	35,068	35,349	33,277	37,090	3,813
VRS Health Insurance Credit	231	227	247	270	23
PERSONNEL	249,478	267,231	280,700	282,538	1,838
Medical, Dental, & Hospital	155	240	-	-	-
Training/Education	750	-	-	-	-
Repairs & Maintenance	24,738	17,162	24,600	27,100	2,500
Vehicle Repairs & Maintenance	-	81	-	-	-
Maintenance Service Contracts	2,566	2,563	2,500	-	(2,500)
R & M Street Striping	2,000	-	-	50,000	50,000
Printing & Binding	65	-	100	100	-
Local Media	331	-	-	-	-
Laundry & Dry Cleaning	325	55	500	500	-
Miss Utility Service	328	345	300	300	-
CONTRACTUAL SERVICES	31,258	20,446	28,000	78,000	50,000
Equipment Fuel	9,125	9,359	10,000	10,000	-
Equipment Parts	5,473	4,162	10,000	10,000	-
Equipment Labor	6,146	9,307	10,000	10,000	-
INTERNAL SERVICES	20,744	22,828	30,000	30,000	-
Electrical Services	43,795	44,330	50,000	50,000	-
Heating Services	1,300	1,551	1,500	1,500	-
Postal Services	621	280	500	500	-
Telecommunications	7,001	8,811	8,000	8,000	-
Motor Vehicle Insurance	3,104	3,843	3,900	3,900	-
Equipment Rental	448	932	2,000	2,000	-
Mileage & Transportation	-	-	1,000	1,000	-
Travel - Convention & Education	-	1,251	4,000	4,000	-
Dues & Association Memberships	160	160	-	-	-
Background Checks	67	-	-	-	-
Office Supplies	386	2,863	500	1,000	500
Landscaping/Agricultural Supplies	111	-	-	-	-
Laundry & Janitorial Services	617	911	1,000	1,000	-
Building Repair & Maintenance	40,845	37,307	40,000	40,000	-

Highway Maintenance Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
TRAFFIC SIGNALS - continued					
Vehicle & Equipment Fuels	578	2,736	1,000	1,000	-
Vehicle & Equipment Supplies	1,731	5,975	2,000	2,000	-
Uniforms & Apparel	3,334	2,377	3,200	3,200	-
Books & Subscriptions	338	-	300	300	-
Other Operating Supplies	537	732	500	500	-
Signs	43,962	43,883	40,000	45,000	5,000
Computer Supplies	1,179	2,609	-	-	-
Pavement Marking Materials	33,913	24,996	35,000	30,000	(5,000)
OTHER CHARGES	184,027	185,547	194,400	194,900	500
Motor Vehicle & Equipment	-	129,500	60,000	-	(60,000)
CAPITAL	-	129,500	60,000	-	(60,000)
TOTAL TRAFFIC SIGNALS	485,507	625,552	593,100	585,438	(7,662)
TREES DIVISION					
Regular	38,620	39,606	68,453	70,491	2,038
FICA	2,913	2,790	5,554	5,294	(260)
VRS-Employer	3,674	4,854	8,502	8,388	(114)
Insurance-Employer	126	468	815	930	115
Worker's Compensation	840	1,009	3,204	2,232	(972)
Benefits Admin Fee	50	71	144	96	(48)
Employee Benefits	7,604	7,443	13,532	13,690	158
VRS Health Insurance Credit	58	55	96	106	10
PERSONNEL	53,885	56,296	100,300	101,227	927
Repairs & Maintenance	93,462	570,700	35,000	81,000	46,000
Maintenance Service Contracts	-	204	500	-	(500)
Printing & Binding	-	64	100	100	-
Local Media	-	270	-	-	-
Sanitary Landfill Usage	-	-	200	200	-
CONTRACTUAL SERVICES	93,462	571,238	35,800	81,300	45,500

Highway Maintenance Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
TREES - continued					
Equipment Fuel	980	1,057	1,500	1,500	-
Equipment Parts	559	961	500	1,000	500
Equipment Labor	1,430	400	500	1,000	500
INTERNAL SERVICES	2,969	2,418	2,500	3,500	1,000
Postal Services	179	-	200	-	(200)
Telecommunications	942	1,117	700	1,900	1,200
Motor Vehicle Insurance	514	529	1,000	1,000	-
Mileage & Transportation	440	114	1,000	500	(500)
Travel - Convention & Education	673	1,623	2,300	3,300	1,000
Dues & Association Memberships	330	370	500	500	-
Office Supplies	203	61	200	200	-
Food & Food Services	51	-	100	100	-
Landscaping/Agricultural Supplies	2,302	791	2,000	7,500	5,500
Building Repair & Maintenance	-	21	-	-	-
Vehicle & Equipment Fuels	-	50	100	100	-
Vehicle & Equipment Supplies	431	375	500	1,500	1,000
Uniforms & Apparel	185	546	500	600	100
Books & Subscriptions	258	258	300	300	-
Other Operating Supplies	183	305	300	500	200
Chemicals	-	-	100	100	-
Computer Hardware/Software	-	-	2,700	-	(2,700)
OTHER CHARGES	6,691	6,160	12,500	18,100	5,600
TOTAL TREES DIVISION	157,007	636,112	151,100	204,127	53,027
TOTAL HIGHWAY MAINT FUND	5,177,521	3,520,708	4,570,000	5,326,000	756,000

Transit Fund

Winchester Transit directly operates public transportation services within the City of Winchester through six (6) fixed routes, one trolley route, and a complimentary Americans with Disabilities Act (ADA) para-transit service.

Council Goal: Create a More Livable City for All

Winchester Transit provides residents with cost-effective and reliable public transportation throughout the City.

Trends/Outcomes:

Indicators	FY 2012 Actual	FY 2013 Actual
Ridership	135,886	130,190
Vehicle Revenue Miles	214,529	198,778
Vehicle Revenue Hours	17,780	17,589
Reportable Incidents	14	8
Injuries	1	0
Fatalities	0	0

Revenues and Expenditure Summary:

	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Revenue by Classification					
Charges for Services	100,361	92,012	100,700	100,000	(700)
State Revenue	129,379	164,130	254,000	175,000	(79,000)
Federal Revenue	570,955	567,538	962,800	717,000	(245,800)
Non-Revenue Receipts	206,553	202,924	322,500	283,000	(39,500)
TOTAL REVENUE	1,007,248	1,026,604	1,640,000	1,275,000	(365,000)
Expenditure by Classification					
Personnel Services	560,110	624,777	643,025	648,645	5,620
Contractual Services	44,987	42,390	55,120	42,900	(12,220)
Internal Services	228,236	213,616	250,000	250,000	-
Other Charges	89,703	82,094	60,855	83,455	22,600
Capital	72,810	78,000	631,000	250,000	(381,000)
TOTAL EXPENDITURES	995,846	1,040,877	1,640,000	1,275,000	(365,000)

Transit Fund

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Fixed Route Division	8	9	9	9	0
Para Transit Division	3	3	3	3	0
Total	11	12	12	12	0

Revenue Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
REVENUE	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Fixed Route - Meter Fares	69,179	63,858	68,500	68,000	(500)
Fixed Route - Adult Fares	9,666	11,210	10,000	11,000	1,000
Fixed Route - Half Fares	3,497	3,535	4,000	3,500	(500)
Paratransit Meter Fares	3,220	3,215	3,500	3,500	-
Advertising	7,650	3,060	7,000	5,500	(1,500)
Trolley Meter Fares	1,829	2,935	2,700	3,500	800
Paratransit Adult Ticket	170	47	-	-	-
Paratransit Half Fare	5,150	4,010	5,000	5,000	-
Miscellaneous	-	142	-	-	-
CHARGES FOR SERVICES	100,361	92,012	100,700	100,000	(700)
Formula Assistance	129,379	159,455	160,000	148,000	(12,000)
Capital Projects	-	4,675	94,000	27,000	(67,000)
STATE REVENUE	129,379	164,130	254,000	175,000	(79,000)
ARRA Stimulus	103,481	78,220	-	-	-
Federal Programs	434,037	471,788	447,000	501,000	54,000
Capital Projects	33,437	17,530	515,800	216,000	(299,800)
FEDERAL REVENUE	570,955	567,538	962,800	717,000	(245,800)
Insurance Recoveries	10,326	2,924	-	-	-
General Fund	196,227	200,000	322,500	283,000	(39,500)
NON-REVENUE RECEIPTS	206,553	202,924	322,500	283,000	(39,500)
TOTAL TRANSIT REVENUE	1,007,248	1,026,604	1,640,000	1,275,000	(365,000)

Transit Fund

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
FIXED ROUTE SERVICE					
Regular	211,576	271,789	282,589	286,850	4,261
Overtime	17,264	29,136	25,000	25,000	-
Part-time Classified	4,434	1,285	-	-	-
Part-time Non-Classified	28,704	12,146	18,064	19,934	1,870
FICA	19,782	23,035	23,191	24,842	1,651
VRS-Employer	27,031	32,810	35,097	34,374	(723)
Retirees	10,654	12,090	12,000	12,000	-
Insurance-Employer	657	3,144	3,363	3,813	450
State Unemployment Tax	-	41	-	-	-
Worker's Compensation	5,923	7,579	7,480	4,559	(2,921)
Benefits Admin Fee	363	640	648	432	(216)
Employee Benefits	52,996	60,876	61,598	56,708	(4,890)
VRS Health Insurance Credit	306	370	395	433	38
PERSONNEL	379,690	454,941	469,425	468,945	(480)
Medical, Dental, & Hospital	1,480	1,513	1,500	1,500	-
Other Professional Services	250	672	500	500	-
Repairs & Maintenance	16,918	14,616	1,000	23,500	22,500
Vehicle Repair & Maintenance Services	2,059	3,274	4,000	4,000	-
Maintenance Service Contracts	2,050	2,759	22,500	-	(22,500)
Computer/Hardware Service Contracts	1,705	-	13,520	-	(13,520)
Printing & Binding	3,324	6,241	5,000	5,000	-
Local Media	8,004	8,819	6,000	2,500	(3,500)
Laundry & Dry Cleaning	7,198	3,683	-	2,000	2,000
CONTRACTUAL SERVICES	42,988	41,577	54,020	39,000	(15,020)
Equipment Fuel	86,604	75,712	85,000	85,000	-
Equipment Parts	41,632	34,653	42,000	42,000	-
Equipment Labor	63,647	51,442	70,000	70,000	-
INTERNAL SERVICES	191,883	161,807	197,000	197,000	-
Electrical Services	5,581	6,494	5,500	5,500	-
Heating Services	5,461	7,025	7,000	7,000	-
Water & Sewer	2,872	4,251	1,500	1,500	-
Postal Services	538	428	300	300	-

Transit Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
FIXED ROUTE SERVICE - continued					
Telecommunications	2,027	3,049	3,500	4,500	1,000
Property Insurance	1,555	1,651	3,700	3,700	-
Motor Vehicle Insurance	10,443	9,887	15,000	15,000	-
General Liability Insurance	1,581	1,532	2,200	2,200	-
Office Equipment Rental	35	-	-	-	-
Mileage	17	209	200	500	300
Travel - Convention & Education	1,589	1,720	3,000	4,000	1,000
Dues & Association Memberships	1,419	-	620	620	-
Background Checks	412	766	235	235	-
Office Supplies	1,349	2,767	2,500	2,000	(500)
Food & Food Service	477	151	500	-	(500)
Medical & Laboratory	690	879	500	500	-
Laundry & Janitorial Services	2,907	2,129	2,500	2,000	(500)
Building Repair & Maintenance	1,746	2,117	200	200	-
Vehicle & Equipment Fuels	35	63	-	-	-
Vehicle & Equipment Supplies	23,442	160	200	1,000	800
Uniforms & Apparel	167	8,669	3,500	2,500	(1,000)
Other Operating Supplies	25,360	23,794	8,000	30,000	22,000
Computer Supplies	-	4,303	-	-	-
Awards, Plaques, Other	-	50	200	200	-
OTHER CHARGES	89,703	82,094	60,855	83,455	22,600
Machinery & Equipment	44,000	78,000	521,000	250,000	(271,000)
Computer Equip/Hardware	28,810	-	110,000	-	(110,000)
CAPITAL	72,810	78,000	631,000	250,000	(381,000)
TOTAL FIXED ROUTE SERVICE	777,074	818,419	1,412,300	1,038,400	(373,900)
PARATRANSIT SERVICE					
Regular	86,201	76,105	84,843	87,381	2,538
Overtime	6,405	3,926	-	-	-
Part-time Non-Classified	27	-	-	-	-
FICA	6,611	5,533	6,013	6,285	272
VRS-Employer	11,290	9,467	10,537	10,398	(139)
Insurance-Employer	248	907	1,010	1,154	144

Transit Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
PARATRANSIT SERVICE - continued					
Worker's Compensation	2,951	3,293	3,437	2,090	(1,347)
Benefits Admin Fee	145	198	216	144	(72)
Employee Benefits	21,725	24,617	23,125	26,817	3,692
VRS Health Insurance Credit	121	107	119	131	12
PERSONNEL	135,724	124,153	129,300	134,400	5,100
Medical, Dental, & Hospital	538	384	600	400	(200)
Vehicle Repairs & Maintenance	-	-	-	2,000	2,000
CONTRACTUAL SERVICES	538	384	600	2,400	1,800
Equipment Fuel	15,237	15,373	16,000	16,000	-
Equipment Parts	3,045	4,969	3,000	3,000	-
Equipment Labor	8,495	6,828	9,000	9,000	-
INTERNAL SERVICES	26,777	27,170	28,000	28,000	-
TOTAL PARATRANSIT SERVICE	163,039	151,707	157,900	164,800	6,900
TROLLEY ROUTES					
Overtime	2,042	2,818	-	-	-
Part-time Non-classified	38,291	38,425	40,000	41,200	1,200
FICA	3,085	3,155	3,027	3,115	88
Worker's Compensation	1,278	1,285	1,273	985	(288)
PERSONNEL	44,696	45,683	44,300	45,300	1,000
Medical, Dental, & Hospital	690	429	500	300	(200)
Vehicle Repairs & Maintenance	-	-	-	1,200	1,200
Advertising	771	-	-	-	-
CONTRACTUAL SERVICES	1,461	429	500	1,500	1,000
Equipment Fuel	5,796	9,590	10,000	10,000	-
Equipment Parts	1,218	4,060	6,000	6,000	-
Equipment Labor	2,562	10,989	9,000	9,000	-
INTERNAL SERVICES	9,576	24,639	25,000	25,000	-
TOTAL TROLLEY ROUTES	55,733	70,751	69,800	71,800	2,000
TOTAL TRANSIT EXPENDITURES	995,846	1,040,877	1,640,000	1,275,000	(365,000)

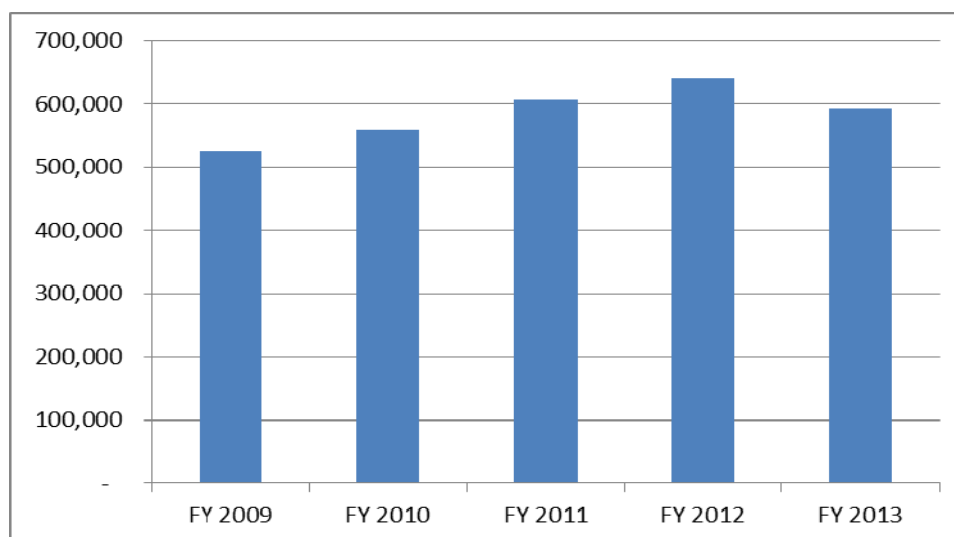
Emergency Medical Services (EMS) Fund

The Fee for Service program provides an effective mechanism for the revenue recovery of services provided for emergency medical transport. The City of Winchester began its Fee for Service program on July 1, 2006.

Goals and Objectives:

- Provide courteous and compassionate service for all patients and their families.
- Continue to increase the collection rate and to generate revenue, while providing quality, compassionate service.

EMS Reserve Funds by Year:



Revenue and Expenditure Summary:

	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Revenue by Classification					
Revenue Use of Money	4,205	2,235	5,000	3,000	(2,000)
Charges for Services	893,135	961,029	940,000	961,000	21,000
Non-Revenue Receipts	-	-	25,000	54,000	29,000
TOTAL REVENUE	897,340	963,264	970,000	1,018,000	48,000
Expenditure by Classification					
Personnel Services	574,093	637,580	642,700	683,337	40,637
Contractual Services	234,485	239,460	240,350	245,070	4,720
Other Charges	55,853	134,465	86,950	89,593	2,643
TOTAL EXPENDITURES	864,431	1,011,505	970,000	1,018,000	48,000

Emergency Medical Services (EMS) Fund

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Administration	1	1	1	1	0
Firefighters	8	8	8	8	0
Total	9	9	9	9	0

Revenue Detail:

	FY 2012	FY 2013	FY 2013	FY 2015	FY 2015
REVENUE	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
			BUDGET	BUDGET	Inc/(Dec)
Interest Earnings	4,205	2,235	5,000	3,000	(2,000)
REVENUE USE OF MONEY	4,205	2,235	5,000	3,000	(2,000)
EMS Transport Fees	893,135	961,029	940,000	961,000	21,000
CHARGES FOR SERVICES	893,135	961,029	940,000	961,000	21,000
Fund Balance	-	-	25,000	54,000	29,000
NON-REVENUE RECEIPTS	-	-	25,000	54,000	29,000
TOTAL EMS FUND	897,340	963,264	970,000	1,018,000	48,000

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
			BUDGET	BUDGET	Inc/(Dec)
Regular	339,219	422,727	416,996	419,821	2,825
Overtime	16,788	35,949	50,000	79,000	29,000
Mandatory Overtime	52,284	-	-	-	-
FICA	30,123	32,075	35,865	38,021	2,156
VRS-Employer	52,192	49,102	51,791	50,071	(1,720)
VRS-LODA	1,871	3,793	-	-	-
Retirees	5,126	9,067	-	9,000	9,000
Insurance-Employer	1,217	4,705	4,963	5,554	591
Worker's Compensation	11,740	18,202	22,196	12,921	(9,275)
Benefits Admin Fee	453	630	648	432	(216)

Emergency Medical Services (EMS) Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Employee Benefits	62,514	60,776	59,658	67,886	8,228
VRS Health Insurance Credit	566	554	583	631	48
PERSONNEL	574,093	637,580	642,700	683,337	40,637
Medical, Dental, & Hospital	2,445	3,507	5,600	5,600	-
Other Professional Services	57,832	62,453	60,700	62,458	1,758
Computer Services	340	935	350	350	-
Printing & Binding	833	453	1,100	1,100	-
Local Media	525	-	-	-	-
Laundry & Dry Cleaning Services	2,510	2,112	2,600	2,600	-
Volunteer Fire Stations	170,000	170,000	170,000	172,962	2,962
CONTRACTUAL SERVICES	234,485	239,460	240,350	245,070	4,720
Postal Services	18	87	50	50	-
Telecommunications	672	550	700	700	-
Office Equipment Rental	369	287	400	400	-
Travel - Convention & Education	354	2,017	500	500	-
Volunteer Fire Department	31,216	115,805	60,200	61,500	1,300
Misc. Charges & Fees	4,032	5,473	4,100	4,100	-
Office Supplies	285	298	300	300	-
Food & Food Service	-	-	950	950	-
Medical Laboratory	15,757	7,974	18,500	19,218	718
Vehicle & Equipment Fuels	89	-	50	50	-
Uniforms & Apparel	461	1,642	1,000	1,150	150
Books & Subscriptions	-	198	-	475	475
Other Operating Supplies	1,205	134	200	200	-
Computer Supplies	1,395	-	-	-	-
OTHER CHARGES	55,853	134,465	86,950	89,593	2,643
TOTAL EMS FUND	864,431	1,011,505	970,000	1,018,000	48,000

Winchester-Frederick County Convention & Visitors Bureau Fund

The Winchester-Frederick County Convention & Visitors Bureau (CVB) is the official tourism promotional organization for the City of Winchester and Frederick County. The CVB promotes tourism-related service providers, organizations, attractions, museums and points of interest by marketing our community as a destination so the City of Winchester and Frederick County will benefit either directly or indirectly.

Goals and Objectives:

- Market Winchester-Frederick County as a travel and tourism destination in the Shenandoah Valley.
- Build on the branding and tagline by including strategies that are in demand by visitors, and also descriptive of the community.
- Support the development of new tourism product.
- Advance the use of technology in marketing and tourism promotion by continuing the creation of a digital footprint.
- Create more tourism awareness and pride within the community.
- Draw attention to the area by travel writers and group-tour operators.
- Supplement revenue through duratran rentals, co-op advertising, and gift shop sales.
- Continue efforts to build stronger relationships with stakeholders.

Performance Measures:

- Increase the number of visitors to www.visitwinchesterva.com by 10%.
- Produce a 6-8 minute promotional video & “B” roll.
- Increase the number of Likes on the CVB’s Facebook page by 10%.
- Increase the number of visitors and group tour buses to the visitors center each year.
- Enhance the existing mobile website and increase the number of visitors to it by 20%.
- Raise \$38,000 in revenue.

Winchester-Frederick County Convention & Visitors Bureau Fund

Revenue and Expenditure Summary:

	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Revenue by Classification					
Revenue Use of Money	477	477	-	-	-
Miscellaneous Revenue	146,068	146,068	138,500	140,500	2,000
Non-Revenue Receipts	100,500	100,500	113,500	131,500	18,000
TOTAL REVENUE	247,045	247,045	252,000	272,000	20,000
Expenditure by Classification					
Personnel Services	126,775	128,054	138,053	142,250	4,197
Contractual Services	43,570	92,945	58,000	71,400	13,400
Other Charges	50,517	53,195	55,947	58,350	2,403
TOTAL EXPENDITURES	220,862	274,194	252,000	272,000	20,000

Staffing Summary:

<i>Full-Time Employees</i>	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Administration	2	1.5	1.5	1.5	0
Total	2	1.5	1.5	1.5	0

Revenue Detail:

REVENUE	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Interest Earnings	477	477	-	-	-
REVENUE USE OF MONEY	477	477	-	-	-
Special Projects	14,705	14,705	14,000	15,000	1,000
Gift Shop Sales	30,863	30,863	24,000	25,000	1,000
Frederick County	100,500	100,500	100,500	100,500	-
MISCELLANEOUS REVENUE	146,068	146,068	138,500	140,500	2,000
General Fund	100,500	100,500	100,500	100,500	
Fund Balance	-	-	13,000	31,000	18,000
NON-REVENUE RECEIPTS	100,500	100,500	113,500	131,500	18,000
TOTAL TOURISM FUND	247,045	247,045	252,000	272,000	20,000

Winchester-Frederick County Convention & Visitors Bureau Fund

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Regular	63,700	67,081	76,190	78,478	2,288
Part-time Non-classified	34,071	33,349	34,000	34,000	-
FICA	7,386	7,712	7,919	8,201	282
VRS-Employer	8,748	8,343	9,463	9,339	(124)
Retirees	854	1,511	1,600	1,500	(100)
Insurance-Employer	204	799	907	1,036	129
Worker's Compensation	417	305	145	93	(52)
Benefits Admin Fee	63	90	108	72	(36)
Employee Benefits	11,237	8,770	7,614	9,413	1,799
VRS Health Insurance Credit	95	94	107	118	11
PERSONNEL	126,775	128,054	138,053	142,250	4,197
Medical, Dental, & Hospital	40	87	-	-	-
Other Professional Services	1,565	4,937	13,000	26,900	13,900
Maintenance Contracts	901	1,042	1,000	1,000	-
Printing & Binding	3,892	3,014	4,000	3,500	(500)
Local Media	37,172	83,865	40,000	40,000	-
CONTRACTUAL SERVICES	43,570	92,945	58,000	71,400	13,400
Postal Services	4,991	5,663	5,000	6,000	1,000
Telecommunications	3,214	2,744	3,500	3,500	-
Property Insurance	-	2,016	2,000	2,000	-
General Liability Insurance	363	466	500	500	-
Office Equipment Rental	2,258	2,126	2,500	2,500	-
Building Rental	15,900	15,900	17,000	17,000	-
Mileage & Transportation	1,885	2,078	2,674	2,500	(174)
Travel - Convention & Education	1,635	2,880	2,618	2,650	32
Dues & Association Memberships	1,885	2,214	2,214	2,250	36
Misc. Charges & Fees	974	708	1,000	1,000	-
Background Checks	146	79	146	180	34
Office Supplies	894	975	1,000	1,250	250
Food & Food Service	402	1,930	2,000	1,000	(1,000)
Books & Subscriptions	275	578	545	920	375
Other Operating Supplies	1,654	357	550	850	300
Merchandise for Resale	12,750	12,052	12,000	12,000	-

Winchester-Frederick County Convention & Visitors Bureau Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
Computer Supplies	1,236	429	600	2,200	1,600
Awards, Plaques, Other	55	-	100	50	(50)
OTHER CHARGES	50,517	53,195	55,947	58,350	2,403
TOTAL TOURISM FUND	220,862	274,194	252,000	272,000	20,000

Law Library Fund

The Law Library is located on the third floor of the Frederick/Winchester Judicial Center and is maintained by the Circuit Court Judges' secretary. The Law library provides legal library service and reference assistance for the benefit of the judiciary, practicing attorneys, and the general public.

Goals and Objectives:

- Provide legal reference assistance to library patrons.
- Maintain inventory and preserve the physical collection of legal materials.

Revenue and Expenditure Summary:

	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Revenue by Classification					
Use of Money	590	389	-	-	-
Charges for Services	53,762	50,384	50,000	50,000	-
TOTAL REVENUE	54,352	50,773	50,000	50,000	-

Expenditure by Classification					
Personnel Services	6,035	6,000	6,000	6,000	-
Contractual Services	4,422	1,638	2,000	2,000	-
Other Charges	24,212	27,814	42,000	42,000	-
TOTAL EXPENDITURES	34,669	35,452	50,000	50,000	-

Revenue Detail:

REVENUE	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Interest Earnings	590	389	-	-	-
USE OF MONEY	590	389	-	-	-
City Fees	40,437	38,750	36,000	38,000	2,000
County Fees	13,325	11,634	14,000	12,000	(2,000)
CHARGES FOR SERVICES	53,762	50,384	50,000	50,000	-
TOTAL EXPENDITURES	54,352	50,773	50,000	50,000	-

Law Library Fund

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Part-time Non-classified	6,035	6,000	6,000	6,000	-
PERSONNEL	6,035	6,000	6,000	6,000	-
Repairs & Maintenance	4,422	1,638	2,000	2,000	-
CONTRACTUAL SERVICES	4,422	1,638	2,000	2,000	-
Telecommunications	913	1,444	2,000	2,000	-
Office Equipment	-	-	-	2,000	-
Books & Subscriptions	19,795	26,030	30,000	30,000	-
Other Operating Supplies	-	-	5,000	3,000	(2,000)
Computer Supplies	3,504	340	5,000	5,000	-
OTHER CHARGES	24,212	27,814	42,000	42,000	(2,000)
TOTAL EXPENDITURES	34,669	35,452	50,000	50,000	(2,000)

Winchester Parking Authority Fund

The Winchester Parking Authority provides safe, clean and convenient parking for customers and employees of downtown businesses and people living or visiting downtown. We also work with other departments to plan for future parking needs.

Goals and Objectives:

- To plan for future parking needs.
- Collaborate with other departments to make sure they have parking for future projects and businesses.
- Continue preventative maintenance on all garages and equipment to maintain good operations and cut costs.
- Address the capital needs of the garages including, renovation priorities and repair needs over the next 2-5 years.
- Continue to seek new technologies for our parking operation.

