

Mission

Pursuant to state and federal laws, the Stafford Sheriff's Office participates in forfeited asset sharing programs administered by the U.S. Department of Justice and the Virginia Department of Criminal Justice Services. Federal and state law authorizes the civil seizure and forfeiture of assets derived from illegal activities such as narcotics trafficking and violations of alcoholic beverage laws. Forfeited assets and funds are maintained by the County Treasurer and are administered by the Sheriff's Office for law enforcement use.



The Ford T. Humphrey Public Safety Building was named in honor of Deputy Sheriff Ford T. Humphrey who was killed in the line of duty in 1980.

Who Are We?

The Asset Forfeiture Fund, established in June 2000, is a Governmental special revenue fund. This fund is used to account for the receipt and disbursement of funds received from the forfeiture of assets from drug enforcement activities. After property is seized the circuit court decides whether the property is related to drug activity and will be forfeited to the locality. If the property is forfeited, The Department of Criminal Justice Services divides the funds between the Sheriff's office, the Commonwealth's Attorney's office and DCJS. The forfeited assets can be used for only specified law enforcement purposes as set forth in the Guide to Equitable Sharing and cannot supplant the agency's budgetary costs. Typical approved uses include enforcement efforts, equipment, public awareness, and training and victim services.

Budget Summary

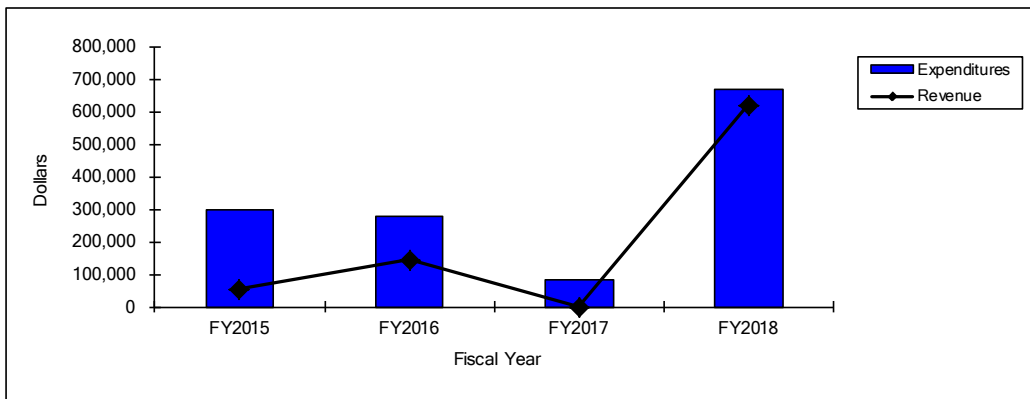
	FY2015 Actual	FY2016 Actual	FY2017 Adopted Budget	Adopted Budget	FY2018 Change '17 to '18	
Costs						
Operating	\$156,463	\$163,432	\$84,819	\$250,000	\$165,181	194.75%
Capital	140,516	114,484	0	420,000	420,000	0.00%
Total	296,979	277,916	84,819	670,000	585,181	689.92%
Revenue	54,553	143,335	0	620,000	620,000	0.00%
Inc/(Dec) to Fund Balance	(\$242,426)	(\$134,581)	(\$84,819)	(\$50,000)	\$34,819	-41.05%

Total Budget

\$670,000

Goals/Objectives

- To aggressively pursue and enforce violations of local, state and federal drug laws
- To actively participate in all available equitable sharing programs



Revenue/Expenditure/Fund Balance Summary

	FY2016 Actual	FY2017 Adopted Budget	Adopted Budget	FY2018 Changes '17 to '18	
Revenues					
Sheriff	\$0	\$60,221	\$50,000	(\$10,221)	-16.97%
Commonwealth's Attorney	0	24,598	0	(24,598)	-100.00%
sub-total use of prior year fund balance	\$0	\$84,819	\$50,000	(\$34,819)	-41.05%
Sheriff	\$138,062	\$0	\$620,000	\$620,000	100.00%
Commonwealth's Attorney	5,273	0	0	0	0.00%
sub-total new revenue	\$143,335	\$0	\$620,000	\$620,000	100.00%
Total	\$143,335	\$84,819	\$670,000	\$585,181	689.92%
Expenditures					
Operating	\$16,415	\$0	\$0	\$0	0.00%
Management Services/ Contracts	79,882	0	0	0	0.00%
Seminars/ Conferences/ Training	43,310	0	0	0	0.00%
Drug Enforcement	23,825	84,819	250,000	165,181	194.75%
Equipment	114,484	0	420,000	420,000	100.00%
Total	\$277,916	\$84,819	\$670,000	\$585,181	689.92%
Fund Balance, Beginning of Year	\$384,819	\$250,238	\$165,419	(\$84,819)	-34%
Revenues	143,335	0	620,000	620,000	100%
Expenditures	(277,916)	(84,819)	(670,000)	585,181	-690%
Fund Balance, End of Year	\$250,238	\$165,419	\$115,419	(\$50,000)	-30%

