

CITY OF RICHMOND, VIRGINIA



ADOPTED BIENNIAL FISCAL PLAN

FISCAL YEAR 2005-2006

FISCAL YEAR 2006-2007

April 6, 2005

The Honorable Council of
The City of Richmond Virginia

RE: FY2006 and FY2007 Biennial Plan

Dear Vice Mayor and Members of Council:

I am pleased to present for City Council's consideration the budget for Fiscal Years 2006 and 2007 for the City of Richmond. The people of Richmond have voted not only for a new form of City government, but also for a new direction in City government. As you will learn later today, costly decisions - the true cost of some of those decisions are now becoming clear – limits how fast we can turn things around. But make no mistake: change is here, change is on the move, and change is going to continue at a rapid pace. This budget is a down-payment for a process not to be completed in 100 days or a 1000 days. This budget symbolizes our commitment to achieve the vision set forth by the citizens of Richmond more than 2 years ago when they voted not only for a new form of City government, but also for a new direction in City government. In 2002, the citizens of Richmond asked that changes be made to help Richmond be all that it could be and to bring about change that benefits everyone.

This Proposed Biennial Plan includes expenditure recommendations that are in line with current revenue projections. The plan provides funding for legal requirements and mandates in the City, while offering structural re-alignment to achieve efficient and effective results. Key decisions have been made after reviewing past performance results and with attention to understanding relationship to City priorities and needs.

The priorities set forth in this budget are:

To provide more resources to fight crime;

To provide focus on education and the needs of our young population;

To improve the appearance of our City through a very aggressive street repair program.

The Amended FY2005 General Budget is \$547.8 million. The FY2005 budget does not include \$9.2 million in Richmond Public Schools Fund Balance from FY2004 that could have been appropriated by the School system and used in the current year. The timely appropriation of Schools fund balance would have resulted in a FY2005 Budget of \$557.0 million. I am requesting appropriation of this \$9.2 million in the FY2006 General Fund Budget for the School system's use, resulting in a FY2006 Proposed General Fund Budget of \$555,361,981, a \$1.6 million decrease from available FY2005 resources.

While we have worked diligently to rein in increasing costs and to trim unnecessary expenditures, we are still faced with some cost increases that are currently beyond our control. Debt service cost is increasing almost **\$5 million** above the FY2005 cost. The retirement contribution rate is now at 15.44percent for general employees and 27.97percent for police and fire personnel (a composite rate of 19.7percent). These rates add more than **\$6 million** to the City's annual cost. The City continues to share the cost of healthcare increases with employees that add **\$1.2 million** in additional cost in FY2006. An average pay for performance salary adjustment, effective in November, increases the budget by almost **\$4 million**.

In addition to these basic costs of City operations, we are authorizing 30 new police officers to be added over the course of the next fiscal year. Due to the length of time needed to recruit and train officers, we expect these new officers will be street ready by January, 2006. To fully fund the full-time equivalent (FTE) required for new officers, existing officers and all associated fringe benefits, Police personal service budget has increased by more than **\$6 million**.

The most challenging aspect of preparing this budget has been how to balance prior commitments made on behalf of the City with current and future needs. We began this budget unaware of long-term commitments totaling more than \$7.5 million in FY2006 and proposed to grow by 20percent (\$9 million) in FY2007. These commitments, outlined below, were set to require direct appropriations from the City's General Fund.

	FY2005-06	FY2006-07
Crestar Debt Service	\$2,747,634	\$2,767,075
Marriott Parking Agreement	1,000,000	1,000,000
Community Development Authority	650,000	650,000
Greater Richmond Convention Centre Authority	1,720,000	3,188,213
Pneumansend Creek Regional Jail	1,391,481	1,433,764

The City also subsidizes two very important services that require continuing commitments. These are the Greater Richmond Transit Company with \$8.6 million subsidy proposed in FY2006 and FY2007 and the Richmond Ambulance Authority with \$3.4 million proposed for each of the two fiscal years. These commitments, and General Fund Debt Service requirements of \$46.9 million in FY2006 and \$50.2 million in FY2007, significantly impact our ability to fund the basic core services needed by Richmond's citizens.

Accordingly, as Mayor, I believe I have a responsibility to take another look at agreements made on behalf of the City prior to my becoming Mayor. I am withholding additional payments to SunTrust (originally Crestar) pending determination of certain aspects of that agreement. I am also not proposing funds for the Marriott Parking Agreement or additional subsidy payments to the Greater Richmond Convention Center Authority pending re-determination of participants' responsibility. Additional funding for the Community Development Authority is not proposed at this time. After discussion with the Sheriff, she agrees it is more cost effective for the City to sell the use of City beds at the Pneumansend Creek Regional Jail to other localities. Therefore, no funds are proposed for this purpose in FY2007.

Given that the Richmond Housing Authority (RRHA) continues to spend hundreds of thousands of dollars on outside legal council notwithstanding, City Council's urging to the contrary. I am not proposing to provide City funds to certain RRHA activities. The Sixth Street Marketplace must be managed such that operating costs are covered and it does not continue to be a burden on City taxpayers.

The proposed spending for Richmond Public Schools is \$137,368,793, roughly a 2 percent increase. But more importantly, I am proposing to spend more than the School Administration recently requested in such key instructional areas as foreign language programs, reading coaches and math specialist, Community in Schools, Discovery Academies. At the same time, where efficiencies can be made in administrative expenses, I have not hesitated to insist that be done, such as combining support functions in but not limited to finance and accounting, budgeting, payroll, procurement and printing services. Additionally, the School system must re-evaluate its food service contract.

I am determined to find a way to begin implementation of the Buildings Master Plan. I propose that George Mason School and Broad Rock School be renovated, using historic tax credits if possible.

In preparing this budget, I was very much aware of the impact of rising real estate assessments on individual taxpayers; therefore, I propose a decrease in the real estate tax rate. We continue to experience enthusiastic participation in the Tax Abatement for Rehabilitated Properties Program, so much so that in FY2006 we expect to return more than \$13.3 million in tax credits to property owners. In FY2007, the budget costs of these credits are expected to grow by 5percent.

Accordingly, very tough decisions have been made to keep the budget in balance. To accommodate a decreased real estate tax rate, to honor previous commitments and to prepare a balanced budget, very tough decisions have been made

The re-alignment of City functions began with the elimination of five City departments in March and the merging of key functions from these departments within other City departments. The people need to know that additional cuts will take place in the near future to further streamline City government.

As I began my tenure as Mayor of Richmond, I called upon help from many citizens across the City. Many responded by agreeing to serve on various transition committees. While some committees are still working; others have completed their work. Key recommendations from those citizen committees are incorporated in this budget plan. At this time I wish to share with you key findings from the Finance Review Committee.

The Mayor's Finance Review Committee was formed to review all aspects of the City's fiscal operations including financial condition, budget outlook, long-term financial condition, retirement system, debt management practices, cash management and investment practices, performance measurement and management and other issues.

The Committee was chaired by Mr. Paul Timmreck, Assistant Vice President for Finance and Operations at Virginia Commonwealth University. Other members of the Committee include Ed Mazur, Ron Tillett, Connie Bawcum, E. M. Miller and James Schultz.

Following are key findings from the Finance Review Committee:

Financial Condition: The City's short-term financial condition is stable; long-term challenges are posed by under-funded retiree costs, deferral of building and infrastructure maintenance, and limited debt capacity.

Budget Outlook: Although the City's current Capital Improvement Plan includes projects financed within the City's current long-term debt policy, the City faces critical unfunded facilities improvements/replacement requirements that must be factored into long-range strategic planning and budgeting decisions.

Long-term Financial Condition: Based on data from a municipal "fiscal stress" analysis published by the Virginia Commission on Local Government, the City has a higher level of fiscal stress than the average for all Virginia cities and higher than the average for all Virginia localities. City leaders must undertake a persistent and structured focus to address long-term requirements of the City and its citizens.

The Retirement System: The funded status of the Richmond Retirement System has declined in recent years. Careful attention must be paid to developing a plan that will increase the funded status of the System.

Debt Management Practices: The strong credit rating enjoyed by the City, including recent rating upgrades, is a tribute to the City's continued economic stability and improved financial operations. The City is well within its "Constitutional Debt Limit," but has reached its self-imposed debt affordability measure. As a result, it does not have sufficient debt capacity to finance essential infrastructure improvements beyond those identified in the current Capital Improvement Plan.

Cash Management and Investment Practices: The City may want to consider implementing a plan to actively manage short-term operating cash.

Performance Measurement and Review: The City should continue to work to fully develop and implement an integrated system for measuring and managing performance.

Management and Other Issues: The City should implement performance agreements with all City authorities and boards to define responsibilities of all parties and to improve accountability and results. The financial condition of the City is stable; however, attention must be paid to long-term fiscal planning to ensure continued success. Detailed review of the School system budget is needed. Management culture must change to foster honest open discussion and to develop sustained and structured attention to long-term issues while improving the performance of and accountability for day-to-day operations.

The Efficiency and Effectiveness Committee

Another key committee working during the transition period is that of the Mayor's Transition Committee for Efficiency and Effectiveness. This Committee was co-chaired by Buford Scott and Tina Walls. Other members of the Committee include Ernest Brown, Art Burton, Jack Enoch, May H. Fox, W. Randy Johnson, Dr. Michael Pratt and Kim Saunders.

Key findings from the Efficiency and Effectiveness Committee include:

- **Management Structure:** Over time, a number of departments were created that resulted in redundant structure and increased administrative expenditures. The lines of authority in City government have become inadequate for effective management of operations and authority performance.
- **Out-sourcing and In-sourcing Consideration:** Effective out-sourcing of City services and responsibilities require well-defined management agreements, with performance outcomes that are measurable and incentive structures based upon these performance outcomes.
- **Management of Internal Functions and Operations:** There are many opportunities for cost savings through more efficient management practices.
- **Fees to Support Service Provision:** The City Administration needs to develop a policy regarding the types of services for which fees are charged as well as the level of subsidies that will be offered, when charging such fees may create a financial hardship on consumers.

Recommendations from the Finance Review Committee and the Efficiency and Effectiveness Committee are incorporated in many of the proposals offered in this Biennial Plan.

Other committees, which have been formed and continue to work, include the City Attorney Evaluation Committee, The Regional Cooperation Committee, The Human Services Review Committee and The Procurement Process Review Committee.

Other Mayoral Initiatives

In addition to incorporating recommendations from these committees, I am proposing several other important initiatives from the Mayor's Office. They include Truancy

Prevention, Vacant and Abandoned Property Cleanup, Clean City 2007, and Street Repair and with 48 hour pothole repairs.

Truancy Prevention

The old ways of dealing with truants simply were not working, with Richmond having one of the highest truancy rates in the state. One cannot learn if one is AWOL from the classroom, and communities are not safe, with unsupervised young people roaming the streets. All citizens of Richmond deserve better. With funding support from the General Assembly, pooled with the funds previously earmarked for the schools to combat truancy, we will create a focused initiative on the truancy problem. We will offer a two-pronged approach which will both blanket the city's neighborhoods with daily truancy sweeps and produce a concentrated presence in high crime neighborhoods with skyrocketing truancy rates. Teams of law enforcement attendance officers and case managers will ensure young people and their parents are held responsible for school attendance, as well as give the support to help insure that all students will be in their seats and ready to learn when the school bell rings every morning.

Vacant and Abandoned Property

I am proposing a bold new initiative to attack blighted vacant and abandoned buildings throughout the City. This multi-pronged strategy involves the appointment of a Vacant Building Coordinator using existing staff in the Department of Community Development. The coordinator will track a number of activities aimed at addressing approximately 400 vacant buildings. The strategy includes acquisition of vacant buildings for non-profit use and, for the first time, aggressively pursuing for-profit rehabilitation using state and federal historic tax credits and the City's Real Estate Abatement Program. In addition, there will be focused code enforcement, boarding to preserve buildings, and demolition of buildings that cannot be rehabilitated.

Clean City 2007

The 2007 celebration commemorating the 400th anniversary of the founding of Jamestown will bring thousands of visitors to this City. I am proposing the addition of a Beautification Coordinator to begin work immediately on sprucing up the City. The Coordinator will develop public and private partnerships, working together, to make Richmond a sparkling and clean showcase for visitors.

Street Repair

As an indicator of citizen dissatisfaction, recent surveys indicate 6 out of 10 citizens rate the quality of street maintenance as poor or fair. To improve City streets, we propose a three-point strategy that includes: a proactive and performance-based approach to fixing potholes; new regulations to improve control of street excavations; and increased attention to pavement preservation and repair.

The effort to improve response time for pothole repair began in March. We will continue our efforts to repair all reported potholes within 48 hours of notification. I am proposing

funding for the addition of nine positions to function as a pothole “SWAT” team for rapid response to pothole repair. Right now, the City does not have the equipment that can permanently fix potholes. That will change. We have ordered three separate units that can permanently fix potholes and the citizens will be seeing this equipment and the crews out on our streets as soon as they are delivered.

FY2006 AND FY2007 BUDGET OVERVIEW

FY2006 Overview

The total proposed spending plan for all funds is \$917.8 million. This includes the General Fund, Special Funds (including Community Development Block Grant), and Enterprise Funds, including Public Utilities.

The proposed capital budget totals \$99.57 million in FY2006, including \$34.23 million in General Fund supported projects and \$65.34 million for Public Utilities.

FY2006 Proposed Budget All Funds

	FY2005 Adopted Budget	FY2006 Proposed	Dollar Change	Percent Change
General Fund	\$535,599,981	\$555,361,771	\$19,761,790	3.69
Special Revenue Funds	\$100,482,978	\$ 86,853,405	(\$13,629,573)	(13.56)
Public Utilities	\$300,141,202	\$332,369,157	\$32,227,955	10.74
Other Enterprise Funds	\$ 4,209,044	\$ 6,889,450	\$2,680,406	63.68
Total Operating Budget	\$940,433,205	\$981,473,783	\$ 41,040,578	4.36
Capital Budget	\$106,031,667	\$ 99,570,045	(\$ 6,461,622)	(6.09)

FY2007 Overview

For FY2007, the proposed amount for the General Fund operations budget is \$560.4 million. This is a 0.90 percent increase in expenditures over the FY2006 proposed General Fund operations budget. This increase in expenditures supports an average increase of three percent for employees’ salaries, increased healthcare and retirement costs. A 6.89 percent increase in debt service costs is proposed above the FY2006 amount. Vacant positions proposed for elimination in FY2006 remain out of the FY2007 proposed budget. Turnover savings of 2.0 percent of salaries have been budgeted.

The total proposed spending plan for all funds is \$921.3 million. This includes the General Fund, Special Funds (including Community Development Block Grant), and Enterprise Funds, including Public Utilities

The proposed capital budget totals \$93.0 million in FY2007, including \$15.52 million in General Fund supported projects and \$77.48 million for Public Utilities.

**FY2007 Proposed Budget
All Funds**

	FY2006 Proposed	FY2007 Proposed	Dollar Change	Percent Change
General Fund	\$555,361,771	\$560,359,891	\$ 4,998,120	0.90
Special Revenue Funds	\$ 86,853,405	\$ 67,499,984	(\$19,353,421)	(22.28)
Public Utilities	\$332,369,157	\$332,106,272	(\$ 262,885)	(0.08)
Other Enterprise Funds	\$ 6,889,450	\$ 10,401,641	\$ 3,512,191	50.98
Total Operating Budget	\$981,473,783	\$970,367,788	(\$ 11,105,995)	(1.13)
Capital Budget	\$ 99,570,045	\$ 93,006,866	(\$ 6,563,179)	(6.59)

REVENUE

Revenue Highlights

Several Real Estate Tax Rates are being considered by City Council at this time. City Council will adopt a rate on April 11, 2005. This budget is completed assuming a tax rate of \$1.33 per \$100. If a lower tax rate is adopted by City Council, appropriate adjustments will be made before final budget adoption in May.

FY2006

The revenue highlights for the Proposed FY2006 budget include:

- A reduction of the Real Estate Tax rate from \$1.37955 per \$100 assessed value to \$1.33.
- General Fund revenue increases of 3.69 percent over adopted FY2005 budget (\$19.8 million)
- Real estate revenue net growth of 3.6 percent over adopted FY2005 collections (\$10.2 million gross, with a \$4.0 million increase in use of the Tax Abatement for Rehabilitated Properties Program)

FY2007

The revenue highlights for the Proposed FY2007 budget include:

- General Fund revenue increases of 0.90 percent over proposed FY2006 (\$5.0 million)
- Real estate revenue net growth of 2.84 percent over proposed FY2006 (\$5.9 million gross, with a \$750,000 increase in use of the Tax Abatement for Rehabilitated Properties Program)

Revenue Overview

The proposed General Fund revenue is estimated to be \$555,361,771 in FY2006. This is an increase of 3.7 percent or \$19,761,790 compared to the adopted FY2005 budget.

The FY2006 proposed estimate for all City taxes is \$333,558,202, an increase of \$6,244,568 or 1.91 percent from the FY2005 adopted budget. City taxes, the revenue category most closely tied to economic conditions, show the result of moderate growth in the economy at the state and national level. The value of local real estate in Richmond has grown significantly, and Real Estate Tax collections are growing at a pace that allows for a reduction in the respective rate. The increase is, however, partially offset by reductions in the budget for Personal Property Taxes.

The lowered tax rate from the rate of \$1.37955 per \$100 assessed value to \$1.33 per \$100 of assessed value will result in savings to taxpayers of more than \$6.7 million in FY2006.

The tax value of abatements for rehabilitated properties is projected to be approximately \$13,297,151 in FY2006, an increase of \$4,005,642 over the FY2005 budget. Eligibility for tax relief for the elderly and disabled has been expanded and the proposed budget amount is increased by \$223,359. I propose to fund that program for \$2,000,000 per year.

The proposed General Fund revenue for FY2007 is estimated to be \$560,359,891, an increase of 0.90 percent over the FY2006 proposed budget. Again, the primary sources of the increase are from real estate taxes, State funding for public safety and street maintenance, and fees for refuse collection, with a significant decrease included for the use of fund balance.

The FY2007 proposed estimate for all City taxes is \$340,533,030, an increase of \$6,974,829 from the FY2006 proposed budget. This represents a 2.09 percent increase in General Fund revenue from these sources.

Real Estate Tax receipts are estimated to be \$185,212,278, an increase of \$5,123,155. This growth in tax collections is the result of anticipated moderate increases in the assessed value of local real estate and expanded use of the Tax Abatement for Rehabilitative Properties Program. The lowered tax rate will result in savings to taxpayers of more than \$7.3 million in FY2007.

The tax value of abatements for rehabilitated properties is projected to be approximately \$14,047,151 in FY2007, an increase of \$750,000 over the FY2006 proposed budget.

Funding for the Tax Relief for the Elderly and Disabled Program remains at \$2,000,000 per year.

EXPENDITURES

Expenditure Highlights

FY2006

Expenditure highlights for the Proposed FY2006 budget include:

- General fund expenditures of \$555.4 million are proposed.
- Debt Service cost is projected to increase by \$5.0 million or 6.9 percent over FY2005
- General Fund positions total 3,868.

FY2007

Expenditure highlights for the Proposed FY2007 budget include:

- General fund expenditures are proposed at \$560.4 million, which is an increase of \$4.99 million or 0.9 percent over the FY2006 proposed budget.
- Debt service cost is projected to increase by \$3.24 million or 6.89 percent over FY2006.
- General Fund positions are level with proposed FY2006.

Expenditure Overview

Public Safety

Public safety is of paramount importance to citizens. Law enforcement and other public safety initiatives are high priorities for us in the next biennium. We propose to partner with national and regional law enforcement, judiciary and public safety agencies to implement programs to help all citizens feel safe where they live, work or play

Gang Initiative

Through our partnership with the Attorney General's Office, Richmond stands poised to take advantage of over \$1 million in funding support to address the growth of youth gangs from a holistic perspective. Working closely with community groups, the courts and local law enforcement, this plan addresses prevention, suppression and rehabilitation efforts targeted to the Southside of the city where we have seen a growth in criminal gang activity.

Police Department

Over the past few months we held a series of town meetings. Overwhelmingly, citizens voiced the desire to have greater police presence in the community. We listened to those desires and steps have already been taken to ensure that greater police presence is more apparent. Other important initiatives implemented in the Police Department include the following:

- **Operations Stop Shot:** Summer partnership with Virginia State Police. The results included the recovery of 161 firearms. Police made 243 felony arrests and 369 misdemeanor arrests. Police made close to 9,000 citizen contacts.
- **Violent Crime Reduction Initiative:** Five-pronged approach, including weapons interdiction, narcotics interdiction, robbery reduction initiative, youth intervention and prevention (includes Operation Bed check, a curfew initiative), community involvement and crime prevention. Partners include Virginia State Police, U.S. Attorney, U.S. Marshal, Commonwealth's Attorney, DEA, RRHA, ATF, Juvenile Justice Services, Richmond Public Schools, Probation and Parole.
- **Expansion of the Neighborhood Watch Program:** Richmond Police Department, in an effort to reestablish the Neighborhood Watch Programs, has 142 identified locations of which 78 are active and 64 are pending.
- **Permanent Shifts:** The Department implemented permanent shifts, with Officers working a day shift or evening shift, enhancing citizens familiarly with their police officer.
- **Developed Chaplains Program:** Using a value-based grant from the Department of Justice, the Chaplains Program provides assistance responding to "tragic and difficult situations" in the community.
- **Asian Academy:** To meet the needs of the city's growing Asian population, the Department hosts its first Asian Academy.
- **EXILE Campaign:** The City of Richmond created a new partnership with our corporate community and Project Safe Neighborhood to unveil a new marketing strategy aimed at-risk offenders of firearm violations.
- **Walking Patrols:** These patrols offer another way in which officers are better able to know and understand their beats.

Proposed funding for the Police Department is \$64.8 million in FY2006 and \$67.8 million in FY2007. Both fiscal years' budgets include personnel funding of \$56.3 million in FY2006 and \$58.1 million in FY2007 for sworn and civilian positions.

Matching fund requirements are included in FY2006 and FY2007 for the COPS in School Grants for \$171,253 in each year. Federal COPS funding is \$525,000 per year.

The ability of the Police Department to obtain and accurately track grant activities is extremely important. To ensure accountability and timeliness, we propose that the Grant Writer position join the Grants Unit in Budget and Strategic Planning and work closely with the Finance Special Revenue Division to acquire, track and report grant funding. Chief Monroe will continue to review the civilian complement and other needs of the Department.

For the second consecutive year, the Police Department has been recognized by the International Association of Chiefs of Police for its community policing efforts. This year it was for CAPS, or the Community Assisted Public Safety Program, which helps to improve the quality of life in city neighborhoods by eliminating blight and public safety concerns on vacant, abandoned and neglected properties.