Outcome Measures:

Indicators	FY 2012	FY 2013	FY 2014 Estimated	FY 2015 Projected
Number of hourly customers utilizing the garages under normal operations	92,158	124,342	125,000	128,000
Number of total monthly parkers	947	985	970	985
Number of parkers Friday of Apple Blossom Festival	1,007	1,130	1,000	1,150
Number of parkers Saturday of Apple Blossom Festival	1,073	1,200	1,200	1,200
Number or parker for the Christmas Parade	355	262	300	300

Revenue and Expenditure Summary:

	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Revenue by Classification					
Local Revenue	126,872	92,258	133,000	101,000	(32,000)
Charges for Services	789,129	882,540	953,250	1,045,000	91,750
Miscellaneous Revenue	4,099	7,237	-	-	-
Non-Revenue Receipts	-	-	1,058,750	981,000	(77,750)
TOTAL REVENUE	920,100	982,035	2,145,000	2,127,000	(18,000)
Expenditure by Classification					
Personnel Services	351,904	326,052	326,462	335,575	9,113
Contractual Services	40,715	37,081	1,078,600	1,047,300	(31,300)
Internal Services	3,390	5,217	4,800	5,300	500
Other Charges	137,980	142,054	153,200	160,200	7,000
Capital	251,867	258,277	-	-	-
Debt	414,064	406,742	581,938	578,625	(3,313)
TOTAL EXPENDITURES	1,199,920	1,175,423	2,145,000	2,127,000	(18,000)

Winchester Parking Authority Fund

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Administration	7.5	5	5	5	0
Parking Enforcement	1	1	1	1	0
Total	8.5	6	6	6	0

Revenue Detail:

REVENUE	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Parking Fines	123,628	91,189	130,000	100,000	(30,000)
Interest Earnings	3,244	1,069	3,000	1,000	(2,000)
LOCAL REVENUE	126,872	92,258	133,000	101,000	(32,000)
Parking Meters - On Street	107,404	114,175	140,000	160,000	20,000
Parking Meters - Off Street	42,361	37,144	49,250	53,000	3,750
Auto Park Fees - Court Square	24,569	29,591	36,000	36,000	-
Auto Park Fees - Loudoun	11,541	14,714	12,000	16,000	4,000
Auto Park Fees - Braddock	57,372	65,146	72,000	81,000	9,000
Auto Park Fees - GW	68,568	81,078	84,000	84,000	-
Parking - Off Street Rental	24,228	27,642	32,000	36,000	4,000
Auto Park Rent - Court Square	124,835	142,921	150,000	168,000	18,000
Auto Park Rent - Loudoun	97,354	102,778	117,000	120,000	3,000
Auto Park Rent - Braddock	55,423	67,624	71,000	71,000	-
Auto Park Rent - GW	137,878	154,545	180,000	180,000	-
Validated Parking - DDB	9,203	13,775	10,000	10,000	-
Advance Ticket Sales	28,393	31,407	-	30,000	30,000
CHARGES FOR SERVICES	789,129	882,540	953,250	1,045,000	91,750
Other	4,099	7,237	-	-	-
MISCELLANEOUS REVENUE	4,099	7,237	-	-	-
Transfer from General Fund	-	-	1,000,000	-	(1,000,000)
Fund Balance	-	-	58,750	981,000	922,250
NON-REVENUE RECEIPTS	-	-	1,058,750	981,000	(77,750)
TOTAL WPA REVENUE	920,100	982,035	2,145,000	2,127,000	(18,000)

Winchester Parking Authority Fund

Expenditure Detail:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
WPA ADMINISTRATION					
Regular	196,051	184,507	185,869	191,443	5,574
Overtime	3,064	7,534	6,389	8,000	1,611
Part-time	2,956	2,091	2,188	2,956	768
FICA	15,439	14,533	14,549	15,147	598
VRS-Employer	23,839	22,651	23,085	22,782	(303)
Retirees	6,602	6,045	6,300	6,000	(300)
Insurance-Employer	563	2,170	2,212	2,527	315
SUTA	15,177	-	-	-	-
Worker's Compensation	3,514	4,196	4,278	2,908	(1,370)
Benefits Admin Fee	264	364	360	240	(120)
Employee Benefits	38,870	32,845	32,140	32,515	375
VRS Health Insurance Credit	263	255	260	287	27
PERSONNEL	306,602	277,191	277,630	284,805	7,175
Engineering & Architect	15,485	-	34,000	28,000	(6,000)
Legal Services	175	-	-	-	-
Other Professional Services	-	1,900	-	-	-
Temporary Help/Other	185	185	200	200	-
Repairs & Maintenance	430	-	4,000	4,000	-
Vehicle Repair & Maintenance Services	356	1,294	1,000	1,000	-
Printing & Binding	5,013	8,927	5,000	8,000	3,000
Laundry & Dry Cleaning	873	781	1,000	1,000	-
CONTRACTUAL SERVICES	22,517	13,087	45,200	42,200	(3,000)
Equipment Fuel	2,427	2,984	2,500	3,000	500
Equipment Parts	276	836	1,000	1,000	-
Equipment Labor	410	1,014	1,000	1,000	-
Copier Charges	277	383	300	300	-
INTERNAL SERVICES	3,390	5,217	4,800	5,300	500
Postal Services	73	127	200	200	-
Telecommunications	1,283	1,256	1,300	2,800	1,500
Motor Vehicle Insurance	1,008	1,036	1,500	1,500	-
General Liability Insurance	1,766	1,793	3,500	3,500	-
Equipment	-	92	-	1,500	-

Winchester Parking Authority Fund

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
WPA ADMINISTRATION - continued					
Mileage	225	-	200	200	-
Travel - Convention & Education	916	-	1,000	1,000	-
Dues & Association Memberships	-	74	100	100	-
Misc Charges & Fees	8,478	10,349	8,000	10,000	2,000
Office Supplies	699	343	500	1,000	500
Food & Food Service	58	43	100	100	-
Landscaping/Agricultural Supplies	18	-	-	-	-
Vehicle & Equipment Supplies	168	162	200	500	300
Uniforms & Apparel	541	561	500	500	-
Other Operating Supplies	3,403	1,616	2,500	2,500	-
Chemicals	646	639	500	700	200
Computer Equipment Supplies	362	1,674	2,500	3,000	500
OTHER CHARGES	19,644	19,765	22,600	29,100	5,000
Depreciation Expense	251,867	258,277	-	-	-
CAPITAL	251,867	258,277	-	-	-
TOTAL WPA ADMINISTRATION	604,020	573,537	350,230	361,405	9,675
OFF-STREET LOTS					
Repairs & Maintenance	-	180	2,100	500	(1,600)
CONTRACTUAL SERVICES	-	180	2,100	500	(1,600)
Electrical Services	4,332	4,708	5,000	5,000	-
Rent - Parking Lots	6,000	6,459	6,500	6,500	-
Landscaping/Agricultural Supplies	144	-	200	200	-
Repairs & Maintenance	429	22	500	500	-
Other Operating Supplies	525	1,350	300	300	-
OTHER CHARGES	11,430	12,539	12,500	12,500	-
TOTAL OFF-STREET LOTS	11,430	12,719	14,600	13,000	(1,600)

Winchester Parking Authority Fund

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
BRADDOCK AUTOPARK					
Repairs & Maintenance	4,010	2,105	279,000	223,500	(55,500)
Landscaping	-	415	-	-	-
CONTRACTUAL SERVICES	4,010	2,520	279,000	223,500	(55,500)
Electrical Services	13,596	12,837	13,500	13,500	-
Water & Sewer	596	679	500	500	-
Telecommunications	2,680	2,625	3,000	3,000	-
Property Insurance	3,081	3,293	3,300	3,300	-
Laundry & Janitorial	277	390	500	500	-
Repair & Maintenance	850	379	2,100	2,100	-
Other Operating Supplies	650	301	600	600	-
OTHER CHARGES	21,730	20,504	23,500	23,500	-
TOTAL BRADDOCK AUTOPARK	25,740	23,024	302,500	247,000	(55,500)
COURT SQUARE AUTOPARK					
Repairs & Maintenance	2,323	5,059	454,700	404,000	(50,700)
Landscaping	-	3,573	-	-	-
CONTRACTUAL SERVICES	2,323	8,632	454,700	404,000	(50,700)
Electrical Services	22,531	23,777	22,000	22,000	-
Telecommunications	2,383	2,424	2,500	2,500	-
Property Insurance	4,111	4,371	4,500	4,500	-
Laundry & Janitorial	501	292	1,000	1,000	-
Repair & Maintenance	1,105	821	1,000	1,000	-
Other Operating Supplies	213	39	200	200	-
OTHER CHARGES	30,844	31,724	31,200	31,200	-
TOTAL COURT SQUARE AUTOPARK	33,167	40,356	485,900	435,200	(50,700)

Winchester Parking Authority Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
LOUDOUN AUTOPARK					
Repairs & Maintenance	2,586	1,638	278,500	352,000	73,500
CONTRACTUAL SERVICES	2,586	1,638	278,500	352,000	73,500
Electrical Services	18,385	18,902	20,000	20,000	-
Water & Sewer	943	998	1,000	1,000	-
Telecommunications	2,484	2,611	2,500	2,500	-
Property Insurance	3,859	4,102	4,100	4,100	-
Equipment	-	275	-	-	-
Laundry & Janitorial	764	509	1,000	1,000	-
Repair & Maintenance	945	790	3,000	3,000	-
Other Operating Supplies	287	118	500	500	-
OTHER CHARGES	27,667	28,305	32,100	32,100	-
TOTAL LOUDOUN AUTOPARK	30,253	29,943	310,600	384,100	73,500
PARKING ENFORCEMENT					
Regular	30,377	32,676	32,323	33,301	978
Overtime	427	1,319	500	1,500	1,000
FICA	2,067	2,303	2,369	2,478	109
VRS-Employer	4,247	3,940	4,014	3,963	(51)
Insurance-Employer	96	378	385	440	55
Worker's Compensation	436	639	668	437	(231)
Benefits Admin Fee	50	72	72	48	(24)
Employee Benefits	7,557	7,490	8,456	8,553	97
VRS Health Insurance Credit	45	44	45	50	5
PERSONNEL	45,302	48,861	48,832	50,770	1,938
Repairs & Maintenance	-	-	4,400	4,400	-
Printing & Binding	-	842	1,200	1,200	-
Laundry & Dry Cleaning	435	363	500	500	-
CONTRACTUAL SERVICES	435	1,205	6,100	6,100	-

Winchester Parking Authority Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
<i>PARKING ENFORCEMENT – continued</i>					
Telecommunications	369	434	400	400	-
Uniforms & Apparel	111	150	300	300	-
Other Operating Supplies	-	470	100	100	-
OTHER CHARGES	480	1,054	800	800	-
<i>TOTAL PARKING ENFORCEMENT</i>	<i>46,217</i>	<i>51,120</i>	<i>55,732</i>	<i>57,670</i>	<i>1,938</i>
<i>GEORGE WASHINGTON AUTOPARK</i>					
Repairs & Maintenance	8,844	9,819	13,000	19,000	6,000
CONTRACTUAL SERVICES	8,844	9,819	13,000	19,000	6,000
Electrical Services	16,516	17,758	18,000	18,000	-
Water & Sewer	643	733	1,000	1,000	-
Telecommunications	2,484	2,611	2,500	2,500	-
Property Insurance	4,275	4,549	4,500	4,500	-
Misc Charges & Fees	68	-	-	-	-
Laundry & Janitorial	407	934	1,000	1,000	-
Repair & Maintenance	1,573	1,539	2,000	2,000	-
Other Operating Supplies	69	39	500	500	-
Computer Equipment/Supplies	150	-	1,000	1,500	500
OTHER CHARGES	26,185	28,163	30,500	31,000	500
<i>TOTAL GW AUTOPARK</i>	<i>35,029</i>	<i>37,982</i>	<i>43,500</i>	<i>50,000</i>	<i>6,500</i>
<i>DEBT</i>					
Principal	-	-	175,000	180,000	5,000
Interest	414,064	406,742	406,938	398,625	(8,313)
<i>TOTAL DEBT SERVICE</i>	<i>414,064</i>	<i>406,742</i>	<i>581,938</i>	<i>578,625</i>	<i>(3,313)</i>
TOTAL WPA EXPENDITURES	1,199,920	1,175,423	2,145,000	2,127,000	(19,500)

City Capital Improvement Fund

The City Capital Improvement Fund is used to account for the financing and construction of capital projects of the general government. Financing is provided by general government revenue and bond issues.

Revenue and Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
			BUDGET	BUDGET	Inc/(Dec)
Revenue by Classification					
Miscellaneous Revenue	18,150	-	-	150,000	150,000
Recovered Costs	13,155	-	950,000	2,350,000	1,400,000
State Revenue	1,843,041	507,957	7,845,000	8,289,200	444,200
Federal Revenue	27,950	587,733	880,000	920,000	40,000
Non-Revenue Receipts	75,000	1,181,075	10,015,000	7,345,800	(2,669,200)
TOTAL REVENUE	1,977,296	2,276,765	19,690,000	19,055,000	(635,000)
Expenditure by Classification					
Public Safety	45,758	200,675	3,360,000	5,000,000	1,640,000
Public Works	384,886	2,597,712	14,980,000	12,600,000	(2,380,000)
Parks, Recreation, Cultural	212,176	303,895	1,350,000	1,455,000	105,000
Transfers	67,332	-	-	-	-
TOTAL EXPENDITURES	710,152	3,102,282	19,690,000	19,055,000	(635,000)

Revenue Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
REVENUE	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
			BUDGET	BUDGET	Inc/(Dec)
Parks & Recreation	18,150	-	-	-	-
Frederick County	-	-	-	150,000	150,000
MISCELLANEOUS REVENUE	18,150	-	-	150,000	150,000
Public Works	13,155	-	950,000	2,350,000	1,400,000
RECOVERED COSTS	13,155	-	950,000	2,350,000	1,400,000
Street & Highway Maintenance	1,843,041	158,464	-	-	-
State Grants	-	349,493	7,845,000	8,289,200	444,200
STATE REVENUE	1,843,041	507,957	7,845,000	8,289,200	444,200

City Capital Improvement Fund

Revenue Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
REVENUE	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
ISTEA Grant	27,950	33,791	800,000	920,000	120,000
Transportation Improvement	-	553,942	80,000	-	(80,000)
FEDERAL REVENUE	27,950	587,733	880,000	920,000	40,000
Sale of Bonds	-	-	6,000,000	-	(6,000,000)
Transfers	75,000	1,181,075	2,855,000	2,335,000	(520,000)
Fund Balance	-	-	1,160,000	5,010,800	3,850,800
NON-REVENUE RECEIPTS	75,000	1,181,075	10,015,000	7,345,800	(2,669,200)
TOTAL REVENUE CIP FUND	1,977,296	2,276,765	19,690,000	19,055,000	(635,000)

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Communication Equipment	45,758	200,675	3,360,000	5,000,000	1,640,000
PUBLIC SAFETY	45,758	200,675	3,360,000	5,000,000	1,640,000
Facilities Construction	-	-	100,000	-	(100,000)
Building Improvements	-	-	75,000	-	(75,000)
Signage	-	-	-	50,000	50,000
Streets/Road Improvements	-	-	1,000,000	1,400,000	400,000
Roadway Construction	73,115	10,267	7,020,000	4,000,000	(3,020,000)
Hope Drive Improvements	-	-	300,000	300,000	-
Meadowbranch Avenue	-	-	-	3,650,000	3,650,000
Tevis Extension	-	-	-	1,400,000	1,400,000
Valley Avenue	-	-	700,000	-	(700,000)
Storm Drainage Improvements	58,470	363,974	2,185,000	700,000	(1,485,000)
Old Town Mall Improvements	-	970,000	-	-	-
Traffic Signals	227,735	245,761	-	500,000	500,000
Machinery & Equipment	25,566	326,098	100,000	-	(100,000)

City Capital Improvement Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
JJC Improvements	-	-	3,400,000	300,000	(3,100,000)
Facilities Renovations	-	681,612	100,000	300,000	200,000
PUBLIC WORKS	384,886	2,597,712	14,980,000	12,600,000	(2,380,000)
Green Circle	44,938	44,070	1,000,000	1,120,000	120,000
Barnett Park Improvements	167,238	259,825	350,000	335,000	(15,000)
PARKS, REC, CULTURAL	212,176	303,895	1,350,000	1,455,000	105,000
Transfers	67,332	-	-	-	-
TRANSFERS	67,332	-	-	-	-
TOTAL EXPENDITURES CIP FUND	710,152	3,102,282	19,690,000	19,055,000	(635,000)

Utilities Fund

The Utilities Division of the Public Services Department provides water and sanitary sewer service to approximately 11,000 customers located within the City and in specific areas of Frederick County. In addition, the Engineering Division completes engineering functions manages capital improvement projects for Utilities and other departments within the City. A summary of the primary functions completed by Utilities and Engineering is:

- Operation and maintenance of water treatment plant
- Operation and maintenance of water distribution system and wastewater collection system
- Operation and maintenance of wastewater treatment plant (under contract with Frederick Winchester Service Authority)
- Utility billing for water and sewer services
- Engineering design/review and construction management of capital improvement projects

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Administration	5	5	5	5	0
Source of Supply	12	12	12	12	0
Sewer Division	18	18	18	18	0
Engineering	5	5	5	5	0
Total	40	40	40	40	0

Revenue Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
Revenue Sources	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Use of Money	3,452	4,247	-	-	-
Charges for Services	15,940,931	17,983,138	20,398,000	20,428,000	30,000
Miscellaneous Revenue	2,232	2,456	2,000	2,000	-
Recovered Costs	1,771,394	1,046,469	-	-	-
State Categorical Aid	2,372	822	-	-	-
Federal Categorical Aid	82,174	292,004	289,000	290,000	1,000
Non-Revenue Receipts	13,529,324	13,535,069	-	-	-
TOTAL REVENUE	31,331,879	32,864,205	20,689,000	20,720,000	31,000

Utilities Fund

Revenue Detail:

REVENUE	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Interest Earnings	136	143	-	-	-
Rental Rec Prop/Facility	3,316	4,104	-	-	-
USE OF MONEY	3,452	4,247	-	-	-
Sale of Water	8,651,471	9,865,741	11,184,000	11,184,000	-
Sale of Sewer	7,116,974	7,904,067	9,024,000	9,024,000	-
Connection Charges	220	-	-	-	-
Reconnection Charges	14,760	27,020	15,000	25,000	10,000
Special Sewer	5,116	7,845	5,000	5,000	-
Lab Service Charges	6,090	6,110	5,000	5,000	-
Penalties	146,300	167,945	165,000	180,000	15,000
TV Inspections	-	4,410	-	5,000	5,000
CHARGES FOR SERVICES	15,940,931	17,983,138	20,398,000	20,428,000	30,000
Bad Checks	2,200	2,450	2,000	2,000	-
Sale of Copies & Documents	32	6	-	-	-
MISCELLANEOUS REVENUE	2,232	2,456	2,000	2,000	-
Miscellaneous	4,284	3,369	-	-	-
Capital Contribution	1,767,110	1,043,100	-	-	-
RECOVERED COSTS	1,771,394	1,046,469	-	-	-
Public Assistance Grant	2,372	822	-	-	-
STATE CATEGORICAL AID	2,372	822	-	-	-
ARRA - Stimulus	72,810	288,922	289,000	290,000	1,000
Public Assistance Grant	9,364	3,082	-	-	-
FEDERAL CATEGORICAL AID	82,174	292,004	289,000	290,000	1,000
Insurance Recoveries	-	1,610	-	-	-
Utilities Fund	13,529,324	13,533,459	-	-	-
NON-REVENUE RECEIPTS	13,529,324	13,535,069	-	-	-
TOTAL UTILITIES	31,331,879	32,864,205	20,689,000	20,720,000	31,000

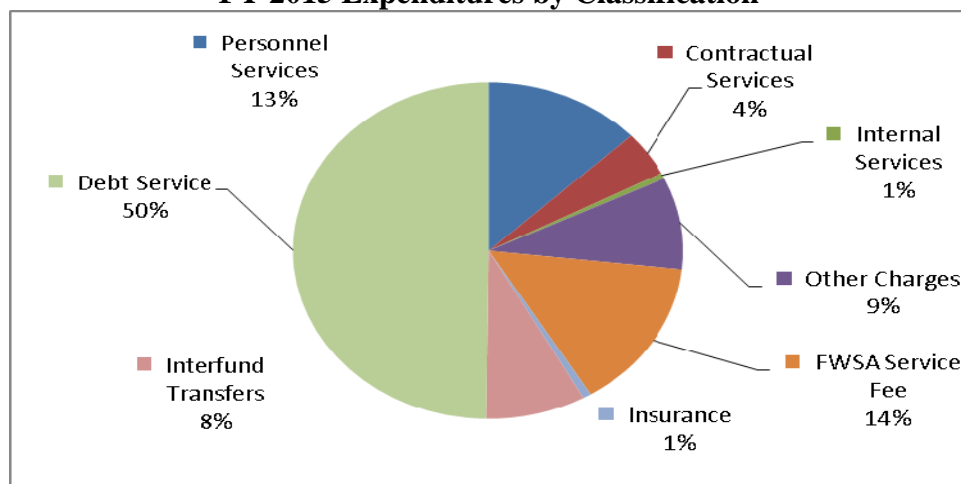
Utilities Fund

Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Expenditure by Classification			BUDGET	BUDGET	Inc/(Dec)
Personnel Services	2,494,111	2,600,198	2,663,300	2,694,554	31,254
Contractual Services	885,100	1,020,067	1,030,400	903,800	(126,600)
Internal Services	112,322	117,397	107,500	113,500	6,000
Other Charges	1,727,732	1,783,498	1,892,700	1,836,160	(56,540)
Capital	3,446,856	3,991,475	80,000	-	(80,000)
FWSA Service Fee	2,952,251	3,025,531	2,800,000	3,000,000	200,000
Insurance	112,797	127,790	133,000	140,000	7,000
Interfund Transfers	24,388,043	1,917,668	1,600,000	1,715,000	115,000
Debt Service	2,316,555	3,533,132	10,382,100	10,316,986	(65,114)
TOTAL EXPENDITURES	38,435,767	18,116,756	20,689,000	20,720,000	31,000

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
Expenditure by Division			BUDGET	BUDGET	Inc/(Dec)
Administration	537,593	685,849	824,000	681,613	(142,387)
Source of Supply	2,390,265	2,447,655	2,556,200	2,444,525	(111,675)
Transmission/Distribution	1,907,994	1,934,714	1,956,100	1,961,596	5,496
FWSA Service Fee	2,952,251	3,025,531	2,800,000	3,000,000	200,000
Engineering	3,830,269	4,444,417	437,600	460,280	22,680
Insurance	112,797	127,790	133,000	140,000	7,000
Interfund Transfers	24,388,043	1,917,668	1,600,000	1,715,000	115,000
Debt Service	2,316,555	3,533,132	10,382,100	10,316,986	(65,114)
TOTAL EXPENDITURES	38,435,767	18,116,756	20,689,000	20,720,000	31,000

FY 2015 Expenditures by Classification



Utilities Fund

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
ADMINISTRATION					
Regular	266,619	277,175	297,957	304,296	6,339
Overtime	59	319	400	400	-
FICA	19,834	20,509	21,287	21,247	(40)
VRS-Employer	34,359	33,809	37,006	36,211	(795)
Retirees	22,781	40,147	42,000	39,800	(2,200)
Insurance-Employer	786	3,239	3,546	4,017	471
Worker's Compensation	381	386	401	251	(150)
Benefits Admin Fee	217	315	349	233	(116)
Employee Benefits	28,588	25,601	26,437	27,302	865
VRS Health Insurance Credit	371	381	417	456	39
PERSONNEL	373,995	401,881	429,800	434,213	4,413
Medical, Dental, & Hospital	46	95	-	-	-
Engineering & Architect	13,000	79,456	100,000	25,000	(75,000)
Other Professional Services	250	3,250	-	-	-
Travel - Convention & Education	2,361	-	7,000	7,000	-
Employment Agencies	4,125	5,400	-	-	-
Repairs & Maintenance	-	200	-	-	-
Landscaping	3,083	-	-	-	-
Vehicle Repair & Maint Services	168	413	2,000	1,000	(1,000)
Computer Hardware/Software	9,165	8,820	15,000	15,000	-
Printing & Binding	2,169	834	4,500	2,500	(2,000)
Local Media	345	523	500	500	-
Contracted Parking	8,751	12,544	12,000	12,000	-
Billing Services	45,207	44,248	47,000	47,000	-
Food Services	2,010	2,100	2,200	2,400	200
CONTRACTUAL SERVICES	90,680	157,883	190,200	112,400	(77,800)
Data Processing	3,600	3,600	-	-	-
Copier Charges	550	-	1,000	1,000	-
INTERNAL SERVICES	4,150	3,600	1,000	1,000	-
Postal Services	14,446	8,900	13,000	10,000	(3,000)
Telecommunications	2,128	2,459	3,000	3,000	-
Land	4,000	4,000	5,000	5,000	-

Utilities Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
ADMINISTRATION - continued					
Mileage & Transportation	287	-	1,500	1,500	-
Travel - Convention & Education	1,210	1,578	4,000	4,000	-
State Health Dept Utility Fee	23,104	33,308	34,000	34,000	-
Dues & Association Memberships	3,928	762	7,000	7,000	-
Misc Charges & Fees	2,787	44,809	36,000	50,000	14,000
Office Supplies	4,215	3,403	5,000	5,000	-
Food & Food Service	80	179	500	500	-
Vehicle & Equipment Fuels	-	-	250	250	-
Vehicle & Equipment Supplies	-	-	250	250	-
Uniforms & Apparel	-	-	500	500	-
Books & Subscriptions	448	345	500	500	-
Other Operating Supplies	8,812	14,714	6,000	6,000	-
Computer Hardware/Software	2,093	5,944	5,000	5,000	-
Awards, Plaques, Other	1,230	2,084	1,500	1,500	-
OTHER CHARGES	68,768	122,485	123,000	134,000	11,000
Computer Equipment/Hardware	-	-	30,000	-	(30,000)
Computer Software	-	-	50,000	-	(50,000)
CAPITAL	-	-	80,000	-	(80,000)
TOTAL ADMINISTRATION	537,593	685,849	824,000	681,613	(142,387)
SOURCE OF SUPPLY					
Regular	457,716	464,737	493,434	502,280	8,846
Overtime	89,147	92,232	100,000	100,000	-
Part-time Non-Classified	27,588	30,764	25,000	28,000	3,000
FICA	42,087	43,290	45,796	48,123	2,327
VRS-Employer	58,780	57,736	61,284	59,411	(1,873)
Retirees	12,740	10,934	5,080	10,400	5,320
Insurance-Employer	1,410	5,532	5,872	6,590	718
VA Local Disability Plan	-	-	-	83	83
State Unemployment Tax	5,729	3,691	-	-	-
Worker's Compensation	13,601	15,783	17,478	10,237	(7,241)
Benefits Admin Fee	570	858	888	592	(296)

Utilities Fund

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
SOURCE OF SUPPLY - continued					
Employee Benefits	71,407	70,566	65,877	80,700	14,823
VRS Health Insurance Credit	659	650	691	749	58
PERSONNEL	781,434	796,773	821,400	847,165	25,765
Medical, Dental, & Hospital	355	190	-	-	-
Other Professional Services	750	-	-	-	-
Travel - Convention & Education	354	615	1,000	1,000	-
Employment Agencies	41,366	34,614	-	-	-
Repairs & Maintenance	142,705	249,102	165,000	200,000	35,000
Vehicle Repair & Maint Services	7,749	769	2,000	2,000	-
Mowing & Trimming	11,633	3,832	7,500	10,000	2,500
Computer Hardware/Software	21,225	17,200	10,000	10,000	-
Printing & Binding	-	-	500	500	-
Local Media	98	258	-	-	-
Laundry & Dry Cleaning	6,083	5,184	8,000	6,000	(2,000)
Other	-	1,000	2,500	1,000	(1,500)
Refuse Service	3,177	3,527	94,000	6,000	(88,000)
Lab Services	6,301	5,207	10,000	5,000	(5,000)
CONTRACTUAL SERVICES	241,796	321,498	300,500	241,500	(59,000)
Equipment Fuel	74,084	70,212	70,000	70,000	-
Equipment Parts	11,652	14,654	12,000	12,000	-
Equipment Labor	20,998	28,177	22,000	28,000	6,000
INTERNAL SERVICES	106,734	113,043	104,000	110,000	6,000
Electrical Services	505,069	469,454	565,800	525,000	(40,800)
Heating Services	1,973	-	-	-	-
Postal Services	1,520	1,649	1,500	1,500	-
Telecommunications	13,598	16,764	17,000	17,000	-
Equipment Rental	3,835	781	5,000	2,500	(2,500)
Office Equipment	2,060	2,760	2,800	2,800	-
Mileage & Transportation	-	276	1,000	1,000	-
Travel - Convention & Education	4,927	4,080	4,000	5,160	1,160
Dues & Association Memberships	1,230	1,654	1,500	1,500	-
Local Real Estate Taxes	6,361	33,574	10,000	17,000	7,000

Utilities Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
<i>SOURCE OF SUPPLY - continued</i>					
Misc Charges & Fees	2,077	104	1,500	2,200	700
Background Checks	296	278	-	-	-
Office Supplies	2,761	1,232	2,500	2,500	-
Food & Food Service	153	130	200	200	-
Medical & Laboratory	32,248	38,758	35,000	35,000	-
Laundry & Janitorial Services	4,183	3,755	5,000	5,000	-
Repair & Maintenance	95,076	108,088	81,000	85,000	4,000
Vehicle & Equipment Fuels	15,502	2,113	12,000	3,000	(9,000)
Vehicle & Equipment Supplies	1,065	398	1,500	1,500	-
Uniforms & Apparel	936	5,282	5,000	5,000	-
Books & Subscriptions	2,611	112	500	500	-
Other Operating Supplies	3,209	2,553	3,000	3,000	-
Chemicals	559,440	522,356	570,000	525,000	(45,000)
Computer Hardware/Software	171	-	4,000	4,000	-
Awards, Plaques, Other	-	190	500	500	-
OTHER CHARGES	1,260,301	1,216,341	1,330,300	1,245,860	(84,440)
TOTAL SOURCE OF SUPPLY	2,390,265	2,447,655	2,556,200	2,444,525	(111,675)
<i>TRANSMISSION/ DISTRIBUTION</i>					
Regular	605,495	578,033	633,261	640,643	7,382
Overtime	68,751	115,983	91,500	91,500	-
Part-time Classified	2,956	856	-	-	-
Part-time Non-Classified	-	1,235	2,188	2,956	768
FICA	49,885	50,302	54,397	54,895	498
VRS-Employer	80,517	68,733	78,652	76,237	(2,415)
Retirees	10,403	9,500	9,110	9,300	190
Insurance-Employer	1,863	6,586	7,536	8,456	920
VA Local Disability Plan	-	-	-	168	168
Worker's Compensation	29,549	33,495	34,726	19,928	(14,798)
Benefits Admin Fee	878	1,132	1,272	848	(424)
Employee Benefits	125,372	118,335	116,771	113,804	(2,967)
VRS Health Insurance Credit	862	775	887	961	74
PERSONNEL	976,531	984,965	1,030,300	1,019,696	(10,604)

Utilities Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
TRANSMISSION/ DIST - continued					
Medical, Dental, & Hospital	295	776	-	-	-
Other Professional Services	-	810	-	-	-
Training/Education	-	-	1,000	1,000	-
Repair & Maintenance	486,880	477,291	458,000	460,000	2,000
Vehicle Repairs & Maintenance	16,521	9,491	16,000	16,000	-
Mowing & Trimming	14,179	7,762	9,500	15,000	5,500
Computer Hardware/Software	14,400	8,226	12,000	12,000	-
Printing & Binding	1,619	2,002	300	300	-
Local Media	416	1,008	-	-	-
Laundry & Dry Cleaning	8,838	6,807	7,500	7,500	-
Sanitary Landfill Usage	400	-	200	200	-
Refuse Service	700	1,200	500	700	200
Miss Utility Service	3,398	3,695	4,000	4,000	-
CONTRACTUAL SERVICES	547,646	519,068	509,000	516,700	7,700
Equipment Fuel	75	-	500	500	-
INTERNAL SERVICES	75	-	500	500	-
Electrical Services	78,366	81,859	80,000	80,000	-
Heating Services	1,236	1,584	2,500	2,500	-
Water & Sewer	1,271	14,633	1,200	1,200	-
Postal Services	3,021	245	3,500	1,000	(2,500)
Telecommunications	13,562	18,395	15,000	15,000	-
Property Insurance	25,972	26,214	27,000	27,000	-
Equipment Rental	7,447	5,980	10,000	10,000	-
Office Equipment	1,110	1,340	1,200	1,200	-
Lease/Rent of Buildings	1,061	1,564	1,500	1,500	-
Mileage & Transportation	95	265	1,000	1,000	-
Travel - Convention & Education	2,718	4,302	4,600	4,600	-
Dues & Association Memberships	416	70	500	500	-
Misc Charges & Fees	5,000	5,432	5,000	7,500	2,500
Office Supplies	1,628	1,035	1,700	1,700	-
Food & Food Service	62	-	200	200	-
Landscaping/Agricultural Supply	34	44	-	-	-
Medical & Laboratory	227	599	500	500	-

