

Changes from FY 2019 Adopted Budget to FY 2020 Recommended Budget

	General Fund	Capital	EDQ	Fire/EMS	Code Comp	Transportation	School Op.	School Food Srvc	School Capital	Joint Fleet	Utilities Op.	Utilities Capital	Total*
REVENUE													
FY 2019 Adopted Budget													
Revenue	\$266,868,451	\$973,821	\$64,748	\$2,600,000	\$3,584,643	\$6,488,258	\$157,541,832	\$10,452,102	\$30,799,918	\$2,733,110	\$34,625,040	\$7,730,782	\$521,729,595
Transfers In	\$3,611,704	\$18,967,695	\$1,169,000	\$0	\$898,974	\$874,186	\$128,492,093	\$63,870	\$0	\$0	\$220,000	\$0	\$154,297,522
Use of Fund Balance	\$9,669,395	(\$3,444,147)	\$46,365	\$0	\$529,733	\$970,334	\$0	\$807,000	\$0	\$87,172	(\$1,896,188)	\$2,217,669	\$8,900,161
Total	\$280,149,550	\$16,497,369	\$1,280,113	\$2,600,000	\$5,013,350	\$8,332,778	\$286,033,925	\$11,322,972	\$30,799,918	\$2,820,282	\$32,948,852	\$9,948,451	\$684,927,278
General Adjustments - Revenues													
Real Estate Tax	\$6,504,249					\$18,566							\$6,522,815
DSS/CSA State Revenue	\$2,805,303												\$2,805,303
Personal Property Tax	\$849,435												\$849,435
Sales Tax	\$498,563												\$498,563
Meals Tax	\$419,819												\$419,819
Refuse Disposal Fees	\$400,000												\$400,000
Water/Sewer Administrative Fee	\$372,930												\$372,930
Recordation	\$300,000												\$300,000
Public Service Corporation Taxes	\$252,925												\$252,925
Business License Tax	\$250,000												\$250,000
SAFER Grant - F/R	\$238,388												\$238,388
Interest Earnings	\$200,000		\$1,000			\$15,000				\$45,000			\$261,000
Grantors Tax	\$155,000												\$155,000
Recycling Revenue	\$100,000												\$100,000
Bank Stock Tax	\$100,000												\$100,000
Emergency Services	\$35,000												\$35,000
Machinery & Tools	\$27,712												\$27,712
Administrative Collection Fee	\$25,000												\$25,000
Self-Supporting Activities	\$16,805												\$16,805
Mobile Home Titling Tax	\$15,000												\$15,000
Animal Shelter Fees	\$12,104												\$12,104
Grant Revenues	\$11,553	\$1,165,321											\$1,176,874
Gun Permits	\$10,000												\$10,000
Recreation Registrations	\$9,845												\$9,845
Victim/Witness Grant	\$5,103												\$5,103
Wireless E911 Surcharge	\$5,000												\$5,000
Public Education & Gov't (PEG) Grant	\$5,000												\$5,000
Payment in Lieu of Taxes	\$4,000												\$4,000
Commercial Vehicle Disposal License	\$3,000												\$3,000
FOIA Reimbursement	\$2,300												\$2,300
Emergency Rescue Service Fees	\$2,000			(\$100,000)									(\$98,000)
Loriella Concessions	\$1,725												\$1,725
Jail Admin Fee	\$1,000												\$1,000
Litter Control Grant	\$504												\$504
Hunting Run Reservoir Fees	\$400												\$400
Tourism Miscellaneous	(\$100)												(\$100)
Dog/Cat Sterilization Vehicle Registrations	(\$250)												(\$250)
Ni River Reservoir Fees	(\$280)												(\$280)
Street Lights	(\$300)												(\$300)
Tourism Event Admissions	(\$3,000)												(\$3,000)
Courthouse Security Fee	(\$5,000)												(\$5,000)
Admission Fees - Loriella Park Pool	(\$5,520)												(\$5,520)
Clerk of Court Subscriptions	(\$6,000)												(\$6,000)
Railroad Reimbursement	(\$8,120)												(\$8,120)
Technology Trust Fund - Clerk of Circuit Court	(\$9,239)												(\$9,239)
Telecommunications Review Fee	(\$15,000)												(\$15,000)
Federal Propane Tax Credit	(\$15,000)												(\$15,000)
Antenna Tower Rental Fees	(\$16,674)									\$3,687			(\$12,987)
Journey Through the Chesapeake Bay Camp Fees	(\$19,500)												(\$19,500)
Dog Tag Licenses	(\$31,460)												(\$31,460)
Fire Safety Inspection Fees	(\$133,000)												(\$133,000)
Communications Sales Tax	(\$200,000)												(\$200,000)
Delinquent Personal Property	(\$342,228)												(\$342,228)
Delinquent Real Estate	(\$824,237)												(\$824,237)
Proffers		\$2,030,008											\$2,030,008
Bond Subsidies		\$621									(\$9,134)		(\$8,513)
Rental of General Property	\$600		\$1,000										\$1,600
Stormwater Management Fee Revenue					\$44,000								\$44,000
Dev. Review Fees & Code Compliance Admin Charges					\$538,476								\$538,476
Fuel Tax						(\$87,600)							(\$87,600)
Fredericksburg's Share of Projects												\$2,754,445	\$2,754,445

