

Surry County Consolidated Adopted Budget



Fiscal Year 2008-2009

July 1, 2008– June 30, 2009

Adopted June 5, 2008
Surry is Something Special

Surry County Board of Supervisors

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ASST. COUNTY ADMINISTRATOR

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Building Official

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Supervisor, Maintenance Division

Sophenia H. Pierce
Director, Office on Youth

James W. Ruspus
Acting Supervisor, Sanitation Division

Billie J. Elmer
Unit Director, Virginia Cooperative Extension

James Smith
Animal Control Officer

Social Services
Valerie P. Pierce
Director

School System
Lloyd Hamlin
Superintendent

TABLE OF CONTENTS

Reader's Guide	5
Organizational Chart.....	6
History & Description of Government	7
County Administrator's Budget Message	10
Consolidated Revenue and Expenditure Summary.....	16
Composition of General Operating Fund.....	18
The Budget Process	19
Financial Policies & Guidelines	29
Reporting Entity and Basis of Accounting.....	34
Structure of County Funds.....	37
General Fund Revenue Analysis	38
GENERAL GOVERNMENT ADMINISTRATION	48
Board of Supervisors.....	49
County Administrator's Office.....	50
Finance.....	51
Worker's Compensation.....	52
County Attorney.....	53
Commissioner of the Revenue.....	54
Treasurer.....	55
Registrar & Electoral Board.....	56
Duplication and Computer Services.....	57
JUDICIAL ADMINISTRATION	58
Circuit Court.....	59
Combined Court.....	59
Clerk of Circuit Court.....	60
Magistrate.....	61
Riverside Criminal Justice Academy.....	61
Commonwealth Attorney.....	62
Legal Aid Justice Center	63
PUBLIC SAFETY	64
Sheriff.....	65
Emergency Services.....	66
Fire and Rescue Agencies.....	67
Medical Transport Services.....	67
State Forestry.....	67
Care of Prisoners.....	68
Animal Control.....	69
Building Official.....	70
E911 Communications.....	70
PUBLIC WORKS	71
Sanitation Division.....	72
Litter Control.....	73
Maintenance Division.....	74
EDUCATION, HEALTH & WELFARE	75
Health Department.....	76
Surry Free Clinic.....	76
District 19 Community Services Board.....	76

State & Local Hospitalization.....	76
Geneive Shelter.....	76
Central VA Health Planning Agency.....	77
The Improvement Association.....	77
Crater Area Agency on Aging.....	77
John Tyler Community College.....	77
Office on Youth.....	79
VA Juvenile Crime Control (VJCC)	80
PARKS, RECREATION & CULTURE	81
Parks and Recreation.....	82
Regional Library.....	83
Williamsburg Area Transit.....	83
Surry Tourism Bureau.....	84
COMMUNITY DEVELOPMENT	85
Planning.....	86
Wetland Board.....	87
Board of Zoning Appeals.....	87
Planning Commission.....	87
Economic Development.....	98
VPI- Cooperative Extension.....	89
SCHOOL FUND BUDGET INFORMATION	90
CAPITAL IMPROVEMENT BUDGET	95
DETAIL REVENUE REPORT	107
APPENDIXES	
A –Revenue Classifications	113
B - Glossary	118
C - Table of Authorized Positions	123
SUPPLEMENTAL STATISTICS	124

READER'S GUIDE

The purpose of this document is to provide useful and concise information about Surry County's financial plan and operation (revenue and expenditure details) to citizens, elected officials and other interested parties. The financial plan encompasses a one-year fiscal period beginning July 1 and ending June 30 annually. Preparation of each year's budget is initiated through actions of the County Administrator who requests fiscal projections from the Finance Director and solicits preliminary expenditure information from the departments and agencies of the County. The process ends upon approval and adoption of the budget, adoption of the tax rates and adoption of the budget resolutions by the Board of Supervisors.

The Consolidated Adopted Budget is organized along functional lines and includes a narrative of each department's purpose and major goals and objectives. Each narrative provides a breakdown of expenditures by the following categories:

<u>Salaries</u> -	Full and part-time salaries, commissions paid to members of certain boards and commissions
<u>Fringes</u> -	Cost of fringe benefits include FICA, employee retirement (VRS), health insurance, unemployment and worker's compensation
<u>Purchased Services</u> -	Mostly non-reoccurring expenditures to include but not limited to auditing, advertising, equipment repair, maintenance contract cost, contractual and other services.
<u>Operating expense</u> -	Reoccurring expenditures to include office supplies, utilities, travel, conferences, telephone, vehicle insurance, materials, dues & subscriptions, etc.
<u>Contributions</u> -	Cost for providing funding to independent agencies and organizations of the County who provide services to the citizens of Surry (i.e. fire and rescue organizations, libraries, planning districts, and the health department).
<u>Capital Outlay</u> -	Non-reoccurring and infrequent expenditures to include furniture, equipment and other departmental specific capital expenses.

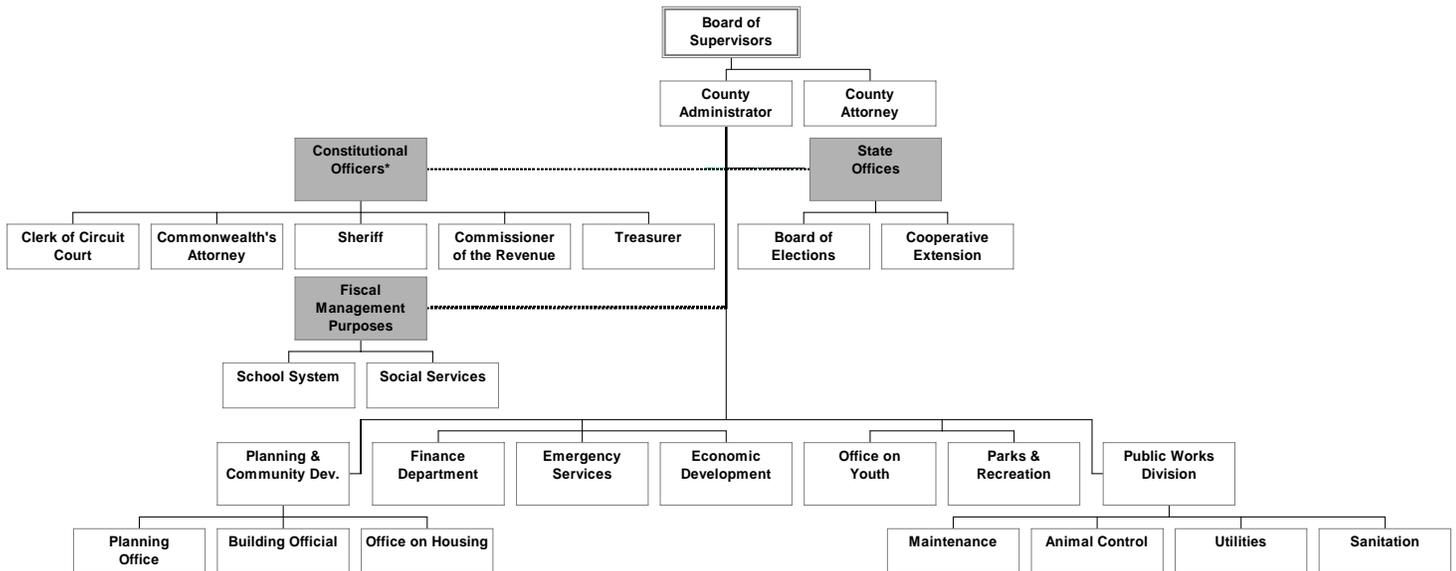
This information is provided in the form of actual expenditures for FY 07, appropriations and actual expenditures for FY 08 and the adopted budget for FY 09. Also, workload indicators and/or performance measurers for selected departments and budget highlights for the current and previous fiscal years are included.

This document also includes information about the capital improvement budget, which is approved annually. It provides cost estimates and anticipated funding sources in addition to a brief description of the capital project.

Other items of interest include the following information:

Item	Page
County Administrator's Budget Message - Financial Plan.....	10
Financial Policies & Guidelines.....	22
General Fund Revenue Analysis.....	38
School Fund Information (FY 09 Revenue & Expenditures).....	90

Refer to the table of contents for a complete listing of topics included in the document.





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HISTORY OF SURRY COUNTY AND DESCRIPTION OF GOVERNMENT

HISTORY (Excerpts from Surry County Tourism Bureau Brochure)

Surry County was settled as a part of the Jamestown settlement. In 1607, English settlers from the Virginia Company of London visited the Quioughcohancock Indians near the present town of Claremont in Surry County. The ships, which could not ride near the south shore, took the first colonists to settle on the north side of the James River. By 1609, Surry County's Smith Fort was built on Gray's Creek and Hog Island had settlers, hogs and a fort.

During the "starving time" around 1610, the local Indians under their leader, Pepiscumah, called "Pipsico," saved the colonists by providing food and training in raising indigenous crops such as corn. In 1609, a blockhouse was built on Hog Island to watch for and protect the Jamestown settlers from the Spanish.

Powhatan gave John Rolfe a large acreage of land at Scotland Neck on the "Surry Side", as a dowry upon Rolfe's marriage to Pocahontas in 1614. Part of this tract of land is home to Smith's Fort today.

Africans were here in Virginia earlier than the 1619 date given by most historians. It is likely that the first Africans were in Surry County around the earlier date. In 1860, over a third of the African Americans in Surry were freeborn or freedmen, the highest percentage in Southside Virginia. During this time, many African Americans owned farmland, some of which their descendants continue to farm today.

By 1646, court was held on the Surry Side for the benefit of the settlers across the water. In 1652, Surry became an independent County, with land stretching from the Southern shores of the James River to what became North Carolina. Many of the colony's leaders continued to live in Surry.

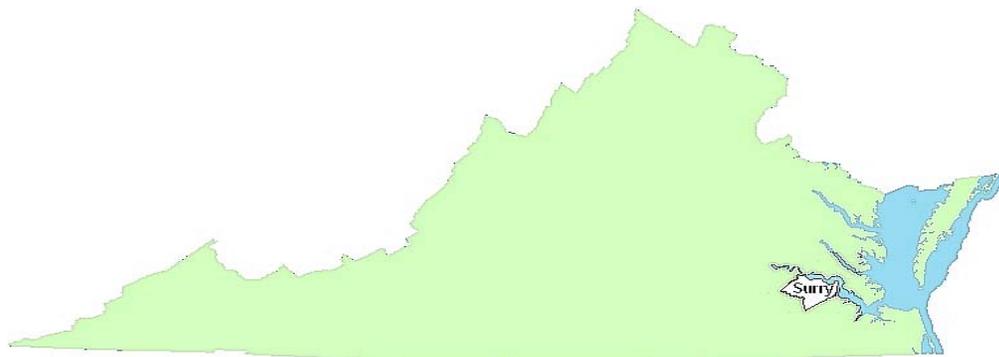
Great plantations such as Chippokes, Claremont, Smith's Fort, Bacon's Castle and many others flourished near the James River. Further inland, small family farms were settled. By 1700 nearly all of present day Surry County had passed into private hands by land patents from the King of England, including such familiar names as Benjamin Harrison, Sr. Nicholas Meriwether, Captain William Pierce, Thomas Rolfe, Nathaniel Bacon, and Major Arthur Allen.

The Surry Lumber Company, chartered in 1885 by David Steele, was the largest industry ever operated in Surry County. In 1886, the Surry, Sussex and Southampton Railroad was chartered to transport logs to the mill and to handle its massive shipment of lumber. Such towns as Dendron and Elberon prospered until the mill closed in 1927.

Virginia Electric and Power Company, now called Dominion Power, began operating a nuclear power station near Hog Island in 1972. Efficient and environmentally sound, Surry Power Station is one of the lowest cost producers of electricity in the country today, providing revenue and employment opportunities for the County.

Surry County is still mostly rural and much of the early heritage of its people has been preserved. Historic buildings abound, and original county records that date to 1652 can be found in the county courthouse. For history lovers, Surry is a wealth of stately old homes and plantations. For adventurers, there are footpaths through the woods, boating, off- road trails, hunting and fishing. For active recreation there are scenic picnic areas, a swimming pool and a beach at Chippokes State Park. The Surry County Department of Parks and Recreation offers a wide variety of activities including youth sports and an active seniors program. For food lovers, Surry serves up the quintessence of Southern cuisine, world famous smoke cured hams and homegrown peanuts. From the delightful ferry ride across the James River to the warmth and hospitality of the folks in Surry County, you are in for a unique and very memorable experience.

Demographic and Economic Factors *(Excerpts from Surry County Community Profile)*



Located strategically in southeastern Virginia, Surry is 10 miles south of Williamsburg, 50 miles southeast of Richmond and 40 miles northwest of Norfolk. The Counties of Prince George, Isle of Wight, Sussex and James City County, across the river, border the County. The County covers 306 square miles of gently rolling to level I and 100 to 120 feet above sea level. The County's major enterprises are directly tied to natural resources. These include agri-business, forestry products and quarrying. The primary crops are peanuts, soybeans and corn. Surry County has 133,948 acres of commercial forest land (99% privately owned).

Transportation

Located midway between Richmond and Hampton Roads, Surry has been an attractive location for businesses relocating or expanding, and for real estate developers interested in the opportunities in residential markets. The County is primarily served by State Routes 10, 31 and 40 which connect to I-95, 85 and 295. The Jamestown Scotland Ferry connects with Highway 60 and Interstate 64. Maintenance of primary and secondary roads is under the jurisdiction of the Virginia Department of Transportation. Railroad freight service is provided by Norfolk-Southern Railroad in nearby Wakefield. The nearest commercial airports are Newport News/Williamsburg International (20 miles northwest); Norfolk International (40 miles east); Richmond International (40 miles northwest).

DESCRIPTION OF GOVERNMENT

The County is a political subdivision of the Commonwealth of Virginia and currently employs the traditional Board form of government with a County Administrator. Policies governing the administration of the County are set by a five-member Board of Supervisors elected from five magisterial districts. The Board appoints the County Administrator, who implements the policies of the Board and directs the day to day activities of the County.

The operation of the public schools is vested in a five-member elected School Board. The local share of the cost for operating public schools is met with an appropriation by the Board of Supervisors from the County's General Fund. A Superintendent is appointed by the School Board to administer the operations of the County's public schools.

The Towns of Dendron, Surry and Claremont provide certain additional services to the residents of the Towns.



Surry County
County Administrator's Office
P. O. Box 65
45 School Street
Surry, Virginia 23883

"The Countrie it selfe, I must confesse is a very pleasant land, rich in commodities; and fertile in soyle..."

Samuel Argall, ca. 1609

Mr. Tyrone W. Franklin

County Administrator

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Email: twfranklin@co.surry.state.va.us

April 17, 2008

TO: The Honorable Board of Supervisors

FROM: Tyrone W. Franklin, County Administrator

SUBJECT: Proposed FY 2008-2009 Budget

I am pleased to transmit for your consideration, my recommended Operating and Capital Budget for the County's fiscal year that begins July 1, 2008 and ends June 30, 2009. The major challenge of balancing expenditures for core services against stable and/or declining funding continues. This effort is further hampered by weakened federal, state and local economies. However, the overall guiding principle behind formation of the budget remains unchanged: to keep County government in a position where it can continue to (1) provide effective, efficient and accessible services to the citizens of Surry County, (2) improve upon these services and (3) accomplish both with the least possible impact on the tax rate.

In addition to the state of the economy, there are other important factors that have influenced the development of my Recommended Operating Budget for FY 2008-2009 which include: (1) limited growth in local tax collections, (2) funding of non-discretionary expenditures and crucial initiatives that must be funded in spite of level revenue projections, (3) cutbacks in State Aid (exclusive of education), (4) revenue from the Commonwealth for education and (5) implementation of general County projects. Highlights surrounding these factors are discussed below.

I. LOCAL TAX COLLECTIONS

The **2007 Real Estate Reassessment** marked the second consecutive annual assessment; the results, primarily flat valuations of real property from the previous year. The overall increase in the projected 2008 assessed value of real property over the 2007 value is 2.6%, including new construction. Based on the reassessment, the County can expect to receive an additional \$160,000 in property tax revenue or two-thirds of one cent on the tax rate. (Each \$0.01 on the current tax rate will generate an additional \$237,000 in tax revenue). However, to avoid increasing the tax burden, the FY 08-09 Consolidated Recommended Budget is based on the current tax rate of \$0.70 per \$100 of assessed value.

NET CHANGE IN 2008 ASSESSED PROPERTY VALUES	
2008 Assessed Value @ \$0.70	\$843,328,900
2007 Projected Assessed Value	\$820,331,000
Increase in Taxable Value	\$ 22,997,900
Net Revenue Effect (Increase)	\$ 160,000

All other rates are also proposed to remain unchanged and are as follows:

FY 08-09 PROPOSED TAX RATES	
Real Estate	\$. 70 per \$100 of assessed value
Machinery & Tools	\$1.00 per \$100 of assessed value
Personal Property	\$ 3.50 per \$100 of assessed value

Public Service Corporation Taxes: The ratio set by the Department of Taxation and submitted to the State Corporation Commission to adjust the tax value of the property of public service corporations in Surry greatly impacts the amount of tax revenue the County receives from public service corporations. The estimated ratio for 2008 is 98.8%, a slight decrease of 1.1% from the 2007 ratio of 99.9%. As a result, the taxable value of public utilities will decline slightly as outlined below.

NET CHANGE IN 2008 ASSESSED PROPERTY VALUES	
2008 Assessed Value @ 98.8% Ratio	\$1,528,933,583
2007 Projected Assessed Value @ 99.9%	\$1,518,924,679
Decrease in Taxable Value	\$ 10,008,904
Net Revenue Effect (Decrease)	\$ 30,000

The table below shows the projected tax revenue the County can expect to receive from real property and public service corporation taxes for FY 08 and FY 09.

Table 1.

	FY 06-07 Actual	FY 07-08 Estimates	FY 08-09 Projections	Dollar (\$) Variance	Percent (%) Variance
Real Property	4,742,902	5,742,317	5,903,302	160,985	2.80%
Public Service	9,321,219	10,735,400	10,702,535	(32,865)	-0.31%

II. PROPOSED EXPENDITURE HIGHLIGHTS

Despite the slump in the economy and the need to curtail expenses, there are some initiatives that I felt important enough to fund in FY 2009 in addition to non-discretionary expenditures. The following are priorities and for the proposed budget:

- **Salary Increases** – In the past two fiscal years, the merit component of the County's personnel plan had been eliminated due to funding issues. The FY 09 budget includes the re-implementation of a 3.0% merit increase (based on performance) for all employees at a cost of approximately \$70,000. The County is undertaking a personnel/compensation study during the current fiscal year. The results of the study will be taken under advertisement and presented to the Board of Supervisors for recommendations on pay and personnel adjustments during FY 09.
- **Fringe Benefit Increases** – While the County will experience a decrease in health insurance premiums for FY 09, Virginia Retirement System (VRS) rates increased significantly and will require an additional \$40,000 to support the recommended salaries of general government employees. The rate increased by 15% from

- 10.55% of covered payroll in FY 08 to \$12.20% for FY 09.
- **New Positions** – The funding of four (4) new positions are included in the proposed General Fund Operating Budget. Two of these positions are associated with the government center and circuit courthouse renovation and expansion and include one (1) additional sheriff's deputy for courtroom security enhancements and one (1) maintenance technician for building and grounds purposes. General Government Administration category includes the funding for one (1) additional employee in the Treasurer's office to support delinquent tax and utility billing operations. This cost will be offset by a reduction in part-time funding. Public Safety Administration supports the recommendation of the EMS, Fire Services & Emergency Communications Study to employ an Operations & Training Coordinator with responsibilities to include development of training programs, coordination between various departments and functions of fire and rescue agencies and support for operations plan updates as mandated by the State. The cost impact on the general operating budget to fund all four positions is \$168,000.

OPERATING INCREASES

- **Legal Costs** - \$80,000 is included in the FY 09 Proposed Budget to support the County's effort regarding opposition of the Outlying Navy Field (OLF) in respect to the Navy's election of Surry County as a possible site. The County has employed legal experts experienced with the various issues associated with this controversial proposal.

Agency, Organizations & Community Support – The County continues its commitment to funding agencies and organizations that provide vital services to the Surry Community either locally or regionally. Proposed contributions total \$783,401 and account for 10.6% of the general operating budget. FY 09 includes additional funding to support the following agencies and organizations. *(The amounts noted represent the increase over the current year appropriation).*

- Williamsburg Area Transit - \$31,000
- Blackwater Regional Library - \$19,000
- Fire & Rescue Agencies - \$28,000
- Surry Health Dept. - \$11,000
- Virginia State University- \$ 4,000

- **Debt Service** - Debt Service (a non-discretionary expense) for the General Fund will increase by 100% over FY 08 from \$385,000 to \$777,000 due to the encumbrance of debt associated with the \$15.0 mil construction loan. The debt ratio as a percentage of general government expenditures (exclusive of School Fund Debt) will increase accordingly from 5.6% in FY 08 to 10.5 % in FY 09.

Table 2

	FY 07	FY 08	FY 09	Dollar (\$)	Percent (%)
	Actual	Budget	Budget	Variance	Variance
Debt Service Expenses	380,576	385,275	777,067	391,792	102%

III. STATE AID CUTS

A number of actions relative to the state budget will impact localities during the next two fiscal years. The General Assembly, setting forth the biennium budget for 2009/2010 has made significant reductions in aid to local governments by eliminating wine and ABC sales tax pass through funds, reducing HB599 allocations and cutting other aid by 4.2%. The estimated impact on the county's budget is \$40k in each year. This primarily constitutes a reduction in aid to support constitutional offices.

IV. STATE AID FOR EDUCATION

Funding to support education is one of the most critical decisions made during the County's budget process. This is largely due to the School's system's reliance upon general fund tax revenue to support its operations. The County's composite index has traditionally impacted the amount of state revenue received which has amounted to \$2.5 mil to \$2.9 mil over a three year period. In FY 08, the index dropped from .80 to .78. In FY 09, the County will benefit from a more significant deduction in the index from .78 to .664. This reduction in this index is partially attributed to the additional \$1.1 mil in state aid the County will receive to support education. In light of this increase in state funding, the FY 09 Proposed Budget includes no increase in the current local appropriation of \$11.83 mil. It is important to note that although the proposed budget does not include the full recommendation of the School Board, it is the opinion that the \$1.1 mil increase in the total budget is adequate to meet the most critical needs of the School System.

V. IMPLEMENTATION OF GENERAL GOVERNMENT CAPITAL PROJECTS

The County is currently engaged in a number of projects that will carry forward to the next fiscal year in terms of the project completion and funding. The FY 09 Proposed Capital Budget also includes new capital initiatives in which the primary funding source will occur from general operating revenue as opposed to additional debt. Existing general fund balances and transfers from the general fund will be used to fund these projects. This method of funding will be used responsibly to pay for one-time capital projects without comprising the established financial policies.

○ Highway Revenue Sharing -	\$250,000
○ Warehouse Garage Facility -	\$ 75,000
○ Emergency Operations Plan Update-	\$ 50,000
○ Internet/Website GIS Mapping -	\$ 25,000
○ Parks & Recreation Center -	\$ 106,100
Renovation	

OPERATING BUDGET SUMMARY

The total Proposed Consolidated Operating Budget for FY 09 is \$27.82 mil, an increase of 8.0% over the FY 08 adopted budget of \$25.6 mil. The expenditure plan by category is as follows:

Table 3.

CATEGORY	FY 06-07	FY 07-08	FY 08-09	NET CHANGE	
	Actual Expenditures	Adopted Budgeted	Adopted Budget	FY 08-09 Adopted over FY 07-08 Adopted	
General Gov't Administration	1,065,435	1,635,391	1,789,954	154,563	9.45%
Judicial Administration	362,936	394,940	422,537	27,597	6.99%
Public Safety	1,998,676	2,283,240	2,484,334	201,094	8.81%
Public Works	943,245	1,100,245	1,152,436	52,191	4.74%
Health & Welfare	546,204	490,513	516,740	26,227	5.35%
Parks & Recreation	543,890	509,446	549,224	39,778	7.81%
Community Development	412,772	<u>456,574</u>	<u>479,768</u>	<u>23,194</u>	5.08%
Subtotal-General Operating	5,873,158	6,870,349	7,394,993	524,644	7.64%
Special Funds	504,658	401,660	418,660	17,000	4.23%
Debt Service	<u>380,576</u>	<u>385,275</u>	<u>777,067</u>	<u>391,792</u>	<u>101.69%</u>
Total General Operating Fund	6,758,392	7,657,284	8,590,720	933,436	12.19%
VPA FUND	1,681,045	2,122,868	2,264,524	141,656	6.67%
SCHOOL FUND	15,238,260	15,900,909	16,969,308	1,068,399	6.72%
TOTAL OPERATING BUDGET	23,677,697	25,681,061	27,824,552	2,143,491	8.35%

While this is greater than a 8.0% over the current adopted budget, kindly note that the increases are necessary to support primary core services as public safety, education and prior funding commitments as in debt service. When factoring in proposed capital projects of \$13.32 mil, the total FY 08-09 Proposed Consolidated Budget is \$41,151,477.

In summary, the proposed budget is presented having taken into consideration all the factors aforementioned in the beginning of this document. While preserving financial integrity, we have been able to provide for the County's highest priorities. I believe that the budget as proposed represents a financial plan that meets critical current and future needs. I look forward to working with you as we deliberate and conclude on the final budget.

Respectfully Submitted,



Tyrone W. Franklin
County Administrator



COUNTY OF SURRY

How the Budget Was Balanced?

FY 2008-2009

PRELIMINARY REVENUE BY SOURCE

*Tax Rate of
\$0.70*

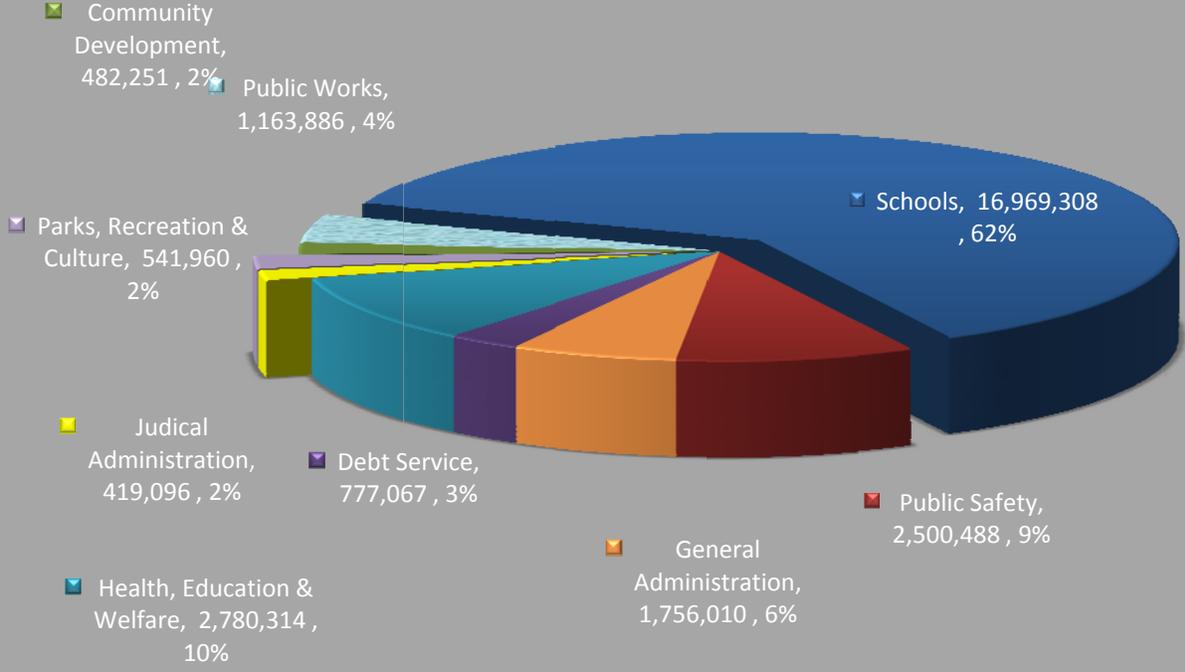
Local			\$	19,606,955
Federal			\$	1,762,878
State			\$	6,418,626
Operating Carryover			\$	213,514
Transfer to Capital Projects			\$	(177,421)
Total Operating Revenue			\$	27,824,552
Capital Projects Revenue:				
	State		\$	771,825
	Federal		\$	500,000
	Loan		\$	10,617,000
	General Fund Revenue		\$	177,421
	FY 08 Capital Project Carryover		\$	707,000
	Fund Balance Reserve		\$	553,679
	Total Capital Projects Revenue		\$	13,326,925
Total Capital & Operating Revenue			\$	41,151,477
			\$	-
EXPENDITURES BY FUND				
General Operating Fund			\$	8,590,720
Social Services Fund			\$	2,264,524
School Operating Fund			\$	16,969,308
Total Operating Expenditures			\$	27,824,552
Capital Projects Expenses			\$	13,326,925
Total Capital & Operating Budget			\$	41,151,477

**CONSOLIDATED REVENUE AND EXPENDITURE SUMMARY
FY 2009 ADOPTED FOR ALL FUNDS**

Revenue Sources:				
	General	School	Capital	
	Fund*	Fund	Fund	Total
Real Estate Taxes	\$ 5,903,302			\$ 5,903,302
Personal Property Taxes	1,048,539			1,048,539
Public Service Corporation Taxes	10,702,535			10,702,535
Other Local Taxes	638,176			638,176
Permits, Fines, Penalty & Interest	268,895			268,895
Use of Money & Property	639,309			639,309
Charges for Services	65,799	275,000		340,799
Miscellaneous & Recovered Costs	40,400	25,000		65,400
State Fundng	2,359,234	4,059,392	771,825	7,190,451
Federal Funding	985,974	776,904	500,000	2,262,878
Other Financing Sources			10,617,000	10,617,000
Transfer to other funds	(12,010,533)		-	(12,010,533)
Transfer from other funds		11,833,112	177,421	12,010,533
Beginning Fund Balance	213,514		1,260,679	1,474,193
TOTAL REVENUE	\$ 10,855,144	\$ 16,969,408	\$ 13,326,925	\$ 41,151,477
Expenditures:				
	General	School	Capital	
	Fund*	Fund	Fund	Total
General Government	\$ 1,789,954			\$ 1,789,954
Judicial Administration	422,537			\$ 422,537
Public Safety	2,484,334			\$ 2,484,334
Public Works	1,304,436			\$ 1,304,436
Health & Welfare*	2,903,559			\$ 2,903,559
Education	35,205	16,568,530		\$ 16,603,735
Parks, Recreation & Culture	549,224			\$ 549,224
Community Development	588,928			\$ 588,928
Debt Service	777,067	400,778		\$ 1,177,845
Capital Projects			13,326,925	\$ 13,326,925
TOTAL EXPENDITURES	\$ 10,855,244	\$ 16,969,308	13,326,925	\$ 41,151,477

*For the purpose of audit financial reporting, General Fund includes Social Services for Health & Welfare administration, revenue and expenditures. In preparation of the budget, the Social Services Fund is separated from General Fund.