Utilities Fund

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
TRANSMISSION/ DIST - continued					
Laundry & Janitorial Services	5,819	7,270	6,800	6,800	-
Repair & Maintenance	182,429	195,591	190,000	200,000	10,000
Vehicle & Equipment Fuels	2,333	1,228	1,500	1,500	-
Vehicle & Equipment Supplies	3,680	7,596	6,000	6,000	-
Uniforms & Apparel	4,634	6,337	6,100	6,100	-
Books & Subscriptions	163	24	-	-	-
Other Operating Supplies	1,751	7,262	3,500	3,500	-
Streets & Sidewalks	36,618	41,385	40,000	40,000	-
Chemicals	1,127	-	2,600	1,000	(1,600)
Computer Hardware/Software	1,962	252	4,000	4,000	-
Awards, Plaques, Other	-	175	400	400	-
OTHER CHARGES	383,742	430,681	416,300	424,700	8,400
TOTAL TRANSMISSION/DIST	1,907,994	1,934,714	1,956,100	1,961,596	5,496
FWSA SERVICE FEE					
FWSA Service Fee	2,952,251	3,025,531	2,800,000	3,000,000	200,000
TOTAL FWSA SERVICE FEE	2,952,251	3,025,531	2,800,000	3,000,000	200,000
ENGINEERING					
Regular	262,761	278,376	278,907	287,248	8,341
Overtime	6,280	36,212	10,000	10,000	-
FICA	19,723	22,962	21,138	21,804	666
VRS-Employer	35,249	33,933	34,640	34,182	(458)
Insurance-Employer	817	3,251	3,319	3,792	473
State Unemployment Tax	3,495	5,111	-	-	-
Worker's Compensation	2,399	3,066	2,895	1,880	(1,015)
Benefits Admin Fee	243	360	360	240	(120)
Employee Benefits	30,804	32,925	30,151	33,903	3,752
VRS Health Insurance Credit	380	383	390	431	41
PERSONNEL	362,151	416,579	381,800	393,480	11,680
Medical, Dental, & Hospital	113	-	-	-	-
Engineering & Architect	-	19,581	25,000	25,000	-
Repairs & Maintenance	-	75	-	-	-

Utilities Fund

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
ENGINEERING - continued					
Vehicle Repairs & Maintenance	2,206	37	1,000	1,000	-
Computer Hardware/Software	1,925	1,925	4,500	7,000	2,500
Printing & Binding	353	-	200	200	-
Local Media	381	-	-	-	-
CONTRACTUAL SERVICES	4,978	21,618	30,700	33,200	2,500
Copier Charges	1,363	754	2,000	2,000	-
INTERNAL SERVICES	1,363	754	2,000	2,000	-
Postal Services	81	25	200	200	-
Telecommunications	4,247	5,771	7,000	9,000	2,000
Mileage & Transportation	920	145	1,600	1,900	300
Travel - Convention & Education	3,392	2,365	7,700	9,800	2,100
Dues & Association Memberships	405	140	1,000	1,000	-
Background Checks	67	-	-	-	-
Office Supplies	1,067	-	-	-	-
Food & Food Service	131	72	150	150	-
Vehicle & Equipment Fuels	35	75	100	100	-
Vehicle & Equipment Supplies	87	-	-	-	-
Uniforms & Apparel	936	428	500	1,000	500
Books & Subscriptions	-	-	300	300	-
Other Operating Supplies	1,537	524	2,350	2,350	-
Computer Hardware/Software	2,016	4,326	2,000	5,600	3,600
Awards, Plaques, Other	-	120	200	200	-
OTHER CHARGES	14,921	13,991	23,100	31,600	8,500
Depreciation Expense	3,446,856	3,991,475	-	-	-
CAPITAL	3,446,856	3,991,475	-	-	-
TOTAL ENGINEERING	3,830,269	4,444,417	437,600	460,280	22,680

Utilities Fund

Expenditure Detail - continued:

EXPENDITURES	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
INSURANCE					
Property Insurance	30,576	45,245	47,000	47,000	-
Motor Vehicle Insurance	26,068	26,354	28,000	28,000	-
General Liability	56,153	56,191	58,000	65,000	7,000
OTHER CHARGES	112,797	127,790	133,000	140,000	7,000
TOTAL INSURANCE	112,797	127,790	133,000	140,000	7,000
INTERFUND					
General Fund	1,600,000	1,600,000	1,600,000	1,600,000	-
Capital Improvement Fund	22,640,640	-	-	-	-
TRANSFERS	24,240,640	1,600,000	1,600,000	1,600,000	-
Capital Asset transfer	147,403	317,668	-	-	-
Fund Balance transfer	-	-	-	115,000	115,000
OTHER	147,403	317,668	-	115,000	115,000
TOTAL INTERFUND	24,388,043	1,917,668	1,600,000	1,715,000	115,000
DEBT					
Redemption of Principal - Bonds	-	-	4,177,600	4,319,000	141,400
Interest - Bonds	1,501,901	2,798,303	4,074,000	3,865,500	(208,500)
Paying Agent Fees	1,345	-	1,500	-	(1,500)
FWSA Debt	813,309	734,829	2,129,000	2,132,486	3,486
DEBT SERVICE	2,316,555	3,533,132	10,382,100	10,316,986	(65,114)
TOTAL UTILITIES FUND	38,435,767	18,116,756	20,689,000	20,720,000	31,000

Utilities Capital Improvement Fund

Revenue and Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Revenue by Classification					
Use of Money	32,789	20,434	-	-	-
Charges for Services	257,580	236,845	-	250,000	250,000
Recovered Costs	2,924	329,223	-	-	-
Shared Expenses	202,704	112,296	-	-	-
State Categorical	467,502	898,834	-	-	-
Federal Categorical	978,969	422,448	140,000	-	(140,000)
Non-Revenue Receipts	22,640,640	-	45,000	175,000	130,000
TOTAL REVENUE	24,583,108	2,020,080	185,000	425,000	240,000

Expenditure by Classification

Capital	-	-	185,000	425,000	240,000
Interfund Transfers	13,529,324	13,803,459	-	-	-
Debt Service	1,078,406	932,288	-	-	-
TOTAL EXPENDITURES	14,607,730	14,735,747	185,000	425,000	240,000

Revenue Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
REVENUE	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Interest Earnings	32,789	20,434	-	-	-
USE OF MONEY/PROP	32,789	20,434	-	-	-
Availability Fee -Water	108,580	130,245	-	125,000	125,000
Availability Fee - Sewer	149,000	106,600	-	125,000	125,000
CHARGES FOR SERVICE	257,580	236,845	-	250,000	250,000
External Recoveries	2,924	329,223	-	-	-
RECOVERED COSTS	2,924	329,223	-	-	-
VHDA	202,704	112,296	-	-	-
SHARED EXPENSES	202,704	112,296	-	-	-

Utilities Capital Improvement Fund

Revenue Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
REVENUE	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Public Assistance Grant	467,502	898,834	-	-	-
STATE CATEGORICAL	467,502	898,834	-	-	-
ARRA - Stimulus	216,417	-	-	-	-
Federal Programs	-	-	140,000	-	(140,000)
Drinking Water Grant	762,552	422,448	-	-	-
FEDERAL CATEGORICAL	978,969	422,448	140,000	-	(140,000)
Utilities Fund	22,640,640	-	-	-	-
Fund Balance	-	-	45,000	175,000	130,000
NON-REVENUE RECEIPTS	22,640,640	-	45,000	175,000	130,000
TOTAL REV CAP IMPROV	24,583,108	2,020,080	185,000	425,000	240,000

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
SOURCE OF SUPPLY					
Machinery & Equipment	-	-	185,000	400,000	215,000
Facilities Construction	-	-	-	25,000	25,000
TOTAL SOURCE OF SUPPLY	-	-	185,000	425,000	240,000
INTERFUND					
Utilities Operating	13,529,324	13,803,459	-	-	-
TRANSFERS	13,529,324	13,803,459	-	-	-
TOTAL INTERFUND	13,529,324	13,803,459	-	-	-
DEBT					
Interest - Bonds	1,078,406	932,288	-	-	-
DEBT SERVICE	1,078,406	932,288	-	-	-
TOTAL CAPITAL IMPROV	14,607,730	14,735,747	185,000	425,000	240,000

Employee Benefits Fund

The Employee Benefits Fund is used to account for the receipt and payment of funds for City employee fringe benefits, including health insurance and worker's compensation. Cost reimbursement revenues paid by departments and agencies of the City, as well as participating employees, are used to provide the employee fringe benefits.

Revenue and Expenditure Summary:

	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Revenue by Classification					
Use of Money	10,037	9,697	15,000	10,000	(5,000)
Recovered Costs	4,454,310	4,642,665	4,075,000	450,000	(3,625,000)
Non-Revenue Receipts	-	-	248,000	213,000	(35,000)
TOTAL REVENUE	4,464,347	4,652,362	4,338,000	673,000	(3,665,000)
Expenditure by Classification					
Personnel Services	64,015	64,939	67,600	78,000	10,400
Contractual Services	3,748,618	4,167,568	4,270,400	595,000	(3,675,400)
TOTAL EXPENDITURES	3,812,633	4,232,507	4,338,000	673,000	(3,665,000)

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Employee Benefits Fund	1	1	1	1	0

Revenue Detail:

REVENUE	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Interest Earnings	10,037	9,697	15,000	10,000	(5,000)
USE OF MONEY	10,037	9,697	15,000	10,000	(5,000)
Worker's Compensation	530,851	593,417	575,000	450,000	(125,000)
Health Insurance	3,770,843	3,815,416	3,500,000	-	(3,500,000)
Dental Insurance	152,616	233,832			
RECOVERED COSTS	4,454,310	4,642,665	4,075,000	450,000	(3,625,000)

Employee Benefits Fund

Revenue Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
REVENUE	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Fund Balance	-	-	248,000	213,000	(35,000)
NON-REVENUE RECEIPTS	-	-	248,000	213,000	(35,000)
TOTAL EMPLOYEE BENEFITS	4,464,347	4,652,362	4,338,000	673,000	(3,665,000)

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Regular	45,106	48,144	47,299	60,000	12,701
FICA	3,302	3,543	3,505	4,374	869
VRS-Employer	6,212	5,763	5,874	7,140	1,266
Retirees	1,583	1,007	5,080	-	(5,080)
Insurance-Employer	139	552	563	792	229
VA Local Disability Plan	-	-	-	354	354
Worker's Compensation	66	67	65	66	1
Benefits Admin Fee	50	72	72	48	(24)
Employee Benefits	7,492	5,726	5,076	5,136	60
VRS Health Insurance Credit	65	65	66	90	24
PERSONNEL	64,015	64,939	67,600	78,000	10,400
Other Professional Services	-	-	-	107,000	107,000
Training/Education	-	-	-	21,000	21,000
Food Services	-	-	-	12,000	12,000
Dental Insurance Charges	179,336	200,714	-	-	-
Health Insurance Charges	3,209,854	3,587,176	3,800,400	-	(3,800,400)
Wellness Programs	5,244	4,600	20,000	5,000	(15,000)
Worker's Compensation	354,184	375,078	450,000	450,000	-
CONTRACTUAL SERVICES	3,748,618	4,167,568	4,270,400	595,000	(3,675,400)
TOTAL EMPLOYEE BENEFITS	3,812,633	4,232,507	4,338,000	673,000	(3,665,000)

Equipment Fund

The mission of the Equipment Maintenance Team is to replace, maintain, and manage City owned vehicles, equipment and attachments for safe and appropriate use.

Goals and Objectives:

- Improve and build on the technical skills of all shop staff by attending relevant continuing education opportunities.
- Respond to all emergency service calls within 20 minutes.
- Strive to have all vehicles functional at least 95% of the time.

Revenue and Expenditure Summary:

	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Revenue by Classification					
Recovered Costs	1,357,489	1,292,558	1,450,000	1,460,000	10,000
TOTAL REVENUE	1,357,489	1,292,558	1,450,000	1,460,000	10,000
Expenditure by Classification					
Personnel Services	269,627	267,386	292,800	302,300	9,500
Contractual Services	196,949	156,094	196,300	193,000	(3,300)
Internal Services	19,858	30,600	39,000	40,000	1,000
Other Charges	834,968	816,389	891,900	894,700	2,800
Capital	-	-	30,000	30,000	-
Depreciation	1,525	1,525	-	-	-
TOTAL EXPENDITURES	1,322,927	1,271,994	1,450,000	1,460,000	10,000

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
Equipment Fund	5	5	5	5	0

Equipment Fund

Revenue Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
REVENUE			BUDGET	BUDGET	Inc/(Dec)
External Recoveries	13	30	-	-	-
Fuel	658,023	649,207	660,000	650,000	(10,000)
Labor	437,586	413,593	544,000	560,000	16,000
Parts	261,867	229,728	246,000	250,000	4,000
RECOVERED COSTS	1,357,489	1,292,558	1,450,000	1,460,000	10,000
TOTAL EQUIPMENT FUND	1,357,489	1,292,558	1,450,000	1,460,000	10,000

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
			BUDGET	BUDGET	Inc/(Dec)
Regular	189,452	185,784	196,726	202,592	5,866
Overtime	809	4,788	14,000	14,000	-
FICA	14,608	14,354	16,276	15,681	(595)
VRS-Employer	24,520	22,156	24,433	24,109	(324)
Retirees	3,379	5,037	5,300	5,000	(300)
Insurance-Employer	592	2,128	2,341	2,674	333
Worker's Compensation	3,679	4,288	4,328	4,028	(300)
Benefits Admin Fee	250	329	360	240	(120)
Employee Benefits	32,063	28,271	28,760	33,672	4,912
VRS Health Insurance Credit	275	251	276	304	28
PERSONNEL	269,627	267,386	292,800	302,300	9,500
Medical, Dental, & Hospital	158	510	-	-	-
Repairs & Maintenance	10,115	4,012	5,000	5,000	-
Vehicle Repair & Maintenance Svcs	174,175	138,196	175,000	175,000	-
Maintenance Service Contracts	788	1,651	4,000	-	(4,000)
Computer Services	7,943	7,921	8,400	8,400	-
Printing & Binding	58	-	100	100	-
Local Media	-	177	-	-	-
Laundry & Dry Cleaning Services	3,712	3,627	3,800	4,500	700
CONTRACTUAL SERVICES	196,949	156,094	196,300	193,000	(3,300)
Data Processing	1,000	1,000	-	-	-
Equipment Fuel	4,275	2,911	3,000	4,000	1,000
Equipment Parts	2,138	4,527	3,000	3,000	-

Equipment Fund

Expenditure Detail - continued:

	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Equipment Labor	2,323	1,707	3,000	3,000	-
Billing Clearing Account	10,122	20,455	30,000	30,000	-
INTERNAL SERVICES	19,858	30,600	39,000	40,000	1,000
Electrical Services	7,319	8,188	13,200	13,200	-
Heating Services	2,977	3,720	11,500	11,500	-
Water & Sewer	2,641	3,083	9,000	9,000	-
Postal Services	82	25	200	200	-
Telecommunications	2,949	2,802	5,000	5,000	-
Property Insurance	-	-	1,600	1,600	-
Motor Vehicle Insurance	-	-	500	500	-
General Liability Insurance	1,553	1,992	4,500	4,500	-
Office Equipment Rental	178	-	1,000	1,000	-
Mileage	-	-	500	500	-
Travel - Convention & Education	588	588	1,500	2,000	500
Misc. Charges & Fees	5	127	-	-	-
Office Supplies	832	1,247	1,000	1,000	-
Food & Food Service	302	261	-	300	300
Laundry & Janitorial Services	636	1,165	4,600	4,600	-
Building Repair & Maintenance	1,550	1,883	4,100	4,100	-
Vehicle & Equipment Fuels	602,815	593,637	600,000	600,000	-
Vehicle & Equipment Supplies	201,712	184,506	220,000	220,000	-
Uniforms & Apparel	1,328	994	1,900	1,900	-
Books & Subscriptions	-	12	100	100	-
Other Operating Supplies	6,330	8,625	8,000	10,000	2,000
Computer Supplies	1,171	3,534	3,700	3,700	-
OTHER CHARGES	834,968	816,389	891,900	894,700	2,800
Motor Vehicle & Equipment	-	-	30,000	30,000	-
Depreciation Expense	1,525	1,525	-	-	-
TOTAL EQUIPMENT FUND	1,322,927	1,271,994	1,450,000	1,460,000	10,000

Other Post-Employment Benefits Fund

The Other Post-Employment Benefits Fund is used to account for the costs associated with providing healthcare benefits to current and future eligible retirees of the City of Winchester.

Revenue Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
REVENUE	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Other Post-Employment Benefits	258,000	459,000	477,000	459,000	(18,000)
CHARGES FOR SERVICES	258,000	459,000	477,000	459,000	(18,000)
TOTAL REVENUE	258,000	459,000	477,000	459,000	(18,000)

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Retirees	258,000	459,000	477,000	459,000	(18,000)
PERSONNEL	258,000	459,000	477,000	459,000	(18,000)
TOTAL EXPENDITURES	258,000	459,000	477,000	459,000	(18,000)

Northwestern Regional Jail Authority Construction Fund

The Northwestern Regional Jail Authority Construction Fund is used to account for bond proceeds and debt payments related to the construction of the regional jail.

Revenues and Expenditures:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
REVENUE	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Interest Earnings	1,770	2,227	-	-	-
USE OF MONEY	1,770	2,227	-	-	-
Debt Service	1,138,792	1,108,761	1,075,000	1,064,000	(11,000)
CHARGES FOR SERVICES	1,138,792	1,108,761	1,075,000	1,064,000	(11,000)
Sale of Bonds	-	16,824,524	-	-	-
NON-REVENUE RECEIPTS	-	16,824,524	-	-	-
TOTAL REVENUE	1,140,562	17,935,512	1,075,000	1,064,000	(11,000)

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Facilities Construction	-	428,633	-	-	-
Principal	425,000	440,000	505,000	505,000	-
Interest	714,106	495,832	570,000	559,000	(11,000)
Bond Issuance Costs		95,985			
Deposit with Escrow Agent	-	14,890,111	-	-	-
DEBT SERVICES	1,139,106	16,350,561	1,075,000	1,064,000	(11,000)
TOTAL EXPENDITURES	1,139,106	16,350,561	1,075,000	1,064,000	(11,000)

Frederick-Winchester Service Authority

The Frederick-Winchester Service Authority was created in 1974 by action taken by the City of Winchester and the County of Frederick, Virginia. The Authority is a public body existing under the provisions of the Virginia Water and Waste Authorities Act that is part of the Code of Virginia (1950) as amended. Although the City of Winchester and the County of Frederick established the Frederick-Winchester Service Authority, they do not exercise any oversight responsibilities. All policy and financial responsibilities lay in the hands of the Board of the Frederick-Winchester Service Authority.

The Board of the Frederick-Winchester Service Authority is made up of nine members. The Common Council of the City of Winchester and the Board of Supervisors of the County of Frederick make appointments to the Board. Presently the City appoints five members and the County three members. The City and County appoint the ninth member jointly.

To accomplish its set forth purpose, FWSA analyses capacity needs, undertakes design, and construction of facility improvements and/or expansion to meet needs and regulatory requirements. The FWSA also acquires the financing and sets fees and charges and agreement terms that will provide adequate funds to satisfy debt and operational costs.

Revenue and Expenditure Summary:

	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Revenue by Classification					
Charges for Services	4,015,110	4,185,545	4,258,000	4,379,000	121,000
TOTAL REVENUE	4,015,110	4,185,545	4,258,000	4,379,000	121,000
Expenditure by Classification					
Personnel Services	1,339,533	1,330,508	1,430,700	1,472,300	41,600
Contractual Services	868,664	833,591	828,200	857,200	29,000
Internal Services	31,753	31,000	27,000	31,000	4,000
Other Charges	1,775,162	1,990,446	1,972,100	2,018,500	46,400
TOTAL EXPENDITURES	4,015,112	4,185,545	4,258,000	4,379,000	121,000

Frederick-Winchester Service Authority

Staffing Summary:

<i>Full-Time Employees</i>	<i>FY 2012</i>	<i>FY 2013</i>	<i>FY 2014</i>	<i>FY 2015</i>	<i>Inc/(Dec)</i>
FWSA Administration	21	21	22	22	0
Authority Staff	2	2	2	2	0
FWSA Fund	23	23	24	24	0

Revenue Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
REVENUE	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
Charges for Services	4,015,110	4,185,545	4,258,000	4,379,000	121,000
TOTAL FWSA FUND	4,015,110	4,185,545	4,258,000	4,379,000	121,000

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
EXPENDITURES	ACTUAL	ACTUAL	ORIGINAL BUDGET	ADOPTED BUDGET	BUDGET Inc/(Dec)
<i>FWSA ADMINISTRATION</i>					
Regular	746,306	732,662	855,571	877,124	21,553
Overtime	99,027	104,548	50,000	50,000	-
FICA	62,917	61,102	69,680	69,686	6
VRS-Employer	92,930	88,376	106,261	104,378	(1,883)
Insurance-Employer	2,270	8,467	10,181	11,578	1,397
VA Local Disability Plan	-	-	-	170	170
State Unemployment Tax	-	8,040	-	-	-
Worker's Compensation	17,728	20,311	22,970	14,728	(8,242)
Benefits Admin Fee	978	1,265	1,541	1,027	(514)
Employee Benefits	144,112	127,172	136,698	153,893	17,195
VRS Health Insurance Credit	1,061	995	1,198	1,316	118
PERSONNEL	1,167,329	1,152,938	1,254,100	1,283,900	29,800
Medical, Dental, & Hospital	4,079	4,057	5,000	5,000	-
Other Professional Services	1,125	1,260	-	-	-
Training/Education	6,782	6,380	5,000	5,000	-
Employment Agencies	60,338	88,092	-	-	-
Repairs & Maintenance	293,630	277,052	258,000	301,700	43,700

Frederick-Winchester Service Authority

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES	ACTUAL	ACTUAL	BUDGET	BUDGET	Inc/(Dec)
<i>FWSA ADMIN - continued</i>					
Landscaping	15,360	2,338	5,000	7,500	2,500
Vehicle Repair & Maint Services	30,703	11,520	30,000	30,000	-
Maintenance Service Contracts	20,784	8,871	43,700	-	(43,700)
Mowing & Trimming	17,088	18,782	15,000	19,000	4,000
Computer Services	31,292	18,781	15,000	15,000	-
Printing & Binding	-	541	500	1,000	500
Local Media	1,636	1,666	2,000	2,000	-
Laundry & Dry Cleaning Services	13,454	9,258	4,000	4,000	-
Sanitary Landfill Usage	334,388	361,062	410,000	410,000	-
Refuse Service	16,741	11,825	15,000	15,000	-
Lab Services	21,264	12,106	20,000	42,000	22,000
CONTRACTUAL SERVICES	868,664	833,591	828,200	857,200	29,000
Equipment Fuel	26,793	26,609	24,000	26,000	2,000
Equipment Parts	2,195	1,903	1,000	2,000	1,000
Equipment Labor	2,765	2,488	2,000	3,000	1,000
INTERNAL SERVICES	31,753	31,000	27,000	31,000	4,000
Electrical Services	524,123	532,495	610,000	610,000	-
Heating Services	43,935	86,381	50,000	50,000	-
Postal Services	1,916	996	3,200	2,000	(1,200)
Telecommunications	16,448	16,567	15,500	17,000	1,500
Motor Vehicle Insurance	2,596	2,703	3,500	3,500	-
General Liability Insurance	6,175	6,822	8,000	8,000	-
Equipment Rental	1,965	964	1,500	1,500	-
Office Equipment Rental	1,700	1,819	2,000	2,000	-
Mileage	240	146	500	500	-
Travel - Convention & Education	6,557	9,665	10,000	10,000	-
Dues & Association Memberships	9,796	7,383	7,000	7,000	-
Misc. Charges & Fees	4,384	2,011	-	-	-
Background Checks	345	1,028	-	-	-
Office Supplies	1,421	1,156	2,000	2,000	-
Food & Food Service	3,276	2,903	2,600	3,000	400
Landscaping Supplies	323	138	500	500	-
Medical & Laboratory Supplies	45,441	40,689	45,000	40,000	(5,000)
Laundry & Janitorial Services	16,239	12,352	15,000	15,000	-

Frederick-Winchester Service Authority

Expenditure Detail - continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
<i>FWSA ADMIN - continued</i>					
Building Repair & Maintenance	289,665	356,914	266,000	266,000	-
Vehicle & Equipment Fuels	3,782	5,067	5,000	5,000	-
Vehicle & Equipment Supplies	1,128	2,686	3,000	3,000	-
Uniforms & Apparel	6,268	8,402	7,000	7,000	-
Books & Subscriptions	151	394	300	1,000	700
Other Operating Supplies	2,388	5,484	4,000	4,000	-
Chemicals	708,360	885,141	900,000	950,000	50,000
Computer Supplies	9,675	-	10,000	10,000	-
Awards, Plaques & Other	-	140	500	500	-
Machinery & Equipment	66,865	-	-	-	-
OTHER CHARGES	1,775,162	1,990,446	1,972,100	2,018,500	46,400
<i>TOTAL FWSA ADMIN</i>	<i>3,842,908</i>	<i>4,007,975</i>	<i>4,081,400</i>	<i>4,190,600</i>	<i>109,200</i>
<i>FWSA AUTHORITY ADMIN</i>					
Regular	128,340	136,622	137,342	147,909	10,567
FICA	9,678	10,376	9,896	10,226	330
VRS-Employer	18,303	16,969	17,058	17,601	543
Insurance-Employer	411	1,626	1,634	1,952	318
Worker's Compensation	196	189	182	122	(60)
Benefits Admin Fee	101	144	144	96	(48)
Employee Benefits	14,983	11,453	10,152	10,272	120
VRS Health Insurance Credit	192	191	192	222	30
PERSONNEL	172,204	177,570	176,600	188,400	11,800
<i>TOTAL FWSA AUTHORITY ADMIN</i>	<i>172,204</i>	<i>177,570</i>	<i>176,600</i>	<i>188,400</i>	<i>11,800</i>
TOTAL FWSA FUND	4,015,112	4,185,545	4,258,000	4,379,000	121,000

Northwestern Regional Juvenile Detention Center Fund

The Northwestern Regional Juvenile Detention Center (NRJDC) is a 32 bed secure detention center serving the City of Winchester and Clarke, Frederick, Page, Shenandoah, and Warren Counties. The NRJDC provides the temporary care and custody of children and adolescents who cannot be served in an open setting and are referred to the NRJDC by the appropriate authorities pending juvenile court disposition or placement. It is the mission of the Northwestern Regional Juvenile Detention Center to provide, a safe and secure setting that offers opportunities for success and personal growth.

Goals and Objectives:

- Enhance the quality services offered to the residents and families in order to provide support and to reduce delinquent behavior in their communities.
- Provide staff with the knowledge, skills and abilities to maintain safety while meeting the needs of the residents through relevant and informative training.

