



Town of Woodstock, Virginia

Fiscal Year 2013 Adopted Budget



The cover page illustrates completion of the first phase of the Town's ***Indian Spring Wetland*** project. Indian Spring is a natural wetland area, approximately one acre in size, which has remained relatively intact since early settlement. It was used by the Indian tribes and hunting parties traveling through the Shenandoah Valley on the old Indian road, a peacetime trail extending from Canada to Georgia. This trail evolved into a wagon road for settlers, the Valley Pike, and today U.S. 11. Later, African-American residents gathered at the wetland area for social and religious gatherings well into the 1900s. The Indian Spring Wetland was conveyed to the Town of Woodstock in February 2005 through private donation. Since that time, the Woodstock Tree Board has been working to develop the area into a wetland park for interpretation and use by both school and civic groups and the public. Through several weekend work sessions, the Tree Board and some Town of Woodstock employees removed approximately one half acre of invasive plant species and trees. The master plan for this project include a walking trail around the property and detention basin upstream of the wetland, an observation deck, a boardwalk to bring the public near the wetlands without encroaching on the wetland function, interpretive information for an outdoor classroom (for students and citizens), informational signage that compliments the wetland and educates individuals, and wetland-appropriate tree and shrub plantings. This project is a collaborative effort involving the Town of Woodstock, the Woodstock Tree Board, and James Madison University (JMU). JMU faculty and students have worked closely with the Woodstock Tree Board and the Town and have developed natural resources management and implementation plans. The Indian Spring Wetland provides a unique opportunity to not only protect the wetland area, but to provide educational information to both youth and adults. Over the long-term, the Town hopes to have a connecting trail to Shenandoah Memorial Hospital located just west of the wetland to incorporate a wellness aspect into the project. The Town received \$50,000 in American Recovery and Reinvestment Act (ARRA) stimulus funds from the Department of Forestry for its master planning process and engineering and construction of the observation deck. Given current funding constraints, plans for the walking trail have been postponed until additional funding is made available.

*** Photographs on the cover page and the above project description are compliments of Angela K. Clem, Assistant Town Planner/Risk Manager, who managed this project.*

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GENERAL FUND SUMMARIES

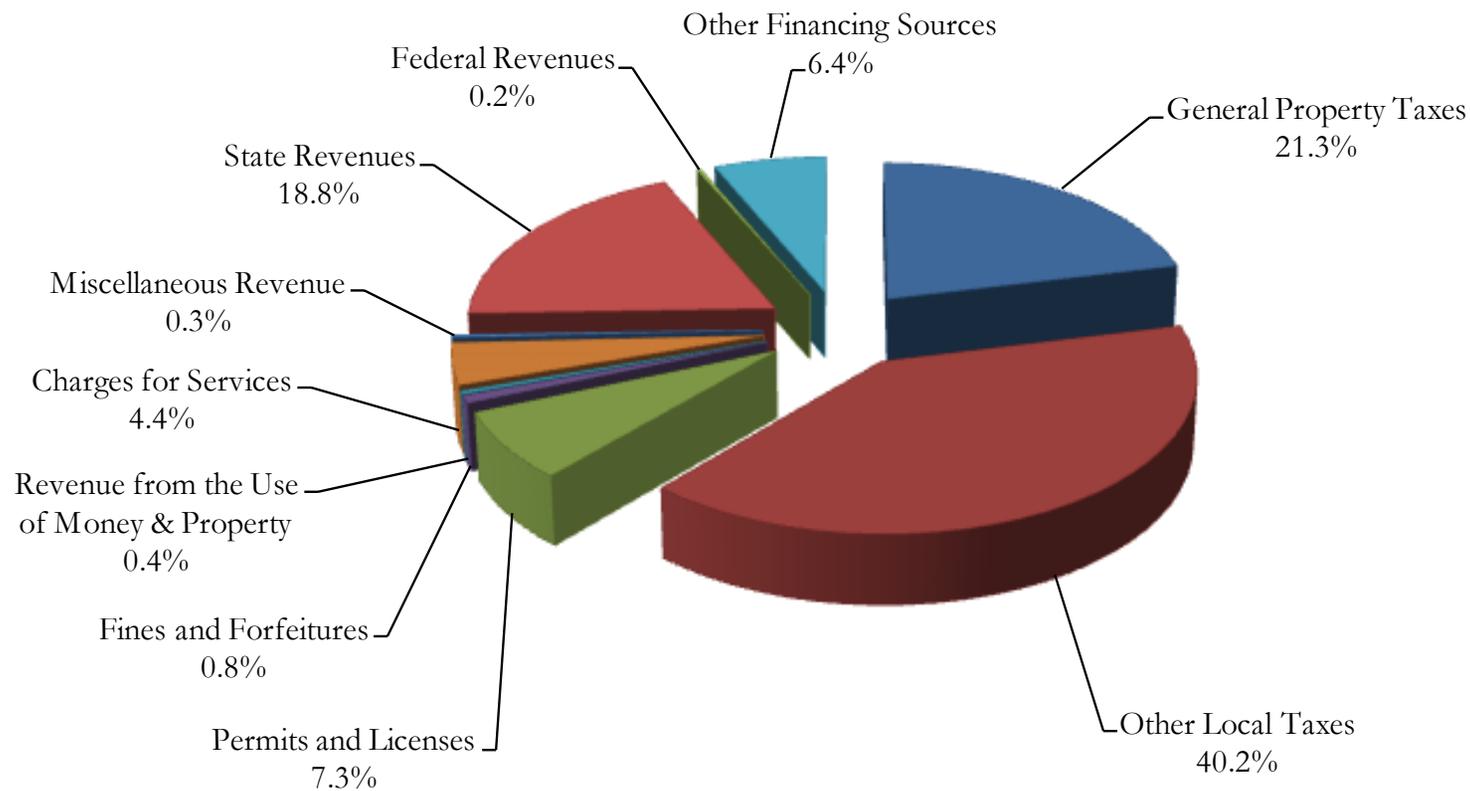
General Fund Revenues Summary

	FY 2009 Actual Revenues	FY 2010 Actual Revenues	FY 2011 Actual Revenues	FY 2012 Amended Budget	FY 2013 Proposed Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>GENERAL FUND REVENUES:</u>							
General Property Taxes	1,101,680	1,072,371	1,067,235	1,021,850	1,020,400	(1,450)	-0.14%
Other Local Taxes	1,752,017	1,808,074	1,863,818	1,794,200	1,926,200	132,000	7.36%
Permits and Licenses	377,695	368,409	366,300	356,000	349,000	(7,000)	-1.97%
Fines and Forfeitures	48,639	40,930	38,766	36,800	36,800	0	0.00%
Revenue from the Use of Money & Property	29,510	23,683	18,866	15,400	17,500	2,100	13.64%
Charges for Services	199,379	208,649	219,375	202,000	208,500	6,500	3.22%
Miscellaneous Revenue	76,638	15,724	53,236	18,000	12,500	(5,500)	-30.56%
State Revenues	848,994	860,195	862,786	866,200	903,200	37,000	4.27%
Federal Revenues	1,012,804	81,640	21,596	66,700	10,000	(56,700)	-85.01%
Other Financing Sources	200,000	61,662	63,424	153,285	308,876	155,591	101.50%
TOTAL GENERAL FUND REVENUES:	5,647,356	4,541,337	4,575,402	4,530,435	4,792,976	262,541	5.80%

GENERAL FUND SUMMARIES, CONTINUED

Chart – General Fund Budgeted Revenues by Category

**FY 2013 General Fund
Budgeted Revenues by Category**



GENERAL FUND SUMMARIES, CONTINUED**Descriptions of General Fund Revenues****A. General Property Taxes**

Real Estate Tax – Current: A tax imposed on the assessed valuation of real estate (includes mobile homes) appraised at 100 percent of its fair market value. Assessment information is provided by Shenandoah County. The tax year 2012 tax rate was adopted at \$0.15 per \$100 valuation. Taxes are billed semi-annually and are due by June 5 and December 5 each year. The Town provides real property tax relief for the elderly and disabled.

Real Estate Tax – Delinquent: Semi-annual real estate taxes that have not been paid by the June 5 and December 5 due dates.

Personal Property Tax – Current: A tax imposed on the assessed valuation of personal property appraised at 100 percent of the fair market value of cars, vans, motorcycles, and trailers. Assessment information is provided by Shenandoah County. The tax rate adopted for tax year 2012 is \$0.90 per \$100 valuation. Taxes are billed semi-annually and are due by June 5 and December 5 each year.

Beginning with tax year 2006, the Commonwealth of Virginia changed the calculation of the personal property tax credit from 70% of the tax to be paid for qualified vehicles to a fixed annual payment to local jurisdictions under the Personal Property Tax Relief Act. Accordingly, the Town of Woodstock receives a payment of approximately \$106,753 annually.

Personal Property Tax – Delinquent: Semi-annual personal property taxes that have not been paid by the June 5 and December 5 due dates.

Machinery & Tools Tax – Current: A tax imposed on the assessed valuation of business machinery and tools. Assessment information is provided by Shenandoah County. The tax year 2012 tax rate was adopted at \$0.90 per \$100 valuation. Taxes are billed semi-annually and are due by June 5 and December 5 each year.

Machinery & Tools Tax – Delinquent: Semi-annual machinery and tools taxes that have not been paid by the June 5 and December 5 due dates.

GENERAL FUND SUMMARIES, CONTINUED

Real Property Taxes – Public Service Corporations – Current: A tax imposed on the assessed valuation of real property of public service corporations, including electric power and distribution companies, gas and pipeline distribution companies, and telephone companies. Taxes are assessed by the State Corporation Commission and the Department of Taxation. The tax year 2012 tax rate was adopted at \$0.15 per \$100 valuation. Taxes are billed annually and are due by December 5 each year.

Real Property Taxes – Public Service Corporations – Delinquent: Annual real property taxes for public service corporations not paid by the December 5 due date.

Penalties – All Property Taxes: The penalty for delinquent taxes is 10 percent of the taxes due.

Interest – All Property Taxes: Interest at a rate of 1 percent of the taxes due accrues each month for which a tax is delinquent.

B. Other Local Taxes

County Sales Taxes: The Commonwealth returns one percent of the sales tax collected to the counties. Shenandoah County receives 50 percent of the one percent returned by the Commonwealth. The remaining 50 percent is distributed based on the number of school age population in the incorporated towns and the County. The Town receives sales tax monthly, but the tax received is on a two-month lag (i.e., sales tax for October would not be received until December).

Consumer Utility Taxes: This tax is based on the purchase of utility service within the corporate limits.

- **Electrical Service** - The rate for residential electrical customers is \$1.00 plus \$0.007585 per kilowatt-hour delivered monthly not to exceed \$1.25 per month. The rate for commercial and industrial electrical customers is \$1.25 plus the rate of \$0.007520 per kilowatt-hour delivered monthly not to exceed \$5.00 per month for commercial and \$10.00 per month for industrial.
- **Natural Gas Service** - The rate for residential natural gas service is \$1.00 plus the rate of \$0.10 per hundred cubic feet (CCF) delivered monthly not to exceed \$1.25 per month. For commercial and industrial customers the rate is \$1.25 plus the rate of \$0.10 per CCF delivered monthly not to exceed \$5.00 per month for commercial and \$10.00 per month for industrial.

The consumer utility tax is collected monthly by the utility service and is due to the Town on or before the last calendar day of the month following the month being reported (i.e., October's utility tax is due by November 30).

GENERAL FUND SUMMARIES, CONTINUED

Telecommunications Taxes: Collected by the Commonwealth and remitted to the Town, this tax includes the taxes on telecommunications, utilities, cable TV, and right-of-way use. Telecommunications taxes are on a two-month lag (i.e., telecommunications tax for October would not be received until December).

Franchise License Taxes: A tax on net bank capital of \$0.80 per \$100 on all banks located in the Town. Franchise license taxes are due by June 1 of each year. Taxes not paid by June 1 incur a penalty of 5 percent of the tax due.

Cigarette Taxes: A tax of \$0.25 per pack of twenty cigarettes or less. The tax is evidenced through the use of cigarette stamps that are affixed to each cigarette pack. Stamps can be purchased in bulk (i.e., a roll of 15,000) or individually and are purchased on an as needed basis.

Transient Occupancy Taxes: A tax of 5 percent on the total amount paid for transient lodging. The Town contributes 1 percent of the 5 percent tax received to Shenandoah County for its tourism program. Taxes are due by the 20th of each month (i.e., October transient occupancy taxes are due by November 20). Taxes not remitted by the 20th of the month incur a penalty of 10% and accrue interest of 1% for each month outstanding.

Meals Taxes: A tax of 5 percent of all gross receipts for prepared food served within the Town. Taxes are due by the 20th of each month (i.e., October meals taxes are due by November 20). Taxes not remitted by the 20th of the month incur a penalty of 10% and accrue interest of 1% for each month outstanding.

Vehicle License Taxes: Formally referred to as a decal fee (as a decal was required to be displayed on the vehicle), this is a tax of \$25 for an automobile, truck or trailer, and \$15 for a motorcycle. Some exemptions apply (e.g., military veterans, fire and rescue personnel, etc.). Vehicle license taxes are billed with the personal property taxes and are due by June 5 of each year. Taxes not paid by June 5 incur a \$10.00 penalty.

Public Right-of-Way Fees: The Town charges a rights-of-way use fee for the use of publicly owned roads and property by certified telecommunication firms. This fee is in exchange for the use of the locality's lands for electric poles or electric conduits by providers of telecommunications services. The provider collects the use fee on a per access line basis by adding the fee to each end-user's monthly bill for local exchange telephone service. The fee is calculated each year by VDOT based on information about the number of access lines and feet of new installation that occur in the locality; using this information, VDOT develops a formula to calculate the monthly fee per access line for localities. The provider remits the fee to the Town each quarter.

GENERAL FUND SUMMARIES, CONTINUED
C. Permits and Licenses

Business Professional, Occupational Licenses: This is a license tax imposed on local businesses. The tax may be a flat tax or based upon a percentage of gross receipts. Taxes are due by March 1 of each year. Taxes are as follows:

- For contractors and persons constructing for their own account for sale, \$0.10 per \$100.00 of gross receipts;
- For retailers, \$0.13 per \$100.00 of gross receipts;
- For financial, real estate and professional services, \$0.18 per \$100.00 of gross receipts;
- For repair, personal and business services and all other businesses and occupations not specifically listed or exempted in this chapter or otherwise by law, \$0.13 per \$100.00 of gross receipts;
- For wholesalers, \$0.05 per \$100.00 of purchases;
- For carnivals, circuses and speedways, \$50.00 for each performance held in this jurisdiction, not to exceed \$1,000.00 per year;
- For fortunetellers, clairvoyants and practitioners of palmistry, \$500.00 per year;
- For massage parlors, \$500.00 per year;
- For itinerant merchants or peddlers of nonperishable goods - \$250.00 per year plus \$5.00 per day, not to exceed \$500.00 per year; for itinerant merchants or peddlers of perishable goods - \$50.00 per year;
- For photographers, \$30.00 per year;
- For permanent coliseums, arenas or auditoriums having a maximum capacity in excess of 10,000 persons, open to the public, \$1,000.00 per year;
- For savings and loan associations and credit unions, \$50.00 per year; and
- For direct sellers as defined in the Code of Virginia, § 58.1-3719.1 with total annual sales in excess of \$4,000.00, \$0.13 per \$100.00 of total annual retail sales or \$0.05 cents per \$100.00 of total annual wholesale sales, whichever is applicable.

If a business engages in wholesaling or retailing beer and wine, the license tax is as follows:

- *Wholesale beer license.* For each wholesale beer license, \$75.00 per annum.
- *Wholesale wine distributor's license.* For each wholesale wine distributor's license, \$50.00 per annum.
- *Retail on-premises wine and beer license for hotel, etc.* For each retail on-premises wine and beer license for a hotel, restaurant or club, \$37.50 per annum.
- *Retail off-premises wine and beer license.* For each retail off-premises wine and beer license, \$37.50 per annum.

GENERAL FUND SUMMARIES, CONTINUED

- *Retail on-premises beer license for hotel, etc.* For each retail on-premises beer license for a hotel, restaurant or club, \$25.00 per annum.
- *Retail off-premises beer license.* For retail off-premises beer license, \$25.00 per annum.

Every person holding mixed beverage restaurant or caterer's licenses for establishments located within Town pays a license tax as follows:

- Persons operating restaurants, including restaurants located on premises of and operated by hotels or motels:
 - One hundred dollars per annum for each restaurant with a seating capacity at tables for 50 to 100 persons.
 - One hundred seventy-five dollars per annum for each restaurant with a seating capacity at tables for more than 100 but not more than 150 persons.
 - Two hundred fifty dollars per annum for each restaurant with a seating capacity at tables for more than 150 persons.
 - Two hundred fifty dollars per annum for each caterer.
 - Mixed beverage special events licenses, \$10.00 for each day of each event.
- A private, nonprofit club operating a restaurant located on the premises of such club, \$175.00 per annum.

Penalties – Business, Professional, Occupational Licenses: Annual business, professional, and occupational licenses not paid by the March 1 due date.

Development Permits and Fees: Permits are required for individuals and businesses to erect certain structures, perform certain functions or begin construction. The Planning Department is responsible for issuing and administering permits for the Town.

D. Fines and Forfeitures

Court Fines and Forfeitures: Court fines paid by offenders based upon tickets issued by the Town's Police Department. Fines are remitted to the Town by the County on a monthly basis and are on a one-month lag (i.e., October funds would not be received until November).

Parking Fines: Fines paid for violations of the parking ordinance. The Town charges a \$20.00 parking fine.

GENERAL FUND SUMMARIES, CONTINUED**E. Use of Money and Property**

Interest on Bank Deposits: Income resulting from the investment of the Town's cash assets.

Rental of Recreational Properties: Income resulting from the rental of the Town's park shelters at W.O. Riley Park. The Town charges \$20.00 for a half-day and \$40.00 for the entire day.

F. Charges for Services

Refuse Collection Fees: Charges to residential citizens for the weekly collection and disposal of both solid waste and recyclables. The Town does not collect commercial refuse. The Town charges an \$8.00 fee per month, which is billed on the water and sewer bill. The bill is due on the 15th of each month.

Swimming Pool Fees: Charges for the use of the swimming pool at W.O. Riley Park.