FY 2009 TOTAL BUDGET
ALL COUNTY OPERATING FUNDS - \$27,824,552



COMPOSITION OF GENERAL OPERATING FUND
HOW IS THE MONEY SPENT?
FY 2009 Operating - \$7,394,993
(Exclusive of Social Services, Debt Service and Special Revenue Funds)

General Fund Expenditures	<i>Amount</i>	<i>Percentage</i>
General Administration	1,789,954	24.2%
Judicial Administration	422,537	5.7%
Public Safety	2,484,334	33.6%
Public Works	1,152,436	15.6%
Education, Health & Welfare	516,740	7.0%
Parks, Recreation & Culture	549,224	7.4%
Community Development	<u>479,768</u>	<u>6.5%</u>
Operating Government*	<u><u>7,394,993</u></u>	<u><u>100.0%</u></u>

*Composition of the Operating Government excludes special revenue funds, debt service and Social Services.

	<i>Amount</i>	<i>Percentage</i>
Salaries	2,602,919	35.2%
Fringe Benefits	752,165	10.2%
Purchased Services	725,000	9.8%
Operating Costs	2,145,654	29.0%
Contributions to Agencies	783,000	10.6%
Contingency Fund	301,255	4.1%
Capital Outlay	<u>85,000</u>	<u>1.1%</u>
Operating Government	<u><u>7,394,993</u></u>	<u><u>100.0%</u></u>

SURRY COUNTY BUDGET PROCESS

The County's budget policy addresses the process by which a budget is formulated from departmental requests to Board of Supervisors' adoption, including the adoption of a Capital Improvements Budget. Other pertinent issues presented to the Board during the budget process are also addressed. Also, the Board of Supervisors annually adopts budgetary goals and objectives, which serve as a basis for the formulation of the budget. A budget calendar is provided that serves as a guideline in formulating and adopting a budget in a timely manner.

The development of the County's budget begins each year in December and usually ends in June with the adoption of the budget (see Budget Calendar). The process is designed to incorporate a detailed review of each department and agency's request and to allocate resources across departmental programs. Each expenditure request is reviewed by the County's budget staff and the County Administrator prior to presentation to the Board of Supervisors.

In January, all County departments and agency heads are asked by the Finance Department to follow guidelines outlined below in the submission of their operating budgets and contribution requests:

- Maintain the operating efficiency of the department without significant increases in expenditures. Any significant increase over the prior year should be justified.
- Using the detail printout provided of the last two fiscal years expenditures and current YTD expenditures, project expenditures for the coming fiscal year. This printout serves as a basis from which all line item amounts are documented.
- Provide a mission statement, departmental goals and objectives, strategies for implementing objectives and workload indicators/performance measurers. Also highlight significant accomplishments of the current fiscal year and problems encountered in meeting prior year goals and objectives. The County uses a word document template that enables each department to prepare this information.
- Provide a detail justification of capital items or project needs to include narrative requests and supporting documentation (i.e. replacement, addition, cost, etc.).
- Using the fringe benefit rates and amounts for the ensuring fiscal year, calculate salaries based upon the directives of management (i.e. COLA, step increase). The County uses an excel worksheet template that enables each department to prepare this information.
- In addition, departments charged with oversight of the calculation and/or collection of revenue must provide details on anticipated collections and factors used in projections in addition to amounts.

A summary of the remaining process is as follows:

- By February of each year, budget requests are received from all departments and agencies and initial revenue projections are formulated.
- In March, Finance staff formulates all requests and revenue projections and submits to the County Administrator.
- Before or around April 1st, the County Administrator submits to the Board of Supervisors a proposed operating and capital budget for the fiscal year commencing the following July 1. The operating and capital budget includes proposed expenditures and means of financing them.
- Public hearings are conducted to obtain citizen comments on the recommended budget and advertised budget.

SURRY COUNTY BUDGET PROCESS

- Prior to June 30th, the budget is legally adopted by the Board of Supervisors to include resolutions that (1) establishes the amount of the operating and capital budgets, (2) establishes restrictions on the transfer of funds from one category of the budget to another and (3) sets the tax rates commencing July 1.

After the adoption of the budget, the following policies govern budget transfers, amendments and appropriations.

- Per the code of Virginia, any additional appropriations(s) which increases the total budget by more than \$500,000 at any one Board meeting, is required to be advertised for a public hearing at least seven days prior to the Board of Supervisor's approval of such appropriation.
- Any amendments that increase the total revenues for the School Fund require the approval of the Board of Supervisors upon prior approval of the School Board. The same applies for the Social Services Fund.
- All transfers from one category of the School Fund budget to another require the approval of the Board of Supervisors upon prior approval of the School Board.
- All departmental budget transfer requests require the approval of County Administrator or his designee.
- The County Administrator is authorized to transfer within departmental budget line items and between departments.
- Transfers or payments from the Contingency Fund require approval from the Board of Supervisors.
- The General Operating Fund is appropriated on a quarterly basis unless otherwise requested and approved by the Board. The School System submits monthly appropriation requests by category for approval and Social Services submits monthly appropriation requests in an amount as needed for approval by the Board of Supervisors.
- All appropriations lapse on June 30th for all budgets other than capital projects. Unencumbered balances for capital projects remain appropriated until the completion of the capital project or until the Board of Supervisors change or eliminate the appropriation.

SURRY COUNTY BUDGET CALENDAR

November/December

- Agency heads begin to submit request for contributions.

December/January

- Department heads are advised to begin development of strategic plans and goals and objectives
- Budget directives, guidelines and forms are distributed to Departments

January/February

- Preliminary revenue projections are formulated
- Department and agency budget submissions are submitted to Finance

February/March

- Budget staff reviews department budget submissions
- Revenue projections are defined
- Finance staff presents summary of budget operating requests to County Administrator
- School System and Social Services present budget requests to the Board of Supervisors
- Work sessions are scheduled

March/April

- County Administrator presents formulated operating budget requests to the Board of Supervisors
- Work sessions are scheduled
- School System holds public hearing on the Proposed School System budget and presents adopted School Board budget to the Board of Supervisors
- Board of Supervisors conduct public hearing on proposed School System Budget to solicit taxpayer input

April/May

- County Administrator presents a preliminary operating budget and capital budget to the Board of Supervisors
- Budget revisions are made by County Administrator for presentation of a recommended consolidated budget to the Board of Supervisors
- The recommended budget is advertised and public hearing is held to solicit taxpayer input
- Work sessions are scheduled
- Board of Supervisors take action on the proposed School System budget (May 1 deadline)

May/June

- Final work sessions are scheduled.
- The Board of Supervisors makes changes to the County Administrator's recommended budget
- The Board of Supervisors officially adopts the operating and capital budgets, set the tax rates, and adopts budget resolutions

July

- The new fiscal year commences on July 1st.

SURRY COUNTY FINANCIAL POLICIES AND GUIDELINES

PURPOSE

The County of Surry strives to promote financial integrity and to be "exemplary stewards of the public trust." The following financial policies and guidelines establish the framework for the County's overall fiscal planning and management.

BALANCED BUDGET

The provisions of the Code of Virginia shall control the preparation, consideration and adoption and execution of the budget of the County. It is the duty of the County to adopt a balanced budget.

The County currently prepares and approves an annual budget. The County will annually adopt and execute a budget for such funds as may be required by law or by sound financial practices and generally accepted accounting standards. The budget shall control the levy of taxes and the expenditure of money for all County purposes during the ensuing fiscal year. The County budget shall be balanced with all available revenues, including fund balance, being allocated to expenditures of an equal amount. All agencies and departments supported by the resources of the County must function within the limits of the financial resources identified or available specifically to them.

REVENUE POLICIES

The County will strive to diversify its revenue system through economic development and other resources to shelter the government from fluctuations in any revenue source and ensure its ability to provide ongoing service.

Fees and Charges

All fees established by Surry County for licenses, permits, fines, services, applications and other charges should be set to recover all or a portion of the County's expense in providing the attendant service. These fees shall be reviewed periodically. The County conducted a review of its fees in FY 05-06 and changes were approved effective for the FY 06-07 budget year.

Restricted Revenue

Restricted revenue (such as asset forfeiture funds) shall only be used for the purpose intended and in a fiscally responsible manner.

Note: Categorical or restricted revenue includes grant funds and special revenue funds, used for the explicit purpose for which it is received or for which it was implemented.

Revenue Collection

The County shall strive to achieve an overall property tax collection rate of 100%.

Note: The property tax collection rate for FY 2007 exceeded 99.3% and is expected to increase for FY 08 as additional resources for collecting delinquent taxes are utilized.

**SURRY COUNTY
FINANCIAL POLICIES AND GUIDELINES**

OPERATING BUDGET POLICIES

Budget Performance Monitoring

The Finance Department maintains ongoing contact with department heads in the process of implementation and execution of the budget. Expenditure reports are provided monthly for review. Revenue and expenditure reports are reviewed quarterly by Finance in addition to a review of appropriations versus actual expenditures.

Note: The County Administrator, through the Finance Department, exercises appropriate fiscal management as necessary to live within the limits of the adopted budget.

Budget Amendments

Amendments to the operating budget are brought before the Board of Supervisors for approval throughout the budget year. Budget amendments include but are not limited to: grant funds received not already included in the current budget, grant funds beyond the amount included in the budget, grant carryover for grant appropriations remaining from the prior year, insurance recoveries where replacement of goods is needed and transfers from the contingency fund to fund additional appropriations if needed.

Budget Transfers

Budget transfers between departmental line items are approved at the administration level. A transfer from the Contingency Fund to any other budget requires the approval of the Board of Supervisors.

Use of Carryover Funds/One time Expenditure Savings

As an incentive to return unspent appropriations, the use of one-time expenditure savings may be re-appropriated for use in the subsequent fiscal year for non-reoccurring expenditures. A request for these funds will be reviewed on a case-by-case basis.

**SURRY COUNTY
FINANCIAL POLICIES AND GUIDELINES**

DEBT POLICY

The County's debt per capita (1) and debt as a percentage of assessed value (2) has declined by over 50% in 10 years from the period beginning 1997-2006, a clear indication of the County's ability to plan for the necessary financing of capital projects while maintaining credit worthiness. Due to the acquisition of debt in 2007, the County's ratio rose sharply as expected. June 30, 2007 key debt ratios are shown below:

	<u>Actual June 30, 2007</u>
Debt as a Percentage of Assessed Value	.96%
Debt Per Capita	2,408
Debt as a Percentage of General Operating Expenditures (3)	3.95%

- (1) Debt as a percentage of assessed value: This ratio indicates the relationship between the County's debt and the taxable value of property in the County. It is an important indicator of the County's ability to repay debt, because property taxes are the source of the County's revenue used to repay debt. A smaller ratio is an indication that the County will be better to withstand possible future economic downturns and continue to meet its debt obligations.
- (2) Debt per capita is a general indicator of the County's debt burden. A smaller ratio indicates a lighter burden.
- (3) Debt as a Percentage of General Governmental Expenditures is a measure of the County's ability to repay debt without hampering other county services. A small ratio indicates a lesser burden on the County's operating budget.

I. Background and Purpose

This debt policy is designed to provide guidance to the County of Surry 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 County, shall be treated as such. This Policy shall apply to all operating units of the County 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 County as they exist from time to time.

This Policy will address various types of debt which may be issued by or on behalf of the County, the level of these obligations, the corresponding annual debt service costs of these obligations and the approval requirements for the issuance of such obligations.

**SURRY COUNTY
FINANCIAL POLICIES AND GUIDELINES**

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 County.

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 County 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 County will annually prepare and adopt a multi-year Capital Improvements Program to identify and establish an orderly plan to meet the County's infrastructure needs with all debt-related projects and the corresponding debt service impact upon the General Funds of the County identified.
- E. As a part of the annual budgeting process, the County shall prepare a report summarizing compliance with this policy and present this report to the Board of Supervisors for approval.

III. Issuance Guidelines

- A. The County will not use short-term borrowing to finance operating needs, except in instances as described under Revenue Anticipation Notes.
- B. The County 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 County 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 Board of Supervisors of the County. This approval shall indicate the Board of Supervisors approval of the identified funding for this Project and compliance with this Debt Policy.
- F. Unless approved by the Board of Supervisors, no obligations shall be issued for

**SURRY COUNTY
FINANCIAL POLICIES AND GUIDELINES**

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 Board of Supervisors, 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 County shall maintain compliance with the following Debt parameters on a historical basis as well as on a Pro Forma basis after giving affect to the obligation being issued.

- A. Net Debt as a percentage of Assessed Value will not exceed 3.0%. (Net Debt is General Obligation debt and Capital Lease Obligation exclusive of debt or leases payable from an Enterprise Fund.)
- B. General Obligation Debt Service and Capital Lease payments as a percentage of General Governmental Expenditures will not exceed 10%. For purposes of this requirement, General Governmental Expenditures shall be that amount reported in the most recent Comprehensive Annual Financial Report.

V. Permitted Obligations

Based on the implementation of this Policy, the County 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 County'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 County may issue RANs in situations beyond the County's control or ability to forecast when the revenues will be received after the related funds are scheduled to be distributed.
3. The County will issue RANs for a period not to exceed the one year period permitted under the Constitution of Virginia, Article VII Section 10.

**SURRY COUNTY
FINANCIAL POLICIES AND GUIDELINES**

4. Prior to the issuance of RANs, the County will advise the Board of Supervisors of the circumstances creating the need for the RANs and whether this need will continue in the future. In all cases, the County 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 County 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 County does not need to issue all of the permanent funding at that time.
2. The County 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 County 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 County will clearly demonstrate its ability to comply with this Debt Policy upon issuance of the permanent financing.

C. General Obligation Bonds

1. The Constitution of Virginia, Article VII Section 10, and the Public Finance Act provides the authority for a County to issue General Obligation (GO) Debt with no limit on the amount of GO Debt that a County may issue.
2. The County may issue GO debt for any capital projects or other properly approved projects or programs.
3. All debt secured by the General Obligation of the County must be approved by the Board of Supervisors and a public referendum, with the exception of Virginia Public School Authority (VPSA) Bonds and State Literary Fund loans and refunding bonds which do not otherwise need approval by referendum.

D. VPSA Bonds and State Literary Fund Loans

1. The County 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 County wish to use either the VPSA or Literary Loan to meet these needs, then these additional requirements must be met.
- 2.

**SURRY COUNTY
FINANCIAL POLICIES AND GUIDELINES**

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 County 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 Board of Supervisors for projects funded with VPSA or State Literary Fund Loans.

E. Revenue Bonds

1. The County 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 which will require that the revenue sources are sufficient to fund operating expenses and all debt service requirements.

F. Capital Leases

1. The County 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 County may enter into leases, contracts, or other agreements with other public bodies which provide for the payment of debt service when revenues of such public bodies or agencies may prove insufficient to cover debt service.
 2. Payment of such moral obligation debt service will be done when the best interest of the County is clearly demonstrated.
 3. While such moral obligation support does not affect the debt limit of the County, the amount of bonds issued with the County's moral obligation should be controlled in order to limit potential demands on the County and any expected use of this type of obligation should be clearly within the parameter of this Debt Policy.
5. The County will not count this type of obligation as Debt as long as this Debt remains self sufficient. Should the County need to fund any of this debt, the County should count its maximum total debt exposure under this agreement as Debt for purposes of this Policy.

SURRY COUNTY DEBT ANALYSIS

Description

Bonded Debt Authorization and Issuance Policies

The Constitution of Virginia and the Virginia Public Finance Act provides the County with authority to issue general obligation debt secured solely by the pledge of its faith and credit, as well as debt secured first by the fee revenues generated by the system for which the bonds are issued and, if necessary, by general obligation tax revenues. There is no limitation imposed by state law or local ordinance on the amount of general obligation debt a county may issue. Debt secured solely by the revenues generated by the system for which the bonds were issued may be issued in any amount without a public referendum. The County also engages in bank loan and lease purchase financing.

The County, at June 30, 2008, had total net long-term outstanding obligations of \$26.0 mil. The process of issuing debt begins with the County Administrator's presentation of capital expenditure needs to the Board of Supervisors.

The County's financial policies in terms of debt issuance are guided by the following principles:

- (1) Net debt ratio as a % of assessed value should not exceed 3%.
- (2) Net debt ratio as a % of general fund expenditures should not exceed 10%.

The county's existing debt levels and the projected acquisition of new debt for FY 09 are within the guidelines of this policy.

Excerpts from the County's Debt Service Analysis as Prepared by the County's financial advisor follow.

SURRY COUNTY DEBT ANALYSIS

Current Debt Service Schedule

Fiscal Year	VPSA 2000 A HVAC/ Roof Repair	Middle School Construction	VRA Water/Sewer Project	SunTrust FY 05 Capital Projects	Sun Trust FY 07 \$9.0 mil Courthouse Loan	Sun Trust FY 07 \$6.0 mil Courthouse Loan	SDA Dendron Sewerline ** \$51K	USDA Dendron Sewerline ** \$470K	Grand Total
2008	\$ 158,982	\$ 294,334	\$ 63,775	\$ 298,227	\$ -	\$ -	\$ 2,168	\$ 20,562	\$ 838,048
2009	\$ 147,225	\$ 252,553	\$ 63,775	\$ 298,227	\$ 215,250	\$ 143,500	\$ 50,162	\$ 115,562	\$ 1,286,255
2010	\$ 140,595	\$ 192,603	\$ 63,775	\$ 149,114	\$ 675,823	\$ 448,950		\$ 106,406	\$ 1,777,266
2011	\$ 133,640	\$ 130,250	\$ 63,775		\$ 673,010	\$ 450,442		\$ 102,469	\$ 1,553,586
2012		\$ 85,250	\$ 63,775		\$ 674,788	\$ 451,525		\$ 103,531	\$ 1,378,869
2013		\$ 32,500	\$ 63,775		\$ 675,848	\$ 452,198		\$ 104,375	\$ 1,328,696
2014		\$ 35,875	\$ 63,775		\$ 676,395	\$ 447,460			\$ 1,223,505
2015			\$ 63,775		\$ 671,328	\$ 447,517			\$ 1,182,620
2016			\$ 63,775		\$ 675,748	\$ 452,165			\$ 1,191,688
2017			\$ 63,775		\$ 674,348	\$ 451,198			\$ 1,189,321
2018			\$ 63,775		\$ 672,435	\$ 449,820			\$ 1,186,030
2019			\$ 63,775		\$ 674,805	\$ 448,033			\$ 1,186,613
2020			\$ 63,775		\$ 676,355	\$ 450,733			\$ 1,190,863
2021					\$ 677,085	\$ 452,920			\$ 1,130,005
2022					\$ 676,995	\$ 449,493			\$ 1,126,488
2023					\$ 676,085.00	\$ 450,553.00			\$ 1,126,638.00
2024					\$ 674,355.00	\$ 451,100.00			\$ 1,125,455.00
2025					\$ 671,805.00	\$ 446,032.00			\$ 1,117,837.00
2026					\$ 678,333.00	\$ 450,452.00			\$ 1,128,785.00
2027					\$ 673,733.00	\$ 449,052.00			\$ 1,122,785.00
2028					\$ 673,313.00	\$ 447,140.00			\$ 1,120,453.00
2029					\$ 336,765.00	\$ 224,510.00			\$ 561,275.00
Total	\$580,442.00	\$1,023,365.01	\$829,079.16	\$745,567.80	\$13,374,602.00	\$8,914,792.50	\$52,330.00	\$552,905.00	\$26,073,083.47

**Terms are 40 years; however, County will implement an early payout schedule to reduce interest cost.

**SURRY COUNTY
FINANCIAL POLICIES AND GUIDELINES**

**INVESTMENT POLICY
(excerpt from the County Treasurer's Investment Policy)**

Cash and investment programs will be maintained in accordance with the County investment policy and will ensure that proper controls and safeguards are maintained. County funds will be managed in a prudent and diligent manner with an emphasis on safety of principal, liquidity and financial return on principal.

The Investment Policy has been established to ensure effective management of the day-to-day investment activity for the County, and is designed to increase non-tax revenues by investing funds when not needed for current obligations. The objective is to obtain the highest possible yield on available financial assets, consistent with constraints imposed by safety objectives, cash flow considerations and the laws of the State that restrict the placement of public funds.

Policy Highlights

- The Surry County Treasurer currently uses the Local Government Investment Pool (LGIP) to invest cash balances from the General funds to maximize yield.
- The Treasurer's maturity schedule shall be timed according to anticipated need. Investment maturities for operating funds shall coincide with projected cash requirements, taking into consideration routine operating expenses such as payroll and accounts payable as well as considering sizable blocks of anticipated revenue.
- Use of the LGIP enables the Treasurer to have the ability to withdraw funds without penalty with short notice and the yield is competitive to most banks.
- Bids are solicited from pre-approved institutions for the highest investment yield
- Controls are in place to ensure the safe transfer of funds as wire payments and transfers from the LGIP.
 - A report of investments is submitted to the Board of Supervisors monthly which includes interest rates, maturity dates, accrued interest and balances for investments.

**SURRY COUNTY
FINANCIAL POLICIES AND GUIDELINES**

FUND BALANCE POLICY

I. Background and Purpose

Surry County desires to maintain the financial operation of the County in a manner consistent with sound financial management principles which require that sufficient funds be retained by the County to provide a stable financial base at all times. To retain this base, it is essential that the County maintain an adequate level of fund balance sufficient to mitigate current and future risks (revenue shortfalls and unanticipated expenditures), to provide for cash flow reserves during the fiscal year due to timing difference between the receipt of revenues and disbursement of expenditures and to meet desired reserves. Fund balance levels are also a crucial consideration in long-term financial planning.

The purpose of this policy is to provide guidance as to the composition of this General Fund Balance and a method of funding it.

II. Components of General Fund Balance - *Unreserved fund balance measures the amount available for new spending in the subsequent budget year. It is the intent of the governing body to have tentative plans for the use of only a portion of unreserved fund balance. Thereby, unreserved fund balance is categorized separately as unreserved-designated and unreserved-undesignated fund balance.*

B. Unreserved-Designated Fund Balance for Specific Purposes – These funds historically represent cash flows reserves, construction reserves, reappropriation of prior year balances with these designations established to indicate tentative plans for financial resource utilization in a future period.

C. Unreserved-Undesignated Fund Balance – These funds represent the remainder of the County's equity in the General Fund balance. Based upon Surry County's specific circumstances relative to revenue tax collections, a significant portion of fund balance will be unreserved-undesignated and available for cash flow purposes.

III. Funding Requirements of Components of General Fund Balance

A. An Unreserved and Undesignated Fund balance shall be established at an amount equal to a minimum of 25% of governmental fund expenditures less any Capital Outlay projects funded with Bond Proceeds. This minimum fund balance is necessary to meet ongoing expenditure obligations.

B. An Unreserved but Designated fund balance shall be established at an amount equal to any reappropriations of prior year balances and all non-expended Capital Outlay. Based on availability, it is the governing body's intent to utilize a percentage of governmental fund expenditures to be a part of the County's Capital Improvement Financing Plan and reviewed as part of the Capital Improvement budget formulation for use of such balance in meeting the short-term capital needs of the County. Funding a portion of capital

**SURRY COUNTY
FINANCIAL POLICIES AND GUIDELINES**

expenditures on a “pay as you go basis” by consistently reserving a percentage of operating expenditures for short-term capital investments further enhances sound financial/debt management.

- C. The availability of the Unreserved-Designated fund balance shall be based upon any remaining fund balance in excess of the minimum required Unreserved-Undesignated fund balance as prescribed in item III-A.

IV. Monitoring and Funding

- A. Balances should be at such a level that the County will not incur short-term borrowing as a means to fund financial obligations from July 1st through December 5th of each fiscal year at which such time the County receives a large payment of revenue.
- B. Compliance with fund balance policy will be reviewed in conjunction with the budget and audit processes and upon changes made to the budget throughout the fiscal year.

V. Fund Balance – Other Funds

- A. Fund Balances in the Other Funds are encumbrances and/or reappropriation of prior fiscal year balances. These funds are otherwise funded by the General Fund with any surplus or deficit at year end reverting back to the General Fund.
- B. Fund Balances in the School Fund are encumbrances and/or reappropriation of prior year balances. As an incentive to return unspent appropriations, the use of one-time expenditure savings may be re-appropriated for use in the subsequent fiscal year for non-reoccurring expenditures. A request for these funds will be reviewed on a case by case basis.

SURRY COUNTY REPORTING ENTITY & BASIS OF ACCOUNTING
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The County of Surry is governed by an elected five member Board of Supervisors and provides a full range of services including general government administration; judicial administration; public safety; public works; health and welfare; parks, recreation and culture; community development; education; and public utilities. The County also provides education through its own school system administered by the Surry County School Board.

REPORTING ENTITY

An external auditing firm conducts and completes the annual audited financial statements of the County. The basis criterion for determining whether a governmental department, agency, institution, commission, public utility, or other governmental organization should be included in a primary governmental unit's reporting entity for general purpose financial statements is financial accountability. Financial accountability includes the appointment of a voting majority of the organization's governing body and the ability of the primary government to impose its will on the organization or if there is a financial benefit/burden relationship. In addition, an organization which is fiscally dependent on the primary government should be included in the reporting entity. These financial statements present the County of Surry (the primary government) and its component units. Blended component units, although legally separate entities, are in substance, part of the primary government's operations and so data from these units are combined with data of the primary government. Each discretely presented component unit, on the other hand, is reported in a separate column in the County's financial statements to emphasize it is legally separate from the government.

Discretely Presented Component Units

The Surry County School Board is an elected five-member board. The School Board is responsible for the operations of the County's School System and is fiscally dependent upon the County. The Board of Supervisors has the responsibility of adopting its budget by category, approving categorical transfers and budget amendments. The primary funding is from the General Fund of the County. The School Fund does not issue a separate audit financial report but is presented as a discrete presentation of the County financial statements.

Excluded from the Financial Reports

Riverside Regional Jail

The Riverside Regional Jail is considered a jointly government organization and therefore its operations are not included in the County's financial statements. The governing body of this organization is appointed by respective governing bodies of the participating jurisdictions. The governing board has the ability to execute contracts and to budget and expend funds.

School Activity Funds

Funds not administered by the County and not included in any financial statements include the School Activity Funds, which are administered by the individual schools and issued under separate financial statements.

SURRY COUNTY
REPORTING ENTITY & BASIS OF ACCOUNTING

BASIS OF ACCOUNTING

The County's accounting records for general government operations are maintained on a modified accrual basis, with revenues being recorded when available and measurable, and expenditures being recorded when the goods or services are received and the liabilities incurred. Certain revenues such as property taxes, sales taxes, and intergovernmental revenues, being measurable and available, are accrued in the general governmental operations.

In developing and evaluating the County's accounting system, consideration is given to the adequacy of internal accounting controls. Internal accounting controls are designed to provide reasonable, but not absolute, assurance regarding (1) the safeguarding of assets against loss from unauthorized use or disposition, and (2) the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived, and (2) the evaluation of costs and benefits requires estimates and judgments by management. All internal control evaluations occur within the above framework. Management believes the County's internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions. Administrative budgetary control is maintained within the activity at the line item level of expenditure by approval of all expenditures, line item budgetary transfers and prior purchase order approval for certain expenditures that exceed a specified dollar amount.

GOVERNMENTAL FUND TYPES

Governmental type funds are those through which most governmental functions of the County are financed. The accounts of the County are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts, which comprise assets, liabilities, fund equities, revenues, and expenditures, or expenses, as appropriate. The following fund types and account groups are used by the County:

General Fund - The general fund is the primary operating fund of the County. This fund is used to account for all financial transactions and resources except those required to be accounted for in another fund. Revenues are derived primarily from property and other local taxes, state and federal distributions, licenses, permits, charges for service and other income. A significant part of the General Fund's revenues is used principally to finance the operations of the School Board.

Special Revenue Funds – Special revenue funds account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. Special revenue funds consist of the Comprehensive Services, Indoor Plumbing, Industrial Development Authority, and Health Center Fund.

