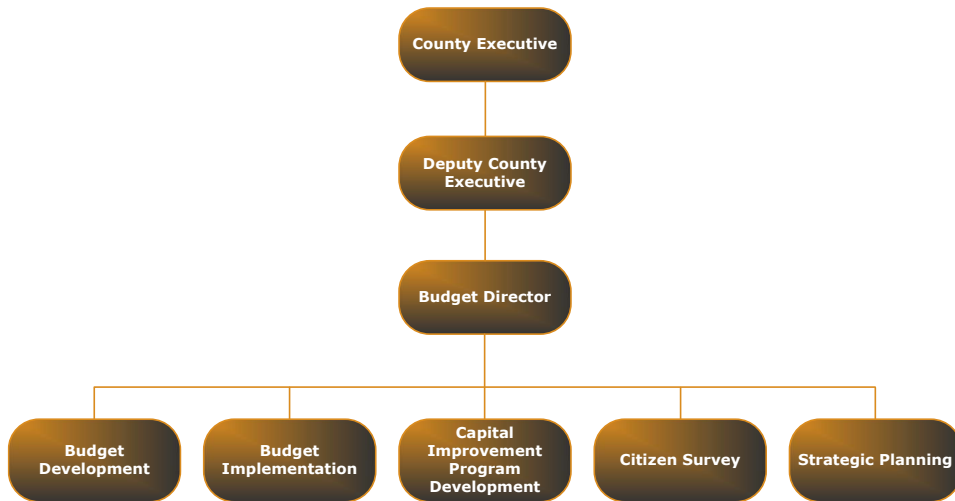


Office of Management and Budget



MISSION STATEMENT

The Office of Management and Budget will shape the future by partnering with the community, the elected leadership, and government agencies to recommend the best use of public resources in pursuit of the community's vision.

AGENCY & PROGRAM

Administration

- Board of Equalization
- Contingency Reserve
- Finance Department
- General Registrar
- Human Resources
- Human Rights Office
- Information Technology, Department of

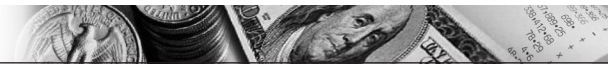
➤ Management and Budget, Office of

- Management and Budget
- Prince William Self-Insurance
- Unemployment Insurance Reserve