- \$3.00 Preschool (Ages 1-5)
- \$4.00 School Age (Ages 6-18)
- \$5.00 Adult (Ages 19+)

Swimming Lessons: Charges for the instruction of swimming lessons. The Town charges a fee of \$30.00 for each child taking swimming lessons.

Concessions: Income resulting from the vending machines at the swimming pool.

G. Miscellaneous Revenue

Miscellaneous Receipts: Miscellaneous revenues received by the Town such as fees for non-sufficient funds (i.e., the Town charges \$35.00 fee for all returned checks). This account also includes any rebates or refunds the Town may receive.

Gifts and Donations: Monies received as a result of a gift or donation.

GENERAL FUND SUMMARIES, CONTINUED**H. State Revenues**

Revenues from the Commonwealth are classified as non-categorical aid and categorical aid. Non-categorical aid includes revenues which are raised by the state and shared with the local government. The use of such revenues is at the discretion of the local government. Categorical aid includes revenues received from and designated by the Commonwealth for a specific use by the local government. Such revenues are usually received on a reimbursable basis from the state.

ABC Profits: Profit distribution received from the Virginia Alcohol Control Board. The distribution is based on population as shown in the most recent census of population. Due to state budget cuts, the Town no longer receives this distribution.

Rolling Stock Taxes: The state of Virginia levies an annual *ad valorem* tax on the rolling stock of railroads and freight car companies. The Town receives the distribution on an annual basis.

Motor Vehicle Rental Tax: A tax of 1 percent on the gross proceeds from the rental of vehicles to be paid by the rental business. The Town receives the distribution on a quarterly basis.

Personal Property Tax Relief: Revenue received from the Commonwealth of Virginia for relief of personal property taxes. The Town receives the distribution annually.

Law Enforcement Assistance Grant: Reimbursement from the Commonwealth to localities with police departments to help defray the cost of providing public safety services. The distribution is based on the number of sworn officers and the most recent census of population.

Distribution of Fire Program Funds: Payment from the Commonwealth to localities with fire and rescue agencies to help defray the cost of providing fire and rescue services.

Street and Highway Maintenance: Quarterly payments from the Virginia Department of Transportation for maintaining primary and secondary roads and related infrastructure maintenance within the Town limits. The allocation is based on the number of primary and secondary road miles within the Town limits and the Commonwealth's approved allocation rate.

GENERAL FUND SUMMARIES, CONTINUED**I. Federal Revenues**

Revenues from the federal government are classified as non-categorical aid or categorical aid. Non-categorical aid includes revenue received from the federal government which is used at the discretion of the local government. Categorical aid includes revenues received from and designated by the federal government for a specific use by the local government.

Bulletproof Vest Partnership Grant: Grant funds received to help defray the costs of armored vests for the Town's sworn police officers. The federal government pays up to 50 percent of the total cost of each vest order; the Town matches the remaining 50 percent.

Justice Assistance Grant: Grant funds received to provide the Town with funds to provide additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice. The federal government provides 90 percent funding while the Town matches the remaining 10 percent.

State and Community Highway Safety Grant: Grant funds received to help support traffic safety enforcement by the Town's Police Department. The federal government provides 80 percent funding while the Town matches the remaining 20 percent.

GENERAL FUND SUMMARIES, CONTINUED

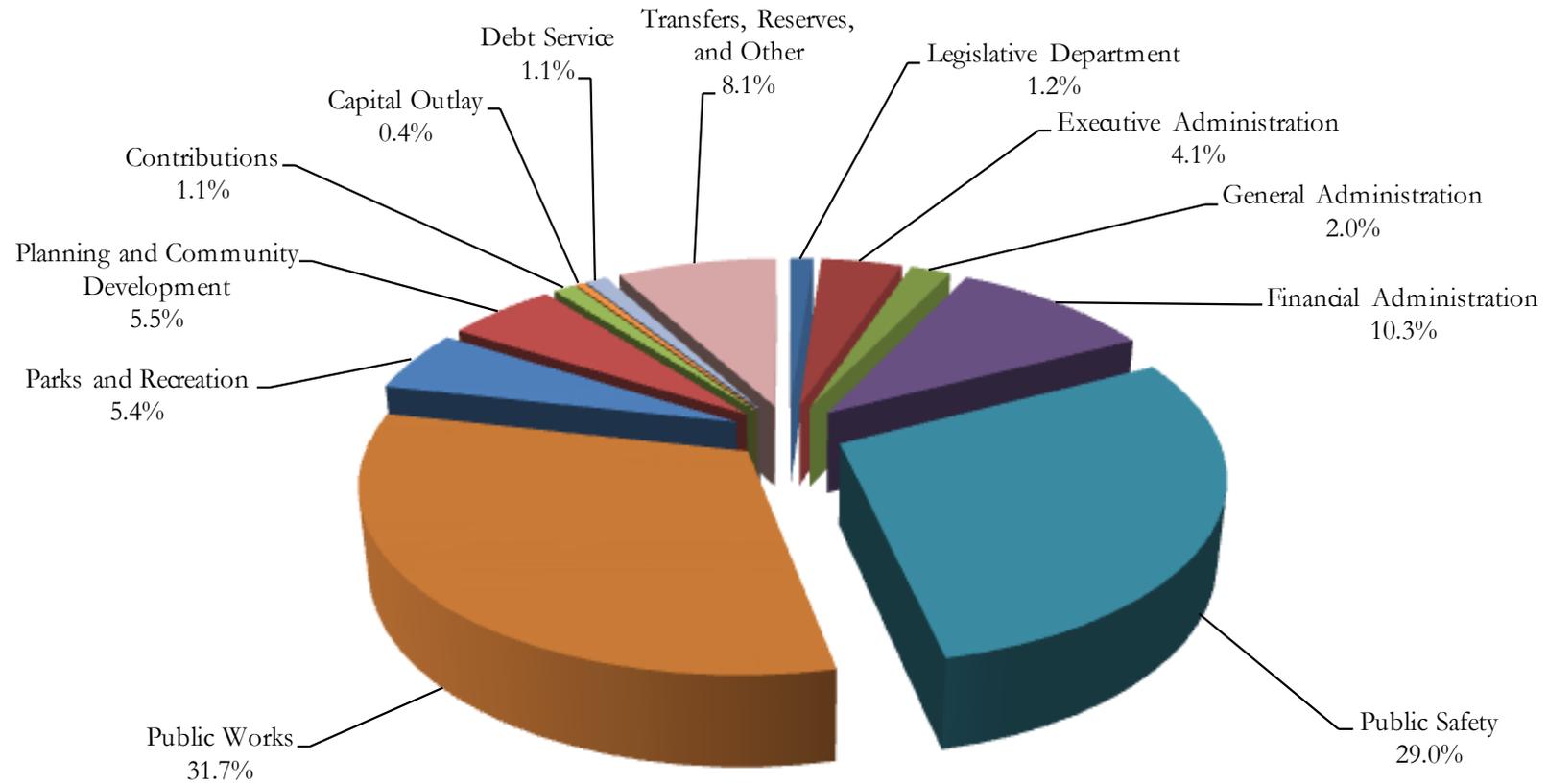
General Fund Budgeted Expenditures by Department

	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Proposed Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>GENERAL FUND EXPENDITURES:</u>							
Legislative Department	36,495	35,023	56,761	56,105	56,055	(50)	-0.09%
Executive Administration	73,262	75,883	180,083	187,610	197,740	10,130	5.40%
General Administration	46,958	49,088	86,457	93,475	98,215	4,740	5.07%
Financial Administration	343,792	358,644	387,744	421,250	491,400	70,150	16.65%
Electoral Board	0	1,658	0	2,025	0	(2,025)	-100.00%
Public Safety	1,452,471	1,433,595	1,299,755	1,327,240	1,390,724	63,484	4.78%
Public Works	1,318,209	1,375,118	1,338,803	1,507,770	1,520,356	12,586	0.83%
Parks and Recreation	203,624	190,834	214,513	218,050	257,650	39,600	18.16%
Planning and Community Development	195,244	210,846	187,965	300,325	265,460	(34,865)	-11.61%
Contributions	53,000	29,000	53,000	178,000	53,000	(125,000)	-70.22%
Capital Outlay	1,276,563	218,785	145,713	74,485	21,200	(53,285)	-71.54%
Debt Service	196,104	128,480	53,214	52,100	52,500	400	0.77%
Transfers, Reserves, and Other	201,039	843	576	112,000	388,676	276,676	247.03%
TOTAL GENERAL FUND EXPENDITURES:	5,396,761	4,107,797	4,004,584	4,530,435	4,792,976	262,541	5.80%

GENERAL FUND SUMMARIES, CONTINUED

Chart – General Fund Budgeted Expenditures by Department

**FY 2013 General Fund
Budgeted Expenditures by Category**



GENERAL FUND REVENUES

Account Number	Account Name	FY 2009 Actual Revenues	FY 2010 Actual Revenues	FY 2011 Actual Revenues	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
GENERAL FUND REVENUES:								
<i>Local Revenues:</i>								
<i>General Property Taxes</i>								
10-3110-0001	Real Property Taxes - Current	756,856	741,995	744,296	740,000	745,000	5,000	0.68%
10-3110-0002	Real Property Taxes - Delinquent	46,896	55,283	58,943	50,000	35,000	(15,000)	-30.00%
10-3110-0003	Personal Property Taxes - Current	218,722	204,355	181,932	180,000	180,000	0	0.00%
10-3110-0004	Personal Property Taxes - Delinquent	38,881	27,143	36,116	15,000	30,000	15,000	100.00%
10-3110-0005	Machinery & Tools Taxes - Current	2,483	5,860	1,720	3,000	1,500	(1,500)	-50.00%
10-3110-0006	Machinery & Tools Taxes - Delinquent	360	391	(125)	200	200	0	0.00%
10-3110-0007	Real Property Taxes Public Service Corp - Current	15,917	18,196	21,889	20,000	20,000	0	0.00%
10-3110-0008	Real Property Taxes Public Service Corp - Delinquent	0	0	113	150	0	(150)	-100.00%
10-3110-0009	Personal Property Taxes Public Service Corp - Current	0	0	0	0	200	200	0.00%
10-3110-0011	Penalties - All Property Taxes	11,953	12,449	13,796	9,000	5,500	(3,500)	-38.89%
10-3110-0012	Interest - All Property Taxes	9,612	6,699	8,555	4,500	3,000	(1,500)	-33.33%
		1,101,680	1,072,371	1,067,235	1,021,850	1,020,400	(1,450)	-0.14%
<i>Other Local Taxes</i>								
10-3120-0020	County Sales Taxes	205,454	180,407	189,043	180,000	185,000	5,000	2.78%
10-3120-0021	Consumer Utility Taxes	82,881	84,408	86,170	80,000	80,000	0	0.00%
10-3120-0022	Telecommunications Tax	98,032	98,442	97,955	98,000	95,000	(3,000)	-3.06%
10-3120-0023	Franchise License Taxes	148,090	175,542	185,327	155,000	170,000	15,000	9.68%
10-3120-0024	Cigarette Taxes	100,473	98,658	89,186	85,000	185,000	100,000	117.65%
10-3120-0025	Transient Occupancy Taxes	129,090	143,360	176,252	180,000	180,000	0	0.00%
10-3120-0026	Meals Taxes	855,044	887,187	914,462	895,000	910,000	15,000	1.68%
10-3120-0027	Vehicle License Taxes	93,534	101,420	92,003	90,000	90,000	0	0.00%
10-3120-0028	Public Right-of-Way Fees	25,627	30,647	25,663	25,000	25,000	0	0.00%
10-3120-0031	Penalties - All Other Local Taxes	13,770	7,988	7,757	6,000	6,000	0	0.00%
10-3120-0032	Interest - All Other Local Taxes	22	15	0	200	200	0	0.00%
		1,752,017	1,808,074	1,863,818	1,794,200	1,926,200	132,000	7.36%

GENERAL FUND REVENUES, CONTINUED

Account Number	Account Name	FY 2009 Actual Revenues	FY 2010 Actual Revenues	FY 2011 Actual Revenues	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<i>Permits/Licenses</i>								
10-3130-0040	Business, Professional, Occupational Licenses	346,438	341,656	333,448	330,000	330,000	0	0.00%
10-3130-0041	Penalties - Business, Professional, Occupational	2,800	1,103	1,691	1,000	1,000	0	0.00%
10-3130-0042	Development Permits and Fees	28,457	25,650	31,161	25,000	18,000	(7,000)	-28.00%
		377,695	368,409	366,300	356,000	349,000	(7,000)	-1.97%
<i>Fines/Forfeitures</i>								
10-3140-0060	Court Fines and Forfeitures	47,149	38,739	36,766	35,000	35,000	0	0.00%
10-3140-0061	Parking Fines	1,490	2,191	2,000	1,800	1,800	0	0.00%
		48,639	40,930	38,766	36,800	36,800	0	0.00%
<i>Revenue from the Use of Money & Property</i>								
10-3150-0080	Interest on Bank Deposits	27,240	20,788	16,021	13,000	15,000	2,000	15.38%
10-3150-0084	Rental of Recreational Properties	2,270	2,895	2,845	2,400	2,500	100	4.17%
		29,510	23,683	18,866	15,400	17,500	2,100	13.64%
<i>Charges for Services</i>								
10-3160-0090	Refuse Collection Fees	163,163	165,537	166,982	160,000	160,000	0	0.00%
10-3160-0110	Swimming Pool Fees	33,628	39,486	49,063	38,500	45,000	6,500	16.88%
10-3160-0111	Swimming Lessons	2,241	2,760	2,590	2,500	2,500	0	0.00%
10-3160-0112	Concessions	347	866	740	1,000	1,000	0	0.00%
		199,379	208,649	219,375	202,000	208,500	6,500	3.22%
<i>Miscellaneous Revenue</i>								
10-3170-0120	Miscellaneous Receipts	37,653	14,924	45,641	17,000	10,000	(7,000)	-41.18%
10-3170-0121	Gifts and Donations	38,985	800	7,595	1,000	2,500	1,500	150.00%
		76,638	15,724	53,236	18,000	12,500	(5,500)	-30.56%

GENERAL FUND REVENUES, CONTINUED

Account Number	Account Name	FY 2009 Actual Revenues	FY 2010 Actual Revenues	FY 2011 Actual Revenues	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>State Revenues</u>								
<u>Non-categorical Aid:</u>								
10-3210-0200	ABC Profits	0	0	0	0	0	0	0.00%
10-3210-0201	Rolling Stock Tax	3,941	4,278	4,338	4,000	4,000	0	0.00%
10-3210-0202	Motor Vehicle Rental Tax	598	459	457	500	500	0	0.00%
10-3210-0203	Personal Property Tax Reimbursement	106,753	106,753	106,753	106,700	106,700	0	0.00%
		111,292	111,490	111,548	111,200	111,200	0	0.00%
<u>Categorical Aid:</u>								
10-3220-0300	Law Enforcement Assistance Grant	113,149	103,702	102,484	91,000	95,000	4,000	4.40%
10-3220-0310	Distribution of Fire Program Funds	10,893	14,889	11,558	12,000	12,000	0	0.00%
10-3220-0315	Street and Highway Maintenance	610,254	606,267	636,446	640,000	685,000	45,000	7.03%
10-3220-0316	Local Government Challenge Grant	0	0	750	0	0	0	0.00%
10-3220-0320	Community Facilities Grant	3,406	13,847	0	0	0	0	0.00%
10-3220-0321	VHDA MUMI Planning Grant	0	10,000	0	0	0	0	0.00%
10-3220-0322	Dam Safety, Flood Prevention & Protection Grant	0	0	0	12,000	0	(12,000)	-100.00%
		737,702	748,705	751,238	755,000	792,000	37,000	4.90%
<u>Federal Revenues</u>								
<u>Categorical Aid:</u>								
10-3320-0500	Bulletproof Vest Partnership Grant Program	1,880	1,761	1,752	2,000	2,000	0	0.00%
10-3320-0501	Justice Assistance Grant Program	3,152	3,129	3,129	2,500	3,000	500	20.00%
10-3320-0503	State and Community Highway Safety Grant Program	7,575	1,524	7,579	5,000	5,000	0	0.00%
10-3320-0504	Alcohol Beverage Control Grant Program	0	0	0	0	0	0	0.00%
10-3320-0530	Transportation Enhancement Program	1,000,197	70,049	0	0	0	0	0.00%
10-3320-0531	USDA Cooperative Forestry Assistance Grant	0	5,177	9,136	36,200	0	(36,200)	-100.00%
		1,012,804	81,640	21,596	45,700	10,000	(35,700)	-78.12%
<u>Other Financing Sources:</u>								
<u>Non-Revenue Receipts:</u>								
10-3410-0600	Transfers from General Fund	200,000	0	0	0	0	0	0.00%
10-3410-0602	Transfers from Recreation Fund	0	35,947	0	0	0	0	0.00%
10-3410-0603	Sale of Land, Vehicles, Equipment, and Buildings	0	0	0	21,000	0	(21,000)	0.00%
10-3410-0604	Proceeds from Indebtedness	0	25,715	63,424	0	0	0	0.00%
10-3410-0605	Transfers from Unreserved Fund Balance	0	0	0	153,285	308,876	155,591	0.00%
		200,000	61,662	63,424	174,285	308,876	134,591	0.00%
TOTAL GENERAL FUND REVENUES:		5,647,356	4,541,337	4,575,402	4,530,435	4,792,976	262,541	5.80%

LEGISLATIVE DEPARTMENT

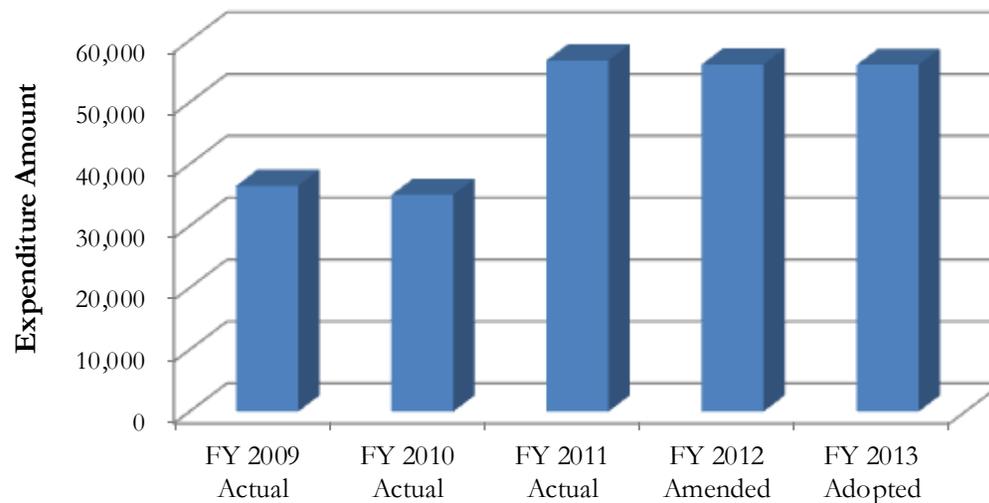
The Legislative Department consists of expenditures for the following:

Town Council: The Woodstock Town Council is comprised of an elected mayor and six Council members who function as the Town’s legislative body. The Town Council in its legislative role adopts all ordinances and resolutions and establishes the general policies of the Town. The Town Council meets regularly on the first Tuesday of each month. The Town Council for the fiscal year 2013 is as follows:

Jeremy D. McCleary, Mayor	
A. Paje Cross	Alicia Gutshall
Frank Haun	Stephen D. Heishman
Jackie Lambert	Michael Funkhouser

Town Clerk: The Town Clerk is primarily responsible for taking and preparing minutes for all meetings of the Town Council and Planning Commission.