Capital Improvement Fund – Capital improvement funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities, other than those financed by proprietary

SURRY COUNTY
REPORTING ENTITY & BASIS OF ACCOUNTING

funds. Capital improvement funds consist of the General Government and School Improvement projects.

Enterprise Fund – Proprietary funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The measurement focus is upon the determination of net income. The County's proprietary fund type includes the Enterprise Funds, which are used to account for the acquisition, operation, and maintenance of governmental facilities and services which are primarily supported by user charges. The operations of the Water & Sewer Fund will be accounted for and reported in the Enterprise Funds once user fees are charged for use of the County's water & sewer system.

Debt Service Fund - The Debt Service fund is used for the payment of principal and interest on all loans, leases and general obligations. The County's debt service fund is exclusive of the School Fund for budgeting purposes but is consolidated in the County's annual financial statements.

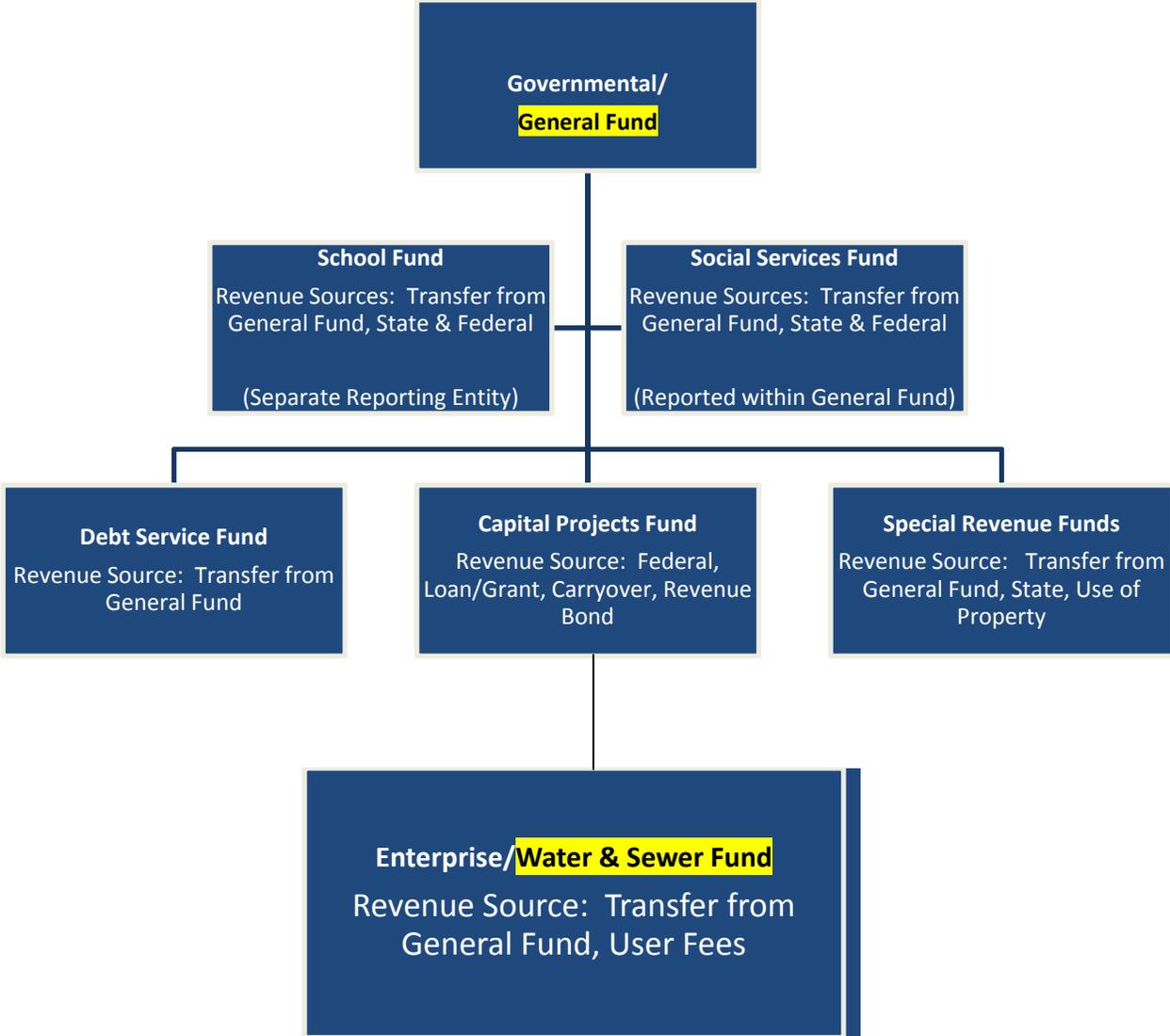
FIXED ASSETS AND DEPRECIATION

Capital assets, which include property, plant and equipment, are reported in the applicable governmental columns in the government-wide financial statements. Capital assets are defined by the County as land, buildings and equipment with an initial individual cost of more than \$5,000 and an estimated useful life in excess of two years. Depreciation is provided over estimated useful lives of assets using the straight-line method.

BASIS OF BUDGETING

Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles, applicable to governmental units. Budgeted amounts reflected in the financial statements are as originally adopted and as amended by the Board of Supervisors.

STRUCTURE OF COUNTY FUNDS



General Fund Revenue Analysis

All revenues come from one of three different categories. They are either locally generated or come from state or federal sources. The proportion of the County's revenues from each of these sources is shown in the graph below.



GENERAL PROPERTY TAXES

Surry County generates the majority of its General Fund revenue through public service corporation taxes, personal property and real property taxes. In FY 09, Surry expects to receive \$17.80 mil in general property taxes from these sources which account for 90% of the total revenue collected from local sources. Of this amount, \$10.92 mil or 75% will fund the School Fund budget. In addition, Surry collects other local taxes including sales tax, business licenses, utility consumption, E-911 taxes and motor vehicle license taxes. These other local taxes are projected to contribute \$638,000 in FY09 and are the General Fund's second largest local revenue source.

The County performs an annual assessment of all real property unless otherwise directed by the Board of Supervisors. The Commissioner of Revenue assesses personal property annually, and the Treasurer is responsible for the collection of all taxes and other payments to the County.

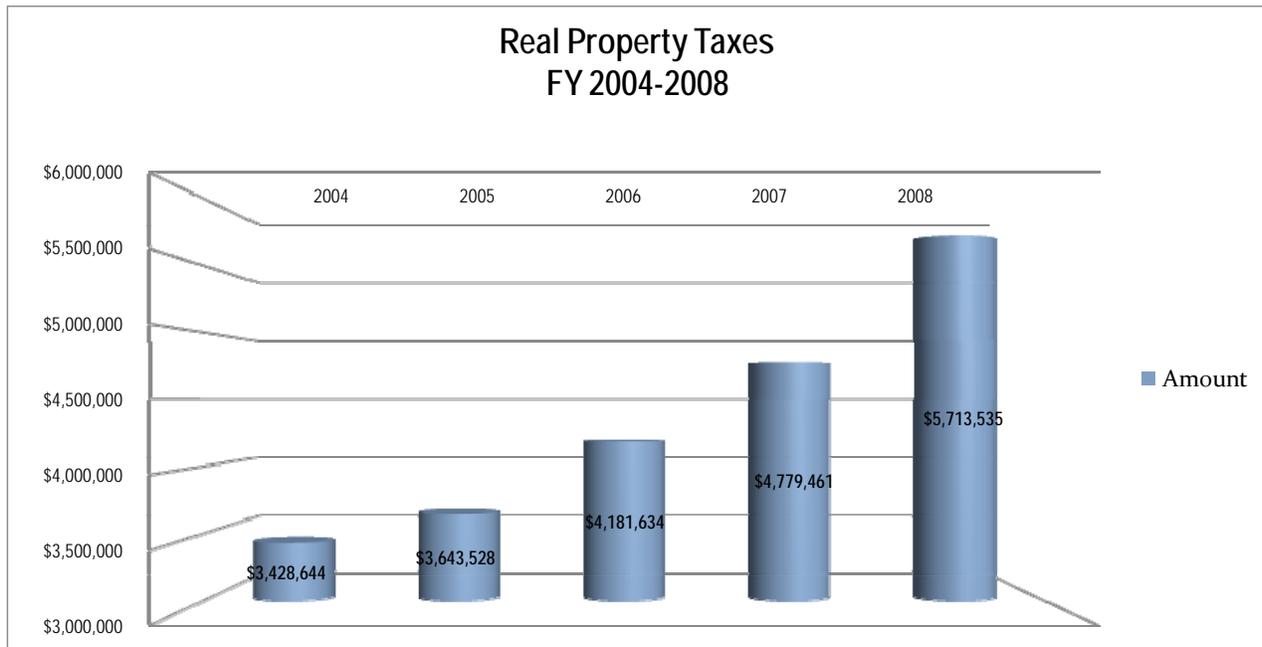
The County's major revenue sources are discussed and outlined in the tables and graphs on the following pages. They are intended to provide an overall picture of the primary local, state and federal revenues received in the County, including projections.

General Fund Revenue Analysis

Real Property Taxes

Real Property is defined as land and improvements, including buildings and other structures. Real property taxes are projected to generate \$5.9 mil of the County's General Fund revenue. This represents a 3.3% increase over the FY 08 actual receipts. Real property taxes are levied by October 1 with payments due on December 5. The real estate tax rate is \$0.70 per \$100 of assessed value. Collection rates have recently averaged 99%. Assumptions for 2009 are a 3% growth in reassessments, 3% growth in new construction and a 99.5% collection rate.

The real estate tax collected in the County increased in FY 2008 by 22% from FY 2004 to 2008 (Graph 1). This is a result of Property Reassessments, fluctuations in the tax rate and an estimated average 3-4% growth each year in the County due to new construction.



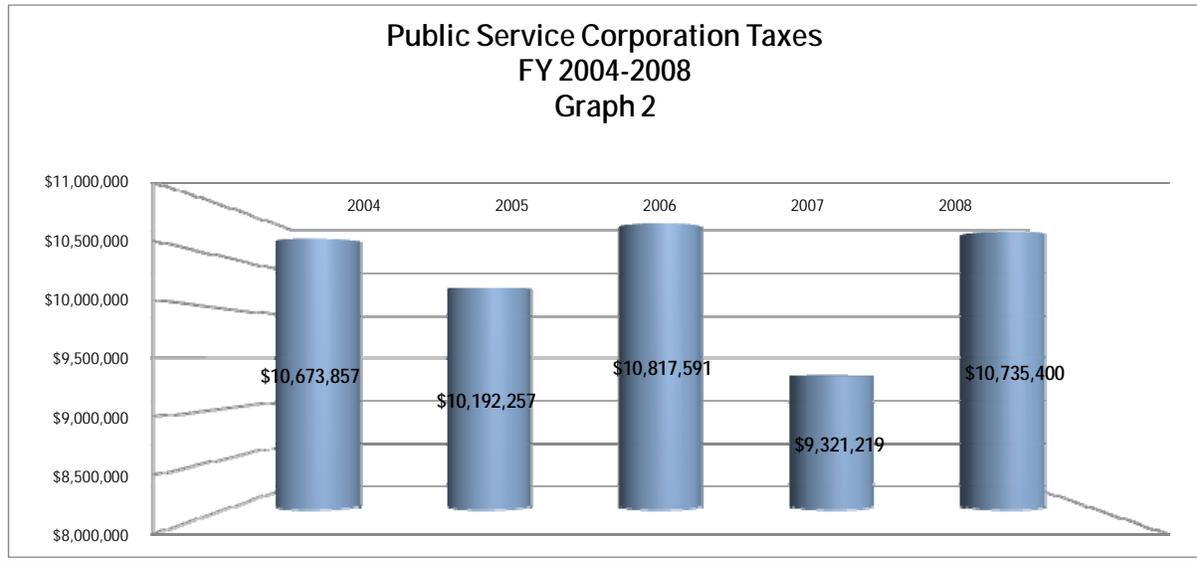
Graph 1

Public Service Corporation Tax

Public Service Corporation taxes is the County's largest source of locally generated revenue. Public Service Corporation tax is defined as the tax assessed to utility companies based on the assessed value of property. Each year, the Department of Taxation sets a real estate assessment ratio for Surry County that it submits to the State Corporation Commission to use to adjust the tax value of the property of public service corporations in the County. This ratio greatly impacts the amount of tax revenue the County receives from public service corporations. The estimated ratio for 2008 is 98.8%, a slight decrease from the 2007 ratio of 99.9%. As a result public utilities will generate basically the same revenue to the County in Tax Year 2008. The value of public service corporation property for 2008 is \$1.52 bil, which reflects a decrease of \$10.0 mil from the 2007 assessed value.

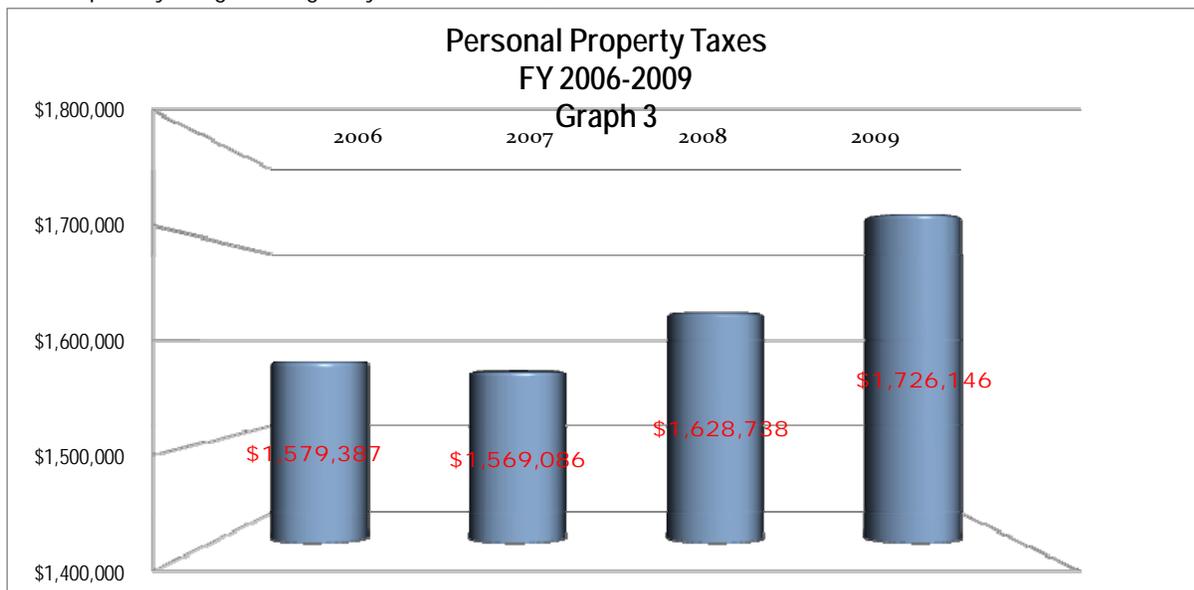
The amount of taxes collected from this source is predicated upon the assessed value of public service corporations as set by the State Corporation Commission. The County largely will base its tax rate on this value and accordingly, the amount of taxes generated, if significant fluctuations occur from year to year. The taxes generated over the four years shown in Graph 2 indicate a variance of nearly \$1.5 mil. (An estimated \$0.06 increase in the tax rate would recover a loss of \$1.5 mil in local tax revenue). The taxes collected in FY 07 decreased significantly due to the adverse decline in the ratio to a low 74.9%. FY 08 revenue saw an increase as a result of the higher ratio of 98.8%.

General Fund Revenue Analysis



Personal Property Tax

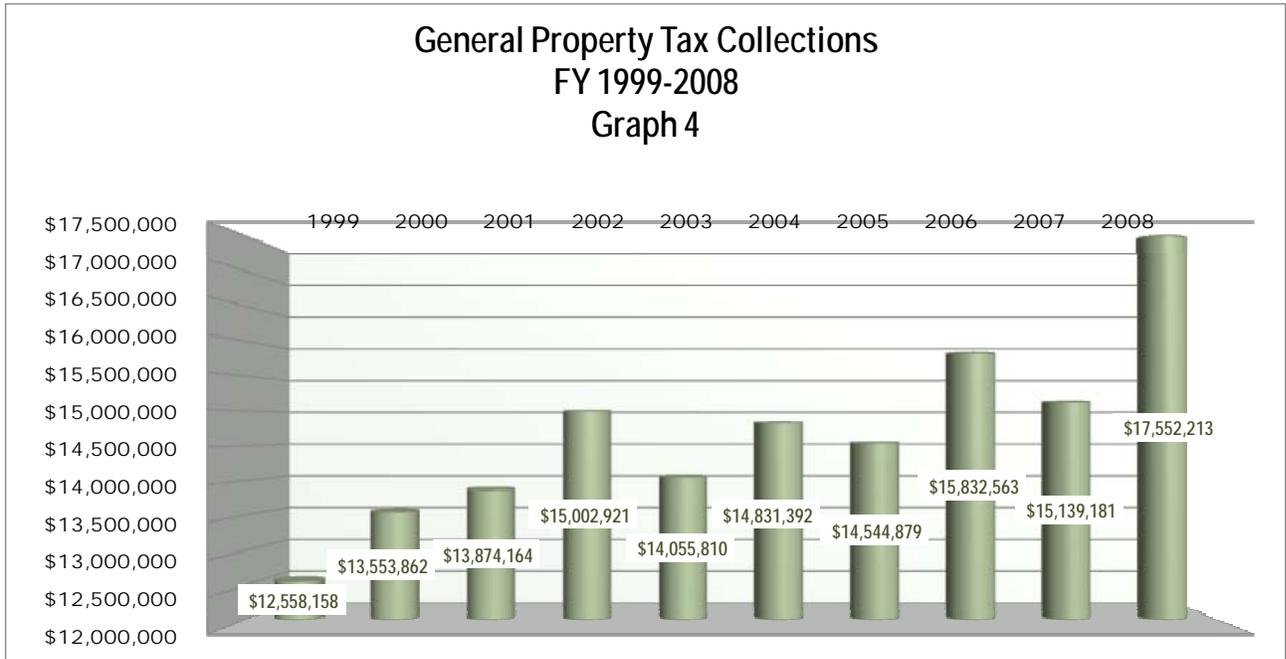
Personal property taxes are estimated to generate \$1.7 mil of the County's General Fund revenue, which includes \$677,000 of personal property taxes paid to the County from the State under the Personal Property Tax Relief Act of 1998 (PPTRA). This is the County's share of the statewide cap classified as non-categorical aid. Also, PPTRA legislation in 2005 required localities to decide the percentage of relief it will be able to support beginning in 2006. If, for example, the amount of revenue received from qualifying vehicles will be less than the County's share of the statewide cap, then the County will not be able to provide 70% relief. Based on the rate of growth in the value of the total fleet of qualifying vehicles, the County's affordable relief percentage has been set at 55%. Finally, legislation also required the passing of an ordinance providing for the implementation of the changes to the act. The ordinance was adopted by the governing body on December 1, 2005.



The personal property taxed includes: motor vehicles, mobile camping trailers and boats belonging to residents and businesses. The County has a personal property tax of \$3.50 per \$100 assessed value. The amount anticipated for collections in FY 2009 reflect an increase of 10% (\$147,000) over a four year period from FY 2006 (Graph 3).

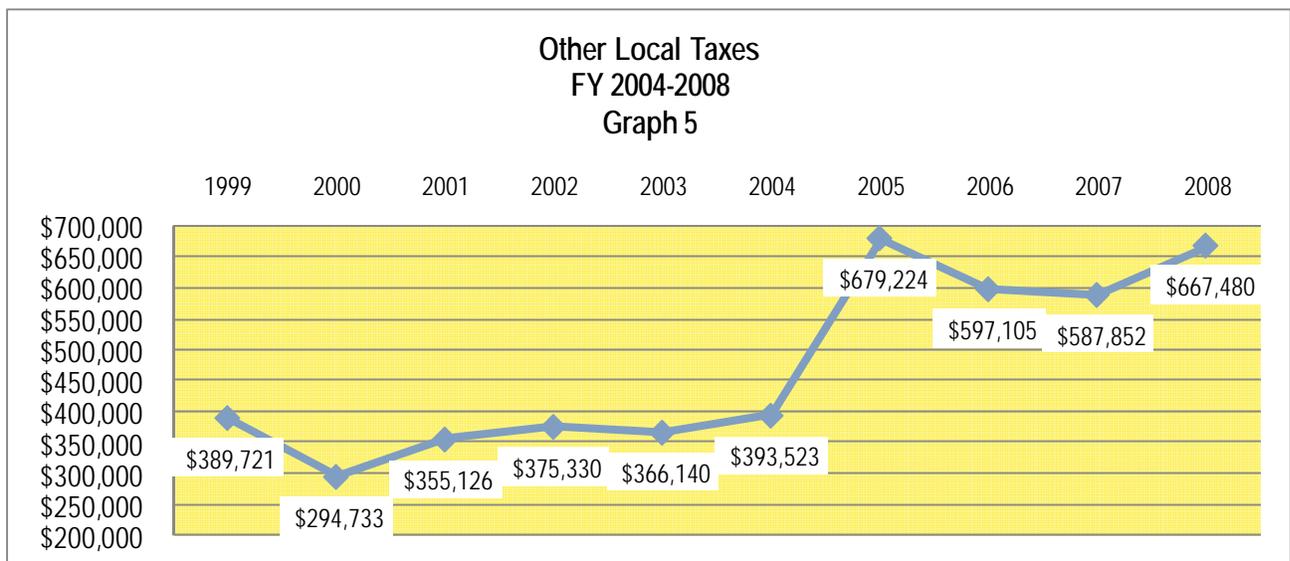
General Fund Revenue Analysis

The following table of general property taxes is inclusive of real estate, public service corporation and personal property taxes for the last 10 fiscal years.



OTHER LOCAL TAXES

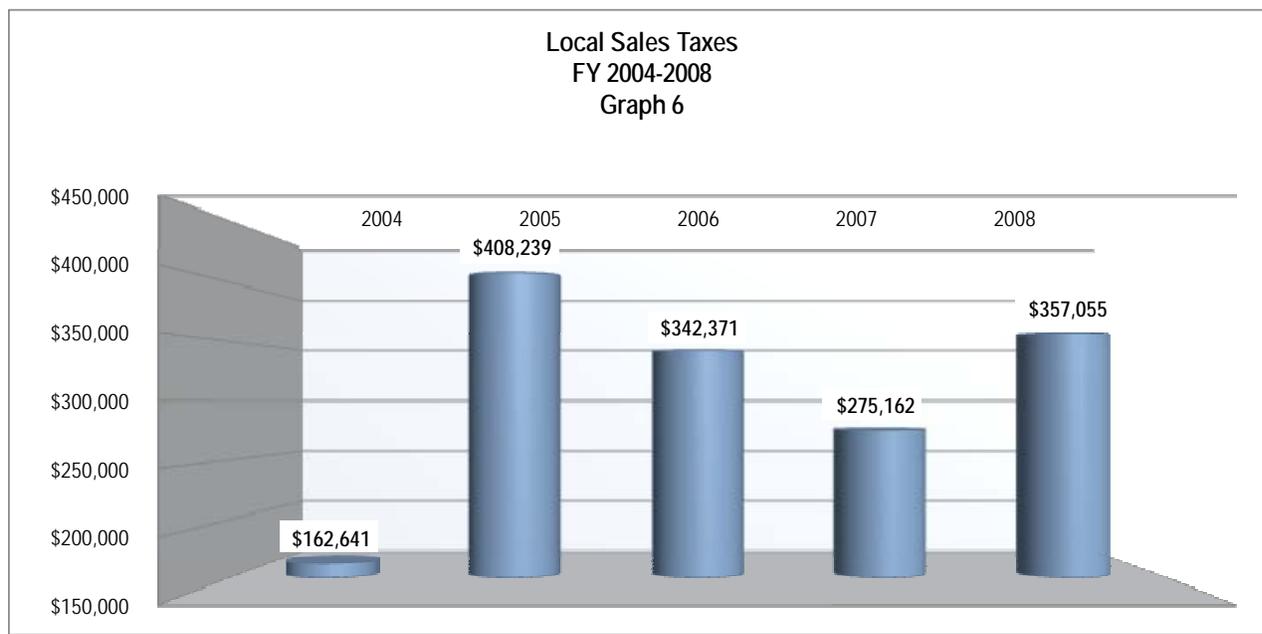
The following table of other local taxes is comprised of local sales taxes, business license taxes, motor vehicle licenses, E911 taxes and the utility consumption tax. Since 1999 the County has seen a 71% or \$278,000 increase in revenue from these sources collectively. The majority of the increase is due to the



General Fund Revenue Analysis

increased revenue from sales tax. Revenue from business licenses and E911 tax revenue have had slight increases over the years as businesses and new residents locate to the County. The utility consumption tax was implemented in FY 08 adding an average \$20K to other local tax revenue. As fees increase such as for decals in FY 07, the taxes collected also increase. The FY 09 projection of \$638,000 reflects a slight decrease over the FY 08 actual collections due to a reduction in state sales tax revenue.

Local Sales Taxes



The County receives 1% of the Commonwealth's 4.5% sales tax on all local sales. This tax is collected by the merchants and remitted through the Commonwealth to Surry. The County then remits a portion of that to the Towns. Local sales tax will provide an estimated \$330,000 in revenue in FY 09. Assumptions for FY 09 reflected a decrease over the previous year exemplary of Virginia's sluggish economy.

Business Licenses

The County requires all persons conducting any business, profession, trade, or occupation to have a license. The Commissioner of Revenue computes the amount of license tax and after payment to the Treasurer, the license is issued. The County anticipates a collection of \$60,000 from this tax in FY 09.

Motor Vehicle License Fee

Other local taxes also include an annual vehicle decal fee on every motor vehicle and trailer garaged, stored or parked in the County. The cost of a County license for vehicles increased from \$10 to \$15 in FY 07 and motorcycle decals to \$5.00 from \$3.00. Junk vehicle decals are \$10; and duplicate or transfer decals are \$3.00. These fees are projected to produce \$88,000 in revenue for FY 09. There is also a slight growth assumption in FY 09 for new vehicles.

General Fund Revenue Analysis

Communication Taxes

Effective, January 1, 2007, the State restructured the E911 tax and combined the telephone utility, cellular telephone utility into one communication sales and use tax at a rate of 5% per gross receipts and imposed a separate right of way fee for landline phones, cable lines and E911 land line services. These taxes and fees are now State imposed fees and the revenue generated from them are collected by the State and distributed to localities at a predetermined ratio.

Utility Consumption Tax

The utility consumption tax is imposed by the Code of Virginia on consumers of heat, light or power by means of electricity and/or natural gas. These taxes are anticipated to provide \$20,380 to the General Fund in FY 09. Assumptions are level collections from FY 08.

The following table provides a three year history of actual revenue generated from these sources.

Table 1.

Tax Type	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Estimated
Business License	61,242	69,191	61,750	60,183
Motor Vehicle License	62,111	85,943	85,943	88,755
E911/Communication Tax	55,595	54,791	55,595	53,858
Utility Consumption	9,385	18,551	21,127	20,380

PERMITS, FEES AND REGULATORY LICENSES

Building Permits

Revenue from building and related permits is the largest source from all permits, fees and regulatory license charges in the County. Building fees include, but are not limited to, mechanical, electrical and plumbing permits. Building permit revenue is primarily affected by new construction and building additions in the County. Projected revenue for FY 09 is \$51,200. There is a slight growth assumption of 4% in new construction in the County.

Other Permits, Fees and Licenses

Revenue from animal licenses and various planning and zoning fees are included in this category. The County has collected as average \$2,400 for animal licenses over the last three years. Fees for associated planning services include subdivision fees, conditional use permits and various other planning and building related charges. The County has seen increases in planning related fees due to new residential growth in the County. In addition, the FY 07 fee rate increase attributed to the increase from FY 06 to FY 07. FY 09 assumptions include no projected increase from FY 08.

Table 2.

Tax Type	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Estimated
Building permits	25,816	44,631	41,695	51,250
Planning, Zoning Fees	12,101	23,181	15,699	15,729
Animal Licenses	1,740	1,690	3,860	2,200

General Fund Revenue Analysis

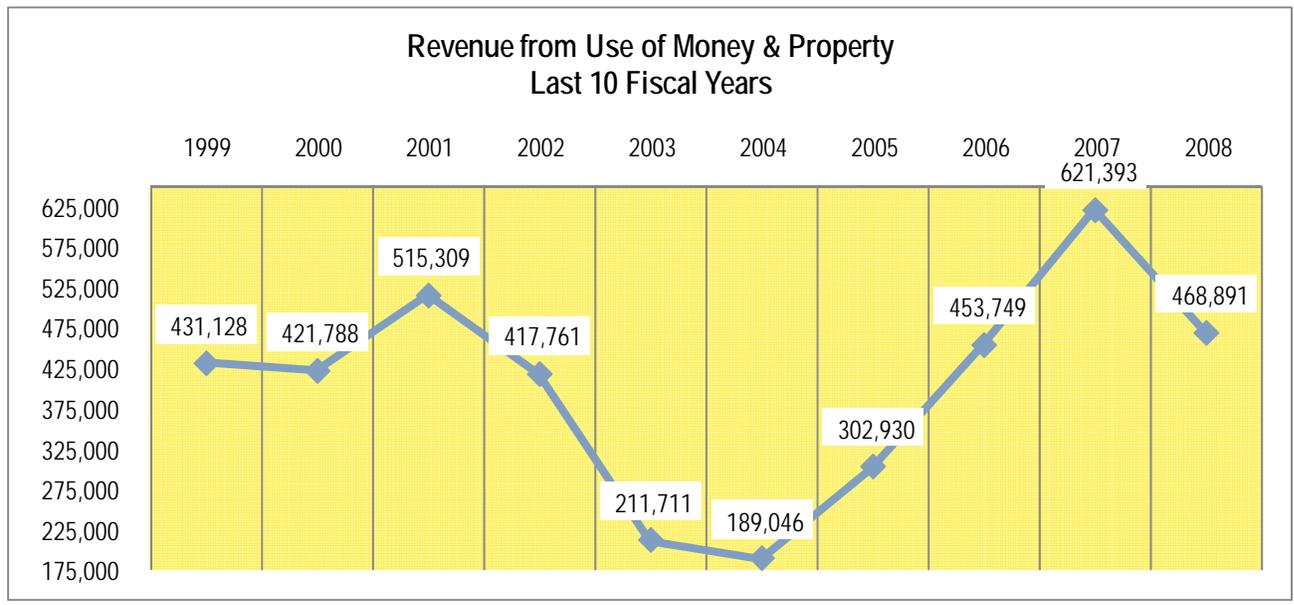
REVENUE FROM USE OF MONEY AND PROPERTY

Investments (use of money)

Revenue from investments is budgeted at \$470,000 in FY 09. This revenue source is affected by two variables: 1) the amount of cash available for investing (cash flow); and 2) the interest rate at the time of investment. Interest revenue saw a decline in FY 08 from FY 07 due to low interest rates indicative of the economy. Revenue from this source has will show improvement in FY 08 and FY 09 due to additional investments of borrowed funds.