Spotsylvania County, Virginia

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FY 2020 Recommended Budget

Changes from FY 2019 Adopted Budget to FY 2020 Recommended Budget

	General Fund	Capital	EDO	Fire/EMS	Code Comp	Transportation	School Op.	School Food Srvc	School Capital	Joint Fleet	Utilities Op.	Utilities Capital	Total*
State Revenue for Education							\$7,879,032	\$11,727					\$7,890,759
Federal Revenue for Education							\$884,712	\$272,200					\$1,156,912
Other Local Revenue		(\$58,909)				\$685	\$217,227	\$147,280					\$306,283
Charges for Services										\$179,612			\$0
Bond Proceeds									(\$1,895,222)				(\$1,895,222)
Various Utilities revenues											\$1,773,247		\$1,773,247
Budget Initiative Adjustments - Revenues													
7 Added DSS positions	\$174,394												\$174,394
Adjustments - Use of FB													
Remove one-time FY 2019 transfer to Schools	(\$250,000)												(\$250,000)
Remove other one-time FY 2019 uses	(\$9,419,395)												(\$9,419,395)
Use for one-time FY 2020 base budget items	\$290,134												\$290,134
Use Ec. Opp. Reserve for approved non-tax incentives	\$355,000												\$355,000
Use of one-time FY 2020 transfer to Capital Projects	\$5,000,000												\$5,000,000
Use of tourism reserve for tourism	\$167,104												\$167,104
Miscellaneous one-time new initiatives in FY 2020	\$225,000												\$225,000
Use of fund balance		\$924,512	(\$3,430)		(\$482,872)	(\$68,951)		\$587,349		(\$87,172)	(\$602,027)	(\$987,896)	(\$633,315)
Adjustments - Transfers from other funds													
Transfer from Capital Projects Fund	\$1,212					(\$590)					(\$45,000)		(\$44,378)
Transfer from Fire/EMS Service Fee Fund	(\$100,000)												(\$100,000)
Transfer from Code Compliance Fund	(\$55,770)												(\$55,770)
Transfer from General Fund		(\$2,437,416)	\$65,000		\$64,070		(\$310,677)						(\$2,619,023)
Transfer from Utilities Operating Fund		(\$508,807)											(\$508,807)
Transfer from Transportation Fund											(\$50,000)		(\$50,000)
FY 2020 Recommended Budget													
Revenue	\$279,048,200	\$4,110,862	\$66,748	\$2,500,000	\$4,167,119	\$6,434,909	\$166,522,803	\$10,883,309	\$28,904,696	\$2,912,722	\$36,437,840	\$10,485,227	\$549,561,713
Transfers In	\$3,457,146	\$16,021,472	\$1,234,000	\$0	\$963,044	\$873,596	\$128,181,416	\$63,870	\$0	\$0	\$125,000	\$0	\$150,919,544
Use of Fund Balance	\$6,037,238	(\$2,519,635)	\$42,935	\$0	\$46,861	\$901,383	\$0	\$1,394,349	\$0	\$0	(\$2,498,215)	\$1,229,773	\$4,634,689
Total	\$288,542,584	\$17,612,699	\$1,343,683	\$2,500,000	\$5,177,024	\$8,209,888	\$294,704,219	\$12,341,528	\$28,904,696	\$2,912,722	\$34,064,625	\$11,715,000	\$705,115,946

