

GOVERNMENT FUND		FY13-14 BUDGET				FY13-14 BUDGET			
		Approved by Fin Cmte 06/20/13 Board 7/25/13				Revision for 06/12/14 Finance Cmte Mtg			
		FY13 OEA	FY14 OEA	FY14 COVA	FY13-14	FY13 OEA	FY14 OEA	FY14 COVA	FY13-14
		Carryover Requested	OEA Grant REQUESTED	GOVT FUND	TOTAL ALL FUNDS	Carryover Approved	OEA Grant APPROVED	GOVT FUND	TOTAL ALL FUNDS
<b>Personnel Services</b>									
8	Executive Director								
9	Executive Assistant / Govt Relations Coordinator								
10	Director of Communications								
11	Admin Assistant (started May 2013)								
13	Director of Real Estate								
14	Engineering / Drafting Assistant (P/T)								
16	Director of Heritage Assets, HPO								
17	Research Assistant/Preservation Assistant								
19	Director, Special Events								
20	Special Events Coordinator								
22	Museum Director (hired July 2013)								
23	Museum Operations Manager								
24	Museum Collections Specialist (hired Oct 2013)								
25	Museum Admin NEW (hire Jul 2013) PT 60%								
26	Museum Education Coordinator (hired Mar 2013)								
27	Museum Historian NEW (hire Jul 2014)								
29	DED, Director of Operations								
30	Deputy Director, Finance								
31	CPA (Contractor)								
32	A/P / Utility Billing Assistant								
33	Procurement Manager								
34	Human Resource Manager								
35	Project Manager								
36	<b>Salaries, Wages and Contract Cost</b>	-	551,767	718,720	1,270,487	-	534,702	591,284	1,125,986
37	Bonus Program (2-3% based on reviews)								
38	Fringe Benefits	(17,700)	172,290	274,959	429,549	-	167,435	198,801	366,236
	<b>Total Personnel Services</b>	<b>(17,700)</b>	<b>724,057</b>	<b>993,679</b>	<b>1,700,036</b>	<b>-</b>	<b>702,137</b>	<b>790,085</b>	<b>1,492,222</b>
40	Full-Time				19				19
41	Contractors				2				1
42	Part-Time/Seasonal				1				-
<b>Other Supplemental Labor</b>									
46	Communications Seasonal Intern	-	-	2,950	2,950	-	-	2,950	2,950
47	Other Temps & Interns	-	-	23,236	23,236	-	-	1,000	1,000
	<b>Total Other Supplemental Labor</b>	<b>-</b>	<b>-</b>	<b>26,186</b>	<b>26,186</b>	<b>-</b>	<b>-</b>	<b>3,950</b>	<b>3,950</b>
<b>Management Services</b>									
51	Bay Area Economics	-	-	35,000	35,000	-	-	75,000	75,000
52	Historic Tax Credit Advisors	-	-	12,000	12,000	-	-	-	-
53	John Reynolds, NPS Advisor	-	-	6,000	6,000	-	-	-	-
54	Supplemental Security Services Contract	-	-	252,000	252,000	-	-	225,000	225,000
	<b>Total Management Services</b>	<b>-</b>	<b>-</b>	<b>305,000</b>	<b>305,000</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	<b>300,000</b>
<b>Public Program Costs</b>									
58	Casemate Museum Operating Costs								
59	Utilities	-	-	15,035	15,035	-	-	17,000	17,000
60	Security	-	-	71,521	71,521	-	-	48,000	48,000
61	PILOT (Museum has been declared exempt)	-	-	-	-	-	-	-	-
62	Repairs, Maint & Custodial	-	-	56,930	56,930	-	-	40,000	40,000
63	Contracts	-	-	-	-	-	-	-	-
64	Publ Rel/Marketing	-	-	450	450	-	-	18,000	18,000
65	Gen & Admin	-	-	49,122	49,122	-	-	61,200	61,200