Trends:

Admissions	FY 2011	FY 2012	FY 2013	FY 2014 Estimated	FY 2015 Projected
Clarke County	7	10	9	9	9
Frederick County	74	85	85	95	96
Page County	45	53	32	72	60
Shenandoah County	62	98	101	102	104
Warren County	46	63	60	74	66
Winchester City	56	72	67	128	120
Other Jurisdictions	2	6	4	2	2
Total	292	387	381	482	457

Child Care Days (Utilization)	FY 2012	FY 2013	FY 2014 Estimated	FY 2015 Projected
Clarke County	226	125	65	60
Frederick County	1446	2242	1525	1600
Page County	1110	1183	1640	1800
Shenandoah County	1266	1917	1683	1700
Warren County	1560	799	1140	1200
Winchester City	1213	1306	2209	2400
Total	6821	7572	8262	8760

Staffing Summary:

Full-Time Employees	FY 2012	FY 2013	FY 2014	FY 2015	Inc/(Dec)
Juvenile Detention Staff	35	35	35	35	0
NRJDC Fund	35	35	35	35	0

Northwestern Regional Juvenile Detention Center Fund

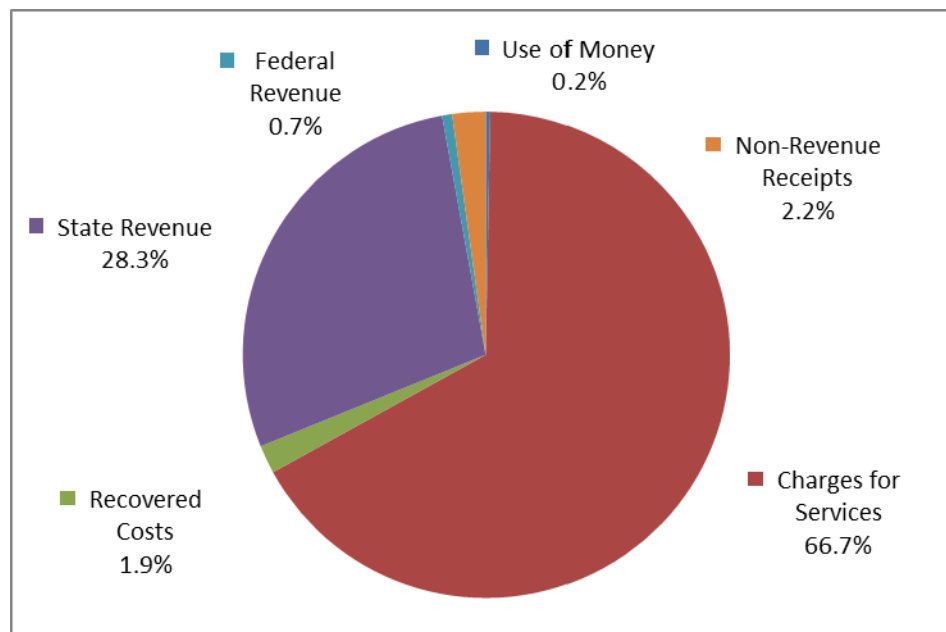
Revenue and Expenditure Summary:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
			ORIGINAL		BUDGET
Revenue by Classification	ACTUAL	ACTUAL	BUDGET	ADOPTED	Inc/(Dec)
Use of Money	8,101	3,954	8,000	8,000	-
Charges for Services	1,415,896	1,711,017	1,733,666	1,804,980	71,314
Recovered Costs	30,932	26,372	51,000	51,000	-
State Revenue	727,788	764,418	765,182	765,182	-
Federal Revenue	26,691	27,406	18,000	18,000	-
Non-Revenue Receipts	-	38,572	68,152	59,838	(8,314)
TOTAL REVENUE	2,209,408	2,571,739	2,644,000	2,707,000	63,000

Expenditure by Classification

Personnel Services	2,084,932	2,161,312	2,261,387	2,272,770	11,383
Contractual Services	173,086	246,514	241,718	283,220	41,502
Internal Services	1,834	1,196	2,000	2,000	-
Other Charges	143,195	116,842	138,895	149,010	10,115
TOTAL EXPENDITURES	2,403,047	2,525,864	2,644,000	2,707,000	63,000

Funding Sources:



Northwestern Regional Juvenile Detention Center Fund

Revenue Detail:

REVENUE	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ORIGINAL BUDGET	FY 2015 ADOPTED BUDGET	FY 2015 BUDGET Inc/(Dec)
Interest Earnings	8,101	3,954	8,000	8,000	-
USE OF MONEY	8,101	3,954	8,000	8,000	-
Clarke County	26,217	50,817	57,904	38,854	(19,050)
Frederick County	349,616	395,758	395,276	469,675	74,399
Page County	267,279	383,952	356,615	294,004	(62,611)
Shenandoah County	332,752	361,538	364,070	391,747	27,677
Warren County	224,905	251,862	260,050	254,154	(5,896)
Winchester	215,127	267,090	299,751	356,546	56,795
CHARGES FOR SERVICES	1,415,896	1,711,017	1,733,666	1,804,980	71,314
Miscellaneous Revenue	30,932	26,372	51,000	51,000	-
RECOVERED COSTS	30,932	26,372	51,000	51,000	-
Block Grant	727,288	762,968	765,182	765,182	-
Juvenile Detention Ward Days	500	1,450	-	-	-
STATE REVENUE	727,788	764,418	765,182	765,182	-
USDA Food Services	26,691	27,406	18,000	18,000	-
FEDERAL REVENUE	26,691	27,406	18,000	18,000	-
Insurance Recoveries	-	38,572	-	-	-
Fund Balance	-	-	68,152	59,838	(8,314)
NON-REVENUE RECEIPTS	-	38,572	68,152	30,838	(8,314)
TOTAL NRJDC FUND	2,209,408	2,571,739	2,644,000	2,707,000	63,000

Northwestern Regional Juvenile Detention Center Fund

Expenditure Detail:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Regular	1,387,581	1,429,808	1,544,869	1,566,653	21,784
Overtime	128,155	147,538	104,000	107,000	3,000
Part-time Non-Classified	3,640	12,129	14,000	14,000	-
FICA	113,576	117,476	125,281	126,035	754
VRS-Employer	186,889	173,690	191,887	184,873	(7,014)
Insurance-Employer	4,301	16,642	18,385	20,507	2,122
VA Local Disability Plan	-	-	-	206	206
State Unemployment Tax	-	1,890	-	-	-
Worker's Compensation	38,159	47,601	51,599	20,410	(31,189)
Benefits Admin Fee	1,613	2,328	2,520	1,680	(840)
Employee Benefits	219,004	210,251	206,683	229,075	22,392
VRS Health Insurance Credit	2,014	1,959	2,163	2,331	168
PERSONNEL	2,084,932	2,161,312	2,261,387	2,272,770	11,383
Medical, Dental, & Hospital	4,848	1,779	3,000	3,000	-
Accounting and Auditing	3,600	3,800	4,000	4,100	100
Health Services - Residents	33,600	33,600	35,000	40,850	5,850
Legal Services	-	1,267	750	5,000	4,250
Other Professional Services	1,323	5,450	10,000	10,000	-
Training/Education	619	1,693	1,500	4,000	2,500
Repairs & Maintenance	14,974	77,672	12,500	22,500	10,000
Vehicle Repair & Maint Services	392	-	1,500	1,500	-
Maintenance Service Contracts	-	84	3,500	-	(3,500)
Computer Services	4,182	1,600	-	14,700	14,700
Printing & Binding	193	224	600	600	-
Local Media	961	513	800	800	-
Overpopulation Charges	-	-	46,768	26,770	(19,998)
Other Purchased Services	103,638	113,156	118,000	144,000	26,000
Refuse Service	4,756	5,676	3,800	5,400	1,600
CONTRACTUAL SERVICES	173,086	246,514	241,718	283,220	41,502
Equipment Fuel	283	73	1,000	1,000	-
Equipment Parts	437	186	500	500	-
Equipment Labor	1,114	937	500	500	-
INTERNAL SERVICES	1,834	1,196	2,000	2,000	-

Northwestern Regional Juvenile Detention Center Fund

Expenditure Detail – continued:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015
	ACTUAL	ACTUAL	ORIGINAL	ADOPTED	BUDGET
EXPENDITURES			BUDGET	BUDGET	Inc/(Dec)
Electrical Services	25,328	24,632	23,500	24,500	1,000
Heating Services	7,884	5,498	8,500	6,300	(2,200)
Postal Services	1,747	1,679	1,725	1,730	5
Telecommunications	10,116	13,267	11,000	11,000	-
Boiler Insurance	-	-	900	580	(320)
Other Property Insurance	5,472	5,636	5,700	5,100	(600)
Motor Vehicle Insurance	969	984	1,500	960	(540)
Public Official Liability	-	-	-	2,890	2,890
General Liability Insurance	4,013	4,271	5,000	1,150	(3,850)
Fidelity & Crime/Surety	-	-	-	330	330
VA Risk 2	3,564	-	1,800	-	(1,800)
Office Equipment Rental	4,914	5,326	6,000	6,000	-
Mileage	1,592	725	1,400	1,400	-
Travel - Convention & Education	2,214	1,272	5,400	3,000	(2,400)
Dues & Association Memberships	355	350	1,100	500	(600)
Background Checks	1,060	370	400	400	-
Office Supplies	7,233	3,615	7,000	6,000	(1,000)
Food & Food Service	7,589	8,415	6,800	7,600	800
Landscaping Supplies	-	139	700	300	(400)
Medical & Laboratory Supplies	11,645	2,294	6,000	6,500	500
Laundry & Janitorial Services	10,975	11,957	11,000	11,400	400
Linen Supplies	856	452	600	600	-
Building Repair & Maintenance	2,420	6,142	6,500	6,500	-
Vehicle & Equipment Fuels	1,815	1,488	3,000	1,100	(1,900)
Vehicle & Equipment Supplies	75	-	1,000	500	(500)
Police Supplies	-	-	700	500	(200)
Uniforms & Apparel	3,626	439	3,000	3,000	-
Books & Subscriptions	604	573	570	570	-
Other Operating Supplies	9,778	6,431	8,600	8,600	-
Computer Supplies	11,251	3,517	4,000	24,500	20,500
Wear and Apparel - Detainees	4,694	5,403	5,500	5,500	-
Awards, Plaques & Other	1,406	1,967	-	-	-
OTHER CHARGES	143,195	116,842	138,895	149,010	10,115
TOTAL NRJDC FUND	2,403,047	2,525,864	2,644,000	2,707,000	63,000

Winchester Public Schools

TOTAL SCHOOL BUDGET BY SOURCES								
		REVENUE						
FUND NAME	DESCRIPTION	FY 2012 ACTUAL REVENUE	FY 2013 REVISED BUDGET	FY 2013 ACTUAL REVENUE	FY 2014 ORIGINAL BUDGET	FY 2015 ORIGINAL BUDGET	FY 2015 LESS FY 2014	Percent of FY 2014
921 School Operating	Use of money and property	49,192	60,000	51,039	55,000	55,000	0	0.00%
	Charges for services	200,462	113,043	133,126	130,734	125,000	(5,734)	-4.39%
	Miscellaneous	200,639	134,600	209,619	135,400	202,500	67,100	49.56%
	Recovered Costs	127,522	80,000	110,273	80,000	91,134	11,134	13.92%
	State	16,669,814	18,645,861	19,403,366	19,337,727	21,452,730	2,115,003	10.94%
	Federal Revenue	883	0	400	0	0	0	0.00%
	City Appropriation	25,351,902	26,651,702	26,651,702	26,301,702	27,699,102	1,397,400	5.31%
	Proceeds from indebtedness	0	0	0	0	0	0	0.00%
	Transfer In	0	0	0	0	0	0	0.00%
	Supplemental Appropriation	0	0	0	0	0	0	0.00%
	TOTAL SCHOOL OPERATING	42,600,414	45,685,206	46,559,525	46,040,563	49,625,466	3,584,903	7.79%
922 Federal Grants	Federal	2,811,382	2,656,684	2,391,272	2,675,444	2,188,991	(486,453)	-18.18%
	TOTAL FEDERAL GRANTS	2,811,382	2,656,684	2,391,272	2,675,444	2,188,991	(486,453)	-18.18%
920 Food Services	Use of money and property	2,873	1,500	1,631	1,500	1,500	0	0.00%
	Charges for services	668,640	720,000	601,276	689,000	707,000	18,000	2.61%
	Miscellaneous	4,806	5,000	11,057	5,000	5,000	0	0.00%
	State	34,097	35,646	36,154	36,950	36,950	0	0.00%
	Federal	1,307,867	1,140,672	1,405,575	1,219,129	1,295,111	75,982	6.23%
	Supplemental Appropriation	0	0	0	0	0	0	0.00%
	TOTAL FOOD SERVICES	2,018,283	1,902,818	2,055,693	1,951,579	2,045,561	93,982	4.82%
923 Textbook Fund	Use of money and property	3,576	0	1,335	0	0	0	0.00%
	Miscellaneous revenue	0	0	0	0	0	0	0.00%
	Supplemental Appropriation	0	300,000	0	350,000	100,000	(250,000)	-71.43%
	Transfer in Operating Fund	300,000	0	300,000	0	0	0	0.00%
	TOTAL TEXTBOOK	303,576	300,000	301,335	350,000	100,000	(250,000)	-71.43%
930 Fund Raising	Use of money and property	6,101	0	2,813	0	0	0	0.00%
	Miscellaneous revenue	244,882	200,000	228,872	0	58,000	58,000	100.00%
	Supplemental Appropriation	0	0	0	200,000	342,000	142,000	71.00%
	TOTAL FUND RAISING	250,983	200,000	231,685	200,000	400,000	200,000	100.00%
931 Capital Improvements	Use of money and property	12,072	0	9,185	0	0	0	0.00%
	Miscellaneous revenue	7,302	0	4,586	0	0	0	0.00%
	Recovered costs	87,795	0	99,226	0	0	0	0.00%
	Supplemental Appropriation	1,545,122	100,000	0	0	0	0	0.00%
	Transfer in School Operating	0	0	1,577,867	490,000	268,600	(221,400)	-45.18%
	TOTAL CAPITAL IMPROVEMENTS	1,652,291	100,000	1,690,864	490,000	268,600	(221,400)	-45.18%
951 Insurance	Use of money and property	12,337	18,000	3,209	5,000	2,200	(2,800)	-56.00%
	Employer share health costs Transer in	2,525,203	2,581,488	2,651,200	2,606,000	2,672,000	66,000	2.53%
	Charges for services	1,825,469	1,566,612	1,576,261	1,989,000	1,620,000	(369,000)	-18.55%
	Miscellaneous revenue	27	0	0	0	0	0	0.00%
	Federal revenue-ERRP funds	47,927	0	0	0	0	0	0.00%
	Supplement Appropriation	0	8,000	0	21,200	450,000	428,800	2022.64%
	TOTAL INSURANCE	4,410,963	4,174,100	4,230,670	4,621,200	4,744,200	123,000	2.66%
952 Facilities Management	Use of money and property	144	0	0	0	0	0	0.00%
	Charges for Services	1,147,775	Moved to Operating in FY	13	0	0	0	0.00%
	TOTAL FACILITIES MAINTENANCE	1,147,919	0	0	0	0	0	0.00%

FUND NAME	DESCRIPTION	FY 2012 ACTUAL REVENUE	FY 2013 REVISED BUDGET	FY 2013 ACTUAL REVENUE	FY 2014 ORIGINAL BUDGET	FY 2015 ORIGINAL BUDGET	FY 2015 LESS FY 2014	Percent of FY 2014
961- Private Purpose	Use of money and property	14,053	24,600	21,750	24,600	31,350	6,750	27.44%
972 Trust	Miscellaneous	49,590	59,800	62,412	59,800	60,100	300	0.50%
	Transfers in	27,122	3,700	24,484	7,000	7,000	0	0.00%
	TOTAL PRIVATE PURPOSE TRUST	90,765	88,100	108,646	91,400	98,450	7,050	7.71%
	TOTAL ALL BUDGETS	55,286,576	55,106,908	57,569,690	56,420,186	59,471,268	3,051,082	5.41%
	LESS TRANSFERS OUT OF FUNDS (Within School Funds)	2,525,203	2,581,488	2,651,200	2,606,000	2,672,000	66,000	2.53%
	LESS CONSOLIDATED MAINTENANCE (Total in Operating fund)	1,147,919	0	0	0	0	0	0.00%
	LESS SCHOLARSHIP FUNDS	90,765	88,100	108,646	91,400	98,450	7,050	7.71%
	TOTAL SCHOOL BUDGET	51,522,689	52,437,320	54,809,844	53,722,786	56,700,818	2,978,032	5.54%
	Use of money and property	86,151	79,500	69,212	61,500	58,700	(2,800)	-4.55%
	Charges for services	2,694,571	2,399,655	2,310,663	2,808,734	2,452,000	(356,734)	-12.70%
	Miscellaneous	457,656	339,600	454,134	140,400	265,500	125,100	89.10%
	Recovered costs	215,317	80,000	209,499	80,000	91,134	11,134	13.92%
	State	16,703,911	18,681,507	19,439,520	19,374,677	21,489,680	2,115,003	10.92%
	Federal	4,168,059	3,797,356	3,797,247	3,894,573	3,484,102	(410,471)	-10.54%
	City Appropriation	25,351,902	26,651,702	26,651,702	26,301,702	27,699,102	1,397,400	5.31%
	Supplemental Appropriation	1,545,122	408,000	0	571,200	892,000	320,800	56.16%
	Transfer in other	300,000	0	1,877,867	490,000	268,600	(221,400)	0.00%
	TOTAL BUDGET	51,522,689	52,437,320	54,809,844	53,722,786	56,700,818	2,978,032	5.54%

Winchester Public Schools

TOTAL SCHOOL BUDGET BY CATEGORY								
EXPENDITURES								
FUND NAME	DESCRIPTION	FY 2012 ACTUAL EXPENDITURE	FY 2013 REVISED BUDGET	FY 2013 ACTUAL EXPENDITURE	FY 2014 ORIGINAL BUDGET	FY 2015 ORIGINAL BUDGET	FY 2015 LESS FY 2014	Percent of FY 2014
921 School Operating	Instruction	30,713,596	34,061,648	33,797,260	34,670,300	37,224,597	2,554,297	7.37%
	Administration, Attendance & Hlth	1,697,176	1,985,521	1,893,920	2,053,341	2,388,866	335,525	16.34%
	Pupil Transportation	1,679,894	1,805,279	2,024,566	1,919,152	2,084,473	165,321	8.61%
	Operation & Maintenance	4,627,258	5,286,564	4,849,807	5,129,073	5,362,186	233,113	4.54%
	Facilities	0	4,000	0	4,000	4,000	0	0.00%
	Debt & Fund Transfers	1,845,122	350,000	1,877,867	0	0	0	0.00%
	Technology	2,037,468	2,192,194	2,151,635	2,264,697	2,561,344	296,647	13.10%
	TOTAL SCHOOL OPERATING	42,600,514	45,685,206	46,595,055	46,040,563	49,625,466	3,584,903	7.79%
922 Federal Grants	Instruction	2,710,900	2,574,458	2,290,229	2,586,263	2,113,074	(473,189)	-18.30%
	Pupil Transportation	13,285	3,579	22,618	12,534	3,080	(9,454)	-75.43%
	Food Services	966	0	0	0	0	0	0.00%
	Technology	86,236	78,647	78,426	76,647	72,837	(3,810)	-4.97%
	TOTAL FEDERAL GRANTS	2,811,387	2,656,684	2,391,273	2,675,444	2,188,991	(486,453)	-18.18%
920 Food Services	Food Services	1,846,683	1,901,818	1,927,935	1,950,579	2,044,561	93,982	4.82%
	Operation & Maintenance	1,240	1,000	1,373	1,000	1,000	0	0.00%
	TOTAL FOOD SERVICES	1,847,923	1,902,818	1,929,308	1,951,579	2,045,561	93,982	4.82%
923 Textbook Fund	Instruction	445,719	300,000	303,946	350,000	100,000	(250,000)	-71.43%
	Technology	0	0	0	0	0	0	0.00%
	TOTAL TEXTBOOK	445,719	300,000	303,946	350,000	100,000	(250,000)	-71.43%
930 Fund Raising	Administration, Attendance & Hlth	2,026	0	2,026	0	0	0	0.00%
	Facilities	304,025	200,000	144,918	200,000	400,000	200,000	100.00%
	Debt & Fund Transfers	0	0	0	0	0	0	0.00%
	TOTAL FUND RAISING	306,051	200,000	146,944	200,000	400,000	200,000	100.00%
931 Capital Improvements	Technology	279,652	0	632,383	0	0	0	0.00%
	Transportation	203,490	0	478,115	0	0	0	0.00%
	Operation & Maintenance	0	0	96,310	0	0	0	0.00%
	Facilities	965,104	100,000	1,057,182	490,000	268,600	(221,400)	-45.18%
	Debt (Capital Leases)	0	0	0	0	0	0	0.00%
	TOTAL CAPITAL IMPROVEMTS	1,448,246	100,000	2,263,990	490,000	268,600	(221,400)	-45.18%
951 Insurance	Other noninstructional operations	1,914,182	1,592,612	1,655,867	2,015,200	2,072,200	57,000	2.83%
	Transfer in from other funds	2,525,203	2,581,488	2,651,200	2,606,000	2,672,000	66,000	2.53%
	TOTAL INSURANCE	4,439,385	4,174,100	4,307,067	4,621,200	4,744,200	123,000	2.66%
952 Facilities	Facilities	1,149,375	Moved to Operating in FY 13		13	0	0	0.00%
	TOTAL FACILITIES MAINTENANCE	1,149,375	0	0	0	0	0	0.00%
961- Private	Other noninstructional operations	96,276	88,100	88,737	91,400	98,450	7,050	7.71%
972 Purpose Trust	TOTAL PRIVATE PURPOSE TRUST	96,276	88,100	88,737	91,400	98,450	7,050	7.71%
TOTAL ALL BUDGETS		55,144,876	55,106,908	58,026,320	56,420,186	59,471,268	3,051,082	5.41%
FUND NAME	DESCRIPTION	FY 2012 ACTUAL EXPENDITURE	FY 2013 REVISED BUDGET	FY 2013 ACTUAL EXPENDITURE	FY 2014 ORIGINAL BUDGET	FY 2015 ORIGINAL BUDGET	FY 2015 LESS FY 2014	Percent of FY 2014
	LESS TRANSFERS OUT OF FUNDS (Within School Funds)	2,525,203	2,581,488	2,651,200	2,606,000	2,672,000	66,000	2.53%
	LESS FACILITIES MAINTENANCE (Total in Operating fund)	0	0	0	0	0	0	0.00%
	LESS SCHOLARSHIP FUNDS	96,276	88,100	88,737	91,400	98,450	7,050	7.71%
	TOTAL SCHOOL BUDGET	52,523,397	52,437,320	55,286,383	53,722,786	56,700,818	2,978,032	5.54%
TOTAL BUDGET ALL FUNDS LESS TRANSFERS, SCHOLARSHIP FUNDS AND INSURANCE FUNDS BY CATEGORY								
	Instruction	33,870,215	36,936,106	36,391,435	37,606,563	39,437,671	1,831,108	4.87%
	Administration, Attendance & Health	1,699,202	1,985,521	1,895,946	2,053,341	2,388,866	335,525	16.34%
	Pupil Transportation	1,896,669	1,808,858	2,525,299	1,931,686	2,087,553	155,867	8.07%
	Operation & Maintenance	4,628,498	5,287,564	4,851,180	5,130,073	5,363,186	233,113	4.54%
	Food Service	1,847,649	1,901,818	1,927,935	1,950,579	2,044,561	93,982	4.82%
	Facilities	2,418,504	304,000	1,202,100	694,013	672,600	(21,400)	-3.08%
	Debt & Fund Transfers	1,845,122	350,000	1,877,867	0	0	0	0.00%
	Other noninstructional operations	1,914,182	1,592,612	1,655,867	2,015,200	2,072,200	57,000	2.83%
	Technology	2,403,356	2,270,841	2,862,444	2,341,344	2,634,181	292,837	12.51%
	TOTAL BUDGET	52,523,397	52,437,320	55,190,073	53,722,799	56,700,818	2,978,032	5.54%

Five-Year Capital Improvement Plan

Introduction

The Five-Year Capital Improvement Plan (CIP) is a plan for purchasing capital expenditures over a period of five years to meet capital needs arising from the long-term work program. It sets forth each project or other contemplated expenditure and specifies the full resources estimated to be available to finance the project. City Council appropriates the projects scheduled for the first year of the plan at the same time as the operating budget. The projects scheduled in the next four years of the CIP are included for planning purposes. The information in the prior and future years are intended only to show the complete cost of a project that may be partially undertaken in a year not included in the five-year plan.

Defining Capital Expenditures

Only major capital items are included in the CIP. Major capital expenditures are defined as follows:

- The item is tangible,
- the value is \$50,000,
- the life expectancy is at least seven years; and
- if an improvement, then the value of the asset is increased, or the useful life is extended beyond that originally anticipated.

Major capital assets may include such items or projects, as refuse truck, water line replacement, and construction of a building.

Minor capital expenditures will be budgeted at the department/division level and are not included in the Capital Improvement Program. Minor capital expenditures are defined as follows: 1) item is tangible; 2) value is at least \$10,000, but less than \$50,000; and 3) life expectancy is at least two (2) years.

Five-Year Capital Improvement Plan

2015 - 2019 Capital Improvement Projects

Project Description	Prior Years	2015	2016	2017	2018	2019	Future	Total Project
General Government								
Public Safety Radio Network	400,000	5,000,000						5,400,000
Training Center Burn Building			1,030,000					1,030,000
JJC Improvements	75,000	300,000	3,000,000					3,375,000
City Hall Brick Repairs		300,000	300,000					600,000
City Hall HVAC			100,000					100,000
Entryway Welcome Signs		50,000	200,000					250,000
National Ave Gateway Improv	1,750,000	1,400,000						3,150,000
Green Circle	2,753,000	1,120,000	625,000	625,000	625,000	625,000		6,373,000
Meadow Branch Ave Ext	100,000	3,650,000	600,000					4,350,000
Hope Drive Extension	100,000	300,000	7,600,000					8,000,000
Monticello Street Extension	1,000,000	4,000,000						5,000,000
Tevis Extension		1,400,000						1,400,000
Middle Road Improvements							2,100,000	2,100,000
Weems Lane Improvements							1,100,000	1,100,000
Intersection Improvements				300,000	300,000			600,000
Featherbed Lane Improv							750,000	750,000
Taft Avenue Extension							8,000,000	8,000,000
Pleasant Valley Road Realignment/Extension							6,000,000	6,000,000
Shawnee Drive Improvements							2,000,000	2,000,000
Papermill Road Improvements							3,500,000	3,500,000
Valley Ave/Tevis Drainage & Sidewalks		700,000	5,000,000					5,700,000
Valley Ave/Whitlock Storm Drainage			770,000					770,000
N. Kent Drainage Improv				100,000	2,000,000			2,100,000
Traffic Signal Improvements	6,550,000		220,000	225,000	230,000	460,000	550,000	8,235,000
Traffic Signal Synchronization		500,000						500,000

Five-Year Capital Improvement Plan

2015 - 2019 Capital Improvement Projects

Project Description	Prior Years	2015	2016	2017	2018	2019	Future	Total Project
General Government - continued								
Athletic Field Renovations	15,000	185,000						200,000
Parks Roadway Resurfacing			150,000	150,000				300,000
Parks ADA Phase #2			525,000					525,000
Park Shop Demo & Addition			350,000					350,000
Basketball Courts Renov			60,000					60,000
War Memorial Brick Repairs		120,000						120,000
Indoor Pool Shell Resurface			65,000					65,000
Playground Equipment			36,000	35,000				71,000
Parks Waterline Repl				1,750,000				1,750,000
Frederick Douglass Park			217,500	217,500				435,000
Outdoor Pool Sprayground			275,000					275,000
Amphitheater Renov			15,000	150,000	1,500,000			1,665,000
Lowry Tennis Court				310,000				310,000
Sidewalk Replacement	2,330,000	550,000	800,000	1,750,000	1,525,000	1,000,000	10,000,000	17,955,000
Total General Government	15,073,000	19,575,000	21,938,500	5,612,500	6,180,000	2,085,000	34,000,000	104,464,000
Winchester Public Schools								
New Elementary School		17,000,000	3,000,000					20,000,000
Furnishings & Equipment			1,000,000					1,000,000
Disposition of Old JKES			700,000	2,600,000				3,300,000
DMMS Roof Replacement				310,000				310,000
VACD Roof Replacement					150,000			150,000
QES Chiller Overhaul		50,000						50,000
Patsy Cline Theatre - ADA			250,000					250,000
FDES Expansion & Renov							15,400,000	15,400,000
DCLC Renovations							3,000,000	3,000,000
Total Winc Public Schools	-	17,050,000	4,950,000	2,910,000	150,000	-	18,400,000	43,460,000

Five-Year Capital Improvement Plan

2015 - 2019 Capital Improvement Projects

Project Description	Prior Years	2015	2016	2017	2018	2019	Future	Total Project
Utilities								
Municipal Service Center	100,000	25,000	550,000	7,500,000				8,175,000
New Utility Billing System		400,000						400,000
S. Kent Infrastructure Improv			2,000,000					2,000,000
Water Meter Replacements			1,500,000	1,500,000				3,000,000
Sanitary Sewer System Improv			750,000	750,000	750,000	750,000	10,000,000	13,000,000
N. Loudoun/S. Loudoun Water&Sewer Lines/Sidewalks				3,000,000				3,000,000
Fox Drive Improvements Water&Sewer Lines/Sidewalks							5,250,000	5,250,000
Dam & Intake Structure Rep					100,000	650,000		750,000
Watermain - SU/Under I81					2,000,000			2,000,000
Amherst/Stewart/Washington Water&Sewer Lines/Sidewalks					2,500,000			2,500,000
York Avenue Improvements							4,250,000	4,250,000
Bellview Avenue Improvements						250,000	2,500,000	2,750,000
Water Storage Tank Repl						250,000	4,000,000	4,250,000
Parkway/Shenandoah Water&Sewer Lines/Sidewalks						2,000,000		2,000,000
Kinzel/Allen Water&Sewer Lines/Sidewalks						3,150,000		3,150,000
Total Utilities	100,000	425,000	4,800,000	12,750,000	5,350,000	7,050,000	26,000,000	56,475,000
Total CIP	15,173,000	37,050,000	31,688,500	21,272,500	11,680,000	9,135,000	78,400,000	204,399,000
Funding Summary	Prior Year	FY2015	FY2016	FY2017	FY2018	FY2019	Future	
Gen Fund	7,635,500	2,855,000	4,738,500	3,762,500	2,880,000	2,685,000	11,300,000	35,856,500
CIP Fund	437,500	150,000	-	-	-	-	-	587,500
Bonds	1,000,000	-	11,385,000	4,400,000	2,000,000	-	25,500,000	44,285,000
Revenue Bonds	-	-	4,400,000	11,950,000	4,550,000	5,200,000	21,800,000	47,900,000
Bond Proceeds	-	22,000,000	3,000,000	-	-	-	-	25,000,000
Utilities	100,000	425,000	-	-	100,000	650,000	-	1,275,000
Schools	-	50,000	250,000	310,000	150,000	-	-	760,000
State	3,800,000	8,150,000	7,415,000	50,000	1,000,000	100,000	5,800,000	26,315,000
Federal	2,200,000	920,000	500,000	500,000	500,000	500,000	-	5,120,000
Contr/Other	-	2,500,000	-	300,000	500,000	-	14,000,000	17,300,000
Total	15,173,000	37,050,000	31,688,500	21,272,500	11,680,000	9,135,000	78,400,000	204,399,000

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Police

Project Title: Public Safety Communications Project

Project No.:

Budget Code: 312-3572-435.81-03

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS		\$ 5,000,000						\$ 5,000,000
STATE								\$ -
FEDERAL								\$ -
RESERVES	\$ 400,000							\$ 400,000
OTHER								\$ -
TOTAL	\$ 400,000	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,400,000

Location Map:

PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015
FY2016
FY2017
FY2018
FY2019

TOTAL \$ -

Project Description: Implementation of a radio network system for City use.

Project Objectives/Justification: Necessary to meet federal requirements.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2016

Fund & Department: Fire and Rescue

Project Title: Training Center Burn Building

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING			\$ 600,000					\$ 600,000
BONDS								\$ -
STATE			\$ 430,000					\$ 430,000
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 1,030,000	\$ -	\$ -	\$ -	\$ -	\$ 1,030,000

Location Map:

Map of:
1716 Woodstock Ln
Winchester, VA 22602-8049



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	\$ -
FY2016	\$ -
FY2017	\$ -
FY2018	\$ 1,000
FY2019	\$ 10,000
TOTAL	\$ 11,000

Project Description:

To rebuild the training center live burn building that is used for training/certifying firefighters.

Project Objectives/Justification:

The existing 80's training center burn building no longer meets the criteria for NFPA 1403 certified live training burn facility. This certification capability is important to the department for the maintenance and progression of fire personnel capabilities. \$600,000 is being requested from the general fund and up to an additional \$430,000 will be requested from a VDFP Burn building grant program.

This grant program offered by VDFP is a matching fund available to localities for the exclusive use to build live burn structures. Up to \$400,000 is reserved for the construction of new structures and an additional \$30,000 for architectural/engineering services. The criteria set forth by VDFP in the grant will ensure the structure meets all standards set forth by NFPA 1402 - Guide to building Fire Service Training Centers.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: JJC Building Improvements

Project No.:

Budget Code: 312-4322-443.81-41

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS			\$ 3,000,000					\$ 3,000,000
STATE								\$ -
FEDERAL								\$ -
RESERVES	\$ 37,500	\$ 150,000						\$ 187,500
OTHER	\$ 37,500	\$ 150,000						\$ 187,500
TOTAL	\$ 75,000	\$ 300,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ 3,375,000

Location Map:

Revise Concept Plan	March 2014
Final Design Drawings	July 2014 - February 2015
Bid Project	March - April 2015
Award Contract	May 2015
Construction	July 2015 – March 2016

PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Numerous interior renovations within the JJC that would include adding a new courtroom and various office moves in the building.