FY 2020 Recommended Budget

Changes from FY 2019 Adopted Budget to FY 2020 Recommended Budget

	<u>General Fund</u>	<u>Capital</u>	<u>EDQ</u>	<u>Fire/EMS</u>	<u>Code Comp</u>	<u>Transportation</u>	<u>School Op.</u>	<u>School Food Srvc</u>	<u>School Capital</u>	<u>Joint Fleet</u>	<u>Utilities Op.</u>	<u>Utilities Capital</u>	<u>Total*</u>
EXPENDITURES													
FY 2019 Adopted Budget													
Appropriated Expenditures	\$129,213,733	\$15,920,062	\$1,280,113	\$0	\$4,284,767	\$8,232,778	\$285,970,055	\$11,322,972	\$30,799,918	\$2,820,282	\$32,370,945	\$9,948,451	\$529,343,794
Tax Relief	\$1,285,962	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,285,962
Transfers Out	\$149,649,855	\$577,307	\$0	\$2,600,000	\$728,583	\$100,000	\$63,870	\$0	\$0	\$0	\$577,907	\$0	\$154,297,522
Total	\$280,149,550	\$16,497,369	\$1,280,113	\$2,600,000	\$5,013,350	\$8,332,778	\$286,033,925	\$11,322,972	\$30,799,918	\$2,820,282	\$32,948,852	\$9,948,451	\$684,927,278
General (Base) Adjustments - Expenses													
Other Post Employment Benefits liability (2/5th) - policy	\$743,505												\$743,505
2.5% COLA effective 7/15/19 - Comp Study implementation	\$1,623,802	\$3,474			\$70,961	\$7,420					\$222,486		\$1,928,143
CSA mandated programs	\$2,165,000												\$2,165,000
Social Services programs	\$1,062,390												\$1,062,390
Placeholder for anticipated HI rate changes to fund claims	\$750,000												\$750,000
10 SAFER positions added to Fire/Rescue in FY 2019	\$673,180												\$673,180
DSS Changes in FY 2019 - +8.63 FTEs	\$578,524												\$578,524
Contribution to Rappahannock Regional Jail	\$400,000												\$400,000
Adj. savings due to lapse & turnover of positions	\$302,000												\$302,000
Comp Study - 3rd year - Comp Study implementation	\$290,219				\$11,985	\$275				\$23,284			\$325,763
Vehicle & Equipment Fuel	\$248,770												\$248,770
4 Added SROs during FY 2019	\$243,376												\$243,376
Factor in higher than est. FY19 2nd yr cost of Comp Study	\$205,746	\$298			\$18,728	\$1,698				\$40,606			\$267,076
Full-yr funding of FY 2019 1/2 year positions	\$203,237												\$203,237
Miscellaneous other adjustments throughout	\$177,699									\$184,612			\$362,311
Shift 2 positions from OneSolution project to General Fd	\$165,511												\$165,511
Other changes in personnel	\$163,169	(\$4,987)			(\$13,885)	\$798					\$23,237		\$168,332
Sheriff's Office Overtime	\$159,670												\$159,670
Mileage, Travel & Training	\$150,578												\$150,578
Legal Services	\$140,900		(\$2,000)										\$138,900
Fire/Rescue Overtime	\$140,330												\$140,330
Contribution to Regional Juvenile Detention Center	\$136,580												\$136,580
Shift to active employee HI from retiree HI based on claims	\$100,000												\$100,000
Adj. to assumed savings on HI from lapse & turnover	\$100,000												\$100,000
Longevity Adjustments - 3rd year - Comp Study implem.	\$97,510	\$346			\$1,598					\$9,939			\$109,393
Miscellaneous accounts of +/- <\$20K each	\$69,782	(\$384)	(\$5,000)		\$27,636	\$2,133							\$94,167
Repairs & Maintenance	\$63,557										(\$103,479)		(\$39,922)
Fire/EMS Training	\$54,444												\$54,444
Property & Liability Insurance	\$39,648												\$39,648
Base contribution to Rappahannock Regional Library	\$35,297												\$35,297
RACSB contribution - add'l mental health therapists	\$34,567												\$34,567
Machinery & Equipment	\$28,236									\$177,626			\$205,862
Printing & Binding	\$27,962												\$27,962
Budgeted Contingency (0.25% of GF expenses)	\$27,950												\$27,950
Body armor & protective gear	\$22,990												\$22,990
Debt Service	\$18,191						\$95,991	\$800,553			\$1,667,273		\$2,582,008
Line of Duty Act mandated costs	\$355												\$355
Management Consulting	(\$26,700)				\$44,000								\$17,300
Other regional agencies	(\$28,156)							(\$22,349)					(\$50,505)
Police Operating Supplies	(\$29,918)												(\$29,918)
Uniforms	(\$31,820)												(\$31,820)
Software Applications	(\$35,835)												(\$35,835)
Operating Supplies	(\$38,560)												(\$38,560)
Heating Services	(\$40,620)												(\$40,620)
Communication Equipment	(\$42,420)												(\$42,420)
Remove Sign Coordinator position	(\$43,207)												(\$43,207)
Maintenance Service Contracts	(\$76,650)												(\$76,650)
Minor capital expenses within the operating budget	(\$81,550)												(\$81,550)
Replacement Vehicles	(\$85,900)				\$66,310						(\$123,036)		(\$142,626)
Spotsylvania Volunteer Per Diems	(\$97,825)												(\$97,825)
Shift from retiree HI to active employee HI based on claims	(\$100,000)												(\$100,000)
Electrical Services	(\$114,495)		\$5,570										(\$108,925)
Remove one-time FY 2019 contribution to Library	(\$239,474)												(\$239,474)
Operating Reserve	(\$295,170)												(\$295,170)
OPEB Adjustments - Other Funds		(\$2,911)			(\$116,653)	(\$13,745)				(\$406,289)			(\$539,598)
Capital Projects		\$1,163,872			(\$1,867)	(\$500)			(\$1,895,222)		(\$129,550)	\$1,766,549	\$903,282
Previously approved economic development incentives			\$65,000										\$65,000
VRE/PRTC Subsidies													(\$346,965)
Transportation Reserves						\$202,354							\$202,354
Chemical Treatment Supplies											\$37,871		\$37,871