66	Special Events Costs <b>FDN OFFSET REVENUE</b>	-	-	-	-	-	-	3,900	3,900
	<b>Total Public Program Costs</b>	<b>-</b>	<b>-</b>	<b>193,058</b>	<b>193,058</b>	<b>-</b>	<b>-</b>	<b>188,100</b>	<b>188,100</b>
<b>Utility Operating Costs</b>									
70	Electric Utility Facility Charge	-	-	720,000	720,000	-	-	-	-
71	Utility Marking Fees (Miss Utility/VUPS)	-	-	-	-	-	-	6,000	6,000
72	PPEA Operator for Water/Sewer/Stormwater/Gas	-	-	1,220,848	1,220,848	-	-	1,243,848	1,243,848
	<b>Total Utility Operating Costs</b>	<b>-</b>	<b>-</b>	<b>1,940,848</b>	<b>1,940,848</b>	<b>-</b>	<b>-</b>	<b>1,249,848</b>	<b>1,249,848</b>
<b>Public Information, P/R and Marketing</b>									
76	Public Notices	-	-	5,000	5,000	-	1,500	2,000	3,500
77	Marketing Consultant	-	-	57,000	57,000	-	-	57,000	57,000
78	Public Relations Consultant	-	-	33,000	33,000	-	-	33,000	33,000
79	Marketing - Graphics and Design	-	-	2,500	2,500	-	-	10,000	10,000
80	Marketing - Advertising	-	-	30,000	30,000	-	-	5,000	5,000

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		FY13 OEA	FY14 OEA	FY14 COVA	FY13-14	FY13 OEA	FY14 OEA	FY14 COVA	FY13-14
		Carryover Requested	OEA Grant REQUESTED	GOVT FUND	TOTAL ALL FUNDS	Carryover Approved	OEA Grant APPROVED	GOVT FUND	TOTAL ALL FUNDS
81	Tradeshows	-	-	1,500	1,500	-	-	750	750
82	Web Site Hosting	-	-	400	400	-	5,904	5,900	11,804
83	Domain Name Registrations	-	-	300	300	-	349	650	999
	<b>Total Public Information, P/R and Marketing</b>	-	-	<b>129,700</b>	<b>129,700</b>	-	<b>7,753</b>	<b>114,300</b>	<b>122,053</b>
	<b>Architectural, Engineering and Market Research</b>								
87	Kimley-Horn	-	-	60,000	60,000	-	-	76,000	76,000
88	Property Survey Fees	-	-	25,000	25,000	-	-	-	-
89	GIS Project Phase I and II	4,800	-	-	4,800	4,800	-	-	4,800
90	Historic Structure Report (Casemate)	(46,750)	25,943	207,807	187,000	-	-	-	-
91	Master Plan Project	42,300	-	50,000	92,300	42,300	-	40,000	82,300
92	Matrix Environmental	-	-	-	-	-	-	45,890	45,890
93	Property Physical Condition Assessment Phase 1	98,000	-	152,000	250,000	148,000	-	148,000	296,000
94	Property Physical Condition Assessment Phase 2	-	-	-	-	-	168,000	16,800	184,800
95	Mill Creek Dock/Launch (Phase 1 FY14 /Phase 2 FY15)	-	-	94,000	94,000	-	-	23,000	23,000
96	Commercial Appraisals	-	-	12,000	12,000	-	-	7,500	7,500
97	Disputed Property Appraisals	-	-	-	-	-	-	-	-
98	Residential Appraisals	-	-	12,000	12,000	-	-	-	-
	<b>Total Arch &amp; Eng and Market Research</b>	<b>98,350</b>	<b>25,943</b>	<b>612,807</b>	<b>737,100</b>	<b>195,100</b>	<b>168,000</b>	<b>357,190</b>	<b>720,290</b>
	<b>General and Administrative</b>								
102	Postal & Express Services	-	-	1,000	1,000	-	696	704	1,400
103	Printing Services	-	-	20,000	20,000	-	7,624	7,626	15,250
104	Local Exchange Services	-	-	12,600	12,600	-	7,014	14,986	22,000
105	Wireless Services	-	-	8,600	8,600	-	816	4,684	5,500
106	Skilled Services	-	-	2,500	2,500	-	-	-	-
107	Organization Memberships	-	-	5,000	5,000	-	1,000	2,500	3,500
108	Publication Subscriptions	-	-	1,000	1,000	-	-	5,500	5,500