Fire Department and Emergency Management Services

Proposed funding for the Fire Department is \$34.5 million in FY2006 and \$35.1 million in FY2007. Funding is not included for one Fire House. The Emergency Services Coordinator position continues to be funded in this Department in addition to an Administrative Assistant.

The Proposed Budget includes \$292,500 in each year for Survivair Panther High Pressure Self-Contained Breathing Apparatus Units and cylinders, in accordance with National Fire Protection Association Standards. As in the Police Department budget, career development is not funded.

Department of Justice Services (formerly Juvenile Justice Service)

The Richmond Department of Justice Services is formerly known as Juvenile Justice Services. The name change reflects a renewed focus by the City to expand outreach programs for adult offenders and their families. Since its inception, the Department has worked to promote public safety, reduce recidivism and to prevent juvenile delinquency. Over the past three years, the prevention of adult criminal behavior has been added as an important goal of this Department through the provision of a continuum of services that promote adult offender accountability and rehabilitation.

Sheriff

Funding Sheriff and Jail costs is a challenge, primarily due to the rising cost of inmate hospitalization and medical care. These costs have skyrocketed in recent years with increasing severity of inmate illnesses. The FY2006 budget for this service is \$2,080,610, an increase of \$860,505 from the FY2005 budget. Sheriff staff and the City Administration will continue to closely monitor these expenses in search of efficiencies and cost-sharing opportunities. The FY2006 and FY2007 operating budget includes additional funding for inmate food, natural gas services, and vehicle fuel. These increases total \$381,000.

The FY2006 and FY2007 revenue budgets reflect expected reimbursement increases from the State Compensation Board related to State-supported salary increases and inmate per diems.

Judiciary

Funding for Circuit Court, Civil Court and General District Courts and the Commonwealth Attorney total \$7,692,969 in FY2006. Included in the funding proposal is \$12,000 to supplement 3 Law Clerks salaries at \$4,000 each in the Circuit Court. Proposed budgets for the Commonwealth Attorney include funding for the Project Sentry Juvenile Exile Program for \$212,377 in FY2006 and \$218,747 in FY07. The recommended budgets do not include funding to support the Project Safe Neighborhood-Adult Exile Program. The Federal Grant Funding sources will end by the end of FY2005 and will eliminate funding for four occupied grant positions. This program function will be merged into existing Exile Programs.

The Commonwealth Attorney Office currently receives \$370,000 in local funds as salary supplements for State positions.

Adult Drug Court

The City continues to support The Adult Drug Court (ADC). It is a cutting edge initiative of therapeutic jurisprudence. The ADC is complemented by the City's Juvenile and Family Drug Court.

ADC receives funding from the State Supreme Court and the Local Law Enforcements Block grant. Funding of \$27,500 is proposed in the General Fund to help supplement ADC matching requirements along with an additional \$50,000 in FY06 for the Problem-Solving Initiative Federal Grant.

ADC is working with the City's Grant Unit to identify additional grants and other revenue sources to support its programs.

Human Services

A 12-member Human Services Review Committee, co-chaired by Eva T. Hardy and Dr. James Harris, is charged with conducting a comprehensive assessment of the operation of the agencies in the City's Human Services portfolio (Social Services, Public Health, Justice Services, Human Services Commission, Parks and Recreation, and Libraries) and make recommendations to promote program efficiency and effectiveness as well as potential cost savings. Specifically, recommendations will identify opportunities to consolidate and/or co-locate programs, reduce supervisory levels, maximize revenue, increase citizen and community involvement, and upgrade technology for improved productivity.

Social Services Department

Proposed funding for the Department of Social Services is \$65,448,590 in FY2006 and \$67,172,626 in FY2007. The proposed funding includes \$65,000 to support the maintenance of a Human Services Data Warehouse, a planning resource that will integrate customer information from varied state and local sources into a single, locally controlled database. Funding also includes \$1,121,370 to support a fully-funded State/Federal mandate on adoption and to assist placement of foster children into adoptive homes.

Public Health Department

Last fiscal year, the city added 11 new positions to address critical health concerns and bolster service delivery. Our commitment to providing quality public health services remains strong as we increase funding for clinical services by \$700,000 in FY2006 and \$800,000 in FY2007 to support a total of 10 additional positions. However, we are also interested in having the most responsive and responsible run system possible. For that reason, we are examining the most effective and efficient approach for the delivery of public health services which will be both responsive to the diverse health needs of the city and make the maximum use of available resources.

The Public Health Department also received Medicaid HMO and Medicare HMO provider status that allows the department to bill for services rendered in City Health Department clinics, resulting in additional revenue. The Health Department is also collaborating with community agencies to build an infrastructure necessary for the City to be designated by Housing and Urban Development (HUD) as a "Safe and Healthy Homes Community."

Human Services Commission

As part of our effort to streamline City government and focus on the priority needs of the citizen, City funds will support the Commission's effort to secure employment for 200 of the City's highest risk youth. The remaining job placements will come from the private sector which has expressed its willingness be a true partner with the City to instill a work ethic and exposure to the workplace as an alternative to the streets for our young people.

City Infrastructure

Public Works Department

Proposed funding for the Public Works department is \$54,874,056 in FY2006 and \$155,744,818 in FY2007. The proposed funding provides for 507 positions including the addition of 4 positions due to the transfer of the Geographical Information Services (GIS) unit into Public Works from Management Services. Also included is the addition of 1.5 FTE's as a result of consolidating the Transportation Services Agency into Public Works.

An additional nine positions are included to staff three pothole repair crews. The FY2006 personnel budget also reflects the transfer of 11 stormwater management

positions to a new Stormwater Utility Enterprise Fund, effective January 1, 2006, while the FY2007 personnel budget reflects the transfer of the entire complement of 22 stormwater management positions to the Stormwater Utility Enterprise Fund.

The FY2006 and FY2007 operating budget reflects the transfer of the administration of the City's Parking Contract and other miscellaneous expenses related to the consolidation of Transportation Services into Public Works.

Public Utilities Department

The City of Richmond's Department of Public Utilities (DPU) provides quality-of-life services of natural gas, potable drinking water, wastewater, and electric street lighting to more than 114,000 customers throughout the Richmond metropolitan area.

The City operates the seventh largest municipally-owned gas utility in the country. This utility has maintained a high level of integrity regarding safe and reliable service delivery that has earned national recognition for its safe operations. Work to renew our cast iron main system is ongoing and will enhance the reliability and availability of this service to future business, commercial and residential markets throughout the region. Like our private sector service providers, we are still affected by a volatile natural gas pricing market. The volatility may continue for some time into the future in view of the current state of the economy and world events. We recognize the burden that escalating gas bills can have on our customers.

DPU seeks to maintain its status as the regional provider of services, one of only a few regional cooperative ventures successfully operating in the metropolitan area. DPU's ability to provide continued and enhanced services improves the economic future of the City as well as the region. DPU will continue to seek new opportunities to meet the ever-changing demands of our growing metropolitan area.

Richmond, like other older urban communities across the U.S., has an aging infrastructure. One hundred-year-old gas mains, water mains and sewer lines serve much of the City. Because DPU must ensure that it can continue to safely provide reliable and quality services, the department must continue to invest in the maintenance and replacement of the distribution and collection systems.

Regulatory requirements at the federal and state levels represent one of the drivers for continued escalating capital investment and improvement projects. These are major factors in the Water and Wastewater Utilities and are significant for the Gas Utility. The Safe Drinking Water Act, the State Health Department requirements and the Enhanced Surface Water Rules represent primary impacts on the Water Utility. The Water Utility is largely affected by the Clean Water Act, the Department's VPDES permit with the Commonwealth's Department of Environmental Quality and the implementation of the EPA's requirement to reduce Combined Sewer Overflow discharges to the James River. For the Natural Gas Utility, compliance with the U.S. Department of Transportation's Office of Pipeline Safety regulations for older cast iron mains will affect the capital requirements for several years.

Increases in City utility rates are proposed as follows:

DPU Rate Changes	FY2006	FY2007
Gas	3.00% Increase	3.00% Increase
Water	6.50% Increase	8.25% Increase
Waste Water	5.50% Increase	5.50% Increase

At the proposed rates, the average monthly residential gas bill will increase \$1.12 in FY2006. In FY2006, the average monthly residential water bill will increase \$1.46. Also, in FY2006, the average monthly residential wastewater bill will increase \$1.87.

Community Development

The proposed General Fund budget is \$7,297,389 in FY2006 and \$7,299,029 in FY2007. The plan includes funding for 109 positions, a net increase of 5 positions. Two new positions are needed as a result of a larger designated Chesapeake Bay preservation area, which will result in increased requests for permits.

Four new Property Maintenance Inspectors are added to step up the enforcement of property code compliance. The number of vacant and abandoned properties in the City is unacceptable. We must make every effort to find the responsible parties who can help to clean up the City.

Emphasis has also been placed on housing and community revitalization when considering the budgets for federal funds. Federal funds include Community Development Block Grant (CDBG), Housing Opportunities Made Equal (HOME) and Housing Opportunities for Persons with AIDS (HOPWA).

These funds will be used to continue with a targeted approach -- Neighborhoods in Bloom (NIB) -- and an emphasis on vacant buildings and code enforcement. Richmond Redevelopment and Housing Authority will be used only as a last resort if needed to acquire property. For any new projects, focus is on one time costs for start up. Funds will not be used to fully cover costs.

The federal government has proposed significant changes. The future of federal grants beyond FY2006 is uncertain. We propose using \$7,140,000 in CDBG funds, \$2,796,000 in HOME funds and \$691,802 in HOPWA funds in FY2006.

I am also announcing, for the first time, that out of over 50 applications the City of Richmond was one of seven communities selected to receive an award of technical assistance from the National Vacant Properties Campaign. The City, in partnership with LISC (Local Initiatives Support Corporation), applied for this award. The National Vacant Properties Campaign is a project of **Smart Growth America**, the **International City/County Management Association (ICMA)**, **Local Initiatives Support Corporation (LISC)**, and the **National Trust for Historic Preservation**. It is dedicated to helping communities across the country address the issues of vacant buildings. The

award means that a team of experts will work with the City to implement improved systems to address the challenges of vacant and abandoned buildings.

Capital Improvement Program

In proposing a Capital Budget for the City, I have focused on completing existing projects and reinvesting in the preservation of existing public facilities and infrastructure. I have realigned the budget to address citywide concerns over new and special projects. As part of the realignment, I have proposed the recapture of funds and close-out of many projects that have been either completed, abandoned or are not consistent with the new direction of this Administration. Those funds are badly needed to address the devastation caused by Tropical Storm Gaston for the areas that FEMA did not cover and also to provide our citizens with safe and decent facilities. This back-to-basics approach is what the public has asked for and I have promised to deliver.

City Administration and Finance

Finance Department

The proposed budget for the Finance Department is \$8,023,313 in FY2006 and \$8,567,806 in FY2007, including \$325,000 for maintenance of a new revenue system. The installation of the MUNIS Revenue System is a major undertaking for the Finance Department. This system will provide integrated information across revenue types and allow for real-time transaction processing. Employees will be better able to access information when assisting customers. Once the system becomes available on the web, customers will be able to retrieve information via the internet 24 hours a day, 7 days a week.

The cost of self-insurance continues to rise for the City. In order to keep pace with increasing liabilities, the Risk Management budget has increased from \$7,694,319 in FY2005 to \$8,373,754 in FY2006 and \$8,783,116 in FY2007.

Human Resource Department

The biennial fiscal plan for Human Resources includes funding for forty-eight positions. The significant increase of 23.50 positions is due to two factors. There were ten Human Resource positions that were located and funded in other agencies within the General Fund. Those positions and their funding have been returned to the department with no impact on the General Fund. There were also five positions in the Public Utilities Enterprise Fund that have been transferred into Human Resources. There is a net cost to the General Fund of \$55,000 as a major portion of those costs will continue to be borne by the Department of Public Utilities through cost allocation payments to the General Fund.

The second factor is due to the continued streamlining of City government. The Customer Service and Organizational Development Office was eliminated and ten of the eleven positions were absorbed by Human Resources along with \$479,000 in personnel costs. Five of the positions were directly involved in distributing and receiving

employment applications, responding to questions and issues involving job postings and the application process, and providing general customer service. Three of the positions were responsible for City University, which is one of the methods the City utilized to provide learning and educational opportunities for employees and citizens on several topics. Two positions serve as Hispanic liaisons to assist the Hispanic and Latino segment of the City's population. The final position was directly involved with a City project to unify citywide customer service technology.

Information Technology Department

The Department of Information Technology continues to provide, operate, and maintain a secure and stable infrastructure as the foundation of City automation, data communications and voice transmission. Tasked with leading the development of application software, providing cost-effective client services and maintaining all citywide technologies, they have identified efficiency savings of \$702,899.

Procurement Department

The Procurement Process Review Committee, chaired by Mr. Ernest Brown and consisting of community experts, has been formed to review current practices and recommend ways to improve the City's procurement process.

Budget & Strategic Planning Department

The proposed budget for the Department of Budget and Strategic Planning is \$1,270,448 in FY2006 and \$1,289,396 in FY2007. The increase is due to the re-assignment of 3 grant administrator positions and 3 management analysts formerly in Management Services to this Department.

Over the next two years, the Department will work to improve citywide grants management and will focus efforts on implementing and training for the implementation of Activity Based Costing as the next step to performance/outcome based budgeting.

Other City Departments

The Library

In October 2004, the Richmond Public Main Library completed a \$2.4 million renovation project that was funded jointly by the City of Richmond and the Literary Legacy Fundraising Campaign. The Richmond Public Library received more than \$1 million in gifts and donations from local corporations and individuals. The Library was also the recipient of a \$300,000 challenge grant from the National Endowment for the Humanities during the Literary Legacy Fundraising campaign. All grant funds were expended during the renovation project.

I am proposing a budget of \$4,987,534 for FY2006 and \$5,110,255 for FY2007. This budget includes the elimination of two vacant Assistant Director positions, providing an annual savings of \$122,972.

City Assessor

In FY2005, the staffing complement for the City Assessor increased by 8 positions to 37 FTE's. Funding for the increased number of positions is reflected in the proposed budget of \$2,778,727 for FY2006 and \$2,835,589 for FY2007.

Due to the increase in permanent staffing for the Assessor Office, funding for temporary staffing to assist in assessment data gathering is decreased.

City Attorney

The City Attorney's Office successfully prevailed in two cases decided by the U. S. Court of Appeals for the Fourth Circuit, saving the City \$11.9 million. Additionally, the staff dedicated to the delinquent property tax collections has increased the number of cases and collected over \$516,884 over the last two years. Funding for 25.5 positions in the General Fund and 9 positions in Special Funds is provided in FY2006 and FY2007.

A well-run City Attorney's Office is vitally important to the progress of the City. To help ensure that alternatives are being considered and objectively reviewed, I have named a community task force to review issues and make recommendations about the Office operation and working relationship throughout the City.

The proposed budget for the biennium is \$2,228,456 in FY2006 and \$2,260,791 in FY2007. The staffing complement currently remains the same.

CONCLUSION

Over the years the City has contributed to many worthy causes. However, as we review the availability of resources, we must re-think the basis on which many of our funding decisions have been based. Many organizations that may have been accustomed to receiving City funds may not receive City funds in this budget cycle. Our challenge is to review all requests for City funds and to ensure that we are the very best stewards of public funds that we can be. We will require high performance and accountability standards from City departments and agencies. We must review all expenditures from the City's budget in order to ensure that expenditures occur efficiently, and also to ensure that the results are effective.

With these comments, I ask for your support as we move forward on behalf of Richmond's citizens, and I welcome the discussion to follow.

Sincerely,

The Honorable L. Douglas Wilder

Mayor
City of Richmond, Virginia

RE: FY2005-2006 and FY2006-2007 Biennial Budget Amendment Message

The General Fund, Special Fund, Internal Service Fund, Capital Improvement Plan (CIP), and Public Utilities Budgets, as amended and adopted by City Council on July 1st, 2005 are herein published. The Richmond City School Year “FY2006 Adopted Richmond City Schools Budget” is also included in this document.

Amendments to the General Fund Proposed Budget result in a net increase of \$2,445,000 for FY2006 and \$6,895,000 for FY2007. Adopted General Fund FY2006 revenue totals \$557,806,771. This amount is \$22.2 million, or 4.15 percent higher than the FY2005 adopted General Fund budget of \$535,599,981. The Approved General Fund FY2007 revenue totals \$567,254,891 or 1.69 percent over the FY2006 Adopted revenue budgets. Revenue to support the net increases is primarily attributed to updated real estate tax revenue.

City council amendments decreased funding in various Non-Departmental categories by a total of \$4,616,782 for FY2006 and by \$1,428,215 for FY2007. This includes reductions of \$11,880,682 in FY2006 and \$13,173,351 in FY2007 for additional efficiency and turnover savings to be identified by City administration. These amendments also include the creation of an Economic Development Consortium to be funded at \$1,200,000 in both years. Members of the consortium include River District Alliance, Richmond Riverfront Corporation, Metropolitan Business League, Richmond Forum, among other entities that have an effect on the economic well being of the City. Beginning in FY2006, the Non Departmental budget includes \$300,000 for Maymont, which was previously in the Parks, Recreation, and Community Facilities budget. This amended budget also appropriates \$200,000 in both years toward the City’s Fund Balance.

Amendments to the Capital Improvement Plan (CIP) include increased revenue sources of \$753,224, resulting from increased VDOT revenue, usage of the Reserve for Permanent Public Improvements and redirection of additional Complete and Abandoned project available balances. These increases were partially offset by reduced funding sources from available balances of individual Council District Capital projects.

Major appropriation amendments to the Capital Budget include the reduction of \$1,200,000 for Improvements to the Terminal Docks, a reduction of \$2,750,000 for the Theater Row Office Building renovation and a reduction of \$300,000 to City Hall Interior Renovations. These amendments were partially redirected to restore funding for the Broad Rock Community Center and the Church Hill Teen Center. The balance of these reductions, combined with the increased revenue were used to increase funding to various other Infrastructure, Economic Development and City Facilities projects, for a total of \$753,224 in City Council Amendments.

SUMMARY OF ADOPTED AMENDMENTS

GENERAL FUND

FY2006 Proposed Budget		Revenue	Expenditures
		\$555,361,771	\$555,361,771
Agency	Description of Amendments		
Assessor	Added two Appraiser II positions and expenses		250,000
Assessor	Rehabilitation Application Fee Increase	22,500	
City Auditor	Created the Fiscal and Policy Analysis Program; added four positions and expenses		295,879
City Auditor	Reinstate one Auditor II position		54,859
Citywide	Additional Efficiency & Turnover Savings		(11,880,682)
City Council and City Clerk	Establishing a City Council Operating Budget		34,000
City Council and City Clerk	Neighborhood Enhancement Fund		75,000
Community Development	Housing Assistance for Police in Neighborhoods		125,000
Community Development	Rehabilitation Application Fee Increase	22,500	
Commonwealth Attorney's Office	Salary supplements for Assistant CW Attorneys		100,000
Department of Public Works	Added one position and associated expenses for Household Hazardous Waste Disposal		131,205
Department of Public Works	Added six positions for Drainage Staff (funded 1/2 year or three FTEs)		98,250
Department of Public Works	Added two positions and associated expenses to clean gutters Citywide		200,000
Department of Public Works	Clean & Safe transferred back to Richmond Renaissance for FY06		(200,000)
Department of Public Works	District Tree Planting (Citywide)		90,000
Department of Public Works	Eliminate .5 FTE left over from consolidation of Transportation into Public Works		(31,642)
Economic Development	Decrease one former EDI position that will be funded in CDBG Program		(80,316)
Finance	CDA - Coliseum \$1 Ticket Surcharge	400,000	
Finance	New Economic Development Project Revenues	950,000	
Finance	Real Estate Tax Collections - Updated Projections	3,550,000	
Finance	Transfer of Funds from RFPPI from the sale of surplus real estate	500,000	
Fire & EMS	Added back 13 firefighter positions and expenses for one fire station		795,716
Non-Departmental	Added funding for 6th St Marketplace (RRHA)		750,000
Non-Departmental	Added funding for ARC of Richmond		25,000
Non-Departmental	Added funding for Arts Consortium		350,000
Non-Departmental	Added funding for Boaz & Ruth		25,000
Non-Departmental	Added funding for CDA - Coliseum \$1 Ticket Surcharge		400,000
Non-Departmental	Added funding for CDA Parking Deck		250,000

SUMMARY OF ADOPTED AMENDMENTS

GENERAL FUND

		Revenue	Expenditures
FY2006 Proposed Budget		\$555,361,771	\$555,361,771
Agency	Description of Amendments		
Non-Departmental	Added funding for Central Virginia Legal Aid Society		35,000
Non-Departmental	Added funding for Cooperative Extension Services		38,000
Non-Departmental	Added funding for Daily Planet		25,000
Non-Departmental	Added funding for East End Teen Center		25,000
Non-Departmental	Added funding for Economic Development Consortium (city Celebrations, MBL, Renaissance, Sportsbackers, Richmond 2007, Richmond Riverfront, River District, Richmond Forum)		1,200,000
Non-Departmental	Added funding for Elegba Folklore Society		25,000
Non-Departmental	Added funding for Family Advocacy Center		20,000
Non-Departmental	Added funding for GRCCA Supplement		1,700,000
Non-Departmental	Added funding for Greater Richmond Partnership		390,000
Non-Departmental	Added funding for Harris Health Clinic		100,000
Non-Departmental	Added funding for High-speed Rail		10,000
Non-Departmental	Added funding for Homeward		47,500
Non-Departmental	Added funding for Marriott Parking		925,000
Non-Departmental	Added funding for Maymont		300,000
Non-Departmental	Added funding for Meals on Wheels		100,000
Non-Departmental	Added funding for OAR		50,000
Non-Departmental	Added funding for Old Manchester (Crestar) Debt		2,747,635
Non-Departmental	Added funding for RBHA Add back		1,450,000
Non-Departmental	Added funding for RCAP		150,000
Non-Departmental	Added funding for RRHA Property Maintenance		125,000
Non-Departmental	Added funding for Strive to Stay Alive		60,000
Non-Departmental	Added funding for Wm Byrd Community Center		25,000
Non-Departmental	Added funding for YMCA Teen Center		20,000
Non-Departmental	Clean & Safe Partnership transferred back to Richmond Renaissance		700,000
Non-Departmental	Decrease reimbursement to CIP Economic Development Fund		(300,000)
Non-Departmental	Eliminated RPS Administrative Reserve		(4,500,000)
Non-Departmental	Fund Balance Appropriation		200,000