Expenditures in this fund rely on revenues from prior years because revenue may not be predicted according to the Asset Forfeiture and Money Laundering Guide. This delay in the use of the revenues can result in a change to fund balance of more than 10%.

Mission

The General Capital Projects Fund shall provide funding for the acquisition, design and construction of major County office buildings and facilities, and funding of fleet replacement.



The Curtis Family, pictured left at Curtis Memorial Park's Olympic sized pool, donated 100 acres and sold 400 acres of their family farm to Stafford County in 1975. The family joined in the celebration of the 40th anniversary of Curtis Park in June 2015.

Who Are We?

Stafford County voters approved a bond referendum in November 2008 authorizing the issuance of general obligation bonds in the amount of \$70 million to fund road improvements in Stafford County. In November 2009, voters approved the issuance of \$29 million for improvements to parks. Project expenditures related to these bonds are recorded in this fund. A referendum will be required to continue with improvements to parks and roads.

School construction is financed through participation in the semi-annual Virginia Public School Authority pooled bond program. The money gained from borrowings for School construction is recorded in the Capital Improvements Fund and transferred directly to the School Construction fund as it is received.

Other cash or debt-funded expenditures for major capital construction or equipment acquisition are accounted for here as well.

The County acquires funding for certain capital items using a master lease agreement. The agreement was secured using a competitive bid process, and permits borrowing up to the agreed upon amount, and defines the index upon which the rate will be determined at the time of the borrowing.

Budget Summary

	FY2015 Actual	FY2016 Actual	FY2017 Adopted Budget	Adopted Budget	FY2018 Change '17 to '18	
Costs						
Personnel	\$425,225	\$286,977	\$674,492	\$239,760	(\$434,732)	-64.45%
Operating	690,509	412,586	0	0	0	0.00%
Capital	40,168,240	42,926,342	0	7,240,670	7,240,670	0.00%
Total ⁽¹⁾	41,283,974	43,625,905	674,492	7,480,430	6,805,938	1009.05%
Revenue	39,803,519	39,830,601	20,000	7,260,670	7,240,670	36203.35%
Inc/(Dec) to Fund Balance	(\$1,480,455)	(\$3,795,304)	(\$654,492)	(\$219,760)	\$434,732	0.00%
Funded Positions						
Full-Time Positions	3	3	2	2	0	0.00%

⁽¹⁾Funds are budgeted and appropriated when projects and the funding sources are approved.

Total Budget

\$7,480,430

Notable Changes

Personnel

- 2% salary increase
- Compensation plan implementation
- VRS changes
- Reclassification of positions

Capital

- Capital project funding for Station 14
- Transfer from Utility fund for Animal Shelter

Capital Improvements Funds

Stafford County FY18 Adopted Budget

Funds for capital projects will be budgeted and appropriated as they are approved by the Board.

