

**PURPOSE**

The James City Service Authority finances, constructs, operates, and maintains public water and sewer systems within the Primary Service Area. Operational and maintenance responsibilities include wells, water distribution lines, sewage pumping stations, and sewage collection lines. Expenses are charged directly to a particular project or are allocated to the different operating areas as indirect costs. The Administration Fund allocation formula is based on the number of customers, system work orders, number of facilities, miles of water/sewer lines, and capital assets value. The current allocation provides for a ratio of 42 percent from Water Fund and 58 percent from Sewer Fund.

**BUDGET SUMMARY**

	<u>FY 11 Adopted</u>	<u>FY 12 Plan</u>	<u>FY 12 Adopted</u>
<u>Expenses:</u>			
Personnel Expenses	\$ 4,060,947	\$ 4,117,093	\$ 4,212,590
Operating Expenses	1,508,311	1,513,786	1,552,742
Capital Outlay	<u>27,000</u>	<u>79,500</u>	<u>129,500</u>
Total	<u>\$ 5,596,258</u>	<u>\$ 5,710,379</u>	<u>\$ 5,894,832</u>
<u>Allocation of Expenses:</u>			
Water Fund	\$ 2,350,428	\$ 2,398,359	\$ 2,475,829
Sewer Fund	<u>3,245,830</u>	<u>3,312,020</u>	<u>3,419,003</u>
Total	<u>\$ 5,596,258</u>	<u>\$ 5,710,379</u>	<u>\$ 5,894,832</u>

**PERSONNEL**

Full-Time Personnel	60	60	63
Part-Time Personnel	2	2	2

**BUDGET COMMENTS**

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

The FY 2012 Administrative Budget increases 3.2 percent from the FY 2012 planned budget. This increase is due to the addition of two Full-Time Regular positions, the transfer of a Maintenance Mechanic position from the Sewer Fund, an increase for health insurance premiums, an increase to new Operations Center Custodial Contract, one vehicle replacement and an increase to capital equipment outlay. The two new Full-Time Regular positions are required to develop and support a DEQ Consent Order Fats, Oil and Grease (FOG) program.