SUMMARY OF ADOPTED AMENDMENTS GENERAL FUND

		Revenue	Expenditures
FY2006 Proposed Budget		\$555,361,771	\$555,361,771
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Agency	Description of Amendments		
Non-Departmental	idea Stations (televised Council Meetings) reduced to \$25,000		(37,510)
Non-Departmental	Reduce funds budgeted for Group Life in FY2006		(166,725)
Parks, Recreation & Community Facilities	Armstrong HS Gym open for Activities		130,000
Procurement	Transfer one MBE position from Economic Development		59,000
Richmond Public Schools	Increase Schools to \$142,891,362		5,522,569
Richmond Public Schools	Remove Truancy funds for use by Justice Services		(587,738)
Richmond Public Schools	Reduction of available RPS Fund Balance	(3,000,000)	
City Council Adopted Amended Budget		\$557,806,771	\$557,806,771
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SUMMARY OF ADOPTED AMENDMENTS

GENERAL FUND

FY2007 Proposed Budget		Revenue	Expenditures
		\$560,359,891	\$560,359,891
Agency	Description of Amendments		
Assessor	Added two Appraiser II positions and expenses		250,000
Assessor	Rehab Application Fee Increase	22,500	
City Auditor	Created the Fiscal and Policy Analysis Program; added four positions and expenses		295,879
City Auditor	Reinstate one Auditor II position		54,859
City Council and City Clerk	Establishing a City Council Operating Budget		34,000
City Council and City Clerk	Neighborhood Enhancement Fund		75,000
Citywide	Additional Efficiency & Turnover Savings		(13,173,351)
Commonwealth Attorney's Office	Salary supplements		100,000
Community Development	Housing Assistance for Police in Neighborhoods		125,000
Community Development	Rehab Application Fee Increase	22,500	
Department of Public Works	Added one position and associated expenses for Household Hazardous Waste Disposal		131,205
Department of Public Works	Added six positions for Drainage Staff (funded 1/2 year or three FTEs)		98,250
Department of Public Works	Added two positions and associated expenses to clean gutters Citywide		200,000
Department of Public Works	Clean & Safe transferred back to Richmond Renaissance for FY06		(200,000)
Department of Public Works	District Tree Planting (Citywide)		90,000
Department of Public Works	Eliminate .5 FTE left over from consolidation of Transportation into Public Works		(31,642)
Economic Development	Decrease one former EDI position that will be funded in CDBG Program		(80,316)
Finance	CDA - Coliseum \$1 Ticket Surcharge	400,000	
Finance	New Economic Development Project Revenues	950,000	
Finance	Real Estate Tax Collections - Updated Projections	5,000,000	
Finance	Transfer of Funds from RFPPI from the sale of surplus real estate	500,000	
Fire & EMS	Added back 13 firefighter positions and expenses for one fire station		795,716
Non-Departmental	Added funding for ARC of Richmond		25,000
Non-Departmental	Added funding for Arts Consortium		350,000
Non-Departmental	Added funding for Boaz & Ruth		25,000
Non-Departmental	Added funding for CDA - Coliseum \$1 Ticket Surcharge		400,000
Non-Departmental	Added funding for CDA Parking Deck		250,000
Non-Departmental	Added funding for Central Virginia Legal Aid Society		35,000
Non-Departmental	Added funding for Clean & Safe Partnership		700,000
Non-Departmental	Added funding for Cooperative Extension Services		38,000

SUMMARY OF ADOPTED AMENDMENTS

GENERAL FUND

		Revenue	Expenditures
FY2007 Proposed Budget		\$560,359,891	\$560,359,891
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Non-Departmental	Added funding for Daily Planet		25,000
Non-Departmental	Added funding for East End Teen Center		25,000
Non-Departmental	Added funding for Economic Development Consortium (cityCelebrations, MBL, Renaissance, Sportsbackers, Richmond 2007, Richmond Riverfront, River District, GRP, Richmond Forum)		1,200,000
Non-Departmental	Added funding for Elegba Folklore Society		25,000
Non-Departmental	Added funding for Family Advocacy Center		20,000
Non-Departmental	Added funding for GRCCA Supplement		2,100,000
Non-Departmental	Added funding for Harris Health Clinic		100,000
Non-Departmental	Added funding for High-speed Rail		10,000
Non-Departmental	Added funding for Homeward		47,500
Non-Departmental	Added funding for Marriott Parking		900,000
Non-Departmental	Added funding for Maymont		300,000
Non-Departmental	Added funding for Meals on Wheels		100,000
Non-Departmental	Added funding for OAR		50,000
Non-Departmental	Added funding for Old Manchester (Crestar) Debt		2,747,635
Non-Departmental	Added funding for Peumansend Regional Jail add second year (debt only)		329,511
Non-Departmental	Added funding for RBHA		1,450,000
Non-Departmental	Added funding for RCAP		150,000
Non-Departmental	Added funding for RRHA Property Maintenance		75,000
Non-Departmental	Added funding for Strive to Stay Alive		60,000
Non-Departmental	Added funding for Wm Byrd Community Center		25,000
Non-Departmental	Added funding for YMCA Teen Center		20,000
Non-Departmental	Fund Balance Appropriation		200,000
Non-Departmental	idea Stations (televised Council Meetings) reduced to \$25,000		(37,510)
Parks, Recreation & Community Facilities	Armstrong HS Gym open for Activities		130,000
Procurement	Transfer one MBE position from Economic Development		59,000
Richmond Public Schools	Increase Schools to \$139,846,617		6,784,002
Richmond Public Schools	Remove Truancy funds for use by Justice Services		(587,738)
 City Council Adopted Amended Budget		 \$567,254,891	 \$567,254,891
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City Of Richmond, Virginia

FY2006-FY2010 Capital Budget Amendments

Description	FY2006	FY2007	FY2008	FY2009	FY2010	
Funding Sources:						
VDOT Revenue	\$ 149,400	\$ -	\$ -	\$ -	\$ -	
Reserve for Permanent Public Improvements	500,000	-	-	-	-	
Capital Project Revenue Sharing	557,500	-	-	-	-	
Complete and Abandoned Projects - See Details	257,080	-	-	-	-	
Council District Project - District 1	(25,000)	-	-	-	-	
Council District Project - District 3	(36,110)	-	-	-	-	
Council District Project - District 4	(35,650)	-	-	-	-	
Council District Project - District 6	(77,506)	-	-	-	-	
Council District Project - District 8	(51,280)	-	-	-	-	
Council District Project - District 9	(185,210)	-	-	-	-	
Total Funding Sources	1,053,224	-	-	-	-	
Increases (Decreases)						
Infrastructure Construction and Maintenance:						
Broad Rock Road (Rt 10) Sidewalk	149,400	-	-	-	-	- Adds Appropriation for this Project
Radford Avenue - 4700 Block	150,000	-	-	-	-	- Adds Appropriation for this Project
Downtown Signage	150,000	-	-	-	-	- Adds Appropriation for this Project
Randolph West Lighting	231,000	100,000	-	-	-	Adds Appropriation for this Project
Miscellaneous Streets - Alley paving Parkwood & Midlothian	35,000	-	-	-	-	Increases Appropriation for this Project
Staffordshire Drainage	100,000	-	-	-	-	- Adds Appropriation for this Project
Meadow Bridge Lighting	200,000	-	-	-	-	- Adds Appropriation for this Project
Sidewalks and Lighting	200,000	200,000	200,000	200,000	200,000	Adds Appropriations for this Project
Bellemeade Community Gateway Improvements - 25th and M Street Roundabout	315,000	-	-	-	-	- Adds Appropriation for this Project
Miscellaneous Streets - Deerbourne Street	30,000	-	-	-	-	- Adds Appropriation for this Project
Maintenance	-	-	(200,000)	(200,000)	(200,000)	Project
Subtotal Infrastructure Construction and Maintenance	1,560,400	300,000	-	-	-	

City Of Richmond, Virginia

FY2006-FY2010 Capital Budget Amendments

Description	FY2006	FY2007	FY2008	FY2009	FY2010	
Economic and Neighborhood Development:						
Improvements to Terminal Docks	(1,200,000)	-	-	-	-	- Transfers Appropriation for this Project
Highland Park CARE	50,000	-	-	-	-	- Increases Appropriation for this Project
25th Street CARE	80,000	80,000	-	-	-	- Increases Appropriations for this Project
Belt Boulevard CARE	50,000	-	-	-	-	- Increases Appropriation for this Project
Neighborhoods in Bloom	(50,000)	-	-	-	-	- Transfers Appropriation for this Project
Subtotal Economic and Neighborhood Development	(1,070,000)	80,000	-	-	-	
City Facility Construction and Maintenance						
Broad Rock Community Center	1,500,000	-	-	-	-	- Adds Appropriation for this Project
Church Hill Teen Center	850,000	-	-	-	-	- Adds Appropriation for this Project
Virginia Capital Trail	250,000	250,000	-	-	-	- Adds Appropriations for this Project
Theater Row Office Building	(2,000,000)	(750,000)	-	-	-	- Transfers Appropriations for this Project
Miscellaneous Parks - Byrd Park Stoneworks Walkway	75,000	-	-	-	-	- Adds Appropriations for this Project
Major Buildings Renovations	(112,176)	120,000	-	-	-	- Transfers Appropriations for this Project
Subtotal City Facility Construction and Maintenance	562,824	(380,000)	-	-	-	
Total Amendments	1,053,224	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	

Note 1: \$100,000 of FY2006 Pavement Rehabilitation appropriation is designated for District 2

Note 2: \$100,000 of FY2006 Pavement Rehabilitation appropriation is designated for District 8

Note 3: Three (3) additional positions (FTE's) are added for Traffic Control Capital Projects and funded from existing Urban Funds appropriations

Engineer III

Engineer II

Traffic Signal Technician II

City Of Richmond, Virginia
FY2006-FY2010 Capital Budget Amendments
General Obligation Bonds
Completed Projects Detail

Projects	Prior Appropriations
City Limit Signage	5,000
Broad Street Intersection Enhancements	35,110
Great Shiplock Wall Repair	34,475
Stony Run Drive Phase I	7,312
Midlothian Turnpike U.S. 60 Belt Boulevard Bridge	15,686
Landfill Monitoring System Upgrade	1,082
Science Museum	7,464
Broad Street Streetscape	14,766
Church Hill Conservation	599
Jefferson Avenue Improvements	383
Demolition Of Blackwell Structures	498
Carytown Streetscape Plan	11,788
Mary Munford Recreation Center	1,350
Westover Hills Branch Library	773
First Street Viaduct	41,209
Richmond Coliseum - Clay Street Repairs	37,510
Public safety Building Renovations	42,075
Total General Obligation Bonds - Completed Projects	\$ 257,080

City Of Richmond, Virginia
FY2006-FY2010 Capital Budget Amendments

Description	FY2006	FY2007	FY2008	FY2009	FY2010	
Funding Sources:						
General Fund Revenue	\$ (300,000)	\$ -	\$ -	\$ -	\$ -	
Total Funding Sources	(300,000)	-	-	-	-	
Increases (Decreases)						
Infrastructure Construction and Maintenance:						
Storm Sewer Replacement and Repairs	150,000	-	-	-	-	Increases Appropriation for this Project
Subtotal Infrastructure Construction and Maintenance	150,000	-	-	-	-	
Description						
City Facility Construction and Maintenance						
City Hall Interior Renovations	(600,000)	-	-	-	-	Deletes Appropriation for this Project
Neighborhood Park Improvements	150,000	-	-	-	-	Adds Appropriation for this Project
Subtotal City Facility Construction and Maintenance	(450,000)	-	-	-	-	
Total Amendments	(300,000)	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	

City of Richmond, Virginia

FY2006-FY2010 Capital Budget Amendments

Description	FY2006	FY2007	FY2008	FY2009	FY2010	
Funding Sources:						
	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Funding Sources	-	-	-	-	-	
Increases (Decreases)						
Economic and Neighborhood Development						
Economic Development						
Investment Fund	(300,000)	-	-	-	-	Decreases Appropriation for this Project
Subtotal Economic and Neighborhood Development	(300,000)	-	-	-	-	
City Facility Construction and Maintenance						
City Hall Interior						
Renovations	300,000	-	-	-	-	Increases Appropriation for this Project
Subtotal City Facility Construction and Maintenance	300,000	-	-	-	-	
Total Amendments	-	-	-	-	-	
	\$ -	\$ -	\$ -	\$ -	\$ -	

GUIDE TO USING THIS DOCUMENT

This budget document provides financial information on departmental and program plans for the City of Richmond. This financial information is presented in varying levels of detail.

The *Mayor's Message* appears after the Table of Contents and gives an overview of the budget, highlighting citywide accomplishments and challenges. The Amendments section is followed by a *Biennial Budget Amendment Message* that summarizes the amendments to the proposed document. A detailed list by agency for the general fund describes the amendments along with the associated revenue or expenditures. The Capital Improvement Plan (CIP) summary describes the projects amended in the biennial.

Next, the Financial Guidelines section includes: *Basis of Accounting and Budgeting*, a synopsis of the *Performance Based Budgeting* work plan, and the *Debt Management Policies* sections that follow the *Guide to Using This Document*. These policies provide an explanation of financial reporting requirements to which the City must adhere. The *Budget Process Timetable* describes stages of the budget process.

The next section of the document is the General Fund Summaries. Summaries include: *Financial Sources and Expenditures*; *Expenditures and Positions for All Funds*; *Fund Balance*; *Debt Schedule*; *Special Funds*; *General Fund Revenue* highlights; *Revenue Summaries by Agency and by Type*; *General Fund Expenditure* highlights; and *General Fund Expenditures by Agency and by Major Category*.

Following the General Fund Summaries is the financial detail by General Fund Agencies. The format for each agency includes: the *Agency's Mission*; *Agency Fiscal Plan*; *Agency Highlights*; *City Council Actions by Amendments*; *Capital Improvement Plan Amendments*; *General Fund Program by Expenditures*; and reported *Performance Measures*. The Performance Measures table includes the Agency's Programs, the Program Measures and the actual and target outcomes. The Non-General Fund Budget section is shown only if it applies to that agency.

The next section is a Capital Improvement Plan category summary. For additional information and detail on individual projects, please refer to the City of Richmond Capital Improvement Plan budget document.

Following the Capital Improvement section is the Detail for Special Funds. Included in that detail are: *Summary of Special Fund Expenditures by Agency*; *Special Fund Detail by Agency*; and *Community Development's Federal Funds* (CDBG, HOME, ESG, and HOPWA). The Richmond Public Schools/Other Funds section summarizes: *Richmond Public Schools*, *Enterprise Funds*; and *Internal Service Funds*.

The Personnel Complement provides a *Position Summary by Agency and Fund*. This is followed by a detailed list of all positions. The *Appendices* is the last section and includes the *City's Demographics*, *Tax Rates*, *Bond Ratings*, and a *Glossary*.

Questions may be directed to:

City of Richmond
Department of Budget and Strategic Planning
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This document can be located on the City of Richmond website at www.richmondgov.com.

BASIS OF ACCOUNTING AND BUDGETING

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement. All governmental funds and expendable trust funds are accounted for using a current financial resource measurement focus. With this measurement focus, only current assets and current liabilities are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

All proprietary funds, non-expendable trust funds and pension trust funds are accounted for on a flow of economic resource measurement focus. With this measurement focus, all assets and liabilities associated with the operation of these funds are included on the balance sheet. Fund equity (i.e., net assets) is segregated into contributed capital and retained earnings components. Proprietary fund type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net assets.

The **modified accrual basis of accounting** is followed by governmental funds, expendable trust funds, and agency funds. Under the modified accrual basis of accounting, revenues are recorded when they become measurable and available to pay liabilities of the current period. Expenditures are recorded when the related fund liability has been incurred except for (a) principal and interest on long-term debt, which is recorded when due, and (b) the non-current portion of accrued vacation, sick leave and workers' compensation claims, which is recorded in the general long-term debt account group.

Real estate, personal property and license tax revenues are recorded as revenues principally on the cash basis until year-end, at which time tax receipts received within 60 days of the end of the fiscal year are accrued. Permits and fines are recorded as revenues when received. Intergovernmental revenues, consisting principally of categorical aid from federal and state agencies, are recognized when earned, or at the time of the specific expenditure. Revenues from general purpose grants are recognized in the period to which the grant applies.

Sales and public utility taxes, which are collected by the Commonwealth and public utilities respectively, and subsequently remitted to the City, are recognized as revenues and receivables when collected by authorized agents.

Proprietary fund types, pension trust funds and non-expendable trust funds, utilize the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

The City reports deferred revenue on its combined balance sheet. Deferred revenues arise when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when resources are received by the government before it has a legal claim to them, as when grant monies are received prior to the incidence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim pertaining to the resources, the liability for deferred revenue is removed from the balance sheet and revenue recognized.

It is the policy of Utilities included in Enterprise Funds to capitalize, during the construction period only, the net interest costs associated with the acquisition or construction of major additions to Utilities plants in service.

BASIS OF ACCOUNTING AND BUDGETING

Budgets and Budgetary Accounting

The City follows these procedures, which comply with legal requirements, in establishing the budgetary data reflected in the financial statements. The operating budget, including a transfer to the Schools General Fund, includes proposed expenditures and the means of financing them.

City General Fund, Debt Service Fund, and Schools General Fund have legally adopted annual budgets. Capital Projects Funds have legally adopted five-year project budgets. On or before April 7th, the Mayor submits to the City Council a proposed operating budget for the fiscal year commencing the following July. Public hearings are conducted to obtain taxpayer comments.

Prior to May 31, City Council adopts the budget, the appropriation ordinances, and ordinances providing additional revenue as necessary to put the budget in balance. The City Charter allows the City Council or administration to only appropriate by a lump sum appropriation for each agency versus adopting by categories or line items. During the year, the Mayor is authorized to transfer budget amounts within departments; however, any amendments that alter the total expenditures of any department or agency must be adopted by the City Council. Administration's policy allows departments or agencies to transfer operating budgets within line items without authorization.

Formal budgetary integration is employed as a management control device during the year for all funds.

Budgets for the General Fund, Special Revenue Funds and Capital Projects Funds are principally prepared on the modified accrual basis of accounting except that encumbrances, which do not lapse at the end of a fiscal year, are included as budgetary expenditures.

All appropriations not encumbered lapse at year-end for the General Fund. Appropriations for the Capital Projects Funds and certain Special Revenue Funds are continued until completion of applicable projects, even when projects extend for more than one fiscal year, or until repealed.

Expenditures may not exceed appropriations on a departmental level in the General Fund, and at a functional level in the Schools Special Revenue Funds.

Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the General Fund, Special Revenue Funds, and Capital Projects Funds. Encumbrances outstanding at year-end are reported as reservations of fund balances since they do not constitute expenditures or liabilities under generally accepted accounting principles.

PERFORMANCE BASED BUDGETING

City of Richmond has been following the performance measurement and activity based costing movement for several years and began the process of developing City initiatives, department goals, objectives, measures and targets in FY 2004. In addition, the City has developed employee objectives as part of an employee performance appraisal system. The City is continuing to build upon this foundation, with the implementation of the performance based budget system on the AMS BRASS budget system that integrates programs, activities and corresponding costs and performance measures in FY 2006. In this manner the budget will not only show how a program is performing but also the cost of the program. This would allow the City to better evaluate the program in terms of efficiency and effectiveness and make it easier for the citizens to understand where their tax money is going.

APPROACH

City departments with the assistance of the Department of Budget & Strategic Planning continued the following performance based budgeting approach:

- Enhanced agency program and activity structure for all City departments
- Enhanced agency program and activity goals and related performance measures
- Confirmed the alignment of the program goals to the City priorities
- Confirmed the alignment of the activity goals to the employee performance appraisal work to date
- Confirmed the alignment of the performance based budget structure and performance measures with other City initiatives such as revenue enhancements, efficiencies, contract monitoring and administrative charges for grants
- Enhanced service level costs for inclusion with or supplement to the biennial budget
- Develop the program and activity definitions to the AMS BRASS budget system for the City to develop a performance-based budget for FY 2006

WORKPLAN

In order to accomplish the City's objectives, a work plan was organized under two tracks: Performance Based Budgeting and Priority Alignment.

Performance Based Budgeting

- Develop the program structure that will be aligned with AMS BRASS
- Develop a service level budget for each activity that will identify planned outputs for one or more budgets for that activity
- Roll the activity service level budgets into a program budget format for AMS BRASS alignment

Priority Alignment

- Obtaining the latest listing of City priorities
- Aligning the programs, program goals and outcomes to the Priority areas

The agencies were responsible for completing the enhancement of program and activity lists, mission statements and performance measures while working with the Budget and Strategic Planning Department to create the performance-based budget.

DEBT MANAGEMENT POLICIES

The City Council adopted a resolution in 1989 that was amended in 1991, establishing guidelines for the planning, issuance, and management of debt, for and on behalf of, the City of Richmond. The City will issue debt for the purpose of acquiring or constructing capital projects and for making major renovations to existing capital projects. It is the policy of the City to provide operating funds to the extent possible for projects that are perennial and/or primarily of an on-going maintenance type activity. The maturity of any debt will not exceed expected useful life of the project for which the debt is incurred.

General Obligation Debt

It is the policy of the City that general fund supported debt will be limited by any one of the following:

The amount required of general fund supported debt service will not exceed 10% of the total general fund budget.

Per capita general fund supported debt will not exceed 7% of per capita income.

The City will not incur general obligation debt in excess of 7.5% of its total taxable real estate value (This control provides that debt will be not exceed three-quarters of the legal debt margin of 10%).

To the extent that general obligation issued and authorized debt does not exceed 7.5% of the total assessed valuation of the City, the general obligation authority may be used for enterprise fund capital projects. When the general obligation authority is used in lieu of revenue bonds, coverage will be maintained and provisions of capitalized interest will be met as though the bonds held parity with the outstanding revenue bonds.

The City will issue general fund supported debt with an average life that is consistent with the useful life of the project with a maximum maturity of 30 years.

General fund supported debt will be structured in a manner such that not less than 60% of the outstanding debt will be retired within 10 years.

The following table identifies the adopted general obligation bond levels for FY2006 through FY2010.

	<u>FY2006</u>	<u>FY2007</u>	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>
Total Adopted Capital Improvement Plan	\$ 32,650,748	\$ 15,526,866	\$ 16,417,000	\$ 21,529,000	\$ 16,573,000
Proposed General Obligation Bonds	20,296,000	12,215,000	13,451,000	18,382,000	13,000,000
General Obligation Bonds – Prior Appropriations	6,431,012	-	-	-	-
General Obligation Bonds – Completed Projects	1,060,269	-	-	-	-
Non General Obligation Funding Sources					
Regional STP Funds (TEA-21)	1,765,700	1223,000	-	-	-
TEA-21 Enhancement Funds	75,000	-	-	-	-
VDOT Revenue	149,400				
Reserve for Permanent Public Improvements	500,000				
Capital project Revenue Sharing	557,500				
State Urban Funds	300,000	300,000	300,000	300,000	300,000
CMAQ Funds	543,200	1,030,200	-	-	-
Federal Urban Funds	586,000	72,000	2,646,000	2,827,000	3,253,000
General Fund Revenues	366,667	666,666	-	-	-
Windsor Farms Local Match	20,000	20,000	20,000	20,000	20,000
Equipment Debt – Short-term	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000

BUDGET PROCESS TIMETABLE

August – Continued the process of implementing Performance Based Budgeting with migration toward activity-based costing. Assisted departments with the enhancement of department missions, program goals and activity performance measures.