	FY2016 Actual	FY2017 Adopted Budget	Adopted Budget	FY2018 Changes '17 to '18	
Revenues					
VPSA Bonds	\$22,241,152	\$0	\$0	\$0	0%
Revenue VRA Loan Proceeds	2,128,723	0	6,540,670	6,540,670	100%
Revenue Lease Proceeds	5,128,339	0	0	0	0%
Revenue Bond Proceeds	6,502,033	0	0	0	0%
Purchase Development Rights	431,713	0	0	0	0%
Interest	21,815	20,000	20,000	0	0%
Transfer from the Utility Fund		0	700,000	700,000	100%
Transfer from the General Fund	3,376,826	0	0	0	0%
Total	\$39,830,601	\$20,000	\$7,260,670	\$7,240,670	36,203%
Expenditures					
Chichester Park	\$50	\$0	\$0	\$0	0%
Animal Shelter	148,885	0	700,000	700,000	100%
Courthouse	184,720	0	0	0	0%
Lake Mooney Boat Ramp	53,024	0	0	0	0%
Curtis Park Pool	11,520	0	0	0	0%
Communications	1,891,968	0	0	0	0%
Embrey Mill	70,973	0	0	0	0%
Fire and Rescue	3,028,339	0	0	0	0%
Fire and Rescue Station 14	25,537	0	6,540,670	6,540,670	100%
Indoor Recreation Facility	6,846,639	0	0	0	0%
Woodstream Trail	524,315	0	0	0	0%
Government Center Parking lot	937,014	0	0	0	0%
Smith Lake	166,139	0	0	0	0%
Personnel	286,976	674,492	239,760	(434,732)	(64)%
Projects under \$100,000	13,336	0	0	0	0%
Electronic Plan Review	150,000	0	0	0	0%
Purchase Development Rights	683,426	0	0	0	0%
Rectangular Field Complex	3,840,757	0	0	0	0%
Social Services	274,797	0	0	0	0%
Issuance Cost	192,104	0	0	0	0%
Lease or Bond Proceeds	2,054,240	0	0	0	0%
School Construction	22,241,152	0	0	0	0%
Total	\$43,625,911	\$674,492	\$7,480,430	\$6,805,938	1,009%
Fund Balance, Beginning of Year	\$9,996,099	\$6,200,789	\$5,546,297	(\$654,492)	(11)%
Revenues	39,830,601	20,000	7,260,670	7,240,670	36,203%
Expenditures	(43,625,911)	(674,492)	(7,480,430)	(6,805,938)	1,009%
Fund Balance, End of Year	\$6,200,789	\$5,546,297	\$5,326,537	(\$219,760)	(4)%

Mission

Provide quality Fleet Management Services effectively and efficiently while assuring superior customer service.

Thinking Efficiently

- Monitor fuel usage/costs daily and notify our customers of any notable trends that would result in savings.
- Preventive maintenance is performed on all vehicles to insure they are running efficiently this prevents higher repair costs at a later date.
- Monitor fuel efficiency and explore the use of additional hybrid or other alternative fuel vehicles.
- Serve as a qualified warranty repair facility.
- Partner with Spotsylvania County on training for technicians and on our fleet maintenance system.
- Joined the Virginia Users Group for our Fleet Maintenance System to reduce training costs.
- Encourage our technicians to receive continued training and certifications.



The Stafford Training School is listed on the National Register of Historic Places and the Virginia Landmarks Register. The School is now known as the Rowser Building and houses county and community offices.

Who Are We?

The Fleet Services Fund, a proprietary Internal Service Fund, accounts for the financing of transportation services, provided by the Fleet Services, to other departments of the County on a cost recovery basis.

- Provide repair, maintenance and inspection for all County and School vehicles
- Order, track, and receive all new and used vehicles for all departments
- Monitor fuel cost, usage and efficiency
- Provide disposal of all surplus equipment and vehicles
- Work with our customers developing reports to assist them in their decision making

Budget Summary

	FY2015 Actual	FY2016 Actual	FY2017 Adopted Budget	Adopted Budget	FY2018 Change '17 to '18	
Costs						
Personnel	\$1,832,049	\$1,852,669	\$2,070,851	\$2,020,007	(\$50,844)	-2.46%
Operating	1,812,698	1,643,037	1,934,738	2,229,010	294,272	15.21%
Capital	1,093	0	100,500	70,500	(30,000)	-29.85%
Total	3,645,840	3,495,706	4,106,089	4,319,517	213,428	5.20%
Revenue	3,689,929	3,517,297	4,106,089	4,319,517	213,428	5.20%
Inc/(Dec) to Net Assets	\$44,089	\$21,591	\$0	\$0	\$0	0.00%

Total Budget

\$4,319,517

Notable Changes

Personnel

- Director position is split 50/50 between School operating and Fleet.