109	Employee Workshops and Conferences	-	-	12,100	12,100	-	-	15,000	15,000
110	Employee Education and Development	-	-	10,000	10,000	-	-	7,500	7,500
111	Audit Fees	-	-	20,000	20,000	-	8,110	9,390	17,500
112	BRAC Attorney Fees	-	-	25,000	25,000	-	-	120,000	120,000
113	Other Attorney Fees	-	-	25,000	25,000	-	-	150,000	150,000
114	Payroll Fees	-	-	7,000	7,000	-	-	5,000	5,000
115	Reference Checks for HR	-	-	100	100	-	-	100	100
116	Bank Service Fees	-	-	1,200	1,200	-	-	-	-
117	Line of Credit Charges	-	-	100	100	-	-	2,500	2,500
118	Custodial Services	-	-	3,500	3,500	-	3,510	3,690	7,200
119	Grounds Maintenance	-	-	6,000	6,000	-	3,163	2,837	6,000
120	Building Maintenance and Repair	-	-	1,546	1,546	-	1,000	6,000	7,000
121	Equipment Maintenance and Repair	-	-	10,000	10,000	-	-	-	-
122	Moving and Relocation Services	-	-	5,000	5,000	-	-	-	-
123	Meeting Cost/Supplies	-	-	7,500	7,500	-	-	5,175	5,175
124	Computer IT maintenance and cabling	-	-	26,800	26,800	-	12,900	15,900	28,800
125	Data Backup Services	-	-	-	-	-	-	4,000	4,000
126	Travel, Subsistence and Lodging	-	-	9,900	9,900	-	3,000	7,200	10,200
127	Auto Gas and Maintenance	-	-	1,000	1,000	-	-	-	-
128	Office Supplies	-	-	22,602	22,602	-	6,510	18,490	25,000
129	Research Materials	-	-	1,000	1,000	-	-	1,500	1,500
130	BCOM Cooperative Service Cost	-	-	20,000	20,000	-	-	6,000	6,000
131	Archeologist Service Cost	-	-	-	-	-	-	-	-
132	VDEQ Cooperative Service Cost	-	-	10,000	10,000	-	-	-	-
133	PILOT Fee to Hampton	-	-	128,486	128,486	-	-	4,000	4,000
134	Refuse Service Charges	-	-	2,500	2,500	-	108	1,000	1,108
135	Utilities	(5,315)	-	42,815	37,500	-	3,036	6,000	9,036
136	Equipment Rentals	-	-	7,500	7,500	-	1,934	8,066	10,000
137	Building Rentals	-	-	2,500	2,500	-	2,325	2,500	4,825
138	Property Insurance	-	-	2,000	2,000	-	580	700	1,280
139	Workers Comp Insurance	-	-	2,200	2,200	-	494	2,306	2,800
140	D&O Insurance / Bonding	-	-	8,250	8,250	-	625	7,625	8,250
141	Auto Insurance	-	-	120	120	-	-	120	120
	<b>Total G&amp;A</b>	<b>(5,315)</b>	<b>-</b>	<b>472,419</b>	<b>467,104</b>	<b>-</b>	<b>64,445</b>	<b>448,599</b>	<b>513,044</b>
	<b>Furniture, Fixtures and Equipment</b>								
145	Desktop Computer Systems	-	-	3,000	3,000	-	-	12,000	12,000
146	Mobile Computers	-	-	-	-	-	-	-	-
147	Computer Hardware/server	-	-	9,500	9,500	-	-	-	-
148	Copper/Fiber Network Equipment	-	-	-	-	-	-	47,000	47,000
149	Computer Software	-	-	9,000	9,000	-	-	12,000	12,000
150	Accounting Software Upgrade	-	-	20,000	20,000	-	-	-	-
151	Utility Billing Software	-	-	5,000	5,000	-	-	-	-
152	Front Gate Security Cameras	-	-	25,000	25,000	-	-	13,000	13,000
153	Office Furniture and Appurtenances	-	-	7,500	7,500	-	-	8,000	8,000

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154	Casemate - Water Diverter Shields	-	-	-	-	-	-	3,500	3,500
155	Casemate - Collections Management Software	-	-	-	-	-	-	8,500	8,500
156	Casemate - Door Replacement Phased Project	-	-	-	-	-	-	12,000	12,000
157	Casemate - Electrical System Study and Upgrade	-	-	-	-	-	-	-	-
158	Casemate - HVAC Replacements	-	-	-	-	-	-	-	-