Spotsylvania County, Virginia
FY 2020 Recommended Budget

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Changes from FY 2019 Adopted Budget to FY 2020 Recommended Budget

	<u>General Fund</u>	<u>Capital</u>	<u>EDO</u>	<u>Fire/EMS</u>	<u>Code Comp</u>	<u>Transportation</u>	<u>School Op.</u>	<u>School Food Srvc</u>	<u>School Capital</u>	<u>Joint Fleet</u>	<u>Utilities Op.</u>	<u>Utilities Capital</u>	<u>Total*</u>
Schools - Instruction							\$3,253,672						\$3,253,672
Schools - Administration							\$792,171						\$792,171
Schools - Transportation							\$1,379,382						\$1,379,382
Schools - Maintenance							\$905,136			\$92,440			\$905,136
Schools - Technology							\$1,539,380						\$1,539,380
Schools - Food Service									\$1,018,556				\$1,018,556
Budget Initiative Adjustments - Expenditures													
Contribution to Germanna - Yr 1 of 5 capital contribution	\$100,000												\$100,000
Deputy Director of Human Resources (1 FTE)	\$105,699												\$105,699
DSS - Eligibility Program Manager (1 FTE)	\$89,607												\$89,607
DSS - Family Services Supervisor (1 FTE)	\$89,607												\$89,607
DSS - Family Services Workers (3 FTEs)	\$207,242												\$207,242
DSS - Services Program Manager (1 FTE)	\$97,524												\$97,524
DSS - Eligibility Worker II (1 FTE)	\$61,003												\$61,003
One-year contribution to Rail Museum (tourism \$)	\$25,000												\$25,000
One-year capital contribution to YMCA	\$200,000												\$200,000
Commercial Building Inspector					\$110,631								\$110,631
Adjustments to Transfers Out													
Remove one-time FY 2019 transfer to Schools	(\$250,000)												(\$250,000)
Adj. Schools transfer for rev. appropriated State \$ in FY19	(\$868,877)												(\$868,877)
Transfer to Schools	\$808,200												\$808,200
Remove one-time FY 2019 transfer to Capital Projects	(\$8,595,000)												(\$8,595,000)
Transfer GF cash to CIP - policy level add of 0.25%	\$1,157,584												\$1,157,584
Transfer add'l one-time cash to CIP in FY 2020	\$5,000,000												\$5,000,000
Transfer to EDO for previously approved incentives	\$65,000												\$65,000
Transfer to Code Compliance	\$64,070												\$64,070
Transfer to General Fund		\$1,212		(\$100,000)	(\$55,770)								(\$154,558)
Transfer to Capital Projects Fund											(\$508,807)		(\$508,807)
Transfer to Transportation Fund		(\$590)											(\$590)
Transfer to Utilities Operating Fund		(\$45,000)				(\$50,000)							(\$95,000)
FY 2020 Recommended Budget													
Appropriated Expenditures	\$141,511,752	\$17,079,770	\$1,343,683	\$0	\$4,504,211	\$8,159,888	\$294,640,349	\$12,341,528	\$28,904,696	\$2,912,722	\$33,995,525	\$11,715,000	\$554,196,402
Transfers Out	\$147,030,832	\$532,929	\$0	\$2,500,000	\$672,813	\$50,000	\$63,870	\$0	\$0	\$0	\$69,100	\$0	\$150,919,544
Total	\$288,542,584	\$17,612,699	\$1,343,683	\$2,500,000	\$5,177,024	\$8,209,888	\$294,704,219	\$12,341,528	\$28,904,696	\$2,912,722	\$34,064,625	\$11,715,000	\$705,115,946

* Excludes the Joint Fleet Fund so as not to double-count the revenues and expenditures associated with fleet maintenance. The Joint Fleet Fund charges other funds for costs, and the expenditures show in the funds being charged.