LOCATOR

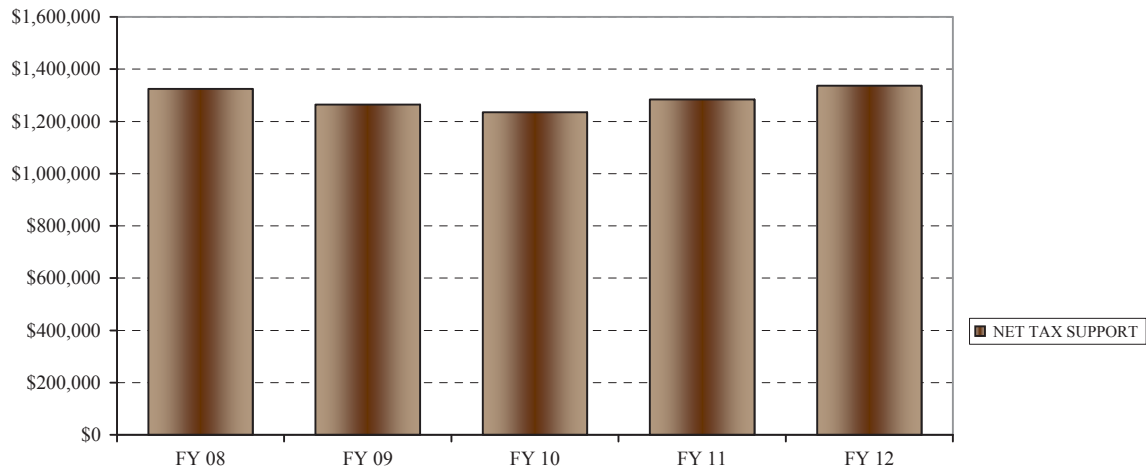


EXPENDITURE AND REVENUE SUMMARY

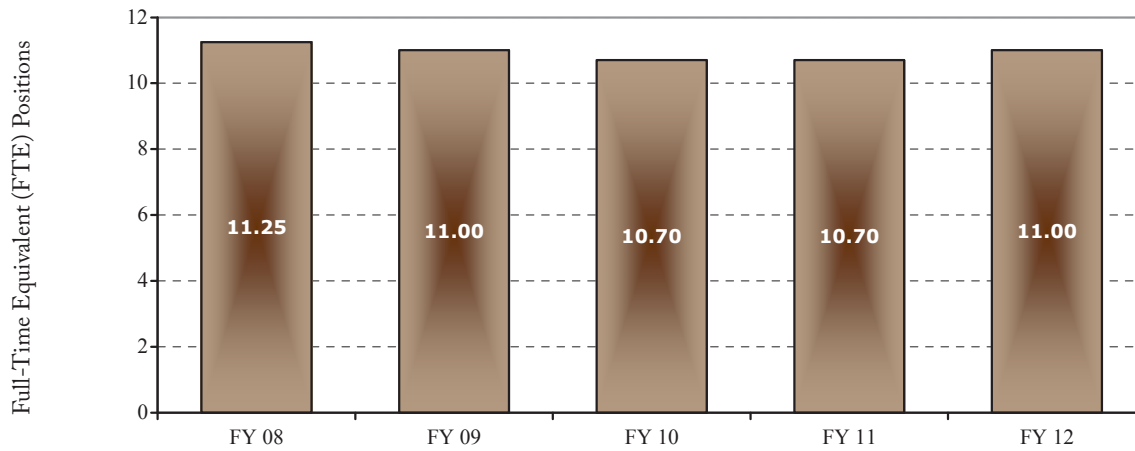


	FY 10 Approp	FY 10 Actual	FY 11 Adopted	FY 12 Adopted	% Change Adopt 11/ Adopt 12
A. Expenditure by Program					
1 Management and Budget	\$1,362,965	\$1,357,402	\$1,283,575	\$1,336,350	4.11%
Total Expenditures	\$1,362,965	\$1,357,402	\$1,283,575	\$1,336,350	4.11%
B. Expenditure by Classification					
1 Personal Services	\$867,001	\$994,629	\$874,107	\$902,957	3.30%
2 Fringe Benefits	\$245,714	\$238,809	\$245,322	\$271,253	10.57%
3 Contractual Services	\$118,972	\$11,138	\$85,461	\$79,961	-6.44%
4 Internal Services	\$57,305	\$57,305	\$33,741	\$31,735	-5.95%
5 Other Services	\$67,098	\$48,644	\$38,444	\$43,944	14.31%
6 Leases & Rentals	\$6,876	\$6,876	\$6,500	\$6,500	0.00%
Total Expenditures	\$1,362,965	\$1,357,402	\$1,283,575	\$1,336,350	4.11%
Net General Tax Support	\$1,362,965	\$1,357,402	\$1,283,575	\$1,336,350	4.11%





Note: All Years Adopted



Note: All Years Adopted

	FY 10 Adopted	FY 11 Adopted	FY 12 Adopted
1 Management and Budget	10.70	10.70	11.00
Full-Time Equivalent (FTE) Total	10.70	10.70	11.00



I. Major Issues

A. Shift Budget and Analysis Program from Office of Executive Management (OEM)

- The FY 12 budget shifts the Budget and Analysis program from OEM into a new department - Office of Management and Budget (OMB). Shifting these resources has no fiscal impact. Note, a Deputy County Executive (DCXO) was partially allocated to the program; since the DCXO position will remain in OEM the full-time equivalent (FTE) position count is reduced by 0.25 FTE.

B. Reversal of Position Share with Office of Planning

- The partnership established in the FY 2010 Fiscal Plan to share a position between the Office of Planning and OMB is no longer in effect; the 0.45 FTE has been returned to the Planning budget. The OMB position count is reduced 0.45 FTE.

C. Position Shift for Capital Improvement Program (CIP) Coordinator

- The FY 12 budget shifts one FTE position from Public Works, Facilities Construction Management program to OMB to establish a Management and Budget Analyst III/CIP Coordinator. Previously, a partnership with the Office of Planning provided part-time staffing for a CIP Coordinator. This shift increases the OMB position count by 1.00 FTE.

Note, the net effect of major issues A, B and C, is a 0.30 FTE increase to the OMB position count.

D. Revision of Internal Services Fund (ISF) Technology Billing

- The Department of Information Technology's formula to develop each agency's ISF bill has been revised to better align actual costs with activities. Seat management costs are based on the number of seats in each agency, network costs are based on the number of network logins in each agency, and application support costs are "hosted" in the agency or agencies most closely associated with the application. The net result of this billing revision is a decrease of \$2,006 in the Office of Management and Budget.

II. Budget Adjustments

A. Compensation Adjustments

Total Cost -	\$24,411
Supporting Revenue -	\$0
Total PWC Cost -	\$24,411
Additional FTE Positions -	0.00

- Description** - Compensation adjustments totaling \$24,411 are made to support an 8% Dental Insurance rate increase, a 5% Retiree Health increase, a 4% Health Insurance rate increase, and a 2% COLA increase. Additional detail concerning these adjustments can be found in the Unclassified Administrative section of Non-Departmental.