Operating

- Increase in vehicle parts and tires
- Increase in vehicle maintenance and repairs

Capital

- Decrease of capital projects (concrete work)

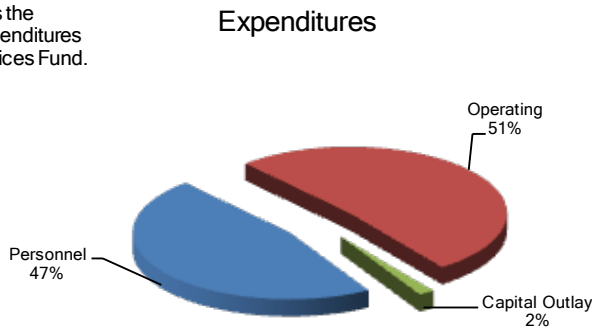
Goals/Objectives

- Review outsourced work for opportunities to increase control over the quality of work
- Review current parts vendors and survey market of parts vendors to identify sources for best prices and implement recommended changes
- Identify any possible opportunities to bring outsources repairs and maintenance in house and reduce costs
- Determine operational changes necessary to achieve a one-day improvement in the average turnaround time for monthly vehicle inspections
- Continue with Phase II of the scanning conversion by bar coding parts and stock in accordance with the inventory sheets
- Add additional cameras and lighting at the fuel island for added security after hours

Revenue/Expenditure/Fund Balance Summary

	FY2016 Actual	FY2017 Adopted Budget	Adopted Budget	FY2018 Changes '17 to '18	
Revenues					
School Fund	\$2,695,763	\$2,564,117	\$2,803,497	\$239,380	9.34%
General Fund	571,583	1,541,972	1,416,020	(125,952)	(8.17)%
Utilities Fund	138,955	0	0	0	0%
Vehicle Sales/Other	110,996	0	100,000	100,000	100.00%
Total	\$3,517,297	\$4,106,089	\$4,319,517	\$213,428	5.20%
Expenditures					
Personnel	\$1,852,669	\$2,070,851	\$2,020,007	(\$50,844)	(2.46)%
Operating	1,643,037	1,934,738	2,229,010	294,272	15.21%
Capital Outlay	0	100,500	70,500	(30,000)	(29.85)%
Total	\$3,495,706	\$4,106,089	\$4,319,517	\$213,428	5.20%
Fund Balance					
Beginning of Year	\$2,971,823	\$2,993,414	\$2,993,414	\$0	0%
Revenues	3,517,297	4,106,089	4,319,517	213,428	5%
Expenditures	(3,495,706)	(4,106,089)	(4,319,517)	(213,428)	5%
End of Year	\$2,993,414	\$2,993,414	\$2,993,414	\$0	0%

This chart depicts the distribution of expenditures for the Fleet Services Fund.



Accomplishments

- Reviewed outsourced labor, increasing quality control and costs
- Stressed the importance of continued ASE training and recertification's which encourages full participation
- Incorporated daily fuel downloads into our Faster Fleet Management Software for all County and School Vehicles ensuring real time tracking for preventive maintenance needs
- Monitored daily fuel usage and expense for all School and county departments
- Provided training to other departments within the county and Schools to share information and provide a better use of our Fleet Management System (Faster)
- Continuously monitored and adjusted employees schedule to maintain shop floor coverage for a 12-hour operation



Hidden Lake Special Revenue Fund

Mission

The purpose of the Hidden Lake Subdivision Service District is to provide for dam construction, reconstruction and maintenance; beach and shoreline management and restoration at Hidden Lake; construction, maintenance and general upkeep of the private streets and roads within Hidden Lake Subdivision that are not under the operation and jurisdiction of the Virginia Department of Transportation; and such other services, events or activities which will enhance the use and enjoyment of and the public safety, public convenience and public well-being within the Hidden Lake Subdivision Service District.



The Hidden Lake Dam is a privately owned Dam that is maintained through the Hidden Lake Service District. Hidden lake residents pay an additional property tax levy that funds the operation of the dam and the roadways in the neighborhood.

Who Are We?

The Hidden Lake Subdivision Service District Special Revenue Fund was established by Ordinance O06-06, adopted on January 3, 2006. It accounts for ad valorem tax receipts from property owners in the Hidden Lake Subdivision to pay debt service and costs for maintenance of the dam and subdivision roads. The 2017 effective tax rate is \$0.40.

