

# BUDGET IN BRIEF



A Citizen's Guide to the  
Fiscal Year 2013  
General Fund Budget

# Introduction

## The City's Funds

The accounts of the City are organized into funds. A fund is a group of related accounts used to control money that has been earmarked for specific activities or objectives. By keeping revenue in its appropriate funds, the City is able to obey laws that require certain money to be spent on specific uses. That means the City may not raise water bills to pay for police services, for example. Of the City's adopted budget, most of the big spending decisions occur within the City's general fund.

## General Fund

The fund where the City has the most discretion is the General Fund. The two major sources of funding for the General Fund are general property taxes and other local taxes combined. These two sources make up 78.64% of the General Fund budget.

## Capital Improvement Plan (CIP)

Every year, the City adopts a plan for capital improvements for the next five years. Capital improvements include projects such as street construction, public buildings, traffic systems, park improvements, sewers, water infrastructure, etc. Capital projects tend to be costly, so the City issues bonds to help cover the cost. The City uses the cash received from bond sales to pay for capital projects, and repays investors over time at tax exempt interest rates determined by competitive bids received at the time the bonds were issued. This process is similar to a homeowner taking out a home improvement loan to complete a major home repair project.

## Bond Ratings

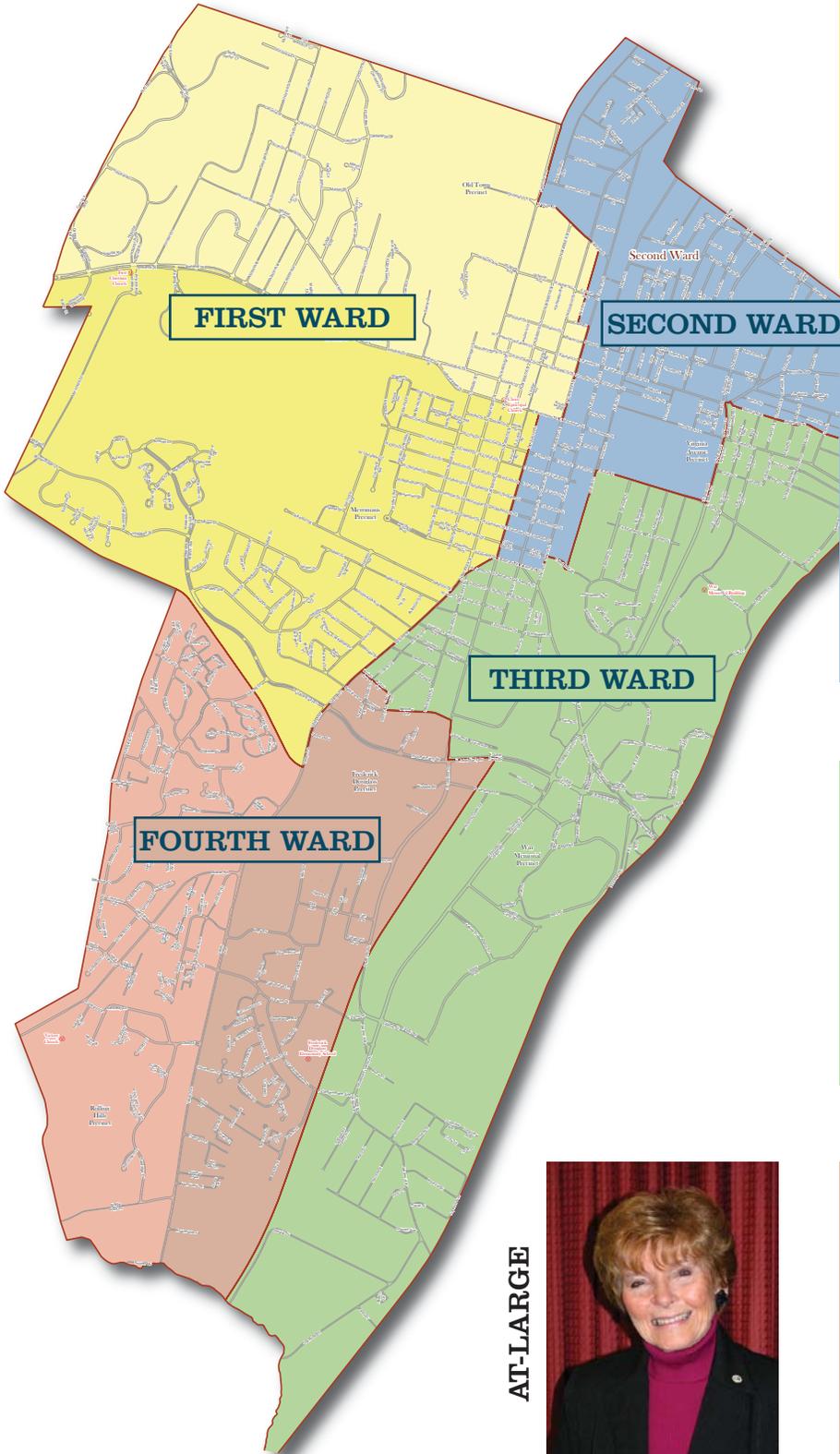
The City's bonds receive Aa2 from Moody's and AA+ from S&P. The ratings represent the strength of the City's credit and thus the safety of investing in City bonds. The City's top bond ratings reflect the sound financial management of the City and allow the City to borrow money from investors at low interest rates.