September - Formulated fiscal plans based on the results from the Five-Year Forecast Process. Five-Year Forecast Process is driven by input from City departments as it relates to issues that could have an impact positively or negatively on revenues and expenditures. Formulated preliminary guidelines for capital and operating budgets.

October - Finalized budget guidelines and instructions and presented the results from the Five-Year Forecast Process to City Council. Prepared operating baseline budgets and developed preliminary capital budget recommendations and instructions.

November - Issued operating budget guidelines and instruction to departments. Departments were encouraged to submit information regarding regulatory requirements, legislative changes, demographic impact and any other changes that could impact revenues and expenditures. Issued instructions for the Capital Improvement Program Budget Process and Five-Year Forecast Process (expenditures and revenues). Facilitated departmental training on the Budgeting, Reporting and Analysis Support System (BRASS).

December - Departments submitted operating budget and capital budget requests to the Department of Budget and Strategic Planning (DBSP) for review and revisions. Submissions were entered into the Budgeting, Reporting and Analysis Support System (BRASS).

January – DBSP reviewed operating budget submissions and made recommendations to the Citywide Sponsors for funding decisions. DBSP reviewed capital budget submissions and provided the Facilities and Economic Development Capital Plan (FECPC) Sub-Committee’s with submitted projects for ranking funding decisions. The FECPC Committee then formulated capital budget funding recommendations for the Mayor’s review.

February – The Citywide Sponsors then formulated operating budget funding recommendations for the Mayor’s review. Work sessions were held with the Mayor to discuss major issues and make funding decisions for both the operating and capital budgets. DBSP entered the Mayor’s funding decisions in BRASS.

March - Work sessions continued with the Mayor to discuss major issues and make funding decisions for both the operating and capital budgets. Final funding decisions were completed for both the operating budget and capital budgets. Initiated production process for both the proposed operating and capital budget documents. The Mayor presented the proposed capital budget to the City Planning Commission. DBSP prepared the final decisions for the operating budget and reviewed with departments.

April - The Mayor presented the proposed operating and capital budgets to City Council by April 7th. Facilitated City Council work sessions and distributed proposed budget documents to the public.

May - Conducted public hearing meetings. Adopted the operating and capital budgets.

June - Completed final revisions to budget documents.

July - Initiated the implementation of services, programs and projects in the adopted budgets.

GOVERNMENTAL FUNDS

SUMMARY OF FINANCIAL SOURCES AND EXPENDITURES

GENERAL FUND

	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Beginning Undesignated Fund Balance	\$ 39,052,729	\$ 39,052,729	\$ 39,052,729	\$ 39,252,729
General Fund Sources				
Taxes	312,764,325	327,313,634	337,908,202	346,333,030
Licenses, Permits and Fees	34,467,358	35,051,432	33,545,892	34,155,443
Intergovernmental Revenue	111,879,803	116,581,821	122,075,379	125,425,995
Fines and Forfeits	7,964,151	8,407,961	9,453,945	9,518,945
Payments to the General Fund	19,990,008	22,007,175	20,780,758	20,916,204
Other Utility Payments	5,134,293	5,287,008	5,537,682	6,946,875
Investment and Interest Income	225,000	225,000	50,000	-
Charges for Goods and Services	15,035,177	15,313,270	18,272,738	19,985,664
Miscellaneous	740,630	643,361	580,331	584,331
Other Financing Sources	5,865,584	4,769,319	9,601,844	3,388,404
Total General Fund Sources	514,066,329	535,599,981	557,806,771	567,254,891
Total Available Funding	553,119,058	574,652,710	596,859,500	606,507,620
General Fund Expenditures:				
Debt	40,319,345	42,009,300	46,967,900	50,203,000
General Government	49,796,017	53,371,198	56,638,901	57,857,760
Safety and Judiciary	123,781,589	125,902,095	141,063,432	145,649,530
Public Works	45,270,565	52,385,680	55,161,869	56,032,631
Human Services	67,587,075	72,415,512	74,239,774	76,188,001
Culture and Recreation	21,187,710	18,393,591	18,966,718	19,496,703
Schools	131,762,289	135,260,381	142,303,624	139,846,617
Non-Departmental	34,361,739	35,862,224	22,464,553	21,980,649
Reserve/Re-Appropriations	-	-	-	-
Total General Fund Expenditures	514,066,329	535,599,981	557,806,771	567,254,891
Appropriation to Increase Fund Balance	-	-	200,000	200,000
Net Increase (Decrease) in Undesignated Fund Balance	\$ 39,052,729	\$ 39,052,729	\$ 39,252,729	\$ 39,452,729

CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY OF ESTIMATED FINANCIAL SOURCES AND EXPENDITURES
FY 2004 - FY 2010

	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007	Five-Year Plan FY2006-2010
CIP Funding Sources					
General Obligation Bonds	64,748,000	28,456,000	20,296,000	12,215,000	77,344,000
General Obligation Bonds-Prior Appropriations	-	-	6,431,012	-	6,431,012
General Obligation Bonds-Completed Projects	-	-	1,060,269	-	1,060,269
Regional STP Funds (TEA-21)	-	1,743,000	1,765,700	1,223,000	2,988,700
TEA 21 Funds	1,118,000	-	-	-	-
TEA 21 Enhancement Funds	380,000	327,000	75,000	-	75,000
TEA 21 Safety Funds	1,550,000	-	-	-	-
VDOT Funds	1,000,000	-	149,400	-	149,400
Windsor Farms Local Match	20,000	20,000	20,000	20,000	100,000
State Urban Funds	-	17,673,000	300,000	300,000	1,500,000
CMAQ Funds	-	750,000	543,200	1,030,200	1,573,400
Federal Urban Funds	-	9,773,000	586,000	72,000	9,384,000
Federal STP Funds-Lombardy Street	-	750,000	-	-	-
General Fund Revenue	-	666,667	366,667	666,666	1,033,333
Reserve for Permanent Public Improvements	-	-	500,000	-	500,000
Capital Project Revenue Sharing	-	-	557,500	-	557,500
Riverfront Development Corporation Contribution	-	40,000	-	-	-
Riverfront Development Authority Contribution	25,000	-	-	-	-
Old Dominion Society Contribution	-	29,000	-	-	-
Utility Revenue Bonds	73,768,000	42,929,000	62,370,000	70,125,000	301,257,000
Debt Service Re-appropriation	1,000,000	-	-	-	-
Electric Utility General Obligation Bonds	3,496,000	2,875,000	2,969,000	7,355,000	22,326,000
Total CIP Funding Sources	\$ 147,105,000	\$ 106,031,667	\$ 97,989,748	\$ 93,006,866	\$ 426,279,614
CIP Expenditures					
Schools	7,000,000	4,500,000	2,000,000	3,470,000	21,571,000
Infrastructure	12,371,000	40,481,000	10,048,456	6,940,200	39,421,656
Economic Development	19,310,000	(1,243,333)	1,985,900	866,666	4,872,566
Neighborhood Development	2,285,000	2,860,000	1,790,000	1,780,000	7,425,000
City Facilities	28,875,000	13,630,000	16,826,392	2,470,000	29,406,392
Public Utilities**	77,264,000	45,804,000	65,339,000	77,480,000	323,583,000
Total CIP Expenditures	147,105,000	106,031,667	97,989,748	93,006,866	\$ 426,279,614
Total CIP Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

** The source of funding for the Electric Utility is included in General Obligation Bonds.

SUMMARY OF EXPENDITURES AND POSITIONS

ALL FUNDS

Expenditures	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
General Fund *	\$ 395,692,430	\$ 400,339,600	\$ 415,503,147	\$ 427,408,274
Capital Improvement Plan	147,105,000	106,031,667	97,989,748	93,006,866
Special Funds	59,782,759	100,526,880	88,948,405	69,821,246
Enterprise Funds	283,116,183	304,350,246	326,470,849	338,225,063
Internal Service Funds	30,532,139	31,292,438	33,650,037	34,647,033
School Board	223,460,710	252,268,519	259,609,650	260,627,595
Total Expenditures	\$ 1,139,689,221	\$ 1,194,809,349	\$ 1,222,171,836	\$ 1,223,736,077

* General Fund does not include General Fund contribution to Schools - School Board includes General Fund contribution.

Positions	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
General Fund	3,786.63	3,858.33	3,896.69	3,920.57
Capital Improvement Plan	-	27.75	31.40	31.40
Special Funds	237.17	245.67	229.93	190.24
Enterprise Funds	742.00	742.00	748.13	759.25
Internal Service Funds	69.00	68.60	71.40	71.40
School Board	3,433.70	3,521.50	3,548.15	3,548.15
Total Positions	8,268.50	8,463.85	8,525.70	8,521.01

GENERAL FUND

SUMMARY OF REVENUE, APPROPRIATIONS AND UNDESIGNATED FUND BALANCE

	FY2006	FY2007
Estimated Beginning Fund Balance	\$ 39,052,729	\$ 39,252,729
General Fund Revenue	557,806,771	567,254,891
Available Balance	596,859,500	606,507,620
LESS:		
General Fund Appropriations	557,806,771	567,254,891
Appropriation to Increase Fund Balance	200,000	200,000
Estimated Ending Fund Balance (Undesignated)	\$ 39,252,729	\$ 39,452,729

CITY OF RICHMOND, VIRGINIA

SCHEDULE OF DEBT

	Fiscal Year	Debt at Beginning of Year	Bonds Issued in Year	Bonds Retired in Year	Debt at End of Year
Actual	2001-02	\$ 850,004,265	\$ 255,415,000	\$ 164,603,245	\$ 940,816,020
Actual	2002-03	940,816,020	147,475,000	138,208,209	950,082,811
Actual	2003-04	950,082,811	84,912,167	58,151,832	976,843,146
Actual	2004-05	976,843,146	76,191,671	46,834,551	1,006,200,266
Projected	2005-06	1,006,200,266	45,390,600	51,062,271	1,000,528,595
Projected	2006-07	1,000,528,595	93,768,000	52,758,604	1,041,537,991

Schedule of Legal Debt Margin For the Fiscal Year Ended June 30, 2005

Legal Debt Limit

10% of Assessed Value of Taxable Real Estate as of
January 1, 2005 (\$15,079,233,351)

\$ 1,507,923,335

Deduct

Bonds and Notes Payable

685,384,668 ⁽¹⁾

Legal Margin for Creating Additional Debt

\$ 822,538,667

⁽¹⁾ Does not include \$320,815,598 million of Public Utility Revenue Bonds, which by State law are not required to be included in calculations for legal margin for creation of additional debt .

The City's constitutional Debt is well within the Legal Debt Limit of 10% of Assessed Value of taxable Real Estate. The City's debt policy restricts this Limit to no more than 7.5% of taxable Real estate, ensuring that General Fund supported debt will not exceed the City's legal limit.

The City's debt service is funded in the General Fund, and as such, the issuance of additional debt will increase the General Fund debt service, which competes with other services provided by the General Fund Budget.

General Obligation Bond Credit Rating

Moody's Investor's Service	Aa3
Standard and Poors Rating Group	AA
Fitch Ratings Ltd.	AA

Utility Revenue Bond Credit Rating

Moody's Investor's Service	A1
Standard and Poors Rating Group	AA-
Fitch Ratings Ltd.	AA-

SUMMARY OF SPECIAL FUNDS EXPENDITURES

BY AGENCY

Agency	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
City Attorney	\$ -	\$ 1,128,539	\$ 1,133,302	\$ 1,137,229
Community Development	10,806,064	10,791,318	10,928,070	-
Economic Development	159,171	2,323,130	432,300	233,468
Finance	5,223,448	11,099,802	11,100,000	11,910,000
Fire & EMS	447,602	391,734	1,409,021	459,521
General Services	6,465	4,500	-	-
Human Services Commission	559,982	602,725	482,725	482,725
Intergovernmental Relations	54,692	-	-	-
Judiciary	2,561,050	3,870,185	3,895,493	3,689,178
Justice Services	547,195	1,901,790	1,387,923	796,215
Juvenile and Domestic Relations Court	3,942	4,230	-	-
Library	935,907	1,262,675	552,400	552,400
Parks, Recreation, and Community Facilities	1,309,836	3,263,000	3,603,346	3,554,000
Police	6,204,817	6,277,839	5,387,103	4,282,006
Public Health	4,082,507	2,832,470	2,987,228	2,987,228
Public Utilities	-	40,000	-	-
Public Works	3,021,408	5,462,883	6,949,645	6,751,397
Retirement	853,591	973,137	1,022,626	1,025,106
Sheriff and Jail	196,845	202,470	61,796	5,000
Social Services	22,580,738	36,260,122	29,152,849	30,324,841
Natural Disaster Special Funds	-	11,100,050	8,462,578	1,630,932
Transportation Services	227,500	552,000	-	-
Total Special Fund	\$ 59,782,759	\$ 100,344,600	\$ 88,948,405	\$ 69,821,246

SUMMARY OF INTERNAL SERVICE FUNDS

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Fleet Management Fund				
Revenue	\$ 17,578,760	\$ 16,704,121	\$ 17,405,615	\$ 17,704,990
Expenditures	15,616,188	16,820,801	17,405,615	17,704,990
Net Income (Loss)	1,962,572	(116,680)	-	-
FTE's	55.00	54.20	56.00	56.00
Public Works - Stores				
Revenue	1,140,265	1,807,290	1,807,290	1,807,290
Expenditures	1,042,833	1,719,798	1,732,297	1,734,775
Net Income (Loss)	97,432	87,492	74,993	72,515
FTE's	4.00	4.40	4.40	4.40
Radio Shop				
Revenue	928,936	1,432,374	1,432,374	1,477,648
Expenditures	1,051,113	1,640,846	1,432,450	1,477,727
Net Income (Loss)	(122,177)	(208,472)	(76)	(79)
FTE's	7.00	7.00	7.00	7.00
Risk Management				
Revenue	11,433,154	11,652,838	13,079,675	13,729,541
Expenditures	12,822,005	11,110,993	13,079,675	13,729,541
Net Income (Loss)	(1,388,851)	541,845	-	-
FTE's	3.00	3.00	4.00	4.00
Total Internal Service Funds				
Revenue	31,081,115	31,596,623	33,724,954	34,719,469
Expenditures	30,532,139	31,292,438	33,650,037	34,647,033
Net Income (Loss)	\$ 548,976	\$ 304,185	\$ 74,917	\$ 72,436
FTE's	69.00	68.60	71.40	71.40

SUMMARY OF ENTERPRISE FUNDS - PUBLIC UTILITIES

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Gas Utility				
Revenue	\$ 183,817,546	\$ 199,779,333	\$ 216,761,073	\$ 219,878,173
Expenditures	182,341,912	196,307,877	214,348,264	217,108,261
Net Income (Loss)	\$ 1,475,634	\$ 3,471,456	\$ 2,412,209	\$ 2,769,012
FTE's	273	273	271	271
Water Utility				
Revenue	\$ 45,133,616	\$ 47,420,000	\$ 47,539,400	\$ 50,265,300
Expenditures	41,306,430	45,356,048	44,624,082	48,106,014
Net Income (Loss)	\$ 3,827,186	\$ 2,063,952	\$ 2,915,318	\$ 2,159,286
FTE's	182	182	181	181
Wastewater Utility				
Revenue	\$ 47,220,218	\$ 48,146,231	\$ 50,781,547	\$ 52,235,280
Expenditures	42,670,182	45,741,534	47,688,009	49,234,073
Net Income (Loss)	\$ 4,550,036	\$ 2,404,697	\$ 3,093,538	\$ 3,001,207
FTE's	193	193	191	191
Electric Utility				
Revenue	\$ 7,345,434	\$ 7,349,286	\$ 7,833,904	\$ 7,987,693
Expenditures	6,985,474	7,349,286	7,833,904	7,987,693
Net Income (Loss)	\$ 359,960	\$ -	\$ -	\$ -
FTE's	34	34	34	34
Stores Utility				
Revenue	\$ 5,278,929	\$ 5,386,457	\$ 5,087,140	\$ 5,387,381
Expenditures	5,278,929	5,386,457	5,087,140	5,387,381
Net Income (Loss)	\$ -	\$ -	\$ -	\$ -
FTE's	15	15	15	15
Total Utility				
Revenue	\$ 288,795,743	\$ 308,081,307	\$ 328,003,064	\$ 335,753,827
Expenditures	278,582,927	300,141,202	319,581,399	327,823,422
Net Income (Loss)	\$ 10,212,816	\$ 7,940,105	\$ 8,421,665	\$ 7,930,405
FTE's	697	697	692	692

SUMMARY OF ENTERPRISE FUNDS

(EXCLUDES PUBLIC UTILITIES)

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Port of Richmond				
Revenue	\$ 1,042,895	\$ 1,080,000	\$ 1,077,000	\$ 1,090,000
Expenditures	1,833,653	1,711,000	1,291,000	1,546,500
Net Income (Loss)	(790,758)	(631,000)	(214,000)	(456,500)
FTE's	5.00	5.00	5.00	5.00
Richmond's Cemeteries				
Revenue	1,440,051	1,570,131	1,629,000	1,658,590
Expenditures	1,389,982	1,570,131	1,577,912	1,605,943
Net Income (Loss)	50,069	-	51,088	52,647
FTE's	31.00	31.00	31.00	31.00
Richmond's Landmark Theater				
Revenue	895,902	565,000	801,000	813,000
Expenditures	1,309,621	927,913	799,298	806,718
Net Income (Loss)	(413,719)	(362,913)	1,702	6,282
FTE's	9.00	9.00	9.00	9.00
Stormwater Utility				
Revenue	-	-	3,492,000	6,984,000
Expenditures	-	-	3,221,240	6,442,480
Net Income (Loss)	-	-	270,760	541,520
FTE's	-	-	11.13	22.25
Total Enterprise Funds				
Revenue	3,378,848	3,215,131	6,999,000	10,545,590
Expenditures	4,533,256	4,209,044	6,889,450	10,401,641
Net Income (Loss)	\$ (1,154,408)	\$ (993,913)	\$ 109,550	\$ 143,949
FTE's	45.00	45.00	56.13	67.25

SUMMARY OF GENERAL FUND REVENUE BY AGENCY

Agency	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Assessor	\$20,164	\$35,000	\$47,500	\$47,500
Chief Administrative Officer (Former City Manager)	2,175	-	-	-
City Auditor	605	-	-	-
City Treasurer	-	-	164,900	164,900
Community Development	4,093,411	3,642,665	3,773,340	3,791,516
Customer Service & Org. Development	4,641	9,500	-	-
Economic Development	50,000	-	-	-
Finance	1,458,741	1,423,391	1,317,370	1,337,744
Fire and Emergency Services	55,078	49,500	49,500	49,500
General Registrar	72,881	79,557	88,988	91,567
General Services - Mail & Printing	1,262,890	1,140,598	825,000	835,000
General Services - Real Estate	158,757	214,092	148,130	150,130
Human Resources	-	-	6,000	6,000
Information Technology	1,715,643	1,662,800	1,762,300	1,808,300
Judiciary	7,648,104	7,708,894	8,428,055	8,524,306
Justice Services (Formerly Juvenile Justice Services)	1,945,480	1,898,735	1,963,335	1,963,335
Juvenile and Domestic Relations Court	20,296	22,800	19,100	19,100
Library	329,304	346,853	325,403	325,403
Management Services	244,675	235,293	-	-
Parks, Recreation, and Community Facilities	181,201	171,488	216,200	216,200
Police	101,325	107,000	107,000	107,000
Procurement Services	12,082	35,000	18,000	22,000
Public Health	3,391,789	3,666,678	4,024,920	4,024,920
Public Works	29,286,965	30,940,197	34,183,148	36,708,993
Revenue Not Department Specific	410,805,138	411,436,114	427,942,966	432,554,982
Sheriff and Jail	18,164,773	18,496,919	19,341,443	19,694,871
Social Services	47,093,840	52,276,907	53,054,173	54,811,624
Total	\$ 528,119,958	\$ 535,599,981	\$ 557,806,771	\$ 567,254,891

FY2006 GENERAL FUND REVENUE

The adopted General Fund revenue for FY2006 is estimated to be \$557,806,771, an increase of 4.15 percent over the FY2005 adopted budget. The primary sources of the increase are from real estate taxes, State funding for public safety and street maintenance, fees for refuse collection and recycling, and use of fund balance.

	<u>Adopted FY2005</u>	<u>Adopted FY2006</u>
Taxes	\$ 327,313,634	\$ 337,908,202
Licenses, Permits, and Fees	35,051,432	33,545,892
Intergovernmental	116,581,821	122,075,379
Fines and Forfeits	8,407,961	9,453,945
Payments to General Fund	22,007,175	20,780,758
Other Utility Payments	5,287,008	5,537,682
Investment and Interest Income	225,000	50,000
Charges for Goods and Services	15,313,270	18,272,738
Miscellaneous	643,361	580,331
Other Financing Sources	<u>4,769,320</u>	<u>9,601,844</u>
Total	\$ 535,599,981	\$ 557,806,771

Taxes

The FY2006 adopted estimate for all City taxes is \$337,908,202, an increase of \$10,594,568 from the FY2005 adopted budget. This represents a 3.24 percent increase in General Fund revenue from these sources. City taxes, the revenue category most closely tied to economic conditions, show the result of moderate growth in the economy at the state and national level. Fortunately the value of local real estate in Richmond has grown significantly, and Real Estate Tax collections are growing at a pace that allows for a reduction in the respective rate. The increase is, however, partially offset by a reduction in the budget for Personal Property Taxes.

Real Estate Tax receipts are estimated to be \$183,989,123, an increase of \$10,091,251. This growth in tax collections is the result of anticipated moderate increases in the local real estate market after significant growth in 2005. The budgeted increase is supported by growth in assessed values and expanded use of the Tax Abatement for Rehabilitative Structures Program. This program provides real estate tax abatement for up to 15 years for owners of residential, multi-family, and commercial properties in the City, provided they increase the assessed value of the property by a certain percentage. The rise in assessed values relative to recent history is being partially offset by a significant lowering of the real estate tax rate. Within this budget, the tax rate is being lowered from the budgeted FY2005 rate of \$1.37955 per \$100 assessed value to \$1.33 per \$100, a reduction of five cents that will result in savings to taxpayers of more than \$6.7 million in FY2006.

The tax value of abatements for rehabilitated properties is projected to be approximately \$13,297,151 in FY2006, an increase of \$4,005,642 over the FY2005 budget. Furthermore, eligibility for tax relief for the elderly and disabled has been expanded at an additional cost of \$223,359 to the City (as noted in the Non-Departmental budget) to a total of \$2,000,000 per year.