Use of Property

The County receives revenue from the use of space occupied by the Department of Social Services. This amount was determined by the State per square footage of occupied space. The fee is \$4,006 per month for a total fiscal year collection of \$48,072. The County also receives revenue from the State for use of the Surry Health Department and District 19 Community Services Board, which occupies space in the Health Department. \$500 per month is collected from the Improvement Association for use of the Head Start facility. The amount generated in FY 08 from these sources was \$49,137.



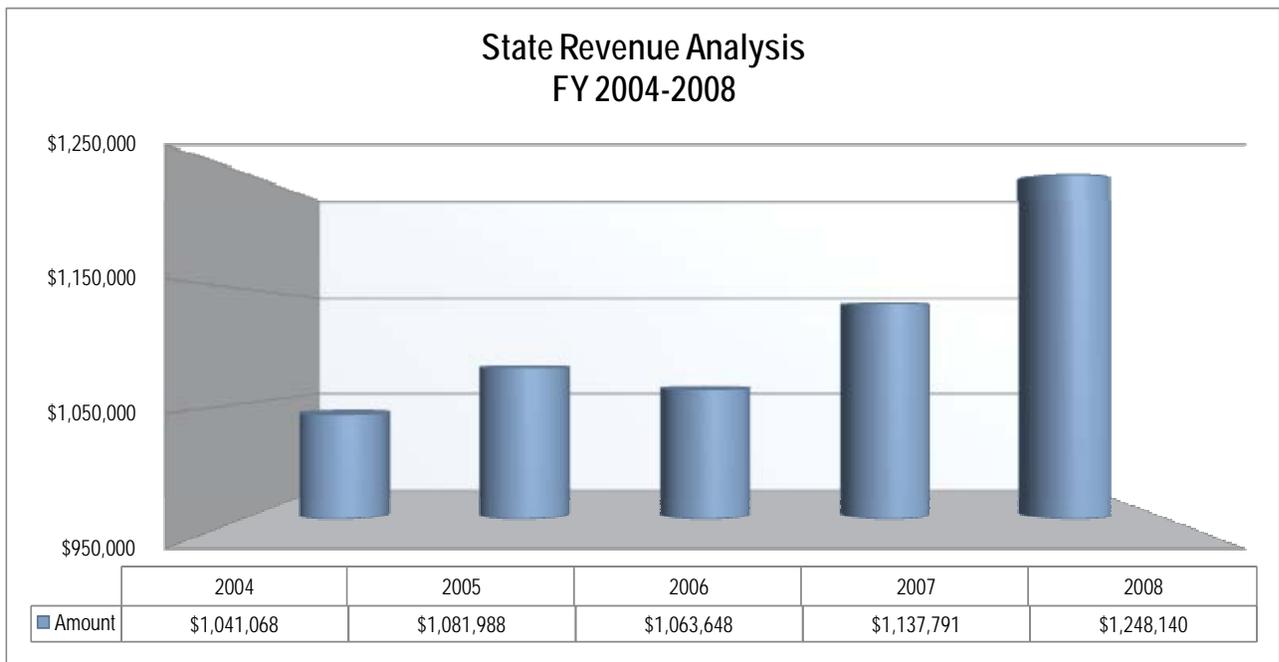
General Fund Revenue Analysis

STATE REVENUE

State revenues provide 10% of the General Fund operating revenue and 23% of overall revenue. State revenue is divided into three categories: 1) Shared expenses (Compensation Board revenue) - state funding for programs that benefit both the County and the State, such as the Sheriff, Treasurer, Commonwealth's Attorney, Commissioner of the Revenue, Clerk of the Circuit Court and Registrar; 2) Non-categorical State aid which includes ABC and wine profits, taxes on deeds/mobile home titling taxes and state car tax relief; and 3) Categorical State aid for various County programs, primarily social services office on youth and other grant programs. Funds

received from Comprehensive services in addition to various state grants (i.e. emergency services, state fire programs) are a part of categorical aid. Assumptions for 2009 are based on an increase in reimbursements from the State Compensation Board for salary expenses and for welfare administration and assistance. The state budget reductions have had a significant impact on previous budgets, which included reductions in state aid for social service programs as well as support for juvenile programs. The County's share to support state funded programs continue to increase as these revenues remain constant or decrease over time.

NOTE: Not shown in this graph is the non-categorical State for car tax relief and revenue associated with grants. Revenue sources included are: all other non categorical aid, shared expenses, welfare administration and assistance, office on youth and comprehensive services reimbursement revenue.

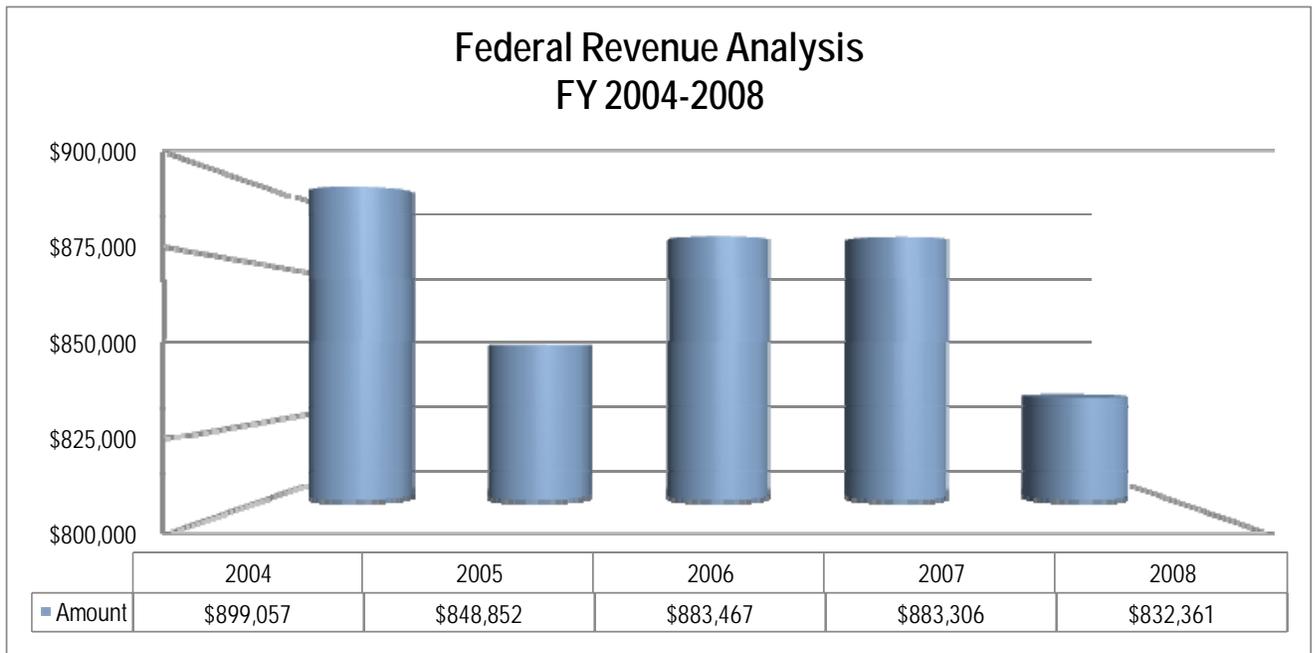


General Fund Revenue Analysis

FEDERAL REVENUE

The General government of the County receives the majority of revenue from the federal government for welfare administration and public assistance programs. Additional funding may be received as a result of federally funded grants. Revenue from the Federal government will also vary due to funds received as reimbursements for natural disasters expenditures. The following graph reflects revenue

for welfare administration and assistance and excludes federal funds received for public safety (homeland security) or natural disaster reimbursements. FY 09 projected revenues of \$985,000 reflect an increase over FY 08 due to more aid anticipated for welfare administration and public assistance programs.



CATEGORIES OF GENERAL OPERATING GOVERNMENT

General Government Administration
Judicial Administration
Public Safety
Public Works
Education, Health & Welfare
Parks, Recreation & Culture
Community Development

The following pages provide a breakdown of the departments, agencies and organizations in each category of the General Operating Government as outlined above.

GENERAL GOVERNMENT ADMINISTRATION

	FY 07	FY 08	FY 09	Variance	
	<u>Actual</u> <u>Expenditures</u>	<u>Amended</u> <u>Budget</u>	<u>Adopted</u> <u>Budget</u>	<u>FY 09 Budget</u> <u>Over FY 08 Amended</u>	
<u>General Gov't Administration</u>					
Board of Supervisors	96,479	139,401	186,413	47,012	33.72%
Contingency Fund	11,001	203,076	301,255	98,179	48.35%
Equalization Board/Reassessment	17	112,604	108,550	(4,054)	-3.60%
County Administrator's Office	213,597	285,827	284,978	(849)	-0.30%
Finance	135,318	144,612	151,299	6,687	4.62%
Worker's Comp.	38,524	50,705	50,000	(705)	-1.39%
County Attorney	67,750	70,720	71,220	500	0.71%
Commissioner of Revenue	146,021	168,706	175,633	6,927	4.11%
Treasurer	210,173	216,205	251,999	35,794	16.56%
Electoral Board & Registrar	79,349	96,965	96,617	(348)	-0.36%
Duplication & Computer Services	<u>67,206</u>	<u>106,450</u>	<u>111,990</u>	<u>5,540</u>	<u>5.20%</u>
SubTotal	1,065,435	1,595,271	1,789,954	194,683	12.20%

Board of Supervisors

DESCRIPTION

The **Board of Supervisors** is a five-member board elected to four year terms by registered voters as representatives of each of the County's five election districts. The Board has both administrative and legislative duties and responsibilities, including but not limited to, adopting the County budget, levying County taxes, appropriating funds, approving and enforcing ordinances and establishing policies and procedures to improve the overall quality of life for the Citizens of Surry. In addition, the

Board appoints the County Administrator, County Attorney, Social Services Board members, Planning Commission members and members of other various boards and commissions. Meetings are held on the 1st and 3rd Thursday of each month (excluding July, August and December) at 7:00 p.m. A citizen's comment period is provided by the Board. Agendas of the meetings are posted on the County's website at:

www.surrycounty.govoffice2.com

	FY05-06	FY06-07	FY07-08	FY09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Board of Supervisors	\$73,981	\$96,480	\$145,648	\$186,413	\$40,765	27.99%
Contingency Fund	134,312	11,001	203,076	301,255	\$98,179	48.35%
TOTAL	<u>\$208,293</u>	<u>\$107,481</u>	<u>\$348,724</u>	<u>\$487,668</u>	<u>\$138,944</u>	<u>66.71%</u>
Salaries	\$18,000	\$18,000	\$21,500	\$25,000	\$ 3,500	16.28%
Fringe Benefits	1,487	1,378	1,645	1,913	\$ 268	16.29%
Purchased Services	34,919	57,012	89,500	133,000	\$ 43,500	48.60%
Operating Expenses	19,575	20,090	33,003	26,500	\$ (6,503)	-19.70%
Contingency Fund	134,312	11,001	203,076	301,255	\$ 98,179	48.35%
TOTAL	<u>\$208,293</u>	<u>\$107,481</u>	<u>\$348,724</u>	<u>\$487,668</u>	<u>\$138,944</u>	<u>66.71%</u>

FY 09 Budget Highlights

- ❖ The Board of Supervisors budget includes \$80K for legal services to support the County's opposition to the Navy's Outlying Landing Field (OLF) location in Surry County. The County has been designated as one of the five possible sites by the U.S. Department of the Navy. The County has employed the services of a legal expert who is working with affected jurisdictions. Several meetings were conducted by Navy and County officials in the Spring of 2008 to discuss the environmental and other impacts of locating the field in the County. Purchased Services for auditing services also increased to due additional compliance work needed for Statement of Auditing Standards (SAS) 112.
- ❖ Effective January 2008, the Board of Supervisor salaries increased from \$3,600 per member to \$5,000 in accordance with provisions of the Code of Virginia.

County Administration

DESCRIPTION

The County Administrator is the chief officer of the County responsible for the daily operations of the County government to include, but not limited to, providing information to the Board of Supervisors and recommending policies to the Board; directing County department heads and other personnel as needed and assisting the

public and citizens of the County upon request. The County Administrator ensures compliance with federal, state and local laws and ordinances and maintains open communication with various sectors of the community.

GOALS & OBJECTIVES

- Provide accurate, timely and precise information to the Board of Supervisors to assist with the decision making process.
- Provide professional and courteous customer service to all citizens of the County.
- Formulate and present policies to the Board consistent with the Board's priorities and overall goals and objectives.
- Maintain use of Contingency Fund for the sole purpose of accommodating unforeseen needs.
- Adhere to recommended financial policies as established by the Board of Supervisors.
- Work closely with the business community and other citizen groups towards achieving high results in the best interest of the County.

		FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
		Actual	Actual	Budget	Budget	Change \$	Change %
County Administrator's Office							
Salaries		\$200,816	\$150,949	\$193,935	\$199,753	\$5,818	3.0%
Fringe Benefits		38,635	38,187	56,092	53,925	(\$2,167)	-3.9%
Purchased Services		11,968	3,224	9,700	4,700	(\$5,000)	-51.5%
Operating Expenses		19,313	15,461	24,450	22,600	(\$1,850)	-7.6%
Capital Outlay		<u>329</u>	<u>5,776</u>	<u>1,650</u>	<u>4,000</u>	<u>\$2,350</u>	<u>142.4%</u>
TOTAL		<u>\$271,061</u>	<u>\$213,597</u>	<u>\$285,827</u>	<u>\$284,978</u>	<u>(\$849)</u>	<u>-0.4%</u>
Full-time Positions		3	3	3	3	0	
Part-time Positions		0	0	0	0	0	

FY 09 BUDGET HIGHLIGHTS

❖ None

Finance

DESCRIPTION

The Finance Department is responsible for the financial management for the County. This includes establishing and maintaining effective controls over the County's financial activities, providing accurate financial data in a timely manner, coordinating the annual budget and monitoring compliance after adoption. The Finance Department also coordinates work relative to the annual financial audit. Financial

information is provided to the Board of Supervisors, County Administrator, departments and additional users as needed. Functions of the Finance Department include Payroll, Accounts Payable, General Accounting, Purchasing and Procurement compliance and Grants administration. The Director of Finance also serves as the Coordinator of Technology Services for the County.

GOALS & OBJECTIVES

- Develop and administer the budget in accordance with GAAP, required codes and County policies
- Monitor the budget for compliance after adoption.
- Develop, maintain and monitor internal control policies and procedures.
- Provide up to date, easily understandable and accurate financial information to foster responsible decision making.
- Improve operational efficiencies for data gathering and financial reporting.
- Maintain standards of professional development.

	FY05-06	FY06-07	FY07-08	FY09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Finance						
Salaries	\$102,225	\$106,314	\$110,567	\$113,883	\$3,316	3.0%
Fringe Benefits	20,471	25,528	26,945	28,716	\$1,771	6.6%
Purchased Services	0	0	0	0	\$0	0.0%
Operating Expenses	4,878	3,477	6,925	8,200	\$1,275	18.4%
Capital Outlay	<u>0</u>	<u>0</u>	<u>175</u>	<u>500</u>	<u>\$325</u>	<u>185.7%</u>
TOTAL	<u>\$127,574</u>	<u>\$135,319</u>	<u>\$144,612</u>	<u>\$151,299</u>	<u>\$6,687</u>	<u>4.9%</u>
Full time positions	2	2	2	2	0	
Part-time positions	0	0	0	0	0	

FY 09 BUDGET HIGHLIGHTS

❖ None

Personnel/Workers' Compensation Benefits

DESCRIPTION

The Personnel & Worker's Compensation budget of General Government Administration consists of the premium the County pays for workers' compensation. The County's workers' compensation program is administered by the Virginia Municipal Group Self Insurance Association and is renewed on an annual basis. The program is a pooled program open to Virginia local political subdivisions.

GOALS & OBJECTIVES

- Continue to offer effective training mechanisms to prevent workplace accidents.
- Evaluate the County's current and potential insurance carriers and coverage to ensure the best coverage at the most economical costs.

	FY 05-06	FY 06-07	FY 07-08	FY 08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Worker's Compensation						
Worker's Compensation	24,592	38,524	45,705	40,000	-\$5,705	-12.5%
Employee Contributions	0	2,713	5,000	10,000	\$5,000	100.0%
TOTAL	<u>\$24,592</u>	<u>\$41,237</u>	<u>\$50,705</u>	<u>\$50,000</u>	<u>-\$705</u>	<u>-1.7%</u>

FY 09 BUDGET HIGHLIGHTS

- ❖ None

County Attorney

DESCRIPTION

The County Attorney is appointed by the Board of Supervisors and is responsible for providing legal advice and assistance to the Board, County departments, Commissions and other boards. The

County Attorney advises on many issues to include but not limited to personnel, real estate, financial management, ordinances and code issues.

GOALS & OBJECTIVES

- Revise the Board of ordinance/code changes on a timely basis
- Provide meaningful and timely legal advice to the Board, County Administrator and County departments.
- Review, approve and or advise on contracts and other agreements entered into by the County.

		FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
		Actual	Actual	Budget	Budget	Change \$	Change %
County Attorney							
Salaries		\$0	\$0	\$0	\$0	0	0
Fringe Benefits		0	0	0	0	0	0%
Purchased Services		67,717	67,750	70,720	70,720	0	0
Operating Expenses		0		0	500	500	100%
Capital Outlay		0	0	0	0	0	0
TOTAL		<u>\$67,717</u>	<u>\$67,750</u>	<u>\$70,720</u>	<u>\$71,220</u>	<u>\$500</u>	<u>0.7%</u>

FY 09 BUDGET HIGHLIGHTS

- ❖ None

Commissioner of the Revenue

DESCRIPTION

The Commissioner of Revenue is elected by the citizens every four years and is responsible for the assessment of all real estate in the County and for the maintenance and retention of accurate property records. The Commissioner works with a reassessment firm during assessments. The office prepares information for the Personal Property tax book and provides assessments on all vehicles,

boats, mobile homes, trailers, etc.; and assists the public with preparation of state income tax filing, issues and maintains business licenses, coordinates income tax relief for the elderly, prepares and maintains information for land records and other duties.

GOALS & OBJECTIVES

- Continue to provide courteous and efficient service to citizens.
- Increase citizen awareness of the Tax Relief for the Elderly & Disabled Program and improve the program by eliminating the exemption certificate.
- Continue professional development and training for staff.
- Improve access of real estate assessment and tax mapping information through enabled technologies (website access).

		FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
		Actual	Actual	Budget	Budget	Change \$	Change %
Commissioner of Revenue							
Salaries		\$101,554	\$98,576	\$111,627	\$113,732	\$2,105	1.9%
Fringe Benefits		29,174	31,810	35,179	38,701	\$3,522	10.0%
Purchased Services		9,270	7,366	11,076	12,100	\$1,024	9.2%
Operating Expenses		7,446	8,129	9,800	11,100	\$1,300	13.3%
Capital Outlay		0	140	1,024	0	-\$1,024	-100.0%
TOTAL		<u>\$147,444</u>	<u>\$146,021</u>	<u>\$168,706</u>	<u>\$175,633</u>	<u>\$6,927</u>	4.1%
Full time positions		3	3	3	3	0	
Part-time positions		0.5	0.5	0.5	0.5	0	

FY 09 BUDGET HIGHLIGHTS

❖ None

Treasurer

DESCRIPTION

The Treasurer is elected by the citizens every four years and has the responsibility of collecting taxes and other revenue of the County. Tax collection involves the billing and collection of all property taxes

and management of delinquent taxes. The office also sells vehicle and dog licenses and provides for the cash management and investment of all funds of the County.

GOALS & OBJECTIVES

- Continue to provide courteous and efficient service to citizens.
- Continue to effectively collect all taxes while implementing collection efforts to reduce the amount of delinquent taxes on the books (i.e. DMV stops, outside collection agency).
- Improve the convenience of taxpayers by offering additional payment options internally and externally.
- Continue investment strategies that offer the best return on funds invested.
- Prepares accurate and timely monthly reconciliation in conjunction with the Finance Department.

		FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
		Actual	Budget	Budget	Budget	Change \$	Change %
Treasurer							
Salaries		\$131,378	\$147,756	\$142,530	\$167,233	\$24,703	17.3%
Fringe Benefits		32,210	39,552	41,162	52,503	\$11,341	27.6%
Purchased Services		1,629	2,762	5,775	9,500	\$3,725	64.5%
Operating Expenses		19,039	20,106	23,040	22,763	-\$277	-1.2%
Capital Outlay		0	0	3,697	0	-\$3,697	-100.0%
TOTAL		<u>\$184,256</u>	<u>\$210,176</u>	<u>\$216,204</u>	<u>\$251,999</u>	<u>\$35,795</u>	<u>16.6%</u>
Full time positions		3	3	3	4	1	
Part-time positions		2	2	2	1	0	

FY 09 BUDGET HIGHLIGHTS

- ❖ One full time position was added to assist with the collection of delinquent taxes and utility billing; part-time funding was reduced by 50%.

Registrar & Electoral Board

DESCRIPTION

The Registrar provides all voter registration services and maintains all voter records. The office is under a three-member Electoral Board. Members of the board are appointed by the Circuit Court to administer election laws and other regulations per directive of the State Board of Elections. The Registrar processes voter registration applications and maintains election

results. The Electoral Board also supervises elections to verify compliance with the law and certifies the results to the State Board of Elections. The Board also appoints election officials.

GOALS & OBJECTIVES

- Continue to provide courteous, friendly and efficient service to citizens.
- Maintain adequate voter records and forms.
- Continue to educate public on voter registration.
- Provide professional development and training to officers of the election.
- Continue efforts to increase number of registered voters and ensure citizen access to registration.

		FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
		Actual	Actual	Budget	Budget	Change \$	Change %
Registrar & Electoral Board							
Salaries		\$52,404	\$55,291	\$64,983	\$62,837	-\$2,146	-3.3%
Fringe Benefits		10,068	11,292	12,452	13,085	\$633	5.1%
Purchased Services		1,689	7,069	11,150	12,095	\$945	8.5%
Operating Expenses		12,151	5,697	8,127	8,350	\$223	2.7%
Capital Outlay		<u>0</u>	<u>0</u>	<u>250</u>	<u>250</u>	<u>\$0</u>	<u>0.0%</u>
TOTAL		<u>\$76,312</u>	<u>\$79,349</u>	<u>\$96,962</u>	<u>\$96,617</u>	<u>-\$345</u>	<u>-0.4%</u>
Full time positions		1	1	1	1	0	
Part-time positions		1	1	1	1	0	

FY 09 BUDGET HIGHLIGHTS

❖ None

Computer/Network Services

DESCRIPTION

The Computer/Network Services department provides all technical support services to County departments. The department provides assistance in operating and maintaining various computers, software, peripherals as well as the local area network and internet services. The County's main network system

includes the financial management system, tax assessment, billing and building permits system. The Director of Finance & Information Technology administers the budget.

GOALS & OBJECTIVES

- Continue to provide prompt assistance to all service requests; reduce downtime associated with hardware and software support issues.
- Improve efforts to keep all systems updated with latest software.
- Review current systems for cost effectiveness (i.e. maintenance costs versus replacement costs).
- To centralize functions with departments located outside the government center.
- Enhance training for technical staff.
- Enhance County's website and internet presence .

		FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
		Actual	Actual	Budget	Budget	Change \$	Change %
Computer/Network Services							
Salaries		\$0	\$0	\$25,000	\$32,545	\$7,545	30.2%
Fringe Benefits		0	0	8,670	11,695	\$3,025	34.9%
Purchased Services		48,927	59,746	64,680	58,750	-\$5,930	-9.2%
Operating Expenses		5,204	7,334	8,100	9,000	\$900	11.1%
Capital Outlay		0	125	0	0	\$0	0.0%
TOTAL		<u>\$54,131</u>	<u>\$67,205</u>	<u>\$106,450</u>	<u>\$111,990</u>	<u>5,540</u>	<u>5.2%</u>
Full time positions		0	0	0	1	1	
Part-time positions		0	0	0	0	0	

FY 09 BUDGET HIGHLIGHTS

- ❖ A network technician was employed to assist the County with the increasing demand of technical support on a daily basis. This reduced (1) the need for contractual services and (2) time provided by the Finance Director on technical support issues.

JUDICIAL ADMINISTRATION

			FY 07	FY 08	FY 09	Variance	
			Actual	Amended	Adopted	FY 09 Adopted	
			<u>Expenditures</u>	<u>Budget</u>	<u>Budget</u>	<u>Over FY 08 Amended</u>	
<u>Judicial Administration</u>							
Circuit Court			15,213	18,050	18,350	300	1.66%
Combined Court			19,908	9,138	10,638	1,500	16.41%
Clerk of Circuit Court			186,035	218,295	232,259	13,964	6.40%
Magistrate			699	1,200	1,200	0	0.00%
Riverside Criminal Justice Agency			6,634	7,791	14,303	6,512	83.58%
Commonwealth Attorney			108,409	116,477	118,526	2,049	1.76%
Victim Witness Program			18,988	20,000	20,000	0	0.00%
Legal Aid Justice Center			<u>7,050</u>	<u>7,050</u>	<u>7,261</u>	211	<u>2.99%</u>
SubTotal			362,936	398,001	422,537	24,536	6.16%

Court Systems

The County Court System consists of the General District Court and the Juvenile & Domestic Relations (J & DR) Court also referred to as the combined court and the Circuit Court.

DESCRIPTION

The Circuit Court budget includes costs for juror payments, judges' office expenses and the County's share of a court administrator housed in Prince

George County and serves all the courts in the 6th Judicial District. These costs are not included in the budget for the Clerk of Circuit Court.

GOALS & OBJECTIVES

- To assist the judges with administrative duties
- Coordinate jury selection process as efficiently as possible

	FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Circuit Court						
Salaries	\$9,970	\$11,013	\$13,850	\$13,850	\$0	0.00%
Fringe Benefits	0	0	0	0	\$0	0.00%
Purchased Services	0	0	0	0	\$0	0.00%
Operating expenses	4,200	4,200	4,200	4,500	\$300	7.14%
Capital Outlay	0	0	0	0	\$0	0.00%
TOTAL	\$14,170	\$15,213	\$18,050	\$18,350	\$300	1.66%

Combined Court

DESCRIPTION

The Surry Combined Court is under the direction of the State Supreme Court. The function of the court is to administer justice in a manner that provides access to proceedings, offers timely processing and ensures equality, fairness and integrity. The court is

responsible for indexing all court processes, collecting fines and costs assessed and collecting fees for issuing civil processes. The court hears cases involving juvenile delinquency, traffic violations and domestic cases such as custody and child support.

GOALS & OBJECTIVES

- Provide courteous and prompt service to callers and visitors.
- Enhance office security practices.
- Ensure that the County received maximum fees for related court costs.
- Remain knowledgeable of new State laws that affect the local court system.

	FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
	Actual	Budget	Budget	Budget	Change \$	Change %
Combined Court						
Salaries	\$13,725	\$12,408	\$0	\$0	\$0	0.0%
Fringe Benefits	1,027	949	0	0	\$0	0.0%
Purchased Services	3,015	2,938	4,500	5,300	\$800	17.8%
Operating Expenses	3,748	3,612	4,638	5,338	\$700	15.1%
Capital Outlay	0	0	0	0	\$0	0.0%
TOTAL	\$21,515	\$19,907	\$9,138	\$10,638	\$1,500	16.4%

Clerk of Circuit Court

DESCRIPTION

The Circuit Court Clerk is primarily responsible for the recordation, preservation and maintenance of all records relating to the people and property of the County. The Clerk performs many duties including administering oaths to government officials and certain appointed persons and issuing marriage licenses and concealed weapon permits. Duties relative to the maintenance of records include the recording of deeds and plats. The Clerk's office is responsible for admitting wills to probate, qualifying

executors and administrators. Administrative court functions include maintaining official court records for civil and criminal cases that are filed with the court, maintaining the dockets of cases pending, issuing subpoenas and summons and coordinating jury duty. The Clerk collects fees annually that are transferred to the County Treasurer and the State. The Clerk of Circuit Court is a constitutional officer elected to an eight year term.