Legislative Department



LEGISLATIVE DEPARTMENT

Town Council Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>LEGISLATIVE DEPARTMENT:</u>								
<u>TOWN COUNCIL:</u>								
<i>Salaries & Benefits:</i>								
10-4110-1100	Salaries & Wages – Regular	20,250	20,250	40,500	40,500	40,500	0	0.00%
<i>Employee Benefits:</i>								
10-4110-2100	FICA/Medicare - Employer	1,549	1,549	3,099	3,100	3,100	0	0.00%
10-4110-2500	Unemployment Insurance	0	246	0	250	400	150	60.00%
<i>Contractual Services:</i>								
10-4110-3300	Printing	0	0	1,732	0	800	800	0.00%
10-4110-3400	Advertising	873	908	715	800	500	(300)	-37.50%
10-4110-3800	Other Contractual Services	8,040	4,569	4,093	7,000	6,000	(1,000)	-14.29%
<i>Other Charges:</i>								
10-4110-4210	Postal Services	0	0	1,416	0	0	0	0.00%
10-4110-4510	Mileage	0	0	152	0	0	0	0.00%
10-4110-4520	Convention, Training, & Education	2,419	1,131	2,277	0	0	0	0.00%
<i>Materials and Supplies:</i>								
10-4110-5100	Materials and Supplies	198	798	148	200	200	0	0.00%
10-4110-5200	Office Supplies & Equipment	146	247	0	300	300	0	0.00%
10-4110-5300	Food Supplies & Food Services	1,289	2,837	912	1,500	1,800	300	20.00%
TOTAL TOWN COUNCIL EXPENDITURES:		34,764	32,535	55,044	53,650	53,600	(50)	-0.09%

LEGISLATIVE DEPARTMENT, CONTINUED

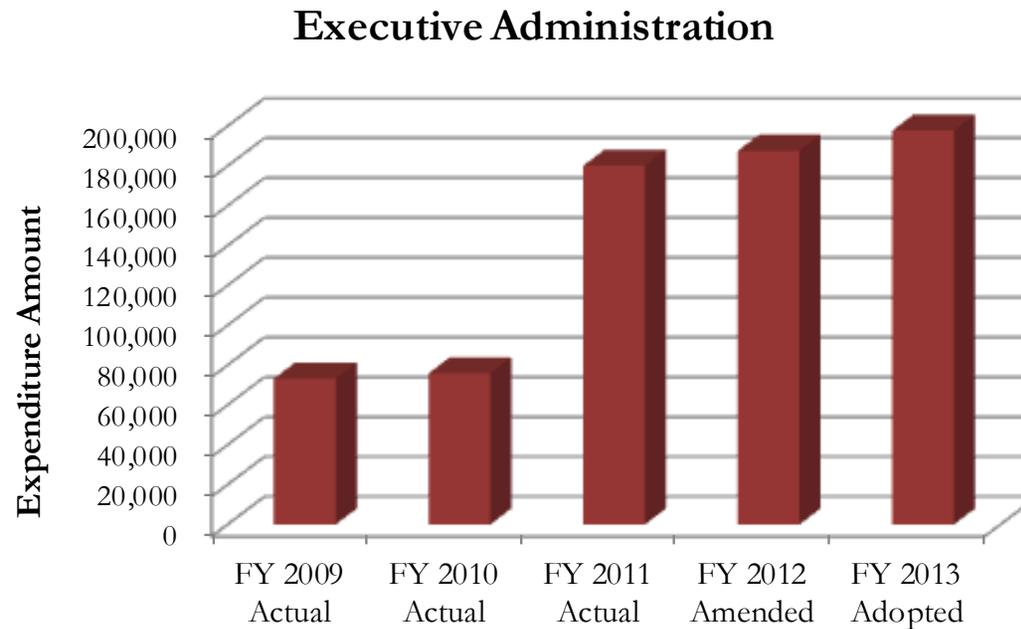
		<u>Town Clerk Expenditures</u>						
Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>TOWN CLERK:</u>								
<i>Salaries & Benefits:</i>								
10-4111-1100	Salaries & Wages – Regular	1,400	2,175	1,600	2,000	2,000	0	0.00%
<i>Employee Benefits:</i>								
10-4111-2100	FICA/Medicare - Employer	104	159	117	155	155	0	0.00%
<i>Materials and Supplies:</i>								
10-4111-5200	Office Supplies & Equipment	227	154	0	300	300	0	0.00%
TOTAL TOWN CLERK EXPENDITURES:		1,731	2,488	1,717	2,455	2,455	0	0.00%
TOTAL LEGISLATIVE EXPENDITURES:		36,495	35,023	56,761	56,105	56,055	(50)	-0.09%

EXECUTIVE ADMINISTRATION

The Executive Administration consists of expenditures for the following:

Town Manager: Appointed by the Town Council, the Town Manager is the chief executive officer of the Town and is responsible for overseeing all Town functions.

Assistant Town Manager: The Assistant Town Manager, who also serves as the Town Planner, supports the Town Manager in the administration of Town functions.



EXECUTIVE ADMINISTRATION

Town Manager Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>EXECUTIVE ADMINISTRATION:</u>								
<u>TOWN MANAGER:</u>								
<i>Salaries & Benefits:</i>								
10-4120-1100	Salaries & Wages – Regular	30,310	30,310	89,147	91,400	96,440	5,040	5.51%
<i>Employee Benefits:</i>								
10-4120-2100	FICA/Medicare - Employer	2,499	2,501	3,054	7,100	7,500	400	5.63%
10-4120-2210	Virginia Retirement System	5,302	5,301	12,445	16,150	16,700	550	3.41%
10-4120-2220	ICMA – Employer Contribution	286	286	8,144	840	840	0	0.00%
10-4120-2300	Hospital/Medical Plans	3,788	3,248	10,548	11,600	12,500	900	7.76%
10-4120-2400	Group Life Insurance	248	219	125	300	1,250	950	316.67%
10-4120-2500	Unemployment Insurance	70	93	123	75	50	(25)	-33.33%
10-4120-2600	Workers' Compensation	300	145	0	200	100	(100)	-50.00%
10-4120-2800	Employee Appreciation	300	300	300	300	300	0	0.00%
<i>Contractual Services:</i>								
10-4120-3120	Consulting Services	184	0	2,556	0	0	0	0.00%
10-4120-3300	Printing	0	23	175	150	150	0	0.00%
<i>Other Charges:</i>								
10-4120-4210	Postal Services	10	17	0	200	200	0	0.00%
10-4120-4220	Telecommunications	1,187	1,046	864	1,400	1,000	(400)	-28.57%
10-4120-4520	Convention, Training, & Education	911	2,077	1,346	2,000	2,000	0	0.00%
10-4120-4610	Association and Membership Dues	1,814	1,643	1,775	2,000	2,000	0	0.00%
10-4120-4620	Books/Subscriptions/Educational	79	0	0	500	500	0	0.00%
<i>Materials and Supplies:</i>								
10-4120-5100	Materials and Supplies	311	876	539	500	500	0	0.00%
10-4120-5200	Office Supplies & Equipment	450	693	100	700	700	0	0.00%
10-4120-5300	Food Supplies & Food Services	527	1,372	497	750	750	0	0.00%
TOTAL TOWN MANAGER EXPENDITURES:		48,576	50,150	131,738	136,165	143,480	7,315	5.37%

EXECUTIVE ADMINISTRATION, CONTINUED

Assistant Town Manager Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>ASSISTANT TOWN MANAGER:</u>								
<i>Salaries & Benefits:</i>								
10-4121-1100	Salaries & Wages – Regular	17,932	17,716	35,432	36,350	38,400	2,050	5.64%
<i>Employee Benefits:</i>								
10-4121-2100	FICA/Medicare - Employer	1,405	1,357	2,714	2,800	3,000	200	7.14%
10-4121-2210	Virginia Retirement System	3,099	3,098	6,247	6,400	6,700	300	4.69%
10-4121-2300	Hospital/Medical Plans	1,224	1,290	2,850	3,135	3,400	265	8.45%
10-4121-2400	Group Life Insurance	145	128	50	200	500	300	150.00%
10-4121-2500	Unemployment Insurance	48	24	62	35	35	0	0.00%
10-4121-2600	Workers' Compensation	300	145	0	300	100	(200)	-66.67%
10-4121-2800	Employee Appreciation	125	125	125	125	125	0	0.00%
<i>Contractual Services:</i>								
10-4121-3300	Printing	0	0	0	300	200	(100)	-33.33%
<i>Other Charges:</i>								
10-4121-4210	Postal Services	46	36	0	250	250	0	0.00%
10-4121-4510	Mileage	139	116	180	250	250	0	0.00%
10-4121-4520	Convention, Training, & Education	100	50	326	500	500	0	0.00%
10-4121-4610	Association and Membership Dues	0	25	165	200	200	0	0.00%
10-4121-4620	Books/Subscriptions/Educational	0	0	70	100	100	0	0.00%
<i>Materials and Supplies:</i>								
10-4121-5200	Office Supplies & Equipment	123	1,623	125	500	500	0	0.00%
TOTAL ASSISTANT TOWN MANAGER EXPENDITURES:		24,686	25,733	48,346	51,445	54,260	2,815	5.47%
TOTAL EXECUTIVE ADMINISTRATION:		73,262	75,883	180,084	187,610	197,740	10,130	5.40%

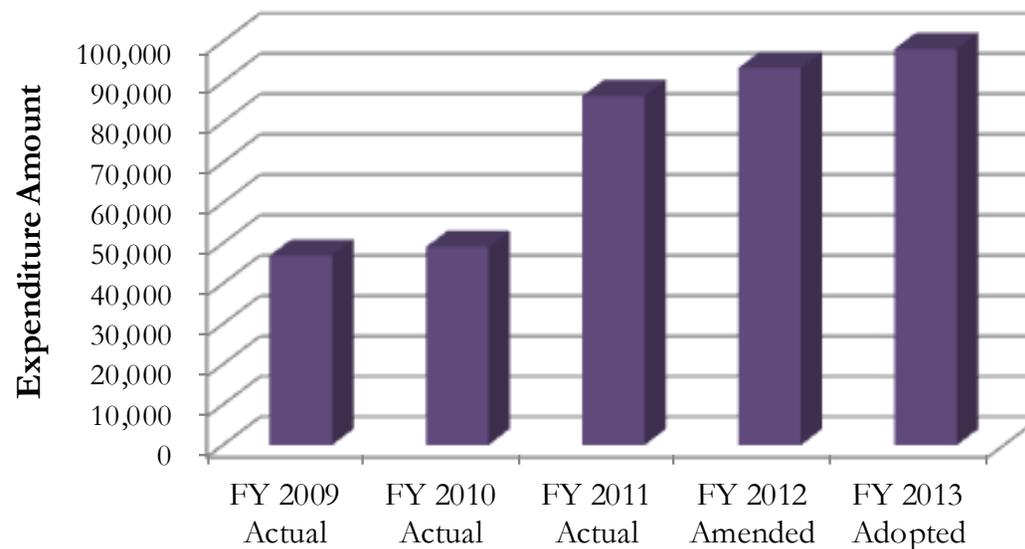
GENERAL ADMINISTRATION

The General Administration consists of expenditures for the following:

Town Attorney: The Town Attorney provides legal counsel and advice for the Town Council, Town Manager, and Town staff.

Risk Manager: The Risk Manager, who also serves as the Assistant Town Planner, is primarily responsible for the supervision, development, and coordination of a comprehensive safety and accident prevention program for the Town.

General Administration



GENERAL ADMINISTRATION

Town Attorney Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
GENERAL ADMINISTRATION:								
TOWN ATTORNEY:								
<i>Salaries & Benefits:</i>								
10-4130-1100	Salaries & Wages - Regular	19,696	19,696	39,392	40,370	40,370	0	0.00%
<i>Employee Benefits:</i>								
10-4130-2100	FICA/Medicare - Employer	1,544	1,507	3,013	3,050	3,100	50	1.64%
10-4130-2600	Workers' Compensation	44	44	33	50	50	0	0.00%
<i>Contractual Services:</i>								
10-4130-3140	Legal Services	6,766	6,355	6,993	8,000	8,000	0	0.00%
10-4130-3160	Recording Costs	74	0	0	0	0	0	0.00%
<i>Other Charges:</i>								
10-4130-4520	Convention, Training, & Education	155	0	0	200	200	0	0.00%
10-4130-4610	Association and Membership Dues	220	375	220	500	550	50	10.00%
TOTAL TOWN ATTORNEY EXPENDITURES:		28,499	27,977	49,651	52,170	52,270	100	0.19%

GENERAL ADMINISTRATION, CONTINUED

Risk Manager Expenditures

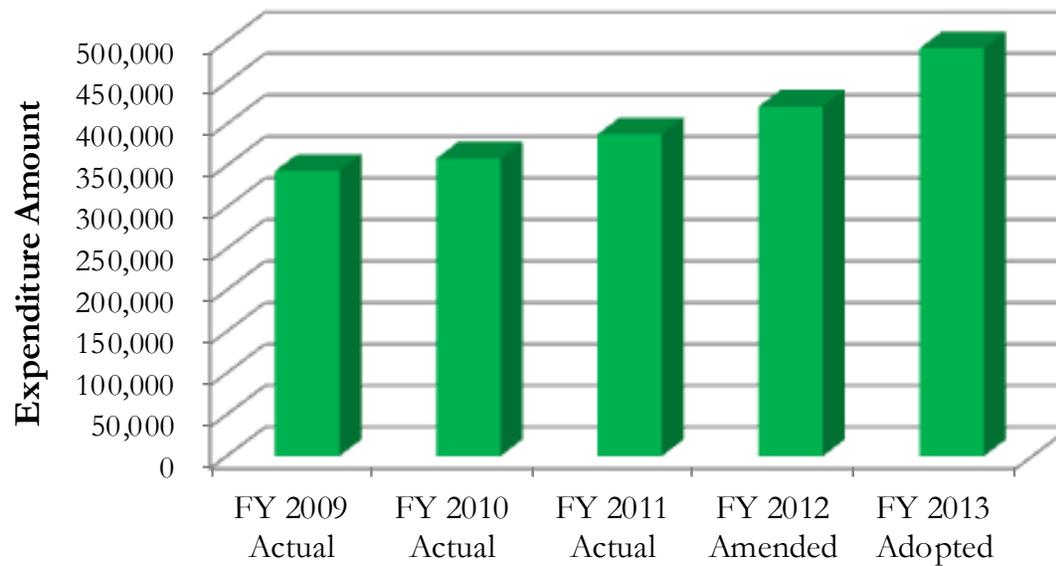
Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>RISK MANAGER:</u>								
<i>Salaries & Benefits:</i>								
10-4131-1100	Salaries & Wages - Regular	11,330	11,330	22,660	23,250	24,600	1,350	5.81%
<i>Employee Benefits:</i>								
10-4131-2100	FICA/Medicare - Employer	856	849	1,667	1,800	1,900	100	5.56%
10-4131-2210	Virginia Retirement System	1,982	1,982	3,995	4,100	4,300	200	4.88%
10-4131-2220	ICMA – Employer Contribution	105	101	210	105	210	105	100.00%
10-4131-2300	Hospital/Medical Plans	1,571	1,839	4,062	5,900	6,200	300	5.08%
10-4131-2400	Group Life Insurance	93	82	32	115	350	235	204.35%
10-4131-2500	Unemployment Insurance	16	24	62	35	35	0	0.00%
10-4131-2600	Workers' Compensation	350	145	0	125	125	0	0.00%
10-4131-2720	Educational Assistance	0	0	3,000	3,000	3,000	0	0.00%
10-4131-2800	Employee Appreciation	125	125	125	125	125	0	0.00%
<i>Contractual Services:</i>								
10-4131-3300	Printing	333	0	127	200	200	0	0.00%
<i>Other Charges:</i>								
10-4131-4210	Postal Services	0	55	21	300	150	(150)	-50.00%
10-4131-4510	Mileage	209	252	203	250	250	0	0.00%
10-4131-4520	Convention, Training, & Education	415	965	108	800	1,500	700	87.50%
10-4131-4610	Association and Membership Dues	160	160	260	300	200	(100)	-33.33%
10-4131-4620	Books/Subscriptions/Educational	0	(80)	0	100	100	0	0.00%
10-4131-4630	Training – Sponsored by Locality	0	35	0	0	2,000	2,000	0.00%
<i>Materials and Supplies:</i>								
10-4131-5200	Office Supplies & Equipment	427	2,441	35	500	400	(100)	-20.00%
10-4131-5300	Food Supplies & Food Service	487	611	239	300	300	0	0.00%
10-4131-5700	Uniforms and Wearing Apparel	0	195	0	0	0	0	0.00%
TOTAL RISK MANAGER EXPENDITURES:		18,459	21,111	36,806	41,305	45,945	4,640	11.23%
TOTAL GENERAL ADMINISTRATION:		46,958	49,088	86,457	93,475	98,215	4,740	5.07%

FINANCIAL ADMINISTRATION

The Financial Administration consists of expenditures for the Department of Finance.