Project Objectives/Justification: Changes would allow for better use of space in the building and to allow for expansion of some spaces necessary due to increase of use.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Facilities Maintenance

Project Title: City Hall Brick Repairs

Project No.:

Budget Code: 312-4324-443.33-10

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES		\$ 300,000	\$ 300,000					\$ 600,000
OTHER								\$ -
TOTAL	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000

Location Map:

City Hall

**PROJECTED
ANNUAL
OPERATING
COSTS (\$)**

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL \$ -

Project Description:

Repoint / sealing brick and mortar on facade of City Hall.

Project Objectives/Justification: Prohibit moisture and water from penetrating building.

On days with heavy rain or prolonged periods of rain, moisture is entering into the building between the mortar joints that have cracked or deteriorated over the years. The moisture is absorbed into the plaster causing bubbles and cracking in the walls. The bricks on City Hall have not been re-pointed since the building was constructed in 1900.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Facilities Maintenance

Project Title: City Hall HVAC

Project No.:

Budget Code: 312-4324-443-81-01

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES			\$ 100,000					\$ 100,000
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Location Map:
City Hall

PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL \$ -

Project Description:

Replace make up air unit (HVAC) at City Hall.

Project Objectives/Justification:

Current unit is 17 years old and in need of constant repairs.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Entryway Welcome Signs/Landscaping

Budget Code: 312-4121-441.82-29

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES		\$ 50,000	\$ 200,000					\$ 250,000
OTHER								\$ -
TOTAL	\$ -	\$ 50,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

Location Map:

Locations:

1. Millwood/Jubal Early
2. Valley Avenue
3. Cedar Creek Grade
4. Amherst Street
5. Fairmont (US 522 N)
6. N. Loudoun (US 11 N)
7. Berryville Avenue

PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL \$ -

Project Description: Project will consist of installing new City of Winchester signs with landscaping and lighting at all major entrances into the City.

Project Objectives/Justification: This project will improve the appearance and the City's image for visitors entering the City. This project is a high priority for City Council in the Strategic Plan.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

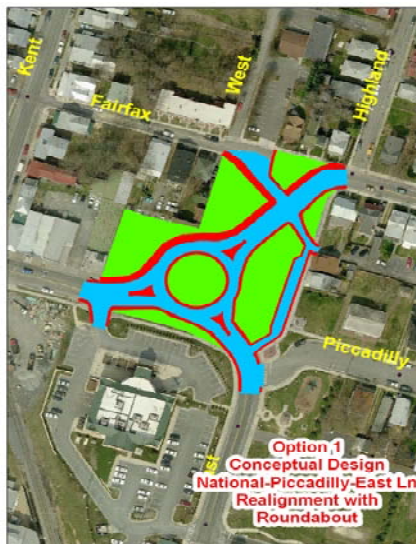
Fund & Department: General Fund - Public Services

Project Title: National Avenue Gateway Improvements

Budget Code: 312-4121-441.83-08

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS	\$ 1,000,000							\$ 1,000,000
STATE		\$ 700,000						\$ 700,000
FEDERAL								\$ -
RESERVES	\$ 750,000	\$ 700,000						\$ 1,450,000
OTHER								\$ -
TOTAL	\$ 1,750,000	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,150,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description: Project will consist of realigning sections of National/East Lane/Piccadilly entering downtown.

Project Objectives/Justification: This project will improve safety of this major entryway into downtown.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Green Circle

Budget Code: 312-7111-471.83-12

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE								\$ -
FEDERAL	\$ 2,000,000	\$ 920,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000		\$ 4,920,000
RESERVES	\$ 753,000	\$ 200,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000		\$ 1,453,000
OTHER								\$ -
TOTAL	\$ 2,753,000	\$ 1,120,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ -	\$ 6,373,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL \$ -

Project Description: Finish construction of Phase II of Green Circle multi-use recreational trail from near the intersection of Kent Street/Pall Mall Street north along Town Run to Cecil Street. (\$1,100,000 total)

Will also complete the design of the project for Phase III of the project along Jubal Early from Valley Avenue to just west of Harvest Drive. (\$50,000 total)

Project Objectives/Justification: This project has been on on-going effort to construct a recreational trail around and through the City of Winchester to provide opportunities to move within the City by walking, jogging, bicycle, etc. The project includes over \$2 million in federal grants.

Project Status: The construction of Phase I of the project was completed in December 2009.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

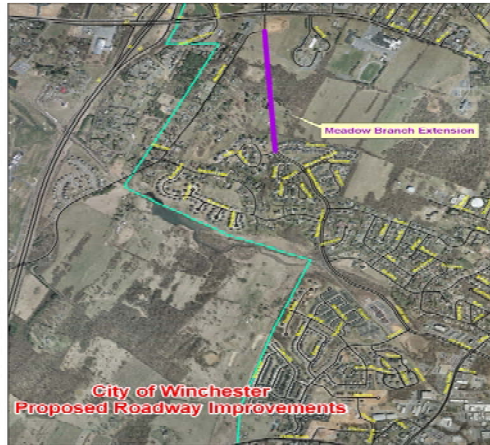
Project Title: Meadow Branch Extension

Project No.:

Budget Code: 312-4121-441.83-11

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE	\$ 50,000	\$ 1,650,000	\$ 300,000					\$ 2,000,000
FEDERAL								\$ -
RESERVES	\$ 50,000	\$ 350,000	\$ 300,000					\$ 700,000
OTHER		\$ 1,650,000						\$ 1,650,000
TOTAL	\$ 100,000	\$ 3,650,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 4,350,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Project would consist of constructing a four-lane divided roadway from the current terminus of Meadow

Branch Avenue to Amherst Street.

Schedule:

Design: May 2014 - December 2014

Advertise for Bids: January - February 2014

Construction: April 2015 - October 2015

Project Objectives/Justification: This project would provide for a much more straightforward route from the west side of the City to the middle of the City and would significantly reduce the amount of cut-through traffic on Merrimans Lane and Amherst Street. This project is one of City Council's highest priorities in the Strategic Plan.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

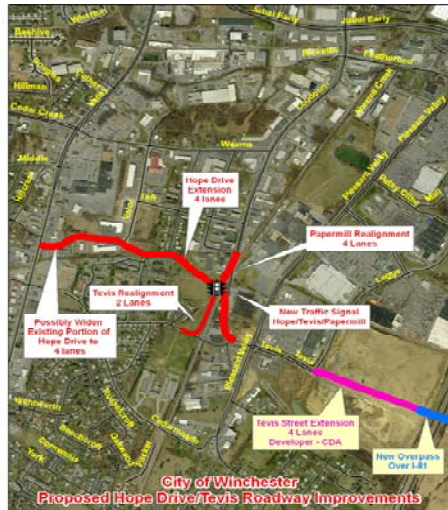
Fund & Department: General Fund - Public Services

Project Title: Hope Drive Extension

Budget Code: 312-4121-441.83-10

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS			\$ 3,800,000					\$ 3,800,000
STATE	\$ 50,000	\$ 150,000	\$ 3,800,000					\$ 4,000,000
FEDERAL								\$ -
RESERVES	\$ 50,000	\$ 150,000						\$ 200,000
OTHER								\$ -
TOTAL	\$ 100,000	\$ 300,000	\$ 7,600,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Project consists of extending Hope Drive from Wilson Blvd. to Papermill Road, realigning Papermill Road, realigning Tevis Street, and possibly widening the existing portion of Hope Drive. In addition to the roadway components of the project there will be right-of-way acquisition, utility relocations, and a new railroad crossing. This is a Revenue Sharing Project with VDOT.

Project Objectives/Justification: This project will provide for an east-west arterial in the southern part of the City. It will also connect to the Papermill widening project that VDOT completed in 2009.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Monticello Street Extension

Budget Code: 312-4121-441.83-09

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE	\$ 1,000,000	\$ 4,000,000						\$ 5,000,000
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ 1,000,000	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Project consists of extending Monticello Street from its current terminus to Bataille Drive in the Winchester Industrial Park. The project will include a new bridge over the CSX railroad tracks and also improvements to the existing section of Monticello. Funding for this project is entirely from grant funds from the state.

Project Objectives/Justification: This project will provide for an additional ingress/egress for Rubbermaid and was part of the reason they are currently expanding their facility here in Winchester.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Tevis Street Extension

Project No.:

Budget Code: 312-4121-441.83-09

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE		\$ 700,000						\$ 700,000
FEDERAL								\$ -
RESERVES								\$ -
OTHER		\$ 700,000						\$ 700,000
TOTAL	\$ -	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description: Project would consist of constructing the extension of Tevis Street between Legge Blvd. and the new bridge that will be constructed over I-81.

Project Objectives/Justification: This Revenue Sharing project with VDOT would provide for a much needed arterial roadway connection between US 522 and Pleasant Valley Road. The matching funds would come from the private developer of the property.

Project Status

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Middle Road Improvements

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS							\$ 1,050,000	\$ 1,050,000
STATE							\$ 1,050,000	\$ 1,050,000
FEDERAL								\$ -
RESERVES								\$ -
GEN. FUND								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,100,000	\$ 2,100,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description:

The project would consist of installing curb & gutter and sidewalks along Middle Road where none currently exist.

Project Objectives/Justification: Continuing efforts construct new sidewalks as per the City's Sidewalk Master Plan.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Weems Lane Improvements

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS							\$ 550,000	\$ 550,000
STATE							\$ 550,000	\$ 550,000
FEDERAL								\$ -
RESERVES								\$ -
GEN. FUND								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,100,000	\$ 1,100,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description:

The project would consist of installing curb & gutter and sidewalks along Weems Lane where none currently exist.

Project Objectives/Justification: Continuing efforts construct new sidewalks as per the City's Sidewalk Master Plan.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Intersection Improvements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES				\$ 300,000	\$ 300,000			\$ 600,000
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ 600,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description: This project consists of modifications to three existing intersections to facilitate and improve traffic flow. The intersections include:

- Pleasant Valley/Cork (FY 2017)
- Pleasant Valley/Adams (FY 2018)
- Pleasant Valley/Patsy Cline (FY 2019)

Project Objectives/Justification: These projects would improve traffic flow at these key intersections.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Featherbed Lane Improvements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES							\$ 750,000	\$ 750,000
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 750,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Project would consist of constructing curb & gutter and sidewalks on Featherbed Lane.

Project Objectives/Justification: This project would significantly improve safety on this street.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Taft Avenue Extension

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER							\$ 8,000,000	\$ 8,000,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000,000	\$ 8,000,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description: Project would consist of extending Taft Avenue from its current terminus to Valley Avenue.

Project Objectives/Justification: Project would provide a much needed east-west street connection in this area and would greatly facilitate the redevelopment of the Wards Plaza area..

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Pleasant Valley Road Realignment/Extension

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER							\$ 6,000,000	\$ 6,000,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000,000	\$ 6,000,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description: Project would consist of realigning and extending S. Pleasant Valley Road between Cedarmeade and Battaile.

Project Objectives/Justification: Project would allow for the development of a large parcel of currently undeveloped property.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Shawnee Drive Improvements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS							\$ 2,000,000	\$ 2,000,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 2,000,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description: Project would consist of widening Shawnee between Papermill Road and the City limit from two lanes to three lanes (one lane each direction and a center turn lane), bike lanes, curb & gutter, and sidewalks.

Project Objectives/Justification: This project would significantly improve traffic flow and safety along this corridor.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Papermill Road Improvements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS							\$ 3,500,000	\$ 3,500,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000	\$ 3,500,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description: Project would consist of widening Papermill Road between Cedarmeade and the City limit from two lanes to three lanes (one lane each direction and a center turn lane), bike lane, curb & gutter, and sidewalks.

Project Objectives/Justification: This project would significantly improve traffic flow and safety along this corridor.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Valley Avenue/Tevis Drainage and Sidewalk Improvements

Budget Code: 312-4131-441.83-71

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS			\$ 2,500,000					\$ 2,500,000
STATE		\$ 700,000	\$ 2,500,000					\$ 3,200,000
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ 700,000	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -	\$ 5,700,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description: Project consists of installing curb & gutter and storm drainage infrastructure on Valley Avenue from Middle Road to Lake Drive and installing sidewalks on both sides of the street from Middle Road to the southern City limit. Proposed Revenue Sharing Project with VDOT. City's share of construction cost (\$2.5 million) proposed to be funded by Stormwater Utility.

Project Objectives/Justification: This project would correct the long-standing drainage problem on Valley near the vicinity of Tevis and would also improve pedestrian safety along this major corridor.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Storm Drainage Improvements at Valley/Whitlock

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS			\$ 385,000					\$ 385,000
STATE			\$ 385,000					\$ 385,000
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 770,000	\$ -	\$ -	\$ -	\$ -	\$ 770,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description:

The project is needed to alleviate a significant existing drainage problem near the intersection of Valley Avenue/Whitlock. This existing drainage problem caused significant property damage in 2009 and 2010 and presents a major safety hazard to motorists and pedestrians on Valley Avenue due to large volume of water that collects on Valley Avenue and the potential for vehicles to hydroplane and cause accidents.

Project Objectives/Justification: Improve drainage system at this location. This is a Revenue Sharing Project with VDOT.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: North Kent Drainage Improvements

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS				\$ 50,000	\$ 1,000,000			\$ 1,050,000
STATE				\$ 50,000	\$ 1,000,000			\$ 1,050,000
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 100,000	\$ 2,000,000	\$ -	\$ -	\$ 2,100,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description:

This project consisting of new underground stormwater drainage pipes is needed to alleviate flooding on N. Kent Street, north of Piccadilly.

Project Objectives/Justification: Improve drainage system at this location. This is a proposed Revenue Sharing Project with VDOT.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Traffic Signal Improvements

Project No :

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE	\$ 1,700,000							\$ 1,700,000
FEDERAL	\$ 200,000							\$ 200,000
RESERVES	\$ 4,650,000		\$ 220,000	\$ 225,000	\$ 230,000	\$ 460,000	\$ 550,000	\$ 6,335,000
OTHER								\$ -
TOTAL	\$ 6,550,000	\$ -	\$ 220,000	\$ 225,000	\$ 230,000	\$ 460,000	\$ 550,000	\$ 8,235,000

Location Map:

FY2016: Commercial/N. Loudoun

FY2017: Shawnee/Papermill

FY2018: Wyck/N. Loudoun

FY2018: S. Loudoun/Southwerk
S. Loudoun/Whitlock

FY2020: N. Loudoun/Brick Kiln

FY2021: Weems/Wilson

PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL \$ -

Project Description: The majority of the traffic signals within the City were upgraded by the summer of 2010. This project will upgrade all the remaining old traffic signals.

Project Objectives/Justification: These traffic signals are very old, have reached the end of their useful life, and need to be replaced.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Traffic Signal Synchronization with VDOT on Pleasant Valley-Jubal Early Corridor

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE		\$ 250,000						\$ 250,000
FEDERAL								\$ -
RESERVES		\$ 250,000						\$ 250,000
OTHER								\$ -
TOTAL	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description: VDOT recently installed a traffic adaptive signal timing system on Berryville Avenue/Route 7. This system has allowed both the City's and VDOT's traffic signals on this corridor to be synchronized and to adapt to changing traffic volumes throughout the day. The results of the new system are excellent as traffic flow has improved immensely. This proposed project would install the same system on the City's signals in the Pleasant Valley/Jubal Early corridor so that the City's signals would be synchronized with VDOT's signals at Frontage Road/I-81/Route 50. This is a Revenue Sharing Project with VDOT.

Project Objectives/Justification: To synchronize the City's traffic signals on Pleasant Valley/Jubal Early with VDOT's signals at I-81 and Route 50/522 and improve traffic flow.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Winchester Parks & Recreation
Department

Project Title: Athletic Field Turf Renovations

Project No.:

Budget Code: General Fund

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES	\$ 15,000	\$ 185,000						\$ 200,000
OTHER								\$ -
TOTAL	\$ 15,000	\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	\$ 25,000
FY 2016	\$ 25,000
FY 2017	\$ 25,000
FY 2018	\$ 25,000
FY 2019	\$ 25,000
TOTAL	\$ 125,000

Project Description: Convert the infield playing surface of Bridgeforth Field to artificial turf and grade the outfield to tie into the infield.

Project Objectives/Justification: Reduce the amount of maintenance and wear on the playing surface. Artificial turf will provide groups with the ability to use the facility in the off-season and reduce wear early and late in the season. Shenandoah University has expressed a desire to contribute towards this project. It is anticipated that the maximum budget for all of the field work will be:

\$125,000-laser grading and sod in outfield

\$300,000-artificial turf for infield

\$40,000-contingency fund for irrigation repairs and reconfiguration and stormwater management collection

\$465,000-Total

The City's contribution towards this project would include funding for John Handley High School's varsity and junior varsity baseball teams. Handley is also looking into the possibilities of installing artificial turf at Daniel Morgan Middle School but that cost is not reflected in this pricing.

Project Status: This project could not start in FY14 when money was allocated only the design services was completed, new start date of the project is August 20, 2014 Request funding moved forward to FY15 to complete project

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

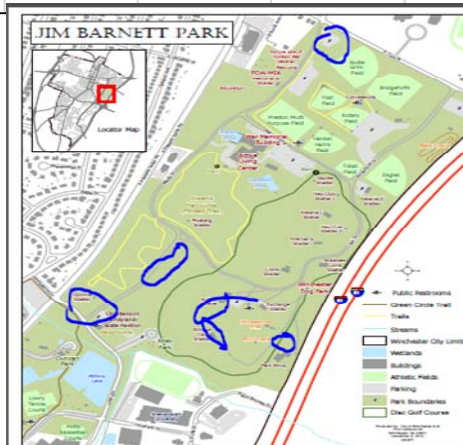
Fund & Department: General/Winchester Parks and Recreation

Project Title: Jim Barnett Park Roadway Resurfacing

Budget Code: 312-7111-471-83-37

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ 300,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES			\$ 150,000	\$ 150,000				\$ 300,000
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 600,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Asphalt overlay on all park roadways and new asphalt for existing gravel roadways and parking lots.

Project Objectives/Justification: Park roadways are in poor condition and need to be repaved. As part of the repaving project, consideration should be given to the following: install paving for ADA parking at Bodie Grim Field; paving around various high-use shelter areas; roadway extension from the Antique Car Shelter to the Rotary Shelter for better traffic flow; extend walking trail from the Par Course to the parking lot at the Optimist Shelter; pave gravel lot at maintenance shop; and pave the pull off area at the top of the hill along Maple Drive. The ideal time to pave would be after the park receives funding to install new water and sewer lines.

Project Status: Pricing secured.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund/Parks and Recreation

Project Title: ADA Phase II - BMX Track

Budget Code: 312-7111-471-8359

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING			\$ 525,000					\$ 525,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 525,000	\$ -	\$ -	\$ -	\$ -	\$ 525,000

Location Map:



**PROJECTED
ANNUAL
OPERATING
COSTS (\$)**

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Phase #2 of the park's ADA accessibility project will focus in on the construction of a new paved parking lot with sidewalks around the BMX Track and to Bridgeforth Field from satellite parking lots in Jim Barnett Park. In addition, phase #2 will include the installation of a restroom facility at the BMX track and renovations to the existing Bridgeforth Field restrooms and an additional sidewalk for ADA access around the stadium and into the dugouts. FY2014 funding focused on the Bridgeforth restrooms and sidewalks (\$150,000) and the FY2016 funding focused on the BMX restrooms (\$525,000), trails and parking lot. Not only will this project support the ADA plan but will also serve as a gateway beautification project as you enter the City along Cork Street.

Project Objectives/Justification: The primary objective is to make our park system more accessible to everyone. Access to the BMX Track and to Bridgeforth Field from the existing gravel parking lot along Cork Street and Bridgeforth Drive does not meet ADA standards for accessibility. Furthermore, there are no public restrooms in this area of the park and it is currently difficult for anyone with a disability to cross the uneven terrain to use portable toilets. Currently there is no ADA viewing area at the existing BMX bleachers or at Bridgeforth Field which is required at public facilities. In addition, the restrooms at Bridgeforth Field are ADA compliant. This phase will address the barriers and bring this portion of Jim Barnett Park up to required standards. This phase will also serve as a beautification project for the northeastern portion of Jim Barnett Park.

Project Status: Design phase complete. Price estimates secured for the scope of work and is reflected in this proposal. Fund & Department: Winchester Parks & Recreation Department

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

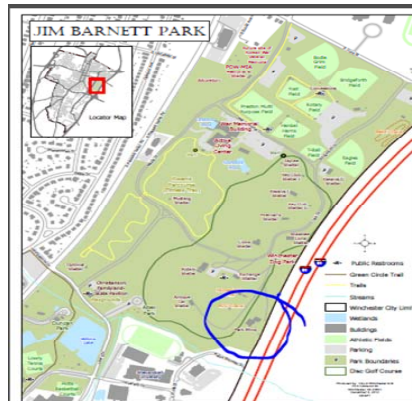
Fund & Department: General/Winchester Parks and Recreation Department

Project Title: Park Shop Demolition and Addition

Budget Code: 312-7111-471-8359

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING			\$ 350,000					\$ 350,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	\$ 15,000
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ 15,000

Project Description: Park Maintenance Shop Addition

Project Objectives/Justification: Demolition of the old section of the park maintenance facility and add onto the new section of the building with a pre-engineered structure. Design services and costs will be limited with a pre-engineered building. Estimated costs are approximately \$350,000. The older sections of the maintenance compound are quickly deteriorating and can not be used during snow events as the roof bows in and leaks. The facility would be used to store maintenance equipment and supplies and sectioned off to provide spaces for operational functions (woodworking, drive thru bays, etc.) The new facility should also be properly insulated.

Project Status

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General/Winchester Parks and Recreation Department

Project Title: Russ Potts Basketball Courts in Jim Barnett Park

Budget Code: 312-7111-471-8359

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING			\$ 60,000					\$ 60,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	\$ 2,000
FY2017	\$ 2,000
FY2018	\$ 2,000
FY2019	\$ 2,000
TOTAL	\$ 8,000

Project Description: Renovation to the existing basketball courts include the laying of new asphalt and paint for the surfacing and lines.

Project Objectives/Justification: Currently the courts are in poor shape. Cracks are throughout the three courts and areas have settled causing water to puddle. The courts are a free amenity in the park system and are used daily throughout the year.

Project Status: Requesting funds in FY 2016

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

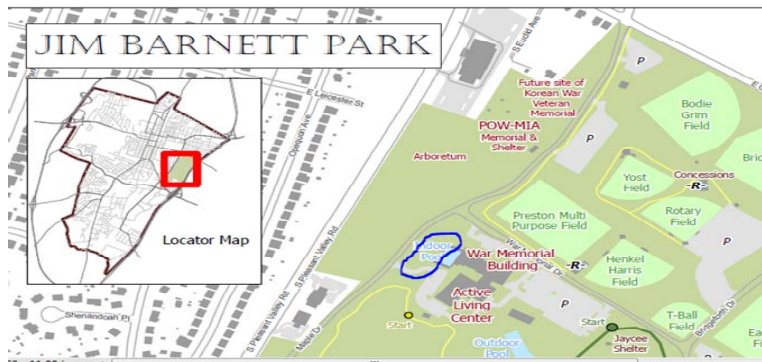
Fund & Department: General Fund/Winchester Parks and Recreation Department

Project Title: War Memorial Building Brick Veneer Repair

Budget Code: 312-7111-471-8330

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING		\$ 150,000						\$ 120,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: The exterior brick veneer on the indoor pool side of the WMB is pulling away from the interior concrete masonry unit. The anchors that secured the brick veneer to the concrete was not galvanized and has therefore taken in moisture and expansion resulted. The wall's condition is critical.

Project Objectives/Justification: Install helifix post veneer anchors, remove loose and damaged mortar joints and re-point if needed. Seal the exterior brick veneer. The main level wall section should be repaired. the elevated wall section repair, remove the existing cementitious board cladding system to be removed and replaced with E.I.F.S. and brick. Correct Downspouts and daylight draining away from the building.

Project Status: Design Phase complete, price estimates secured for scope of work.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

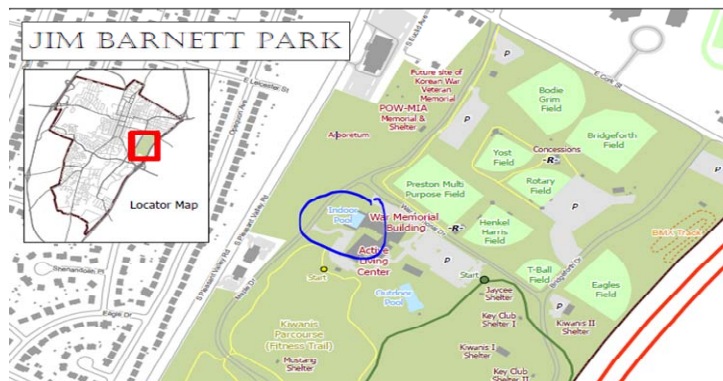
Fund & Department: General/Winchester Parks and Recreation

Project Title: Indoor Pool Shell Resurface

Budget Code: 312-7111-471-8321

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING			\$ 65,000					\$ 65,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description: To provide a adequate and safe public pool, shell out and re surface pool, take out and replace transition lines, take out and replace lane lines. Resurfacing and maintaining the indoor pool every 6 calendar years will save money in the long term. This was last done in 2006.

Project Objectives/Justification:

Our plaster pool is over 40 years old. In the past numerous white coats have been added that has made the depth more shallow. Also, as each new coat of plaster is placed on the pool over the years of repairs and maintenance and lips to form a round the returns and tile which leads to decreased water circulation. The shell needs to be sanded down to base, eliminating paint layering. As plaster wears, roughness increases and becomes very sensitive to incorrect water chemistry. Plaster surface easily compromised if the shell is not resurfaced regularly.

Project Status: Quotes for the pool work have been researched.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

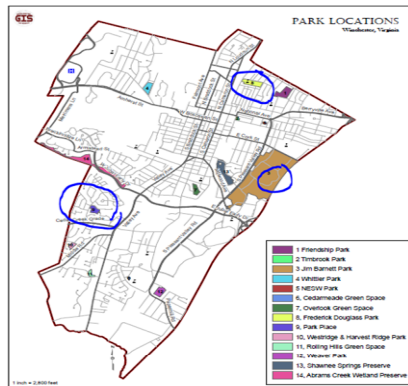
Fund & Department: General/Winchester Parks and Recreation Department

Project Title: Playground Replacement - 3 sites

Budget Code: 312-7111-471-8324

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING			\$ 36,000	\$ 35,000				\$ 71,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 36,000	\$ 35,000	\$ -	\$ -	\$ -	\$ 71,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description: Replace Douglass Park composite playground that will be removed due to non-compliance this spring. FDP composite costs \$18,000. New playground equipment and swings at Fireman's Shelter in Jim Barnett Park. The cost is \$18,000. Park Place needs a new Geo Climber due to age and wear of existing equipment.

Project Objectives/Justification: Replace equipment at 2 sites that will be removed due to wear and non-compliance with Consumer Product Safety Commission Minimum Standards. Replace the Geo Climber at Park Place which is also showing major signs of wear.

Project Status: Requesting Funding

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

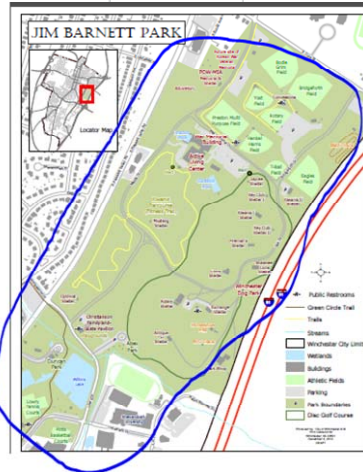
Fund & Department: General/Winchester Parks and Recreation

Project Title: Jim Barnett Park Waterline Replacement

Budget Code: 312-7111-471-8359

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS				\$ 1,750,000				\$ 1,750,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 1,750,000	\$ -	\$ -	\$ -	\$ 1,750,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: The existing waterlines to certain park facilities are very old and leak on a regular basis. With the construction of the Active Living Center, a new water main was installed in the park and the plan is to tap into the new water main and run new lines to existing facilities within the park including: shelters, maintenance facility, Familyland, water fountains, athletic fields and restrooms.

Project Objectives/Justification: Annually, the park experiences a moderate to major water leak in our water lines. Oftentimes, the leak is not detected until we receive a water bill. Existing water lines are not deep enough into the ground and require that staff blow out lines each fall so that pipes are not damaged by freezing temperatures. Current water lines have been pieced together with different materials and are oftentimes difficult to trace to make repairs.

Project Status: Request funding for project Fund & Department: Winchester Parks & Recreation Department

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General/Winchester Parks and Recreation Department

Project Title: Frederick Douglass Park Development

Budget Code: 312-7111-471-8324

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING			\$ 217,500	\$ 217,500				\$ 435,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 217,500	\$ 217,500	\$ -	\$ -	\$ -	\$ 435,000

Location Map:



PARK LOCATIONS
Winchester, Virginia

PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	\$ 15,000
FY2017	\$ 15,000
FY2018	\$ 15,000
FY2019	\$ 15,000
TOTAL	\$ 60,000

Project Description:

Multi-purpose irrigated field to house new outdoor soccer league, rugby, lacrosse and softball - 186,000
 1 mile walking loop - \$34,905
 Outdoor Fitness Center - \$24,633
 Field and Park Lighting - \$40,000
 Outside Restrooms (plumbing, electric, water, bathroom structure) - \$141,000
 Picnic Tables - \$4000
 Reserve Communal Firepit with heavy duty semicircle groups swings - \$5000

Project Objectives/Justification:

Sport fields in Jim Barnett Park are overbooked. In order to house all new adult soccer league games, pickup soccer, football, lacrosse, ect. games, new VHSL lacrosse games and rugby games and practices, we need to develop neighborhood parks. There is evidence that small additional investments in parks and recreational fitness activities helps to reduce obesity, provides more health benefits, increases physical activity in children. Proximity to park is the number one determinant as to whether a park is used or not. The FDP Development would be the pilot project for three more neighborhood park developments - Whittier, Weaver and Friendship. The neighborhood park development projects seek to promote physical activity, create community space and encourage neighborhood pride and unity and establish connections between people and a branch of local government - Winchester Parks and Recreation department. The plans also include community gardens and Little Free Libraries.