	<b>Total FF&amp;E</b>	-	-	79,000	79,000	-	-	116,000	116,000
161	<b>TOTAL COSTS</b>	75,335	750,000	4,752,697	5,578,032	195,100	942,335	3,568,072	4,705,507
<b>Property and Improvements</b>									
165	VDOT - Sign and Pavement Marking	-	-	100,000	100,000	-	-	100,000	100,000
166	- ADA ramps/sidewalks/curb replace	-	-	100,000	100,000	-	-	150,000	150,000
167	- Minor Bridge Repairs	-	-	150,000	150,000	-	-	54,000	54,000
168	Engineering (Kimley-Horn)	-	-	-	-	-	-	19,000	19,000
169	Street Sweeping (Veolia)	-	-	-	-	-	-	27,000	27,000
		-	-	350,000	350,000	-	-	350,000	350,000
<b>DGS - Active Projects</b>									
172	Building 100 Repairs (mortar repointing & others)	-	-	-	-	-	-	-	-
173	Building 141/142 Repairs Study	-	-	-	-	-	-	-	-
174	Residential Basement Flood Proofing	-	-	-	-	-	-	-	-
175	Elevated Water Heaters	-	-	226,843	226,843	-	-	-	-
176	Electrical Systems in Basements	-	-	35,426	35,426	-	-	-	-
177	Install Backflow Preventor Valves	-	-	101,014	101,014	-	-	-	-
178	Building 83 Repairs (mortar repointing)	-	-	-	-	-	-	-	-
179	Pump Station Upgrades	-	-	-	-	-	-	-	-
180	Pump Station 180 Replacement Design Study	-	-	-	-	-	-	-	-
181	Manhole Repair and Sewer Lining - Phase 1	-	-	-	-	-	-	-	-
182	Fire Hydrants Replacement	-	-	-	-	-	-	-	-
183	Fire Alarm Project	-	-	-	-	-	-	-	-
184	Pump Station 180 Replacement	-	-	2,500,000	2,500,000	-	-	-	-
185	DGS Administrative Charges	-	-	-	-	-	-	-	-
186	FY12 DGS Maintenance Reserve Funds	-	-	-	-	-	-	-	-
187	FY13 DGS Maintenance Reserve Funds	-	-	-	-	-	-	-	-
188	FY14 DGS Maintenance Reserve Funds	-	-	(2,500,000)	(2,500,000)	-	-	-	-
189	<b>Over/(Underfunded) on Active CIP Projects</b>								
<b>Other Capital Projects (from CIP not listed above)</b>									
191	Fire and Communication Building Updates	-	-	-	-	-	-	-	-
192	Install Building Electric Meters (on-going)	-	-	-	-	-	-	-	-
193	Install Building Water Meters (on-going)	-	-	130,000	130,000	-	-	-	-
194	Stormwater Outfall Backflow Preventers	-	-	100,000	100,000	-	-	-	-
195	Butler Buildings - Windows and Doors	-	-	51,610	51,610	-	-	-	-
196	Fire Monitoring System (move to EF)	-	-	50,000	50,000	-	-	-	-
197	Gutter Cleaning/Repairs (move to EF)	-	-	75,000	75,000	-	-	-	-
198	Replace Soffit/Fascia (move to EF)	-	-	50,000	50,000	-	-	-	-
199	Replace Roofs (FY14 B96 FY15 210 FY16 B5)	-	-	-	-	-	-	-	-
200	Replace Roofs (Commercial on-going)	-	-	-	-	-	-	-	-
201	Replace Roofs (Residential on-going)	-	-	-	-	-	-	-	-
202	Replace Porches (Residential on-going)	-	-	-	-	-	-	-	-
203	HVAC Replacements (Commercial)	-	-	-	-	-	-	-	-
204	Energy Management Control Software and Hardware	-	-	-	-	-	-	-	-
205	Residential Repairs to down units (Move to EF)	-	-	-	-	-	-	-	-
206	Elevator Repairs (Move to EF)	-	-	-	-	-	-	-	-
207	Water Valve Replacement & Insertion	-	-	-	-	-	-	-	-
208	Eustis Lane & Pratt Street Infrastructure Improvements	-	-	-	-	-	-	-	-
209	Mercury Boulevard Water Improvements	-	-	-	-	-	-	-	-
210	Pump Station 184 Replacement	-	-	-	-	-	-	-	-
211	Remedial Masonry Repairs	-	-	-	-	-	-	-	-