FY 2020 Recommended Budget

Acronyms

AICP: American Institute of Certified Planners

ALS: Advanced Life Support

AMI: Advanced Metering Infrastructure

APA: Auditor of Public Accounts

ARC: Annual Required Contribution

ARRA: American Recovery and Reinvestment Act of 2009; Federal Program

AWWA: American Water Works Association

BAB: Build America Bonds

BOS: Board of Supervisors

BPOL: Business, Professional and Occupational tax

BSR: Budget Stabilization Reserve

CAD: Computer Aided Dispatch

CAFR: Comprehensive Annual Financial Report

CAMA: Computer Assisted Mass Appraisal

CASA: Court Appointed Special Advocates

CBRC: Citizen Budget Review Committee

CCTV: Closed Circuit Television

CDC: Centers for Disease Control and Prevention

CFSR PIP: Child Family Services Review Performance Improvement Plan

CIP: Capital Improvement Plan; *see definition in Glossary*

COLA: Cost of Living Allowance; *see definition in Glossary*

CPI: Consumer Price Index; *see definition in Glossary*

CPS: Child Protective Services

CRRL: Central Rappahannock Regional Library

CSA: Children's Services Act; State Program

CSU: Court Services Unit

CY: Calendar Year

DCJS: Department of Criminal Justice Services; State Agency

DCLS: Division of Consolidated Laboratory Services

DEQ: Department of Environmental Quality; Federal Agency

DJJ: Department of Juvenile Justice

DMV: Department of Motor Vehicles; State Agency

DSS: Department of Social Services

E-911: Enhanced 911; *see definition in Glossary*

EDA: Economic Development Authority

EDO: Economic Development Opportunities Fund; *see definition in Glossary*

EDP: Electronic Data Processing

EIA: Energy Information Administration

EMS: Emergency Medical Services

EMT: Emergency Medical Technician

ESC: Erosion and Sediment Control

ESP: Enhanced Staffing Program (Fire/Rescue)

F/R: Fire/Rescue

FAMIS: Family Access to Medical Insurance Security Plan; State Program

FAMPO: Fredericksburg Area Metropolitan Planning Organization

FCI: Facility Condition Index; *see definition in Glossary*

FEMA: Federal Emergency Management Agency

FLSA: Fair Labor Standards Act

FOIA: Freedom of Information Act; State Law

FRED: Fredericksburg Regional Transit

FREMS: Fire, Rescue & Emergency Management Services

FTE: Full-time Equivalent; *see definition in Glossary*

FY: Fiscal Year; *see definition in Glossary*

GAAP: Generally Accepted Accounting Principles; *see definition in Glossary*

GASB: Governmental Accounting Standards Board

GFOA: Government Finance Officers Association

GIS: Geographic Information System

GO: General Obligation Bond; *see definition in Glossary*

GPD: Gallons per Day

HR: Human Resources

HVAC: Heating, Ventilating, and Air Conditioning

IEP: Individualized Education Program

IFB: Invitation for Bid

I&I: Infiltration and Inflow

IS: Information Services

ISO: International Organization for Standardization

IT: Information Technology

JDR: Juvenile and Domestic Relations Court

MDT: Multi-Disciplinary Team

MGD: Million Gallons per Day

NADA: National Automobile Dealers Association

G911: Next Generation 911

OPEB: Other Post-Employment Benefits

P&R: Parks and Recreation

PDR: Purchase of Development Rights program

PEG: Public, Educational, and Governmental; *see definition in Glossary*

PPTRA: Personal Property Tax Relief Act; State Program

PRTC: Potomac and Rappahannock Transportation Commission; *see definition in Glossary*

QECB: Qualified Energy Conservation Bond

RACSB: Rappahannock Area Community Services Board; State Program

RFP: Request for Proposal

RJC: Rappahannock Juvenile Center

RRJ: Rappahannock Regional Jail

RRJA: Rappahannock Regional Jail Authority

SAFER: Staffing for Adequate Fire & Emergency Response

SART: Sexual Assault Response Team

SCADA: Supervisory Control and Data Acquisition

SCBA: Self-Contained Breathing Apparatus

SDWP: Safe Drinking Water Program; a State program

SECA: Spotsylvania Emergency Concerns Association

SEED: Spotsylvania Environmental Education Development

SMART Scale: System for the Management and Allocation of Resources for Transportation; *see definition in Glossary*