Budget Summary

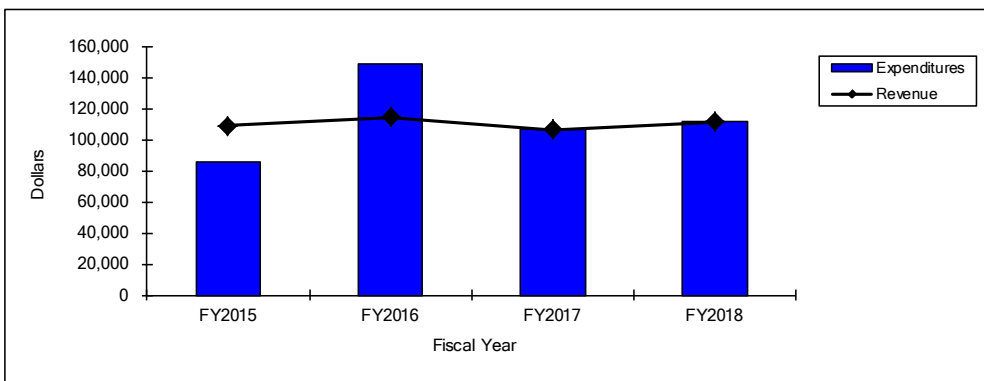
	FY2015 Actual	FY2016 Actual	FY2017 Adopted Budget	Adopted Budget	FY2018 Change '17 to '18	
Costs						
Personnel	\$3,973	\$3,584	\$2,861	\$2,600	(\$261)	-9.12%
Maintenance Services	20,284	80,223	40,310	47,232	6,922	17.17%
Debt Service	60,945	64,538	62,909	61,268	(1,641)	-2.61%
Total	85,202	148,345	106,080	111,100	5,020	4.73%
Revenue	108,737	114,013	106,080	111,100	5,020	4.73%
Inc/(Dec) to Fund Balance	\$23,535	(\$34,332)	\$0	\$0	\$0	0.00%

Total Budget

\$111,100

Goals/Objectives

- Provide operation and maintenance of Hidden Lake, Hidden Lake Dam, and private roadways within the neighborhood
- Ensure compliance with Virginia Dam Safety Regulations to maintain regular Operation and Maintenance Certificate for the Dam from the Virginia Department of Conservation and Recreation

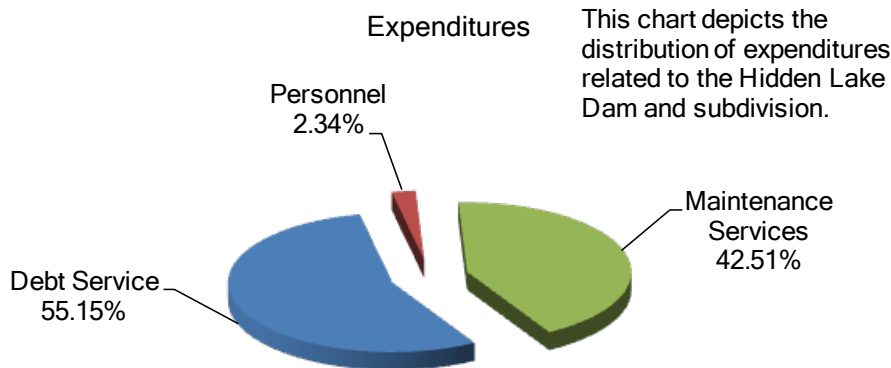


Hidden Lake Special Revenue Fund

Stafford County FY18 Adopted Budget

Revenue/Expenditure/Fund Balance Summary

	FY2017		FY2018		Changes '17 to '18
	FY2016 Actual	Adopted Budget	Adopted Budget		
Revenues					
Real Property Tax					
Special Assessment	\$113,064	\$106,000	\$111,000	\$5,000	4.7%
Interest	949	80	100	20	25.0%
Total	\$114,013	\$106,080	\$111,100	\$5,020	4.7%
Expenditures					
Debt Service	\$64,538	\$62,909	\$61,268	(\$1,641)	-2.6%
Personnel	3,584	2,861	2,600	(261)	-9.1%
Maintenance Services	80,223	40,310	47,232	6,922	17.2%
Total	\$148,345	\$106,080	\$111,100	\$5,020	4.7%
Fund Balance, Beginning of Year	\$141,015	\$106,683	\$106,683	\$0	0.0%
Revenues	114,013	106,080	111,100	5,020	4.7%
Expenditures	(148,345)	(106,080)	(111,100)	(5,020)	4.7%
Fund Balance, End of Year	\$106,683	\$106,683	\$106,683	\$0	0.0%



Accomplishments

- Repaved the entrance and added speed bumps for traffic calming
- Repaved a section of the entrance road prior to the dam
- Successfully completed the regular 3-yr inspection of the dam for DCR.

