

# COUNTY MANAGER

## Description

The County Manager is the chief administrative officer of the County. He is responsible for the execution of policies established by the Board of Supervisors and for advising and recommending actions to the Board to meet the needs of County residents. In addition to administering the day-to-day operations of the County, the Manager is required by law to present an annual budget to the Board of Supervisors for consideration of all needed County expenditures.

## Objectives

- To keep the Board of Supervisors and the public informed of the activities of the County Government.
- To effectively and efficiently manage the County Government.
- To execute all duties required by law and the Board of Supervisors.
- To monitor and advise County officials on all pertinent legislation before the Virginia General Assembly, and prepare the annual legislative program and summary.

## Budget Highlights

The FY2017-18 County Manager’s office budget includes funding to cover the costs of personnel, routine office expenses, and other expenditures needed to keep the members of the Board of Supervisors advised on County business and finances. Also, funds are included that allow the County Manager and his five deputies to maintain memberships and participation in organizations and meetings necessary to keep abreast of current trends and developments beneficial to the County and its citizens.

Additionally, the County Manager and his deputies actively engage in promoting County interests by maintaining close communication with various important sectors of the community. These include County residents, civic groups, other governments, the local business community, the legislative delegation for the region, and increased use in social media. It also includes the Henrico Citizens Academy, a six week program to inform citizens of County services.

The County Manager’s budget for FY2017-18 is \$1,802,834. This represents an increase of \$254 when compared to FY2016-17. This increase was driven by updated estimates for personnel including a 2.5 percent salary increase and rising health care costs.

### Annual Fiscal Plan

<b>Description</b>	<b>FY16 Actual</b>	<b>FY17 Original</b>	<b>FY18 Approved</b>	<b>Change 17 to 18</b>
Personnel	\$ 1,873,649	\$ 1,724,617	\$ 1,724,871	0.0%
Operation	122,379	77,963	77,963	0.0%
Capital	28,120	0	0	0.0%
<b>Total</b>	<b>\$ 2,024,148</b>	<b>\$ 1,802,580</b>	<b>\$ 1,802,834</b>	<b>0.0%</b>