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# City Council



**FIRST WARD**



**President**  
**Jeff Buettner**  
 Elected 1998



**Les Veach**  
 Elected 2008

**SECOND WARD**



**Evan Clark**  
 Elected 2006



**John Hill**  
 Elected 2008

**THIRD WARD**



**Ben Weber**  
 Interim



**Vice-Mayor**  
**Milt McInturff**  
 Elected 2008

**FOURTH WARD**



**Vice-President**  
**John Willingham**  
 Elected 2008



**John Tagnesi**  
 Elected 2010

**AT-LARGE**



**Mayor**  
**Elizabeth Minor**  
 Elected 2004

# City Council FY 2013 Goals

## City Council's Goals

Every four years the City engages in strategic planning to determine City-wide goals and strategic directions. In 2010, the Mayor and City Council articulated seven goals. These goals guide the elected officials during the budget process as they decide how to commit the City's resources.

- Goal 1: Improvement of median family income
- Goal 2: Improvement in education for graduation rates, job readiness, general education development rate, and adult education.
- Goal 3: Improvement in economic development in job creation, sales tax revenue, and average salary
- Goal 4: Police Department to maintain high levels of satisfaction
- Goal 5: Fire Department to meet National Fire protection Standards
- Goal 6: Downtown focus; vibrant, sustainable downtown including focus on major investments, safety and an increase in occupancy of ground floor spaces
- Goal 7: Continued infrastructure investment

## Our Mission

To provide a safe, vibrant, sustainable community while striving to constantly improve the quality of life for our citizens and economic partners.



# Budget in Brief

## Fiscal Year

The City operates on a fiscal year (July 1 - June 30) instead of a calendar year (January - December).

## FY 2013 Budget Highlights

1. No general fund balance used for operational purposes
2. Addressed City and School employee compensation
3. Equipment to be replaced
4. Information technology upgrades added
5. Additional schools operating funds
6. Added new Police crime prevention position
7. Began funding a contingency reserve fund (\$200,000)
8. Capital funding (general fund) in the amount of \$4,320,000:

a. Public Safety Radio System	\$3,100,000
b. JJC Improvements	150,000
c. Pedestrian Mall Improvements	600,000
d. Green Circle	200,000
e. Athletic Field Renovations	200,000
f. Transit Administration Building (City's share)	70,000