Did You Know?

The Hidden Lake Dam received an award from the Virginia Lakes and Watershed Association (VLWA) for best maintained dam in the Commonwealth in March, 2015 at the VLWA Annual Conference. VLWA is a statewide organization that supports dam safety, floodplain management and water resource issues.

Road Impact Fee Funds

The County has the following special revenue funds to be used for road improvements:

Road Impact Fee - West Fund (Repealed by Ordinance O13-15 on May 21, 2013)

Accounts for impact fee receipts from new development in a designated service area in the western portion of the County. Disbursements from this fund are for road improvements attributable to the new development.

FY2016 Revenues:	\$ 2,354
FY2016 Expenditures (Poplar Road):	1,421,304
Fund Balance 6/30/16:	\$ 204,636

Transportation Impact Fee - County-wide Fund (Adopted by Ordinance O13-15 on May 21, 2013)

Accounts for impact fee receipts effective May 21, 2014 from new development of all land contained in the designated impact fee service area in Stafford County to generate revenue to fund or recover the costs of reasonable road improvements benefitting new development.

FY2016 Revenues:	\$ 424,876
FY2016 Expenditures:	0
Fund Balance 6/30/16:	\$ 454,866

Road Impact Fee - South East Fund

Accounts for impact fee receipts from new development in a designated service area in the southeastern portion of the County. Disbursements from this fund are for road improvements attributable to the new development.

FY2016 Revenues:	\$1,161,112
FY2016 Expenditures:	607,790
Fund Balance 6/30/16:	\$1,367,214

Garrisonville Road Service District Fund (Adopted by Ordinance O07-55 in July 17, 2007)

To fund road improvements within the District, primarily to Garrisonville Road, and any other transportation enhancements within the District. This fund accounts for ad valorem tax receipts from property owners in the district.

FY2016 Revenues:	\$ 1,640,937
FY2016 Expenditures:	3,954,984
Fund Balance 6/30/16:	\$ 5,476,054
2017 tax rate:	.082

Warrenton Road Service District Fund (Adopted by Ordinance O07-56 in July 17, 2007)

To fund road improvements within the District, primarily to Warrenton Road, and any other transportation enhancements within the District. This fund accounts for ad valorem tax receipts from property owners in the District.

FY2016 Revenues and transfers in:	\$ 13,622
FY2016 Expenditures:	30,782
Fund Balance 6/30/16:	\$ 3,428,369

The proposed budget includes expenditures in the Garrisonville Road District and Transportation Impact Fee funds.

Transportation Impact Fee - County-Wide Fund

Stafford County FY18 Adopted Budget

Adopted ordinance O13-15 on May 21, 2013 authorizes a impact fee effective May 21, 2014 from new development of all land contained in the designated impact fee service area in Stafford County to generate revenue to fund or recover the costs of reasonable road improvements benefitting new development. The following schedule shows activity in Transportation Impact Fee.

	FY2016 Actual	FY2017 Adopted Budget	Adopted Budget	FY2018 Changes '17 to '18	
Revenues					
Road Impact Fees	\$424,876	\$100,000	\$325,000	\$225,000	225%
Total	\$424,876	\$100,000	\$325,000	\$225,000	225%
Expenditures					
Road Improvements	\$0	\$100,000	\$325,000	\$225,000	225%
Total	\$0	\$100,000	\$325,000	\$225,000	225%

Fund Balance

	FY2016 Actual	FY2017 Adopted Budget	Adopted Budget	FY2018 Changes '17 to '18	
Fund Balance, Beginning of Year	\$29,990	\$454,866	\$454,866	\$0	0%
Revenues	424,876	100,000	325,000	225,000	225%
Expenditures	0	(100,000)	(325,000)	(225,000)	225%
Fund Balance, End of Year	\$454,866	\$454,866	\$454,866	\$0	0%

Garrisonville Road Service District Fund

Stafford County FY18 Adopted Budget

The following schedule shows activity in the Garrisonville Road Service District Fund. With the January 1, 2017 tax rate for the service district