Project Status: Idea Development - Project Component estimates secured.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

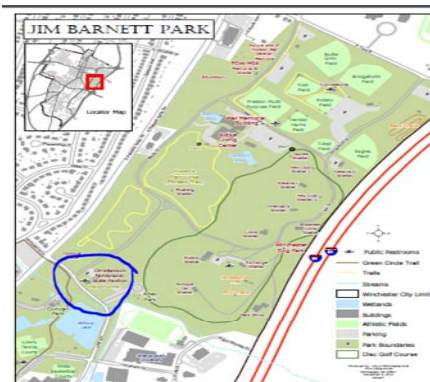
Fund & Department: General/Winchester Parks and Recreation Department

Project Title: Spray Grounds in Jim Barnett Park

Budget Code: 312-7111-471-8359

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING			\$ 275,000					\$ 275,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ 275,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	\$ 10,000
FY2017	\$ 10,000
FY2018	\$ 10,000
FY2019	\$ 10,000
TOTAL	\$ 40,000

Project Description: Spraygrounds have become popular features to outdoor pool facilities and in neighborhood parks. The addition of a spraygrounds will increase the daily visitor count at our outdoor pool complex while costing very little to operate. Spraygrounds do not require additional lifeguard staffing however they offer a facility that non-swimmers can enjoy.

Project Objectives/Justification: Spraygrounds target a different market in our community. Users do not have to know how to swim to participate. The spraygrounds are designed to accommodate different age groups and the water used can be reclaimed if the recycling feature is purchased. The outdoor pool currently attracts visitors from around the region including out of state visitors from the Eastern Panhandle. General inquiries to sprayground manufacturers shows that an investment as little as \$100,000 can get you a small to medium size sprayground that will attract new local visitors to a facility and generate additional revenue where larger spraygrounds serve as a destination and have more of a regional draw.

Project Status: Design services required in FY2015. Design services offered by manufacturer at no cost.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund/Parks and Recreation

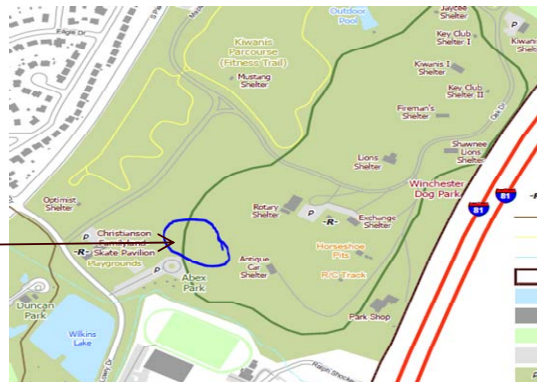
Project Title: McCormac Amphitheatre

Budget Code: 312-7111-471-8359

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING			\$ 15,000	\$ 150,000				\$ 165,000
BONDS					\$ 1,000,000			\$ 1,000,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER					\$ 500,000			\$ 500,000
TOTAL	\$ -	\$ -	\$ 15,000	\$ 150,000	\$ 1,500,000	\$ -	\$ -	\$ 1,665,000

Location Map:

McCormac Amphitheatre



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	TBD
FY2018	TBD
FY2019	TBD
TOTAL	\$ -

Project Description: Renovation of the existing amphitheater in Jim Barnett Park including upgrading of electrical system, seating, stage construction, lighting and trail renovation. Funding for this project should include contributions from the City's General Fund, non-profit organizations, Shenandoah University and others. Funding requested in FY 2016 for preliminary design services. Funding requested in FY 2017 for full design services. Funding requested in FY 2018 for construction.

Project Objectives/Justification: Renovation and revitalization of an existing park facility. Several groups have expressed a desire in renovating the facility including Shenandoah University and other organizations. The facility has the ability to generate revenue for the City through ticket sales and sales tax from hotels and restaurants from those who travel to our community to participate and watch shows and productions. Such events could include theatrical, educational presentations, concerts and private events. The goal in developing this facility will be to ensure it is self-sustaining. Private promoters may also have an interest in seeing this facility developed.

Project Status: Planning, pre-design negotiations to include renderings and preliminary budget estimates.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

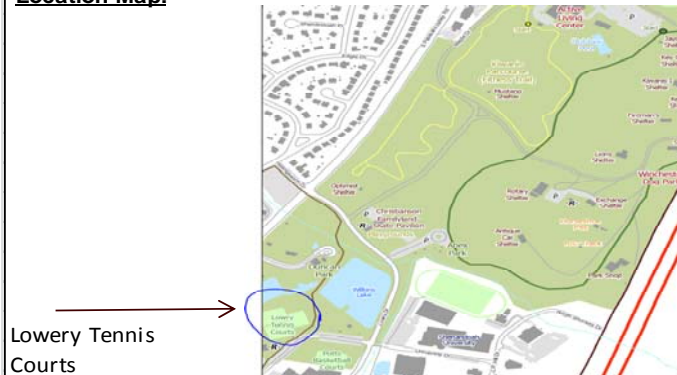
Fund & Department: General/Parks and Recreation
Department

Project Title: Lowery Tennis Courts

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING				\$ 10,000				\$ 10,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER				\$ 300,000				\$ 300,000
TOTAL	\$ -	\$ -	\$ -	\$ 310,000	\$ -	\$ -	\$ -	\$ 310,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	\$ 5,000
FY2018	\$ 6,500
FY2019	\$ 6,500
TOTAL	\$ 18,000

Project Description: Renovation to the existing restrooms and storage building/pavilion at the Lowry Tennis Complex. Restroom renovations include the installation of new fixtures and doors. The storage building/pavilion would be enclosed for team rooms for JHHS and SU and an observation/training platform would be constructed at the site. SU proposes the construction of (4) additional tennis courts on or near the old Armory site. Construction would be paid for with USTA grant funds and private contributions from SU. Additional courts and the renovation upgrades to the building would provide a premier facility for local and regional tennis tournaments and for recreational, high school and collegiate play.

Project Objectives/Justification: Upgrade tennis court amenities including a new ADA accessible restroom, team rooms for JHHS and SU, create more storage, an observation deck for coaches and scorekeepers to monitor and observe play. Enhance Winchester's marketability to attract large-scale tournaments that would result in a positive economic impact. Advance the sport of tennis for both recreational and competitive tennis players.

Project Status: Planning Phase

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: General Fund - Public Services

Project Title: Sidewalk Improvements

Budget Code: 241-4121-441.33-27

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS								\$ -
STATE	\$ 1,000,000							\$ 1,000,000
FEDERAL								\$ -
RESERVES	\$ 1,330,000	\$ 550,000	\$ 800,000	\$ 1,750,000	\$ 1,525,000	\$ 1,000,000	\$10,000,000	\$16,955,000
OTHER								\$ -
TOTAL	\$ 2,330,000	\$ 550,000	\$ 800,000	\$ 1,750,000	\$ 1,525,000	\$ 1,000,000	\$10,000,000	\$17,955,000

Location Map:

Locations in FY15 include:

1. Handley Blvd. between Braddock and Stewart
2. Jefferson between Valley and John Kerr Elementary School
3. Pleasant Valley between Berryville and Virginia
4. Cameron Street between Baker Lane and N. Loudoun

PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL \$ -

Project Description: Project will consist of replacing existing sidewalks in poor condition and installing new sidewalks in locations where none currently exist.

Project Objectives/Justification: Sidewalk improvements are a very high priority for residents and City Council. The improvements that will be completed for this project are consistent with the Sidewalk Master Plan adopted by City Council in 2013.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Winchester Public Schools

Project Title: New and Expanded John Kerr Elementary School

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS		\$17,000,000	\$ 3,000,000					\$ 20,000,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$17,000,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000,000

Location:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015

FY 2016

FY 2017

FY 2018

FY 2019

TOTAL

\$ -

Project Description: Replace existing school on current site or at an alternative location with a 650 student elementary school (90,000 GSF)

Project Objectives/Justification: Existing school is 40+ years old, and is functionally obsolete. Enrollment projections affirm an approximate 300-seat shortfall at elementary level over the coming decade.

Project Status: In PPEA project development

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Winchester Public Schools

Project Title: John Kerr Elementary School Furnishings and Equipment

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS			\$ 1,000,000					\$ 1,000,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1 M

Location:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: New classroom furnishings and equipment, including technology (network equipment and smartboards)

Project Objectives/Justification: Furnishings and equipment budget for new school construction typically set at 5% of project cost (\$20M)

Project Status: In PPEA project development

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Winchester Public Schools

Project Title: John Kerr Elementary School: Disposition of Old School

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING			\$ 700,000	\$ 2,600,000				\$3,300,000
BONDS								\$
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$	\$ 700,000	\$ 2,600,000	\$2,600,000		\$	\$3,300,000

Location:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Demolish and replace with soccer field, or provide necessary roofing / HVAC improvements for building reuse.

Project Objectives/Justification: Demolish and replace budget estimate=\$1,250,000
or: HVAC / roofing improvement = \$3,300,000

Project Status: Pending School Board decision on disposition.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Winchester Public Schools

Project Title: Daniel Morgan Middle School - Partial roof replacement

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING				\$310,000				\$ 310,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 310,000	\$ -	\$ -	\$ -	\$310,000

Location:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Replace approximately 28,000 SF of existing room over cafeteria addition

Project Objectives/Justification: The roof section constructed in the 1990's (DMMS Cafetorium) was not replaced in the 2005 renovation, and is now at end of useful life.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Winchester Public Schools

Project Title: Virginia Avenue Charlotte DeHart Elementary School roof replacement

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING					\$150,000			\$ 150,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$150,000

Location:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Replace shingle roof of Virginia Ave. Charlotte DeHart Elementary

Project Objectives/Justification: VACDES, constructed in mid 1990's has sections of shingled, pitched roofs which will reach their useful life in this time period.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Winchester Public Schools

Project Title: Quarles Elementary School, Overhaul chiller system

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING		\$ 50,000						\$ 50,000
BONDS								\$
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$50,000

Location:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Overhaul air-cooled chiller system

Project Objectives/Justification: The QES renovation and expansion completed in 1997 contains an air-cooled chiller system which will reach its useful life in this time period, and requires major overhaul.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Winchester Public Schools

Project Title: Handley High School - Patsy Cline Theater.
Add A.D.A. seating / viewing area

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING			\$ 250,000					\$ 250,000
BONDS								\$
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$250,000

Location:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Add A.D.A. seating areas in PatsyCline Theatre per V.D.O.E. audit requirements

Project Objectives/Justification: 2007-2009 building renovation did not disrupt auditorium therefore additional A.D.A. seating was not required. Recent VDOE audit will require this modification.

Project Status: Design options currently under development by project architect.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Winchester Public Schools

Project Title: Expand / Renovate Frederick Douglass Elementary School

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS							\$15,400,000	\$ 15,400,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$15,400,000	\$ 15,400,000

Location:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Convert existing gymnasium into 2-story classroom space; construct new gymnasium and music suite, and enlarge cafeteria.

Project Objectives/Justification: Recent Weldon-Cooper enrollment study reveals sustained overcrowding at elementary and secondary level over the ten year period. Expansion allows relocation of 5th grade to elementary schools to alleviate overcrowding at DMMS.

Project Status: Project concepts developed

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2018

Fund & Department: Winchester Public Schools

Project Title: Douglas Community Learning Center
Building Systems Replacement

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS							\$ 3,000,000	\$ 3,000,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000

Location:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description: Replace roof, exterior windows, and HVAC Systems

Project Objectives/Justification: Building is functionally obsolete and building-systems are beyond useful life. Investment required to maintain building in safe and habital condition.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities, Highway Maintenance, and General Fund

Project Title: New Municipal Service Center for Public Services

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS			\$ 550,000	\$ 7,500,000				\$ 8,050,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
UTILITIES	\$ 100,000	\$ 25,000						\$ 125,000
TOTAL	\$ 100,000	\$ 25,000	\$ 550,000	\$ 7,500,000	\$ -	\$ -	\$ -	\$ 8,175,000

Location Map:

FY14/15: Feasibility and Location Study, Conceptual Design

FY16: Final Design

FY17: Construction

PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL

\$ -

Project Description: Project would consist of constructing a new maintenance facility that would be shared and paid for by both Utilities and Public Works (Highway Maintenance Fund and General Fund).

Project Objectives/Justification: The existing maintenance facilities/buildings on Woodstock Lane and at City Yards are old and in very poor condition. The buildings are in constant need of maintenance and need to be replaced. A new, shared facility would lower the maintenance costs of maintaining the existing old buildings and would improve the efficiency of the operation. In addition, equipment would last longer and stay in better condition because it could be stored inside, as opposed to outdoors in the current operation.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities - Public Services

Project Title: Utility Billing/On-line Customer Information System

Budget Code: 535-4801-448.81-09

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING		\$ 400,000						\$ 400,000
BONDS								\$ -
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000

Location Map:

PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL \$ -

Project Description:

Implementation of a new utility billing and on-line customer information system.

Project Objectives/Justification: Project would provide for significant improvements to utility customer service that would allow customers to access their account online 24-7 to pay their bill, get copies of previous bills, etc. New accounts could also be set up online. There would also be an interactive phone system that customers could use to pay their bill and get pertinent information about their account.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities - Public Services

Project Title: South Kent Infrastructure Improvements

Project No.:

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS			\$ 1,600,000					\$ 1,600,000
STATE								\$ -
FEDERAL								\$ -
RESERVES			\$ 400,000					\$ 400,000
TOTAL	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description:

The project would consist of the replacement all existing underground utilities, sidewalk replacements, and the street would be repaved.

Project Objectives/Justification: Continuing efforts to replace old infrastructure.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities

Project Title: Water Meter Replacements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS			\$ 1,500,000	\$ 1,500,000				\$ 3,000,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 3,000,000

Location Map:

PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL \$ -

Project Description: The majority of the City's 9,000 residential water meters are over 15 years old and near the end of their expected life. This project will replace all these water meters, add backflow preventers, and convert the meters to radio read units so that the meters can be ready much more efficiently and quickly.

Project Objectives/Justification: Necessary to ensure accurate meter readings for utility billing purposes.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities

Project Title: Sanitary Sewer System Improvements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS			\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$10,000,000	\$ 13,000,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$10,000,000	\$ 13,000,000

Location Map:

**PROJECTED
ANNUAL
OPERATING
COSTS (\$)**

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL \$ -

Project Description: Projects will consist of replacement of existing sewage pump stations, manholes, and lining/replacing existing sanitary sewer mains.

Project Objectives/Justification: The City operates several sewage pump stations that are getting old and need to be replaced. In addition, numerous existing sewer mains and manholes are very old and need to be replaced or lined. This will help with the significant infiltration problem that occurs during wet weather.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities - Public Services

Project Title: N. Loudoun/S. Loudoun Infrastructure Improvements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS				\$ 2,200,000				\$ 2,200,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
GEN. FUND				\$ 800,000				\$ 800,000
TOTAL	\$ -	\$ -	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -	\$ 3,000,000

Location Map:



**PROJECTED
ANNUAL
OPERATING
COSTS (\$)**

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description:

The project would consist of the replacement all existing underground utilities, sidewalk replacements, and the street would be repaved.

Project Objectives/Justification: Continuing efforts to replace old infrastructure.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities - Public Services

Project Title: Fox Drive Improvements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS							\$ 3,650,000	\$ 3,650,000
STATE							\$ 1,600,000	\$ 1,600,000
FEDERAL								\$ -
RESERVES								\$ -
GEN. FUND								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,250,000	\$ 5,250,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description:

The project would consist of installing curb & gutter and sidewalks along Fox Drive where none currently exist. Project would also include the replacement of the existing underground utilities and repaving the street.

Project Objectives/Justification: Continuing efforts construct new sidewalks as per the City's Sidewalk Master Plan and to replace old infrastructure.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities

Project Title: Structural Repairs to Dam at Water Treatment Plant Intake Structure

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS					\$ 100,000	\$ 650,000		\$ 750,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 650,000	\$ -	\$ 750,000

Location Map:

PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL \$ -

Project Description: Project would consist of repairing the dam structures at the intake for the water treatment plant located on the North Fork of the Shenandoah River.

Project Objectives/Justification: The original dam structure was constructed in the 1950's and major structural repairs will be needed so that the dam is reliable and in service in the future. The water supply for Winchester's residents and businesses is dependent on the proper operation of the intake/dam at the river.

Project Status:

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities

Project Title: Watermain Replacement SU/Under I-81

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS					\$ 2,000,000			\$ 2,000,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ 2,000,000

Location Map:

PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL \$ -

Project Description: Project will consist of replacing the existing watermain from Shenandoah University to the east side of Interstate 81.

Project Objectives/Justification: The existing watermain is old and in very poor condition and has experienced multiple breaks over the past several years. This main is vital for supplying water service to the City's customers on the east side of Interstate 81.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities - Public Services

Project Title: Amherst/Stewart/Washington Infrastructure Improvements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS					\$ 1,800,000			\$ 1,800,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
GEN. FUND					\$ 700,000			\$ 700,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000	\$ -	\$ -	\$ 2,500,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description:

The project would consist of the replacement all existing underground utilities, sidewalk replacements, and the street would be repaved.

Project Objectives/Justification: Continuing efforts to replace old infrastructure.

Five-Year Capital Improvement Plan

<p align="center">FIVE-YEAR CAPITAL IMPROVEMENT PLAN</p> <p align="center">FISCAL YEARS 2015 - 2019</p>	
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<u>Fund & Department:</u> Utilities - Public Services
<u>Project Title:</u> York Avenue Improvements
<u>Budget Code:</u>

Project Title: York Avenue Improvements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS							\$ 2,650,000	\$ 2,650,000
STATE							\$ 1,600,000	\$ 1,600,000
FEDERAL								\$ -
RESERVES								\$ -
GEN. FUND								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,250,000	\$ 4,250,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)
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FY 2015	
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FY 2016	
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FY 2017	
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FY 2018	
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FY 2019	
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TOTAL	\$ -
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Project Description:

The project would consist of installing curb & gutter and sidewalks along York Avenue where none currently exist. Project would also include the replacement of the existing underground utilities and repaving the street.

Project Objectives/Justification: Continuing efforts construct new sidewalks as per the City's Sidewalk Master Plan and to replace old infrastructure.

Five-Year Capital Improvement Plan

<p align="center">FIVE-YEAR CAPITAL IMPROVEMENT PLAN</p> <p align="center">FISCAL YEARS 2015 - 2019</p>	
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Fund & Department: Utilities - Public Services

Project Title: Bellview Avenue Improvements

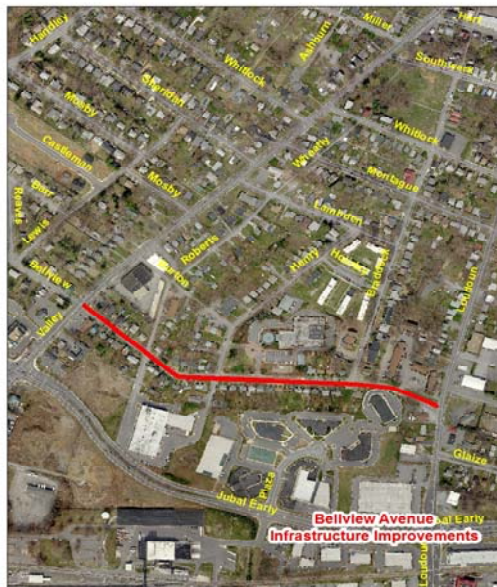
Budget Code:

Project Title: Bellview Avenue Improvements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS						\$ 150,000	\$ 1,500,000	\$ 1,650,000
STATE						\$ 100,000	\$ 1,000,000	\$ 1,100,000
FEDERAL								\$ -
RESERVES								\$ -
GEN. FUND								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 2,500,000	\$ 2,750,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)	
FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

FY2015	
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FY2016	
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FY2017	
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FY2018	
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FY2019	
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TOTAL	\$	-
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Project Description:

Project Description: The project would consist of installing curb & gutter and sidewalks along Bellview Avenue where none currently exist. Project would also include the replacement of the existing underground utilities and repaving the street.

Project Objectives/Justification:

Project Objectives/Justification: Continuing efforts construct new sidewalks as per the City's Sidewalk Master Plan and to replace old infrastructure.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities

Project Title: Water Storage Tank Replacement

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS						\$ 250,000	\$ 4,000,000	\$ 4,250,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
OTHER								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 4,000,000	\$ 4,250,000

Location Map:

PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015

FY2016

FY2017

FY2018

FY2019

TOTAL \$ -

Project Description: Project would consist of constructing a new water storage tank, most likely on the north end of the City.

Project Objectives/Justification: Two of the City's existing water storage tanks present significant operational problems. The first, the Tennyson Tank, is 80+ years old and is starting to develop numerous leaks. The second, Strothers Lane, is not at an ideal elevation and the water often becomes stagnant and loses its chlorine residual during the summer. This project would consist of replacing one or both tanks, with one or two new storage tanks.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities - Public Services

Project Title: Parkway/Shenandoah Infrastructure Improvements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS						\$ 1,550,000		\$ 1,550,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
GEN. FUND						\$ 450,000		\$ 450,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	\$ 2,000,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY 2015	
FY 2016	
FY 2017	
FY 2018	
FY 2019	
TOTAL	\$ -

Project Description:

The project would consist of the replacement all existing underground utilities, sidewalk replacements, and the street would be repaved.

Project Objectives/Justification: Continuing efforts to replace old infrastructure.

Five-Year Capital Improvement Plan

FIVE-YEAR CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2015 - 2019

Fund & Department: Utilities - Public Services

Project Title: Kinzel/Allen Infrastructure Improvements

Budget Code:

SOURCE OF FUNDS	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Years	Project Total
OPERATING								\$ -
BONDS						\$ 2,500,000		\$ 2,500,000
STATE								\$ -
FEDERAL								\$ -
RESERVES								\$ -
GEN. FUND						\$ 650,000		\$ 650,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,150,000	\$ -	\$ 3,150,000

Location Map:



PROJECTED ANNUAL OPERATING COSTS (\$)

FY2015	
FY2016	
FY2017	
FY2018	
FY2019	
TOTAL	\$ -

Project Description:

The project would consist of the replacement all existing underground utilities, sidewalk replacements, and the street would be repaved.

Project Objectives/Justification: Continuing efforts to replace old infrastructure.

Winchester Virginia

EQUIPMENT REPLACEMENT PLAN 2015-2019



Five-Year Equipment Replacement Plan

Introduction and Background

The Equipment Replacement Plan is a five-year forecast of equipment replacement needs in the City of Winchester. It is intended to alert the Council and citizens of equipment replacement needs that are required to maintain the efficiency of city services and the safety of the staff. The first year of the plan becomes the adopted budget, however the equipment is again re-evaluated before the final approval is given for purchase. The remainder four years represents estimated replacement needs and related funding. The Equipment Replacement Plan does not include proposed capital projects. A document relating specifically to capital projects needs has been developed into a separate document.

The Equipment Replacement Plan's basic premise is scheduled replacement of present equipment. The FY 2015 plan calls for the replacement of ten public safety vehicles representing 37% of the total plan cost. This includes eight police vehicles and one sheriff vehicles that are either above 120,000 miles currently or will reach this threshold by the end of fiscal year 2014. Public Works equipment combines for 21% of the total cost. Transit will be leveraging State and Federal funds to replace 2 buses for 31% of the total plan cost. The equipment replacement charges for FY2015 represent approximately 1% of the total general fund expenditures. Flexibility of the plan is established through annual review and revision, if necessary.

This five-year planning document along with the policy replacement criteria was developed by the Finance Department and represents the combined efforts of all city departments. Please use the information provided to assist in the understanding of the City's equipment needs as they relate to the delivery of service to the citizens of Winchester.

Five-Year Equipment Replacement Plan

Equipment Replacement Plan 2015-2019

The Equipment Replacement Plan is five-year plan outlining the vehicle and machinery replacement requirements for the City of Winchester. It is intended to inform the Council and citizens of the major needs on the horizon. The objective is to standardize the capital replacement process in order to create a managed system of purchasing and funding capital equipment, thereby allowing the City to accurately plan and budget for future departmental capital equipment requirements.

The Equipment Plan provides for the replacement intervals on an annual basis to reduce capital, operating and maintenance costs in order to maximize the safety and efficiency of the fleet. The attached listing is broken down by fiscal year, department, and the cost associated with each piece of equipment in need of replacement.

The targeted replacement cycles, in terms of years and miles for the current equipment, are as follows:

Description with Age/Miles:

- General Automobiles – Sedan 10 years/120,000 miles
- Public Safety Vehicles – 10 years/120,000 miles
- Light Duty Trucks – Sports Utility, Pickup and 4x4 – 10 years/100,000 miles
- Medium Heavy Duty trucks – 10 years/100,000 miles
- Buses – Medium Duty and Purpose-Built 7 years/200,000 miles, Light-Duty Small Bus, Cutaways, and Modified Vans 4 years/100,000 miles.
- Replacement of Fixed, add-on Equipment – 10 years, miscellaneous equipment – By condition.

General Procedures

- A. Department heads will conduct an annual utilization study of the existing capital equipment. The study will identify vehicles and equipment that meet the minimum replacement criteria.
- B. Based on the study, the department heads will initiate the equipment request cycle each fiscal year within the regular budgeting process. Department heads will recommend specific vehicles and equipment for replacement based on the factors identifies below.
- C. Department Heads will review recommended capital replacements with the Finance Department and will submit a final recommendation to the City Manager for further analysis.

Five-Year Equipment Replacement Plan

Vehicle and Equipment Replacement Criteria

- A. Type of Equipment: New technology and manpower savings are all considerations for this criterion. Safer equipment may also fall into this category.
- B. Mission/Service: New or additional equipment may be needed for new county services/tasks.
- C. Maintenance Costs: Excessive breakdowns, repairs or proprietary parts may make it no longer feasible (financially or operationally) to retain a certain piece, type, or brand of equipment.
- D. Useful life: Safety is a primary concern. Older vehicles present significant challenges to keep operational and acquire parts and may present unique safety issues once past their useful life.
- E. Use of equipment: Underutilized equipment will be recommended for reassignment, sale or declared surplus/salvage. Heavily used equipment will also be given a higher priority for replacement; i.e., daily use is often more important than monthly, seasonal or sporadic use.
- F. Odometer miles or hours of use: High miles/hours create excessive wear and tear on major systems components. Wear and tear of City equipment is a key measure.
- G. Availability of Funds; Monies available each year may make modification of the proposed equipment list necessary, even if many of the other criteria are met.