Personal Property Taxes are expected to be \$42,610,978, or \$1,652,385 less than the FY2005 adopted budget. After allowing for depreciation, refunds, and abatements, actual collections from this source have remained fairly constant in recent years (with a shortfall relative to budget expected in FY2005). The budget from this source includes the portion of personal property tax relief for vehicles valued at more than \$1,000 supported by the State.

FY2006 GENERAL FUND REVENUE

Machinery and Tools Taxes are estimated to be \$15,865,219, an increase of \$72,649 compared to FY2005. From this source, \$366,667 will be transferred to the capital budget to pay for infrastructure improvements at the Phillip Morris plant at Commerce/Bells Road (as noted in the Non-Departmental budget).

Local Sales Tax revenue is projected to be \$26,774,157, an increase of \$2,112,661 (8.6 percent) from the FY2005 adopted budget. The FY2006 budget anticipates continued growth in sales as the economy gradually improves, with some progress attributable to completed economic development projects.

Consumer Utility Taxes, coming from taxes on natural gas, telephone, cable, and electricity use, are expected to decrease by a net \$519,061 (1.6 percent) in FY2006. The primary reason for the decrease is a more conservative estimate of collections for gas utility taxes.

Bank Franchise Tax collections, based on an assessment of \$.80 of each \$100 of net bank capital after allowing goodwill deductions, are expected to decrease by 24.4 percent to \$2,456,640, reflective of recent collections.

Delinquent Taxes collected for Real Estate and Personal Property are expected to increase slightly by \$38,305 over the FY2005 adopted budget.

Licenses, Permits and Fees

Revenue from Licenses, Permits, and Fees is estimated to be \$33,545,892, a decrease of \$1,505,540.

Business License revenue is estimated to decrease by \$1,649,201 relative to FY2005, leading to a forecast of \$26,335,905. The adopted budget from this source was overstated in FY2005, partially due to a large number of refunds recently issued that has required an adjustment to the baseline for the upcoming biennium.

Intergovernmental Revenue

Intergovernmental revenue is estimated to increase by 4.71 percent in FY2006 compared to the adopted FY2005 budget, for a total of \$122,075,379. The growth is attributable to formula-driven increases in support of State-mandated services.

Federal Revenue is estimated to increase slightly to \$560,000. This revenue is derived from administrative costs covered by federal grants.

State Revenue for Social Services is estimated to be \$52,788,155, an increase of \$952,609 (1.8 percent) compared to FY2005. The budgeted revenue increase is tied to an offsetting expenditure increase in mandated adoption expenditures.

State Revenue from Other Sources is estimated to be \$68,727,224, a 7.1 percent increase of \$4,533,549 in FY2006. The primary drivers for this increase are updates to the formula-driven State amount for House Bill 599 funds for public safety (a budgeted \$2.1 million increase), \$950,004 in per diems and State-granted salary increases for the Sheriff, and an additional \$747,399 provided for street maintenance.

FY2006 GENERAL FUND REVENUE

Fines and Forfeitures

The budget for Fines and Forfeitures is \$9,453,945, an increase of \$1,045,984 (12.4 percent).

Court Fines and Fees are estimated to be \$6,095,445, an increase of \$608,069 based upon recent collections trends and supported by new fees implemented in the past two years.

Parking Violation revenue is projected to be \$3,200,000, or \$431,915 more than the FY2005 budget. The increase is attributed to more effective enforcement of violations and improved collections.

Payments to the General Fund

Payments to the General Fund are estimated to be \$20,780,758, a decrease of \$1,226,417 (5.6 percent).

Payments in Lieu of Taxes from the Department of Public Utilities (DPU) are estimated to be \$18,878,634, or \$784,968 less than the FY2005 adopted budget. The lowering of the Real Estate tax rate to \$1.33 per \$100 in assessed value previously mentioned significantly diminishes the budget from this source, as DPU makes payments to the general fund based on the assessed value of its real estate and personal property and the current tax rates.

Administrative Payments from City agencies for administrative services are estimated to be \$1,597,195, a decrease of \$452,489. This revenue source is declining in FY2006, as Richmond Public Schools no longer will be making payments to the General Fund for rent at City Hall.

Other Utility Payments

Other Utility Payments, from DPU for services provided by the City, are expected to increase by 4.7 percent to \$5,537,682.

Investment and Interest Income

Investment and interest income from the Hilton Corporation is projected to be \$50,000. This revenue source is comprised of Project I payments received from the Hilton Corporation for payment of interest for debt issued by the City, but is declining as the principal amount of that debt is paid off.

Charges for Goods and Services

Charges for Goods and Services are projected to be \$18,272,738. This represents an increase of \$2,959,468 (19.3 percent) from the FY2005 adopted budget.

Refuse Collection Fees are the monthly charges each household in the City pays for refuse collection. The adopted FY2006 budget includes an increase in this fee from the \$12 within the FY2005 budget to \$15 per month. The estimate for this source is \$10,095,900, or \$1,913,300 more than in FY2005. With this fee increase, the City expects to recover approximately 85 percent of the cost of providing this service.

Recycling Fees are derived primarily from the monthly charge each household in the City pays for recycling, supplemented by proceeds from the sale of some collected materials. The budget from this source is increasing by \$311,251 in FY2006, tied to a fee increase of 34 cents per month to \$1.64 in order to recover the cost of providing this service.

Inspection Fees from building, mechanical, elevator, and plumbing inspections are estimated to decline slightly by \$56,002 in FY2006 compared to the prior year.

Miscellaneous Revenue is estimated to decrease to \$580,331. Typically revenue is defined as miscellaneous only if it is one-time revenue or received sporadically throughout the year.

FY2006 GENERAL FUND REVENUE

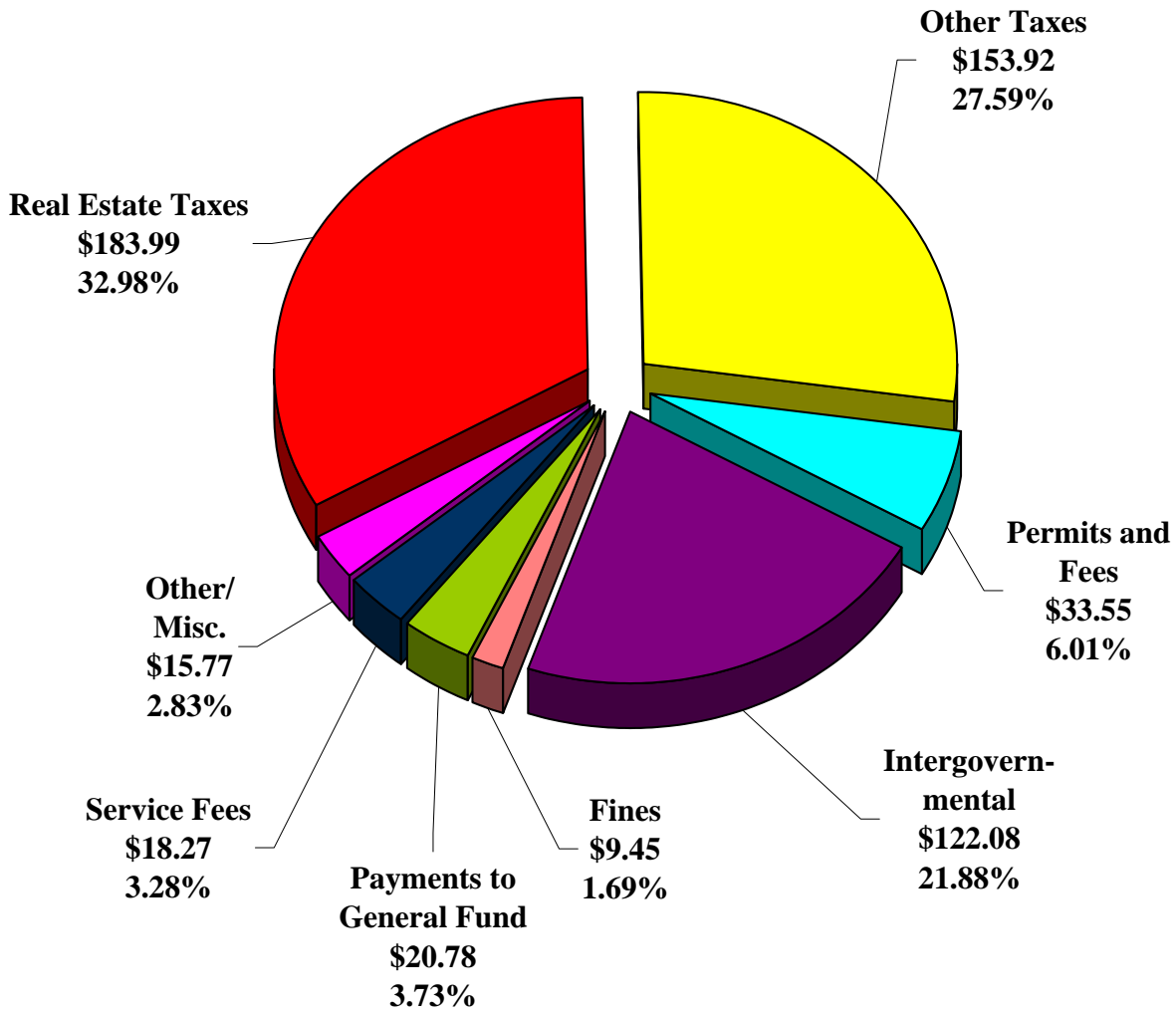
Other Financing Sources

Revenue from Other Financing Sources is expected to increase by \$4,832,524 to a total of \$9,601,844.

Proceeds from Sale of Debt, needed to address the net cost of the City's Master Equipment Note for major equipment purchases, will remain the same at \$1,969,117.

Fund Balance Transfer revenue is increasing to \$6,218,440 in FY2006. The full amount of this balance is being provided to Richmond Public Schools to support the FY2006 expenditure budget.

GENERAL FUND REVENUES
by TYPE
TOTAL REVENUES \$557,806,771
ADOPTED FY2006



Note: Real Estate Taxes reflects Rehab Credits of \$13.30 million

FY2007 GENERAL FUND REVENUE

The approved General Fund revenue for FY2007 is estimated to be \$567,254,891, an increase of 1.69 percent over the FY2006 adopted budget. The primary sources of the increase are from real estate taxes, State funding for public safety and street maintenance, and fees for refuse collection, with a significant decrease included for the use of fund balance.

	<u>Adopted FY2006</u>	<u>Approved FY2007</u>
Taxes	\$ 337,908,202	\$ 346,333,030
Licenses, Permits, and Fees	33,545,892	34,155,443
Intergovernmental	122,075,379	125,425,995
Fines and Forfeits	9,453,945	9,518,945
Payments to General Fund	20,780,758	20,916,204
Other Utility Payments	5,537,682	6,946,875
Investment and Interest Income	50,000	0
Charges for Goods and Services	18,272,738	19,985,664
Miscellaneous	580,331	584,331
Other Financing Sources	<u>9,601,844</u>	<u>3,388,404</u>
Total	\$ 557,806,771	\$ 567,254,891

Taxes

The FY2007 estimate for all City taxes is \$346,333,030, an increase of \$8,424,828 from the FY2006 adopted budget. This represents a 2.49 percent increase in General Fund revenue from these sources.

Real Estate Tax receipts are estimated to be \$190,562,278, an increase of \$6,573,155. This growth in tax collections is the result of anticipated moderate increases in the assessed value of local real estate, and expanded use of the Tax Abatement for Rehabilitative Structures Program. The rise in assessed values is being partially offset by a significant lowering of the real estate tax rate. Within this budget, the tax rate is being lowered from the budgeted FY2005 rate of \$1.37955 per \$100 assessed value to \$1.33 per \$100, a reduction of five cents that will result in savings to taxpayers of more than \$7.3 million in FY2007.

The tax value of abatements for rehabilitated properties is projected to be approximately \$14,047,151 in FY2007, an increase of \$750,000 over the FY2006 adopted budget. Furthermore, eligibility for tax relief for the elderly and disabled has been expanded (as noted in the Non-Departmental budget) to a total of \$2,000,000 per year.

Personal Property Taxes are expected to be \$43,038,588, or \$427,610 (1.0 percent) more than the FY2006 adopted budget. After allowing for depreciation, refunds, and abatements, actual collections from this source have remained fairly consistent in recent years. The budget from this source includes the portion of personal property tax relief for vehicles valued at more than \$1,000 supported by the State.

Machinery and Tools Taxes are estimated to be \$15,624,906, a decrease of \$240,313 compared to FY2006. From this source, \$666,667 will be transferred to the capital budget to pay for infrastructure improvements at the Phillip Morris plant at Commerce/Bells Road (as noted in the Non-Departmental budget).

Local Sales Tax revenue is projected to be \$27,563,882, an increase of \$789,725 (3.0 percent) from the FY2006 adopted budget. The FY2007 budget anticipates continued moderate growth in taxable sales.

FY2007 GENERAL FUND REVENUE

Consumer Utility Taxes, coming from taxes on natural gas, telephone, cable, and electricity use, are expected to increase by a net \$126,732 (0.4 percent) in FY2007 to a total of \$32,402,330. As receipts from this source are more tied to gross consumption rather than unit price, minor growth is expected.

Bank Franchise Tax collections are expected to increase slightly by \$24,567 in FY2007 to \$2,481,207.

Delinquent Taxes collected for Real Estate and Personal Property are expected to increase by \$215,946 (2.3 percent) over the FY2006 adopted budget based on recent trends.

Licenses, Permits and Fees

Revenue from Licenses, Permits, and Fees is estimated to be \$34,155,443, an increase of \$609,551.

Business License revenue is estimated to increase by \$523,718 (2.0 percent) relative to FY2006, resulting in a forecast of \$26,859,623.

Intergovernmental Revenue

Intergovernmental revenue is estimated to increase by 2.74 percent in FY2007 compared to the adopted FY2006 budget, for a total of \$125,425,995. The growth is attributable to formula-driven increases in support of State-mandated services.

Federal Revenue is estimated to remain at \$560,000. This revenue is derived from administrative costs covered by federal grants.

State Revenue for Social Services is estimated to be \$54,545,606, an increase of \$1,757,451 (3.3 percent) compared to FY2006. The budgeted revenue increase is tied to an offsetting expenditure increases in mandated adoption expenditures and pass-through benefits.

State Revenue from Other Sources is estimated to be \$70,320,389, a 2.3 percent increase of \$1,593,165 in FY2007. The primary drivers for this increase are updates to the formula-driven State amount for House Bill 599 funds for public safety (a budgeted \$340,162 million increase) and an additional \$798,096 provided for street maintenance.

Fines and Forfeitures

The budget for Fines and Forfeitures is \$9,518,945, an increase of \$65,000 (0.7 percent).

Payments to the General Fund

Payments to the General Fund are estimated to be \$20,916,204, an increase of \$135,446 (0.7 percent).

Payments in Lieu of Taxes from the Department of Public Utilities (DPU) are estimated to be \$18,978,080, or \$99,446 more than the FY2006 adopted budget. The lowering of the Real Estate tax rate to \$1.33 per \$100 in assessed value previously mentioned significantly diminishes the budget from this source, as DPU makes payments to the general fund based on the assessed value of its real estate and personal property and the current tax rate.

Other Utility Payments

Other Utility Payments, from DPU for services provided by the City, are expected to increase by \$1,409,193 (25.5 percent) to \$6,946,875.

Payments for Administrative Services are determined by an allocated cost formula. DPU is expected to pay an additional \$417,251 in FY2007 compared to FY2006.

FY2007 GENERAL FUND REVENUE

Dividend Payments consist of a payment from DPU to the City of 30 percent of profit incurred over the prior two years. This revenue source is expected to increase by \$991,942 to \$3,661,065 in FY2007.

Charges for Goods and Services

Charges for Goods and Services are projected to be \$19,985,664. This represents an increase of \$1,712,926 (9.4 percent) from the FY2006 adopted budget.

Refuse Collection Fees are the monthly charges each household in the City pays for refuse collection. The FY2007 budget includes an increase in this fee from the \$15 within the FY2006 adopted budget to \$17.50 per month. The estimate for this source is \$11,773,650, or \$1,677,750 more than in FY2006. With this fee increase, the City expects to recover the cost of providing this service.

Inspection Fees from building, mechanical, elevator, and plumbing inspections are estimated to increase slightly by \$16,476 in FY2007 compared to the prior year.

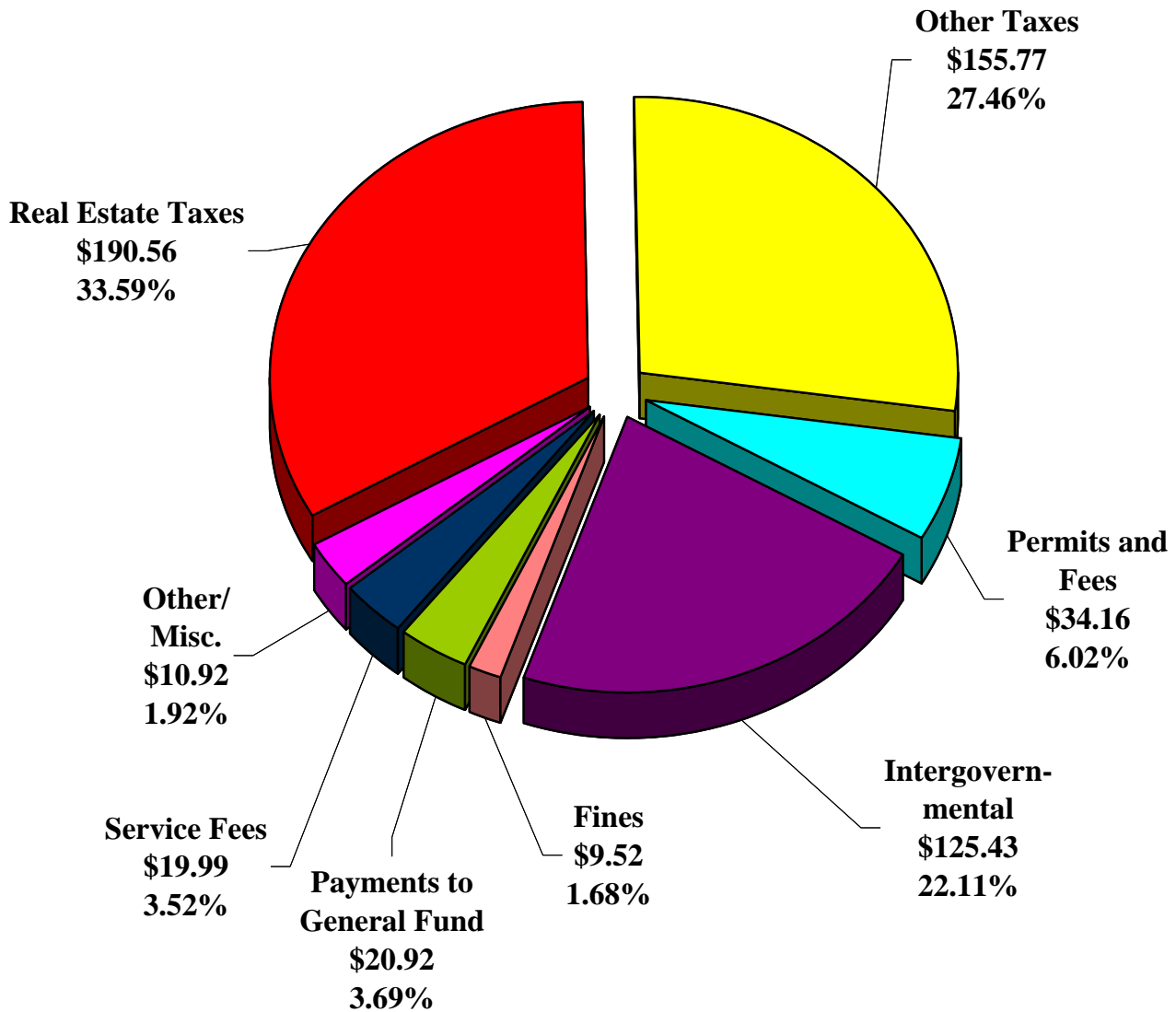
Miscellaneous Revenue is estimated to increase by \$4,000 to \$584,331. Typically revenue is defined as miscellaneous only if it is one-time revenue or received sporadically throughout the year.

Other Financing Sources

Revenue from Other Financing Sources is expected to decrease by \$6,213,440 to a total of \$3,388,404.

Fund Balance Transfer revenue is no longer being budgeted in FY2007. The one-time use of \$6.2 million from fund balance, designated in support of the Richmond Public Schools FY2006 expenditure budget, is no longer available.