Revenues	FY2016	FY2017	FY2018		
	Actual	Adopted Budget	Adopted Budget	Changes '17 to '18	
Property Taxes	\$556,373	\$530,000	\$530,000	\$0	0.0%
Interest	15,521	0	0	0	0.0%
State Revenue	1,069,043	0	0	0	0.0%
Total	\$1,640,937	\$530,000	\$530,000	\$0	0.0%
Expenditures					
Debt Service	\$487,800	\$480,975	\$467,725	(\$13,250)	-2.8%
Rt 610, Garrisonville Rd	3,467,184	0	0	0	0.0%
Total	\$3,954,984	\$480,975	\$467,725	(\$13,250)	-2.8%

In November 2008, voters approved a referendum authorizing General Obligation (GO) debt for Garrisonville Road area road improvements. The project is funded with bonds, service district taxes, and state revenue sharing. Series 2013 bonds were issued in June, 2013. On June 4, 2013, the Board approved resolution R13-176, authorizing a public-private partnership to complete this project. Funds were budgeted and appropriated in FY2013 for the entire project, with unspent funds to be re-appropriated into the next fiscal year until the project is complete.

Debt service on the GO bonds will be paid from service district revenue. Estimated tax revenue: \$530K; Average debt service: \$370k; Maximum debt service: \$497k.

Fund Balance

Fund Balance, Beginning of Year	FY2016	FY2017	FY2018		
	Actual	Adopted	Adopted Budget	Changes '17 to '18	
	\$7,790,101	\$5,476,054	\$5,525,079	\$49,025	0.9%
Revenues	1,640,937	530,000	530,000	0	0.0%
Expenditures	(3,954,984)	(480,975)	(467,725)	13,250	-2.8%
Fund Balance, End of Year	\$5,476,054	\$5,525,079	\$5,587,354	\$62,275	1.1%



Mission

Administered within the Economic Development Department, Tourism promotes overnight stays in the County hotels, visitations to Stafford's many historical, cultural, recreational and entertainment attractions and patronage of local businesses.

Thinking Efficiently

- Coordinating a collaborative effort with hoteliers to promote tourism and overnight visitation by producing marketing materials that can be used county-wide.
- The Tourism website with increased content and e-news, will reach out to our markets and promote County tourism destinations more affordably.
- Using our content management based website to provide assistance as requested to our tourism partners.



George Washington was 6 years old when his family moved to this farm on the Rappahannock River. On this self-guided tour, guests can enjoy the gardens containing plants grown in the 18th century; see the site where the Washington once house stood and which is now being reconstructed.

Who Are We?

The Tourism Fund, established July 2001, is a governmental special revenue fund. This fund is used to account for the receipt and disbursement of the transient occupancy tax. Prior to the establishment of this fund, these revenues were accounted for in the General Fund.

The Code of Virginia limits the transient occupancy tax to five percent, with any excess over two percent to be “dedicated and spent solely for tourism and travel.” In 2001, the County increased the transient occupancy tax rate from two percent to five percent, dedicating the additional revenues to tourism. This revenue source has allowed the County to employ a Tourism Manager to support the growing tourism industry in the County. The Tourism Fund supports the marketing and promotion of Stafford's many tourism assets and programs. These assets include the arts, historic attractions, golf, wineries, parks and natural areas which all attract visitors to Stafford. The Tourism Fund is also allocated to tourism infrastructure improvements and to regional tourism, which provides for the area's tourism marketing.

On December 13, 2005 the Board of Supervisors passed Resolution R05-472, which dedicates the entire transient occupancy tax to the Tourism Fund. This resolution directs that two percent of the tax is to be used by the Stafford Museum Board of Directors to develop a charter, raise funds, implement a museum operations plan, and oversee construction and opening of the museum until it becomes self-sufficient. Prior to that time, two percent of transient occupancy tax was used to support County General Fund operations.

Beginning in FY2009, in light of continuing declining revenues, the Board of Supervisors approved the transfer of two percent of the transient occupancy tax to the General Fund.

Budget Summary

	FY2015 Actual	FY2016 Actual	FY2017 Adopted Budget	Adopted Budget	FY2018 Change '17 to '18	
Costs						
Personnel ⁽¹⁾	\$180,705	\$160,715	\$178,257	\$145,707	(\$32,550)	-18.26%
Operating	555,481	1,225,487	748,743	956,793	208,050	27.79%
Total	736,186	1,386,202	927,000	1,102,500	175,500	18.93%
Revenue	924,540	1,050,497	927,000	1,102,500	175,500	18.93%
Inc/(Dec) to Fund Balance	\$188,354	(\$335,705)	\$0	\$0	\$0	100.00%

⁽¹⁾ A portion of the Director of Economic, Business Recruitment Manager, Economic Development Specialist, Business Development Administrator, Tourism Manager are funded by the Tourism Fund.