SNAP: Supplemental Nutrition Assistance Program, State Program

SOQ: Standards of Quality

SRO: School Resource Officer

SSD: Special Service District; *see definition in Glossary*

SWCD: Soil and Water Conservation District; State Program

TANF: Temporary Assistance to Needy Families; State Program

TBD: To be determined

VACo: Virginia Association of Counties

VBMP: Virginia Base Mapping Program

VDOT: Virginia Department of Transportation

VELAP: Virginia Environmental Laboratory Accreditation Program

VIEW: Virginia Initiative for Employment Not Welfare; State Program

VITA: Virginia Information Technologies Association

VJCCCA: Virginia Juvenile Community Crime Control Act; State Program

VOPEX: Virginia Operations Plan Exercise; *see definition in Glossary*

VRE: Virginia Railway Express; *see definition in Glossary*

VRS: Virginia Retirement System

VSMP: Virginia Stormwater Management Program

W/S: Water/Sewer

WTP: Water Treatment Plant

WWTP: Wastewater Treatment Plant

Glossary

Accrual Basis: A system of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Activity: Departmental efforts which contribute to the achievement of a specific set of program objectives.

Amended Budget: The amended budget represents the original appropriation for the fiscal year plus any supplemental appropriations approved by the Board of Supervisors.

Amortize: To pay off gradually, usually through periodic payments of principal and interest.

Appropriation: A legal authorization granted by the Board of Supervisors to incur obligations and to make expenditures for specific purposes.

Assessed Value: The valuation set upon real estate and certain personal property as a basis for levying property taxes.

Assessment Ratio: The ratio at which the tax rate is applied to the tax base.

Asset: A resource owned or held by the County which has monetary value.

Assigned Fund Balance: The portion of fund balance amounts constrained by the County's intent to be used for specific purposes, but are neither restricted nor committed. Unlike committed funds, assignments generally exist temporarily and additional action is not required for their removal. In governmental funds other than

the general fund, assigned fund balance represents the remaining amount that is not restricted or committed.

Balanced Budget: A budget is balanced when planned revenues equal planned expenditures for a given fiscal year. All local governments in Virginia are required by state law to adopt a balanced budget.

Base Budget: The cost of continuing the existing levels of service in the current budget year.

Basis of Accounting: The method used to determine when various financial transactions are recorded or recognized in accounts.

Bond: An interest bearing certificate of public indebtedness. It is a promise to repay a specified amount of money (the face amount of the bond) by a particular date (the maturity date). Bonds are primarily used to finance capital projects.

Bond Rating: An alphabetical grading system representing the credit worthiness of government bonds. Triple-A (AAA) is the best possible rating. Ratings are assigned by three primary rating agencies: Moody's, S&P, and Fitch.

Bond Refinancing: The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

Budget: A plan of financial activity for a specified period of time indicating all planned revenues and expenses for the budget period.

Budget Calendar: The schedule of key dates which the County follows in the preparation and adoption of the budget.

Budget Stabilization Reserve: A portion of the County General Fund Balance at the close of each fiscal year established in FY 2016 with a balance of \$1,000,000. An additional 0.25% of General Fund and School Operating Fund revenues is to be added at the end of each subsequent fiscal year until such time as the BSR balance reaches \$5,000,000.

Budgetary Basis: This refers to the system of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash or modified accrual. The County utilizes the modified accrual basis.

Budgetary Control: The control or management of the County in accordance with the adopted budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

Capital Budget: Funds appropriated for the first year of the Capital Improvement Plan.

Capital Outlay: Acquisition of a fixed asset for general government operations which has an approximate per unit value of \$500 or more and/or has a useful economic life of more than two years.

Capital Project: Renovations, repairs, major maintenance, new construction, land/easement purchases, or equipment with an anticipated life of at least 5 years and a cost of \$50,000 or more. If a capital project is financed, its anticipated life must be at least as long as the term of financing

for the project. Also called a capital improvement.

Capital Projects Fund: A governmental fund used to account for major general capital expenditures that extend beyond a single fiscal year and their related sources of funding.

Carryover: A fiscal year closing process through which funding from one fiscal year is carried into the next fiscal year for specific purposes. Also known as “carry forward.”

Children’s Services Act: (formerly known as the Comprehensive Services Act) A law enacted in 1993 that establishes a single state pool of funds to purchase services for at-risk youth and their families. The state funds, combined with local community funds, are managed by local interagency teams who plan and oversee services to youth.

CIP: Capital Improvement Plan is for capital projects to be incurred each year over a five year time period to meet anticipated capital expenditures arising from the County’s long term needs.