Department of Finance: The Department of Finance is primarily responsible for collecting and disbursing Town funds, developing the budget, and providing financial information and advice to the Town Council, Town Manager, and Town staff.

Financial Administration



FINANCIAL ADMINISTRATION

Department of Finance Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>FINANCIAL ADMINISTRATION:</u>								
<u>DEPARTMENT OF FINANCE:</u>								
<i>Salaries & Benefits:</i>								
10-4140-1100	Salaries & Wages – Regular	140,513	151,875	137,610	157,000	195,000	38,000	24.20%
10-4140-1200	Salaries & Wages – Overtime	367	314	960	500	700	200	40.00%
<i>Employee Benefits:</i>								
10-4140-2100	FICA/Medicare - Employer	10,539	11,090	10,079	12,100	15,200	3,100	25.62%
10-4140-2210	Virginia Retirement System	26,544	26,600	26,813	29,000	34,000	5,000	17.24%
10-4140-2220	ICMA – Employer Contribution	1,260	1,260	1,260	1,300	1,700	400	30.77%
10-4140-2300	Hospital/Medical Plans	17,638	22,062	35,047	31,000	42,000	11,000	35.48%
10-4140-2400	Group Life Insurance	1,244	1,101	213	1,500	2,600	1,100	73.33%
10-4140-2500	Unemployment Insurance	59	232	185	200	200	0	0.00%
10-4140-2600	Workers' Compensation	900	660	654	900	900	0	0.00%
10-4140-2800	Employee Appreciation	700	700	700	700	900	200	28.57%
<i>Contractual Services:</i>								
10-4140-3110	Accounting & Auditing Services	11,225	11,500	24,300	25,000	27,000	2,000	8.00%
10-4140-3210	Repairs and Maintenance	479	0	148	3,000	2,500	(500)	-16.67%
10-4140-3220	Service Contracts	35,738	29,428	56,236	46,500	50,000	3,500	7.53%
10-4140-3300	Printing	9,839	8,391	6,483	9,500	9,500	0	0.00%
10-4140-3400	Advertising	400	988	226	600	600	0	0.00%

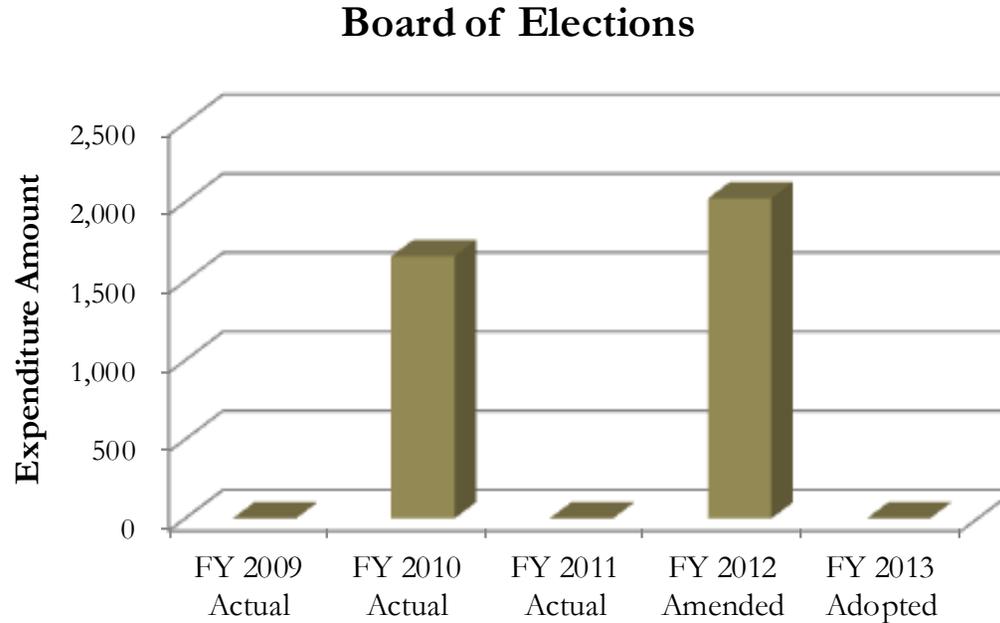
FINANCIAL ADMINISTRATION, CONTINUED

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<i>Other Charges:</i>								
10-4140-4210	Postal Services	9,989	10,415	9,979	12,000	12,000	0	0.00%
10-4140-4220	Telecommunications	4,265	3,783	4,196	5,000	5,000	0	0.00%
10-4140-4310	Vehicle Liability Insurance	19,000	17,000	11,518	20,000	17,000	(3,000)	-15.00%
10-4140-4320	General Liability Insurance	23,714	28,000	30,367	32,000	32,000	0	0.00%
10-4140-4410	Lease of Equipment	10,435	10,341	10,228	13,000	15,000	2,000	15.38%
10-4140-4510	Mileage	107	862	238	600	600	0	0.00%
10-4140-4520	Convention, Training, & Education	2,218	3,106	1,570	2,800	2,800	0	0.00%
10-4140-4610	Association and Membership Dues	4,112	2,799	2,609	2,600	2,700	100	3.85%
10-4140-4620	Books/Subscriptions/Educational	210	224	556	800	800	0	0.00%
<i>Materials and Supplies:</i>								
10-4140-5100	Materials & Supplies	7,295	851	10,092	3,500	10,500	7,000	200.00%
10-4140-5200	Office Supplies & Equipment	4,977	13,998	5,027	10,000	10,000	0	0.00%
10-4140-5300	Food Supplies & Food Service	25	1,064	450	150	200	50	33.33%
10-4140-5700	Uniforms and Wearing Apparel	0	0	0	0	0	0	0.00%
TOTAL DEPARTMENT OF FINANCE EXPENDITURES:		343,792	358,644	387,744	421,250	491,400	70,150	16.65%
TOTAL FINANCIAL ADMINISTRATION:		343,792	358,644	387,744	421,250	491,400	70,150	16.65%

BOARD OF ELECTIONS

The Board of Elections consists of expenditures for the Electoral Board and Officials.

Electoral Board and Officials: The Electoral Board and Officials provides for the Town elections, which occur on a bi-annual basis. Council members serve four-year terms on a staggered election cycle with three members on one and four members on the other.



BOARD OF ELECTIONS

Electoral Board and Officials Expenditures

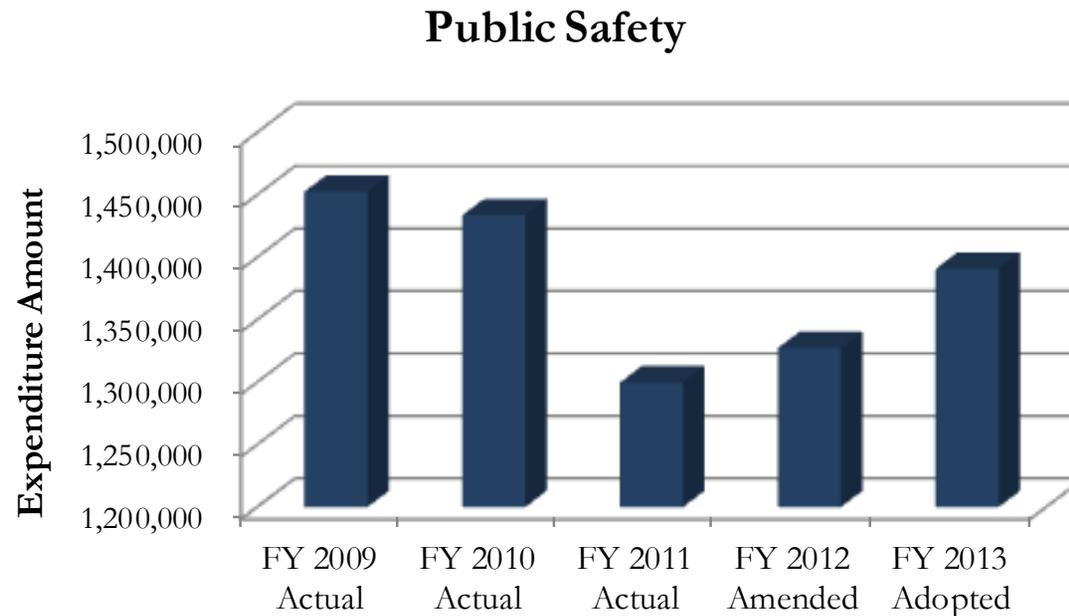
Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>BOARD OF ELECTIONS:</u>								
<u>ELECTORAL BOARD & OFFICIALS:</u>								
<i>Salaries & Benefits:</i>								
10-4150-1100	Salaries & Wages - Regular	0	1,060	0	1,200	0	(1,200)	-100.00%
<i>Contractual Services:</i>								
10-4150-3300	Printing	0	152	0	250	0	(250)	-100.00%
10-4150-3400	Advertising	0	22	0	50	0	(50)	-100.00%
<i>Other Charges:</i>								
10-4150-4210	Postal Services	0	16	0	25	0	(25)	-100.00%
<i>Materials and Supplies:</i>								
10-4150-5100	Materials and Supplies	0	408	0	500	0	(500)	-100.00%
TOTAL ELECTORAL BOARD & OFFICIALS		0	1,658	0	2,025	0	(2,025)	-100.00%
TOTAL BOARD OF ELECTIONS EXPENDITURES:		0	1,658	0	2,025	0	(2,025)	-100.00%

PUBLIC SAFETY

Public Safety consists of expenditures for the following:

Police Department: The Police Department is responsible for the enforcement of the laws of the Town of Woodstock and the Commonwealth of Virginia and the protection of Town citizens and property.

Fire and Emergency Medical Services: The Fire and Emergency Medical Services provides for the pass-through of grant funding to the Town’s volunteer fire department.



PUBLIC SAFETY

Police Department Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>PUBLIC SAFETY:</u>								
<u>POLICE DEPARTMENT:</u>								
<i>Salaries & Benefits:</i>								
10-4210-1100	Salaries & Wages – Regular	824,395	770,032	714,585	714,000	747,000	33,000	4.62%
10-4210-1200	Salaries & Wages – Overtime	46,107	45,413	33,035	35,000	42,000	7,000	20.00%
10-4210-1300	Salaries & Wages – Holiday	64,931	49,447	41,843	45,000	51,000	6,000	13.33%
<i>Employee Benefits:</i>								
10-4210-2100	FICA/Medicare - Employer	70,674	67,737	62,274	62,000	64,224	2,224	3.59%
10-4210-2210	Virginia Retirement System	141,706	137,026	125,164	127,500	130,000	2,500	1.96%
10-4210-2220	ICMA – Employer Contribution	6,177	5,950	5,228	6,000	6,000	0	0.00%
10-4210-2300	Hospital/Medical Plans	117,482	118,681	120,835	145,000	152,000	7,000	4.83%
10-4210-2400	Group Life Insurance	6,644	5,676	1,133	7,140	9,400	2,260	31.65%
10-4210-2500	Unemployment Insurance	410	957	1,240	1,400	1,400	0	0.00%
10-4210-2600	Workers' Compensation	16,439	15,600	19,983	30,000	32,000	2,000	6.67%
10-4210-2710	Allowance – Uniform Cleaning	6,000	5,200	5,200	6,000	6,000	0	0.00%
10-4210-2800	Employee Appreciation	3,550	3,650	3,250	3,850	3,850	0	0.00%
10-4210-2900	Accrued Annual and Sick Leave	23,515	51,125	49,688	0	0	0	0.00%
<i>Contractual Services:</i>								
10-4210-3150	Translation Services	690	975	795	1,400	1,400	0	0.00%
10-4210-3210	Repairs and Maintenance	17,869	15,490	15,820	13,000	18,000	5,000	38.46%
10-4210-3220	Service Contracts	6,187	6,318	4,784	7,500	7,500	0	0.00%
10-4210-3300	Printing	355	148	107	400	400	0	0.00%
10-4210-3400	Advertising	26	25	25	150	150	0	0.00%

PUBLIC SAFETY, CONTINUED

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<i>Other Charges:</i>								
10-4210-4210	Postal Services	214	139	127	300	300	0	0.00%
10-4210-4220	Telecommunications	11,715	11,400	12,246	12,500	13,000	500	4.00%
10-4210-4520	Convention, Training, & Education	8,422	12,065	11,903	15,000	15,000	0	0.00%
10-4210-4610	Association and Membership Dues	225	410	225	500	500	0	0.00%
10-4210-4620	Books/Subscriptions/Educational	631	224	342	400	400	0	0.00%
<i>Materials and Supplies:</i>								
10-4210-5100	Materials & Supplies	7,166	3,414	1,402	6,000	6,000	0	0.00%
10-4210-5200	Office Supplies & Equipment	4,075	7,388	8,316	7,200	7,200	0	0.00%
10-4210-5500	Police Supplies & Equipment	14,395	12,812	10,838	22,000	15,000	(7,000)	-31.82%
10-4210-5600	Vehicle and Powered Equipment	24,008	51,054	26,421	28,000	34,000	6,000	21.43%
10-4210-5700	Uniforms and Wearing Apparel	17,570	20,350	11,388	18,000	15,000	(3,000)	-16.67%
TOTAL POLICE DEPARTMENT EXPENDITURES:		1,441,578	1,418,706	1,288,197	1,315,240	1,378,724	63,484	4.83%

Fire and Emergency Medical Services Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>FIRE & EMERGENCY MEDICAL SERVICES:</u>								
<i>Contractual Services:</i>								
10-4220-3610	Distribution of State Fire Program	10,893	14,889	11,558	12,000	12,000	0	0.00%
TOTAL FIRE & EMERGENCY MEDICAL		10,893	14,889	11,558	12,000	12,000	0	0.00%
TOTAL PUBLIC SAFETY EXPENDITURES:		1,452,471	1,433,595	1,299,755	1,327,240	1,390,724	63,484	4.78%

PUBLIC WORKS

Public Works consists of expenditures for the following functions:

Public Works General Administration: The Public Works General Administration is responsible for the supervision and administration of the public works functions.

Street Maintenance: The Street Maintenance function is responsible for the maintenance of over sixty lane miles of streets and roads within the Town. These functions include street repairs and paving, road striping, pavement marking, sign maintenance, sidewalk repair, curb and gutter repair, and storm sewer maintenance and repair. These functions also include mowing, trash and debris pickup, brush pickup, and leaf collection.

Street Lighting: The Street Lighting function is responsible for the installation and maintenance of new and existing street lights and the cost of electricity for the lighting.

Street Cleaning: The Street Cleaning function is responsible for the street sweeping operations of the Town.

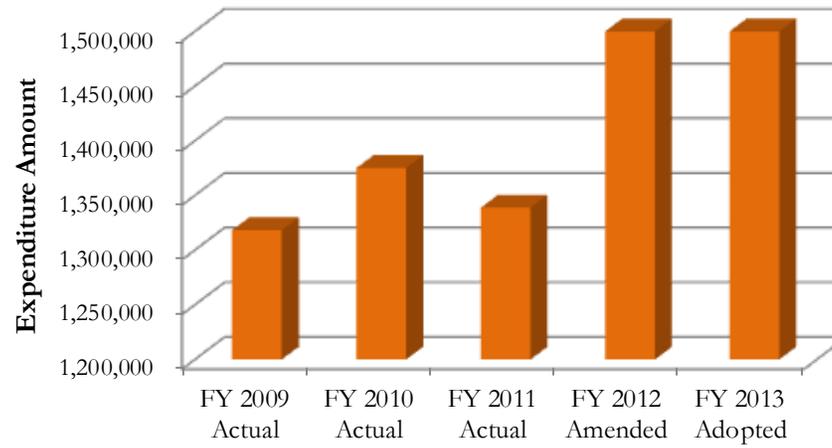
Snow and Ice Removal: The Snow and Ice Removal function consists of the plowing, scraping, and removing of snow and ice on the Town's streets and roads.

Refuse Collection and Disposal: The Refuse Collection and Disposal function is responsible for the collection and disposal of residential refuse and recyclables.

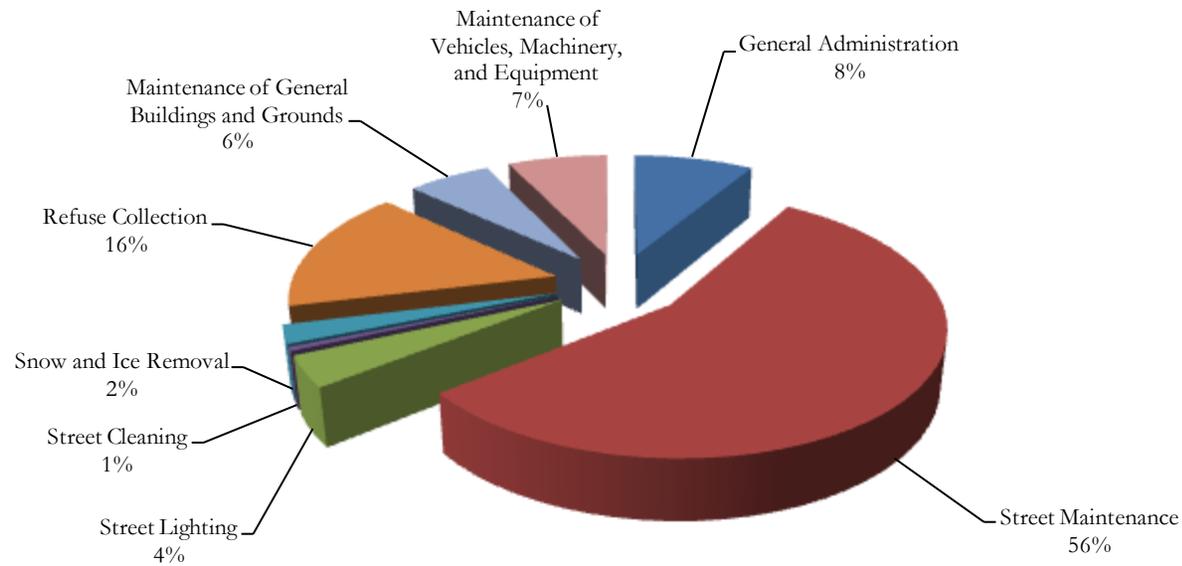
Maintenance of General Buildings and Grounds: The General Buildings and Grounds Maintenance function is responsible for the maintenance of all Town-owned and operated buildings except for the public utilities facilities. This includes expenditures for general maintenance, custodial maintenance, and electric and heating services for those facilities.