**Total** **\$4,320,000**

ALL FUNDS	FY12 Original Budget	FY13 Adopted	FY13 Incr/(Decr)
General	\$71,795,000	\$79,876,000	\$8,081,000
Human Services	7,668,000	7,205,000	(463,000)
Highway Maintenance	3,801,000	3,596,000	(205,000)
Transit	1,005,000	940,000	(65,000)
EMS	884,000	918,000	34,000
Tourism	231,000	286,000	55,000
Law Library	30,000	50,000	20,000
Parking Authority	1,122,000	1,100,000	(22,000)
Capital Improvement	2,897,000	14,440,000	11,543,000
Utilities Operating	18,305,000	19,307,000	1,002,000
Utilities Capital Improvement	17,380,000	15,165,000	(2,215,000)
Employees Benefits	4,010,000	4,200,000	190,000
Equipment	987,000	1,222,000	235,000
Other Post Employment	252,000	477,000	225,000
NW Regional Jail Authority Capital	1,128,000	1,140,000	12,000
Frederick-Winchester Service Authority	3,924,000	4,185,000	261,000
Juvenile Detention	2,550,000	2,620,000	70,000
School	52,902,625	55,366,987	2,464,362
<b>Total</b>	<b>\$190,871,625</b>	<b>\$212,093,987</b>	<b>\$ 21,222,362</b>

# General Fund Revenue

**Total General Fund Revenue: \$79,876,000**

<b>General Property Taxes</b>	\$36,620,000	45.85%
<b>Other Local Taxes</b>	26,191,100	32.79%
Fees, Fines & Permits	579,400	0.73%
Charges for Services	943,500	1.18%
Interest & Misc. Revenue	2,041,500	2.56%
State Aid	5,804,000	7.27%
Federal Aid	750,500	0.94%
Transfers & Reserves	6,946,000	8.70%
<b>Total</b>	<b>\$79,876,000</b>	<b>100.00%</b>

## General Property Taxes:

Real Estate	\$26,708,500
Personal Property	7,851,500
Machinery & Tools	2,060,000
<b>Total</b>	<b>\$36,620,000</b>

## Other Local Taxes:

State Sales Tax	\$8,500,000
Utility	1,962,000
Business Licenses	5,659,000
Franchise	770,000
Decals	600,000
Cigarettes	530,000
Admissions	30,000
Meals	5,115,600
Motel	600,000
Short Term Rental	14,500
Communications Tax	2,200,000
Other	210,000
<b>Total</b>	<b>\$26,191,100</b>



# General Fund Expenditures

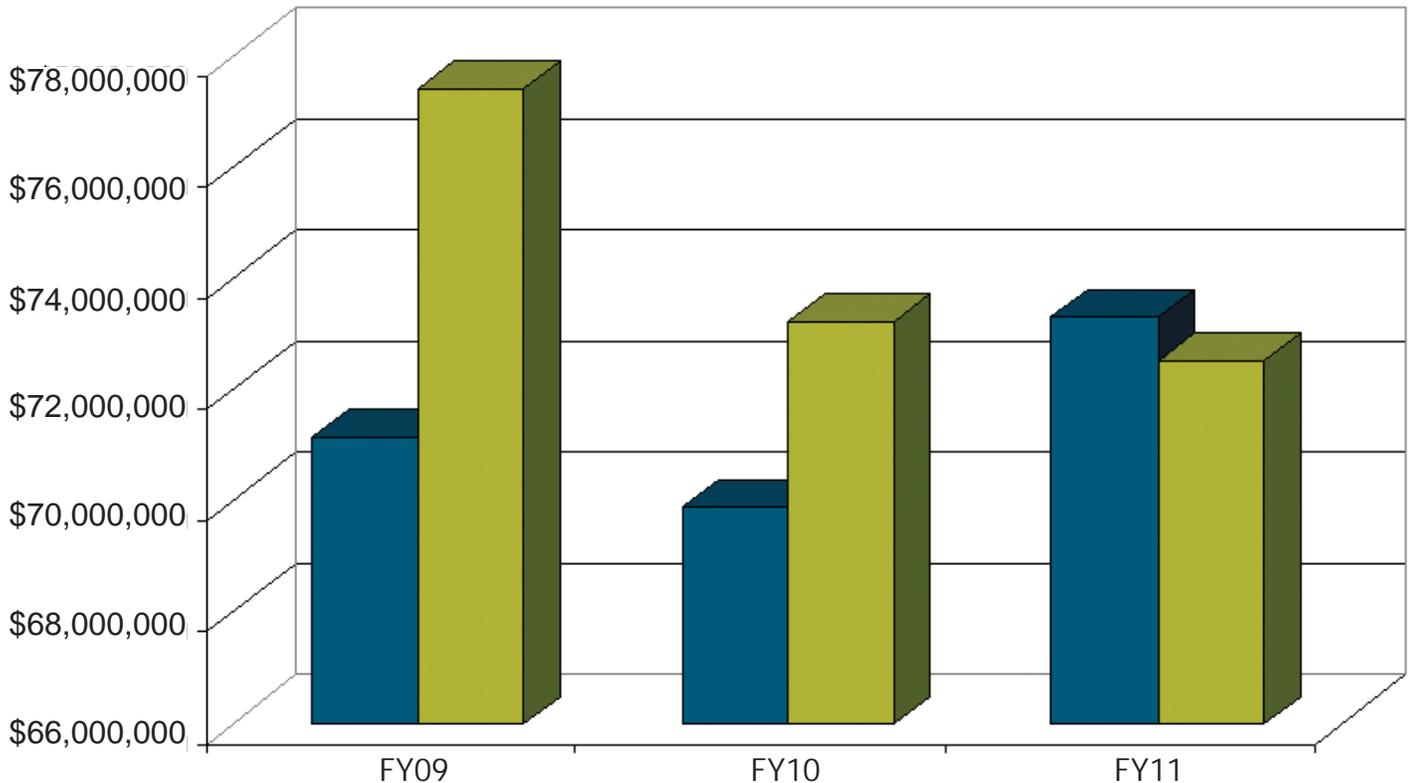
**Total General Fund Expenditures:  
\$79,876,000**