Code Compliance Fund: A governmental fund used to account for revenues and expenditures related to the enforcement of Federal, State and local laws related to building, zoning and environmental engineering.

COLA: Cost of Living Adjustment is an increase in salaries to offset the adverse effect of inflation on compensation.

Committed Fund Balance: The portion of fund balance reserved for specific purposes determined by formal action of the government's highest level of decision-making authority. Once reported as committed, amounts cannot be used for any purpose other than that for which the funds were committed unless equal action is taken by the highest level of decision-making authority to remove or change the constraint.

Compensation Board: The State agency that reviews and approves annual budgets submitted by constitutional officers and reimburses localities for the State's share of authorized salaries and expenses of constitutional officers and their employees.

Constitutional Officers: Elected officials who are authorized by the constitution of Virginia to head County departments, including the Commissioner of Revenue, Treasurer, Clerk of the Circuit Court, Commonwealth's Attorney and Sheriff.

Contingency: A budgetary reserve set aside for emergencies or unforeseen expenditures.

CPI: Consumer Price Index is a statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living.

Debt Service: The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

Deficit: The excess of liabilities over assets or the excess of expenditures or expenses over revenues during a single accounting period.

Department: The basic organizational unit of the County which is functionally unique in its delivery of services.

Depreciation: A reduction in the value of an asset with the passage of time due to wear and tear. Also, a method of allocating the cost of an asset over its useful life for accounting purposes.

Designated Revenues: Sources of revenue specifically assigned to be used for a certain purpose.

Disbursement: The expenditure of funds from an account.

E-911: Enhanced 911 is support for wireless phone users who dial 911, the standard number for requesting help in an emergency.

Economic Development Opportunities Fund: A governmental fund used to account for expenditures and revenues related to the EDA and to provide incentive loans to new or expanding businesses in the County.

Economic Opportunities Reserve: A portion of the County General Fund Balance, in the amount of \$2,000,000, reserved for the purpose of funding matches to State grants and to provide other up-front incentives to substantial economic development opportunities.

Expense: Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

FCI: Facility Condition Index is the most common benchmark used to rate the overall condition of a building. The FCI is developed by comparing the cost of

deferred maintenance requirements for a building to the current replacement cost of the building.

Fire/EMS Service Fee Fund: A governmental fund used to account for revenues collected by a third party billing program for fire/EMS services rendered by the County.

Fiscal Policies: Policies with respect to revenues, spending and debt management as these relate to County services, programs and capital investment. The policies provide a set of principles for the planning and programming of the County budget and its funding.

Fiscal Stability Reserve: A portion of the County General Fund Balance at the close of each fiscal year in an amount equal to no less than 11% of the General Fund and School Operating Fund revenues in the subsequent fiscal year budget.

Five-Year Financial Forecast: A five-year financial plan developed annually by County staff to assess near-term out-year costs of the current budget and CIP. This tool serves to gauge the availability of funds or the existence of potential budget imbalances.

Fixed Assets: Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

FTE: Full-time equivalents are employee positions, which are authorized in the adopted budget, to be filled during the year.

Function: A group of related activities aimed at accomplishing a major service or

regulatory program or the purpose of the department's existence.

Fund: A fiscal entity with revenues and expenses which are segregated for the purpose of carrying out a specific purpose or activity.

Fund Balance: The excess of the assets of a fund over its liabilities, reserves, and carry over.

FY: Fiscal Year is a twelve-month financial operating period. The County's fiscal year begins July 1 and ends June 30. Fiscal years are named for the calendar year in which they end; FY 2020 begins July 1, 2019 and ends June 30, 2020.

GAAP: Generally Accepted Accounting Principles are uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

General Fund: A governmental fund used to account for general operating expenditures and revenues.

GO: General Obligation Bond is a type of bond is backed by the full faith and credit of the County through its taxing authority.

Goal: A statement of broad direction, purpose or intent based on the needs of the community.

Governmental Funds: Funds used to account for the activities of a government that are carried out primarily to provide services to citizens. Governmental funds are the funds through which most governmental functions are typically paid.

Grants: A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.

Indirect Cost: A cost necessary for the functioning of the organization as a whole but which cannot be directly assigned to one service.

Infrastructure: The physical assets of the County.

Intergovernmental Revenue: Funds received from federal, state and other local government sources in the form of grants, shared revenues and payments in lieu of taxes.

Joint Fleet Maintenance Fund: A proprietary fund used to account for revenues and expenditures related to maintenance of County and School fleets.

Lease-Purchase: Lease-purchase is the mechanism through which the County's lease revenue bonds function. For example, the County purchases a fire truck using lease revenue bonds issued through the EDA. Officially, the EDA is given the leasehold rights for the equipment, but must lease the equipment back to the County until the bonds are repaid. In reality, no money exchanges hands. The County pays the debt service directly to the bond trustee.