212	Fenwick Road Infrastructure Improvements	-	-	-	-	-	-	-	-
213	Griffith Road & Buckner Infrastructure Improvements	-	-	-	-	-	-	-	-
214	Inner Moat Improvements	-	-	-	-	-	-	-	-
215	Pump Station 58 Replacement	-	-	-	-	-	-	-	-
216	Storm Sewer Replacement (Phase 1)	-	-	-	-	-	-	-	-
217	<b>Total Other Capital Projects</b>	-	-	819,893	819,893	-	-	-	-
219	Tenant Improvements (to Enterprise Fund Budget)	-	-	-	-	-	-	-	-
220	Tenant Improvement for FMA Office Building	-	-	-	-	-	-	50,000	50,000
		-	-	-	-	-	-	50,000	50,000
223	<b>Total Property and Improvements</b>	-	-	1,169,893	1,169,893	-	-	400,000	400,000

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<b>CASH REQUIRED</b>									
226	Personnel Services	(17,700)	724,057	993,679	1,700,036	-	702,137	790,085	1,492,222
227	Other Supplemental Labor	-	-	26,186	26,186	-	-	3,950	3,950
228	Management Services	-	-	305,000	305,000	-	-	300,000	300,000
229	Public Program Costs (Casemate)	-	-	193,058	193,058	-	-	188,100	188,100
230	Utility Operating Costs	-	-	1,940,848	1,940,848	-	-	1,249,848	1,249,848
231	Public Information, PR & Marketing	-	-	129,700	129,700	-	7,753	114,300	122,053
232	Architectural & Engineering	98,350	25,943	612,807	737,100	195,100	168,000	357,190	720,290
233	General & Administrative	(5,315)	-	472,419	467,104	-	64,445	448,599	513,044
234	Furniture & Equipment	-	-	79,000	79,000	-	-	116,000	116,000
235	Property & Improvements	-	-	1,169,893	1,169,893	-	-	400,000	400,000
236	<b>TOTAL COSTS</b>	<b>75,335</b>	<b>750,000</b>	<b>5,922,590</b>	<b>6,747,925</b>	<b>195,100</b>	<b>942,335</b>	<b>3,968,072</b>	<b>5,105,507</b>
<b>CASH AVAILABLE</b>									
Revenues									
240	Funds Carryover from prior FY	-	-	1,923,613	1,923,613	-	-	1,923,613	1,923,613
241	Carryover to next FY	-	-	-	-	-	-	(2,021,594)	(2,021,594)
242	Casemate Fees for Tours and Admissions	-	-	-	-	-	-	1,500	1,500
243	Funding (to)/from Enterprise Fund	-	-	(1,416,173)	(1,416,173)	-	-	(2,100,217)	(2,100,217)
244	<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>507,440</b>	<b>507,440</b>	<b>-</b>	<b>-</b>	<b>(2,196,698)</b>	<b>(2,196,698)</b>
Appropriations and Grants									
247	OEA Reimbursement Grant	75,335	750,000	-	825,335	195,100	942,335	-	1,137,435
248	Fort Monroe Foundation	-	-	-	-	-	-	-	-
249	VDOT Urban Maintenance Grant	-	-	350,000	350,000	-	-	350,000	350,000
250	Mill Creek Grant	-	-	-	-	-	-	48,000	48,000
251	National Park Service	-	-	-	-	-	-	-	-
252	State Appropriation, General Fund	-	-	5,065,150	5,065,150	-	-	5,065,150	5,065,150
253	Supplemental FY14 Appropriation	-	-	-	-	-	-	701,620	701,620
254	USACE Backflow Preventer Grant (75% Share)	-	-	-	-	-	-	-	-
255	<b>Total Appropriations and Grants</b>	<b>75,335</b>	<b>750,000</b>	<b>5,415,150</b>	<b>6,240,485</b>	<b>195,100</b>	<b>942,335</b>	<b>6,164,770</b>	<b>7,302,205</b>
257	<b>TOTAL REVENUE &amp; GRANTS</b>	<b>75,335</b>	<b>750,000</b>	<b>5,922,590</b>	<b>6,747,925</b>	<b>195,100</b>	<b>942,335</b>	<b>3,968,072</b>	<b>5,105,507</b>
259	Change in Net Position	-	-	(0)	(0)	-	-	-	-