GOALS & OBJECTIVES

- To immediately record all instruments pertaining to real property upon receipt; scan upon recordation.
- Research grant opportunities for funding to back scan old deed books.
- Investigate digital imaging as a means of providing access to older and more fragile records.
- Continue to provide efficient, effective and courteous service to the public.

	FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Clerk of Circuit Court						
Salaries	\$113,517	\$92,537	\$144,003	\$147,459	\$3,456	2.4%
Fringe Benefits	16,582	32,149	36,992	39,996	\$3,004	8.1%
Purchased Services	48,434	44,802	23,500	31,004	\$7,504	31.9%
Operating Expenses	22,845	13,510	12,300	13,800	\$1,500	12.2%
Capital Outlay	2,282	3,039	1,500	0	-\$1,500	-100.0%
TOTAL	<u>\$203,660</u>	<u>\$186,037</u>	<u>\$218,295</u>	<u>\$232,259</u>	<u>\$13,964</u>	<u>6.4%</u>
Full time positions	2	3	3	3	0	
Part-time positions	1	1	1	1	0	

FY 09 BUDGET HIGHLIGHTS

- ❖ The office employed a deputy clerk

Magistrate

DESCRIPTION

The main function of the Office of the Magistrate is to provide an independent review of complaints from the Sheriff's Office and citizens of the County. These complaints are the basis used to determine whether an arrest warrant should be issued. In addition, the Magistrate conducts bail bond hearings and commits

offenders to jail. The County provides a modest amount of funds to support office expenses. Salary expenses are funded by the State.

GOALS & OBJECTIVES

- Continue to provide professional and courteous service to all needing assistance and services from the office.
- Continued education for all magistrates on current judicial procedures.

	FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Magistrate						
Operating Expenses	727	698	900	900	0	0.0%
Capital Outlay	<u>0</u>	<u>0</u>	<u>300</u>	<u>300</u>	<u>0</u>	<u>0.0%</u>
TOTAL	<u>\$727</u>	<u>\$698</u>	<u>\$1,200</u>	<u>\$1,200</u>	<u>\$0</u>	<u>0.0%</u>

Riverside Criminal Justice Academy

DESCRIPTION

The Riverside Criminal Justice Agency serves the jurisdictions of Prince George, Hopewell and Surry. The agency's goal is to enhance public safety by providing alternatives to the courts for offenders who are in need of supervision but may not require institutional custody. The agency provides pretrial

services to judicial officers/magistrates to help them make more informed bond decisions and provide supervision to those released on bond. Without the assistance of pre-trial services offenders would be jailed at the cost of taxpayers.

	FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Riverside Criminal Justice						
Agency Contribution	<u>0</u>	<u>6,634</u>	<u>7,791</u>	<u>14,303</u>	<u>6,512</u>	83.6%
TOTAL	<u>\$0</u>	<u>\$6,634</u>	<u>\$7,791</u>	<u>\$14,303</u>	<u>\$6,512</u>	83.6%

Commonwealth's Attorney

DESCRIPTION

The Commonwealth's Attorney office is responsible for providing Surry County and the Commonwealth of Virginia with legal representation in the prosecution of criminal, traffic and County violations in the Circuit, General District and Juvenile Domestic Relations Courts. Legal advice is provided to all local and state law enforcement agencies investigating matters in the County. The Commonwealth's Attorney office

participates in the Victim/Witness Program administered by the State Department of Criminal Justice Services. The program provides assistance and services to victims of crimes and violence in the County. The grant is fully funded by the State. The Commonwealth's Attorney is a constitutional officer elected every four years.

GOALS & OBJECTIVES

- Continue to successfully prosecute drug related and other serious offenses effectively.
- Continue to protect the rights of people before the court (defendants, witnesses, etc.).

		FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
		Actual	Actual	Budget	Budget	Change \$	Change %
Commonwealth's Attorney							
Salaries		\$68,606	\$71,426	\$74,278	\$76,417	\$2,139	2.9%
Fringe Benefits		19,794	23,894	24,536	25,807	\$1,271	5.2%
Purchased Services		10,452	10,577	11,352	11,202	(\$150)	-1.3%
Operating Expenses		3,618	1,392	6,721	4,600	(\$2,121)	-31.6%
Capital Outlay		<u>0</u>	<u>0</u>	<u>0</u>	<u>500</u>	\$500	100.0%
TOTAL		<u>\$102,470</u>	<u>\$107,289</u>	<u>\$116,887</u>	<u>\$118,526</u>	<u>\$1,639</u>	<u>1.4%</u>
Victim Witness							
Salaries		\$17,012	\$17,639	\$17,500	\$17,500	\$0	0.0%
Fringe Benefits		\$1,301	\$1,349	\$1,350	\$1,350	\$0	0.0%
Operating Expenses		<u>\$40</u>	<u>\$0</u>	<u>\$1,150</u>	<u>\$1,150</u>	\$0	0.0%
TOTAL		<u>\$18,353</u>	<u>\$18,988</u>	<u>\$20,000</u>	<u>\$20,000</u>	<u>\$ -</u>	<u>0.0%</u>
Full time positions		2	2	2	2	0	
Grant Position		1	1	1	1	0	

FY 09 BUDGET HIGHLIGHTS

- ❖ None

Legal Aid Justice Center

DESCRIPTION

The County provides an annual contribution to support the services provided by the Legal Aid Justice Center. The mission of the Center is to create and develop comprehensive responses to the problems facing poverty using innovative legal advocacy,

community education and client involvement. Emphasis is placed on the unmet legal needs of undeserved segments of the client community.

GOALS & OBJECTIVES

- Continue to offer free quality legal representation to all eligible clients.
- Build partnerships and collaborate efforts with other service providers, local government and community groups.
- Continue to train staff and educate clients.

		FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
			Actual	Budget	Budget	Change \$	Change %
Legal Aide Justice Center							
Contribution		7,050	7,050	7,050	7,261	\$211	3.0%
TOTAL		<u>\$7,050</u>	<u>\$7,050</u>	<u>\$7,050</u>	<u>\$7,261</u>	<u>\$211</u>	<u>3.0%</u>

PUBLIC SAFETY ADMINISTRATION

		FY 07	FY 08	FY 09	Variance	
		Actual	Amended	Adopted	FY 09 Adopted	
		<u>Expenditures</u>	<u>Budget</u>	<u>Budget</u>	<u>Over FY 08 Amended</u>	
Public Safety						
Sheriff		1,152,817	1,241,786	1,302,790	61,004	4.91%
Emergency Services		115,760	143,663	162,326	18,663	12.99%
Fire & Rescue Agencies:						
Claremont Fire Dept.		35,333	50,333	47,300	(3,033)	-6.03%
Dendron Fire Dept.		35,333	50,333	48,350	(1,983)	-3.94%
Surry Fire Dept.		35,333	61,213	49,400	(11,813)	-19.30%
Surry Rescue Squad		42,280	47,456	54,000	6,544	13.79%
Chesterfield County Med-Flight		0	0	0	0	0.00%
Medical Transport Services		193,511	332,880	332,880	0	0.00%
State Forestry		6,408	6,408	10,241	3,833	59.82%
E911 Communications		0	0	30,000	30,000	10.00%
Crater Youth Detention		43,870	38,000	37,813	(187)	-0.49%
Care of Adult Prisoners		186,855	180,000	180,000	0	0.00%
Animal Warden		60,634	79,846	67,121	(12,725)	-15.94%
Building Official		90,542	160,487	162,113	1,626	1.01%
SubTotal		1,998,676	2,392,405	2,484,334	91,929	3.84%

Sheriff

DESCRIPTION

Law enforcement in the County is provided by the Sheriff's Office. The Sheriff provides preventive patrol through community policing, responds to calls for service, arrest suspected offenders, promotes traffic safety, combats drug related activities and conducts criminal investigations. The Sheriff is also responsible for courthouse security during trials and the processing of civil court papers. In addition, the Sheriff's Office is responsible for the Emergency 911 Operations in the County. The dispatcher's office is the 911 answering point for all departments and

citizens of the County where all 911 and non-emergency calls are received, processed and dispatched appropriately. Radio dispatched for Animal Control is also handled by the Sheriff's office during non-working hours. The mission of the office is to protect and serve the citizens and property of Surry County. The Sheriff's Office applies for and receives grants each year to include the Highway Safety Mini Grant and Local Law Enforcement Block Grant. The Sheriff is a constitutional officer elected to a term of four years.

GOALS & OBJECTIVES

- Continue selective and DUI enforcement and to promote seat belt safety.
- Provide effective policing and ensure continued public safety.
- Continue to target illegal drug activity.
- Continue community policing by patrol neighborhoods and communicating with the public.

	FY 05-06	FY 06-07	FY 07-08	FY 08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Sheriff						
Salaries	\$645,643	\$673,426	\$810,723	\$844,990	\$34,267	4.2%
Fringe Benefits	\$184,723	\$220,486	\$249,779	\$277,015	\$27,236	10.9%
Purchased Services	\$23,681	\$20,987	\$22,250	\$32,000	\$9,750	43.8%
Operating Expenses	\$83,577	\$94,313	\$110,480	\$99,285	-\$11,195	-10.1%
Capital Outlay/Grants A	\$43,954	\$143,603	\$48,554	\$49,500	\$946	1.9%
TOTAL	<u>\$981,578</u>	<u>\$1,152,815</u>	<u>\$1,241,786</u>	<u>\$1,302,790</u>	<u>\$61,004</u>	<u>4.9%</u>
Full time positions	22	22	21	22	0	

A – FY 07 the Sheriff's Dept. received a \$75,000 federal grant from the Dept. of Homeland Security under the Buffer Zone Protection Program.

FY 09 BUDGET HIGHLIGHTS

- ❖ None

Emergency Services

DESCRIPTION

The budget for the Department of Emergency Services is a small part of the entire emergency operations for the County. This budget includes funding for the coordinator's salary, administrative support and certain operating expenses. Additions to the budget occur upon receipt of grants from the Virginia Department of Emergency Management (VDEM) or the Federal Emergency Management Association (FEMA) and more recently, the Department of Homeland Security. Costs associated

with disasters are channeled through this department to track expenditures and reimbursements. The Parks & Recreation Director serves as the deputy coordinator of Emergency Services. A member of the Board of Supervisors serves as the Director. The County Administrator serves as the Deputy Director. The Asst. County Administrator is the coordinator and is the liaison between the County and the State Department of Emergency Management.

GOALS & OBJECTIVES

- Coordinate all emergency services drill activity in a manner acceptable by the Nuclear Regulatory Commission.
- Stay abreast of all issues affecting Emergency Operations in the County and inform participatory agencies/organizations on emergency matters.
- Work closely with VDEM, local fire and rescue agencies and Dominion Virginia Power to adequately prepare for future disaster exercises.
- Provide training to applicable staff on emergency procedures and guidelines.

		FY 05-06	FY 06-07	FY 07-08	FY 08-09	Net	Net
		Actual	Actual	Budget	Budget	Change \$	Change %
Emergency Services							
Salaries		\$33,358	\$36,016	\$43,067	\$76,633	\$33,566	77.94%
Fringe Benefits		\$4,647	\$6,650	\$7,965	\$20,363	\$12,398	186.44%
Purchased Services		\$29,180	\$35,083	\$35,789	\$47,500	\$11,711	33.38%
Operating Expenses		\$11,256	\$5,331	\$14,213	\$13,330	(\$883)	-16.56%
Grants		\$87,882	\$23,849	\$39,332	\$0	(\$39,332)	-164.92%
Capital Outlay		\$950	\$5,000	\$3,297	\$4,500	\$1,203	24.06%
TOTAL		\$167,273	\$111,929	\$143,663	\$162,326	\$18,663	12.99%
Full Time Positions		1	1	1	2	1	
Part-Time Positions		1	1	2	1	-1	

FY 09 BUDGET HIGHLIGHTS

- ❖ The FY 09 budget includes funding for a Deputy Director of Emergency Operations as recommended by the EMS Study completed in July 2007 to improve the coordination and delivery of emergency communications and services in the County.

Fire & Rescue

DESCRIPTION

The Fire and Rescue budget consists primarily of contributions made to the Surry, Dendron and Claremont Volunteer Fire Departments, the Surry Rescue Squad and the State Department of Forestry. The amounts contributed to each organization are made on an annual basis. The County also provides paid rescue squad services noted as an operating expense. The County receives funds from the State

Department of Fire Programs, which are equally disbursed to the three volunteer fire departments in the County. Four for Life funds used to defray the cost of ambulance services are remitted to the County from the Office of Medical Services and disbursed to the volunteer rescue squad.

		FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
		Actual	Actual	Budget	Budget	Change \$	Change %
Fire & Rescue							
Claremont VFD		\$34,476	\$35,333	\$50,333	\$47,300	(\$3,033)	-6.0%
Surry VFD		34,476	35,333	61,212	49,400	(\$11,812)	-19.3%
Dendron VFD		34,476	35,333	50,333	48,350	(\$1,983)	-3.9%
Surry Volunteer Rescue Squad		30,000	42,280	47,456	54,000	\$6,544	13.8%
Dept. of Forestry		<u>6,408</u>	<u>6,408</u>	<u>6,408</u>	<u>10,241</u>	<u>\$3,833</u>	<u>59.8%</u>
TOTAL CONTRIBUTIONS		139,836	154,687	215,742	209,291	(6,451)	-3.0%
Operating Expenses		151,110	193,511	332,880	332,880	0	0.0%
TOTAL		<u>\$290,946</u>	<u>\$348,198</u>	<u>\$548,622</u>	<u>\$542,171</u>	(6,451)	-1.2%

FY 09 BUDGET HIGHLIGHTS

- ❖ FY 09 contribution to fire and rescue agencies was adjusted to reflect a base funding amount plus additional funding based on call volume for each department.

Care of Prisoners

DESCRIPTION

The budget for the Care of Prisoners includes prisoner housing and care for adults and youth detainees. The County participates in a Regional Jail operation. Adults sentenced by Surry Courts to serve jail time are housed at Riverside

Regional Jail. The County pays a per-diem cost per day for housing. Juveniles are housed at the Crater Juvenile Detention Center. The County pays an annual cost to support facility expenses in addition to a rate per day for services.

	FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Adult & Youth Care						
Care of Adult Prisoners	\$186,051	\$186,855	\$180,000	\$180,000	\$0	0.0%
Youth Detention	<u>\$33,402</u>	<u>\$43,870</u>	<u>\$38,000</u>	<u>\$37,813</u>	<u>(\$187)</u>	<u>-0.4%</u>
TOTAL	<u>\$219,453</u>	<u>\$230,725</u>	<u>\$218,000</u>	<u>\$217,813</u>	<u>(\$187)</u>	<u>-0.1%</u>

Animal Control

DESCRIPTION

Surry County Animal Control is responsible for the public safety and health of the County as it pertains to the control of unsupervised domestic animals. Animal Control is also responsible for enforcing county and state animal control laws. The officer directly assists citizens with domestic animals and livestock issues

while promoting the humane care and treatment of all animals. The County operates a shelter, which cares for and secures impounded stray animals. Animals involved with possible exposure to rabies are handled through the health department.

GOALS & OBJECTIVES

- Increase county dog license sales and compliance.
- Continue to hold rabies vaccination clinics and increase participation.
- Improve the response time to calls for service or complaints.
- Continue to maintain pound facility in a manner acceptable by the State Department of Health.
- Promote owner responsibility in regards to the care of animals and applicable county and state laws.
- Provide training and professional development opportunities to staff.

	FY 05-06	FY 06-07	FY 07-08	FY 08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Animal Control						
Salaries	\$24,302	\$29,448	\$34,119	\$36,258	\$2,139	6.3%
Fringe Benefits	7,566	10,014	10,434	10,913	\$479	4.6%
Purchased Services	515	4,440	2,432	2,400	(\$32)	-1.3%
Operating Expenses	8,084	16,733	24,856	15,400	(\$9,456)	-38.0%
Capital Outlay	<u>436</u>	<u>0</u>	<u>8,005</u>	<u>2,150</u>	(\$5,855)	-73.1%
TOTAL	<u>\$40,903</u>	<u>\$60,635</u>	<u>\$79,846</u>	<u>\$67,121</u>	<u>(\$12,725)</u>	<u>-15.9%</u>
Full time positions	1	1	1	1		
Part-time positions	1	1	1	1		

FY 09 BUDGET HIGHLIGHTS

❖ None

Building Official

DESCRIPTION

The Building Official's office assures that all buildings constructed in the County conform to safety and health requirements as mandated by the Virginia Uniform Statewide Building Code. The office accepts permit applications, reviews applications for compliance and issue permits for the proposed work. Site visits are performed at various stages of

completion to ensure that construction proceeds in compliance with approved plans and that structural, electrical, mechanical and plumbing work is compliant with applicable code requirements. The department issues a certificate of occupancy after successful completion of construction.

GOALS & OBJECTIVES

- Educate public on requirements for obtaining permits and constructing buildings.
- Increase enforcement of safety code violations.
- Continue to provide timely review of permit applications.
- Increase general inspections to ensure permit compliance.

	FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Building Official						
Salaries	\$72,243	\$64,442	\$108,038	\$109,774	\$1,736	1.6%
Fringe Benefits	20,047	20,129	39,299	40,904	\$1,605	4.1%
Purchased Services	331	456	2,815	1,500	-\$1,315	-46.7%
Operating Expenses	7,076	5,514	10,014	9,435	-\$579	-5.8%
Capital Outlay	176	0	320	500	\$180	56.3%
TOTAL	<u>\$99,873</u>	<u>\$90,541</u>	<u>\$160,486</u>	<u>\$162,113</u>	<u>\$1,627</u>	<u>1.0%</u>
Full time positions	2	2	3	3	0	
Part-time positions	0	0	0	0	0	

FY 09 BUDGET HIGHLIGHTS

❖ None

E911 Communications

DESCRIPTION

The E911 Communications budget was established in FY 09 to replace the E911 Fund. Due to the state's restructuring of the E911 tax, a separate fund is not required (see page 40, communication taxes).

Expenditures for the communications budget include telephone cost, E911 address maintenance, acquisition of street signs and repairs to emergency generators.

	FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
E911 Communications						
E911 Services	\$26,305	\$47,895	\$30,000	\$30,000	\$0	0.0%
TOTAL	<u>\$26,305</u>	<u>\$47,895</u>	<u>\$30,000</u>	<u>\$30,000</u>	<u>\$0</u>	<u>0.0%</u>

PUBLIC WORKS ADMINISTRATION

	FY 07	FY 08	FY 09	Variance	
	Actual	Amended	Adopted	FY 09 Adopted	
	<u>Expenditures</u>	<u>Budget</u>	<u>Budget</u>	<u>Over FY 08 Amended</u>	
<u>Public Works</u>					
Sanitation	542,619	609,021	601,608	(7,413)	-1.22%
Litter Control	1,030	8,307	7,500	(807)	-9.71%
Maintenance	<u>399,596</u>	<u>485,917</u>	<u>543,328</u>	57,411	11.81%
SubTotal	943,245	1,103,245	1,152,436	49,191	4.46%

Sanitation Division

DESCRIPTION

The Sanitation Division of Public Works is primarily responsible for waste collection and disposal in the County. The County operates a collection site with an on-site attendant where residents may dispose of household waste and recyclable items. Businesses are not allowed to dispose of waste at this site. Dumpsters are located strategically in the County for citizens to dispose of household waste. Citizens are encouraged to dispose of only household waste at

these sites and to take other debris as white goods and yard debris to the Goodson Path collection site. Other manned sites are planned to begin operating in FY 09. All of the County's waste is transported to an operable landfill outside the County for a per tonnage fee. The Sanitation Division also provides waste collection services to businesses who utilize County dumpsters for a nominal monthly fee.

Hours of Operation- Surry Goodson Path Collection Site: Monday-Friday 7:00 a.m. to 7:00 p.m.
Weekends and Holidays- 8:00 a.m. to 4:00 p.m.

GOALS & OBJECTIVES

- Educated public regarding proper disposal of debris.
- Continue to dispose of waste as efficiently as possible.

	FY 05-06	FY 06-07	FY 07-08	FY 08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Sanitation						
Salaries	\$128,386	\$159,820	\$209,871	\$221,591	\$11,720	5.3%
Fringe Benefits	20,512	28,329	36,850	42,917	\$6,067	14.1%
Purchased Services	205,969	229,537	230,996	215,000	(\$15,996)	-7.4%
Operating Expenses	119,971	124,934	126,304	117,100	(\$9,204)	-7.9%
Capital Outlay	<u>7,820</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>\$0</u>	<u>0.0%</u>
TOTAL	<u>\$482,658</u>	<u>\$542,620</u>	<u>\$609,021</u>	<u>\$601,608</u>	<u>(\$7,413)</u>	<u>-1.4%</u>
Full time positions	3	3	3	3	0	
Part-time positions	4	4	4	6	2	

FY 09 Budget Highlights

- ❖ Additional part-time funding is allotted due to the opening of additional manned convenience centers. Some of the cost is off-set by a reduction in the operating costs anticipated in FY 09.

Litter Control

DESCRIPTION

The budget for Litter Control is primarily grant funds applied for and awarded to the County from the State Department of Environmental Quality. Funds are used to provide clean-up activities in the County in order to "Keep Surry Litter Free". The cost for clean-up activities is charged within other budgets of the County as Sanitation and Maintenance as actual expenses or in-kind services. The "Surry County Employees Clean Up" project is funded by this grant.

The Board of Supervisors has designated the month of April as County Clean-Up Month. During this month, the Towns, citizens and citizen groups are encouraged to take advantage of extra collection site hours and to conduct clean up campaigns. Collection containers are also placed strategically in the County during this time. A charitable organization is also invited in during this month for citizens to donate items.

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Net Change \$	Net Change %
Litter Control						
Operating Expenses	4,804	1,030	8,307	7,500	(\$807)	-9.7%
TOTAL	<u>\$4,804</u>	<u>\$1,030</u>	<u>\$8,307</u>	<u>\$7,500</u>	<u>(\$807)</u>	<u>-9.7%</u>

The balance of the budget is reflected in grant reporting as in-kind or transferrable to other departments.

FY 09 Budget Highlights

❖ None

Maintenance Division

DESCRIPTION

The Maintenance Division of Public Works is primarily responsible for the maintenance and operations of the County's buildings and grounds to include but not limited to general housekeeping, electrical, mechanical and plumbing work and lawn care maintenance. Some of these services are contracted to companies specializing in the services if needed. The budget of the department includes payment for

property, general liability and auto insurance. The division is also responsible for fleet management of the County's vehicles. Maintenance services performed for occupied buildings in the County includes the Government Center, Surry Health Department, Head Start facility, Animal Pound, Parks & Recreation center, the Circuit Courthouse and the Surry and Claremont Libraries.

GOALS & OBJECTIVES

- To keep buildings safe and accessible to all employees, users and citizens.
- To promote safety in the workplace.
- To continue and improve upon preventive maintenance practices.
- Attend training and seminars for professional development of staff.
- Maintain working equipment needed to respond to requests in a timely manner.

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Net Change \$	Net Change %
Maintenance						
Salaries	\$117,289	\$136,789	\$148,033	\$175,934	\$27,901	18.8%
Fringe Benefits	39,485	52,837	61,203	71,044	\$9,841	16.1%
Purchased Services	44,338	39,962	49,699	55,500	\$5,801	11.7%
Operating Expenses	130,152	127,407	167,832	160,350	-\$7,482	-4.5%
Capital Outlay/Repairs	<u>47,697</u>	<u>42,601</u>	<u>59,150</u>	<u>80,500</u>	\$21,350	36.1%
TOTAL	<u>\$378,961</u>	<u>\$399,596</u>	<u>\$485,917</u>	<u>\$543,328</u>	<u>\$57,411</u>	<u>11.8%</u>
Full time positions	6	6	6	7	0	
Part-time positions	0	0	0	0	0	

FY 09 BUDGET HIGHLIGHTS

- ❖ Increased cost for personnel and operating expenses is associated with expansion of government center and circuit courthouse facilities.

EDUCATION, HEALTH & WELFARE

Health, Education and Welfare encompasses many of the educational and health/welfare program related agencies in which the County supports via local contributions. Each year, all agencies and organizations must submit a written request to the County for funding support. Information is gathered on the services that the agency provides to the County to assist staff with its decision to fund the request.

			FY 07	FY 08	FY 09	Variance	
			Actual	Amended	Adopted	FY 09 Adopted	
			Expenditures	Budget	Budget	Over FY 08 Amended	
Education, Health & Welfare							
Health Department			265,599	220,979	232,027	11,048	5.00%
Surry Free Clinic			2,500	3,000	4,000	1,000	33.33%
District 19-Community Services Bd.			54,890	55,639	56,867	1,228	2.21%
State & Local Hospitalization			5,768	5,171	5,591	420	8.12%
Genieve Shelter			2,000	2,500	3,500	1,000	40.00%
Central VA Health Planning Agency			300	350	350	0	0.00%
Crater Disability Services Board			0	500	500	0	0.00%
SSG Improvement Association			43,000	29,000	30,000	1,000	3.45%
Project Plead - SSG				11,667	0	(11,667)	-100.00%
Crater Area Agency on Aging			1,051	1,115	1,148	33	2.96%
Office On Youth			159,175	159,708	162,303	2,595	1.62%
VJCCA			10,848	15,479	15,249	(230)	-1.49%
Square One			0	200	0	(200)	-100.00%
Virginia State University				0	4,000	4,000	100.00%
John Tyler Community College			<u>1,073</u>	<u>1,073</u>	<u>1,205</u>	132	12.30%
SubTotal			546,204	506,381	516,740	10,359	2.05%

EDUCATION HEALTH AND WELFARE AGENCIES AND ORGANIZATIONS

DESCRIPTIONS

- ❖ The Surry Health Department is a division of the Crater Health District. The agency provides a variety of programs and services aimed at assessing the health needs of individuals, families and communities in the areas of family, women's and children health and disease management. The department also addresses the overall health and environmental issues that affect the public. Citizens seeking well permits should contact the Health Department. The County share of the total operating cost is 45%. The State provides the remaining 55%. For more information, contact the Surry Health Department at (757) 294-3185.

- ❖ The Surry Free Clinic is a non-profit clinic that operates on Monday evening of each week and is staffed by volunteer doctors and support staff. It provides services to income qualified persons from Surry, Isle of Wight and Sussex. In addition to medical care, patients also receive some prescription benefits. The clinic operates on donated funds from the John Randolph Foundation, Anthem Blue Cross Blue Shield, Isle of Wight County, churches, other foundations and individual citizens. The clinic is housed in the Surry Health Department with space and utilities donated by the County and the Health Department. For more information, contact the Clinic at (757) 294-0132.

- ❖ The District 19 Community Services Board is a multi-jurisdictional, community-based agency whose mission is to improve the quality and productivity of the lives of individuals who experience or are at risk of experiencing mental disabilities and/or substance abuse. The Surry Office is located inside the Surry Health Department. The Board serviced 192 Surry clients in FY 2008. For more information, contact the Surry office at 757-294-0037 or visit the website at www.d19csb.com.

- ❖ The County provides a local share contribution to support the State/Local Hospitalization (SLH) Program under the State Department of Medical Assistance Services. The program is a cooperative effort between the state and local government that is designed to provide coverage for hospital care, care in surgical centers and care provided in local health departments. Coverage for services is available to indigent individuals who are not Medicaid recipients. Determination of eligibility is made by the Department of Social Services. However the Department of Medical Assistance Services administers financing, process claims and is responsible for provider communications. All localities in the State are required to contribute a mandated match not to exceed 25% of the program benefit expenditures. The allocation of SLH funds to localities is defined by state code.

- ❖ The Geneive Shelter provides a safe and supportive environment for Victims of Domestic Violence by providing crisis and support services, emergency shelter, counseling, crisis hotlines and other assistance services (food, clothing, daycare assistance, gas, etc). The Shelter is located in Suffolk. The County makes an annual contribution to assist victims from the County who may be in need of the services provided. In FY 07, services were provided to 19 Surry citizens. For more information contact 757-925-4365.

HEALTH, EDUCATION AND WELFARE AGENCIES AND ORGANIZATIONS

- ❖ The **Central Virginia Health Planning Agency** is a private, non-profit corporation governed by regional representatives of health care consumers and providers. Specifically, the CVHPA:
 - Provides comprehensive, reliable and objective health related data and information
 - Provides professional health planning assistance to assess community needs, support health improvement initiatives, and analyzes health issues
 - Shares information about local, state, and national health-related developments and resources to support informed decision-making
 - Promotes community participation in health decisions
 - Supports collaborative partnerships to improve the health of Virginians

The County provides local support in addition to nine other localities. For more information, the CVHPA website can be accessed at www.cvhpa.org

- ❖ The **Improvement Association** serves the communities of Surry, Sussex, Brunswick, Emporia, Dinwiddie, Greensville, Hopewell and Prince George. The County provides support to the Head Start Program, a federal program for preschool children mostly between the ages of three and five years old from low income families. The Head Start Program is operated by local non-profit organizations. Children who attend participate in a variety of educational activities, receive free medical and dental care, have healthy meals and snacks and enjoy playing indoors and outdoors in a safe setting. Head Start provides children with activities that help them grow mentally, socially, emotionally and physically. Funding from the County also provides support to other programs funded by the agency.
- ❖ The **Crater Department Area on Aging (CDAAA)** receives support primarily through the Older Americans Act but also via contributions for donations and localities to support the programs and services offered by the agency. The agency provides services to the population of 60 years or older and serves as an advocate for this age group. Services include but are not limited to adult day care, senior citizen employment, volunteer programs, transportation, housing programs, health insurance counseling and legal services assistance. A representative from the County serves on the agency's Board of Directors.
- ❖ The County provides a contribution to support the programs and services offered by **John Tyler Community College**. Funding provided by jurisdictions in the vicinity of the college is used to aid the college in offering educational opportunities to citizens and businesses for the economic benefit of the region. Requested funding from the college is based on locality population, real estate property taxes collected and enrollment.
- ❖ The County provides a contribution to support scholarship assistance to Surry County students enrolled at **Virginia State University**.