GENERAL FUND REVENUES
by TYPE
TOTAL REVENUES \$567,254,891
APPROVED FY 2007



Note: Real Estate Taxes reflects Rehab Credits of \$14.05 million

SUMMARY OF GENERAL FUND REVENUE BY TYPE

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
<u>Taxes</u>				
Real Estate	\$ 178,808,423	\$ 183,189,381	\$ 197,286,274	\$ 204,609,429
Rehabilitation Tax Credits	(8,557,330)	(9,291,509)	(13,297,151)	(14,047,151)
Personal Property	41,918,418	44,263,363	42,610,978	43,038,588
Machinery and Tools	14,831,660	15,792,570	15,865,219	15,624,906
Penalty and Interest	4,560,031	5,077,000	4,610,000	4,657,000
Local Sales Tax	24,067,131	24,661,496	26,774,157	27,563,882
Electric Consumer	11,183,367	12,379,420	12,419,538	12,450,587
Cable Consumer	1,655,183	2,040,000	2,067,522	2,088,197
Telephone Consumer	11,974,162	12,238,556	12,214,843	12,275,917
Gas Consumer	5,459,795	6,136,683	5,573,695	5,587,629
Bank Franchise	2,362,154	3,250,000	2,456,640	2,481,207
Prepared Food	14,548,707	14,374,691	16,242,345	16,648,404
Admission	1,804,701	1,728,515	1,597,361	1,631,308
Utility Pole and Conduit Tax	93,506	93,137	93,137	93,137
Vehicle Rental Tax	868,115	803,338	855,000	872,100
State Recordation Tax	605,153	668,791	598,791	598,791
1% Property Rental	158,960	88,275	165,000	168,300
Motor Home Title Tax	7,324	10,500	10,000	10,000
Telephone Commissions	547,411	629,880	547,000	547,000
Delinquent Real Estate	7,712,385	6,782,548	6,817,853	7,008,299
Delinquent Personal Property	2,595,004	2,397,000	2,400,000	2,425,500
Total Taxes	\$ 317,204,260	\$ 327,313,634	\$ 337,908,202	\$ 346,333,030
<u>Licenses, Permits and Fees</u>				
Cable TV Franchise Fee	\$ 1,838,953	\$ 1,804,022	\$ 1,875,732	\$ 1,894,489
Business License	25,046,299	27,985,106	26,335,905	26,859,623
Vehicles License	3,398,061	3,595,600	3,415,051	3,432,127
Parking Meter Fees	423,875	508,000	475,000	500,000
Utility Right-of-Way Fees	954,432	1,000,000	975,000	1,000,000
Other Licenses Permits and Fees	159,708	158,704	469,204	469,204
Total Licenses, Permits and Fees	\$ 31,821,328	\$ 35,051,432	\$ 33,545,892	\$ 34,155,443
<u>Intergovernmental Revenue</u>				
Federal Revenue	\$ 13,365,924	\$ 552,600	\$ 560,000	\$ 560,000
Social Services State Revenue	46,812,639	51,835,546	52,788,155	54,545,606
Other State Revenue	63,042,436	64,193,675	68,727,224	70,320,389
Total Intergovernmental Revenue	\$ 123,220,999	\$ 116,581,821	\$ 122,075,379	\$ 125,425,995

SUMMARY OF GENERAL FUND REVENUE BY TYPE

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
<u>Fines and Forfeits</u>				
Courts Fines and Fees	\$ 5,407,185	\$ 5,487,376	\$ 6,095,445	\$ 6,145,445
Parking Violations	3,138,409	2,768,085	3,200,000	3,215,000
Overdue Book Fines	64,820	63,000	63,000	63,000
Other Fines and Charges	93,580	89,500	95,500	95,500
Total Fines and Forfeits	\$ 8,703,994	\$ 8,407,961	\$ 9,453,945	\$ 9,518,945

<u>Payments to the General Fund</u>				
Payments in Lieu of Taxes	\$ 18,102,354	\$ 19,663,602	\$ 18,878,634	\$ 18,978,080
Administrative Payments	2,031,741	2,049,684	1,597,195	1,633,195
Internal Service Fund Payments	304,929	293,889	304,929	304,929
Total Payments to the General Fund	\$ 20,439,024	\$ 22,007,175	\$ 20,780,758	\$ 20,916,204

<u>Other Utility Payments</u>				
Payment for Collection Services	\$ 450,000	\$ 435,000	\$ 450,000	\$ 450,000
Payment for Administrative Services	2,111,519	2,323,069	2,418,559	2,835,810
DPU Dividends	2,229,000	2,528,939	2,669,123	3,661,065
Total Other Utility Payments	\$ 4,790,519	\$ 5,287,008	\$ 5,537,682	\$ 6,946,875

<u>Investment and Interest Income</u>				
Project I	\$ 225,000	\$ 225,000	\$ 50,000	\$ -
Interest from Bond Sales	344,668	-	-	-
Total Investment and Interest Income	\$ 569,668	\$ 225,000	\$ 50,000	\$ -

<u>Charges for Goods and Services</u>				
Building Service Charges	\$ 527,236	\$ 229,390	\$ 431,840	\$ 433,240
Rental of Property	158,757	214,723	237,461	239,461
Safety Related Charges	160,849	291,500	237,500	237,500
Other Service Charges	1,353,058	1,349,500	1,775,500	1,775,800
Refuse Collection Fees	7,381,599	8,182,600	10,095,900	11,773,650
Recycling Fees	962,073	850,000	1,161,251	1,161,251
Inspection Fees	3,463,784	3,383,002	3,327,000	3,343,476
Health Related Charges	310,294	341,555	397,386	397,386
Other Sales	26,290	29,000	23,900	23,900
Printing and Telecomm Charges	589,229	442,000	585,000	600,000
Total Charges for Goods and Services	\$ 14,933,169	\$ 15,313,270	\$ 18,272,738	\$ 19,985,664

SUMMARY OF GENERAL FUND REVENUE BY TYPE

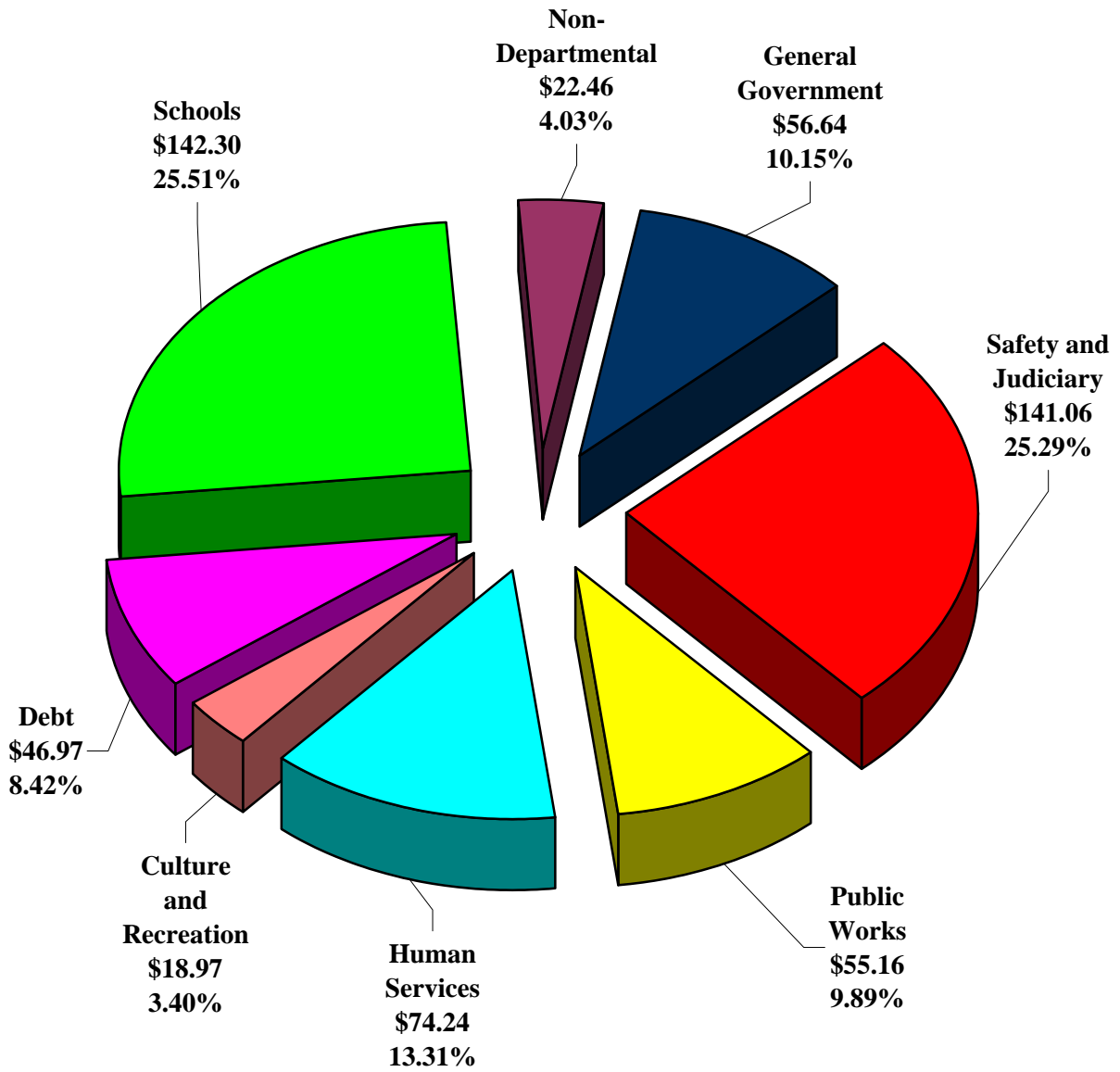
	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
<u>Miscellaneous</u>							
Other Sales	\$ 813	\$	14,500	\$	3,000	\$	3,000
Sundry	572,574		628,861		577,331		581,331
Total Miscellaneous	\$ 573,387	\$	643,361	\$	580,331	\$	584,331
<u>Other Finance Sources</u>							
Operating Transfers In	\$ 818,006	\$	1,194,361	\$	1,414,287	\$	1,419,287
Proceeds from Sale of Debt	3,005,000		1,969,117		1,969,117		1,969,117
Prior Year/Fund Balance Transfer	2,040,604		1,605,842		6,218,440		-
Total Other Finance Sources	\$ 5,863,610	\$	4,769,320	\$	9,601,844	\$	3,388,404
Total General Fund	\$ 528,119,957	\$	535,599,981	\$	557,806,771	\$	567,254,891

SUMMARY OF GENERAL FUND

EXPENDITURES BY AGENCY

Agency	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Assessor	\$ 2,240,708	\$ 2,683,674	\$ 3,028,727	\$ 3,085,589
Board of Review	26,439	26,574	26,748	27,471
Budget & Strategic Planning	685,164	696,360	1,270,448	1,289,396
Chief Administrative Officer (Formerly City Manager)	1,077,261	1,233,725	1,483,754	1,487,216
City Attorney	2,049,622	2,131,833	2,228,456	2,260,791
City Auditor	839,294	1,044,471	1,425,899	1,434,319
City Council & City Clerk	1,413,954	1,519,560	1,945,133	1,831,480
City Treasurer	-	-	164,900	164,900
Community Development	6,017,644	6,512,415	7,422,389	7,424,029
Customer Service & Organizational Development	849,477	1,115,172	-	-
Debt Service	37,565,084	42,009,300	46,967,900	50,203,000
Economic Development	1,733,509	1,792,666	1,281,711	1,266,153
Finance	7,454,741	7,699,147	8,032,313	8,567,806
Fire & Emergency Services	32,207,570	32,210,901	35,310,730	35,901,758
General Registrar	726,278	706,540	827,953	811,012
General Services - Mail and Printing Services	937,435	950,556	1,031,419	1,040,273
General Services - Real Estate Services	235,637	241,195	260,201	261,866
Human Resources	1,947,381	1,777,599	3,864,269	3,940,013
Human Services Commission	570,065	1,215,230	760,669	793,735
Information Technology	10,446,677	10,289,671	10,691,963	10,851,917
Intergovernmental Relations	219,137	250,447	-	-
Judiciary	6,857,282	7,322,224	7,870,469	8,026,075
Justice Services (Formerly Juvenile Justice Services)	5,708,485	5,744,708	6,591,174	6,668,487
Juvenile & Domestic Relations Court	343,184	363,301	417,386	507,061
Library	4,516,835	4,510,157	4,987,534	5,110,255
Management Services	1,602,992	1,347,786	-	-
Mayor's Office	402,610	383,460	1,273,019	1,276,350
Non-Departmental	29,893,039	35,862,224	22,464,553	21,980,649
Parks, Recreation & Community Facilities	19,719,498	19,134,029	13,979,184	14,386,448
Police	59,984,099	56,639,205	64,787,606	67,817,346
Press Secretary (Formerly Communications, Media Relations & Marketing)	613,839	688,276	628,160	646,888
Procurement Services	878,251	1,083,810	1,377,685	1,407,175
Public Health	6,262,620	7,024,097	8,030,515	8,221,640
Public Works	56,026,733	47,135,085	55,161,869	56,032,631
Richmond Public Schools	131,762,289	135,260,381	142,303,624	139,846,617
Risk Management & Self-Insurance	7,851,385	7,694,319	8,373,754	8,783,116
Sheriff and Jail	25,389,409	23,621,756	26,086,067	26,728,803
Social Services	60,135,347	64,176,185	65,448,590	67,172,626
Transportation Services	263,745	1,501,942	-	-
Total General Fund Expenditures	\$ 527,454,719	\$ 535,599,981	\$ 557,806,771	\$ 567,254,891

GENERAL FUND EXPENDITURES
by MAJOR CATEGORY
TOTAL EXPENDITURES: \$557,806,771
ADOPTED FY2006



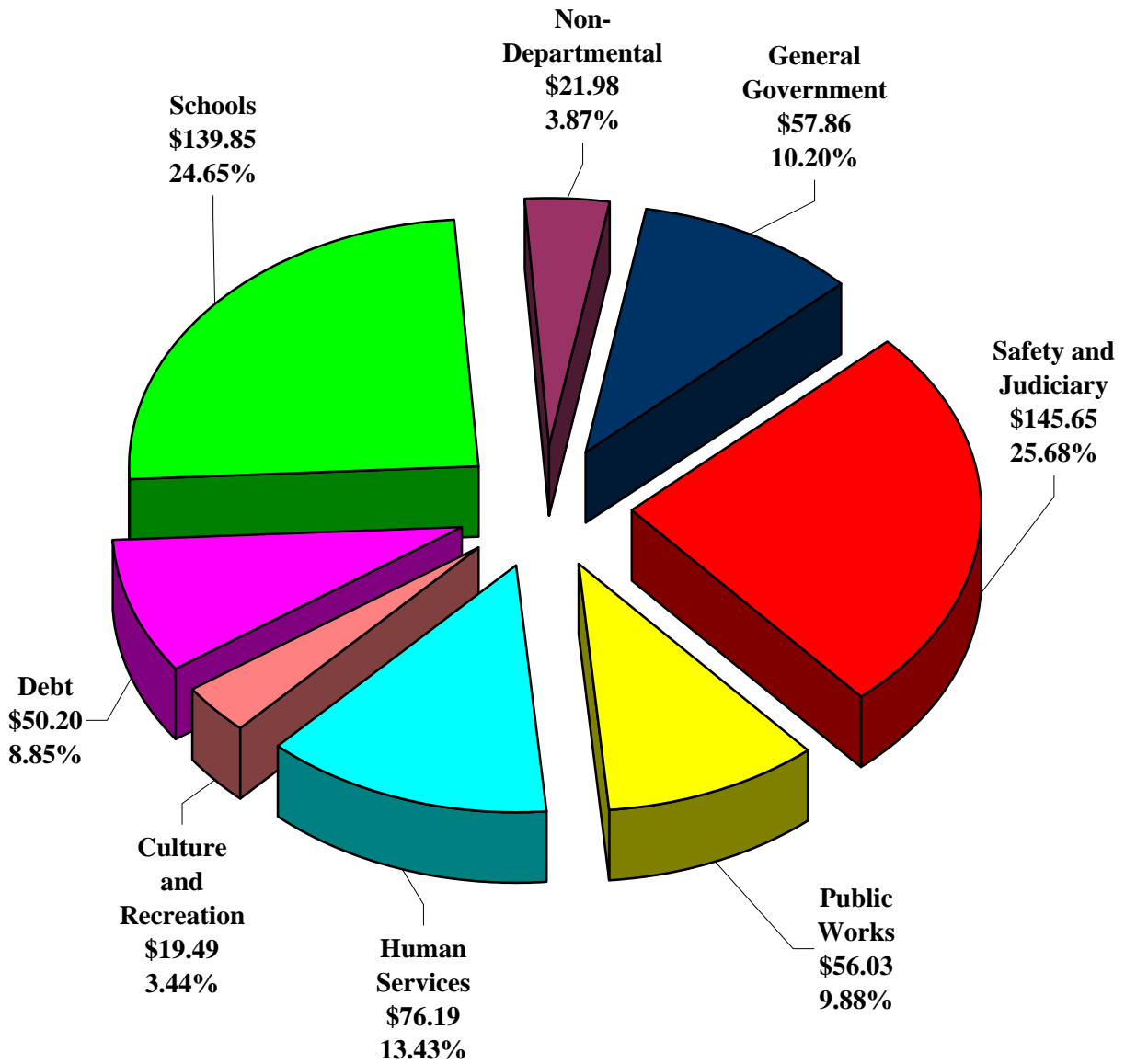
SUMMARY OF GENERAL FUND EXPENDITURES BY MAJOR CATEGORY

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
General Government				
Assessor	\$ 2,240,708	\$ 2,683,674	\$ 3,028,727	\$ 3,085,589
Board of Review	26,439	26,574	26,748	27,471
Budget & Strategic Planning	685,164	696,360	1,270,448	1,289,396
Chief Administrative Officer (Formerly City Manager)	1,077,261	1,233,725	1,483,754	1,487,216
City Attorney	2,049,622	2,131,833	2,228,456	2,260,791
City Auditor	839,294	1,044,471	1,425,899	1,434,319
City Council & City Clerk	1,413,954	1,519,560	1,945,133	1,831,480
City Treasurer	-	-	164,900	164,900
Community Development	6,017,644	6,512,415	7,422,389	7,424,029
Customer Service & Organizational Development	849,477	1,115,172	-	-
Economic Development	1,733,509	1,792,666	1,281,711	1,266,153
Finance	7,454,741	7,699,147	8,032,313	8,567,806
General Registrar	726,278	706,540	827,953	811,012
General Services - Mail and Printing Services	937,435	950,556	1,031,419	1,040,273
General Services - Real Estate Services	235,637	241,195	260,201	261,866
Human Resources	1,947,381	1,777,599	3,864,269	3,940,013
Information Technology	10,446,677	10,289,671	10,691,963	10,851,917
Intergovernmental Relations	219,137	250,447	-	-
Management Services	1,602,992	1,347,786	-	-
Mayor's Office	402,610	383,460	1,273,019	1,276,350
Press Secretary (Formerly Communications, Media Relations & Marketing)	613,839	688,276	628,160	646,888
Procurement Services	878,251	1,083,810	1,377,685	1,407,175
Risk Management & Self-Insurance	7,851,385	7,694,319	8,373,754	8,783,116
Transportation Services	263,745	1,501,942	-	-
Total General Government	\$ 50,513,180	\$ 53,371,198	\$ 56,638,901	\$ 57,857,760
Safety and Judiciary				
Fire & Emergency Services	\$ 32,207,570	\$ 32,210,901	\$ 35,310,730	\$ 35,901,758
Judiciary	6,857,282	7,322,224	7,870,469	8,026,075
Justice Services (Formerly Juvenile Justice Services)	5,708,485	5,744,708	6,591,174	6,668,487
Juvenile & Domestic Relations Court	343,184	363,301	417,386	507,061
Police	59,984,099	56,639,205	64,787,606	67,817,346
Sheriff and Jail	25,389,409	23,621,756	26,086,067	26,728,803
Total Safety and Judiciary	\$ 130,490,029	\$ 125,902,095	\$ 141,063,432	\$ 145,649,530

SUMMARY OF GENERAL FUND EXPENDITURES BY MAJOR CATEGORY

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Total Public Works	\$ 56,026,733	\$ 47,135,085	\$ 55,161,869	\$ 56,032,631
Human Services				
Human Services Commission	\$ 570,065	\$ 1,215,230	\$ 760,669	\$ 793,735
Public Health	6,262,620	7,024,097	8,030,515	8,221,640
Social Services	60,135,347	64,176,185	65,448,590	67,172,626
Total Human Services	\$ 66,968,032	\$ 72,415,512	\$ 74,239,774	\$ 76,188,001
Culture and Recreation				
Library	\$ 4,516,835	\$ 4,510,157	\$ 4,987,534	\$ 5,110,255
Parks, Recreation & Community Facilities	19,719,498	19,134,029	13,979,184	14,386,448
Total Culture and Recreation	\$ 24,236,333	\$ 23,644,186	\$ 18,966,718	\$ 19,496,703
Total Debt	\$ 37,565,084	\$ 42,009,300	\$ 46,967,900	\$ 50,203,000
Total Schools	\$ 131,762,289	\$ 135,260,381	\$ 142,303,624	\$ 139,846,617
Total Non-Departmental	\$ 29,893,039	\$ 35,862,224	\$ 22,464,553	\$ 21,980,649
Total General Fund Expenditures	\$ 527,454,719	\$ 535,599,981	\$ 557,806,771	\$ 567,254,891

GENERAL FUND EXPENDITURES
by MAJOR CATEGORY
TOTAL EXPENDITURES: \$567,254,891
APPROVED FY2007



ASSESSOR

Mission Statement

The mission of the Office of the Assessor is to annually make equitable assessments of all real property at market value for the City, encouraging citizen participation in the process, and to produce an assessment roll in accordance with state code. The Office of the Assessor works to provide accurate information to the public in a courteous, effective, and professional manner.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$1,817,695	\$2,253,061	\$2,632,479	\$2,642,803
Operating Expenses	423,013	430,613	396,248	442,786
Total Expenditures	2,240,708	2,683,674	3,028,727	3,085,589
Total Revenues	20,164	35,000	47,500	47,500
Net City Costs	\$2,220,544	\$2,648,674	\$2,981,227	\$3,038,089
Total Positions	29.00	37.00	39.00	39.00

Agency Highlights

Personnel

The FY2006 and FY2007 budgets include funding for thirty-nine positions, which represents an increase of two from FY2005 and ten positions from FY2004. The FY2006 personnel budget is notably higher than the previous budget because new appraiser positions added in FY2005 were funded at the minimum salary. These positions are now filled at market-driven salaries.

Operating

The FY2006 operating budget reflects a moderate decrease relative to prior years, primarily in temporary services. Since the agency's personnel complement has increased, the use of temporary staffing to assist in assessment data gathering is expected to decrease.

ASSESSOR

Revenues

The FY2006 and FY2007 revenue budgets for the agency were initially reduced from the FY2005 amount to better reflect recent collections.

City Council Action By Amendment

The FY2006 and FY2007 expenditure budgets for this agency were increased by \$250,000 to facilitate the addition of two new Appraiser II positions and allow for career development for existing staff, and provide additional operating costs for such items as fleet vehicle rental, staff training, and computer equipment. The FY2006 and FY2007 revenue budgets for this agency were increased by \$22,500 to reflect an increase in the application fee for rehabilitated structure tax exemptions.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Administrative Support	\$520,858	\$407,853	\$596,057	\$621,562
Technical Support	256,507	425,895	393,172	400,753
Customer Services and Records	435,838	396,883	438,176	443,747
Residential Property Assessments	491,936	725,252	830,599	840,876
Commercial Property Assessments	298,413	485,619	518,119	523,266
New Property and Rehabilitated Property	237,156	242,172	252,604	255,385
Total Program Expenditures	\$2,240,708	\$2,683,674	\$3,028,727	\$3,085,589

Agency Program Goals

Administrative Support

- The goal of the Administrative Support Program is to free the other divisions of the Office of the Assessor from the burden of payroll, budgeting, procurement, and similar functions that require specialized training and expertise.

ASSESSOR

Technical Support

- The goal of the Technical Support Program is to develop and maintain cadastral maps; to develop and maintain the parcel layer of the City's Geographical Information System (GIS); to train appraisal staff regarding the use of appropriate software; to work with appraisal staff to develop appropriate computer models to value real property in the City; to provide appropriate reports to the appraisal staff and the public; and to provide appropriate liaison to the Department of Information Technology.

Customer Service and Records

- The goal of the Customer Service and Records Program is to disseminate information to the public and maintain appropriate assessment records.

Residential Property Assessments

- The goal of the Residential Property Assessments Program is to provide equitable real estate assessments for residential real property owners to ensure the fair distribution of real estate property taxes.

Commercial Property Assessments

- The goal of the Commercial Property Assessments Program is to provide equitable real estate assessments for commercial real property owners to ensure the fair distribution of real estate property taxes.