Maintenance of Vehicles, Machinery, and Equipment: The Vehicles, Machinery, and Equipment function is responsible for the maintenance and repair of Town-owned vehicles, machinery, and equipment except for the public utilities vehicles, machinery, and equipment.

Public Works



FY 2013 Budgeted Expenditures by Function



PUBLIC WORKS

Public Works - General Administration Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>PUBLIC WORKS:</u>								
<u>GENERAL ADMINISTRATION:</u>								
<i>Salaries & Benefits:</i>								
10-4310-1100	Salaries & Wages – Regular	28,406	28,362	72,224	84,600	88,500	3,900	4.61%
10-4310-1200	Salaries & Wages – Overtime	0	0	38	0	116	116	0.00%
<i>Employee Benefits:</i>								
10-4310-2100	FICA/Medicare - Employer Contribution	2,227	2,222	5,349	6,500	6,850	350	5.38%
10-4310-2210	Virginia Retirement System	5,682	5,774	13,610	10,600	12,700	2,100	19.81%
10-4310-2220	ICMA – Employer Contribution	462	462	739	630	420	(210)	-33.33%
10-4310-2300	Hospital/Medical Plans	5,802	6,115	13,717	12,100	13,000	900	7.44%
10-4310-2400	Group Life Insurance	266	239	186	350	900	550	157.14%
10-4310-2500	Unemployment Insurance	51	93	99	145	50	(95)	-65.52%
10-4310-2600	Workers' Compensation	300	145	0	300	100	(200)	-66.67%
10-4310-2800	Employee Appreciation	450	450	527	450	450	0	0.00%
<i>Contractual Services:</i>								
10-4310-3210	Repairs and Maintenance	0	140	0	500	500	0	0.00%
10-4310-3220	Service Contracts	0	0	174	350	250	(100)	-28.57%
<i>Other Charges:</i>								
10-4310-4220	Telecommunications	3,148	2,538	3,295	4,500	4,500	0	0.00%
10-4310-4510	Mileage	35	0	0	200	0	(200)	-100.00%
10-4310-4520	Convention, Training, & Education	239	607	200	750	500	(250)	-33.33%
<i>Materials and Supplies:</i>								
10-4310-5200	Office Supplies & Equipment	783	1,773	1,160	1,500	1,500	0	0.00%
10-4310-5700	Uniforms and Wearing Apparel	182	66	35	500	500	0	0.00%
TOTAL GENERAL ADMINISTRATION EXPENDITURES:		48,033	48,986	111,353	123,975	130,836	6,861	5.53%

PUBLIC WORKS, CONTINUED

Street Maintenance Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>STREET MAINTENANCE:</u>								
<i>Salaries & Benefits:</i>								
10-4320-1100	Salaries & Wages – Regular	226,653	212,644	229,789	289,000	285,000	(4,000)	-1.38%
10-4320-1200	Salaries & Wages – Overtime	19,667	17,217	13,136	20,000	18,000	(2,000)	-10.00%
<i>Employee Benefits:</i>								
10-4320-2100	FICA/Medicare - Employer Contribution	18,618	17,340	18,163	23,500	24,500	1,000	4.26%
10-4320-2210	Virginia Retirement System	43,264	44,436	44,792	54,000	54,500	500	0.93%
10-4320-2220	ICMA – Employer Contribution	1,781	1,781	1,781	2,500	2,000	(500)	-20.00%
10-4320-2300	Hospital/Medical Plans	42,692	44,999	49,704	75,500	83,000	7,500	9.93%
10-4320-2400	Group Life Insurance	2,028	1,840	278	2,675	4,200	1,525	57.01%
10-4320-2500	Unemployment Insurance	137	394	498	700	500	(200)	-28.57%
10-4320-2600	Workers' Compensation	11,720	14,848	15,699	25,000	26,000	1,000	4.00%
10-4320-2800	Employee Appreciation	1,600	1,600	1,600	2,200	2,200	0	0.00%
10-4320-2900	Accrued Annual & Sick Leave	0	0	0	11,000	0	(11,000)	-100.00%
<i>Contractual Services:</i>								
10-4320-3130	Engineering & Architectural Services	0	2,200	17,484	15,000	15,000	0	0.00%
10-4320-3210	Repairs and Maintenance	29,429	36,731	47,491	40,000	40,000	0	0.00%
10-4320-3220	Service Contracts	353,156	327,565	302,053	220,000	240,000	20,000	9.09%
10-4320-3400	Advertising	0	0	431	500	500	0	0.00%
10-4320-3500	Laundry & Dry Cleaning	4,906	5,182	5,566	8,000	8,000	0	0.00%
<i>Other Charges:</i>								
10-4320-4220	Telecommunications	416	158	135	500	250	(250)	-50.00%
10-4330-4410	Lease of Equipment	371	1,114	0	3,000	5,000	2,000	66.67%
10-4320-4510	Mileage	0	0	22	0	0	0	0.00%
10-4320-4520	Convention, Training, & Education	830	48	834	750	1,000	250	33.33%

PUBLIC WORKS, CONTINUED

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<i>Materials and Supplies:</i>								
10-4320-5100	Materials and Supplies	52,768	53,545	29,305	30,000	35,000	5,000	16.67%
10-4320-5200	Office Supplies & Equipment	175	528	1,589	1,000	1,000	0	0.00%
10-4320-5300	Food Supplies and Food Service	3,887	2,291	764	900	900	0	0.00%
10-4320-5700	Uniforms and Wearing Apparel	462	571	387	1,600	1,600	0	0.00%
TOTAL STREET MAINTENANCE EXPENDITURES:		814,560	787,032	781,501	827,325	848,150	20,825	2.52%

Street Lighting Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>STREET LIGHTING:</u>								
<i>Other Charges:</i>								
10-4321-4110	Electrical Services	57,657	47,598	53,652	62,000	60,000	(2,000)	-3.23%
<i>Materials and Supplies:</i>								
10-4321-5100	Materials and Supplies	0	0	0	0	0	0	0.00%
TOTAL STREET LIGHTING EXPENDITURES:		57,657	47,598	53,652	62,000	60,000	(2,000)	-3.23%

PUBLIC WORKS, CONTINUED

Street Cleaning Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>STREET CLEANING:</u>								
<i>Salaries & Benefits:</i>								
10-4322-1100	Salaries & Wages – Regular	4,315	4,226	4,286	5,000	5,500	500	10.00%
10-4322-1200	Salaries & Wages – Overtime	25	0	0	0	0	0	0.00%
<i>Employee Benefits</i>								
10-4322-2100	FICA/Medicare – Employer Contribution	310	304	311	450	500	50	11.11%
10-4322-2600	Workers’ Compensation	3,500	293	196	1,800	1,000	(800)	-44.44%
<i>Materials and Supplies:</i>								
10-4322-5100	Materials and Supplies	0	0	0	500	500	0	0.00%
TOTAL STREET CLEANING EXPENDITURES:		8,150	4,823	4,793	7,750	7,500	(250)	-3.23%

PUBLIC WORKS, CONTINUED

Snow and Ice Removal Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>SNOW & ICE REMOVAL:</u>								
<i>Salaries & Benefits:</i>								
10-4323-1100	Salaries & Wages – Regular	3,057	5,788	4,554	8,000	8,500	500	6.25%
10-4323-1200	Salaries & Wages – Overtime	3,771	26,905	3,412	10,000	10,000	0	0.00%
<i>Employee Benefits</i>								
10-4323-2100	FICA/Medicare – Employer Contribution	467	2,426	584	1,400	1,450	50	3.57%
<i>Contractual Services:</i>								
10-4320-3220	Service Contracts	0	9,320	0	2,500	2,500	0	0.00%
<i>Materials and Supplies:</i>								
10-4323-5100	Materials and Supplies	843	3,529	1,585	2,000	2,000	0	0.00%
10-4323-5300	Food Service & Food Supplies	488	3,165	647	1,000	1,000	0	0.00%
10-4323-5400	Chemical Supplies	8,827	27,895	9,858	10,000	10,000	0	0.00%
TOTAL SNOW & ICE REMOVAL EXPENDITURES:		17,453	79,028	20,640	34,900	35,450	550	1.58%

PUBLIC WORKS, CONTINUED

Refuse Collection Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>REFUSE COLLECTION:</u>								
<i>Salaries & Benefits:</i>								
10-4330-1100	Salaries & Wages – Regular	79,433	81,614	78,743	0	0	0	0.00%
10-4330-1200	Salaries & Wages – Overtime	491	178	467	0	0	0	0.00%
<i>Employee Benefits:</i>								
10-4330-2100	FICA/Medicare - Employer Contribution	6,160	6,156	5,890	0	0	0	0.00%
10-4330-2210	Virginia Retirement System	15,659	15,073	15,248	0	0	0	0.00%
10-4330-2220	ICMA – Employer Contribution	420	420	420	0	0	0	0.00%
10-4330-2300	Hospital/Medical Plans	15,035	18,408	21,948	0	0	0	0.00%
10-4330-2400	Group Life Insurance	734	624	122	0	0	0	0.00%
10-4330-2500	Unemployment Insurance	42	139	165	0	0	0	0.00%
10-4330-2600	Workers' Compensation	3,000	4,080	5,265	0	0	0	0.00%
10-4330-2800	Employee Appreciation	400	600	600	0	0	0	0.00%
<i>Contractual Services:</i>								
10-4330-3220	Service Contracts	0	0	110	190,000	185,000	(5,000)	-2.63%
10-4330-3400	Advertising	791	332	689	250	250	0	0.00%
10-4330-3500	Laundry and Dry Cleaning	2,488	2,654	2,829	0	0	0	0.00%
10-4330-3800	Other Contractual Services	55,513	52,708	52,263	57,000	53,000	(4,000)	-7.02%
<i>Other Charges:</i>								
10-4330-4410	Lease of Equipment	0	0	850	0	0	0	0.00%
<i>Materials and Supplies:</i>								
10-4330-5100	Materials and Supplies	1,785	2,288	2,073	0	0	0	0.00%
10-4330-5700	Uniforms and Wearing Apparel	1,527	1,764	649	0	0	0	0.00%
TOTAL REFUSE COLLECTION EXPENDITURES:		183,478	187,038	188,331	247,250	238,250	(9,000)	-3.64%

PUBLIC WORKS, CONTINUED

Maintenance of General Buildings and Grounds Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>MAINTENANCE OF GENERAL BUILDINGS & GROUNDS:</u>								
<i>Salaries & Benefits:</i>								
10-4340-1100	Salaries & Wages – Regular	1,363	4,617	2,310	5,500	5,500	0	0.00%
10-4340-1200	Salaries & Wages – Overtime	0	0	90	200	200	0	0.00%
<i>Employee Benefits:</i>								
10-4340-2100	FICA/Medicare - Employer Contribution	103	345	179	400	500	100	25.00%
10-4340-2600	Workers' Compensation	35	21	33	50	50	0	0.00%
<i>Contractual Services:</i>								
10-4340-3210	Repairs and Maintenance	9,949	41,377	2,976	12,000	12,000	0	0.00%
10-4340-3220	Service Contracts	19,048	12,254	16,932	18,500	19,500	1,000	5.41%
<i>Other Charges:</i>								
10-4340-4110	Electrical Services	19,190	19,923	17,198	19,000	19,000	0	0.00%
10-4340-4120	Heating Services	14,906	15,130	10,849	16,000	16,000	0	0.00%
<i>Materials and Supplies:</i>								
10-4340-5100	Materials and Supplies	19,990	11,180	10,897	13,000	13,000	0	0.00%
10-4340-5800	Janitorial Supplies	2,839	6,963	4,876	5,500	5,500	0	0.00%
TOTAL GENERAL BUILDINGS & GROUNDS:		87,423	111,810	66,340	90,150	91,250	1,100	1.22%

PUBLIC WORKS, CONTINUED

Maintenance of Vehicles, Machinery, & Equipment Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>MAINTENANCE OF VEHICLES, MACHINERY, & EQUIPMENT:</u>								
<i>Salaries & Benefits:</i>								
10-4350-1100	Salaries & Wages – Regular	16,603	14,569	17,155	22,000	18,000	(4,000)	-18.18%
10-4350-1200	Salaries & Wages – Overtime	159	127	51	300	300	0	0.00%
<i>Employee Benefits:</i>								
10-4350-2100	FICA/Medicare - Employer Contribution	1,276	1,122	1,313	1,600	1,600	0	0.00%
10-4350-2500	Unemployment Insurance	0	19	15	20	20	0	0.00%
10-4350-2600	Workers' Compensation	400	420	342	500	1,000	500	100.00%
<i>Contractual Services:</i>								
10-4350-3210	Repairs and Maintenance	46,836	49,199	41,632	38,000	38,000	0	0.00%
<i>Materials and Supplies:</i>								
10-4350-5100	Materials and Supplies	5,362	17,472	20,982	20,000	18,000	(2,000)	-10.00%
10-4350-5600	Vehicle and Powered Equipment Fuels	30,819	25,875	30,702	32,000	32,000	0	0.00%
TOTAL VEHICLES, MACHINERY & EQUIPMENT:		101,455	108,803	112,192	114,420	108,920	(5,500)	-4.81%
TOTAL PUBLIC WORKS EXPENDITURES:		1,318,209	1,375,118	1,338,802	1,507,770	1,520,356	12,586	0.83%

PLANNING AND COMMUNITY DEVELOPMENT

Planning and Community Development consists of expenditures for the following functions:

Planning and Zoning: The Planning and Zoning function consists of conducting reviews and analyses over comprehensive land use and planning, zoning, subdivision, and growth management. This function includes the enforcement of zoning and subdivision ordinances as well as the review and approval of preliminary and final plats, site plans, special use permits, sign permits, and zoning, rezoning, and variance applications.

Planning Commission: The Planning Commission is comprised of six members appointed by Council, one of whom is member of Council.

Board of Zoning Appeals: The Board of Zoning Appeals is comprised of five members who are appointed by the Circuit Court. The Board hears and decides on citizens' variance requests and appeals of administrative decision.

Community and Economic Development (Enhancement): The Community and Economic Development (Enhancement) function is responsible for the coordination of the Town's enhancement program, which includes planning and organizing events for the Town and fostering and advocating community and economic development, beautification, and preservation of the Town.

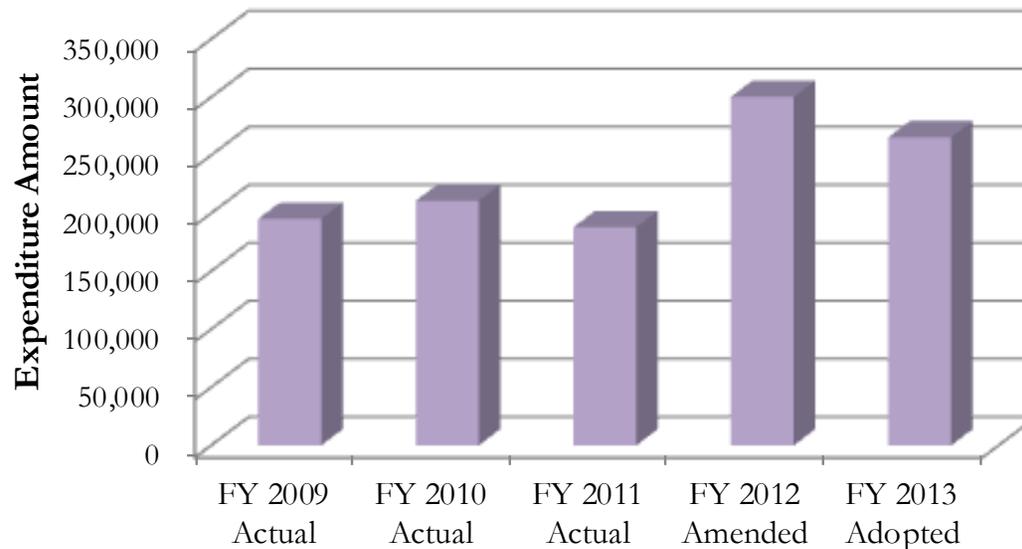
Woodstock Enhancement Committee: The Woodstock Enhancement Committee consists of ten volunteer members and has a mission of strengthening and building upon the assets and unique character of the Town of Woodstock, a historically important town of the Shenandoah Valley. The Committee meets regularly throughout the year.

Economic Development Authority: The Economic Development Authority is comprised of seven members and is responsible for promoting and attracting industry and developing trade within the Town. The Authority meets on an as-needed basis.

Tree Board: The Tree Board consists of nine members and was established to protect, preserve, and increase the Town’s tree population for the enhancement and beautification of the Town and the enjoyment of the Town citizens. The Tree Board meets regularly throughout the year.

The Town has been a Tree City for six years. The Tree City USA program, sponsored by the Arbor Day Foundation in cooperation with the USDA Forest Service and the National Association of State Foresters, provides direction, technical assistance, public attention, and national recognition for urban and community forestry programs in thousands of towns and cities.