Five-Year Equipment Replacement Plan

City of Winchester Equipment Replacement Plan 2015 - 2019

DEPARTMENT SUMMARY

Department	2015	2016	2017	2018	2019	Total
Sheriff	28,000	90,000	55,000	55,000	55,000	283,000
Police	242,400	250,000	195,000	350,000	350,000	1,387,400
Fire	20,000	344,000	185,000	35,000	35,000	619,000
Zoning & Inspections	-	20,000	20,000	40,000	-	80,000
Emergency Management	30,000	-	-	-	-	30,000
Facilities Maintenance	-	18,000	25,000	-	-	43,000
Refuse	150,000	180,000	150,000	-	30,000	510,000
Streets	16,600	40,000	200,000	264,000	230,000	750,600
Parks & Recreation	25,000	229,500	92,000	107,600	105,000	559,100
Human Services	20,000	30,000	20,000	25,000	25,000	120,000
Transit	250,000	50,000	550,000	275,000	-	1,125,000
Equipment Fund	30,000	-	-	-	-	30,000
Winchester Parking Auth	-	-	-	15,000	30,000	45,000
Public Services	-	150,000	150,000	150,000	150,000	600,000
Grand Total	812,000	1,401,500	1,642,000	1,316,600	1,010,000	6,182,100

Five-Year Equipment Replacement Plan

City of Winchester						
Equipment Replacement Plan						
2015 - 2019						
Equipment by Year						
Department	Current Equipment	Mileage	New Equipment	Cost/Funding Source		
				General Fund	Other	Total
2015						
Sheriff	Sheriff Vehicle	155,875	Sheriff Vehicle	28,000		28,000
Police*	Police Vehicles (8)		Police Vehicles (8)	242,400		242,400
Fire & Rescue	Washer & Dryer		Washer & Dryer	20,000		20,000
Emergency Management	2001 Jeep	69,828	SUV with Towing Package	30,000		30,000
Refuse	2004 Refuse/Recycling Truck	110,000	Refuse/Recycling Truck	150,000		150,000
Parks & Recreation	2001 GMC 4x2	121,306	4x2 Pickup Truck	25,000		25,000
Highway Maint - Streets	Leaf Boxes (4)		Leaf Boxes (4)	16,600		16,600
Social Services	2005 Sedan	Over 120,000	Sedan	8,000	12,000	20,000
Transit	Buses		Buses	7,000	243,000	250,000
Equipment Fund	1990 Chevy Pickup		Truck		30,000	30,000
	Total for 2015			527,000	285,000	812,000
2016						
Sheriff	Sheriff Vehicles (2)		Sheriff Vehicles (2)	55,000		55,000
Sheriff	2002 Chevy Tahoe	150,000	Police Package SUV	35,000		35,000
Police	Police Vehicles (5)		Police Vehicles (6)	195,000		195,000
Police	Crisis Negotiations Vehicle		Crisis Negotiations Vehicle	55,000		55,000
Fire & Rescue	Physio Control LifePak 12		Physio Control LifePak 15 (6)	232,000		232,000
Fire & Rescue	Ferno Manual Lift Cot		Stryker Pro XL Power Cots (6)	77,000		77,000
Fire & Rescue	2006 GMC 2500 HD 4x4 Pickup	93,459	4x4 SUV	35,000		35,000
Inspections	2002 Chevy Lumina	41,296	Sedan	20,000		20,000
Refuse	2002 Dodge Pickup	90,000	Pickup Truck	30,000		30,000
Refuse	2004 Refuse/Recycling Truck	102,000	Refuse/Recycling Truck	150,000		150,000
Highway Maint - Streets	1992 Dump Truck	107,138	Pickup	40,000		40,000
Facilities Maintenance	2001 Jeep	Over 100,000	SUV	18,000		18,000
Parks & Recreation	1997 F-250	174,747	4x4 Diesel Pickup Truck w/snow plow	39,000		39,000
Parks & Recreation	15-Passenger Van	52,284	15-Passenger Bus	60,000		60,000
Parks & Recreation	2007 GMC 4x4 w/Dump Bed	44,719	4x4 Diesel Truck w/Trash Compactor	84,000		84,000
Parks & Recreation			Zero Turn Mower (2)	28,000		28,000
Parks & Recreation	Salt Spreader		Salt Spreader	6,500		6,500
Parks & Recreation	Toro Workman		Toro Workman	12,000		12,000
Social Services	2005 Astro Van	Over 120,000	Van	30,000		30,000
Transit	2006 Paratransit Van	94,300	Paratransit Van	5,000	45,000	50,000
Public Services					150,000	150,000
	Total for 2016			1,206,500	195,000	1,401,500
2017						
Sheriff	Sheriff Vehicles (2)		Sheriff Vehicles (2)	55,000		55,000
Police	Police Vehicles (5)		Police Vehicles (6)	195,000		195,000
Fire & Rescue	2005 GMC 2500 HD 4x4 Pickup	55,400	4x4 SUV	35,000		35,000
Fire & Rescue	1990 International 4900	13,542	International 4900 HazMat Vehicle	150,000		150,000
Inspections	2005 Ford Taurus	66,531	Sedan	20,000		20,000
Refuse	2006 Refuse/Recycling Truck	102,000	Refuse/Recycling Truck	150,000		150,000
Facilities Maintenance	GMC 2500	Over 100,000	Truck	25,000		25,000
Highway Maint - Streets	1994 Dump Truck (2)	51,158	Dump Truck	200,000		200,000
Parks & Recreation			Zero Turn Mower	14,000		14,000
Parks & Recreation	1998 Truck	52,829	4x4 Pickup	22,000		22,000
Parks & Recreation	Toro Workman		Toro Workman	14,000		14,000
Parks & Recreation	1968 Ford Tractor		Small Tractor w/Cab & Loader	42,000		42,000
Social Services	2006 Stratus	Over 120,000	Sedan	20,000		20,000
Transit	2006 Paratransit Van	80,500	Paratransit Van	5,000	45,000	50,000
Transit	2008 Transit Buses (2)	Over 120,000	Transit Buses (2)	50,000	450,000	500,000
Parking Authority	Bank Note Dispenser		Bank Note Dispenser		11,000	
Public Services					150,000	150,000
	Total for 2017			997,000	656,000	1,642,000

Five-Year Equipment Replacement Plan

City of Winchester						
Equipment Replacement Plan						
2015 - 2019						
Equipment by Year						
Department	Current Equipment	Mileage	New Equipment	Cost/Funding Source		
				General Fund	Other	Total
2018						
Sheriff	Sheriff Vehicles (2)		Sheriff Vehicles (2)	55,000		55,000
Police	Police Vehicles (10)		Police Vehicles (10)	350,000		350,000
Fire & Rescue	2007 Ford Explorer 4x4 SUV	48,777	4x4 SUV	35,000		35,000
Inspections	2005 Ford Taurus	21,047	Sedan	20,000		20,000
Zoning	2006 Chevy Malibu	46,657	Sedan	20,000		20,000
Highway Maint - Streets	1995 Dump Trucks (2)	76,078/70,546	Dump Trucks (2)	160,000		160,000
Highway Maint - Streets	1996 Pickup	162,989	Pickup	30,000		30,000
Highway Maint - Streets	2002 Pickup	55,298	Pickup w/Lift Gate	30,000		30,000
Highway Maint - Streets	Leaf Boxes (4)		Leaf Boxes (4)	44,000		44,000
Parks & Recreation	Toro Mower		Toro Mower	100,000		100,000
Parks & Recreation			Vehicle Lift	7,600		7,600
Social Services	2007 Ford Explorer	Over 120,000	SUV	25,000		25,000
Transit	2003 Sedan		SUV	2,500	22,500	25,000
Transit	2008 Transit Bus	Over 120,000	Transit Bus	25,000	225,000	250,000
Parking Authority	Tennant Sweeper		Sweeper		15,000	15,000
Public Services					150,000	150,000
	Total for 2018			904,100	412,500	1,316,600
2019						
Sheriff	Sheriff Vehicles (2)		Sheriff Vehicles (2)	55,000		55,000
Police	Police Vehicles (10)		Police Vehicles (10)	350,000		350,000
Fire & Rescue	2008 Ford Explorer 4x4 SUV	51,269	4x4 SUV	35,000		35,000
Refuse	2002 Toyota Pickup	90,000	Pickup	30,000		30,000
Highway Maint - Streets	1999 Dump Truck	50,163	Dump Truck	80,000		80,000
Highway Maint - Streets	2003 Van	82,788	Van	25,000		25,000
Highway Maint - Streets	2003 4x4 Pickup	35,354	One Ton Pickup	40,000		40,000
Highway Maint - Streets	2002 Dump Truck	41,813	Dump Truck	80,000		80,000
Highway Maint - Streets	Zero Turn Mowers (2)		Zero Turn Mowers (2)	5,000		5,000
Parks & Recreation	1998 GMC 6500	20,698	Dump Truck	70,000		70,000
Parks & Recreation	2011 Ford F-350	16,450	Truck	35,000		35,000
Social Services	2008 Ford Fusion	Over 120,000	Sedan	25,000		25,000
Parking Authority	1995 Dodge Truck		Truck		30,000	30,000
Public Services					150,000	150,000
	Total for 2019			830,000	180,000	1,010,000
Grand Total				4,464,600	1,728,500	6,182,100

Five-Year Equipment Replacement Plan

City of Winchester						
Equipment Replacement Plan						
2015 - 2019						
<i>EQUIPMENT BY DEPARTMENT</i>						
Department	2015	2016	2017	2018	2019	Total
<u>Sheriff</u>						
Marked Vehicles	28,000	90,000	55,000	55,000	55,000	283,000
Total Sheriff	28,000	90,000	55,000	55,000	55,000	283,000
<u>Police</u>						
Marked Patrol Vehicles	242,400	195,000	195,000	350,000	350,000	1,332,400
Crisis Negotiations Vehicle		55,000				55,000
Total Police	242,400	250,000	195,000	350,000	350,000	1,387,400
<u>Fire</u>						
Marked Vehicles	-	35,000	185,000	35,000	35,000	290,000
Washer & Dryer	20,000					20,000
Physio Control LifePak 15 (6)	-	232,000				232,000
Stryker Pro XL Power Cots (6)		77,000				77,000
Total Fire	20,000	344,000	185,000	35,000	35,000	619,000
<u>Zoning & Inspections</u>						
Sedan	-	20,000	20,000	40,000	-	80,000
Total Zonning & Inspections	-	20,000	20,000	40,000	-	80,000
<u>Emergency Management</u>						
SUV	30,000	-	-	-	-	30,000
Total Emergency Management	30,000	-	-	-	-	30,000
<u>Facilities Maintenance</u>						
SUV	-	18,000				18,000
Truck	-		25,000			25,000
Total Facilities Maintenance	-	18,000	25,000	-	-	43,000
<u>Public Works/Refuse</u>						
Pickup Truck	-	30,000	-		30,000	60,000
Refuse/Recycling Truck	150,000	150,000	150,000	-		450,000
Total Refuse	150,000	180,000	150,000	-	30,000	510,000
<u>Public Works/Highway Maintenance</u>						
Dump Trucks	-	-	200,000	160,000	160,000	520,000
Pickup Trucks	-	40,000		60,000	40,000	140,000
Van	-	-			25,000	25,000
Leaf Boxes	16,600	-				16,600
Leaf Vacs	-	-		44,000		44,000
Mowers	-	-			5,000	5,000
Total Highway Maintenance	16,600	40,000	200,000	264,000	230,000	750,600

Five-Year Equipment Replacement Plan

City of Winchester						
Equipment Replacement Plan						
2015 - 2019						
<i>EQUIPMENT BY DEPARTMENT</i>						
Department	2015	2016	2017	2018	2019	Total
<u>Parks & Recreation</u>						
Pickup Trucks	25,000	39,000	22,000			86,000
Pickup Truck - Diesel	-				35,000	35,000
Trash Truck	-	84,000				84,000
Dump Truck	-				70,000	70,000
15-Passenger Van	-	60,000				60,000
Mower	-	28,000	14,000	100,000		142,000
Vehicle Lift	-			7,600		7,600
Toro Workman	-	12,000	14,000			26,000
Salt Spreader	-	6,500				6,500
Small Tractor w/Cab & Loader	-		42,000			42,000
Total Parks & Recreation	25,000	229,500	92,000	107,600	105,000	559,100
<u>Social Services</u>						
Sedan	20,000		20,000		25,000	65,000
SUV				25,000		25,000
Van		30,000				30,000
Total Human Services	20,000	30,000	20,000	25,000	25,000	120,000
<u>Transit</u>						
Paratransit Vans		50,000	50,000			100,000
Transit Bus	250,000		500,000	250,000		1,000,000
SUV	-			25,000		25,000
Total Transit	250,000	50,000	550,000	275,000	-	1,125,000
<u>Equipment Fund</u>						
Truck	30,000					30,000
Total Equipment Fund	30,000	-	-	-	-	30,000
<u>Winchester Parking Authority</u>						
Truck					30,000	30,000
Bank Note Dispenser			-			
Sweeper				15,000		15,000
Total Equipment Fund	-	-	-	15,000	30,000	45,000
<u>Public Services</u>						
Heavy Equipment	-	150,000	150,000	150,000	150,000	600,000
Total Public Services	-	150,000	150,000	150,000	150,000	600,000
Grand Total	812,000	1,401,500	1,642,000	1,316,600	1,010,000	6,182,100

Five-Year Information Technology Plan




































Introduction and Background

The Information Technology Plan is a five-year forecast of information technology needs in the City of Winchester. It is intended to alert the Council and citizens of technology needs that are required to maintain the efficiency of city services and the safety of the staff. The first year of the plan becomes the adopted budget, however the technology is again re-evaluated before the final approval is given for purchase. The remaining four years represent estimated needs and related funding.

















The Information Technology Plan's basic premise is scheduled procurement of technology to meet the City's needs. In the second year of the plan, FY2015, over three-quarters of the cost is designated for Information Technology Strategic Plan items. Money has also been designated to upgrade the current Enterprise Resource Planning hardware platform, web enabling Parks and Recreation software, upgrading the Emergency Medical Dispatch application, and adding a Workflow Automation tool.

This five-year planning document along with the policy replacement criteria was developed by the Information Technology Department and represents the combined efforts of all city departments. Please use the information provided to assist in the understanding of the City's technology needs as they relate to the delivery of service to the citizens of Winchester.

Five-Year Information Technology Plan

Project Description		Prior	2015	2016	2017	2018	2019	Future	Total
		Years							
 General Government									
 IBM i5 replace			30,000						30,000
 Enterprise Hardware replacement		272,666	147,333	147,333	147,333	147,333	147,333	147,333	1,156,664
 Time and Attendance			180,000	240,000					420,000
 Enterprise Training Plan			25,000	25,000	25,000	25,000		25,000	125,000
 Physical Access Control			40,000						40,000
 Desktop Virtualization study			10,000						10,000
 Increased internet bandwidth			7,560	7,560	7,560	7,560	7,560		37,800
 OptiWorkflow software			20,000						20,000
 Emergency Medical Dispatch - CAD			25,535						25,535
 Webtrac - Onsite			29,544	2,500	2,500	2,500	2,500		39,544
 Police Ipad Management			450	675	675	675	675		3,150
 Facility Badge Access			15,000						15,000
 ISP for City internet connection		10,060		20,000	20,000	20,000	20,000		90,060
 Parks Field Mobility				1,600					1,600
 Personal Property Replacement		25,000		125,000					150,000
 Backup system replace						24,500			24,500
 Blackboard Pro Website				28,500	9,500	9,500			47,500
 ArcGIS Land Records solution									-
 Planning Large format plotter							4,000		4,000
 Network improvements		86,913		66,588	66,588	66,588	66,588	66,588	419,853
 CAMA software replacement				100,000					100,000
 Electronic Paystubs				10,549					10,549
 Printer replacement - Planning Director						300			300
 Fax Server				2,050					2,050
 Remote Meeting				26,000					26,000
 Mobile Laptops for emergency vehicles				110,983					110,983
									-
 COOP Plan & Disaster Recovery		30,000		30,000					60,000
 Parks Fiber Optic Install				12,000					12,000
 Virtualization environment refresh					94,200	48,800			143,000
 Open City Hall forum				2,500	2,500	2,500		2,500	10,000
 Council Agenda Software				3,000	6,000				9,000
 DSS Server replacement				6,000					6,000
 Wireless tablet - Planner II				1,000					1,000
General Government Total		424,639	530,422	968,838	381,856	355,256	248,656	241,421	3,151,088

Five-Year Information Technology Plan

Project Description	 Prior Years	2015	2016	2017	2018	2019	Future	Total
Non-General Fund								
 Utility Billing/Customer Info System		400,000						400,000
 Computer Replacements - Utilities		2,500	2,500	2,500	2,500	2,500		12,500
 Computer replacements - Engineering		3,000	2,500	2,500	2,500	3,500	3,000	17,000
 Computer Replacements - Water Distribution		4,000			4,000			8,000
 Computer Replacements - Water Treatment		4,000			4,000			8,000
 License plate camera readers		3,000						3,000
 Tablets for remote support of parking		4,500						4,500
 Stairwell cameras for Braddock		3,000						3,000
 GIS PC replacement				3,000				3,000
 Stairwell cameras for Loudoun			3,000					3,000
 Automatic Vehicle Locator	122,000		88,000					210,000
			11,000					11,000
			11,000					11,000
 Computer for Stormwater Engineer			2,600					2,600
 Transit PC/printer Replacement	4,800		1,600		4,800			11,200
	600		200		600			1,400
	600		200		600			1,400
 Computer for Customer Service Asst			2,500					2,500
 IVR system for Paratransit scheduling	28,810		6,016					34,826
			752					752
			752					752
Non-General Fund Total	156,810	424,000	132,620	8,000	19,000	6,000	3,000	749,430
Grand Total	581,449	954,422	1,101,458	389,856	374,256	254,656	244,421	3,900,518

Pay Grade/Position Title Listing

City of Winchester Position Title/Grade Listing July 1, 2014

<u>Grade</u>	<u>Position Title</u>	<u>Minimum</u>		<u>Mid</u>		<u>Maximum</u>	
1		19,385.60	9.32	25,188.80	12.11	30,992.00	14.90
2		20,342.40	9.78	26,447.20	12.72	32,552.00	15.65
3		21,361.60	10.27	27,768.00	13.35	34,174.40	16.43
4		22,422.40	10.78	29,151.20	14.02	35,880.00	17.25
5	Custodian	23,545.60	11.32	30,607.20	14.72	37,668.80	18.11
6	Account Clerk I Clerk Receptionist Recreation Center Attendant I Travel Counselor	24,731.20	11.89	32,146.40	15.46	39,561.60	19.02
7	Laborer I Lead Custodian Recreation Center Attendant II	25,958.40	12.48	33,748.00	16.23	41,537.60	19.97
8	Bus Driver Customer Service Assistant Laborer II Office Assistant Office Associate Recreation Center Attendant III Sanitation Worker Utility Meter Attendant	27,268.80	13.11	35,443.20	17.04	43,617.60	20.97

Pay Grade/Position Title Listing

<u>Grade</u>	<u>Position Title</u>	<u>Minimum</u>		<u>Mid</u>		<u>Maximum</u>	
9	Account Clerk II Maintenance Technician I Recreation Program Specialist Utility Service Mechanic I Warrants Clerk W/WTP Operator Trainee	28,641.60	13.77	37,221.60	17.90	45,801.60	22.02
10	Economic Program Support Tech Human Services Assistant Police Fleet Manager Secretary Visitor and Community Relations Manager W/WTP Lab Technician I W/WTP Operator I	30,056.00	14.45	39,062.40	18.78	48,068.80	23.11
11	Account Clerk III Aquatics Program Specialist Benefit Programs Specialist I Code Enforcement Technician Communications Specialist I Convention & Visitor Services Project Manager Maintenance Technician II Office Supervisor Parking Control Officer Plant Mechanic Records Analyst Clerk Utility Service Mechanic II	31,553.60	15.17	41,017.60	19.72	50,481.60	24.27
12	Athletics Program Specialist I Benefit Programs Specialist II Community Resource Officer Crew Leader	33,134.40	15.93	43,076.80	20.71	53,019.20	25.49

Pay Grade/Position Title Listing

<u>Grade</u>	<u>Position Title</u>	<u>Minimum</u>		<u>Mid</u>		<u>Maximum</u>	
12	Continued	33,134.40	15.93	43,076.80	20.71	53,019.20	25.49
	Deputy Treasurer						
	Deputy Voter Registrar						
	Dewatering Operator						
	Equipment Parts Manager						
	Executive Secretary						
	Fiscal Assistant						
	Parks & Recreation Admin Specialist						
	Planning Technician						
	Senior Account Clerk						
	W/WTP Lab Technician II						
	W/WTP Operator II						
13		34,798.40	16.73	45,229.60	21.75	55,660.80	26.76
	Benefit Programs Specialist III						
	Communications Specialist II						
	Detention Specialist I						
	Legal Secretary						
	Maintenance Technician III						
	Traffic Signal Technician						
14		36,524.80	17.56	47,486.40	22.83	58,448.00	28.10
	Accounting Analyst						
	AP and Payroll Specialist						
	Administrative Assistant I						
	Administrative Programs Assistant						
	Arborist						
	Athletics Program Specialist II						
	Automotive Mechanic						
	Benefit Programs Specialist IV						
	Construction Inspector						
	Emergency Management Technician						
	Environmental Program Coordinator						
	Evidence Clerk Specialist						
	Housing Specialist						

Pay Grade/Position Title Listing

<u>Grade</u>	<u>Position Title</u>	<u>Minimum</u>		<u>Mid</u>		<u>Maximum</u>	
14	Continued Probationary Firefighter Self-Sufficiency Specialist Senior Utility Service Mechanic	36,524.80	17.56	47,486.40	22.83	58,448.00	28.10
		Hours per year 2496		Hourly rate \$14.6334			
15	Code Compliance Inspector Communications Specialist III Computer & Network Support Tech Crime Prevention/Community Involvement Specialist Deputy Sheriff I Deputy Zoning Administrator Detention Specialist II GIS Technician Licensed Practical Nurse Planner I Prevention Case Manager Senior Laboratory Technician Shop Foreman System Project Manager Transit Supervisor Victim Witness Assistant Director W/WTP Operator III	38,355.20	18.44	49,868.00	23.98	61,380.80	29.51
16	Accountant Administrative Assistant II Assistant Facility Manager Benefit Programs - Fraud Investigator Chief Deputy Treasurer Code Compliance Inspector CRO/Community Outreach Coordinator Deputy Sheriff II EMS Billing Manager	40,268.80	19.36	52,353.60	25.17	64,438.40	30.98

Pay Grade/Position Title Listing

<u>Grade</u>	<u>Position Title</u>	<u>Minimum</u>		<u>Mid</u>		<u>Maximum</u>	
16	Continued	40,268.80	19.36	52,353.60	25.17	64,438.40	30.98
	Facilities Coordinator						
	Firefighter/EMT	Hours per year 2496					
		Hourly rate \$16.1334					
	Human Resources Analyst						
	Paralegal						
	Parks Administrative						
	Coordinator						
	Parks Maintenance						
	Coordinator						
	Parks Projects Coordinator						
	Police Officer I						
	Recreation Coordinator - Aquatics Services						
	Recreation Coordinator -						
	Special Events						
	Recreation Coordinator - Sports & Athletics						
	Services						
	Recreation Coordinator -						
	Youth Services						
17		42,286.40	20.33	54,974.40	26.43	67,662.40	32.53
	Administrative Services						
	Manager						
	Assessment Analyst						
	Benefit Programs Supervisor						
	Chief Environmental Program Coordinator						
	Deputy Sheriff III						
	Engineering Inspector						
	Family Services Specialist I						
	Industrial Electrician						
	Laboratory Supervisor						
	Lead Communications						
	Specialist						
	Planner II						
	Police Officer II						
	Senior Codes Compliance						
	Inspector						
	Senior Detention Specialist						
	Tax Field Auditor						
	Utilization Management						
	Coordinator						
	W/WTP Lead Operator						

Pay Grade/Position Title Listing

<u>Grade</u>	<u>Position Title</u>	<u>Minimum</u>		<u>Mid</u>		<u>Maximum</u>	
18	Automotive Service Supervisor CSA Coordinator Detective I Detention Specialist Supervisor Family Services Specialist II Firefighter Technician Marketing Coordinator/PIO/FOIA Police Officer III Refuse/Recycling Coordinator Purchasing/Risk Manager W/WTP Chief Operator	44,408.00	21.35	57,720.00	27.75	71,032.00	34.15
19	Assistant Commonwealth Attorney I Assistant Fire Marshal Communications Operations Supervisor Deputy Building Official Detective II Economic Development Program Coordinator Engineer I Master Police Officer Senior Paralegal/Office Administrator Senior Human Resources Analyst Senior Planner Sheriff Sergeant Traffic Division Supervisor	46,633.60	22.42	60,611.20	29.14	74,588.80	35.86
20	Facility Manager Family Services Specialist III GIS Coordinator Maintenance Supervisor	48,942.40	23.53	63,637.60	30.60	78,332.80	37.66

Pay Grade/Position Title Listing

<u>Grade</u>	<u>Position Title</u>	<u>Minimum</u>		<u>Mid</u>		<u>Maximum</u>	
20	Continued Police Sergeant Real Estate Administrator Superintendent of Parks Victim Witness Director	48,942.40	23.53	63,637.60	30.60	78,332.80	37.66
21	Assistant Commonwealth Attorney II Chief Accountant Director of Emergency Communications Director of Emergency Communications Family Services Specialist IV Fire & Rescue Lieutenant Network/System Administrator Police Lieutenant	51,396.80	24.71	66,809.60	32.12	82,222.40	39.53
22	Building Official Senior Computer Programmer Senior Network Engineer Family Services Supervisor Transit Director Webmaster	53,955.20	25.94	70,148.00	33.73	86,340.80	41.51
23	Assistant Commonwealth Attorney III Assistant Human Resources Director Assistant Parks & Recreation Director Fire & Rescue Battalion Chief Fire Marshall Juvenile Detention Center Assistant Superintendent Operations Superintendent Police Captain Family Services Manager	56,659.20	27.24	73,663.20	35.42	90,667.20	43.59

Pay Grade/Position Title Listing

<u>Grade</u>	<u>Position Title</u>	<u>Minimum</u>		<u>Mid</u>		<u>Maximum</u>	
24	Assistant Finance Director Assistant Social Services Director Executive Director Winchester Parking Authority Executive Director WFCCVB Downtown Manager	59,508.80	28.61	77,365.60	37.20	95,222.40	45.78
25	Assistant City Attorney City Engineer Deputy Commonwealth Attorney Fire & Rescue Deputy Chief Police Major	62,462.40	30.03	81,213.60	39.05	99,964.80	48.06
26		65,603.20	31.54	85,280.00	41.00	104,956.80	50.46
27	Assistant Public Services Director Juvenile Detention Center Superintendent Parks & Recreation Director Planning Director Public Works Director	68,889.60	33.12	89,544.00	43.05	110,198.40	52.98
28	Human Resources Director Information Technology Director Director of Zoning & Inspections	72,321.60	34.77	94,026.40	45.21	115,731.20	55.64
29	Finance Director Fire & Rescue Chief Economic Redevelopment Director	75,940.80	36.51	98,716.80	47.46	121,492.80	58.41

Pay Grade/Position Title Listing

<u>Grade</u>	<u>Position Title</u>	<u>Minimum</u>		<u>Mid</u>		<u>Maximum</u>	
29	Continued Police Chief Public Services Director Social Services Director	75,940.80	36.51	98,716.80	47.46	121,492.80	58.41
30	Assistant City Manager	79,747.20	38.34	103,667.20	49.84	127,587.20	61.34
31		83,720.00	40.25	108,836.00	52.33	133,952.00	64.40
32		87,921.60	42.27	114,296.00	54.95	140,670.40	67.63
33		92,310.40	44.38	120,005.60	57.70	147,700.80	71.01
34		96,928.00	46.60	127,046.40	61.08	157,164.80	75.56
35		101,753.60	48.92	132,298.40	63.61	162,843.20	78.29

Health/Dental Insurance Plans/Rates

City of Winchester
FY 2015 Local Choice Medical Insurance Rates
Including Delta Dental & Blue View Vision Coverage*

LC Key Advantage 500				
Calendar Year Deductible		\$500 per member \$1,000 per family		
Out-of-pocket maximum		\$3,000 per member \$6,000 per family		
	Monthly Expected Rates	Employer Contribution		Employee Contribution
Employee Only	451.00	428.00		23.00
Employee Plus 1	834.00	712.80		121.20
Employee/Family	1,218.00	809.20		408.80
	Bi-Weekly Expected Rates	Employer Contribution		Employee Contribution
Employee Only	208.15	197.54		10.61
Employee Plus 1	384.92	328.98		55.94
Employee/Family	562.15	373.48		188.67

LC Key Advantage 1000					
Calendar Year Deductible		\$1,000 per member \$2,000 per family			
Out-of-pocket maximum		\$4,000 per member \$8,000 per family			
	Monthly Expected Rates	Employer Contribution	%	Employee Contribution	%
Employee Only	428.00	428.00	100%	-	0%
Employee Plus 1	792.00	712.80	90%	79.20	10%
Employee/Family	1,156.00	809.20	70%	346.80	30%
	Bi-Weekly Expected Rates	Employer Contribution	%	Employee Contribution	%
Employee Only	197.54	197.54	100%	-	0%
Employee Plus 1	365.54	328.98	90%	36.55	10%
Employee/Family	533.54	373.48	70%	160.06	30%

Health/Dental Insurance Plans/Rates

City of Winchester
FY 2015 Local Choice Medical Insurance Rates
Including Delta Dental & Blue View Vision Coverage*

LC H S A *					
Calendar Year Deductible		\$1,500 per member \$3,000 per family			
Out-of-pocket maximum		\$5,000 per member \$10,000 per family			
	Monthly Expected Rates	Employer Contribution	%	Employee Contribution	%
Employee Only	368.00	368.00	100%	-	0%
Employee Plus 1	681.00	646.95	95%	34.05	5%
Employee/Family	994.00	745.50	75%	248.50	25%
	Bi-Weekly Expected Rates	Employer Contribution	%	Employee Contribution	%
Employee Only	169.85	169.85	100%	-	0%
Employee Plus 1	314.31	298.59	95%	15.72	5%
Employee/Family	458.77	344.08	75%	114.69	25%

*Local Choice HSA does not include Blue View Vision coverage.

City of Winchester
FY 2015 Dental Insurance Rates
Guardian Supplemental Dental

Annual Deductible		\$25/\$75	
Annual Benefit maximum		\$1,200 per member	
	Monthly Expected Rates	Employer Contribution	Employee Contribution
Employee Only	34.29	-	34.29
Employee/Spouse	69.71	-	69.71
Employee/Children	90.23	-	90.23
Employee/Family	125.67	-	125.67
	Bi-Weekly Expected Rates	Employer Contribution	Employee Contribution
Employee Only	15.83	-	15.83
Employee/Spouse	32.17	-	32.17
Employee/Children	41.64	-	41.64
Employee/Family	58.00	-	58.00

Note: This supplemental dental coverage is only available to employees that waive medical coverage or need dental coverage for dependents because they've chosen employee only medical.