**HEALTH, EDUCATION AND WELFARE
AGENCIES AND ORGANIZATIONS**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Net Change \$	Net Change %
Contribution						
Health Department	196,504	265,599	220,979	232,027	\$11,048	5.0%
Surry Free Clinic	2,500	2,500	3,000	4,000	\$1,000	33.3%
District 19, CSB	53,551	54,890	55,639	56,867	\$1,228	2.2%
State & Local Hosp.	7,068	5,768	5,171	5,591	\$420	8.1%
Genieve Shelter	2,000	2,000	2,500	3,500	\$1,000	40.0%
Central VA HPA	300	300	350	350	\$0	0.0%
Crater Disability Serv. Board	0	0	500	500	\$0	0.0%
Improvement Association	14,000	43,000	40,667	30,000	-\$10,667	-26.2%
Crater Area Agency on Aging	1,051	1,051	1,115	1,148	\$33	3.0%
Square One	0	0	200	0	-\$200	-100.0%
Virginia State University	0	0	0	4,000	\$4,000	100.0%
John Tyler University	1,101	1,073	1,073	1,205	\$132	12.3%
Subtotal Agencies	<u>\$278,075</u>	<u>\$376,181</u>	<u>\$331,194</u>	<u>\$339,188</u>	<u>\$7,994</u>	<u>2.4%</u>
Office on Youth	159,175	159,175	159,708	162,303	\$2,595	1.6%
VJCCA	<u>2,860</u>	<u>10,848</u>	<u>15,479</u>	<u>15,249</u>	<u>-\$230</u>	<u>-1.5%</u>
Total- Ed., Health & Welfare	<u>\$440,110</u>	<u>\$546,204</u>	<u>\$506,381</u>	<u>\$516,740</u>	<u>\$10,359</u>	<u>2.0%</u>

Office on Youth

DESCRIPTION

The mission of the Surry County Office on Youth is to enhance the quality of life for Surry County youth and families by effectively addressing youth concerns, assessing needs for services, increasing community collaboration and assistance in the establishment of effective programs for positive youth development. The office is advised by the Youth Services Citizen Board (YSCB) whose function is to advise the County and the Board of supervisors regarding issues relating to youth and to provide opportunities for community involvement and input on youth concerns in Surry County. The Board is comprised on one adult citizen from each of the five districts in the County and appointed by the Board of Supervisors for a four-year term and at least two youth representatives from

the County's high and middle schools appointed for a one-year term.

The Surry County Office on Youth provides oversight, monitoring, and coordination of the county's Comprehensive Services Act for At Risk Youth Program. This program, inclusive of the Community Policy and Management Team (CPMT) and Family Assessment and Planning Team (FAPT), is committed to providing child-centered, family-focused, community-based services for children in the least restrictive environment. The Teams serve and advocate for intensive treatment services through a comprehensive, collaborative system of care. It seeks to increase positive youth development, strengthen/preserve families, and promote safe, stable family units.

GOALS & OBJECTIVES

- Provide oversight/execution of the County's six- year plan and to provide recommendations/updates to the Board of Supervisors.
- To execute effective programs (research based and/or grass roots), services, and activities based on the results from needs/risk assessments as directed by a comprehensive youth and family services plan.
- To monitor and evaluate all programs provided and supported to determine effectiveness, program outcomes and impact on the intended population.
- To advocate, initiate and maintain partnerships with or support local agencies, schools, organizations to promote and increase programs and opportunities for positive youth and family development.

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Net Change \$	Net Change %
Office on Youth						
Salaries	\$90,020	\$97,922	\$103,024	\$106,045	\$3,021	2.9%
Fringe Benefits	23,041	33,646	34,833	36,098	\$1,265	3.6%
Purchased Services	867	11,674	4,121	3,000	-\$1,121	-27.2%
Operating Expenses	10,677	15,091	17,942	16,860	-\$1,082	-6.0%
Capital Outlay	<u>0</u>	<u>841</u>	<u>0</u>	<u>300</u>	<u>\$300</u>	<u>100.0%</u>
TOTAL	<u>\$124,605</u>	<u>\$159,174</u>	<u>\$159,920</u>	<u>\$162,303</u>	<u>\$2,383</u>	<u>1.5%</u>
Full time positions	3	3	3	3	0	
Part-time positions	0	0	0	0	0	

FY 09 Budget Highlights

- ❖ None

Virginia Juvenile Community Crime Control Act (VJCCCA)

DESCRIPTION

The purpose of the Virginia Juvenile Community Crime Control Act is to provide alternatives to secure incarceration. It is a cooperative program between the state and the county and provides a balanced, community-based system of services, programs and sanctions for juvenile offenders. VJCCCA programs and services allow youth to remain in the community

where they will face appropriate consequences for their actions. Funding is provided by the State with local contributing funds provided by the County. The programs are administered by court services in conjunction with the Office on Youth.

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Net Change \$	Net Change %
Virginia Juvenile Crime Control						
Operating expenses	\$2,860	\$10,848	\$15,479	\$15,749	\$270	1.7%
TOTAL	<u>\$2,860</u>	<u>\$10,848</u>	<u>\$15,479</u>	<u>\$15,749</u>	<u>\$270</u>	1.7%

PARKS, RECREATIONAL & CULTURE

			FY 07	FY 08	FY 09	Variance	
			Actual	Amended	Adopted	FY 09 Adopted	
			<u>Expenditures</u>	<u>Budget</u>	<u>Budget</u>	<u>Over FY 08 Amended</u>	
<u>Parks, Recreation & Cultural</u>							
Parks & Recreation			311,925	331,598	357,959	26,361	7.95%
Parks & Recreation Fund			29,954	30,000	29,940	(60)	-0.20%
Regional Library			126,115	93,298	112,325	19,027	20.39%
Rawls Art Museum			300	300	0	(300)	-100.00%
Williamsburg Area Transit			0	5,900	37,000	31,100	527.12%
Jamestown 2007			63,096	45,000	0	(45,000)	-100.00%
Surry County Tourism			<u>12,500</u>	<u>12,000</u>	<u>12,000</u>	0	0.00%
SubTotal			543,890	518,096	549,224	31,128	6.01%

Parks & Recreation

DESCRIPTION

The Department of Parks & Recreation provides and promotes leisure services to the citizens of Surry County. The Department specifically offers or is involved with hobby programs, senior citizens activities, youth programs, athletic leagues, bus trips and special events. It is the mission of the Surry County Parks & Recreation to promote, advocate and provide diversified, safe and affordable programs and activities for all citizens. Activities of the Department include: the Summer Recreation Program, July 4th Fireworks Event, Adult Softball League, Youth

Football, soccer and basketball, cheerleading camp, arts & crafts and ballet classes to just to name of few.

The Parks & Recreation Fund is primarily a self-supporting fund operated with funds collected for building/shelter rental, program fees and fees collected for participating in other activities.

The Surry County Parks & Recreation facility is located off Colonial Trail West at 205 Enos Farm Drive.

GOALS & OBJECTIVES

- To make capital improvements to the park.
- Continue to provide safe and diversified activities and programs.
- Promote citizen input regarding the types of programs offered.

		FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
		Actual	Actual	Budget	Budget	Change \$	Change %
Parks & Recreation							
Salaries		\$214,129	\$239,385	\$244,095	\$238,162	-\$5,933	-2.4%
Fringe Benefits		46,162	56,078	50,218	70,327	\$20,109	40.0%
Purchased Services		20,496	11,442	25,000	20,935	-\$4,065	-16.3%
Operating Expenses		39,785	34,974	45,615	54,975	\$9,360	20.5%
Capital Outlay		<u>3,723</u>	<u>0</u>	<u>2,570</u>	<u>3,500</u>	<u>\$930</u>	<u>36.2%</u>
TOTAL		<u>\$324,295</u>	<u>\$341,879</u>	<u>\$367,498</u>	<u>\$387,899</u>	<u>\$20,401</u>	<u>5.6%</u>
Full time positions		6	6	5	6	0	
Part-time positions* Part-time positions are primarily utilized for the Summer Program.							

FY 09 BUDGET HIGHLIGHTS

- ❖ None

Blackwater Regional Library

DESCRIPTION

The Surry and Claremont Public libraries are a division of the Blackwater Regional Library. The County provides a contribution to support the operations of each branch. Other localities including Isle of Wight, Southampton, Sussex and the Towns of Smithfield, Wakefield and Waverly provide roughly 63% of the funding support, State aid comprise about 29%, and donations, fines and other sources comprise the remaining 8%. The mission of the library is to provide a variety of library resources and

access to innovative technologies to meet the informational and cultural needs of the community and patrons it serves. The resources on hand promote education and literacy, community enrichment and cultural diversity.

	FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Regional Library						
Library	123,942	126,415	93,598	112,325	\$18,727	20.0%
Rawls Art Museum	300	300	300	0	-\$300	-100.0%
TOTAL	<u>\$124,242</u>	<u>\$126,715</u>	<u>\$93,898</u>	<u>\$112,325</u>	<u>\$18,727</u>	<u>19.9%</u>

FY 09 BUDGET HIGHLIGHTS

- ❖ The Surry Library re-opened for Friday hours effective July 1, 2008.

Williamsburg Area Transit

DESCRIPTION

In 2006, Surry County Board of Supervisors authorized a local contribution of \$5,900 as an expression of its interest, to fund a service demonstration of the need to provide rural bus service between Surry County and Williamsburg, James City County, and the Bruton District of York County.

On January 18, 2007, VDRT approved a Demonstration Grant of \$112,000 to assist Surry

County and Williamsburg Area Transport (WAT) as partners to provide rural bus transportation between Surry County and the greater Williamsburg area. The State's interest is to reduce congestion at State Routes 10 and 31, limit Scotland Ferry space needs, and provide a seamless connection between Surry County with public transit to the greater Williamsburg area. The funding amount was increased in FY 09 based on increased ridership.

	FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Williamsburg Area Transit						
WAT	0	0	7,000	37,000	\$30,000	428.6%
TOTAL	<u>\$0</u>	<u>\$0</u>	<u>\$7,000</u>	<u>\$37,000</u>	<u>\$30,000</u>	<u>428.6%</u>

Tourism Bureau

DESCRIPTION

The Surry County Tourism Bureau is a non-profit organization whose mission is to provide a structure in which to increase tourism to Surry County through promotion of the County and through businesses in the County. Its members consist of professionals, businesses and individuals in the County who provide marketing and tourism development skills.

The publication and distribution of the County's brochure is one of the projects coordinated by the Bureau. Some of the goals and objectives of the Bureau include:

- Promotion of historic sites, attractions, businesses and restaurants to increase revenue.
- Increase marketing with new and increased brochure design and distribution.
- Provide information services to citizens and visitors.
- The website for the Bureau is www.toursurryva.com

	FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Tourism Bureau						
Contribution	19,200	12,500	12,000	12,000	\$0	0.0%
TOTAL	<u>\$19,200</u>	<u>\$12,500</u>	<u>\$12,000</u>	<u>\$12,000</u>	<u>\$0</u>	<u>0.0%</u>

PLANNING & COMMUNITY DEVELOPMENT

			FY 07	FY 08	FY 09	Variance	
			Actual	Amended	Adopted	FY 09 Adopted	
			<u>Expenditures</u>	<u>Budget</u>	<u>Budget</u>	<u>Over FY 08 Amended</u>	
Community Development							
Planning			274,895	345,768	320,531	(25,237)	-7.30%
Wetlands			1,179	1,550	1,100	(450)	-29.03%
Board of Zoning Appeals			4,960	6,950	5,000	(1,950)	-28.06%
Planning Commission			8,057	11,100	10,000	(1,100)	-9.91%
Transportation Safety Commission			750	2,850	2,850	0	0.00%
Economic Development			45,359	41,554	42,804	1,250	3.01%
BHAR			0	400	400	0	0.00%
Crater Small Business Dev. Center			1,500	1,500	2,500	1,000	66.67%
Southeast Rural Community Asst. Proj.			0	0	1,000	1,000	100.00%
Southampton Roads RC & D			0	3,000	1,500	(1,500)	-50.00%
Soil & Water Conservation District			8,700	9,000	9,000	0	0.00%
VPI-Cooperative Extension			<u>67,372</u>	<u>80,700</u>	<u>83,083</u>	<u>2,383</u>	<u>2.95%</u>
SubTotal			412,772	504,372	479,768	(24,604)	-4.88%

Planning Department

DESCRIPTION

The Planning Department provides staff support to the Planning Commission and the Board of Supervisors, including reviewing and providing recommendations on all land use matters presented to the Commission and the Board. The Department also provides staff support to the Board of Zoning Appeals and the Historic Architecture and Review Board. The Department reviews plans of development for compliance with various County ordinances and is responsible for enforcement of the County's subdivision and zoning ordinances. It also

is the lead agency for implementation of the County's Geographic Information System (GIS).

The primary goal of the Department is to protect the County's natural resources and quality of life by developing and recommending growth management strategies with emphasis on sound land use development practices. The department enforces property maintenance code requirements for the safety and welfare of the citizens of Surry.

GOALS & OBJECTIVES

- To effectively coordinate public hearings and prepare required documents for applicants seeking rezoning, conditional use and special exception permits.
- To continue to provide exceptional staff support to the Planning Commission, Board of Zoning and Wetland Boards.
- To continue to administer and enforce the Chesapeake Bay Act Regulations.

	FY 05-06	FY 06-07	FY 07-08	FY 08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Planning Department						
Salaries	\$121,520	\$167,349	\$191,035	\$196,766	\$5,731	3.00%
Fringe Benefits	30,949	54,158	62,535	65,507	\$2,972	4.75%
Purchased Services	7,121	7,766	29,000	23,350	-\$5,650	-19.48%
Contributions	11,750	11,323	11,326	15,408	\$4,082	36.04%
Operating Expenses	9,442	9,582	18,811	15,500	-\$3,311	-17.60%
Grant Expenses	0	21,589	31,062	0	-\$31,062	-100.00%
Capital Outlay	<u>1,823</u>	<u>3,127</u>	<u>2,000</u>	<u>4,000</u>	<u>2,000</u>	100.00%
TOTAL	<u>\$182,605</u>	<u>\$274,894</u>	<u>\$345,769</u>	<u>\$320,531</u>	<u>-\$25,238</u>	<u>-7.3%</u>
Full time positions	3	5	5	5	0	

FY 09 BUDGET HIGHLIGHTS

Planning Commission and Boards

DESCRIPTION

The Department of Planning has oversight over various boards and commissions that handle certain planning and community development related activities. They include the following:

Planning Commission

The Planning Commission considers matters regarding rezoning, conditional use permit applications, amendments to the Zoning and Subdivision Ordinances and makes recommendations for approval or denial to the Board of Supervisors. The Commission also works with the Director of Planning and Community Development in the development of the county's Comprehensive Plan. The commission consists of eleven members, two from each of the five magisterial districts in the county and a member of the Board of Supervisors. The Board of Supervisors appoints members to the Commission for a four-year term. The Commission conducts monthly meetings in addition to joint meetings with the Board of Supervisors on matters requiring Board action.

Board of Zoning Appeals

The Board of Zoning Appeals consists of five members, one from each district in the county. The Judge of the Circuit Court appoints members. The Board hears and decides requests for variances from specific requirements of the county's zoning ordinance. The Board also hears and decides appeals of decisions made by the Planning Director in enforcing the provisions of the zoning ordinance. The Board meets monthly to conduct business matters.

Historic Architectural Review Board

The Board of Historic Architect and Review consists of five citizens appointed by the Board of Supervisors who have demonstrated knowledge of and interest in the preservation of historical architectural landmarks. The Board reviews and decides on applications for Certificates of Approval in designated Historic Preservation Districts and makes recommendations to the Board of Supervisors for establishment of additional districts or modifications to existing districts. The Board meets on an "as need" basis.

Wetlands Board

The Wetlands Board is primarily responsible for the protection of the natural resources, which are essential for the production of inland wildlife, waterfowl and flora within the County. The Board reviews all requests for wetland applications for compliance with the Wetland Ordinance and recommends amendments to the ordinance. The Board administers and enforces the Subdivision and Erosion Sediment Control Ordinance. The Board consists of five members from each of the magisterial districts in the County whom are appointed by the Board of Supervisors. The Board meets on an "as need" basis.

	FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
	Actual	Actual	Budget	Budget	Change \$	Change %
Boards & Commissions						
Salaries (Member compensation)	9,900	9,184	12,450	11,350	-\$1,100	-8.8%
Purchased Services	1,533	4,107	5,400	3,500	-\$1,900	-35.2%
Operating Expenses	2,164	1,654	3,200	4,500	\$1,300	40.6%
TOTAL	\$13,597	\$14,945	\$21,050	\$19,350	(\$1,700)	-8.1%

FY 09 BUDGET HIGHLIGHTS

❖ None

Economic Development

DESCRIPTION

The Department of Economic Development was established to assist with the attraction of new businesses to Surry County and expansion of existing businesses in the County. Currently, the County Administrator functions as the Economic

Development Director. The budget contains funding to support agencies that assist the County to promote the Surry as an ideal location for businesses.

GOALS & OBJECTIVES

- Continue involvement with various business and organizations relative to economic development.
- Continue to develop and maintain positive working relationship between the County and the business community.
- Seek resources from the State and other agencies that will assist the County to promote development.

		FY05-06	FY06-07	FY07-08	FY08-09	Net	Net
		Actual	Actual	Budget	Budget	Change \$	Change %
Economic Development							
Salaries		\$23,006	\$0	\$0	\$0	\$0	0.0%
Fringe Benefits		7,808	0	0	0	0	0.0%
Purchased Services		5,765	5,765	8,000	8,000	0	0.0%
Operating Expenses		1,720	1,482	7,325	3,250	(4,075)	-55.6%
Contributions		31,554	39,611	27,729	31,554	3,825	13.8%
TOTAL		<u>\$69,853</u>	<u>\$46,858</u>	<u>\$43,054</u>	<u>\$42,804</u>	<u>(\$250)</u>	<u>-0.6%</u>
Full time positions		1	1	0	0	0	

FY 09 BUDGET HIGHLIGHTS

Cooperative Extension

DESCRIPTION

The Extension Service is the local arm of the Virginia Polytechnic Institute and State University and Virginia State University, and operates in cooperation with the United States Department of Agriculture. Educational programs in agriculture and natural resources, family and consumer sciences (FCS) and 4-H youth development promote positive community and

personal development for citizens and help to protect and enhance the environment. Extension service staff works diligently to provide research-based information to citizens through classes, workshops, camps, newsletters and other programs and media releases.

GOALS & OBJECTIVES

- Continue newsletter distribution to the agriculture community.
- Offer pesticide container recycling.
- Continue to conduct research trials on crops in the county.
- Maintain current level of farm visits and informational requests with fewer than 2% complaints.
- Reduce overall pesticide usage by 5% as a result of 1-800 Hotline advisories.
- Conduct one financial management workshop (Family Consumer Science).
- Continue community based 4-H programs by recruiting, training and involving volunteers.
- Continue nutritional programs and promote the Food Guide Pyramid for nutritional intake.
- Promote safe food handling to prevent food borne illnesses.

		Actual	Actual	Budget	Budget	Change \$	Change %
Cooperative Extension							
Salaries		\$41,623	\$45,243	\$54,053	\$54,893	\$840	1.6%
Fringe Benefits		12,279	13,347	17,297	17,840	\$543	3.1%
Purchased Services		0	0	0	0	\$0	0.0%
Operating Expenses		7,071	8,429	8,290	9,100	\$810	9.8%
Capital Outlay		<u>435</u>	<u>352</u>	<u>1,060</u>	<u>1,250</u>	<u>\$190</u>	<u>17.9%</u>
TOTAL		<u>\$61,408</u>	<u>\$67,371</u>	<u>\$80,700</u>	<u>\$83,083</u>	<u>\$2,383</u>	<u>3.0%</u>

FY 09 Budget Highlights



Vision Statement

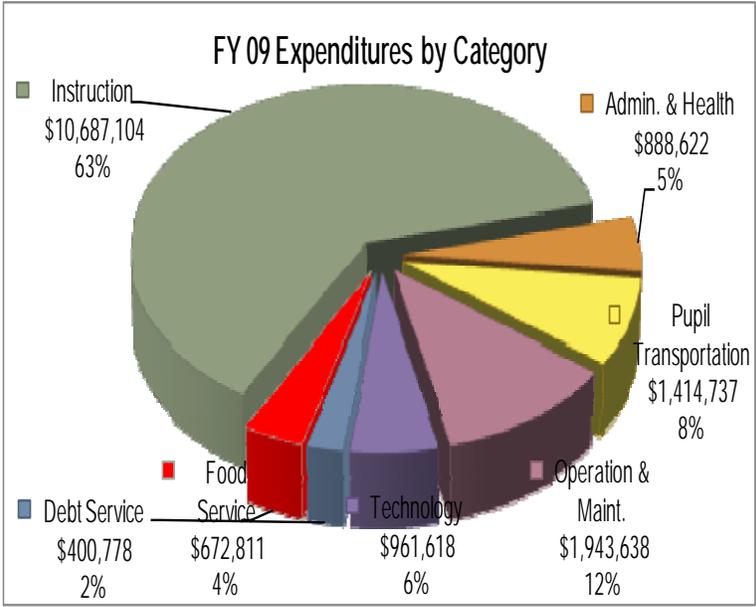
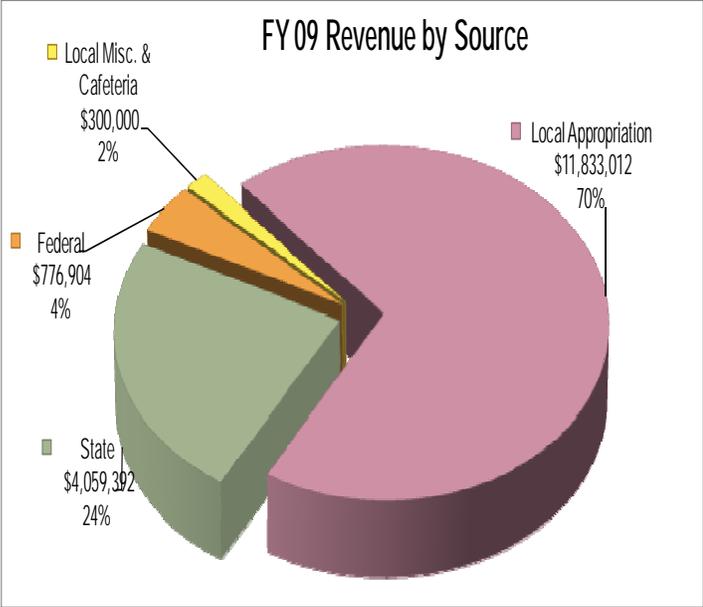
Surry County Public Schools
(as noted in the School System budget document)

The "Vision" for Surry County Public Schools through the combined efforts of students, parents, community and staff is to provide a safe, healthy, learning environment that prepares all students to be competitive and productive citizens in a highly technical and global society.

SCHOOL FUND Revenue and Expenditure Breakdown

DESCRIPTION

The Board of Supervisors appropriates funds for the operation of the School System. It is the responsibility of the Superintendent and the School Board to develop an annual budget reflecting the needs of the school division. The budget is transmitted to the County Administrator and the Board of Supervisors each year. Details of the FY 09 School System Budget are available in a separate document maintained by the School Board. The allocation to the School System for FY 09 is \$16,969,408. The graphs below depict the expenditure plan by category and the revenue by source.



SCHOOL FUND REVENUE ANALYSIS

Revenue for the School Fund is divided into four categories: 1) State Aid from the Commonwealth, 2) Federal Aid from the federal government, 3) Local Cafeteria sales & miscellaneous receipts and 4) the local appropriation from the County. Local funding of the School's budget is determined by the availability of general fund resources. These funds aid in the regular operation of schools including the local share of the Standards of Quality (SOQ). Surry provides more than the required state match for SOQ funding.

Additional local funds are appropriated for debt service, technology improvements and other projects. Assumptions for FY 09 include no increase in the local appropriation, a slight decrease in federal revenue and a \$1.1 mil (39%) increase in revenue from the State. The increase in state funds is largely contributed to the deduction in the County's composite index from .78 to .64 as noted in page three of the County Administrator's Budget Message.

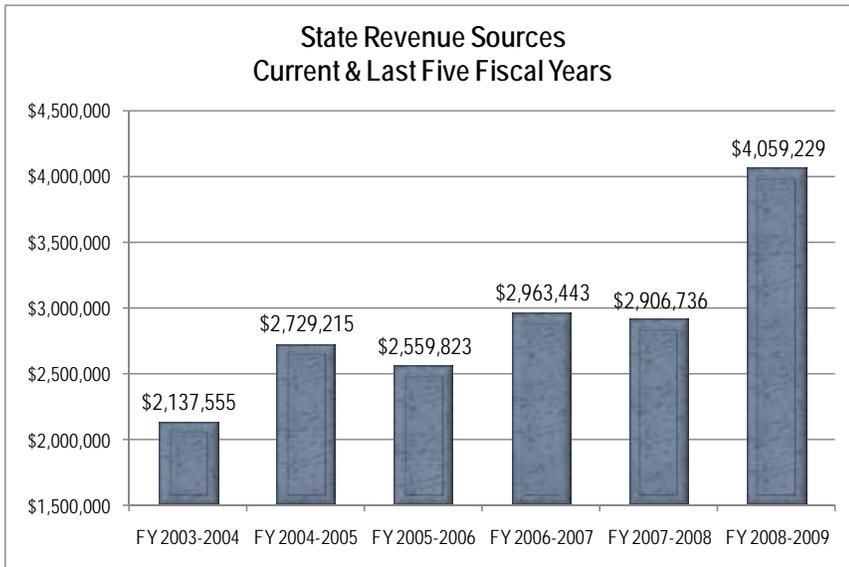
State Aid

State Aid includes these primary categories: (1) sales tax distribution - 1% of all sales tax is returned to localities for education based on the locality's school age population; (2) Standards of Quality – funds are distributed to a locality based on the locality's ability to pay (composite index). This index is applied to various revenue accounts to insure an equitable distribution of state funds to all school districts and (3) State Categorical Funds – these funds offset

SCHOOL FUND REVENUE ANALYSIS

specific services provided by the locality. The primary sources in addition to the share of the state sales tax include basic school aid, school construction funds, lottery proceeds, technology funds and fringe benefit reimbursement. FY 09 budget includes increased funds over FY 08 due to more funds allotted for sales taxes and basic aid. Table 1 below shows the amount received from the Commonwealth of Virginia for aid to schools for FY 06, 07 and 08 and the projected amount for FY 09.

Table 1



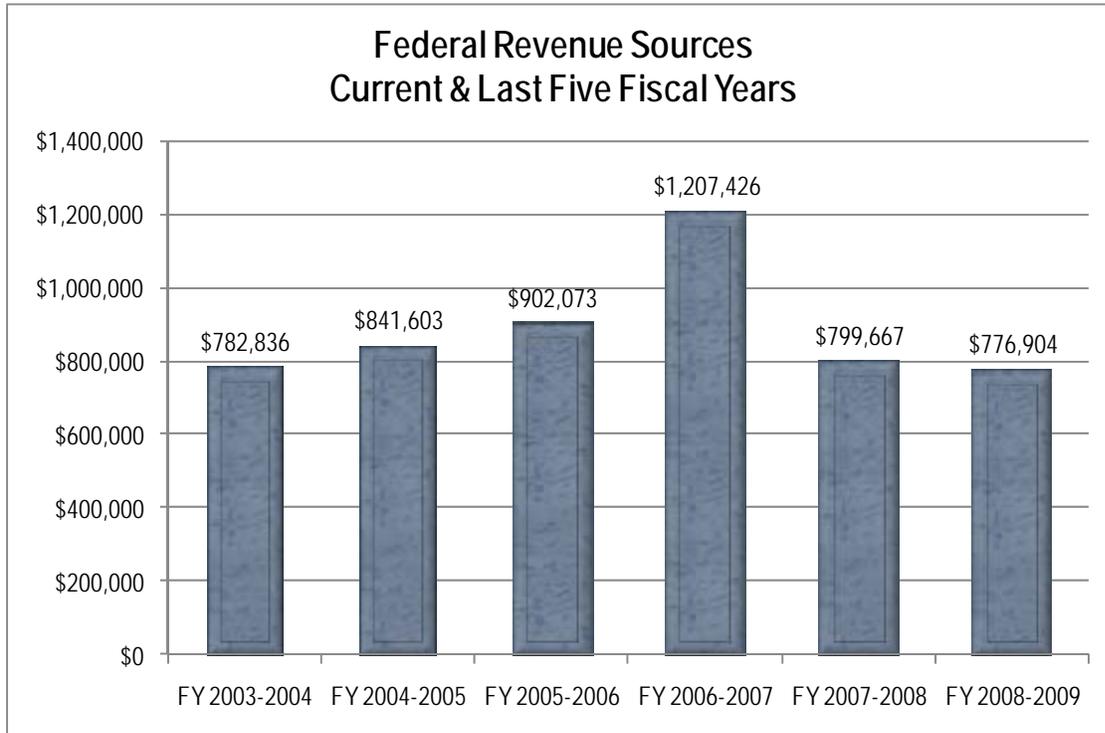
FY 09 PROJECTED STATE REVENUE		
Adult Ed		2,280
At Risk 4 Yr. Old		0
At Risk SOQ Payments		78,068
Basic School aid		1,717,614
Career & Technical Ed		3,342
Enrollment Loss		17,634
Fringe benefits		220,549
GED Funding (ISAEP)		7,859
Gifted & talented		14,473
Homebound		45
Primary Class Size (Reduced K-3)		79,790
Reading intervention and assistance		6,138
Remedial education		54,115
Remedial Summer School		22,599
VA Preschool Initiative		84,647
School Construction funds		181,654
School Food		8,919
Share of State sales tax		1,062,803
SOL Algebra Readiness		7,346
Special Ed		182,795
Special Foster Care		40,591
Technology		128,000
Textbook payments		37,289
Vocational Ed - SOQ		100,679
Total		4,059,229

SCHOOL FUND REVENUE ANALYSIS

Federal Aid

Primary sources of revenue from the Federal government for school programs include the Consolidated Federal Grant "No Child Left Behind", Title VIB Special Education Funds and School Food Programs. Collectively these sources account for 86% of the total federal revenue for the School Fund. Other miscellaneous federal programs and grants make up the remaining 14%. FY 09 budget assumes a small decline in federal resources from the FY 08 budget. Table 2 provides shows the amount received from the Federal Government for aid to schools for FY 04 through FY 08 and the projected amount for FY 09.