Planning and Community Development



PLANNING AND COMMUNITY DEVELOPMENT

Planning and Zoning Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>PLANNING & COMMUNITY DEVELOPMENT:</u>								
<u>PLANNING & ZONING:</u>								
<i>Salaries & Benefits:</i>								
10-4410-1100	Salaries & Wages – Regular	60,452	61,133	60,084	78,200	63,500	(14,700)	-18.80%
<i>Employee Benefits:</i>								
10-4410-2100	FICA/Medicare - Employer	4,926	4,625	4,523	5,700	5,000	(700)	-12.28%
10-4410-2210	Virginia Retirement System	10,160	10,160	10,242	10,500	11,000	500	4.76%
10-4410-2220	ICMA – Employer Contribution	210	210	210	300	225	(75)	-25.00%
10-4410-2300	Hospital/Medical Plans	5,590	6,258	6,912	9,000	11,000	2,000	22.22%
10-4410-2400	Group Life Insurance	476	421	81	600	800	200	33.33%
10-4410-2500	Unemployment Insurance	6	169	64	75	200	125	166.67%
104410-2600	Workers' Compensation	0	0	0	250	200	(50)	-20.00%
10-4410-2800	Employee Appreciation	250	250	250	250	250	0	0.00%
<i>Contractual Services:</i>								
10-4410-3130	Engineering & Architectural Services	11,450	17,302	10,430	45,000	15,000	(30,000)	-66.67%
10-4410-3300	Printing	81	128	151	600	300	(300)	-50.00%
<i>Other Charges:</i>								
10-4420-4210	Postal Services	55	187	184	500	300	(200)	-40.00%
10-4420-4510	Mileage	0	48	166	500	500	0	0.00%
10-4420-4520	Convention, Training, and Education	395	718	614	2,000	2,000	0	0.00%
<i>Materials and Supplies:</i>								
10-4410-5100	Materials and Supplies	203	25	79	800	800	0	0.00%
10-4410-5200	Office Supplies & Equipment	0	38	143	500	400	(100)	-20.00%
10-4410-5300	Food Supplies & Food Services	0	70	0	0	200	200	0.00%
TOTAL PLANNING & ZONING EXPENDITURES:		94,254	101,742	94,133	154,775	111,675	(43,100)	-27.85%

PLANNING AND COMMUNITY DEVELOPMENT, CONTINUED

Planning Commission Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>PLANNING COMMISSION:</u>								
<i>Salaries & Benefits:</i>								
10-4411-1100	Salaries & Wages – Regular	12,926	12,600	10,800	12,900	12,900	0	0.00%
<i>Employee Benefits:</i>								
10-4411-2100	FICA/Medicare - Employer	964	964	964	975	1,000	25	2.56%
<i>Contractual Services:</i>								
10-4411-3130	Engineering & Architectural Services	0	0	0	500	5,000	4,500	900.00%
10-4411-3400	Advertising	1,229	1,387	143	1,500	1,500	0	0.00%
<i>Materials and Supplies:</i>								
10-4411-5100	Materials and Supplies	0	0	0	150	150	0	0.00%
10-4411-5200	Office Supplies and Equipment	0	85	0	150	150	0	0.00%
TOTAL PLANNING COMMISSION EXPENDITURES:		15,119	15,036	11,907	16,175	20,700	4,525	27.98%

PLANNING AND COMMUNITY DEVELOPMENT, CONTINUED

Board of Zoning Appeals Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>BOARD OF ZONING APPEALS:</u>								
<i>Salaries & Benefits:</i>								
10-4412-1100	Salaries & Wages – Regular	1,200	1,200	1,069	1,200	1,200	0	0.00%
<i>Employee Benefits:</i>								
10-4412-2100	FICA/Medicare - Employer	92	92	23	100	100	0	0.00%
<i>Contractual Services:</i>								
10-4412-3400	Advertising	0	204	0	500	500	0	0.00%
10-4413-3611	Distribution of State Grant Funds	0	10,000	0	0	0	0	0.00%
TOTAL BOARD OF ZONING APPEALS:		1,292	11,496	1,092	1,800	1,800	0	0.00%

PLANNING AND COMMUNITY DEVELOPMENT, CONTINUED

Community and Economic Development (Enhancement) Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
COMMUNITY & ECONOMIC DEVELOPMENT (ENHANCEMENT):								
<i>Salaries & Benefits:</i>								
10-4420-1100	Salaries & Wages – Regular	31,232	31,232	31,232	32,000	32,200	200	0.63%
<i>Employee Benefits:</i>								
10-4420-2100	FICA/Medicare - Employer	2,374	2,374	2,374	2,400	2,500	100	4.17%
10-4420-2500	Unemployment Insurance	0	1	0	0	10	10	0.00%
<i>Contractual Services:</i>								
10-4420-3220	Service Contracts	19,939	18,518	29,301	40,600	45,000	4,400	10.84%
10-4420-3300	Printing	241	0	950	1,500	1,500	0	0.00%
10-4420-3400	Advertising	5,716	5,830	3,369	5,500	5,500	0	0.00%
<i>Other Charges:</i>								
10-4420-4210	Postal Services	34	125	0	500	500	0	0.00%
10-4420-4510	Mileage	191	277	694	500	500	0	0.00%
10-4420-4520	Convention, Training, and Education	715	1,398	1,096	1,000	1,000	0	0.00%
10-4420-4610	Association and Membership Dues	125	0	125	0	0	0	0.00%
<i>Materials and Supplies:</i>								
10-4420-5100	Materials and Supplies	20,266	19,364	9,132	32,400	33,000	600	1.85%
10-4420-5200	Office Supplies and Equipment	209	1,636	0	500	500	0	0.00%
10-4420-5300	Food Supplies and Food Service	737	763	653	250	500	250	100.00%
TOTAL COMMUNITY & ECONOMIC DEVELOPMENT:		81,779	81,518	78,926	117,150	122,710	5,560	4.75%

PLANNING AND COMMUNITY DEVELOPMENT, CONTINUED

Woodstock Enhancement Committee Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>WOODSTOCK ENHANCEMENT COMMITTEE:</u>								
<i>Salaries & Benefits:</i>								
10-4420-1100	Salaries & Wages – Regular	1,500	(140)	0	0	0	0	0.00%
<i>Employee Benefits:</i>								
10-4420-2100	FICA/Medicare - Employer	0	0	0	0	0	0	0.00%
<u>TOTAL WOODSTOCK ENHANCEMENT COMMITTEE:</u>		1,500	(140)	0	0	0	0	0.00%

Economic Development Authority Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>ECONOMIC DEVELOPMENT AUTHORITY:</u>								
<i>Salaries & Benefits:</i>								
10-4422-1100	Salaries & Wages – Regular	0	0	0	1,000	1,000	0	0.00%
<i>Employee Benefits:</i>								
10-4422-2100	FICA/Medicare - Employer	0	0	0	75	75	0	0.00%
<i>Materials and Supplies:</i>								
10-4422-5100	Materials and Supplies	0	0	0	0	0	0	0.00%
<u>TOTAL ECONOMIC DEVELOPMENT AUTHORITY:</u>		0	0	0	1,075	1,075	0	0.00%

PLANNING AND COMMUNITY DEVELOPMENT, CONTINUED

Tree Board Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>TREE BOARD:</u>								
<i>Contractual Services:</i>								
10-4423-3120	Consulting Services	1,300	80	100	350	1,500	1,150 0	328.57% 0.00%
<i>Other Charges:</i>								
10-4423-4510	Mileage	0	0	0	0	0	0	0.00%
10-4423-4520	Convention, Training, and Education	0	1,114	1,371	0	1,000	1,000	0.00%
<i>Materials and Supplies:</i>								
10-4423-5100	Materials and Supplies	0	0	436	9,000	5,000	(4,000)	-44.44%
TOTAL TREE BOARD EXPENDITURES:		1,300	1,194	1,907	9,350	7,500	(1,850)	-19.79%
TOTAL PLANNING & COMMUNITY DEVELOPMENT EXPENDITURES:		195,244	210,846	187,965	300,325	265,460	(34,865)	-11.61%

PARKS AND RECREATION

Parks and Recreation consists of expenditures for the following functions:

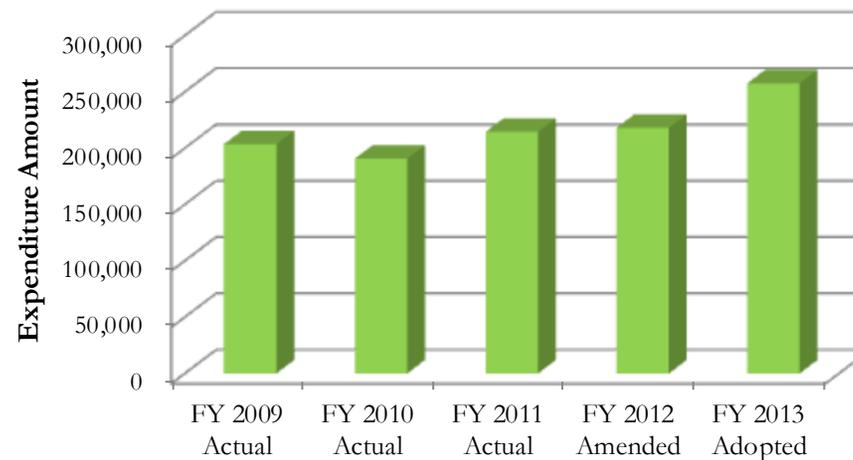
Field Maintenance: The Field Maintenance function preserves and maintains the little league fields located at Riverview Park.

Parks: The Parks function is responsible for the ongoing maintenance and renovation of the Town’s parks and related facilities.

Park Commission: The Park Commission is comprised of five members and advises the Town Council on parks and recreation related matters. The Park Commission meets on an as-needed basis.

Swimming Pool: The Swimming Pool function provides for the upkeep and maintenance of the Town’s swimming pool and related facilities. It also includes the employment of lifeguards to protect citizens attending the pool and to teach swimming lessons.

Parks and Recreation



PARKS AND RECREATION

Field Maintenance Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>PARKS AND RECREATION:</u>								
<u>FIELD MAINTENANCE:</u>								
<i>Materials and Supplies:</i>								
10-4820-3210	Repairs and Maintenance	800	2,150	0	2,000	2,000	0	0.00%
TOTAL FIELD MAINTENANCE EXPENDITURES:		800	2,150	0	2,000	2,000	0	0.00%

Parks Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>PARKS:</u>								
<i>Salaries & Benefits:</i>								
10-4830-1100	Salaries & Wages - Regular	53,957	49,837	56,878	50,000	85,000	35,000	70.00%
10-4830-1200	Salaries & Wages – Overtime	8,090	8,288	9,996	9,000	9,000	0	0.00%
<i>Employee Benefits:</i>								
10-4830-2100	FICA/Medicare - Employer	4,687	4,363	5,091	5,000	6,800	1,800	36.00%
10-4830-2500	Unemployment Compensation	0	3	0	0	50	50	0.00%
10-4830-2600	Workers' Compensation	1,800	2,207	2,420	2,650	3,200	550	20.75%

PARKS AND RECREATION, CONTINUED

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<i>Contractual Services:</i>								
10-4830-3210	Repairs and Maintenance	4,964	7,969	5,075	8,000	8,000	0	0.00%
10-4830-3400	Advertising	471	454	309	700	500	(200)	-28.57%
10-4830-3800	Other Contractual Services	15,900	1,461	15,718	4,000	4,000	0	0.00%
10-4830-4320	General Liability Insurance	1,500	0	0	1,000	1,000	0	0.00%
<i>Materials and Supplies:</i>								
10-4830-5100	Materials and Supplies	6,727	10,079	12,987	10,000	10,000	0	0.00%
10-4830-5600	Vehicle and Powered Equipment	500	687	799	1,000	1,300	300	30.00%
10-4830-5700	Uniforms and Wearing Apparel	72	80	269	500	500	0	0.00%
10-4830-5800	Janitorial Supplies	2,004	4,676	6,538	7,000	7,000	0	0.00%
TOTAL PARK EXPENDITURES:		100,672	90,104	116,080	98,850	136,350	37,500	37.94%

Park Commission Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>PARK COMMISSION:</u>								
<i>Salaries & Benefits:</i>								
10-4831-1100	Salaries & Wages - Regular	750	725	725	900	900	0	0.00%
<i>Employee Benefits:</i>								
10-4831-2100	FICA/Medicare - Employer	57	55	15	100	100	0	0.00%
TOTAL PARK COMMISSION EXPENDITURES:		807	780	740	1,000	1,000	0	0.00%

PARKS AND RECREATION, CONTINUED

Swimming Pool Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>SWIMMING POOL:</u>								
<i>Salaries & Benefits:</i>								
10-4840-1100	Salaries & Wages - Regular	58,785	59,029	60,243	63,000	63,000	0	0.00%
10-4840-1200	Salaries & Wages – Overtime	6,221	5,932	9,073	11,500	10,000	(1,500)	-13.04%
<i>Employee Benefits:</i>								
10-4840-2100	FICA/Medicare - Employer	4,962	4,963	5,254	6,500	6,500	0	0.00%
10-4840-2500	Unemployment Insurance	0	81	291	300	600	300	100.00%
<i>Contractual Services:</i>								
10-4840-3210	Repairs and Maintenance	2,411	899	1,608	8,000	11,000	3,000	37.50%
10-4840-3800	Other Contractual Services	210	674	175	300	300	0	0.00%
<i>Other Charges</i>								
10-4840-4110	Electrical Services	6,960	5,608	7,093	7,000	7,000	0	0.00%
10-4840-3220	Telecommunications	369	81	(31)	200	500	300	150.00%
10-4830-4320	General Liability Insurance	1,500	0	0	1,000	1,000	0	0.00%
<i>Materials and Supplies:</i>								
10-4840-5100	Materials and Supplies	9,751	9,396	5,864	5,000	6,000	1,000	20.00%
10-4840-5400	Chemical Supplies	9,828	10,028	7,606	11,000	11,000	0	0.00%
10-4840-5700	Uniforms and Wearing Apparel	0	167	440	400	400	0	0.00%
10-4840-5800	Janitorial Supplies	348	942	77	2,000	1,000	(1,000)	-50.00%
TOTAL POOL EXPENDITURES:		101,345	97,800	97,693	116,200	118,300	2,100	1.81%
TOTAL PARKS AND RECREATION EXPENDITURES:		203,624	190,834	214,513	218,050	257,650	39,600	18.16%

NON-DEPARTMENTAL

Non-departmental consists of expenditures for the following functions:

Contributions: The Town makes contributions to local fire and rescue volunteer organizations that serve Town citizens.

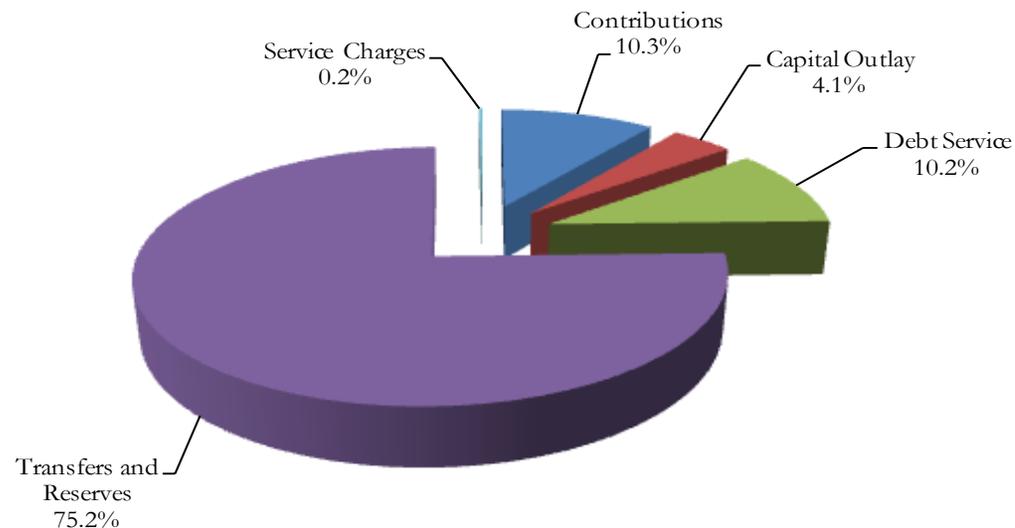
Capital Outlay: The Capital Outlay function accounts for expenditures related to the Town's fixed asset additions and contribution projects.

Debt Service: The Debt Service function accounts for the payment of principal and interest on the Town's general long-term debt.

Transfers and Reserves: Transfers and Reserves function primarily accounts for those funds that are transferred out of the General Fund and in to the Public Utilities Fund.

Services Charges: Service Charges account primarily for the bank fees incurred by the Town.

FY 2013 Non-Departmental Expenditures



NON-DEPARTMENTAL

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>NON-DEPARTMENTAL:</u>								
<u>CONTRIBUTIONS:</u>								
10-4900-4710	Contribution to Rescue Squad	24,000	0	24,000	149,000	24,000	(125,000)	-83.89%
10-4900-4720	Contribution to Fire Department	29,000	29,000	29,000	29,000	29,000	0	0.00%
TOTAL CONTRIBUTIONS:		53,000	29,000	53,000	178,000	53,000	(125,000)	-70.22%
<u>CAPITAL OUTLAY:</u>								
10-4910-6100	Machinery and Equipment	3,025	0	52,803	0	0	0	0.00%
10-4910-6400	Motor Vehicles and Equipment	0	39,744	38,659	20,000	0	(20,000)	-100.00%
10-4910-6500	Software	0	0	10,500	0	0	0	0.00%
10-4910-6800	Comprehensive Plan Update	2,595	0	0	0	0	0	0.00%
10-4910-6901	Swimming Pool Project	0	19,725	34,615	0	21,200	21,200	0.00%
10-4910-6902	Tennis Court Project	0	28,400	0	0	0	0	0.00%
104910-6903	Indian Springs Wetlands Park Project	0	5,178	9,136	36,200	0	(36,200)	-100.00%
104910-6904	Riverview Park Lighting Project	0	0	0	18,285	0	(18,285)	-100.00%
10-4910-6910	Streetscape Project	1,270,943	125,738	0	0	0	0	0.00%
TOTAL CAPITAL OUTLAY:		1,276,563	218,785	145,713	74,485	21,200	(53,285)	-71.54%
<u>DEBT SERVICE:</u>								
10-4920-7110	Principal Payments	178,489	116,812	44,289	42,000	44,000	2,000	4.76%
10-4920-7120	Interest Payments	17,615	11,668	8,925	10,100	8,500	(1,600)	-15.84%
TOTAL DEBT SERVICE:		196,104	128,480	53,214	52,100	52,500	400	0.77%

NON-DEPARTMENTAL, CONTINUED

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>TRANSFERS & RESERVES:</u>								
10-4930-8300	Transfer to Recreation Fund	200,000	0	0	0	0	0	0.00%
10-4930-8310	Transfer to Public Utilities Fund	0	0	0	110,000	387,676	277,676	252.43%
10-4930-8500	Reserve for Contingency	0	0	0	0	0	0	0.00%
TOTAL TRANSFERS & RESERVES:		200,000	0	0	110,000	387,676	277,676	252.43%
<u>SERVICE CHARGES:</u>								
10-4940-4800	Bank Service Charges	1,039	843	575	2,000	1,000	(1,000)	-50.00%
TOTAL SERVICE CHARGES:		1,039	843	575	2,000	1,000	(1,000)	-50.00%
TOTAL NON-DEPARTMENTAL EXPENDITURES:		1,726,706	377,108	252,502	416,585	515,376	98,791	23.71%
GENERAL FUND EXPENDITURE TOTALS:		5,396,761	4,107,797	4,004,583	4,530,435	4,792,976	262,541	5.80%