General Government Administration	\$ 5,358,700	6.71%
Judicial Administration	3,059,800	3.83%
Public Safety	17,934,160	22.45%
Public Works	4,501,500	5.64%
Health & Welfare	3,293,261	4.12%
Education	26,689,093	33.41%
Parks, Recreation, Cultural	3,016,459	3.78%
Debt	9,529,500	11.93%
Community Development	2,173,527	2.72%
Capital Projects	4,320,000	5.41%
<b>Total</b>	<b>\$79,876,000</b>	<b>100.00%</b>

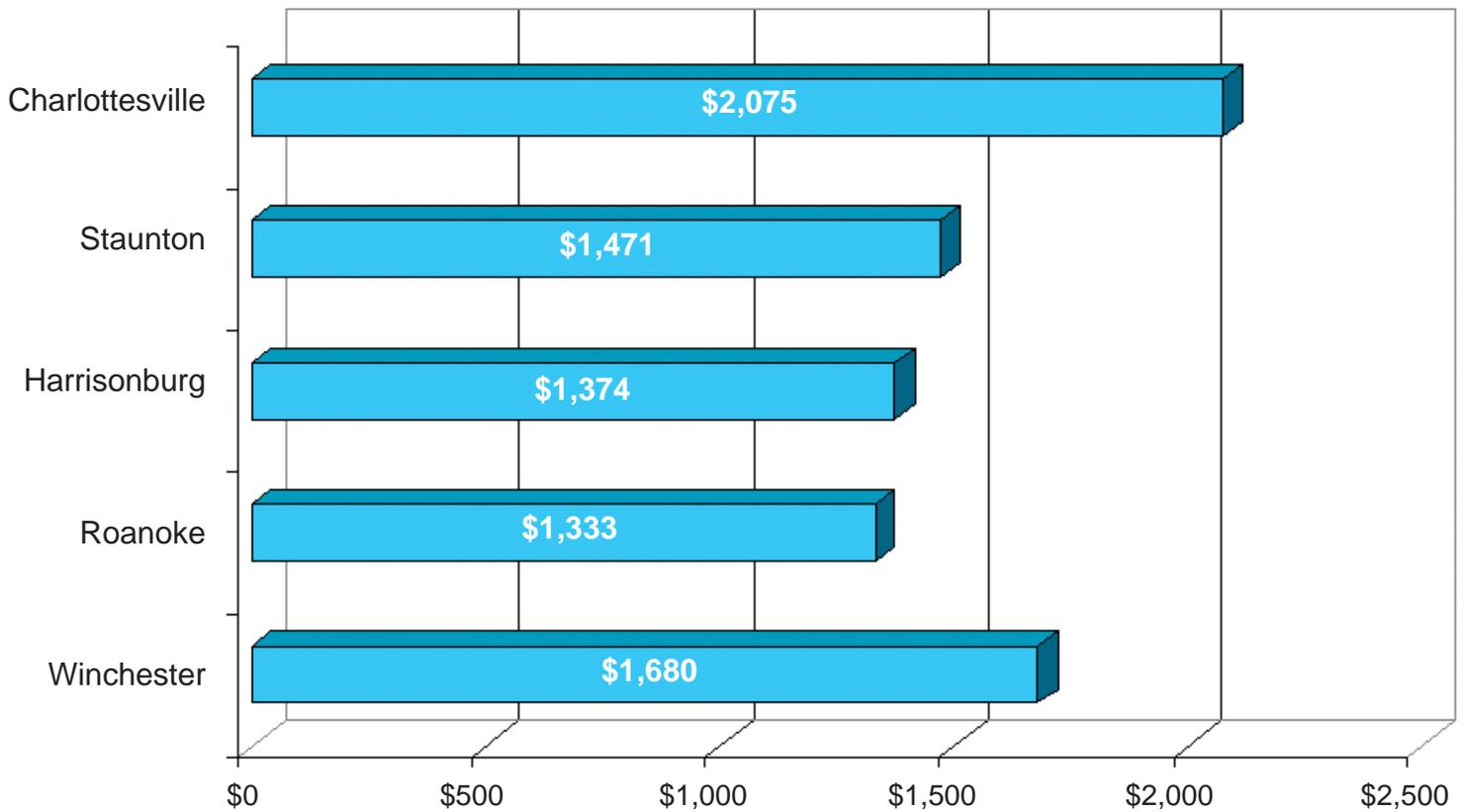
**General Fund  
Balance**

FY 2008	\$26,842,432
FY 2009	20,577,901
FY 2010	17,267,157
FY 2011	18,076,467
<b>FY 2012</b>	<b>\$21,500,000</b>