Table 2



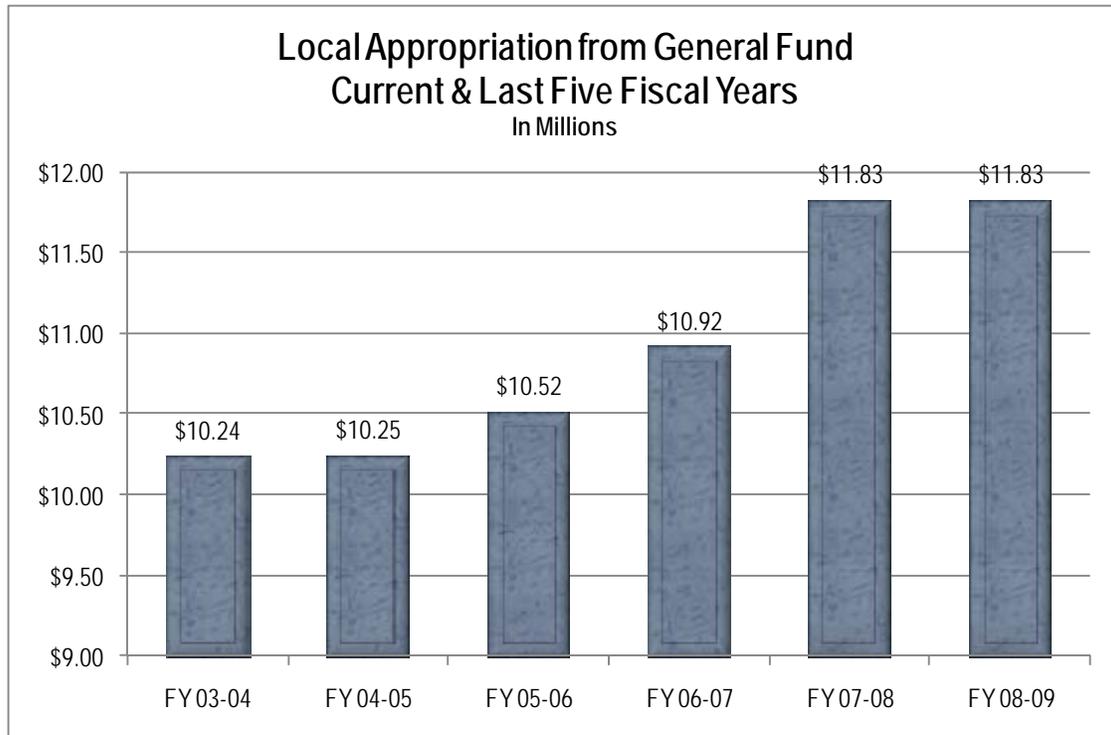
FY 2009 PROJECTION FROM FEDERAL SOURCES

Title I	172,869
Title II - Technology Part D	2,000
Title VIB-Special Ed	239,352
Title IV-Safe & Drug Free Schools	4,200
Vocational Ed- Perkins	0
JROTC	53,000
Title V - Innovative Ed	0
Class Reduction Size Grant	60,775
Title VIB-Special Ed -pre-school	4,708
School Food Programs	240,000
Total	776,904

SCHOOL FUND REVENUE ANALYSIS

The local appropriation from the General Fund to the School Fund accounts for approximately 70% of the total funding needed for school operations. The amount allocated also accounts for an estimated 66% of the County's total general property tax collection. Since FY 04, the budgeted local appropriation for schools has increased by an estimated \$1.59 mil or 15.0% from \$10.24 mil to \$11.83. Table 3 shows the amount allocated from the General Operating Fund for local funding to schools for FY 04 through FY 08 and the projected amount for FY 09.

Table 3



Charges for Service & Local Miscellaneous Receipts

Charges for service and miscellaneous receipts account for the remaining revenue for the School Fund. These sources include revenue from the sale of cafeteria meals. These funds are allocated to the School Cafeteria Fund. Other revenue comes from sale of school surplus property, donations and other miscellaneous sources. FY 09 budget assumptions reflect no increase in revenue from the sale of cafeteria meals.

CAPITAL IMPROVEMENT BUDGET

The FY 2009 Capital Improvement Budget includes projects currently recommended by the County Administrator. Development of the capital budget occurs in conjunction with the County's operating budget process. The County Administrator presents the proposed list of capital projects, along with potential funding source for each project to the Board of Supervisors. After work sessions and public hearings, the Board makes appropriate adjustments. The final capital improvement budget is included in the overall consolidated budget and adopted as part of the budget. The primary source of funding for FY 09 capital projects will come from loan or lease proceeds remaining from the Courthouse/Government Center Renovation financing completed in FY 07. The County will need to seek additional resources for the allocation of \$3.0 mil in school projects and the acquisition of public safety equipment budgeted at \$2.1 mil. Below is a snapshot of the FY 09 Capital Projects and the funding source for each.

Existing Projects:

Courthouse Renovations (D)	\$ 4,000,000
Waste Management Collection Centers (GF)	\$ 475,000
Landfill Closure (GF)	\$ 110,000
Elberon Heights Planning Project (GF)	\$ 783,825
Broadband Planning Initiative (S) GF)	\$ 125,000
Land Use Development Ordinance (GF)	\$ 130,000
Telephone System Upgrade (GF)	\$ 40,000
Technology Upgrades (D)	\$ 17,000
Public Safety Equipment Replacement (D)	\$ 2,100,000
School Projects (D)	\$ 4,000,000
Vehicle Replacement (GF)	\$ 40,000
Highway Revenue Sharing (GF)	\$ 250,000
Total Existing Capital Projects:	<u>\$ 12,070,825</u>

New Projects:

Recreation Center Renovation (GF)	\$ 106,100
Sewer Expansion (F) (D)	\$ 1,000,000
Warehouse Storage Facility (GF)	\$ 75,000
Emergency Operations Plan Update (GF)	\$ 50,000
Internet/Website GIS Mapping (GF)	\$ 25,000
Total New Projects	<u>\$ 1,256,100</u>

Total Capital Expenditures	\$ 13,326,925
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Source of Funding

Loan (Existing)	\$ 5,017,000
Loan (New) - Schools \$3.0-Public Safety \$2.1 - Sewer \$.5 m	\$ 5,600,000
State (Broadband 75K and Elberon Heights \$721,825)	\$ 771,825
Federal Grant (USDA for Sewer Project)	\$ 500,000
Carryover (Projects not completed in FY 08)	\$ 707,000
Use of Fund Balance Reserve	\$ 731,100
Total Capital Projects Revenue	<u>\$ 13,326,925</u>

Description of Funding Options for FY 09 Capital Improvement Budget

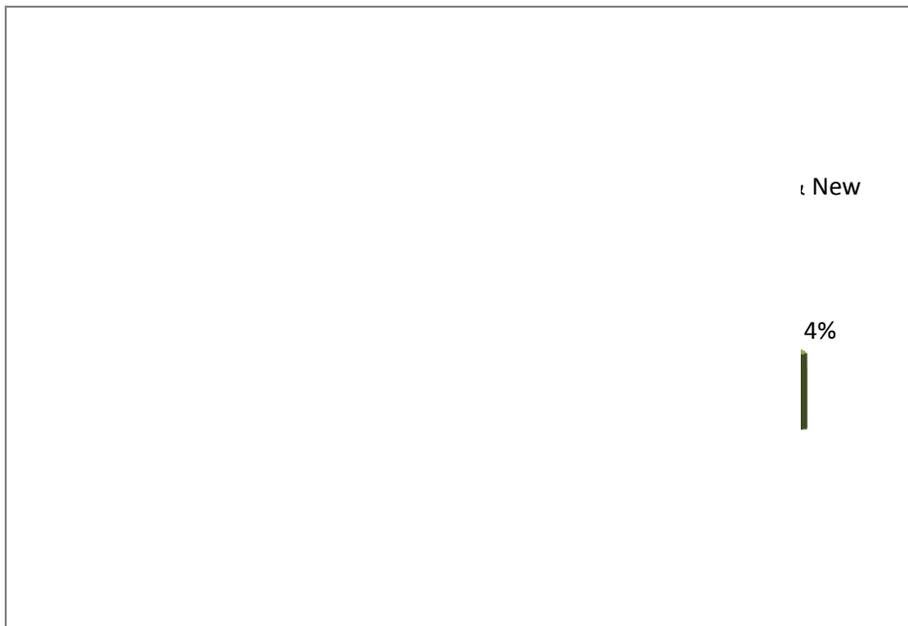
A variety of funding options exists for financing the County's capital improvement projects. The options range from direct county funding to contributions from state and federal grants, loans or lease options and revenue bonds. Following is a list of funding options used for the FY09 Capital Improvement Budget. Other funding options exist.

Reserve for Capital Projects (General Fund-GF) - Local funds reserved (designated fund balance) from county operating revenues for capital projects.

State/Federal (S) - Funds and payments received from the State Government in the form of grants.

Debt (D) Incurred by Loans/Leases - Borrowed funds from non-county sources. The County may execute capital leases to provide for the use of buildings, equipment and other assets as long as the asset is acquired at the end of the lease. Debt can be classified as long-term (LT) and short-term (ST) depending on the length of financing terms.

Carryover Funds - Local funding allocated for projects not completed in the current year will be carried over to FY 09 to complete the project in the upcoming year.



FY 2009 CAPITAL IMPROVEMENT BUDGET PROJECT DESCRIPTIONS

BUILDING IMPROVEMENTS - \$8,106,100

RENOVATION OF CIRCUIT COURTHOUSE AND ADDITION TO THE GOVERNMENT CENTER FACILITY (WORK IN PROGRESS)

The purpose of the project is to provide improved facilities for court related services in the County to include the Clerk of Circuit Court, Circuit Court, Juvenile and Domestic Relations Court, District Court and Sheriff's Department. The project includes expansion and renovation of the existing Surry County Courthouse to house facilities for the County's Circuit Court and Clerk of Circuit Court. The expansion shall be approximately 9,400 square feet in area. The existing building to be renovated is approximately 5,200 square feet.

The expansion and partial renovation of the existing Surry County Government Center will house facilities for the County's General District Court, Juvenile and Domestic Relations Court and the Sheriff's Department. The expansion shall be approximately 11,000 square feet and the renovated area of the existing building shall be approximately 9,000 square feet. The amount in the budget includes the estimated project balance at the conclusion of FY 08. The project is slated for substantial completion in August 2008.

RECREATION CENTER RENOVATION & IMPROVEMENTS

Funding is included in the FY 09 Capital Projects Budget to help facilitate the completion of the following upgrades to the County's Parks & Recreation Facility: Renovation of Bathrooms and Kitchen, Resurfacing of the Multi Purpose Floor, Repair of the Basketball Courts and Renovation of the Picnic Shelters and Comfort Station. While the exact cost to undertake this project is an estimate, it is hopeful that significant progress can be made towards this effort with the funding provided.

SCHOOL SYSTEM CAPITAL PROJECTS

The purpose of the project is to provide funding for primarily the renovation of the High School and other priorities as deemed priority by the school system. Funding for this project is two-fold; approximately \$1.0 mil has been appropriated from existing loan proceeds. The remaining amount will need to be secured through additional financing.

PUBLIC WORKS - \$1,700,000

SOLID WASTE MANAGEMENT COLLECTION SITES (WORK IN PROGRESS)

The scope of this projection includes the construction of three solid waste convenience collection centers to be located strategically throughout the County. The sites will be used by the general public for disposal of household waste, bulky waste, tires and recyclable materials. Once construction is completed, many of the unmanned, green box sites will be removed. The proposed sites are assumed to generally include the following features: a six feet high concrete retaining wall; containers for household waste; two bays, one for a compactor unit and the other for an open top roll-off container; a separate roll off container for recyclable waste and access control fencing. The site size is recommended is at least 1 acre. The Pine View site is being slated for startup in the current fiscal year.

FY 2009 CAPITAL IMPROVEMENT BUDGET PROJECT DESCRIPTIONS

WAREHOUSE/GARAGE FACILITY

This project is for the construction of a facility to service the County's vehicles and heavy equipment. This project has been placed in previous budgets but not undertaken due to funding and other issues. As the County looks to upgrade its vehicle and equipment fleet, reduce outside repair costs and provide for protection for equipment and vehicles from weather and outside elements, this project is considered a priority in the upcoming FY 09 budget.

LANDFILL CLOSURE

Provides funding for professional services rendered in the administration of post-closure activities associated with the Surry County Landfill. The County was issued a permit to operate a landfill by the Virginia Department of Health in 1974. The landfill operation continued until 1998, when the disposal area was capped with a soil barrier. The County is required by the Virginia Department of Environmental Quality (DEQ), to implement a gas and groundwater monitoring program. As a result, the County must continually conduct inspections and provide monitoring/sampling reports on the facility.

SEWER EXPANSION PROJECT

The County provides water and sewer services to areas dispersed throughout the County. The service area is slated for expansion due to the critical need to upgrade failing water/sewer systems. This project provides funding for proposed work based on the Water & Sewer Master Plan for the County.

VEHICLE ACQUISITION

In FY 08 the County was authorized to purchase one new vehicle for the use by staff to conduct official County business. In the past, the County has failed to routinely budget for a reasonable amount of replacement vehicles. The County has practiced using Sheriff vehicles that are no longer used by the department. These vehicles often are in fair condition, have high mileage and require routine maintenance. In addition, it is the intent of the County for employees traveling out of the County to have reliable and presentable vehicles which favorably represent the County. The budget of \$40,000 includes the cost to acquire one additional vehicle and a van for use by the Office on Youth and other departments.

PUBLIC SAFETY - \$2,150,000

PUBLIC SAFETY EQUIPMENT

The purpose of this project is to enhance the operating capabilities of the County volunteer fire and rescue agencies through the purchase of new emergency vehicles and equipment. The requested funds would be used to purchase equipment as needed in order to maintain adequate emergency service protection. This project is also supported by the recommendations from the EMS, Fire Services and Emergency Communications Study completed in July 2007.

EMERGENCY OPERATIONS PLAN UPDATE

The State Department of Emergency Services requires the County to update its Emergency Operations Plan to meet certain standards of emergency operations to include the National Incident Management System. This facilitates the high level of certification required of all emergency operations staff who perform duties in the event of a nuclear or other disaster.

FY 2009 CAPITAL IMPROVEMENT BUDGET PROJECT DESCRIPTIONS

TECHNOLOGY IMPROVEMENTS - \$207,000

TECHNOLOGY UPGRADES

The funding available in FY 09 for Technology includes additional upgrades as deemed necessary for general government operations using remaining proceeds from the loan acquired in FY 05-06 for Capital Projects and Technology. Proposed purchases include, but are not limited to additional laptops, printers, servers, software upgrades, etc.

BROADBAND INITIATIVE

The County was awarded a Virginia Rural Broadband Planning Initiative Grant from the Virginia Department of Housing and Community Development (VDHCD) for funding that will allow rural communities, like Surry, to identify and develop the necessary elements to create a community broadband network. The initial grant was for \$25,000 with the award of additional grant funds pending in the amount of \$50,000. A request for proposal is in progress to obtain the professional services of a telecommunication consultant to assist the County with this vital project. The FY 09 budget includes local funding in the amount of \$25,000 to further support the County's commitment to obtain broadband services for the community.

TELEPHONE SYSTEM UPGRADE

The FY 08 budget included upgrades for a new telephone system that replaced the system implemented in 1999. A new system was replaced in April of 2008 in conjunction with the upgrade of the government center court facility and Sheriff's offices. The funding in the FY 09 budget represents the balance from the FY 08 budget to upgrade the phone systems in the Animal Control and Parks & Recreation Facilities.

INTERNET/GIS MAPPING

The County has received overwhelming request for Geographic Information System (GIS) database information to be available through the County's website which is already available in other localities and cities surrounding Surry. This project is necessary as the demand for web-enabled access to data is steadily increasing. This will also save time required by staff to provide information that will be available from the web, thus increasing office efficiency.

ROAD IMPROVEMENTS- \$250,000

HIGHWAY REVENUE SHARING

Funding is allocated in the amount of \$250,000 to fund a portion of the Route 31 Ferry Project.

FY 2009 CAPITAL IMPROVEMENT BUDGET PROJECT DESCRIPTIONS

COMMUNITY IMPROVEMENT PROJECTS- \$913,825

ELBERON HEIGHTS PLANNING GRANT

The County was awarded a Comprehensive Improvement Grant for the Elberon Heights community. The grant includes work relative to the rehabilitation of up to twelve low to moderate income housing units, area wide clearance, sanitary sewer, stormwater management and renter assistance. The FY 09 budgeted amount of 783,825 includes state Community Development Block Grant and Indoor Plumbing Rehabilitation Funds to support activities as project design, inspection, advertising, legal fees and fee tap waiver. The project is currently active with construction on the first phase of the project beginning in prior to July 1, 2008.

LAND DEVELOPMENT ORDINANCE UPDATE

Provides funding to retain the professional services of a consultant to review existing regulations guiding the physical development of Surry County and promulgate new and/or revised land development regulations. Specific regulations included in this project are the Surry County Zoning, Subdivision, Site Plan, Sign, Erosion and Sediment Control Ordinances. The amount included in the FY 08 Budget is estimated until further evaluation.

FY 2009 – 2013 CAPITAL IMPROVEMENT PROGRAM OVERVIEW

COUNTY OF SURRY, VIRGINIA

INTRODUCTION

Capital Improvement Programming is a method of planning for the effective and efficient provision of public facilities, infrastructure improvements, major maintenance requirements, and acquisition of property and equipment. The first year of the *Capital Improvement Program* represents the County Administrator's proposal to the Board of Supervisor as the Capital Improvement Program (CIP) budget.

A five-year CIP allows the Board of Supervisors and citizens an opportunity to view both the five-year capital construction and infrastructure maintenance needs of the County and Surry County Public Schools. Viewing these needs enables the County to better plan a financing strategy for capital improvements and annual operating requirements. A five-year CIP also allows for programming of multi-year projects.

BASIS FOR BUDGETING

The first year of the CIP represents the Capital Improvement Budget for that year. Following adoption by the Board of Supervisors, the first year of the CIP should be viewed as the capital budget. The CIP is a proposed expenditure plan; the budget adopted by the Board of Supervisors provides the legal authorization to actually expend County funds.

GUIDING PRINCIPLES

Basic principles are used to help shape the Capital Improvement Program. These principles include, but are not limited to developing a balanced capital plan that funds projects in a variety of program areas which meet the highest priority needs; ensuring the CIP will be the platform for development in the County and business community and preserving the existing tax base.

To further guide the CIP decision-making process, projects to be included in the CIP are evaluated on the degree to which they meet the following objectives:

- ✓ Meet a legal obligation or federal or state mandate.
- ✓ Outside funding is available through a match of Federal or state funding.
- ✓ Address health concerns, safety or emergency needs.
- ✓ Produce positive community impact and garners broad community support.
- ✓ Meet prior commitments.

BENEFITS OF CAPITAL IMPROVEMENT PROGRAMMING

The principal benefit of Capital Improvement Programming is that it requires the County to plan its capital needs in concert with available financing over a five-year period. This process contributes to a responsible fiscal policy. Other benefits of Capital Improvement Programming include:

- ✓ Fostering a sound and stable financial program over a five-year period given a set of revenue and expenditure assumptions based on current economic trends;
- ✓ Coordinating various County improvements so that informed decisions can be made and joint programs initiated among County departments in an effort to avoid duplication;
- ✓ Enabling private businesses and citizens to have some assurances as to when certain public improvements will be undertaken so they can plan more efficiently and effectively;
- ✓ Focusing on the goals and needs of the community through the provision of new facilities and infrastructure improvements;
- ✓ Evaluating annually the infrastructure needs of the County to provide for the public health and safety of the citizens of the County; and

FY 2009 – 2013 CAPITAL IMPROVEMENT PROGRAM OVERVIEW

COUNTY OF SURRY, VIRGINIA

Page -2-

- ✓ Providing a logical process for assigning priorities to the various projects based on their overall importance to the County.

FINANCIAL ADVISOR

The Board of Supervisors retained a financial advisor in FY 05-06 to work with County staff to 1) review, make recommendations for changes and/or develop fiscal policies for the County, 2) develop a long range funding plan that addresses the County's capital needs and 3) prepare the County for anticipated debt levels and ratios over the life of the CIP and beyond.

CONCLUSION

The Board of Supervisors has held budget planning work sessions for the specific purposes of identifying capital project needs in the County. The school system also provided a synopsis of proposed capital projects to the County for consideration. This CIP is a document dedicated to a process designed to identify both the capital improvement needs and priorities of the County over a five-year period in conjunction with projected funding levels and the Board of Supervisor's vision and principles. Actual programming of projects is dependent upon the financial resources available. Funding constraints may preempt the actual inclusion of projects in the current CIP but may be listed as priorities for funding should resources become available. While every need is not addressed, the CIP intends to serve as a critical planning tool and a good foundation for future decision making.

FY 2009 – 2013 CAPITAL IMPROVEMENT PROGRAM – SUMMARY BY CATEGORY

FIVE YEAR PROPOSED PROGRAMMING TO BE FINANCED BY THE COUNTY
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SUMMARY ALL FUNDS	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	Total
TECHNOLOGY IMPROVEMENTS	\$207,000	\$250,000	\$0	\$0	\$100,000	\$557,000
ROAD IMPROVEMENTS	\$250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$450,000
BUILDING IMPROVEMENTS	\$4,106,100	\$2,500,000	\$4,000,000	\$1,000,000	\$0	\$11,606,100
PUBLIC SAFETY	\$2,150,000	\$0	\$0	\$0	\$0	\$2,150,000
PUBLIC WORKS	\$1,700,000	\$635,000	\$2,210,000	\$110,000	\$210,000	\$4,865,000
COMMUNITY DEVELOPMENT	\$913,825	\$50,000	\$50,000	\$0	\$0	\$1,013,825
GENERAL GOV'T PROJECTS	\$9,326,925	\$3,485,000	\$6,310,000	\$1,160,000	\$360,000	\$20,641,925
SCHOOLS	\$4,000,000	\$2,000,000	\$1,000,000	\$500,000	\$500,000	\$8,000,000
TOTAL COUNTY & SCHOOLS	\$13,326,925	\$5,485,000	\$7,310,000	\$1,660,000	\$860,000	\$28,641,925

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM SUMMARY BY PROJECT

COUNTY OF SURRY, VIRGINIA
 CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEARS 2009 through 2010-13

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	Grand Total	Total ST/LT Debt	Total Local	Total Other Sources
GENERAL GOV'T ADMINISTRATION									
Community Development	\$ 783,825	\$ -	\$ -	\$ -	\$ -	\$ 783,825		62,000	721,825
Economic Development Study	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000		50,000	
Technology Improvements	\$ 82,000	\$ 100,000	\$ -		\$ 100,000	\$ 282,000	57,000	225,000	
Broadband Project	\$ 125,000	\$ 150,000				\$ 275,000		275,000	
Land Development Ordinance	\$ 130,000					\$ 130,000		130,000	
Comprehensive Plan Update	\$ -	\$ 50,000	\$ -	\$ -		\$ 50,000		50,000	
Total General Gov't Administration	\$ 1,120,825	\$ 300,000	\$ 50,000	\$ -	\$ 100,000	\$ 1,570,825	57,000	792,000	721,825
JUDICIAL ADMINISTRATION									
Circuit Courthouse Renovations	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000	3,500,000		
Gov't Center Renovations	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	500,000		
Total Judicial Administration	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000	4,000,000	-	-
PUBLIC WORKS									
WasteManagement Collection	\$ 475,000	\$ 375,000	\$ -	\$ -	\$ -	\$ 850,000	375,000	475,000	
Solid Waste Equipment	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	150,000	-	
Landfill Closure	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 550,000		550,000	
Surry Sewer Expansion	\$ 1,000,000	\$ -	\$ 2,000,000	\$ -	\$ -	\$ 3,000,000	2,500,000		500,000
Warehouse Garage	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000		75,000	
Vehicle Acquisition	\$ 40,000	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 240,000	200,000	40,000	
Total Public Works	\$ 1,700,000	\$ 635,000	\$ 2,210,000	\$ 110,000	\$ 210,000	\$ 4,865,000	\$ 3,225,000	\$ 1,140,000	\$ 500,000
ROAD IMPROVEMENTS									
Highway Revenue Sharing	\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 450,000	250,000	200,000	
Total Road Improvements	\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 450,000	250,000	200,000	-
PUBLIC SAFETY									
Equipment	\$ 2,100,000		\$ -	\$ -	\$ -	\$ 2,100,000	2,100,000		
Emergency Operations Plan Update	\$ 50,000		\$ -	\$ -	\$ -	\$ 50,000		50,000	
Total Public Safety	\$ 2,150,000	\$ -	\$ -	\$ -	\$ -	\$ 2,150,000	\$ 2,100,000	\$ 50,000	\$ -
PARKS, RECREATION & CULTURE									
Visitor Welcome Center	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	1,000,000		
Surry Library Expansion	\$ -	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 2,500,000	2,500,000		
Facility Upgrade	\$ 106,100	\$ -	\$ 4,000,000	\$ -	\$ -	\$ 4,106,100	4,000,000	106,100	
TOTAL PARKS & RECREATION	\$ 106,100	\$ 2,500,000	\$ 4,000,000	\$ 1,000,000	\$ -	\$ 7,606,100	7,500,000	106,100	-
EDUCATION	\$ 4,000,000	\$ 2,000,000	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 8,000,000	8,000,000		-
TOTAL ALL PROJECTS	\$ 13,326,925	\$ 5,485,000	\$ 7,310,000	\$ 1,660,000	\$ 860,000	\$ 28,641,925	\$ 25,132,000	\$ 2,288,100	\$ 1,221,825

cross check total \$ 28,641,925

REVENUE REPORT & APPENDIXES

Appendix A – Revenue Classification Descriptions

Appendix B – Glossary

Appendix C – Table of Authorized Positions

SUPPLEMENTAL STATISTICS

FY 2009 DETAILED REPORT OF REVENUE

		FY 06-07	FY 07-08	FY 08-09
Revenue Sources		Actual	Projection	Projections
General Property taxes				
Real Property		4,742,902	5,405,000	5,903,302
Real and public service		9,321,219	10,520,581	10,702,535
Personal property		856,284	967,093	1,048,539
Penalties		42,373	50,000	41,807
Interest		113,433	90,000	113,789
Total General Property Taxes		15,076,211	17,032,674	17,809,972
Other local taxes:				
Local sales & use		344,054	357,000	330,000
Business license		69,191	53,489	60,183
Motor vehicle license		85,943	97,770	88,755
Tax on recordation & wills		90,915	75,000	85,000
Utility Consumption Tax		19,339	19,556	20,380
E911 Taxes/Communication Taxes		57,409	57,000	53,858
Total Other Local Taxes		666,851	659,815	638,176
Permits, privilege fees and regulatory licenses:				
Animal license		1,690	2,000	2,200
Building permits, plumbing, electrical		44,631	47,000	51,250
Zoning and subdivision permits		5,150	7,500	6,053
Board of zoning fees		5,590	3,500	2,640
Zoning and building application		4,901	3,500	3,036
Land Disturbance Permit		550	300	300
Conditional use fees		350	1,400	1,400
Site Plan Review		0	500	600
Zoning/E911 Map			500	1,200
Other		6,283	500	500
Total permits, fees & licenses		69,145	66,700	69,179
Court fines and forfeitures				
Court fines and forfeitures		85	0	0
Grantor Tax		17,683	20,000	17,000
Courthouse Maintenance - Circuit Court		216	200	220
Courthouse Maintenance - District Court		2,734	3,000	3,000
Local Cost & Interest		865	700	700
Circuit Court Fees/LocDC-14		30,955	25,000	22,000
Other Costs		8,900	1,200	1,200
Total fines and forfeitures		61,438	50,100	44,120