PUBLIC UTILITIES FUND SUMMARIES

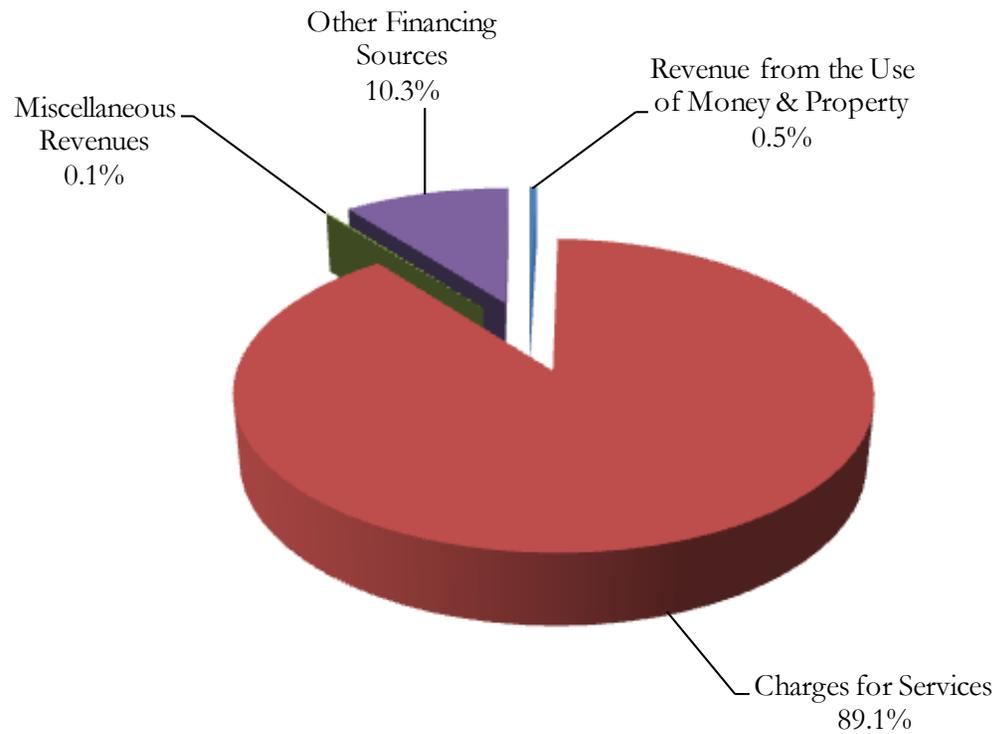
Public Utilities Fund Revenues Summary

	FY 2009 Actual Revenues	FY 2010 Actual Revenues	FY 2011 Actual Revenues	FY 2012 Amended Budget	FY 2013 Proposed Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>PUBLIC UTILITIES FUND REVENUES:</u>							
Revenue from the Use of Money & Property	48,588	22,529	17,204	13,500	17,500	4,000	29.63%
Charges for Services	3,095,870	3,080,391	3,456,404	3,623,000	3,341,160	(281,840)	-7.78%
Fines/Forfeitures	20	0	0	0	0	0	0.00%
Miscellaneous Revenues	8,251	0	48,414	5,000	5,000	0	0.00%
State Revenues	9,531,468	3,031,428	93,027	0	0	0	0.00%
Federal Revenues	9,528,280	3,097,444	484,985	0	0	0	0.00%
Other Financing Sources	988,965	333,739	0	110,000	387,676	277,676	252.43%
PUBLIC UTILITIES FUND REVENUES:	23,201,442	9,565,531	4,100,034	3,751,500	3,751,336	(164)	0.00%

PUBLIC UTILITIES FUND SUMMARIES, CONTINUED

Chart – Public Utilities Fund Revenues by Category

**FY 2013 Public Utilities Fund
Budgeted Revenues by Category**



PUBLIC UTILITIES FUND SUMMARIES, CONTINUED

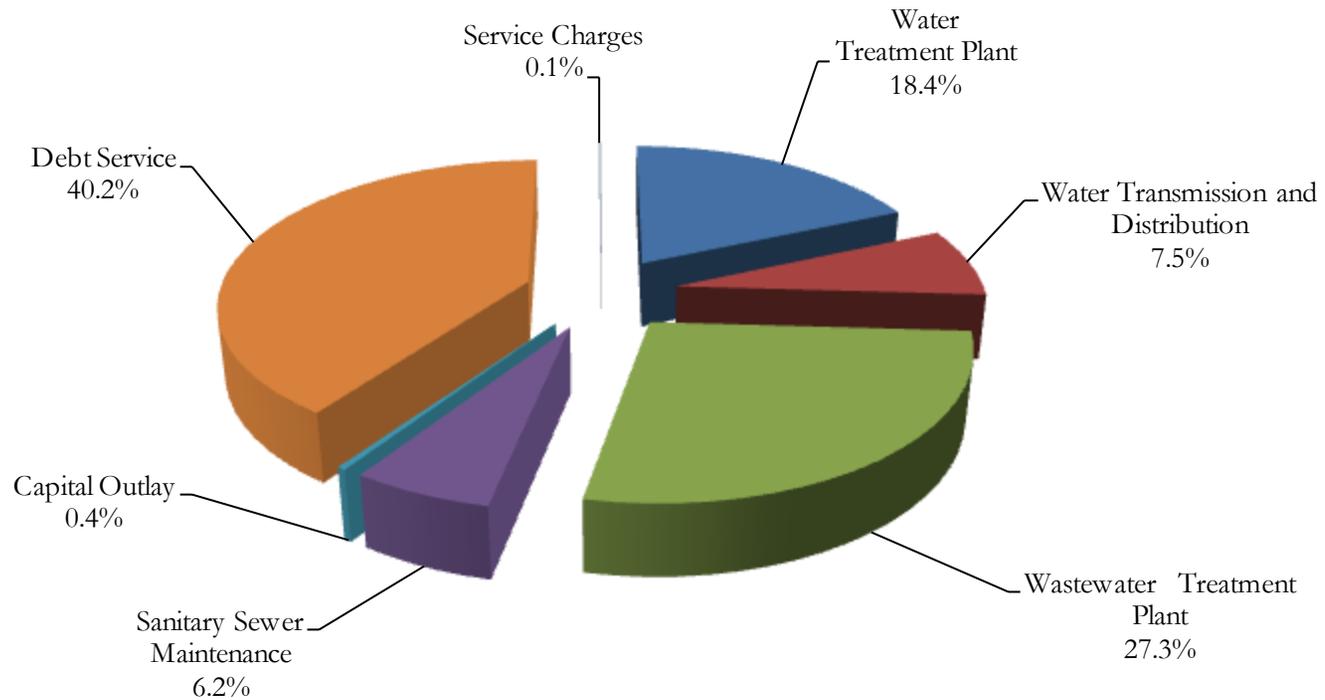
Public Utilities Fund Expenditures Summary

	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Proposed Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>PUBLIC UTILITIES FUND EXPENDITURES:</u>							
Water Treatment Plant	868,725	736,883	619,663	680,500	691,050	10,550	1.55%
Water Transmission and Distribution	298,688	284,055	317,040	313,250	281,150	(32,100)	-10.25%
Wastewater Treatment Plant	809,599	1,049,673	947,490	978,150	1,024,300	46,150	4.72%
Sanitary Sewer Maintenance	218,746	247,116	232,347	253,600	230,836	(22,764)	-8.98%
Capital Outlay	21,099,186	5,267,265	786,997	0	14,500	14,500	0.00%
Debt Service	965,584	1,253,386	1,512,171	1,521,000	1,507,000	(14,000)	-0.92%
Transfers and Reserves	0	0	0	0	0	0	0.00%
Service Charges	1,584	1,279	2,553	5,000	2,500	(2,500)	-50.00%
PUBLIC UTILITIES FUND EXPENDITURES:	24,262,112	8,839,657	4,418,261	3,751,500	3,751,336	(164)	0.00%

PUBLIC UTILITIES FUND SUMMARIES, CONTINUED

Chart – Public Utilities Fund Expenditures by Department

**FY 2013 Public Utilities Fund
Budgeted Expenditures by Department**



PUBLIC UTILITIES FUND REVENUES

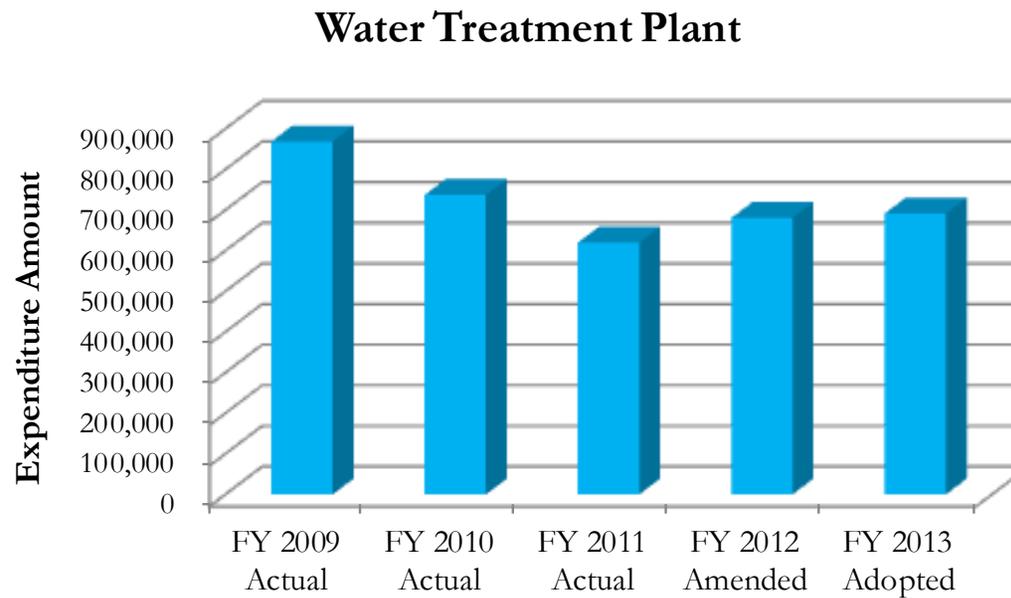
Account Number	Account Name	FY 2009 Actual Revenues	FY 2010 Actual Revenues	FY 2011 Actual Revenues	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>PUBLIC UTILITIES FUND REVENUES:</u>								
<u>Revenue from the Use of</u>								
<u>Money & Property:</u>								
60-3150-0080	Interest on Bank Deposits	27,162	20,788	16,021	13,000	17,500	4,500	34.62%
60-3150-0082	Dividends on Investments	21,426	1,741	1,183	500	0	(500)	-100.00%
		48,588	22,529	17,204	13,500	17,500	4,000	29.63%
<u>Charges for Services:</u>								
60-3160-0100	Water Receipts	932,591	928,781	1,095,124	1,100,000	1,133,160	33,160	3.01%
60-3160-0101	Sewer Receipts	1,689,496	1,841,196	1,996,218	2,050,000	1,948,000	(102,000)	-4.98%
60-3160-0102	Water Connection Charges	157,881	97,532	124,831	147,000	100,000	(47,000)	-31.97%
60-3160-0103	Sewer Connection Charges	262,417	167,730	188,250	286,000	120,000	(166,000)	-58.04%
60-3160-0104	Penalties – Water and Sewer	53,485	51,335	51,981	40,000	40,000	0	0.00%
		3,095,870	3,086,574	3,456,404	3,623,000	3,341,160	(281,840)	-7.78%
<u>Fines/Forfeitures:</u>								
60-3140-0062	FOG Program Fines and Surcharges	20	0	0	0	0	0	0.00%
		20	0	0	0	0	0	0.00%
<u>Miscellaneous Revenue:</u>								
60-3170-0120	Miscellaneous Receipts	8,251	(6,183)	48,414	5,000	5,000	0	0.00%
		8,251	(6,183)	48,414	5,000	5,000	0	0.00%

PUBLIC UTILITIES FUND REVENUES, CONTINUED

Account Number	Account Name	FY 2009 Actual Revenues	FY 2010 Actual Revenues	FY 2011 Actual Revenues	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<i>State Revenues:</i>								
<i>Categorical Aid:</i>								
60-3320-0540	Water Quality Improvement Fund Grant	9,531,468	3,031,428	93,027	0	0	0	0.00%
		9,531,468	3,031,428	93,027	0	0	0	0.00%
<i>Federal Revenues:</i>								
<i>Categorical Aid:</i>								
60-3320-0541	Virginia Clean Water Revolving Loan Fund	9,528,280	3,056,453	0	0	0	0	0.00%
60-3320-0542	Leaking Underground Storage Tank Grant	0	40,991	484,985	0	0	0	0.00%
		9,528,280	3,097,444	484,985	0	0	0	0.00%
<i>Other Financing Sources:</i>								
<i>Non-Revenue Receipts:</i>								
60-3410-0600	Transfers from General Fund	0	0	0	110,000	387,676	277,676	252.43%
60-3410-0604	Proceeds from Indebtedness	988,965	333,739	0	0	0	0	0.00%
60-3410-0606	Unrestricted Reserves	0	0	0	0	0	0	0.00%
		988,965	333,739	0	110,000	387,676	277,676	252.43%
TOTAL PUBLIC UTILITIES FUND REVENUES:		23,201,442	9,565,531	4,100,034	3,751,500	3,751,336	(164)	0.00%

WATER TREATMENT PLANT

Water Treatment Plant: The Water Treatment Plant is responsible for the safe and efficient operation, production, and treatment of water distributed to the Town’s residents in accordance with all federal, state, and local regulations.



WATER TREATMENT PLANT

Water Treatment Plant Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>WATER TREATMENT PLANT:</u>								
<i>Salaries & Benefits:</i>								
60-4710-1100	Salaries & Wages – Regular	299,908	302,165	217,167	222,000	231,500	9,500	4.28%
60-4710-1200	Salaries & Wages – Overtime	8,555	10,975	8,568	10,000	11,000	1,000	10.00%
60-4710-1300	Salaries & Wages – Holiday	5,509	4,742	4,727	6,000	6,500	500	8.33%
<i>Employee Benefits:</i>								
60-4710-2100	FICA/Medicare - Employer	23,457	23,760	18,997	17,200	18,500	1,300	7.56%
60-4710-2210	Virginia Retirement System	48,912	49,355	39,744	39,500	40,000	500	1.27%
60-4710-2220	ICMA – Employer Contribution	2,568	2,568	(1,552)	2,100	2,100	0	0.00%
60-4710-2300	Hospital/Medical Plans	42,434	44,647	40,620	48,500	54,000	5,500	11.34%
60-4710-2400	Group Life Insurance	2,293	2,043	303	1,500	3,000	1,500	100.00%
60-4710-2500	Unemployment Insurance	85	232	302	200	300	100	50.00%
60-4710-2600	Workers' Compensation	2,860	4,850	5,037	5,600	16,500	10,900	194.64%
60-4710-2800	Employee Appreciation	1,050	1,050	1,050	1,050	1,050	0	0.00%
60-4710-2900	Accrued Annual and Sick Leave	1,829	3,137	(582)	0	0	0	0.00%
60-4710-2910	Annual OPEB Cost	3,426	3,273	3,426	0	0	0	0.00%
<i>Contractual Services:</i>								
60-4710-3110	Accounting and Auditing Services	5,613	5,750	0	0	0	0	0.00%
60-4710-3130	Engineering and Architectural	4,248	0	4,900	7,000	2,500	(4,500)	-64.29%
60-4710-3210	Repairs and Maintenance	71,677	27,042	17,501	28,000	28,000	0	0.00%
60-4710-3220	Service Contracts	79,992	54,743	65,605	62,000	65,000	3,000	4.84%
60-4710-3300	Printing	1,106	1,058	1,079	1,000	1,100	100	10.00%
60-4710-3400	Advertising	0	0	0	250	500	250	100.00%
60-4710-3500	Laundry and Dry Cleaning	4,277	5,234	6,165	5,200	6,800	1,600	30.77%
60-4710-3700	Sludge Removal	47,485	12,313	962	12,000	5,000	(7,000)	-58.33%

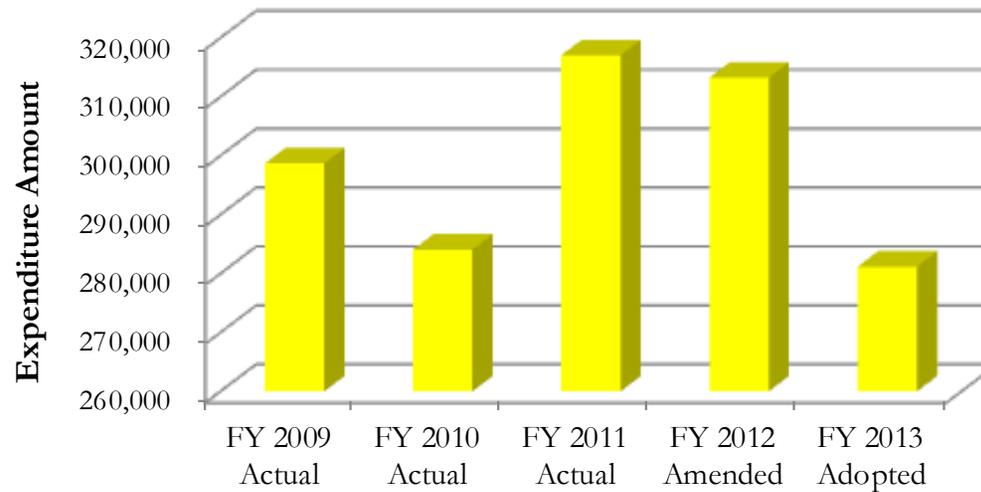
WATER TREATMENT PLANT, CONTINUED

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<i>Other Charges:</i>								
60-4710-4110	Electrical Services	71,495	56,050	60,956	60,000	60,000	0	0.00%
60-4710-4120	Heating Services	15,567	16,407	15,455	20,000	20,000	0	0.00%
60-4710-4210	Postal Services	1,403	2,110	2,141	2,000	3,500	1,500	75.00%
60-4710-4220	Telecommunications	4,803	4,190	4,207	5,000	4,600	(400)	-8.00%
60-4710-4310	Vehicle Liability Insurance	3,000	2,000	2,615	2,700	2,600	(100)	-3.70%
60-4710-4320	General Liability Insurance	5,500	7,480	10,730	9,000	4,000	(5,000)	-55.56%
60-4710-4510	Mileage	0	0	0	0	0	0	0.00%
60-4710-4520	Convention, Training, & Education	1,600	304	1,561	2,800	2,000	(800)	-28.57%
60-4710-4610	Association and Membership Dues	3,714	3,843	4,533	4,500	4,700	200	4.44%
60-4710-4620	Books/Subscriptions/Educational	71	80	80	200	200	0	0.00%
<i>Materials and Supplies:</i>								
60-4710-5100	Materials & Supplies	15,110	15,807	12,474	13,000	13,000	0	0.00%
60-4710-5200	Office Supplies & Equipment	179	367	291	1,000	1,000	0	0.00%
60-4710-5300	Food Supplies and Food Service	519	695	398	300	300	0	0.00%
60-4710-5400	Chemical and Laboratory Supplies	86,224	60,992	67,065	85,000	75,000	(10,000)	-11.76%
60-4710-5600	Vehicle and Powered Equipment	1,685	6,679	2,287	4,800	5,100	300	6.25%
60-4710-5700	Uniforms and Wearing Apparel	110	208	267	300	300	0	0.00%
60-4710-5800	Janitorial Supplies	461	734	584	800	1,400	600	75.00%
TOTAL WATER TREATMENT PLANT EXPENDITURES:		868,725	736,883	619,663	680,500	691,050	10,550	1.55%

WATER TRANSMISSION AND DISTRIBUTION

Water Transmission and Distribution: The Water Transmission and Distribution function is responsible for the operation and maintenance of the Town’s water distribution system.