## Revenue/Expenditure Summary



# Average Property Tax Bills



**46%**

Percentage of  
general fund  
revenue from  
property tax

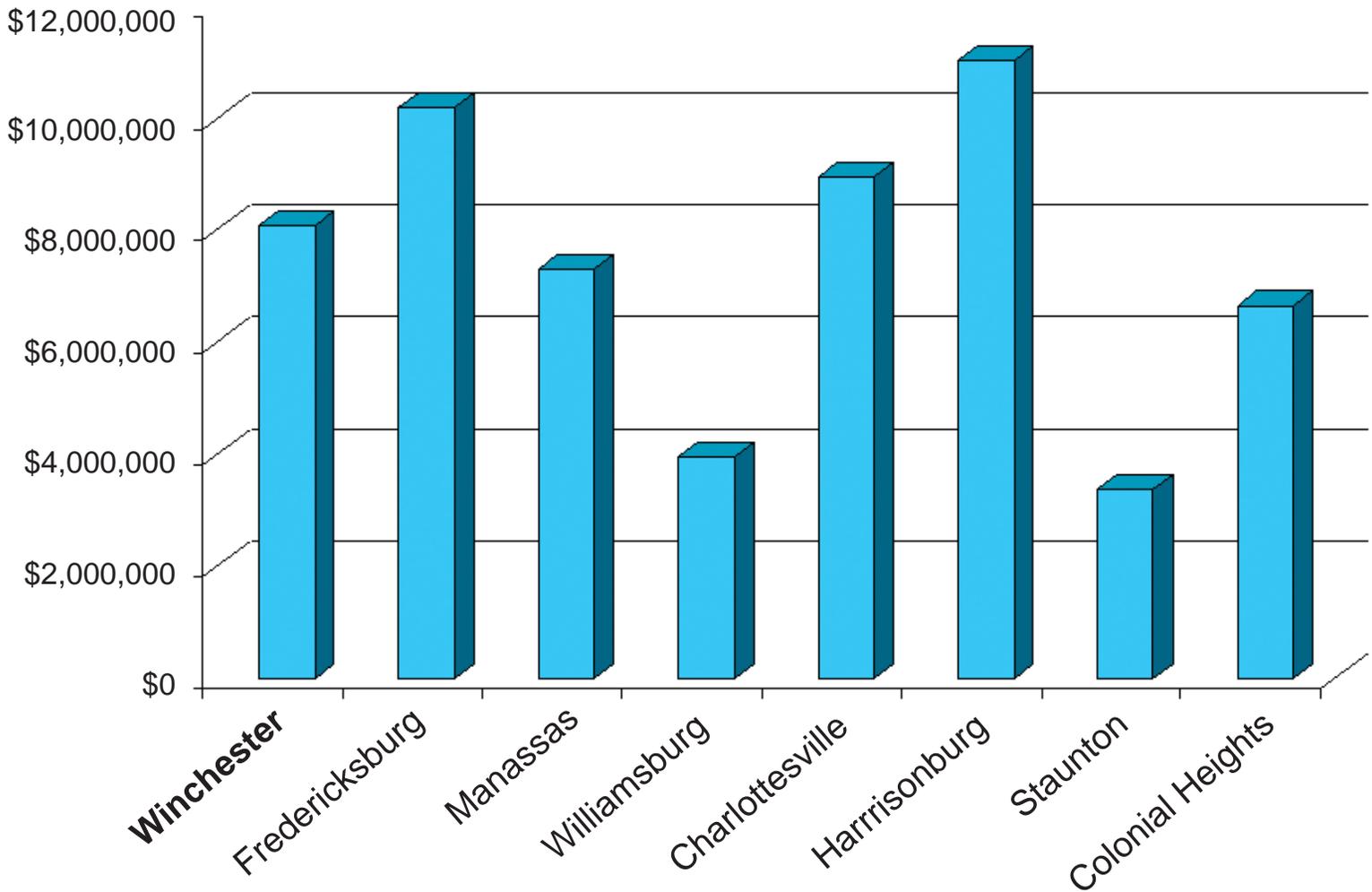


# City Sales Tax Collection Comparison

In Virginia, all consumers are charged 5% and the City receives 1% back from purchases in the City of Winchester.

<b>Winchester</b>	<b>\$ 8,086,528</b>	Charlottesville	\$ 8,956,683
Fredericksburg	10,191,895	Harrisonburg	11,030,783
Manassas	7,305,186	Staunton	3,381,018
Williamsburg	3,963,454	Colonial Heights	6,662,265

