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Memorandum

TO: Charles Bruce, Chair and members of
Goochland Powhatan Community Services Board of Directors

FROM: Susan Bergquist, Executive Director

SUBJECT: FY2010 4th Quarter Budget Report

DATE: July 23, 2010

Attached please find the Fiscal Year 2010 4th Quarter Budget Report. These are “soft” numbers in that the County has not closed the final quarter of the year, and the numbers are not yet audited. They do, however, show an accurate picture of our finances at year end.

Personnel:

Personnel expenses during the year totaled \$3,940,050, which is 96% of the amount budgeted. Some reasons for the savings in this category are the large number of Family Medical Leave periods where the employee went on Leave without Pay, reduction in hours of service provided in the Tri County Program, and the reduction of one full time position in that program. We have also been down one doctor position since Dr. Chaparala left in February, though we have offset that some with increased hours for Dr. Gomez.

Operating:

The operating side of the budget spent \$1,118,320 over the year, which is 89% of the amount budgeted. We have realized significant savings in these costs over the year with much attention paid to getting supplies at the best cost, printing in house, revising the copier contract, and other cost saving measures. These will continue. In addition, we were able to pay from year end balances FY2011 insurance premiums (approximately \$65,000) as well as transfer funds to the Capital Account (\$30,000), the Auto Account (\$50,000), the Cedarwoods Account (\$6,000) to cover initial costs of the Chili Cookoff. These amounts are reflected in the Operating Costs total.

Revenue:

We received \$5,112,369 in revenue for the fiscal year. This reflects a reduction of \$250,134 from projections. This amount includes Tri County reductions in billing and some reduction in reflected revenue due to a change in procedures for funding MH/SA residential and Tri County – we are no longer “paying” ourselves for these services, but are allocating revenue and expenditures directly

to the cost center where the service is provided. This was a recommendation of the external auditors.

Summary:

In summary, we spent \$5,058,370 and received \$5,112,369, for a positive balance at the end of the fiscal year of \$53,999. We are well positioned for next year, having pre-paid insurance premiums for FY2011.

***Action: Approve or amend the Fiscal Year 2010 4th Quarter Budget Report.**