FY 2009 DETAILED REPORT OF REVENUE

		FY 06-07	FY 07-08	FY 08-09
Revenue Sources		Actual	Projection	Projections
Revenue from use of money		522,988	470,000	470,000
Revenue from use of property		98,405	103,209	103,209
Total from money & property		621,393	573,209	573,209
Charges for Service:				
Courthouse Maintence		216	0	0
Charges for Comm. Attorney		179	100	100
Charges for Sheriff		1,217	299	299
Couthouse Security Fee/Sheriff		6,379	12,000	10,000
Charges for Treasurer/DMV & Debt Setoff		5,229	7,400	7,400
Charges for Parks & Recreation		21,933	25,000	25,000
Recycling Proceeds		0	0	10,000
Charges for Sanitation & Removal		14,066	14,000	13,000
Total Charges for Service		49,219	58,799	65,799
Recovered Cost & Miscellaneous				
Regional Jail Member Refund		32,475	20,000	25,000
Crater Youth Care Member Refund		0	1,500	1,500
Insurance Recovery		23,902	0	0
VPI Extension		409	250	250
Local Health Dept.		11,868	3,500	3,500
Rescue Services Fees		0	60,000	0
Office on Youth Donations		1,187	0	0
Jamestown 2007 Donations		8,284	8,000	0
Care of Animals		0	0	150
Miscellaneous		1,872	20,000	10,000
Total recovered costs		79,997	113,250	40,400
TOTAL REVENUE FROM LOCAL:		16,624,254	18,554,547	19,240,855
Revenue from the Commonwealth:				
ABC Profits		3,475	3,500	3,200
Wine taxes		3,642	3,700	3,500
Taxes on deeds		23,897	18,000	21,000
Mobile Home Titling		29,963	10,000	22,000
Car Tax Relief		691,708	677,907	677,907
Total Noncategorical Aid		752,685	713,107	727,607

FY 2009 DETAILED REPORT OF REVENUE

		FY 06-07	FY 07-08	FY 08-09
Revenue Sources		Actual	Projection	Projections
Shared Expenses:				
Commonwealth Attorney		75,981	74,506	76,034
Sheriff		467,971	474,447	486,838
Commissioner of Revenue		75,277	76,120	78,592
Treasurer		79,919	84,002	86,705
Medical Examiner		0	100	100
Registrar		74,519	38,000	40,000
Clerk of Court		79,710	82,016	140,369
Total Shared Expenses		853,377	829,191	908,638
Welfare Administration & Assistance		241,484	456,999	530,075
State E-911 Wireless Board		62,502	40,000	48,000
Buffer Zone Grant		75,000	0	0
Fire Program Funds		22,029	16,000	0
DMV Highway Safety		1,746	0	0
Elberon Heights Planning Grant		22,500	0	0
Clerk of Court Technology Grant		62,903	0	13,210
Local Law Enforcement Block Grant		4,042	0	0
Office on Youth		0	0	0
Juvenile Crime Control		9,204	9,204	9,204
Dept. of Emergency Services		26,623	0	0
Dept. of Health - 4 for Life		6,275	0	0
Emergency Medical services		0	0	0
Victim Witness Program Grant		27,998	20,000	20,000
Comprehensive Services		50,476	45,000	50,000
Total Other Categorical Aid		371,298	130,204	140,414
Total Categorical Aid		1,466,159	1,416,394	1,579,127
TOTAL REVENUE FROM THE STATE		2,218,844	2,129,501	2,306,734

FY 2009 DETAILED REPORT OF REVENUE

			FY 06-07	FY 07-08	FY 08-09
Revenue Sources			Actual	Projection	Projections
Public assistance and welfare admin.			970,355	921,501	978,474
Payment in Lieu of taxes			0		
Summer food service program			5,275	6,000	6,000
Victim/Witness Grant-Federal			0	0	0
Ground Transportation Grant			0	0	0
Emergency Services - Isabel Reimbursemer			0	0	0
Drug Seizure Funds			16,425	0	0
DEA reimbursement			0	0	0
Local Law Enforcement block grant			0	0	0
Total Other Categorical Aid			21,700	6,000	7,500
TOTAL FEDERAL REVENUE			992,055	927,501	985,974
TOTAL REVENUE GENERAL FUND			19,835,153	21,611,549	22,533,563
Special Revenue Funds:					
Litter Control			8,307	8,307	8,307
Social Services Programs			1,750	50,052	45,000
IPR Grant			28,248	0	0
TOTAL SPECIAL REVENUE FUNDS			38,305	58,359	53,307
Other Local Sources:SNAP Proceeds			105,928	0	0
Other: Sale of Property			30,000	0	0
TOTAL REVENUES - PRIMARY GOVT			20,009,386	21,669,908	22,586,870
Capital Projects Funding & Other Funds					
Rural development-USDA			2,757,418	0	0
Dept. of Housing & Comm. Dev. (CDBG)			450,000	0	0
Southeast Rural Development			38,000	62,000	0
Sewer Fees - Businesses			0	14,320	3,100
Connection Fees - Sewer			0	0	20,000
Sewer Fees - Residents			1,925	24,960	42,000
Water & Sewer Fees - County Customers			50	1,000	1,000
Total Capital & Other Funds			3,247,393	102,280	66,100
TOTAL REVENUE			23,256,779	21,772,188	22,652,970
School Operating Fund:					
Revenue from use of money & property			1,731	0	0
Miscellaneous revenue			49,841	25,000	25,000
Total Revenue from Local Sources			51,572	25,000	25,000

FY 2009 DETAILED REPORT OF REVENUE

			FY 06-07	FY 07-08	FY 08-09
Revenue Sources			Actual	Projection	Projections
Revenue from the Commonwealth:					
Categorical Aid:					
Share of State sales tax			1,181,687	1,066,356	1,062,803
Basic School aid			1,002,662	952,558	1,717,614
Regular foster care			9,700	0	0
Gifted & talented			10,186	8,497	14,473
Primary Class Size (Reduced K-3)			41,905	40,661	79,790
Special Foster Care			26,191	81,368	40,591
Special Ed			117,122	112,320	182,795
Textbook payments			21,670	20,781	37,289
Vocational Ed - SOQ			58,993	56,575	100,679
Career & Technical Ed			3,342	3,342	3,342
Remedial education			18,841	31,085	54,115
Fringe benefits			137,800	136,774	220,549
Enrollment Loss			8,039	11,904	17,634
SOL teaching materials			2,914	0	0
Additional teachers			0	0	0
At Risk SOQ Payments			35,158	33,779	78,068
Maintenance reserve			0	0	0
Homebound			131	45	45
Virginia Pre-School Initiative			0	0	84,647
Technology			128,000	128,000	128,000
Adult Ed			0	2,280	2,280
At Risk 4 Yr. Old			18,451	17,221	0
Salary supplement			27,012	66,107	0
Remediation Assistance (SOL)			0	0	0
Remedial Summer School			17,063	5,588	22,599
Middle School Teacher Corp			0	0	0
School Construction funds			104,582	104,444	181,654
GED Funding (ISAEP)			7,859	7,859	7,859
Lottery Proceeds			46,074	45,796	0
Other State Aid (Student Achivement)			12,550	0	0
Technology Literacy Grant			3,342	0	0
SOL Algebra Readiness			0	6,042	7,346
Lottery Harmless			86,218	0	0
English as a Second Language				0	0
Reading intervention and assistance			11	5,333	6,138
Total Categorical Aid from State			3,127,503	2,944,715	4,050,310

FY 2009 DETAILED REPORT OF REVENUE

		FY 06-07	FY 07-08	FY 08-09
Revenue Sources		Actual	Projection	Projections
Revenue from the Federal Government:				
Title I		313,651	203,077	172,869
Title II - Technology Part D		74,773	2,275	2,000
Title VB-Special Ed		242,106	239,352	239,352
Title IV-Safe & Drug Free Schools		9,150	4,897	4,200
Vocational Ed- Perkins		37,855	0	0
JROTC		55,711	53,000	53,000
E-Rate		0	0	0
School Improvement		0	0	0
Title 6-Rural and Low Income Schools		3,742	0	0
Title V - Innovative Ed		0	2,742	0
Class Reduction Size Grant		0	63,394	60,775
Comprehensive School Reform		37,403	0	0
21st Century Learning Grant		192,329	0	0
Technology Literacy Grant		0	0	0
Title VB-Special Ed - special ed pre-school		8,065	4,752	4,708
Title VI-Rural and Low Income Schools		0	0	0
Other Federal Aid		9,629	0	0
Total Categorical - Federal Gov't		984,414	573,489	536,904
Total Operating School Fund		4,163,489	3,543,204	4,612,214
School Cafeteria Fund:				
Cafeteria sales		271,101	275,000	275,000
Miscellaneous				
School Food Programs-State		8,905	9,738	8,919
School Food Programs - Federal		283,860	240,000	240,000
Total School Cafeteria Fund		563,866	524,738	523,919
Total School & Cafeteria Fund		4,727,355	4,067,942	5,136,133
TOTAL OPERATING REVENUE		27,984,134	25,840,130	27,789,103

APPENDIX A REVENUE CLASSIFICATIONS

General Property Taxes

Real Estate Tax - The real estate tax is \$.70 per \$100 of assessed value of real property, which is defined as land and improvements including buildings and other structures. Real property taxes are levied in October with payments due on December 5th.

Public Service Corporation Tax - The public service corporation tax is the real estate and personal property tax rate for companies that provide utilities for the public. The County receives an annual report from the State Corporation Commission dictating property values of such companies.

Personal Property Tax - The personal property tax is \$3.50 per \$100 of assessed value of personal property, which includes motor vehicles, boats and trailers.

Mobile Home Titling Tax - The mobile home tax is a tax on mobile homes in the County that are not on permanent foundations. If the mobile home is on a permanent foundation on land of the owner, then it is classified as real estate.

Machinery & Tools Tax - The machinery and tools tax is tax on machinery and tools used in manufacturing, mining, processing, and radio/television broadcasting. The cost of the machinery and tools tax is \$1.00 per \$100 of assessed value.

Delinquent Taxes - The County considers taxes to be delinquent as of December 6th of the next fiscal year after the assessment of the property.

Penalties and Interest - Penalties and interest are charges assessed for paying taxes after the due date. Penalties are 10% of the tax and interest is accumulated at a 10% annual rate.

Other Local Taxes

Local Sales & Use Tax - The County received 1% of the Commonwealth's 4.5% sales tax on all local sales which is collected by merchants and remitted through the State to the County. This sales tax is also remitted to the Towns.

Consumer Utility Tax - The consumer utility tax is applied to all telephone, gas, and electric service recipients residing within the County. The statewide tax is collected by the state and distributed to the County on a monthly basis.

Business License Fees - These fees are based upon gross receipts and the tax rate imposed varies according to category. Anyone conducting a business with gross receipts over \$1,000.00 may be required to obtain a business license. Out-of-county contractors with a total of over \$25,000.00 gross receipts in Surry County may be required to obtain a business license. Payment is due on or before March 1 of the license tax year.

Utility Franchise License Tax - The utility franchise license tax is a tax on telephone and telegraph companies providing telephone or telegraph communications in the County. These companies must remit a license tax equal to ½ of 1% of the gross receipts of the previous year. This tax is due by January 31 of the license tax year.

APPENDIX A REVENUE CLASSIFICATIONS

Motor Vehicle License Tax – The motor vehicle license tax is a tax on all vehicles housed in the County. The cost of a County license for vehicles is \$10.

Recordation Tax – The Clerk of the Circuit Court's Office collects local recordation taxes authorized by the Code of Virginia. Amounts collected are based on the amount of consideration or amount of obligation.

Tax on Wills – The Virginia code authorizes localities to impose a tax on the probate of wills in an amount equal to one-third of the amount of the state recordation tax. The state tax rate is 10 cents per every one hundred dollars of value. The Clerk of the Circuit Court collects this tax.

Permits, Fees, and Licenses

Animal Licenses – Fees are collected for animal licenses in the amount of six dollars for individual license fees.

Planning Permits & Fees – The planning permits & fees charged include all land use application fees and charges for service and materials such as documents for sale.

Building Permits – Fees are collected to defray the costs of conducting code compliance plan reviews and field inspections of the construction of buildings and structures. These costs also include the associated administrative costs.

Mechanical Permits – Fees are collected to defray the cost of conducting code compliance plan reviews and field inspections of mechanical installations such as HVAC systems, gas installations and fire protections systems. These costs also include the associated administrative costs.

Electrical Permits – Fees are collected to defray the costs of conducting code compliance plan reviews and field inspections of electrical installations and alarm systems. These costs also include the associated administrative costs.

Plumbing Permits – Fees are collected to defray the costs of conducting code compliance plan reviews and field inspections of plumbing installations. These costs also include the associated administrative costs.

Fines and Forfeitures

Court Fines & Forfeitures – Fines are assessed for violations of county criminal ordinances and are paid to the County. The Circuit Court transmits money collected in the General District courts in addition to money collected in the Circuit Courts.

Courthouse Maintenance Fees – The locality is authorized by the Virginia Code to assess a fee for maintenance of the court.

APPENDIX A REVENUE CLASSIFICATIONS

Use of Property and Money

Interest on Investments – Interest is collected on monies that the County has deposited in financial institutions.

Rental Income – Rental Income is revenue received from the Health Department and the Social Services Department for the County office space that the departments occupy. Other minor rental revenues are received in this category.

Charges for Services

Circuit Court: Excess Fees – The Clerk of the Circuit Court's Office collects clerk's fees for every transaction. Monthly the expenditures authorized by the State Compensation Board are subtracted from the Clerk's fees collected. Two-thirds of the amount of clerk's fees collected in excess of authorized expenditures are remitted to the County. The remaining one-third is paid to the state.

Circuit Court Law Library Fees – Localities are authorized by Virginia Code to impose an assessment in civil actions in an amount not to exceed \$4.00. These revenues are used to update the law library of the County.

E911 Service Fees – The County has established an Enhanced 911 Service Fee of \$2.49 per telephone service for all wire line residential and business telephones in the County. The fee is collected by local telephone service providers and is applied to individual telephone bills. By law, 100% of the fees collected go to directly support the County's E-911 emergency response system program.

Recovered Costs

Administrative Reimbursements – The County Administrator and other offices may charge for duplication and fax services. Revenues for these charges are recorded here.

Riverside Regional Jail – Revenues are received from the Riverside Regional Jail in exchange for services of County departments such as information technology, finance, human resources, etc.

Sheriff Forfeiture State and Federal - Due to the Sheriff's Office participation in local narcotics investigations and state and federal task forces, it is eligible to receive funds seized from narcotics enterprises and applicable criminal endeavors. Funds received from these programs can only be expended on non-budgeted items with a direct correlation to law enforcement.

Health Department Settlement – The County funds 45% of the Health Department expenditures. The appropriate amount is given to the Health Department and at the end of the fiscal year, any funds that have not been expended are returned to the County.

Non-Categorical State Aid

ABC Profits – The Virginia Department of Alcoholic Beverage Control remits a portion of the state's profit on alcohol sales back to localities. This remittance is based on the population of the County.

Wine Taxes – The Virginia Department of Alcoholic Beverage Control remits a portion of the state's wine tax back to localities. The tax amount is 4% of the retail price and the amount given to the County is based on the population.

APPENDIX A REVENUE CLASSIFICATIONS

Personal Property- State Share – As part of the State's tax relief program, localities were required to classify the reimbursement from the State as non-categorical state aid.

State Share of Local Offices

The State Compensation Board provides funding for the various departments with constitutional officers to provide for the cost of salaries and benefits, and office expenses. The County supplements these funds.

Categorical State Aid

Social Services: Public Assistance – The Social Services Department receives state funding for a variety of purposes, including assistance for needy families.

Juvenile Court Services: Youth & Family Services – The County receives revenues as a result of the Virginia Juvenile Community Crime Control Act (VJCCCA). This grant increases funding for community based juvenile justice programs.

Commonwealth's Attorney: Victim Witness – State funding in the form of a victim witness program grant is provided through the Virginia Department of Criminal Justice Services. They receive much of their funding from federal grants. The funding is based on victim caseload data.

Emergency Communications State Cellular Tax (E911 Wireless Funds) – The emergency communications state cellular tax is collected by the State and is applied for annually through the State Wireless 911 Board. Funding is used to supplement local salary funding as well as the cost of training and equipment used for wireless 911.

Sheriff: DMV Highway Safety – The Sheriff's Office received a grant from the Department of Motor Vehicles. This funds overtime costs related to saturation patrols for traffic concerns and DUI checkpoints.

Emergency Medical Services: Four for Life – The Four for Life revenues consist of \$4 of each automobile registration that is earmarked for emergency Medical Services. A percentage established by the State is sent back to the locality each year.

Fire Program Funds – Fire programs revenue is funds provided by the State for the training of volunteer and firefighters. These funds are distributed based on a percentage established by the State from funds received for fire insurance.

Categorical Federal Aid

Local Law Enforcement Block Grant – The Sheriff's Office participates in the Local Law Enforcement Block Grant funding program. This is a formula based grant that awards funds based on factors such as population and crime rate. Funds received this year are enhancing the search and rescue function of the office.

Victim Witness Program (Commonwealth's Attorney): Justice – State funding in the form of a victim witness program grant is provided through the Virginia Department of Criminal Justice Services. They receive much of their funding from federal grants. The funding is based on victim caseload data reported by the County's office.

**APPENDIX A
REVENUE CLASSIFICATIONS**

Social Services: Public Assistance– The Social Services Department receives federal funding for a variety of purposes, including assistance for needy families.

Miscellaneous

Miscellaneous Refunds – Miscellaneous refunds represent revenues received by departments for administrative charges such as documents sold or copying charges.

Insurance Recoveries – Insurance recoveries represent revenues received as a result of insurance claim proceeds.

Sale of Assets – The Sale of Assets is revenue from proceeds of assets that have been sold by the County.

**APPENDIX B
GLOSSARY**

Accrual Basis	A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.
Appropriation	A legal authorization of the Board of Supervisors to incur obligations and to make expenditures for specific purposes.
Assessed Valuation	The valuation set upon real estate and certain personal property as a basis for levying property taxes.
Assessment Ratio	The ratio at which the tax rate is applied to the tax base.
Asset	Resources owned or held by a government which have monetary value.
Available (undesignated) Fund Balance	This refers to the funds remaining from the prior year which are available for appropriation and expenditure in the current year.
Balance Sheet	The financial statement disclosing the assets, liabilities, and equity of an entity at a specified date.
Base Budget	Cost of continuing the existing levels of service in the current budget year.
Bond	A long-term promise to pay. It is a promise to repay a specified amount of money (the face value of the bond) on a particular date (the maturity date). Bonds are primarily used to finance capital projects.
General Obligation Bond	This type of bond is backed by the full faith, credit, and taxing power of the government.
Bond Refinancing	The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.
Budget	A plan of financial activity for a specific period of time indicating all planned revenues and expenses for the budget period.
Budgetary Basis	This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual. The County utilizes the GAAP basis.
Budget Calendar	The schedule of key dates which a government follows in the preparation and adoption of the budget.
Budgetary Control	The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.
Capital Improvements	Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life.

**APPENDIX B
GLOSSARY**

Capital Improvement Budget (CIB)	A plan for capital expenditures to be incurred in the budget year to meet short-term capital needs arising.
Capital Improvements Program (CIP)	A five-year plan for capital outlay to be incurred each year over five years to meet capital needs arising from the government's long-term needs.
Capital Outlay	Fixed assets which have a value of \$5,000 or more and have a useful economic lifetime of more than one year; or, assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.
Cash Basis	A basis of accounting in which transactions are recognized only when cash is increased or decreased.
Constitutional Officer	Refers to the officers or agencies directed by elected officials (Clerk of the Circuit Court, Commissioner of the Revenue, Commonwealth's Attorney, Sheriff, and Treasurer) whose positions are established by the Constitution of the Commonwealth of Virginia or its statutes.
Contingency	A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.
Contractual Services	Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.
Debt Service	The cost of paying principal and interest on borrowed money according to a pre-determined payment schedule.
Deficit	The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.
Department	The based organizational unit of government which is functionally unique in its delivery of service.
Depreciation	Expiration in the service life of capital assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.
Disbursement	The expenditure of monies from an account.
Distinguished Budget	A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budgets.
Encumbrance	The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.
Enterprise Fund	A fund to account for operations financed and operated similar to a private business where the cost of providing a good or service is recovered primarily through user charges.

**APPENDIX B
GLOSSARY**

Expenditure	The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service, or settling a loss.
Fiscal Year	A twelve-month period (July 1 – June 30) designated as the operating fund for accounting and budgeting purposes in an organization.
Fixed Assets	Assets of long-term character that are continued to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.
Fringe Benefits	Contributions made for the government's share of costs for Social Security and the various medical and life insurance plans.
FTE	Full-time equivalent staff, considering all staff members, including full-time and part-time employees.
Function	A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (public safety for example).
Fund	A fiscal entity with revenues and expenses, which are segregated for the purpose of carrying out a specific purpose or activity.
Fund Balance	The excess of the assets of a fund over its liabilities, reserves, and carryover.
GAAP	Generally accepted accounting principles. Uniform minimum standards for financial accounting and recording.
General Fund	The general operating fund of the County.
Grants	A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.
Infrastructure	The physical assets of a government (streets, water, sewer, parks, buildings).
Levy	To impose taxes for the support of government activities.
Line-item Budget	A budget prepared along departmental lines that focuses on what is to be bought.
Materials and Supplies	Expendable materials and operating supplies necessary to conduct departmental operations.
Objective	Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.
Obligation	Amounts to which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

APPENDIX B GLOSSARY

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.
Operating Expenses	The cost for personnel, materials, and equipment required for a department to function.
P & I	Principal and interest.
Performance Measure	Data collected to determine how effective or efficient a program is in achieving its objectives.
Personal Services	Expenditures for salaries, wages, and fringe benefits of an employee.
Prior-Year-Encumbrances	Obligations from previous fiscal years in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.
Program	A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the government is responsible.
Reserve	An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.
Resolution	A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.
Resources	Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.
Revenue	Sources of income financing the operations of government.
Service Level	Services or products which comprise actual or expected output of a given program. Focus is on results, not measures of workload.
SNAP	Virginia State Non Arbitrage Program
Source of Revenue	Revenues are classified according to their source or point of origin.
Tax Levy	The result product when the tax rate per one hundred dollars is multiplied by the tax base.
Taxes	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of all people.

**APPENDIX B
GLOSSARY**

Transfers In/Out	Amounts transferred from one fund to another to assist in financing the services for the recipient government.
Unreserved Fund Balance	The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.
User Charges	The payment of a fee for direct receipt of a public service by the party who benefits from the service.
VDOT	Virginia Department of Transportation.
VPASA	Virginia Public School Authority, which was created by the General Assembly in 1962 for the purpose of supplementing the existing method of capital programs for public schools.
Workload Indicator	A unit of work to be done (permits issued).

**APPENDIX C
TABLE OF AUTHORIZED POSITIONS
FY 09 Adopted Budget**

Department	FY 05 Adopted	FY 06 Adopted	FY 07 Adopted	FY 08 Adopted	FY 09 Proposed
County Administration	4	4	3	3	3
Finance	2	2	2	2	2
Commissioner of the Rev.	3	3	3	3	3
Treasurer	3	3	3	3	4
Registrar	1	1	1	1	<u>1</u>
Information Technology	<u>0</u>	0	0	1	<u>1</u>
Total General Government	13	13	12	13	14
Clerk of Circuit Court	3	3	3	3	3
Commonwealth's Attorney	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
Total Judicial Administration	5	5	5	5	5
Sheriff	22	22	22	22	23
Animal Control	2	1	1	1	1
Emergency Services	0	1	1	1	2
Building Inspections	<u>2</u>	<u>2</u>	<u>2</u>	<u>3</u>	<u>3</u>
Total Public Safety	26	26	26	27	29
Sanitation Division	7	7	3	3	3
Maintenance Division	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>7</u>
Total Public Works	13	13	9	9	10
Office on Youth	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
Total Education, Health & Welfare	3	3	3	3	3
Parks & Recreation	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>
Total Parks, Recreation & Culture	6	6	6	6	6
Planning	3	3	5	5	5
Economic Development	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Community Development	4	4	5	5	5
TOTAL FULL TIME POSITIONS	70	70	66	68	72

This table reflects permanent, full-time positions and excludes the Board of Supervisors, part-time personnel, Social Services and Cooperative Extension, which is funded by the State. The number of part-time, seasonal and temporary employees may vary depending on fluctuations in workload.

SUPPLEMENTAL STATISTICS

**Statement of Net Assets
June 30, 2007**

	Primary Government		Component Unit	
	Governmental Activities	Business-type Activities	Total	School Board
ASSETS				
Cash and cash equivalents	\$9,893,284	\$14,641	\$9,907,925	\$439,171
Receivable (net of allowance for uncollectibles):				
Taxes receivable	492,117		\$492,117	
Accounts receivable	7,556		\$7,556	
Due from other governmental units	357,916		\$357,916	790,202
Capital assets (net of accumulated depreciation):			\$0	
Land	685,158	3,636	\$688,794	158,330
Buildings and system	4,910,916	2,640,867	\$7,551,783	8,436,612
Machinery and equipment	1,061,628	101,992	\$1,163,620	1,450,523
Infrastructure			\$0	
Construction in progress	<u>4,245,899</u>	<u>4,416,814</u>	<u>\$8,662,713</u>	<u>0</u>
Total assets	<u>\$21,654,474</u>	<u>7,163,309</u>	<u>\$28,817,783</u>	<u>\$11,274,838</u>
LIABILITIES				
Accounts payable	\$1,025,358	23,343	\$1,048,701	\$95,168
Accrued liabilities	-	-	-	1,134,205
Deferred revenue	7,913	-	7,913	
Accrued interest payable	271,286		271,286	
Due to other governmental units	199,903		199,903	
Long-term liabilities:			-	
Due within one year	694,547	44,079	738,626	9,513
Due in more than one year	<u>17,887,680</u>	<u>1,159,273</u>	<u>19,046,953</u>	<u>85,617</u>
Total liabilities	\$20,086,687	\$1,226,695	\$21,313,382	\$1,324,503
NET ASSETS				
Invested in capital assets, net of related debt	\$6,659,548	\$ 5,959,957	\$12,619,505	\$10,045,465
Restricted for: Future capital projects	-	-	\$0	-
Unrestricted (deficit)	<u>7,804,588</u>	<u>(8,702)</u>	<u>\$7,795,886</u>	<u>(95,130)</u>
Total net assets	\$14,464,136	\$5,951,255	\$20,415,391	\$9,950,335
Total Liabilities and Net Assets	<u>\$34,550,823</u>	<u>\$7,177,950</u>	<u>\$41,728,773</u>	<u>\$11,274,838</u>

SUPPLEMENTAL STATISTICS

**County of Surry, Virginia
Ratio of Net General Bonded Debt to
Assessed Value and Net Bonded Debt Per Capita
Last Ten Fiscal Years**

Fiscal Year	Population (1)	Assessed Value (2)	Gross Bonded Debt (3)	Net Bonded Debt	Debt to Assessed Value	Bonded Debt per Capita
1997	6,145	1,823,894,796	6,661,200	6,661,200	0.37%	1,084
1998	6,145	1,809,850,097	5,807,800	5,807,800	0.32%	945
1999	6,145	1,773,834,021	4,979,400	4,979,400	0.28%	810
2000	6,145	1,908,544,074	5,741,274	5,741,274	0.30%	934
2001	6,829	1,783,947,569	4,943,575	4,943,575	0.28%	724
2002	6,829	1,950,254,770	4,180,000	4,180,000	0.21%	612
2003	6,829	1,827,004,318	3,455,000	3,455,000	0.19%	506
2004	6,829	1,917,415,023	2,865,000	2,865,000	0.15%	420
2005	6,829	1,774,496,242	2,305,000	2,305,000	0.13%	338
2006	6,829	1,996,220,981	1,860,000	1,860,000	0.09%	272
2007	6,829	1,720,811,814	16,445,000	16,445,000	0.96%	2,408

(1) Tayloe Institute at the University of Virginia 1990 Census and Weldon Cooper Center for Public Service for 2000 Census.

(2) From Table 6

(3) Includes all long-term general obligation bonded debt, bonded anticipation notes, and literary fund loans.

Excludes revenue bonds, landfill closure/post-closure care liability, capital leases, and compensated absences.

SUPPLEMENTAL STATISTICS

**County of Surry, Virginia
Per Capita Income**

<u>Year</u>	<u>Per Capita Income (1)</u>	<u>Rate of Growth</u>
2006	26,904	6.90%
2005	25,167	7.34%
2004	23,446	1.58%
2003	23,082	4.68%
2002	22,058	0.00%
2001	22,049	3.79%
2000	21,243	9.00%
1999	19,440	2.09%
1998	19,032	-3.88%
1997	19,772	1.44%
1996	19,486	0.26%

(1) Bureau of Economic Analysis
State Average for 2006= \$39,540

**County of Surry, Virginia
Demographic Statistics**

<u>Population(1)</u>	<u>Median Age</u>	<u>Median Family Income(2)</u>	<u>School Enrollment(3)</u>
7089	39.4	37,558	1,044

(1) - Estimate- US Census
(2) - Census Bureau
(3) - Dept. of Education (Fall Membership Sept, 2007)

SUPPLEMENTAL STATISTICS

County of Surry, Virginia
Unemployment Rate

Surry County's unemployment rate ten-year high was 8.0% in 1998. The rate has decreased dramatically, but still remains higher than that of the State of Virginia 2007 rate which is 3.0%.

<u>Year</u>	<u>Rate(1)</u>
1998	8.0%
1999	7.8%
2000	5.5%
2001	5.3%
2002	6.0%
2003	6.3%
2004	4.7%
2005	4.6%
2006	3.4%
2007	3.4%

(1) Bureau of Labor Statistics - Annual Rate