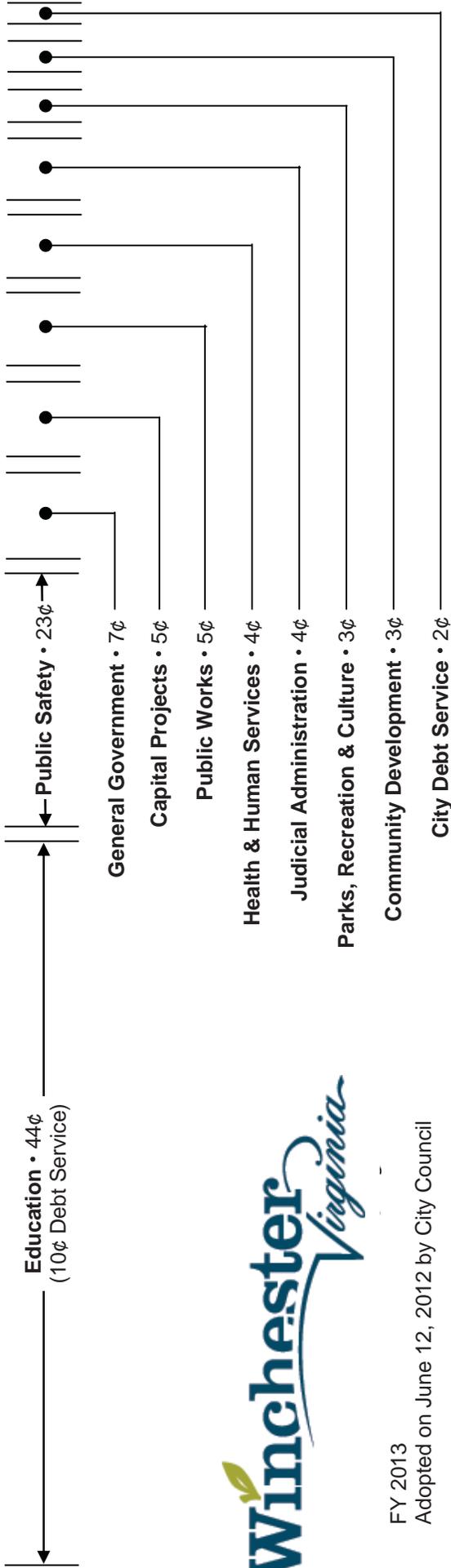
*Figures correct as of 6/30/11*



## 11.2%

Percentage of general fund revenue provided by sales tax

# Your Tax Dollar at Work



FY 2013  
 Adopted on June 12, 2012 by City Council

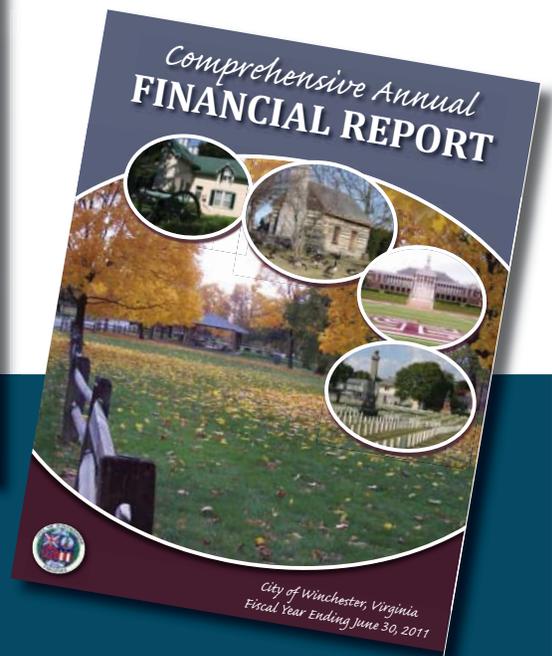
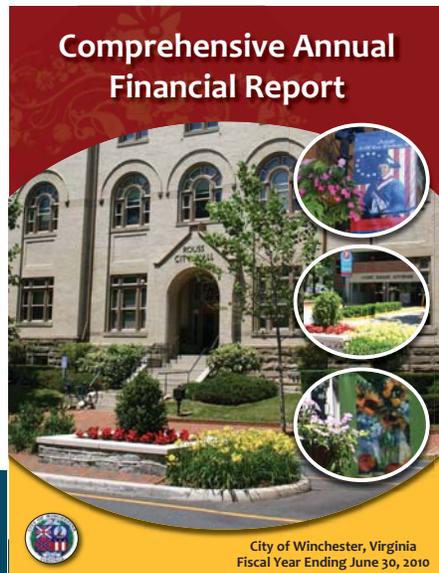
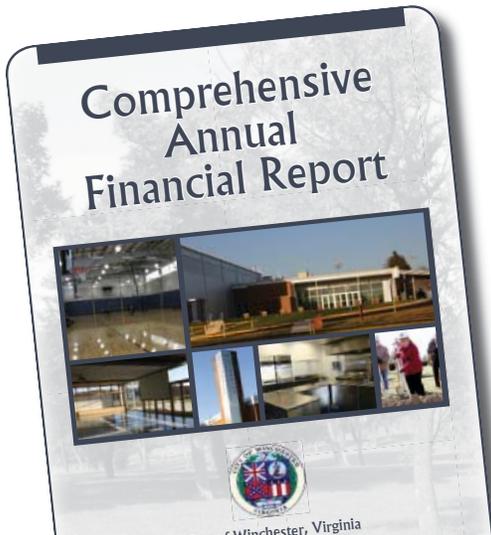
# Budget Calendar

- October** Budget discussions begin with the City manager's directional meeting to Department heads for the upcoming fiscal year.
- November** Contribution request packages are distributed to outside agencies
- December** Deadline for agencies to submit contribution requests
- February** Finance department submits budget to City Manager for review  
City Manager reviews budgets with Department Directors
- March** City Manager reviews budget items with City Council budget Committee
- April** City Manager submits the proposed budget along with his budget message to City Council
- May** Advertisement submitted to newspaper for final budget hearing
- June** Council Adopts budget and Capital Improvement (CIP) plan
- July** Budget and CIP printed and distributed



Portion of the Green Circle Trail on Pall Mall Street





## CONTACT US

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