Debt Summary

Summary of Outstanding Bond Issues					As of June 30, 2013	
ISSUE	PURPOSE	AMOUNT ISSUED	ISSUE DATE	MATURITY DATE	BALANCE CITY/SCH	BALANCE UTILITIES
General Obligation Debt						
Public Improvement Bond Series 1999A	Finance public safety facility, library renovations, and water projects	10,000,000	6/16/1999	6/1/2019	2,017,468	2,017,468
Public Improvement Refunding Bonds, Series 2002B	Finance Schools, and water & sewer projects	6,320,000	12/19/2002	1/15/2014	624,000	156,000
Public Improvement Bond Series 2003	Finance schools, public utility project, public works and courtroom projects.	9,595,000	12/18/2003	9/1/2023	650,349	279,651
Public Improvement Bond Series 2004	Finance schools and public utility projects.	35,020,000	10/21/2004	1/15/2020	5,373,442	3,711,559
Public Improvement Bond Series 2005	Finance schools, Public Utility, roads, emergency communication, and buildings.	45,000,000	11/1/2005	1/15/2025	7,485,000	1,190,000
Public Improvement Bond Series 2006	Finance Schools and Public Utility Projects	23,660,000	12/21/2006	12/1/2026	6,459,550	1,470,450
Public Improvement Bond Series 2007	Finance Schools Projects and Active Living center project	7,200,000	9/12/2007	9/1/2027	5,915,000	-
Public Improvement and Refunding Bond Series 2011	Finance General fund projects, Utilities and Schools Capital projects	31,705,000	9/1/2012	9/1/2023	26,870,040	4,449,960
Public Improvement and Refunding Bond Series 2012	Finance General fund projects, Utilities and Schools Capital projects	28,635,000	9/1/2012	9/1/2026	22,125,285	6,509,715
Revenue bonds-VRA Series 2008	Utilities Capital Projects	12,100,000	11/21/2008	10/1/2028	-	10,795,000
Revenue bonds- VRA Series 2009A	Utilities Capital Projects	11,820,000	6/1/2009	10/1/2029		10,705,000
Revenue bonds- VRA Series 2009B	Utilities Capital Projects	12,295,000	11/1/2009	10/2/2029		11,400,000
Revenue bonds- VRA Series 2010C	Utilities Capital Projects	12,165,000	11/1/2010	10/1/2031		11,750,000
Revenue bonds- VRA Series 2011A	Utilities Capital Projects	1,500,000	10/25/2011	9/1/2042		1,500,000
Revenue bonds- VRA Series 2011B	Utilities Capital Projects	19,470,000	10/16/2011	10/1/2032		19,470,000
FWSA Opequon Water Facility Obligations	Obligations Payable- FWSA	26,452,442	4/1/2004	10/1/2038		17,709,408
Total - All Outstanding Bonds		292,937,442			77,520,134	103,114,211

Debt Summary

Legal Debt Margin Information

Last Five Fiscal Years

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Debt Limit	302,560,266	314,296,963	278,558,244	281,568,882	282,603,133
Total Net Debt Applicable to Limit	128,672,843	121,315,345	113,889,041	106,907,645	97,304,935
Legal Debt Margin	173,887,423	192,981,618	164,669,203	174,661,237	185,298,198
Total Net Debt Applicable to Limit as a % of Debt Limit	42.53%	38.60%	40.89%	37.97%	34.43%

Governmental Activities Principal and Interest Schedule

Year Ending June 30	General Fund			Winchester Public Schools			Total Governmental Activities Debt Service
	Principal	Interest	Total General Fund Debt Service	Principal	Interest	Total WPS Debt Service	
2014	1,032,660	575,451	1,608,110	4,560,260	2,733,868	7,294,128	8,902,238
2015	1,113,258	537,954	1,651,212	4,268,881	2,539,760	6,808,641	8,459,853
2016	1,084,303	495,350	1,579,654	4,555,316	2,340,496	6,895,812	8,475,465
2017	1,256,264	449,850	1,706,115	4,578,895	2,148,464	6,727,359	8,433,474
2018	1,252,183	396,762	1,648,945	4,824,100	1,948,398	6,772,498	8,421,443
2019	1,311,006	339,891	1,650,897	5,053,288	1,722,891	6,776,179	8,427,076
2020	971,475	280,135	1,251,610	5,297,473	1,487,146	6,784,619	8,036,228
2021	999,451	239,310	1,238,761	5,149,219	1,278,978	6,428,197	7,666,959
2022	1,033,947	203,930	1,237,877	5,337,695	1,078,492	6,416,187	7,654,064
2023	928,459	166,944	1,095,403	5,229,675	869,190	6,098,866	7,194,269
2024	942,711	126,775	1,069,486	5,015,489	650,448	5,665,937	6,735,422
2025	901,953	81,073	983,026	4,732,027	409,284	5,141,311	6,124,337
2026	746,387	39,865	786,251	3,878,083	194,031	4,072,115	4,858,366
2027	314,097	13,352	327,449	1,526,578	58,915	1,585,493	1,912,942
2028	110,000	2,750	112,750	415,000	10,375	425,375	538,125
2029	-	-	-	-	-	-	-
2030	-	-	-	-	-	-	-
	<u>13,998,154</u>	<u>3,949,392</u>	<u>17,947,545</u>	<u>64,421,980</u>	<u>19,470,736</u>	<u>83,892,716</u>	<u>101,840,261</u>

Debt Summary

Business-Type Activities Principal and Interest Schedule							
	Utilities Fund			Winchester Parking Authority			
Year Ending June 30	Principal	Interest	Total Utilities Debt Service	Principal	Interest	Total WPA Debt Service	Total Business- Type Activities
2014	5,627,920	4,739,399	10,367,319	175,000	406,938	581,938	10,949,256
2015	5,850,494	4,511,106	10,361,600	180,000	398,500	578,500	10,940,100
2016	6,065,889	4,258,989	10,324,878	190,000	389,250	579,250	10,904,128
2017	5,435,856	3,993,208	9,429,064	200,000	379,500	579,500	10,008,564
2018	5,689,749	3,743,929	9,433,678	210,000	369,250	579,250	10,012,928
2019	5,959,041	3,485,937	9,444,978	220,000	358,500	578,500	10,023,478
2020	5,833,318	3,219,409	9,052,726	230,000	347,250	577,250	9,629,976
2021	5,245,419	2,957,323	8,202,742	245,000	335,375	580,375	8,783,117
2022	5,472,700	2,710,564	8,183,265	255,000	322,875	577,875	8,761,140
2023	5,155,507	2,461,439	7,616,946	270,000	309,750	579,750	8,196,696
2024	5,283,385	2,213,955	7,497,341	280,000	296,000	576,000	8,073,341
2025	5,417,820	1,952,023	7,369,843	295,000	281,625	576,625	7,946,468
2026	5,553,026	1,676,496	7,229,522	310,000	266,500	576,500	7,806,022
2027	5,333,016	1,396,289	6,729,305	325,000	250,625	575,625	7,304,930
2028	5,262,202	1,121,070	6,383,272	340,000	234,000	574,000	6,957,272
2029	5,504,441	843,327	6,347,768	360,000	216,500	576,500	6,924,268
2030	4,750,839	581,992	5,332,831	375,000	198,125	573,125	5,905,956
2031	3,080,999	386,165	3,467,164	395,000	178,875	573,875	4,041,039
2032	1,783,724	263,710	2,047,434	415,000	158,625	573,625	2,621,059
2033	1,871,633	176,439	2,048,072	435,000	137,375	572,375	2,620,447
2034	397,788	122,608	520,396	460,000	115,000	575,000	1,095,396
2035	417,605	103,866	521,471	480,000	91,500	571,500	1,092,971
2036	435,670	84,228	519,898	505,000	66,875	571,875	1,091,773
2037	455,595	63,696	519,291	530,000	41,000	571,000	1,090,291
2038	477,381	42,189	519,571	555,000	13,875	568,875	1,088,446
2039	499,226	19,660	518,886				518,886
2040	69,882	7,099	76,980				76,980
2041	71,994	4,987	76,980				76,980
2042	74,170	2,811	76,980				76,980
2043	37,920	569	38,489				38,489
	103,114,208	47,144,482	150,258,690	8,235,000	6,163,688	14,398,688	164,657,378

CITY OF WINCHESTER DEBT OBLIGATION POLICY

Adopted December 9, 2003

I. BACKGROUND AND PURPOSE

This debt policy is designed to provide guidance to the City of Winchester and its operating units in the issuance of debt and similar obligations. For the purposes of this Policy, any Capital Lease obligation whereas not legally considered debt of the City, shall be treated as such. This Policy shall apply to all operating units of the City receiving General Fund support for repayment of debt used to finance Capital Projects. This Policy is designed to be used with other Financial Policies of the City as they exist from time to time.

This Policy will address various types of debt that may be issued by or on behalf of the City, the level of these obligations, the corresponding annual debt service costs of these obligations and the approval requirements for the issuance of such obligations.

The purpose of this Policy is to ensure the issuance and repayment of all debt obligations are properly planned, approved and executed to ensure the efficient and effective financial operations of the City.

II. PLANNING, PERFORMANCE, AND MONITORING

- A. The planning, issuance, and review of outstanding and proposed debt obligations will ensure that compliance with this Policy is maintained.
- B. The City may issue debt obligations for the purpose of acquiring, improving, renovating, or constructing Capital Projects including buildings, machinery, equipment, furniture, and fixtures or other similar longer life assets (i.e., water or sewer capacity, etc.).
- C. Whenever feasible, similar debt obligations will be issued at one time to minimize issuance costs.
- D. The City will annually prepare and adopt a multi-year Capital Improvements Program to identify and establish an orderly plan to meet the City's infrastructure needs with all debt-related projects and the corresponding debt service impact upon the General Funds of the City identified. The City shall discourage any additions to the Program during the course of the year.
- E. As a part of the annual budgeting process, the City shall prepare a report summarizing compliance with this policy and present this report to the City Council for approval.

Debt Policy

III. ISSUANCE GUIDELINES

- A. The City will not use short-term borrowing to finance operating needs, except in instances as described under Revenue Anticipation Notes.
- B. The City shall prepare an analysis of anticipated revenues, the potential tax impact and future operating costs associated with any project proposal for external financing.
- C. The final maturity of any obligation will not exceed the expected useful life of the assets or project for which the obligation is issued.
- D. Prior to the issuance of any form of debt, the City will ensure that the issuance of such debt will not result in the non-compliance with this Policy.
- E. At a minimum, all such obligations require approval by the City Council. This approval shall indicate the City Council approval of the identified funding for this Project and compliance with this Debt Policy.
- F. Unless approved by the City Council, no obligations shall be issued for an amount less than \$500,000 or for Capital Projects with a useful life of less than three (3) years.
- G. Based on the recommendations of its Financial Advisor and approval by the City Council, all debt obligations shall include funds sufficient to provide, if needed, capitalized interest, a Debt Service Reserve Fund, Rate Stabilization or other similar Funds as well as funds necessary to cover the cost of issuance of the Obligations.

IV. DEBT PARAMETERS

The City shall maintain compliance with the following Debt parameters on a historical basis as well as on a Pro Forma basis after giving effect to the obligation being issued. Given the magnitude of the City's long-term Capital Improvement Program at the time this Policy is being adopted, the City has established a target policy and a maximum policy. While the City will attempt to adhere to the targeted levels, the City realizes that according to current projections it will be out of compliance with the targeted levels during several of the years once all the debt is issued.

- A. Net Debt as a percentage of Assessed Value shall be targeted at less than 3.5%, with a maximum level of 4.0%. (Net Debt is General Obligation debt and Capital Lease Obligation exclusive of debt or leases payable from the Enterprise Fund.)
- B. General Obligation Debt Service and Capital Lease payments as a percentage of Total Governmental Fund Expenditures shall be targeted at less than 12.5%, with a maximum level of 15%. For purposes of this requirement, General Governmental Expenditures shall be that amount reported in the most recent Comprehensive Annual Financial Report.

Debt Policy

To the extent that the City proposes issuing debt that will exceed the targeted levels, City staff shall provide City Council for its review prior to authorizing the debt with a calculation of when it expects the City to be back in compliance with the targeted levels.

V. PERMITTED OBLIGATIONS

Based on the implementation of this Policy, the City shall consider the following Obligation as Permitted Obligations for the purposes as stated. Unless stated otherwise in the section below, all such obligations shall be considered Debt for purposes of the Policy.

A. *Revenue Anticipation Notes*

1. The City's Fund Balance Policy is designed to provide adequate cash flow to avoid the need for Revenue Anticipation Notes (RANs). As such, the use of RANs is discouraged.
2. The City may issue RANs in situations beyond the City's control or ability to forecast when the revenues will be received after the related funds are scheduled to be distributed.
3. The City will issue RANs for a period not to exceed the one year period permitted under the Constitution of Virginia, Article VII Section 10.
4. Prior to the issuance of RANs, the City will advise the City Council of the circumstances creating the need for the RANs and whether this need will continue in the future. In all cases, the City shall attempt to minimize the amount of RANs issued.
5. The issuance of RANs will not be counted as debt for purposes of this Policy.

B. *Bond Anticipation Notes*

1. The City may issue Bond Anticipation Notes (BANs) in expectation of the issuance of General Obligation Bonds or Revenue Bonds when funds are required for the financed capital project to be initiated or continued but the City does not need to issue all of the permanent funding at that time.
2. The City may issue BANs when the long-term financial markets do not appear appropriate on a given date, but have a clear potential for improvement within the next twelve months.
3. The City may issue BANs with a maturity of up to two years in length with no more than one additional two year period.
4. Prior to issuing BANs, the City will clearly demonstrate its ability to comply with this Debt Policy upon issuance of the permanent financing.

Debt Policy

C. General Obligation Bonds

1. The Constitution of Virginia, Article VII Section 10(a), and the Public Finance Act contains a 10% of assessed value of real estate limitation on outstanding indebtedness which a City may incur.
2. The City may issue GO debt for any capital projects or other properly approved projects or programs.

D. VPSA Bonds and State Literary Fund Loans

1. The City may finance its Schools needs with General Obligation debt or lease appropriation debt which may be subject to other provisions of this Policy. Should the City wish to use either the VPSA or Literary Loan to meet these needs, then these additional requirements must be met.
2. School capital projects or other projects permitted to be financed by the VPSA or State Literary Funds may be funded with GO debt as long as such debt is issued either through VPSA or State Literary Fund. The City shall attempt to use Literary Funds when at all possible; however, preference should be given to accessibility and interest rates when determining whether to use the VPSA or the Literary Fund.
3. Approval of the School Board is required prior to approval by the City Councils for projects funded with VPSA or State Literary Fund Loans.

E. Revenue Bonds

1. The City may issue Revenue Bonds to fund enterprise activities, such as water and sewer utilities, solid waste disposal facilities or for capital projects which will generate a revenue stream sufficient to fund the annual debt service costs of the Revenue Bonds.
2. The Revenue Bonds will include written covenants that will require that the revenue sources are sufficient to fund operating expenses and all debt service requirements.

F. Capital Leases

1. The City may execute Capital Leases or Certificates of Participation with independent parties to provide for the use of buildings, machinery, equipment, furniture, and fixtures as long as the asset is acquired at the end of the lease and the Capital Lease, if treated as Debt, complies with this Debt Policy.

G. Moral Obligation Debt

1. The City may enter into leases, contracts, or other agreements with other public bodies that provide for the payment of debt service when revenues of such public bodies or agencies may prove insufficient to cover debt service.

Debt Policy

2. Payment of such moral obligation debt service will be done when the best interest of the City is clearly demonstrated.
3. While such moral obligation support does not affect the debt limit of the City, the amount of bonds issued with the City's moral obligation should be controlled in order to limit potential demands on the City and any expected use of this type of obligation should be clearly within the parameter of this Debt Policy.
4. The City will not count this type of obligation as Debt as long as this Debt remains self-sufficient. Should the City need to fund any of this debt, the City should count its maximum total debt exposure under this agreement as Debt for purposes of this Policy.

VI. DISCLOSURE AND COMMUNICATIONS

- A. The City will maintain good communications with bond rating agencies to inform them about the City's financial position by providing them with the City's Comprehensive Annual Financial Report (CAFR) and Operating and Capital Improvements Budget.
- B. The City will follow the National Federation of Municipal Analysts and Government Finance Officers Association policy of full continuing disclosure.
- C. The City will disclose the preceding ten fiscal year's debt ratios in the Comprehensive Annual Financial Report.
- D. As part of its Operating and Capital Improvement Budget, the City will disclose an estimate of the subsequent five fiscal year's debt ratios with an analysis of the impact, if any; moral obligation debt would have on the debt ratios.

Glossary

The following definitions of terms are provided to aid in understanding the terminology employed in the text of the budget and other financial documents.

Accrual Basis of Accounting – A method of accounting that recognizes the financial effect of transactions, events and inter-fund activities when they occur, regardless of the timing of related cash flows.

Activity – Classification of City services based on type of service provided, including legislative, administration, courts, public safety, public works, health & welfare, education, parks & recreation, and community development.

Adopted Budget – The final operating and capital budget approved by the City Council after public hearings and amendments to the proposed budget, if applicable; becomes legal guidance to City management and departments for spending levels.

Advance Refunding – A refinancing transaction in which new (refunding) bonds are issued to repay (refund) outstanding bonds prior to the first call date. The proceeds of the refunding bonds are deposited in an escrow account, invested in government securities, and used to pay debt service (interest, principal and premium, if any) on the refunded bonds through the applicable call date. For accounting purposes, refunded obligations are not considered a part of an issuer's debt.

Agent Fees – The fee paid to a financial institution known as the paying agent or registrar that serves two functions: 1) it receives funds from the issuer prior to each debt service payment date and then distributes these monies to the bondholders and 2) as registrar it establishes and maintains records of bond ownership.

Amortization – The paying off of debt in regular installments over a period of time.

Appropriation – An authorization made by the Council that permits City departments and agencies to incur obligations against, and to make expenditures of, governmental resources. The amount is fixed and authorized until the fiscal year ends at which time by law the appropriation lapses.

Appropriation Ordinance – The official enactment by City Council establishing the legal authority for City administrative staff to obligate and expend resources.

ARRA – American Recovery and Reinvestment Act – Bill passed by President Obama in February 2009 as an economic stimulus package. The money provided by this program will go towards projects such as improving education, building roads, public transportation, criminal justice, health care, and many other areas. The government is hoping this package will create jobs and provide other economic benefits.

Assessed Value – The fair market value placed on personal and real property owned by taxpayers, as determined by the City.

Balanced Budget – By law, local government budgets must be balanced; i.e., expenditures may not exceed revenues.

Basis of Budgeting and Accounting – Accounting methods, such as accrual basis and modified accrual basis, used to document revenues received and authorized obligations expensed.

Glossary

Bond – General Obligation A type of security sold to finance capital improvement projects, with the principal and interest payments guaranteed by the full faith and credit of the City through its taxing authority.

Bond Ratings – A rating of quality given on any given bond offering as determined by an independent agency in the business of rating such offerings.

BPOL Tax – Business license or gross receipts tax, this item taxes the total revenues of a business.

Budget – A plan of financial operation including an estimate of proposed means of financing them (revenue estimates). The term also sometimes is used to denote the officially approved expenditure ceilings under which the City and its departments operate.

Budget Calendar – The schedule of key dates involved in the process of adopting and then executing an adopted budget.

Budgetary Control – The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Budget Document – The official written statement prepared by the City's administrative staff which presents the proposed budget to the City Council.

Budget Message – A general discussion of the proposed budget presented to the City Council by the City Manager as a part of or supplement to the budget document. The budget message explains principle budget issues against the background of financial experience in recent years and presents recommendations made by the City Manager.

CAFR – Comprehensive Annual Financial Report – the annual report issued by the City on its financial position and activity for the fiscal year. This report is prepared by the Department of Finance in conformity with U. S. generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board. The report is audited by an independent firm of certified public accountants.

Capital Assets – Operating – Tangible property which has a value of at least \$10,000, but less than \$50,000, and a useful life of more than one year. Operating capital is budgeted in the operating funds. Also called fixed assets.

Capital Assets – Major – Any tangible property with a value of at least \$50,000 and an expected life of at least seven years is classified as a major capital asset. Such assets are budgeted in the Capital Improvement Plan (CIP). These items are of significant value and require a longer planning horizon.

Capital Fund – Each year, the City adopts a five-year Capital Improvement Program (CIP) that serves as a blueprint for the long-term physical improvements the City wishes to make. The Capital Fund is funded through a transfer from the general, water and sewer funds, State aid and bond issues. The current year CIP is included as part of the annual budget.

Glossary

Capital Improvement Expenditures – Related to the acquisition, expansion or rehabilitation of an element of the governments' physical facilities and infrastructure.

Capital Improvement Plan (CIP) – A plan for purchasing capital expenditures over a period of years to meet capital needs arising from the long-term work program. It sets forth each project or other contemplated expenditure and specifies the full resources estimated to be available to finance the projected expenditures.

Capital Lease – A lease obligation that has met the criteria to be categorized as a capital lease as opposed to an operating lease under generally accepted accounting principles. Capital leases are common in certain types of financing transactions involving the use of revenue bonds as opposed to general obligation bonds.

Capital Outlay – An appropriation or expenditure category for government assets with a value of \$10,000 or more and a useful economic life of one year or more.

Capital Projects – Projects which purchase or construct capital assets. Typically, a capital project encompasses a purchase of land and/or the construction of a building or facility.

Capitalized Interest – A portion of the proceeds of a bond issue which is set aside to pay interest on the bonds for a specific period of time. Interest is typically capitalized for bonds issued to finance a revenue-producing project to pay debt service until the project is completed and begins generating revenues.

CDBG – Community Development Block Grant -- funding received from the U. S. Department of Housing and Urban Development. CDBG primarily benefits low- and moderate-income persons through housing, human services, neighborhood improvements and economic development activities, with a secondary emphasis on the reduction of slums and blight.

CIP – Capital Improvement Plan – A plan for capital expenditures, to be incurred each year over a fixed period of several future years, which sets forth each capital project, identifies the expected beginning and ending date for each project, the amount to be expended in each year and the method of financing those expenditures.

City Budget – That portion of the overall General Fund budget under the direct control of the City Manager (excludes the School Budget).

Comprehensive Annual Financial Report (CAFR) – The annual report that represents a locality's financial activities and contains the independent auditor's reports on compliance with laws, regulations and internal controls over financial reporting based on an audit of financial statements performed in accordance with "Government Auditing Standards."

Constitutional Officers – Officials elected to four-year terms of office who are authorized by the Constitution of Virginia to head City departments, the Treasurer, Commissioner of Revenue, City Sheriff, Commonwealth Attorney and the Clerk of the Circuit Court for the City.

Contingency – A budgetary reserve set aside for emergencies or unforeseen expenditures for which no other budget exists.

Contractual Services – Services rendered to a government by private firms, individuals, or other governmental agencies on a fee basis or fixed time contract basis. Examples include payments for engineering services, legal services, printing, and advertising.

Glossary

CSA – Comprehensive Services Act.

Debt – Any obligations of the City for the payment of money issued pursuant to the Public Finance Act of Virginia.

Debt Limit – The maximum amounts of gross or net debt which is legally permitted.

Debt Per Capita – Total outstanding debt divided by the population of the City.

Debt Ratio – A measure used that determines the annual debt service or outstanding debt as a percentage of some other item which is generally an indication of the ability of the City to repay the debt; examples include annual debt service as a percentage of total annual expenditures and total outstanding debt as a percentage of total assessed value.

Debt Service – The payment of principal and interest on borrowed funds, such as bonds.

Defeasance – Termination of the rights and interests of the bondholders and their lien on the pledged revenues in accordance with the terms of the bond contract for a bond issue. Defeasance usually occurs in connection with the refunding of outstanding bonds after provision has been made for future payment through funds provided by the issuance of the new refunding bonds.

Department/Division – A department consists of one or more divisions. The division is the basic organizational unit of government which is functionally unique in its delivery of services.

Depreciation – The decrease in value of capital assets due to use and the passage of time.

Disbursement – The expenditure of monies from an account.

E-911 Tax – This is a tax on telephone usage to pay for fire and police emergency dispatch operations.

Economic Development Authority (EDA) – Responsible for encouraging industrial and commercial development in the City.

Emergency Medical Services (EMS) – The Fire and Emergency Medical Services Department provides emergency fire suppression response to incidents involving fires, fire alarms, smoke scares, vehicle accidents and other types of calls where the threat of fire exists. It also provides emergency medical response to incidents involving injury, illness, accidents, and other types of calls where the threat of injury or illness exists.

Encumbrance – A reservation of funds that represents a legal commitment, often established through contract, to pay for future goods or services.

Enterprise Funds – Account for the financing of services to the general public whereby all or most of the operating expenses involved are recorded in the form of charges to users of such services. The enterprise funds consist of the Sewer Utility Fund, the Water Utility Fund and the Transit Fund (although transit is not formally recognized as an enterprise fund).

Expenditure – The actual payment of cash for the purpose of acquiring goods or services.

Glossary

Expense Charges – Incurred for goods and services, whether paid immediately or unpaid.

Fiscal Year – A twelve-month period designated as the operating year for accounting and budgeting purposes, and at the end of which a government determines its financial position and the results of its operations. For the City the fiscal year begins on July 1 and ends on June 30.

Fixed Assets – Assets of a long-term character which are not intended to be sold for profit, but which are to be used in an organization's normal course of business, such as land, buildings, and improvements other than buildings, machinery and equipment.

Franchise – A special privilege granted by a government permitting the continuing use of public property, such as city streets and usually involving the elements of monopoly and regulation.

Fringe Benefits – The payment of benefits to employees as part of a compensation package, including social security, Medicare, retirement, and health insurance.

Full-Time Equivalent (FTE) – A measure for determining personnel staffing, computed by equating 2,080 hours of work per year (2,496 for firefighters) with one full-time equivalent position.

Function – A subset of expenditures or expenses, which are related by classification e.g., salary, fringe benefits, contractual services, and debt service.

Fund – A set of interrelated accounts to record assets, liabilities, equity, revenues and expenditures associated with a specific purpose or activity.

Fund Balance – Generally refers to the City's unassigned General Fund Balance, which is the accumulated total of all prior years' actual revenues in excess of expenditures, or surplus. These funds are available for appropriation by the Common Council.

Fund Type – In governmental accounting, all funds are classified into eight generic fund types: General, Special Revenue, Debt Service, Capital Projects, Enterprise, Internal Service and Trust and Agency.

GAAP – Generally Accepted Accounting Principles -- is the standard framework of guidelines for financial accounting, mainly used in the U.S.A.. It includes the standards, conventions, and rules accountants follow in recording and summarizing transactions, and in the preparation of financial statements.

Governmental Accounting Standards Board (GASB) – An organization that provides the ultimate authoritative accounting and financial reporting standards for state and local governments.

General Fund – A fund containing revenues such as property taxes not designated by law for a special purpose. Some of the departments that are part of the General Fund include Administration, Fire, Police, Public Works and Recreation.

General Obligation Bond – A bond for which the full faith and credit of the City is pledged for payment.

Goal – A clear statement of a program's mission, or purpose.

Glossary

Governmental Funds – Funds generally used to account for tax-supported activities.

Grants – Contributions or gifts of cash or other assets from another government to be used or expended for a specific purpose, activity or facility.

HOME – HOME Investment Partnerships Program – Funding received from the U.S. Department of Housing and Urban Development. HOME benefits low- and moderate-income persons through the development of affordable housing.

HUD – U. S. Department of Housing and Urban Development -- the federal government organization whose mission is to increase homeownership, support community development, and increase access to affordable housing free from discrimination.

Indicator – a high level measure of performance.

Infrastructure – The physical assets of a government, e.g., streets, water, sewer, public buildings and parks.

Intergovernmental Revenues – Revenues from other governments in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

Internal Services – The charges to user departments for internal services provided by another government department or agency, such as data processing, equipment maintenance, or insurance funded from a central pool.

IT – Information Technology.

ITP – Information Technology Plan – Recommends policy direction on a City-wide basis for all information technology, including voice and data communications. The committee will review information and office automation needs and recommend to the City Manager direction and priorities consistent with the long term mission, goals and objectives which have been established for the City.

Legal Debt Margin – The amount of general obligation bonds and certain other interest bearing obligations (other than revenue bonds) that the City may have outstanding expressed as a percentage of the assessed value of real estate in the City as shown on the last preceding assessment for taxes.

Line-Item Budget – A budget prepared along departmental lines that focuses on what is to be purchased by each type of product or service.

Local Funds – Indicates funding from local sources only and does not include funds received from Federal, State and other sources.

Long-Term Debt – Debt with a maturity of more than one year after the date of issuance.

Median Household Income – Median denotes the middle value in a set of values, in this case, household income.

MGD – Million Gallons per Day.

Glossary

Mission Statement – Declaration of purpose for an entire organization or one of its programs.

Modified Accrual Basis of Accounting – Basis of accounting according to which revenues are recognized in the accounting period in which they become available and measurable and expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which are recognized when due.

Moral Obligation Bond – A bond which is secured by the revenues from the financed project and, additionally, by a non-bonding agreement that any deficiency in pledged revenues will be reported to the issuer's legislative body (City Council) which may appropriate moneys to make up the shortfall. Typically the mechanics involve a debt service reserve fund which is drawn upon to make up for any deficiency in pledged revenues. The legislative body is then requested to replenish the reserve fund but is not obligated to do so. These bonds are considered tax-supported debt and impact debt capacity to the extent that pledged revenues are ever insufficient to support debt service.

Non-Departmental Accounts – Accounts used to record expenditures that cannot or have not been allocated to individual departments.

Object of Expenditure – An expenditure classification, referring to the lowest and most detailed level of classification, such as electricity, office supplies, asphalt, and furniture.

Objective – The actual functions or services that a City program must provide in order to achieve its stated goals.

Operating Budget – Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled.

Operating Expenses – The cost for personnel, materials and equipment required for a department to function.

Operating Revenue – Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Ordinance – A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute, it has the full force and effect of law within the boundaries of the municipality to which it applies. Ordinances require two public readings and legal advertisement prior to adoption. Ordinarily, the statutes or charter will specify or imply those legislative actions that must be done by ordinance.

Other Costs – Refers to costs that are not personnel, operating or capital in nature, such as debt service and transfers between funds.

Outcomes – the desired results that will be seen if the City is successful in providing programs and services that affect the causal factors identified for the priorities.

Glossary

Pay-as-You-Go Basis – A term used to describe the financial policy of a government that finances all of its capital outlays from current revenues rather than by borrowing. A government that pays for some improvements from current revenues and others by borrowing is said to be on a partial or modified pay-as-you-go-basis.

Performance Measure – An indicator of the attainment of an objective; it is a specific quantitative measure of work performed or services provided within an activity or program, or it may be a quantitative measure of results obtained through a program or activity.

Personal Property Tax (PP) – A City tax levied on motor vehicles and boats based on published listings of values, and on machinery and tools based on a percentage of cost.

Personal Services – Expenditures for salaries, wages, and overtime for full-time and part-time employees.

Program – A program is a distinct, clearly identifiable activity, function, cost center, or organizational unit that is budgeted as a sub-unit of a department. A program budget utilizes the separate program budgets as its basic component.

Projections – Estimates of anticipated revenues, expenditures, or other budget amounts for specific time periods, usually fiscal years.

Property Tax – A tax levied on the assessed value of real property. This tax is also known as ad valorem tax.

Proposed Budget – The operating and capital budgets submitted to the City Council by the City Manager.

Proprietary Fund – A fund that accounts for operations that are financed in a manner similar to private business enterprise.

Public Service Corporation (PSC) – An entity defined by the Commonwealth of Virginia as providing utilities to residents and businesses; includes power companies, phone companies, gas companies, and other similar type organizations.

Real Estate Tax (R/E) – A tax levied by the City Council on real property in the City of Winchester; real property is defined as land and improvements on the land (buildings).

Recommended Budget – The budget proposed by the City Manager to City Council for adoption.

Refunding – A transaction in which the City refinances an outstanding issue by issuing new (refunding) bonds and using the proceeds to immediately retire the old (refunded) bonds.

Reserve – A portion of a fund's balance that is restricted for a specific purpose and not available for general appropriation.

Revenue – Sources of funds received by the government that finance the operations. These receipts may include tax payments, interest earnings, service charges, grants, and intergovernmental payments.

Glossary

Revenue Bond – A bond that is payable from a specific source of revenue and to which the full faith and credit of the City's taxing power is not pledged. Revenue bonds are payable from identified sources of revenue, including general fund revenues on occasion, for certain types of appropriation-supported bonds.

School Fund Budget – The School Fund revenues and expenditures under the control of the School Board for the operation of Winchester City Schools.

Strategic Issues – Policy choices or decisions which serve as the fundamental basis for the organization's types of services, service levels, cost of services and overall management.

Tax Levy – The total dollar amount of tax that optimally should be collected based on tax rates and assessed values of personal and real properties.

Tax Rate – The amount of tax levied for each \$100 of assessed value.

Tax-supported Debt – Debt that is expected to be repaid from the general fund tax revenues of the City. This includes general obligation bonds, appropriation-supported bonds, capital leases and in certain circumstances moral obligation bonds. For the purpose of this Debt Policy, net tax-supported debt includes general obligation debt for the City and School Board, certain bonded capital leases, and any moral obligation bonds for which the City has deposited funds to a debt service reserve fund as requested to replenish such reserve fund. Net tax supported debt does not include debt payable by the City's proprietary funds, including self-supporting double-barreled general obligation bonds, and the amount available in the City's debt service fund.

Transfers – The payment to an internal department to provide for the delivery of services to the public. For example, the General Fund transfers funding to the Schools to cover educational costs, and to Social Services to provide assistance in the form of health and welfare programs.

Transit Fund — The Transit fund is used to account for operations of the City's bus system.

User Fees – The payment of a fee for direct receipt of a public service by the person benefiting from the service.

Utility Funds — Sewer and water services are accounted for in the utility funds. The sewer fund and water fund are enterprise funds. Enterprise funds are those funds in which the cost of providing goods or services is financed primarily through user charges.

VDOT – Virginia Department of Transportation – Responsible for building, maintaining, and operating the State's roads, bridges and tunnels. And, through the Commonwealth Transportation Board, it also provides funding for airports, seaports, rail and public transportation.