New Property and Rehabilitated Property

- The goal of the New Property and Rehabilitated Property Program is to provide equitable real estate assessments for owners of new and rehabilitated property to ensure the fair distribution of real estate property taxes.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Residential Property Assessments</i>	<i>To maintain an assessment to sales ratio of 95%</i>	<i>95.6%</i>	<i>97%</i>	<i>95%</i>	<i>95%</i>	<i>95%</i>
<i>Residential Property Assessments</i>	<i>To maintain a coefficient of dispersion between 10% and 15%</i>	<i>13%</i>	<i>10.6%</i>	<i>15%</i>	<i>15%</i>	<i>15%</i>
<i>Commercial Property Assessments</i>	<i>To maintain an assessment to sales ratio of 95%</i>	<i>91.3%</i>	<i>100%</i>	<i>95%</i>	<i>95%</i>	<i>95%</i>
<i>Commercial Property Assessments</i>	<i>To maintain a coefficient of dispersion between 10% and 15%</i>	<i>13%</i>	<i>3.9%</i>	<i>15%</i>	<i>15%</i>	<i>15%</i>

BUDGET & STRATEGIC PLANNING

Mission Statement

The mission of the Department of Budget and Strategic Planning coordinates the development of City budgets and provides long range planning to balance the needs and resources of the community. The department also maintains corporate financial control and provides financial, management and research assistance.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$610,534	\$640,327	\$1,185,657	\$1,187,282
Operating Expenses	74,630	56,033	84,791	102,114
Total Expenditures	685,164	696,360	1,270,448	1,289,396
Total Revenues	-	-	-	-
Net City Costs	\$685,164	\$696,360	\$1,270,448	\$1,289,396
Total Positions	8.00	8.00	15.00	15.00

Agency Highlights

Personnel

The FY2006 and FY2007 personnel budgets include funding for 15 positions. Funding in the amount of \$502,496 was transferred from Management Services to support an increase of the following seven positions: one Management Analyst I position, two Management Analyst II positions, and four grant positions. One grant position will be located in the Richmond Police Department and another grant position will serve the Department of Social Services.

Operating

The FY2006 and FY2007 operating budgets include an increase of \$30,000 transferred from Management Services to support office supplies, computer licensing and training. The FY2007 budget includes funding to support Budget's Activity Based Costing as the next step to performance based budgeting.

BUDGET & STRATEGIC PLANNING

City Council Action By Amendment

This agency's budget was not amended by Council.

Accomplishments

- Budget & Strategic Planning developed a departmental website that provides citizens with a variety of long range financial planning for the City of Richmond.
- The Government of Finance Officers Associations (GFOA) of the United States presented the department with a "Certificate of Recognition" for being instrumental in our government unit in preparing the budget according to program standards.
- Budget & Strategic Planning lead City departments to continue to follow the performance based budgeting approach which enhanced their agency program and activity structures with other City initiatives such as revenue enhancements, efficiencies, contract monitoring and administrative charges for grants.
- Budget & Strategic Planning was proudly recognized for many kind and charitable acts extended to the citizens of the City of Richmond during the 2004 holiday season.
- Budget & Strategic Planning conducted several presentations to Richmond citizens in order to increase their knowledge of the budget process.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Budget Formulation	\$609,796	\$622,825	\$627,447	\$646,395
Strategic Performance Planning	\$75,368	73,535	123,565	123,565
Grants Writing Coordination	-	-	519,436	519,436
Total Program Expenditures	\$685,164	\$696,360	\$1,270,448	\$1,289,396

Agency Program Goals

Budget Formulation

- The goal of the Budget Formulation Program is to coordinate the development of City budgets and to provide research assistance for internal and external customers in order to balance the needs and resources of the City.

BUDGET & STRATEGIC PLANNING

Strategic Performance Planning

- The goal of the Strategic Performance Planning Program is to provide guidance, research, and financial analysis for the organization and the city in order to position the City to take advantage of future opportunities.

Grants Writing Coordination

- The goal of the Grants Writing Coordination Program is to assist agencies with their performance measures and to provide grant related resources, technical assistance, and collaboration of grant initiatives to capitalize on funding opportunities.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
Budgeting Formulation	Achieve a balanced or surplus budget by year-end (Budgeted Expenditures minus Actual Expenditures) + (Actual Revenue minus Budgeted Revenue) ≥ 0 less encumbrances and revenue reserves	\$2.3m	\$8.1m	\$0	\$0	\$0
Forecasting & Strategic Planning	Percent of actual expenditures forecasted within +/-3 percent	0.3%	0.2%	+/-3%	+/-3%	+/-3%
Forecasting & Strategic Planning	Percent of service quality targets met for strategic planning activities	95%	98%	100%	100%	100%
Management Analysis	Percent of agencies' performance measures monitored and analyzed	NA	NA	95%	95%	95%
Management Analysis	Percent of Grant applications awarded for City agencies	36%	-8.6%	12%	15%	15%

CHIEF ADMINISTRATIVE OFFICER

Mission Statement

The mission of the Chief Administrative Officer's Office is to provide leadership in the administration and execution of policies, procedures and priorities formulated by the Mayor and City Council.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$777,972	\$762,864	\$1,100,754	\$1,102,216
Operating Expenses	299,288	470,861	383,000	385,000
Total Expenditures	1,077,261	1,233,725	1,483,754	1,487,216
Total Revenues	2,175	-	-	-
Net City Costs	\$1,075,086	\$1,233,725	\$1,483,754	\$1,487,216
Total Positions	8.00	8.00	11.00	11.00

Agency Highlights

Personnel

The budget for personnel services represents a reorganization resulting from implementation of the new form of government. Please refer to the Personnel Complement tab in the back of this document for position details.

Operating

The Adopted FY2005 operating budget for the former City Manager's Office included Council Discretionary Funds, or "Pay-Go Funds", which amounted to \$25,000 for each City Council member. Funding for Council Discretionary Funds have been eliminated in FY2006 and FY2007. With the reorganization, funding has increased to cover the operating costs of three additional positions.

City Council Action By Amendment

This agency's budget was not amended by Council.

CHIEF ADMINISTRATIVE OFFICER

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
City-wide Leadership, Administration and Management	\$966,847	\$935,236	\$1,483,754	\$1,487,216
City Council and Customer Service	110,414	298,489	-	-
Total Program Expenditures	\$1,077,261	\$1,233,725	\$1,483,754	\$1,487,216

Agency Program Goals

City-wide Leadership, Administration and Management

- The goal of the City-wide Leadership, Administration and Management program is to provide leadership and administrative direction to all City agencies and departments, to execute policies, procedures and priorities formulated by the Mayor and City Council, to implement new programs and initiatives to meet current and future needs of the City, and to foster community pride in City government through excellent customer service.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>City-wide Leadership, Administration and Management</i>	<i>Percent of customers satisfied with overall service quality and delivery as measured by annual external administered surveys</i>	79%	TBD	85%	85%	85%

CITY ATTORNEY

Mission Statement

The mission of the City Attorney's Office is to provide competent and professional legal advice to City Administration and City Council and to vigorously prosecute and defend litigation and other claims involving the City in an equitable and efficient manner.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$1,732,965	\$1,854,301	\$2,028,478	\$2,034,294
Operating Expenses	316,657	277,532	199,978	226,497
Total Expenditures	2,049,622	2,131,833	2,228,456	2,260,791
Total Revenues	-	-	-	-
Net City Costs	\$2,049,622	\$2,131,833	\$2,228,456	\$2,260,791
Total Positions	25.00	25.00	25.50	25.50

Agency Highlights

Personnel

During FY2005 a part-time Assistant City Attorney I was added increasing the number of authorized positions to 25.5.

Operating

The agency was required to reduce the operating budget in order to meet the budget submission target. \$10,000 was added back in FY2006 and FY2007 to cover various operating expenses and \$10,000 was added in FY2006 to address computer equipment replacement.

City Council Action By Amendment

This agency's budget was not amended by Council.

CITY ATTORNEY

Accomplishments

- The City Attorney's Office successfully prevailed in two cases decided by the United States Court of Appeals for the Fourth Circuit saving the City \$11.9 million.
- As a result of having an additional attorney to handle tax delinquency property matters, there are 70 cases in litigation; 745 properties where notices were mailed and became active cases; and 199 properties that were sold in the last two years in which \$516,884 of delinquent taxes collected for the City.
- The office prepared 751 ordinances and resolutions in 2004 when requested by City Council or City Administration.
- Attorneys assigned to represent the City's Department of Social Services handled 2,253 hearings in 2004.
- The office processed and/or handled 461 claims filed against the City for personal injury, property damage and wrongful death.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Legal Counsel	\$2,049,622	\$2,131,833	\$2,228,456	\$2,260,791
Total Program Expenditures	\$2,049,622	\$2,131,833	\$2,228,456	\$2,260,791

Agency Program Goals

Legal Counsel

- The goals of the Legal Counsel program are: (1) to furnish upon request a written opinion on any question of law involving official powers and duties of City Council, Mayor, Chief Administrative Officer and all departments, boards, commissions, and agencies of the City; (2) to prepare ordinances for introduction and examine any ordinance after introduction and to render legal opinions as to the form and legality thereof; (3) to draw or approve all bonds, deeds, leases, contracts, or other instruments to which the City is a party or in which the City has an interest; (4) to represent the City as counsel in any civil or criminal cases in which the constitutionality or validity of any ordinance is brought to issue; and (5) to institute and prosecute all legal proceedings the City Attorney deems necessary or proper to protect the interests of the City.

CITY ATTORNEY

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Special Fund	-	\$1,128,539	\$1,133,302	\$1,137,229

Please refer to the Special Fund section in this document for details.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Legal Counsel</i>	<i>Percent of Real Estate Matters, i.e. deeds prepared, legal matters handled, deeds reviewed, condemnations and street closings processed</i>	<i>N/A</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
	<i>Percent of Risk Management Claims processed within 1 to 3 days of receipt</i>	<i>N/A</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
	<i>Percent of Civil Cases opened versus number of cases closed</i>	<i>N/A</i>	<i>76%</i>	<i>80%</i>	<i>80%</i>	<i>80%</i>
	<i>Percent of Code Enforcement Cases opened versus number of cases closed</i>	<i>N/A</i>	<i>80%</i>	<i>80%</i>	<i>80%</i>	<i>80%</i>
	<i>Percent of City Council Ordinances, Resolutions and Legal Opinions prepared within the prescribed timeframe</i>	<i>N/A</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>

CITY AUDITOR

Mission Statement

The mission of the City Auditor's Office is to provide professional independent auditing services to City agencies in order to promote full financial accountability, efficiency and effectiveness of operations and programs, and compliance with relevant laws and regulations. The City Auditor's Office will help support management's internal control structures and thereby assist the City Council and City Administration to achieve their goals and objectives.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$626,989	\$784,267	\$1,117,753	\$1,120,189
Operating Expenses	212,304	260,204	308,146	314,130
Total Expenditures	839,294	1,044,471	1,425,899	1,434,319
Total Revenues	605	-	-	-
Net City Costs	\$838,689	\$1,044,471	\$1,425,899	\$1,434,319
Total Positions	8.00	11.00	15.00	15.00

Agency Highlights

Personnel

The FY2006 and FY2007 budgets include funding for fifteen positions, which represents an increase of five positions from FY2005. Four new positions have been added to the agency's budget for the Fiscal and Policy Analysis program. Career development funds are also budgeted for existing staff.

Operating

The FY2006 budget reflects an increase of \$15,346 for the External Audit Contract, as well as additional operating funds for the new Fiscal and Policy Analysis program. An increase for the contract is budgeted in FY2007 as well.

CITY AUDITOR

City Council Action By Amendment

The FY2006 and FY2007 expenditure budgets for this agency were increased by \$54,859 to reflect the funding of a Auditor II position that was not included in the proposed budget.

Additionally, \$295,879 was added in both FY2006 and FY2007 to fund the new Fiscal and Policy Analysis program, representing the personnel costs of four positions and associated operating costs.

Accomplishments

In FY2004, the City Auditor's accomplishments consisted of the following:

- Included Hot Line information on agency's web site and City intranet;
- Identified savings to the City of \$1,525,000; and
- Worked with City Council to enact citywide Employee Disclosure of Misconduct ("Whistleblower") policy;

General Fund Budget By Program

<u>Agency Programs</u>	<u>Actual FY2004</u>	<u>Adopted FY2005</u>	<u>Adopted FY2006</u>	<u>Approved FY2007</u>
Internal Audit	\$644,589	\$814,590	\$895,285	\$899,284
Administration of the External Audit Contract	194,705	229,881	234,735	239,156
Fiscal and Policy Analysis	-	-	295,879	295,879
Total Program Expenditures	\$839,294	\$1,044,471	\$1,425,899	\$1,434,319

CITY AUDITOR

Agency Program Goals

Internal Audit

- The goal of the Internal Audit Program is to provide: (1) financial accountability, efficiency and effectiveness of operations and programs, and compliance with relevant laws and regulations; and (2) immediate short-term audit/consulting assistance to an agency or citizen while maintaining financial and operating integrity.

Administration of the External Audit Contract

- The goal of administering the external audit contract is to facilitate the annual audit of the City of Richmond's financial statements to ensure the production of an accurate financial document to the user.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Internal Audit</i>	<i>Percent of audits completed per the audit plan adjusted for special requests</i>	76%	82%	80%	85%	85%
<i>Internal Audit</i>	<i>Percent of all open audit recommendations implemented</i>	69%	43%	70%	70%	70%
<i>Administration of the External Audit Contract</i>	<i>Meet targeted date for issuing City-Wide Financial Statements</i>	12-08-03	11-18-04	12-01-05	11-30-06	11-30-07
<i>Internal Audit</i>	<i>Maintain the percentage of recommendations implemented within year at 70 percent</i>	77%	45%	70%	75%	75%
<i>Internal Audit</i>	<i>Reduce percent of recommendations open more than two years</i>	56%	39%	40%	45%	45%
<i>Internal Audit</i>	<i>Maintain an average score of more than 7.5 on Customer Service Survey items</i>	8.1	8.2	7.5	8.0	8.0

CITY COUNCIL & CITY CLERK

Mission Statement

The City Council, composed of nine members elected from nine districts in the City of Richmond, is the legislative body of the City. City Council enacts policies and procedures through ordinances and resolutions for the City of Richmond in compliance with the laws of the Commonwealth of Virginia. City Council addresses community problems through legislation, planning, and development of new programs and initiatives for government to meet current and future needs of the City. City Council provides direction and guidelines for the City's strategic plan. City Council adopts the biennial budgets, issues bonds and ensures sound fiscal management. City Council serves as an advocate for the City with its relationships with other governmental bodies and local entities.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$970,851	\$1,143,058	\$1,382,701	\$1,387,164
Operating Expenses	443,104	376,502	562,432	444,316
Total Expenditures	1,413,954	1,519,560	1,945,133	1,831,480
Total Revenues	-	-	-	-
Net City Costs	\$1,413,954	\$1,519,560	\$1,945,133	\$1,831,480
Total Positions	21.00	25.00	28.00	28.00

Agency Highlights

Personnel

The FY2006 and FY2007 personnel budgets include funding for 28 positions: ten clerical positions, nine Council liaison positions, and nine Council member positions. Three positions were added over FY2005 budget: one Marketing and Public Relations position was transferred from Communications, Media Relations & Marketing Agency; one Council Liaison for the Third District was added in FY2005 by Council; and one additional Assistant City Clerk position has been added.

Operating

Operating budgets for FY2006 and FY2007 include \$70,000 of funding to restore advertising expenses to announce Council meetings required by Code of Virginia Section 2.2-3707. The FY2006 budget includes \$115,000 in funding to replace timing and recording equipment, and the sound system in Council Chambers.

CITY COUNCIL & CITY CLERK

City Council Action By Amendment

The FY2006 and FY2007 budgets were increased for this agency by \$109,000 to restore and establish an operating budget for nine council members and to institute a Neighborhood Enhancement Fund.

Accomplishments

- Records Management: A comprehensive review of all files and records maintained by the Office of the City Clerk, both current and archived, has been completed. Information on Records archived in the City's Records Center has been entered into a database to aid in timely retrieval.
- Information Dissemination: The full text, and all attachments of Ordinances and Resolutions, are now scanned into a document imaging system. This system can be used by the public to review, research, and download papers considered by City Council directly from the Internet.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Office of the City Clerk	\$1,021,733	\$1,056,760	\$987,569	\$873,836
Council Liaisons	392,221	462,800	478,387	480,172
City Council Operations	-	-	479,177	477,472
Total Program Expenditures	\$1,413,954	\$1,519,560	\$1,945,133	\$1,831,480

Agency Program Goals

Legislation and Policy Direction

- The goal of the Legislation and Policy Direction Program is to provide the agency with all administrative and support functions to ensure the mission of City Council.

Council Liaisons

- The goal of the Council Liaisons Program is to provide City Council with administrative and support functions to ensure the mission of City Council.

City Council Operations

- The goal of the City Council Operations Program is to enact policies and procedures for the City of Richmond, to address community related issues, and to plan and develop new programs and initiatives.

CITY TREASURER

Mission Statement

As a Constitutional Office of the Commonwealth of Virginia, the City Treasurer is committed to providing year-round practical and comprehensive tax services in a prompt, courteous, and professional manner to all Richmond taxpayers. Staff are instrumental in assisting taxpayers in problem resolution and amendments up to three years prior to the current year. This is done at no cost to the taxpayer. The City Treasurer continues to focus on providing additional services to the citizenry, the City, and the State. The most recent addition has been the processing of US passports.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	-	-	\$162,000	\$162,000
Operating Expenses	-	-	2,900	2,900
Total Expenditures	-	-	164,900	164,900
Total Revenues	-	-	\$164,900	\$164,900
Net City Costs	-	-	-	-
Total Positions	0.00	0.00	3.00	3.00

Agency Highlights

Personnel

The FY2006 and FY2007 budgets include funding for three positions, which represents a decrease of one State-supported position from prior years. Up until FY2005, the expenditures and revenues related to the City Treasurer were budgeted as a program in the Finance Department. Please refer to that agency's description for historical information.

Operating

The FY2006 and FY2007 operating budgets reflect level funding of \$2,900 in reimburseable costs.

Revenues

The full amount of budgeted expenditures for this agency are reimbursed by the State.

City Council Action By Amendment

This agency's budget was not amended by Council.

COMMUNITY DEVELOPMENT

Mission Statement

The mission of the Department of Community Development is to plan and guide development in order to enhance the quality of life in Richmond.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$5,165,315	\$5,579,522	\$6,203,605	\$6,252,652
Operating Expenses	852,329	932,893	1,218,784	1,171,377
Total Expenditures	6,017,644	6,512,415	7,422,389	7,424,029
Total Revenues	4,093,411	3,642,665	3,773,340	3,791,516
Net City Costs	\$1,924,233	\$2,869,750	\$3,649,049	\$3,632,513
Total Positions	101.45	104.45	109.81	109.81

Agency Highlights

The Department of Community Development provides a variety of services that enhance the renewed interest in the development and improvement of business and residential areas of the City. In the business venue, permit and inspection activities maintain the one-stop shop approach that allows businesses and contractors to process the appropriate documents in a minimal amount of time. This area also utilizes a telephone-based tracking and request system that basically eliminates the need to come to City Hall for routine inquiries and requests. Technical assistance and support continue to be provided to neighborhood and civic groups, developers, boards and commissions to ensure appropriate development. The department also inspects existing properties to ensure compliance with state and city codes. As a result, citizens, business owners, contractors, and developers who live and work in the City are assured of having a safe and healthy environment.

The FY2006 and FY2007 budgets propose the addition of six full-time positions. To address an increasingly aggressive approach in code enforcement, four new Property Maintenance Inspector positions are being added to the Codes Compliance Program. This increases the total number of inspectors to 21.

During the past several years, there has been a huge increase in the number of projects involving site work and requiring environmental reviews. This, in combination with larger designated Chesapeake Bay Preservation Areas, has increased both the current and projected workloads. In the State-mandated review of the Erosion

COMMUNITY DEVELOPMENT

and Sediment Control and Chesapeake Bay Preservation programs, it was noted that more staff was needed to adequately perform the functions mandated by the program. This budget proposes two additional positions to enhance the ability to service the public in these areas in a timely manner.

While the City is realizing record levels of development activity, the Department continues a focus on updating zoning regulations to better reflect existing and proposed development and will continue major rezoning in order to enhance economic development and neighborhood revitalization. In the area of neighborhood revitalization the department is looking at continuing the efforts to make sure that all neighborhoods are healthy and stable.

Personnel

The FY2006 and FY2007 fiscal plan includes funding for 109.81 positions. This is an increase of 5.36 positions. Two new positions, which are proposed at a cost of \$105,694, are to address a deficiency in staff as a result of a larger designated Chesapeake Bay Preservation Area. Four new Property Maintenance Inspectors are proposed at a cost of \$177,740 to step up the enforcement of property code violations. Additional fluctuations in position counts are due to changes in responsibilities and assignments between General Fund programs and Federally funded Block Grant and HOME programs.

Operating

This proposed budget includes \$125,000 in both years for the Elevator inspection program. To address changing technology \$55,000 and \$90,000 are proposed for the replacement of old computers in FY2006 and FY2007, respectively. This need is a result of advancing software requirements as specified by the Department of Information Technology. Other proposed operating changes involve increases in Fleet costs particularly in the costs of fuel. Operating costs for the additional code inspectors totals \$143,400 for FY06 and \$5,000 in FY2007.

City Council Action By Amendment

The Council amended the budget by adding \$125,000 in FY2006 and FY2007 for down payment assistance for new police officers who purchase their first home in the City.

Accomplishments

- The new Downtown Plan adopted in November 2004 recognizes and builds upon the successful revitalization that has been occurring over the last five years in downtown Richmond. It also sets forth the vision for Downtown over the next 10 years.
- Neighborhoods in Bloom was cited as one of ten national role models for successful public/private partnerships by the National Academy of Public Administration. The program was cited in President Bush's budget and was included in the National League of Cities' Examples of Programs for Cities database. It was also published as a case study in "Practicing Planner", a publication of the American Planning Association. The department was very instrumental in the collection of over \$1.3 million in delinquent real estate taxes. During the zoning and building permit application process, approvals are withheld until delinquent taxes have been paid.

COMMUNITY DEVELOPMENT

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Current Planning	\$446,630	\$549,143	\$537,036	\$553,301
Building Construction & Land Development Regulation	3,298,789	3,324,517	3,758,400	3,816,804
Program Support	467,678	478,170	569,093	573,914
Codes Compliance	1,272,768	1,643,620	2,092,602	2,010,065
Housing and Neighborhood Preservation	115,758	110,750	118,020	119,421
Comprehensive Planning	416,021	406,215	347,238	350,524
Total Program Expenditures	\$6,017,644	\$6,512,415	\$7,422,389	\$7,424,029

Agency Program Goals

Current Planning

- The goal of the Current Planning Program is to provide technical assistance and support with respect to current planning and development activities to neighborhood and civic groups, developers, and boards and commissions to ensure appropriate development.