Total Budget
\$1,102,500

Notable Changes

Personnel

- Reclassification of positions
- COLA raise of 2%
- Targeted market adjustments
- Workers Compensation adjustment

Operating

- Retained a marketing firm
- Sports Tourism Support
- Redo of Tourism Website

Goals/Objectives

- Increase taxable hospitality-related sale by 3% (Service level 1, 2)
- Increase visitation to all Stafford attractions by 2% (Service level 1, 2)
- Increase Meals Tax by 6% (Service level 1, 2, 3)
- Increase Transient Occupancy Tax by 5% (Service level 1, 2, 3)

The above goals support the Board of Supervisors Priorities for the community.

Service Levels

	CY2016 Actual	CY2017 Budget	CY2018 Plan
1. Electronic media – Monthly ENews Subscribers*	2,750	3,000	3,500
2. Tourism Visitation Annually*, **	211,349	215,575	219,887
3. Promotional Events Supported		Creating Baseline	Baseline plus 3%
4. Transient Occupancy Tax	\$1,000,447	\$927,000	\$1,192,500

*Manual Tracking

** Visitation is defined as estimated visits and hotel stays as tracked by statistical records of local destination properties, hoteliers and events.

Revenue/Expenditure/Fund Balance Summary

	FY16 Actuals	FY17 Adopted Budget	FY18 Adopted Budget	Changes '17 to '18	
Revenues					
3% Occupancy Tax	\$1,000,447	\$927,000	\$1,102,500	\$175,500	18.9%
Other Revenue	50,050	0	0	0	0.0%
Total	\$1,050,497	\$927,000	\$1,102,500	\$175,500	18.9%
Expenditures					
Operating	\$750,239	\$707,623	\$908,793	\$201,170	28.4%
Personnel	160,715	178,257	145,707	(32,550)	-18.3%
Tourism Programs	41,120	41,120	48,000	6,880	16.7%
Transfer to Transportation Fund	434,128	0	0	0	0.0%
Total	\$1,386,202	\$927,000	\$1,102,500	\$175,500	18.9%
Fund Balance, Beginning of Year	\$1,144,151	\$808,446	\$808,446	\$0	0.0%
Revenues	1,050,497	927,000	1,102,500	175,500	18.9%
Expenditures	(1,386,202)	(927,000)	(1,102,500)	175,500	-18.9%
Fund Balance, End of Year	\$808,446	\$808,446	\$808,446	\$0	0.0%
Fund Balance Allocation	\$808,446	\$808,446	\$808,446	\$0	0.0%
Committed					
Phase 2b Trailblazing Signs	\$100,000	\$100,000	\$0	(\$100,000)	-100.0%
Phase 3 Trailblazing Signs	198,100	198,100	198,100	0	0.0%
Tournament Special Fund	100,000	100,000	100,000	0	0.0%
Commitment/Encumbrances	286,909	286,909	0	(286,909)	-100.0%
Assigned	\$123,437	\$123,437	\$510,346	\$386,909	313.4%
Fund balance, end of year	\$808,446	\$808,446	\$808,446	\$0	0.0%

Accomplishments

- Hosted multiple sporting events at the new Embrey Mill/Jeff Rouse Center
- Working through regional tourism marketing efforts professionally crafted videos were captured. Unveiling the personal stories and offering insights as to what makes this community worth visiting.
- Working through regional tourism marketing efforts secured the rights to host along with Spotsylvania the Region 1 Soccer National Tournament.
- Assisted Riverside Theatre in securing a \$10,000 marketing grant from Virginia Tourism Corporation
- Stafford was instrumental in helping Gari Melchers complete the brick and stone stairway leading to the Stafford Visitor center.

Did You Know?

- Ferry Farm is in the process of reconstructing the boyhood home of George Washington?
- That Stafford County is home to 3 Breweries and two wineries?
- Yankees in Falmouth will celebrate its 10th year in 2017?
- Riverside Theatre will begin its 20th Season in 2017?