Budget Summary - Management and Budget

Total Annual Budget	
FY 2011 Adopted	\$ 1,283,575
FY 2012 Adopted	<u>\$ 1,336,350</u>
Dollar Change	\$ 52,775
Percent Change	4.11%

Number of FTE Positions	
FY 2011 FTE Positions	10.70
FY 2012 FTE Positions	<u>11.00</u>
FTE Position Change	0.30

Desired Strategic Plan Community Outcomes

- Prioritize road bond projects in order to serve economic development needs
- Achieve 9.16 million passenger trips by bus, rail, and ridesharing (i.e., carpools [including slugging] and vanpools) assuming prevailing service levels. This is broken down as follows: bus – 2.39 million; rail – 1.43 million; and ridesharing – 5.34 million

Outcome Targets/Trends

	<u>FY 09 Actual</u>	<u>FY 10 Adopted</u>	<u>FY 10 Actual</u>	<u>FY 11 Adopted</u>	<u>FY 12 Adopted</u>
▪ # of bond construction projects started serving economic development needs	1	—	1	2	>=1
▪ Annual passenger trips by bus, rail, and ridesharing including carpools, slugging and van pools by Prince William residents	7.93m	—	8.59m	8.54m	>=9.16m
▪ Citizens satisfied with the value of County tax dollars	80.8%	74.8%	83.1%	80.8%	83.1%
▪ Citizens satisfied with the efficiency and effectiveness of County government	89.7%	85.8%	88.4%	89.7%	88.4%
▪ Percent of compliance with the Sound Financial Management Principles	98%	98%	99%	98%	98%
▪ Receive the annual Government Finance Officers Association Budget Award	Yes	Yes	Yes	Yes	Yes
▪ Citizens satisfied with overall County Government	90.6%	89.4%	91.9%	90.6%	91.9%

Activities/Service Level Trends Table

1. Budget Development

Provide financial and analytical services, develop a financial plan and produce information for Prince William County agencies, the Board of County Supervisors, the County Executive and citizens in order to maintain the County's fiscal integrity and accountability and to support effective decision-making. Primary activities include coordination of the County's annual budget process, which includes development of budget guidelines, review of agency requests, adopted budget analysis and presentation of recommendations to the County Executive, preparation of the Advertised Budget plan, support of deliberations by the Board of County Supervisors and preparation of the Adopted Budget plan.

	<u>FY 09 Actual</u>	<u>FY 10 Adopted</u>	<u>FY 10 Actual</u>	<u>FY 11 Adopted</u>	<u>FY 12 Adopted</u>
▪ Total Activity Annual Cost	\$719,145	\$735,176	\$801,381	\$728,122	\$746,771
▪ Customer satisfaction rating	81%	87%	79%	85%	87%



2. Budget Implementation

Ensure that budget policy as articulated and/or legislatively mandated by the Board of County Supervisors is implemented in an effective and economical manner by providing technical support with processes such as strategic planning, performance measurement and adopted budget analysis in order to assist County agencies with providing efficient and effective services to the citizens of Prince William County.

	<u>FY 09 Actual</u>	<u>FY 10 Adopted</u>	<u>FY 10 Actual</u>	<u>FY 11 Adopted</u>	<u>FY 12 Adopted</u>
▪ Total Activity Annual Cost	\$274,500	\$268,033	\$303,582	\$272,253	\$256,467
▪ Countywide variance in actual and projected expenditures	4.95%	4%	5.09%	4%	4%
▪ Board Agenda/Right-of-Way Items reviewed	542	425	352	500	400

3. Capital Improvement Program Development

Provide financial and analytical services to develop a fiscal plan which ensures a proper balance between protecting existing investments in facilities and infrastructure while meeting the needs of related future growth. Staff develops processes that clearly define and prioritize capital needs based on criteria established by the Board of County Supervisors via the Strategic and Comprehensive Plans.

	<u>FY 09 Actual</u>	<u>FY 10 Adopted</u>	<u>FY 10 Actual</u>	<u>FY 11 Adopted</u>	<u>FY 12 Adopted</u>
▪ Total Activity Annual Cost	\$205,564	\$224,777	\$252,440	\$224,431	\$274,343
▪ Percent of authorized bond projects (since 1988) not yet begun (48 authorized)	—	—	22.9%	17%	8.3%

4. Citizen Survey

Coordinate the County's annual citizen survey which measures citizen satisfaction with various aspects of County government service.

	<u>FY 09 Actual</u>	<u>FY 10 Adopted</u>	<u>FY 10 Actual</u>	<u>FY 11 Adopted</u>	<u>FY 12 Adopted</u>
▪ Total Activity Annual Cost	—	—	—	\$52,169	\$52,169
▪ Projects completed	1	1	1	1	1

5. Strategic Planning

This activity helps facilitate the countywide strategic planning efforts.

	<u>FY 09 Actual</u>	<u>FY 10 Adopted</u>	<u>FY 10 Actual</u>	<u>FY 11 Adopted</u>	<u>FY 12 Adopted</u>
▪ Total Activity Annual Cost	\$29,344	\$6,600	\$0	\$6,600	\$6,600
▪ % of measures trending positively towards 4 year community target	—	—	70%	80%	100%