Levy: To impose taxes for the support of government activities.

Liability: Obligations arising from past transactions or events. A common liability is accounts payable arising from the

purchase of goods or services. When the supplier is paid, the liability is reduced by the amount paid.

Line-Item Budget: A budget prepared using specific expenditure categories, such as salaries, fringe benefits, telephone charges, professional services, office supplies, etc.

Mission: The purpose of an organization's existence and its focus.

Modified Accrual Basis: Revenues are recognized when they are both measurable and available to finance current expenditures. Expenditures are recognized when the services are incurred or goods received.

Net Tax Support: The amount of local taxes required to finance a particular program or set of programs.

New Initiative: New positions, new equipment, or program expansions.

Non-Designated Revenues: Revenue sources not assigned to a specific use but available for general use.

Non-Spendable Fund Balance: The portion of fund balance that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Operating Expenses: Expenses for on-going operations. If the term is used in reference to Fund levels, it is referring to the Funds other than capital funds. If the term is describing an expense type, it is referring to expenses other than personnel and capital.

Operating Revenue: Funds received as income to pay for on-going operations. These revenues include taxes, fees and charges for services and grant revenues.

Pay-As-You-Go: A method of financing utilizing current revenues.

PEG fee: Public, Educational, and Governmental is a fee charged to cable subscribers by the company to support the government and education cable television channels that are part of the franchise agreements.

Performance Measure: A quantifiable indicator used to assess how well an organization is achieving its desired objectives.

Personnel: Expenditures relating directly to the costs of compensating employees.

Proffer: Contributions of land, capital improvements and funding from developers to address the demand for community services created by new development.

Proprietary Fund: Funds used to account for business-type, self-supporting activities where the costs of providing goods and services are recovered primarily through user fees or other charges for services.

PRTC: Potomac and Rappahannock Transportation Commission is a multi-jurisdictional agency representing Spotsylvania, Stafford, and Prince William Counties and the Cities of Manassas, Manassas Park and Fredericksburg.

Reassessment: The biennial process of valuing real property to ensure equitable distribution of taxation.

Referendum: The principle or practice of referring measures as proposed or passed by a legislative body to the vote of the electorate for approval or rejection.

Resolution: A special or temporary order of the Board of Supervisors.

Restricted Fund Balance: The portion of fund balance for which use is limited to specific purposes imposed by external parties, or laws and regulations of other governments.

Revenue Bond: This type of bond is backed only by the revenues from a specific enterprise or project, such as utility connection fees to repay a bond issuance for the water treatment plant.

School Capital Projects Fund: A governmental fund used to account for all school capital expenditures that extend beyond a single fiscal year and related sources of funding.

School Food Service Fund: A governmental fund used to account for school food service including both breakfast and lunch programs.

School Operating Fund: A governmental fund used to account for school operating and debt service expenditures and revenues.

Self-Insured Health Insurance Reserve: A reserve equal to the total claims incurred but not reported (IBNR) plus three months of claim payments based on the previous three years' experiences.

SMART Scale: System for the Management and Allocation of Resources for Transportation is a VDOT program for prioritizing and funding transportation projects.

Special Revenue Funds: Funds used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

Sq Ft: Square Feet/Foot

SSD: Special Service District is an area designated by County ordinance as being subject to special real property taxes in addition to regular real property taxes. Revenue from these special taxes is used to pay for capital improvements within the area of the SSD. Four SSDs exist in Spotsylvania: Massaponax, Harrison Crossing, Lee's Hill East, and Lee's Hill West.

Supplemental Appropriation: An additional appropriation made by the Board of Supervisors after the budget has been adopted.

Transfers In/Out: Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

Transportation Fund: A governmental fund used to account for revenues and expenditures related to transportation operations and debt service on transportation projects.

Unassigned Fund Balance: The residual classification of General Fund balance to include all spendable amounts not restricted, committed, or assigned. In other

funds, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

User Fee: The payment of a fee for direct receipt of service.

Utilities Capital Projects Fund: A proprietary fund used to account for infrastructure improvements and expansions to the water and sewer system and related sources of funding.

Utilities Operating Fund: A proprietary fund used to account for operations of the public water and sewer system financed through user charges and other system revenues.

VOPEX: Virginia Operations Plan Exercise is an annual emergency preparedness drills to develop and maintain the skills necessary to minimize the impact of natural and/or manmade disasters in the County.

VRE: Virginia Railway Express provides commuter rail service from Fredericksburg to Northern Virginia and downtown Washington D.C.