Water Transmission and Distribution



WATER TRANSMISSION AND DISTRIBUTION

Water Transmission and Distribution Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>WATER TRANSMISSION & DISTRIBUTION:</u>								
<i>Salaries & Benefits:</i>								
60-4720-1100	Salaries & Wages – Regular	134,638	132,996	131,427	139,000	121,500	(17,500)	-12.59%
60-4720-1200	Salaries & Wages – Overtime	19,022	13,838	12,632	17,000	12,500	(4,500)	-26.47%
<i>Employee Benefits:</i>								
60-4720-2100	FICA/Medicare - Employer	11,221	10,682	10,328	12,000	11,000	(1,000)	-8.33%
60-4720-2210	Virginia Retirement System	20,962	21,209	21,378	23,000	20,000	(3,000)	-13.04%
60-4720-2220	ICMA – Employer Contribution	840	840	945	1,000	1,000	0	0.00%
60-4720-2300	Hospital/Medical Plans	25,724	27,930	30,858	35,600	30,000	(5,600)	-15.73%
60-4720-2400	Group Life Insurance	983	878	170	1,200	1,450	250	20.83%
60-4720-2500	Unemployment Insurance	41	169	207	150	200	50	33.33%
60-4720-2600	Workers' Compensation	4,800	4,850	5,037	5,500	0	(5,500)	-100.00%
60-4720-2720	Allowance – Educational Assistance	258	0	0	0	0	0	0.00%
60-4720-2800	Employee Appreciation	700	700	700	700	600	(100)	-14.29%
60-4720-2900	Accrued Annual and Sick Leave	48	(817)	2,503	0	0	0	0.00%
60-4720-2910	Annual OPEB Cost	2,398	2,291	2,398	0	0	0	0.00%
<i>Contractual Services:</i>								
60-4720-3210	Repairs and Maintenance	4,899	4,050	12,837	7,000	8,000	1,000	14.29%
60-4720-3220	Service Contracts	722	595	771	1,500	1,500	0	0.00%
60-4720-3400	Advertising	161	0	472	500	500	0	0.00%
60-4720-3500	Laundry and Dry Cleaning	1,813	1,950	2,111	2,100	2,500	400	19.05%

WATER TRANSMISSION AND DISTRIBUTION, CONTINUED

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<i>Other Charges:</i>								
60-4720-4210	Postal Services	8,937	8,171	7,992	9,000	10,000	1,000	11.11%
60-4720-4220	Telecommunications	1,492	1,585	1,954	2,100	2,200	100	4.76%
60-4720-4310	Vehicle Liability Insurance	3,000	2,000	2,615	2,600	2,600	0	0.00%
60-4720-4320	General Liability Insurance	5,500	6,000	6,759	7,000	7,000	0	0.00%
60-4720-4520	Convention, Training, & Education	500	40	281	300	300	0	0.00%
<i>Materials and Supplies:</i>								
60-4720-5100	Materials & Supplies	45,030	37,838	56,404	40,000	40,000	0	0.00%
60-4720-5200	Office Supplies & Equipment	356	831	1,106	700	1,000	300	42.86%
60-4720-5300	Food Supplies and Food Service	1,708	1,203	729	900	900	0	0.00%
60-4720-5600	Vehicle and Powered Equipment	2,935	3,990	4,107	4,000	6,000	2,000	50.00%
60-4720-5700	Uniforms and Wearing Apparel	0	236	319	400	400	0	0.00%
TOTAL WATER TRANSMISSION & DISTRIBUTION EXPENDITURES:		298,688	284,055	317,040	313,250	281,150	(32,100)	-10.25%

WASTEWATER TREATMENT PLANT

Wastewater Treatment Plant: The Wastewater Treatment Plant is responsible for the safe and efficient treatment of all wastewater produced by the Town and the stabilization and disposal of solid wastes generated in accordance with federal, state, and local regulations.



WASTEWATER TREATMENT PLANT

Wastewater Treatment Plant Expenditures

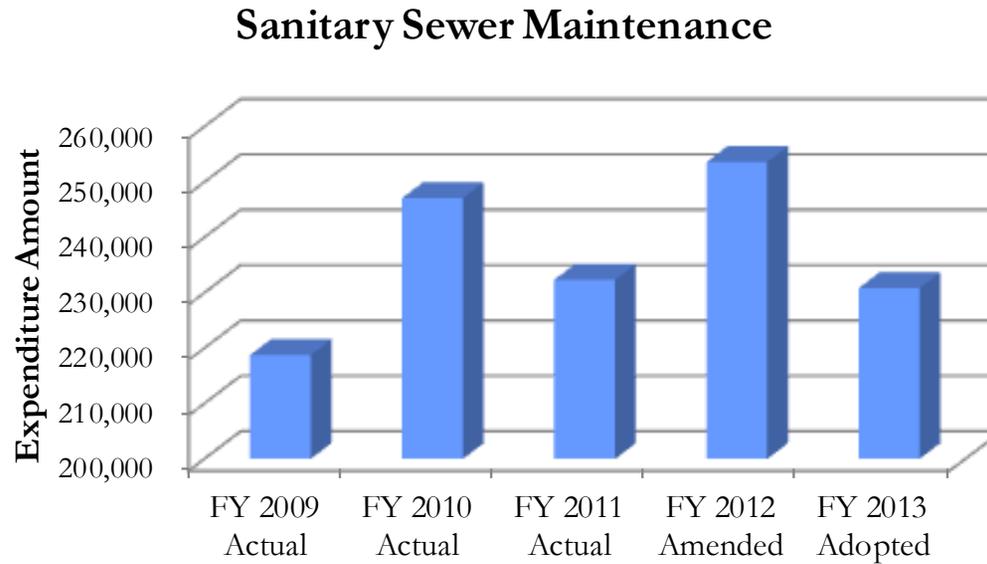
Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
WASTEWATER TREATMENT PLANT:								
<i>Salaries & Benefits:</i>								
60-4730-1100	Salaries & Wages – Regular	382,405	396,371	338,789	348,000	357,500	9,500	2.73%
60-4730-1200	Salaries & Wages – Overtime	3,967	23,460	19,708	20,000	21,000	1,000	5.00%
60-4730-1300	Salaries & Wages – Holiday	10,288	9,718	8,207	11,000	11,000	0	0.00%
<i>Employee Benefits:</i>								
60-4730-2100	FICA/Medicare - Employer	29,872	32,225	29,349	31,000	31,000	0	0.00%
60-4730-2210	Virginia Retirement System	63,362	65,806	61,207	62,000	65,000	3,000	4.84%
60-4730-2220	ICMA – Employer Contribution	3,408	3,408	(765)	3,800	3,300	(500)	-13.16%
60-4730-2300	Hospital/Medical Plans	52,746	58,441	60,144	68,000	76,000	8,000	11.76%
60-4730-2400	Group Life Insurance	2,971	2,703	466	1,500	4,600	3,100	206.67%
60-4730-2500	Unemployment Insurance	94	381	493	300	500	200	66.67%
60-4730-2600	Workers' Compensation	3,060	4,725	6,214	6,500	18,000	11,500	176.92%
60-4730-2800	Employee Appreciation	1,450	1,450	1,650	1,650	1,650	0	0.00%
60-4730-2900	Accrued Annual and Sick Leave	7,528	7,336	(6,549)	0	0	0	0.00%
60-4730-2910	Annual OPEB Cost	4,796	5,236	5,482	0	0	0	0.00%
<i>Contractual Services:</i>								
60-4730-3110	Accounting and Auditing Services	5,613	5,750	0	0	0	0	0.00%
60-4730-3130	Engineering and Architectural	2,000	4,705	12,028	3,500	3,500	0	0.00%
60-4730-3140	Legal Services	97	0	0	0	0	0	0.00%
60-4730-3210	Repairs and Maintenance	11,920	12,016	8,843	15,000	15,000	0	0.00%
60-4730-3220	Service Contracts	9,950	11,237	29,609	40,000	40,000	0	0.00%
60-4730-3300	Printing	0	0	0	500	500	0	0.00%
60-4730-3400	Advertising	0	0	267	500	500	0	0.00%
60-4730-3500	Laundry and Dry Cleaning	7,002	8,945	10,373	10,000	11,000	1,000	10.00%
60-4730-3700	Sludge Removal	43,773	42,130	45,143	50,000	46,000	(4,000)	-8.00%

WASTEWATER TREATMENT PLANT, CONTINUED

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<i>Other Charges:</i>								
60-4730-4110	Electrical Services	78,856	249,893	171,937	165,000	170,000	5,000	3.03%
60-4730-4120	Heating Services	41	224	238	0	0	0	0.00%
60-4730-4210	Postal Services	124	82	2,314	1,000	2,250	1,250	125.00%
60-4730-4220	Telecommunications	2,441	6,726	5,931	4,500	6,100	1,600	35.56%
60-4730-4310	Vehicle Liability Insurance	3,000	1,931	2,615	3,000	3,000	0	0.00%
60-4730-4320	General Liability Insurance	6,870	6,000	6,410	6,500	10,000	3,500	53.85%
60-4730-4510	Mileage	0	0	0	150	150	0	0.00%
60-4730-4520	Convention, Training, & Education	894	526	326	1,500	1,500	0	0.00%
60-4730-4610	Association and Membership Dues	5,876	6,538	8,726	9,000	9,000	0	0.00%
60-4730-4620	Books/Subscriptions/Educational	288	78	0	250	250	0	0.00%
<i>Materials and Supplies:</i>								
60-4730-5100	Materials & Supplies	11,220	20,574	30,118	25,000	28,000	3,000	12.00%
60-4730-5200	Office Supplies & Equipment	813	2,095	1,947	3,000	2,000	(1,000)	-33.33%
60-4730-5300	Food Supplies and Food Service	545	491	303	500	500	0	0.00%
60-4730-5400	Chemical and Laboratory Supplies	48,041	47,738	78,073	75,000	75,000	0	0.00%
60-4730-5600	Vehicle and Powered Equipment	3,410	8,012	5,731	8,000	8,000	0	0.00%
60-4730-5700	Uniforms and Wearing Apparel	237	360	319	500	500	0	0.00%
60-4730-5800	Janitorial Supplies	641	2,362	1,844	2,000	2,000	0	0.00%
TOTAL WASTEWATER TREATMENT PLANT EXPENDITURES:		809,599	1,049,673	947,490	978,150	1,024,300	46,150	4.72%

SANITARY SEWER MAINTENANCE

Sanitary Sewer Maintenance: The Sanitary Sewer Maintenance function is responsible for the operation and maintenance of the Town’s wastewater collection system.



SANITARY SEWER MAINTENANCE

Sanitary Sewer Maintenance Expenditures

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>SANITARY SEWER MAINTENANCE:</u>								
<i>Salaries & Benefits:</i>								
60-4740-1100	Salaries & Wages – Regular	112,258	114,540	116,489	115,000	105,800	(9,200)	-8.00%
60-4740-1200	Salaries & Wages – Overtime	6,507	5,215	6,670	7,000	7,636	636	9.09%
<i>Employee Benefits:</i>								
60-4740-2100	FICA/Medicare - Employer	8,594	8,524	8,795	8,800	8,600	(200)	-2.27%
60-4740-2210	Virginia Retirement System	20,962	21,209	21,378	22,000	20,000	(2,000)	-9.09%
60-4740-2220	ICMA – Employer Contribution	840	840	945	900	1,000	100	11.11%
60-4740-2300	Hospital/Medical Plans	25,724	27,930	30,858	35,000	30,000	(5,000)	-14.29%
60-4740-2400	Group Life Insurance	983	878	170	1,100	1,450	350	31.82%
60-4740-2500	Unemployment Insurance	37	159	207	150	200	50	33.33%
60-4740-2600	Workers' Compensation	3,195	4,725	6,214	6,200	0	(6,200)	-100.00%
60-4740-2800	Employee Appreciation	700	700	700	700	600	(100)	-14.29%
60-4740-2900	Accrued Annual and Sick Leave	48	(817)	2,503	0	0	0	0.00%
60-4740-2910	Annual OPEB Cost	2,399	2,291	2,398	0	0	0	0.00%
<i>Contractual Services:</i>								
60-4740-3210	Repairs and Maintenance	8,078	24,888	9,351	24,000	15,000	(9,000)	-37.50%
60-4740-3500	Laundry and Dry Cleaning	1,813	1,950	2,111	2,100	2,600	500	23.81%

SANITARY SEWER MAINTENANCE, CONTINUED

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<i>Other Charges:</i>								
60-4740-4110	Electrical Services	1,520	91	0	0	0	0	0.00%
60-4740-4210	Postal Services	4,266	4,772	3,918	4,200	5,000	800	19.05%
60-4740-4220	Telecommunications	339	465	578	800	800	0	0.00%
60-4740-4310	Vehicle Liability Insurance	3,000	2,000	2,615	3,000	900	(2,100)	-70.00%
60-4740-4320	General Liability Insurance	5,799	6,000	0	0	6,500	6,500	0.00%
60-4740-4520	Convention, Training, & Education	0	40	198	250	250	0	0.00%
<i>Materials and Supplies:</i>								
60-4740-5100	Materials & Supplies	7,039	14,296	10,878	16,500	16,500	0	0.00%
60-4740-5200	Office Supplies & Equipment	558	1,078	711	1,000	1,000	0	0.00%
60-4740-5300	Food Supplies and Food Service	835	378	233	500	500	0	0.00%
60-4740-5600	Vehicle and Powered Equipment	2,956	3,990	4,108	3,900	6,000	2,100	53.85%
60-4740-5700	Uniforms and Wearing Apparel	296	974	319	500	500	0	0.00%
TOTAL SANITARY SEWER MAINTENANCE EXPENDITURES:		218,746	247,116	232,347	253,600	230,836	(22,764)	-8.98%

NON-DEPARTMENTAL

Non-departmental consists of expenditures for the following functions:

Capital Outlay: The Capital Outlay function accounts for expenditures related to the Town's fixed asset additions and contribution projects.

Debt Service: The Debt Service function accounts for the payment of principal and interest on the Town's general long-term debt.

Transfers and Reserves: The Town Council may transfers monies to another fund or may reserve a portion of the budgeted revenues (i.e., a reserve for debt service or a reserve for contingency)

Services Charges: Service Charges account for the bank fees incurred by the Town.

NON-DEPARTMENTAL

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
<u>NON-DEPARTMENTAL:</u>								
<u>CAPITAL OUTLAY:</u>								
60-4910-6100	Machinery and Equipment	98,088	115,988	0	0	14,500	14,500	0.00%
60-4910-6400	Motor Vehicles and Equipment	14,786	0	0	0	0	0	0.00%
60-4910-6600	Capital Leases	0	0	0	0	0	0	0.00%
60-4910-6911	Trunk Sewer Expansion	739,084	0	0	0	0	0	0.00%
60-4910-6912	WWTP Expansion	20,247,228	5,130,285	312,012	0	0	0	0.00%
60-4910-6914	Water Utility Extension Project	0	20,992	474,985	0	0	0	0.00%
TOTAL CAPITAL OUTLAY:		21,099,186	5,267,265	786,997	0	14,500	14,500	0.00%
<u>DEBT SERVICE:</u>								
60-4920-7110	Principal Payments	591,949	895,688	1,171,274	1,190,000	1,206,000	16,000	1.34%
60-4920-7120	Interest Payments	373,635	357,698	340,897	331,000	301,000	(30,000)	-9.06%
TOTAL DEBT SERVICE:		965,584	1,253,386	1,512,171	1,521,000	1,507,000	(14,000)	-0.92%
<u>TRANSFERS & RESERVES:</u>								
60-4930-8500	Reserve for Contingency	0	0	0	0	0	0	0.00%
60-4930-8510	Reserve for Debt Service	0	0	0	0	0	0	0.00%
TOTAL TRANSFERS & RESERVES:		0	0	0	0	0	0	0.00%

NON-DEPARTMENTAL, CONTINUED

Account Number	Account Name	FY 2009 Actual Expenditures	FY 2010 Actual Expenditures	FY 2011 Actual Expenditures	FY 2012 Amended Budget	FY 2013 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)
SERVICE CHARGES:								
60-4940-4800	Bank Service Charges	1,584	1,279	2,553	5,000	2,500	(2,500)	-50.00%
TOTAL SERVICE CHARGES:		1,584	1,279	2,553	5,000	2,500	(2,500)	-50.00%
TOTAL NON-DEPARTMENTAL EXPENDITURES:		22,066,354	6,521,930	2,301,721	1,526,000	1,524,000	(2,000)	-0.13%
TOTAL PUBLIC UTILITIES FUND EXPENDITURES:		24,262,112	8,839,657	4,418,261	3,751,500	3,751,336	(164)	0.00%