Building Construction and Land Development Regulation

- The goal of the Building Construction and Land Development Regulation Program is to process applications, review plans, and examine the completed construction at mandated intervals to verify that it conforms to the approved plans and applicable codes so that the citizens, business owners, contractors, and developers living and working in the City are assured of having a safe and healthy environment.

COMMUNITY DEVELOPMENT

Program Support

- The goal of the Program Support Program is to provide leadership, fiscal accountability and administrative oversight for department personnel to accomplish planned outcomes.

Codes Compliance

- The goal of the Codes Compliance Program is to provide inspections of existing properties to ensure compliance with state and city codes, in order to ensure a safe and healthy environment in which the citizens of Richmond can live and work.

Housing and Neighborhood Preservation

- The goal of the Housing and Neighborhood Preservation Program is to preserve and enhance housing and neighborhoods through the administration of federal funds and the provision of planning and technical services to community-based organizations and citizens, thus improving the quality of life in Richmond.

Comprehensive Planning

- The goal of the Comprehensive Planning Program is to develop and implement plans and policies for the City of Richmond's land use and capital facilities that conserve, revitalize, and protect the economic, social and environmental resources and produce a well planned and high quality community.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Capital Improvement Plan	\$1,200,000	\$494,000	\$450,000	\$875,000
Special Fund	\$10,806,064	\$10,791,318	\$10,928,070	-

Please refer to the FY2006 Capital Plan or the Special Fund section in this document for details.

COMMUNITY DEVELOPMENT

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Building Construction and Land Development Regulation</i>	<i>Percent of construction completed that complies with Code requirements</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>	<i>NA</i>	<i>NA</i>
<i>Building Construction and Land Development Regulation</i>	<i>Percent of customers rating Permits and Inspections services as good or better</i>	<i>90%</i>	<i>91.9%</i>	<i>85%</i>	<i>85%</i>	<i>85%</i>
<i>Codes Compliance</i>	<i>Properties brought into compliance within established time frames</i>	<i>9,451</i>	<i>9,585</i>	<i>9,000</i>	<i>9,000</i>	<i>9,000</i>
<i>Comprehensive Planning</i>	<i>Achieve a satisfaction rating of 3.75 or better on a scale of 1 - 5 based on a survey of board and commission members</i>	<i>3.8</i>	<i>4.12</i>	<i>3.75</i>	<i>3.75</i>	<i>3.75</i>
<i>Housing and Neighborhood Preservation</i>	<i>Evaluate alternatives for 400 vacant buildings per year</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>400</i>	<i>400</i>
<i>Housing and Neighborhood Preservation</i>	<i>Percent of permits issued within five working days based on 80% staffing</i>	<i>74%</i>	<i>75%</i>	<i>75%</i>	<i>75%</i>	<i>75%</i>
<i>Building Construction and Land Development Regulation</i>	<i>Percent of inspections completed within one working day of the requested day</i>	<i>90%</i>	<i>90%</i>	<i>90%</i>	<i>90%</i>	<i>90%</i>

CUSTOMER SERVICE & ORGANIZATIONAL DEVELOPMENT

Transition

The fiscal plan recognizes a transition in government from a City Council/City Manager method to a popular elected Mayor/City Council approach. The FY2006 and FY2007 budgets for the Department of Customer Service and Organizational Development reflect a new vision of local government. The transition resulted in the elimination of this agency, however, some of the functions have been transferred to Human Resources.

Mission Statement

The mission of the Office of Customer Service and Organizational Development was to provide learning and educational opportunities for City employees, customers, interns, and citizens, to become the City of Choice.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$692,176	\$749,349	-	-
Operating Expenses	157,302	365,823	-	-
Total Expenditures	849,478	1,115,172	-	-
Total Revenues	4,641	9,500	-	-
Net City Costs	\$844,837	\$1,105,672	-	-
Total Positions	10.00	13.00	0.00	0.00

Agency Highlights

Personnel

The functions of this agency have been transferred to Human Resources including 10 positions. Two positions, including the Director have been eliminated. The remaining position was transferred to the Chief Administrative Officer's Office.

CUSTOMER SERVICE & ORGANIZATIONAL DEVELOPMENT

Operating

All of the operating funds from this agency have been transferred to Human Resources.

City Council Action By Amendment

This agency's budget was not amended by Council.

General Fund Budget By Program

<u>Agency Programs</u>	<u>Actual FY2004</u>	<u>Adopted FY2005</u>	<u>Adopted FY2006</u>	<u>Approved FY2007</u>
Customer Service	\$348,703	\$509,118	-	-
Workforce Development	346,583	424,417	-	-
Administration Program	154,192	181,637	-	-
Total Program Expenditures	\$849,478	\$1,115,172	-	-

Agency Program Goals

Customer Service

- The goal of the Customer Service Program was to provide learning and educational opportunities to the workforce to enhance the handling of internal and external interactions so that customer satisfaction with services improved.

Workforce Development

- The goal of the Workforce Development Program was to develop the skills, knowledge and behaviors of the City's workforce and intern staff so that the strategic priorities were met or exceeded; and to educate citizens about the inner-workings of local government to enhance their understanding and participation in City government.

CUSTOMER SERVICE & ORGANIZATIONAL DEVELOPMENT

Administration

- The goal of the Administration Program was to provide administrative direction and to ensure that the execution of policies and strategic priorities met or exceeded established goals and to educate citizens about the inner-workings of local government to enhance their understanding and participation in City government.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Workforce Development</i>	<i>Percent of positive change in behavior on the job as a result of performance-based course offerings</i>	67%	75%	70%	N/A	N/A
<i>Customer Service</i>	<i>Percent of calls monitored with a rating of satisfactory or above</i>	93%	83%	95%	N/A	N/A
<i>Customer Service</i>	<i>Percent of requests received via the automated Citizens' Request System that were done by the due date</i>	82%	N/A	90%	N/A	N/A
<i>Workforce Development</i>	<i>Percent of process improvement projects completed with improved efficiencies or effectiveness of at least five percent</i>	63%	16%	75%	N/A	N/A
<i>Workforce Development</i>	<i>Percent of interns stating they are better informed of City government</i>	100%	100%	100%	N/A	N/A

DEBT SERVICE

Mission Statement

The Department of Finance will ensure that the City's capital and cash flow borrowings are done in a timely manner and in accordance with the City's charter, State Public Finance Acts, and the City's debt policy. The timing and structure of each financing will be closely examined to maintain the lowest overall interest for each debt issue.

Agency Overview

The Debt Service budget funds long-term and short-term debt.

Long-term debt is issued for the purpose of acquiring or constructing capital projects and for making major renovations to existing projects. The maturity of any debt will not exceed the expected useful life of the project for which debt is incurred. Long-term debt includes payments on the City's General Obligation Bonds.

The City uses short-term borrowings to optimize the use of cash and to provide liquidity throughout the year. Because of the timing of tax revenue receipts, the City has issued short-term notes in November of each year with repayment occurring in mid June from tax collections.

The following pages detail debt allocation by agency, compliance with our legal debt limit, authorized but unused bonds and notes, tax supported debt ratios, details of long term indebtedness, and our debt service fund budget for FY2006.

City Council Action By Amendment

This agency's budget was not amended by Council.

Total Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Debt Service	\$37,565,084	\$42,009,300	\$46,967,900	\$50,203,000
Total Debt Service	\$37,565,084	42,009,300	\$46,967,900	\$50,203,000

DEBT SERVICE

FUND BUDGET

FISCAL YEAR 2006

Debt Service Fund Revenues

			<i>Fund 010</i>	<i>Fund 030</i>
			<i>General</i>	<i>Debt Service</i>
			<i>Fund</i>	<i>Fund</i>
	Project/Purpose	Source of Funding		
<i>General Obligation Bonds -Principal Payments</i>				
G.O. Bonds	General Government-CIP	General Fund	\$17,729,430	\$17,729,430
G.O. Bonds	General Government - Equipment	General Fund	\$1,758,250	\$1,758,250
Equipment Note	General Government - Equipment	General Fund	\$400,000	\$400,000
G.O. Bonds	Coliseum	General Fund	\$893,411	\$893,411
G.O. Bonds	Richmond Center	General Fund	\$531,350	\$531,350
G.O. Bonds	Landmark Theater	General Fund	\$328,117	\$328,117
G.O. Bonds	Streets and Bridges	General Fund	\$3,059,730	\$3,059,730
G.O. Bonds	Theatre Row Office Bldg	General Fund	\$1,016,393	\$1,016,393
G.O. Bonds	Cemeteries	General Fund	\$40,300	\$40,300
G.O. Bonds	Schools	R P Schools		\$4,968,398
VPSA Bonds	Schools	R P Schools		\$221,875
QZAB Bonds	Schools	R P Schools		\$192,480
Equipment Note	Schools	R P Schools		\$200,000
G.O. Bonds	Internal Services Fund - Fleet	Internal Services Fund		\$3,971,750
Equipment Note	Internal Services Fund - Fleet			\$1,000,000
G.O. Bonds	Public Utility	Department of Public Utilities		\$10,043,087
G.O. Bonds	Richmond Ambulance Authority	Richmond Ambulance Authority		\$53,181
G.O. Bonds	Richmond Metropolitan Authority - Expressway Parking Deck	Richmond Metropolitan Authority		\$599,718
G.O. Bonds	Hospital Authority of Richmond	Hospital Authority of Richmond		\$13,658
Total Principal General Obligation Bonds & Notes			\$25,756,981	\$47,021,128
HUD Section 108 Loans	Permanent Notes	Community Development Block Grants		\$575,000
Certificates of Participation		Special Revenue Fund 388 ("800 Megahertz")		\$665,000
Total Other				\$1,240,000
Total Principal - Long Term Debt			\$25,756,981	\$48,261,128

DEBT SERVICE

FUND BUDGET

FISCAL YEAR 2006

Revenues- continued	Purpose	Source of Funding	Fund 010 General Fund	Fund 030 Debt Service Fund
General Obligation Bonds - Interest Payments				
G.O. Bonds	General Government-CIP	General Fund	\$13,677,106	\$13,677,106
G. O. Bonds	General Government - Equipment	General Fund	\$237,319	\$237,319
Equipment Note	General Government - Equipment	General Fund	\$100,000	\$100,000
G.O. Bonds	Coliseum	General Fund	\$664,541	\$664,541
G.O. Bonds	Richmond Centre	General Fund	\$799,017	\$799,017
G.O. Bonds	Landmark Theater	General Fund	\$247,067	\$247,067
G.O. Bonds	Streets and Bridges	General Fund	\$2,458,017	\$2,458,017
G.O. Bonds	Theatre Row Office Bldg	General Fund	\$1,093,710	\$1,093,710
G.O. Bonds	Cemeteries	General Fund	\$34,142	\$34,142
G.O. Bonds	Schools	R P Schools		\$4,215,386
VPSA Bonds	Schools	R P Schools		\$153,125
Equipment Notes	Schools	R P Schools		\$50,000
G.O. Bonds	Internal Services Fund - Fleet	Internal Services Fund		\$429,057
Equipment Notes	Internal Services Fund - Fleet	Internal Services Fund		\$ 250,000
G.O. Bonds	Public Utility	Department of Public Utilities		\$13,510,413
G.O. Bonds	Richmond Ambulance Authority	Richmond Ambulance Authority		\$18,912
G.O. Bonds	Richmond Metropolitan Authority - Expressway Parking Deck	Richmond Metropolitan Authority		\$892,205
G.O. Bonds	Hospital Authority of Richmond	Hospital Authority of Richmond		\$25,322
	Total Interest General Obligation Bonds & Notes		\$19,310,919	\$38,855,339
HUD Section 108 Loans		Community Development		\$345,385
	Permanent Notes	Block Grants		
Cetificates of Participation		Special Revenue Fund 388 ("800 Megahertz")		\$799,613
	Total Interest - Long Term Debt		\$19,310,919	\$40,000,337

DEBT SERVICE

FUND BUDGET

FISCAL YEAR 2006

		<i>Fund 010</i>	<i>Fund 030</i>
		<i>General</i>	<i>Debt Service</i>
		<i>Fund</i>	<i>Fund</i>
Short - Term Borrowing	General Fund		
GO Revenue Anticipation Notes	Total Interest - Short-Term Debt	\$900,000	\$900,000
	Bond Issuance Costs	\$750,000	\$750,000
	Bond Counsel	\$250,000	\$250,000
	Total Revenues from Other Funds	\$46,967,900	\$90,161,465

Debt Service Fund Expenditures

General Obligation Bonds & Notes - Principal Due		\$47,021,128	
Section 108 Loan Principal Due		\$575,000	
Certificates of Participation Principal Due		\$665,000	
	Total Principal Payments	\$48,261,128	
General Obligation Bonds & Notes Interest Due		\$38,855,339	
Section 108 Loan Interest Due		\$345,385	
Certificates of Participation Interest Due		\$799,613	
Short - Term Debt Interest		\$900,000	
	Total Interest Payments	\$40,900,337	
	Total Other Costs Related to Debt		\$1,000,000
	Total Debt Service Fund Expenditures		\$90,161,465

EAST DISTRICT INITIATIVE

Transition

This fiscal plan recognizes a transition in government from a City Council/City Manager method to a popular elected Mayor/City Council approach. The FY2006 and FY2007 budgets for the East District Initiative reflect a new vision of local government. The transition resulted in the elimination of this specific program, however, some of the functions have been transferred to other agencies within the organization.

Mission Statement

The mission of the East District Initiative (EDI), launched in 1993 as a community-based public service delivery system, was to improve the quality of life for all East District residents.

EDI's overall strategy was to systematically build human capital, i.e., improving outcomes for children and families; neighborhood capital, i.e., improving the physical and economic infrastructure of the neighborhood; and social capital, i.e., strengthening the capacity of neighborhood residents, associations, organizations, and institutions simultaneously in the East District. This approach was guided by such principles as comprehensiveness, coordination, collaboration, family focus, holistic, community participation, capacity building/strengthening, and community building. The simultaneous addressing of all three "capital" categories represented a major paradigm shift - a "Change in the Way that We do Business" at the community level.

Agency Overview

The East District Initiative functioned as a program within the Human Services portfolio and received financial support from various City agencies as well as Community Development Block Grants and other outside funding and served as a satellite center for community services at 701 North 25th Street.

The East District Initiative worked with various stakeholders to create a redevelopment plan to facilitate the commercial development initiative along 25th Street and Nine Mile Road corridors. EDI also facilitated meetings through the East District Housing Partners/Neighborhoods In Bloom program to coordinate meetings with Richmond Redevelopment and Housing Authority, Better Housing Coalition, Interfaith Housing Corporation, Habitat for Humanity, Elder Homes, Housing Opportunities Made Equal, and the Association of Community Organizations for Reform Now (ACORN) to eliminate blight, increase the availability of affordable housing, provide home-buyer workshops, and provide minor home repairs in the East District.

EAST DISTRICT INITIATIVE

Total Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Department of Social Services	\$353,482	\$405,482	-	-
Department of Parks, Recreation and Community Facilities	20,000	20,000	-	-
Department of Management Services	51,698	-	-	-
**Community Development Block Grant Funds	160,000	160,000	-	-
**Department of Public Health (East District Families First/ Healthy Families Richmond)	482,582	482,582	-	-
Total Program Expenditures	\$1,068,064	\$1,068,064	-	-
Total Positions	14.00	14.00	0.00	0.00

Agency Highlights

Personnel

The six positions that represent the East District Families First and the Healthy Families Richmond programs have been transferred to the Department of Social Services. Additionally, the two support personnel (the Administrative Program Support Assistant and Office Support Specialist I) and the two Social Worker positions, have been transferred to the Department of Social Services for the purpose of providing administrative support for East District programs. The Assistant Director position previously supported by CDBG funding has been transferred to the Department of Justice Services and reallocated to a Program Manager.

The following three positions have been eliminated - the District Initiative Manager, Administrative Project Analyst and Project Management Analyst.

Operating

The East District Center located at 701 North 25th Street will remain open and continue to operate as a satellite billing and neighborhood municipal use complex.

EAST DISTRICT INITIATIVE

City Council Action By Amendment

This agency's budget was not amended by Council.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Intensive, in-home, family case management</i>	<i>Percent of families that are enhancing family functioning; improving positive parent/child relationships and healthy childhood growth and development</i>	90%	95%	89%	N/A	N/A
<i>Youth program (after school and summer)</i>	<i>Percent of youth rating the program as good or excellent</i>	100%	90%	95%	N/A	N/A
<i>Family Resource Center</i>	<i>Percent of families rating quality of the services and programs as good or excellent</i>	100%	90%	95%	N/A	N/A
<i>Economic Development</i>	<i>Percent of commercial development objectives met</i>	100%	75%	50%	N/A	N/A
<i>Housing Development</i>	<i>Number of housing units developed meeting community standards</i>	5	17	60	N/A	N/A
<i>Community Capacity Building</i>	<i>Percent of tenant/civic associations working in partnership with the city to develop programs and future plans</i>	90%	90%	92%	N/A	N/A
<i>Neighborhood assessment and enhancement</i>	<i>Percent of customers that rate response time to coordinated requests for service as good or excellent</i>	90%	90%	90%	N/A	N/A

ECONOMIC DEVELOPMENT

Mission Statement

The mission of the Department of Economic Development is to retain, expand, and attract economic enterprises that will generate revenue and economic growth for the City of Richmond. The agency also seeks to improve per capita income, expand the City's tax base and fiscal strength, foster neighborhood development projects, and stimulate private-sector investment and infrastructure improvements to provide a safe environment for Richmond residents.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$1,317,893	\$1,461,352	\$1,058,418	\$1,061,497
Operating Expenses	415,616	331,314	231,239	204,656
Total Expenditures	1,733,508	1,792,666	1,281,711	1,266,153
Total Revenues	50,000	-	-	-
Net City Costs	\$1,683,508	\$1,792,666	\$1,281,711	\$1,266,153
Total Positions	20.88	21.41	13.98	13.98

Agency Highlights

Personnel

The FY2006 and FY2007 budgets include funding for 13.98 positions, which represents a decrease from prior years. The FY2006 personnel budget reflects the transfer of staff from the City's Minority Business Enterprise, which represented seven positions within the FY2005 budget and is now part of the Procurement budget, and a vacant Project Development Manager position.

Operating

The FY2006 and FY2007 operating budgets reflect a significant decrease relative to prior years, due to the removal of funds for the Minority Business Enterprise, and for rent and parking. As Economic Development staff is expected to move to City Hall during FY2006, the latter costs will no longer be recognized as an expenditure to the agency.

ECONOMIC DEVELOPMENT

City Council Action By Amendment

The FY2006 and FY2007 expenditure budgets for this agency were reduced by \$80,316 to reflect the funding of a Program Manager position in the Community Development Block Grant, rather than in the general fund.

Accomplishments

In FY2004, the Department of Economic Development's accomplishments included the following:

- Philip Morris USA's headquarters relocated to the Richmond area and included more than \$200 million in investments at Philip Morris City operations center;
- Stony Point Fashion Park opened as the first upscale shopping center in the City, anchored by Saks Fifth Avenue; \$125 million investment,
- Main Street Station reopened to passenger rail after a \$52 million renovation;
- Kroger Shoppes on West Broad brought national retailers to meet growing residential demand, an \$8.5 million investment;
- Canal Crossing, mixed-use development converted River District factory to upscale offices and national restaurant chain, Buffalo Wild Wings, a \$15 million investment;
- City was awarded a \$200,000 grant from the U.S. Environmental Protection Agency for the assessment of Brownfields; and
- Neighborhood Development Program continued to exceed program goals, disbursed twelve (12) loans totaling approximately \$420,000.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Administration/Executive Management	\$747,136	\$758,089	\$772,644	\$758,741
Business and Project Development	261,771	256,038	198,507	200,890
Minority Business Enterprise	456,663	502,992	-	-
17th Street Farmers' Market	182,951	197,135	225,869	220,930
Neighborhood Development	84,987	78,412	84,691	85,592
Total Program Expenditures	\$1,773,508	\$1,792,666	\$1,281,711	\$1,266,153

ECONOMIC DEVELOPMENT

Agency Program Goals

Administration/Executive Management

- The goal of the Administration/Executive Management Program is to provide leadership, fiscal accountability and program oversight for the overall department to accomplish City Council goals and priorities.

Business and Project Development

- The goal of the Business and Project Development Program is to retain, expand and attract economic enterprises that will generate revenue and economic growth for the City and to increase collaboration between majority and minority business communities.

Minority Business Enterprise

- The goal of the Minority Business Enterprise Program is to produce, advance, and facilitate an environment in which minority and disadvantaged businesses can participate in the full array of entrepreneurial opportunities available in the City of Richmond.

17th Street Farmers' Market

- The goal of the 17th Street Farmers' Market Program is to provide a public place that serves Richmond's diverse community and reflects its unique cultural identity, and to serve as an economic engine for the continued renewal of downtown Richmond as a destination and attraction for both residents and tourists, while providing jobs for the City.

Neighborhood Development

- The goal of the Neighborhood Development Program is to implement the CARE Program, which provides market analysis, storefront façade and security incentives, rehab loans, and access to business loans. This program also includes the coordination of the clean-up campaign, assistance with the development of crime prevention, and recruitment of new business.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Capital Improvement Plan	-	\$1,206,667	\$1,985,900	\$866,666
Special Fund	\$159,171	\$2,323,130	\$432,300	\$233,468

Please refer to the FY2006 Capital Plan or the Special Fund section in this document for details.

ECONOMIC DEVELOPMENT

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Business and Project Development</i>	<i>Number of new businesses retained, attracted, and expanded in the City, and receiving assistance from the agency</i>	50	144	75	80	85
<i>Business and Project Development</i>	<i>Number of new jobs created in the City</i>	2,400	1,784	1,500	1,750	2,000
<i>Business and Project Development</i>	<i>Amount of new business investment in the City</i>	\$333.6m	\$65.5m	\$85m	\$90m	\$100m
<i>17th Street Farmers' Market</i>	<i>Number of annual visitors to the 17th Street Market</i>	150,000	84,400	125,000	150,000	150,000
<i>Minority Business Enterprise</i>	<i>Number of minority and disadvantaged businesses receiving City contracts</i>	75	187	187	N/A	N/A
<i>Neighborhood Development</i>	<i>Number of neighborhood businesses retained and recruited through the CARE, NIB, and Growth the Ward programs</i>	31	51	50	52	55

FINANCE

Mission Statement

The mission of the Department of Finance is to provide leadership and support in the City's financial affairs such that all financial matters are conducted in an efficient, effective, responsive and professional manner.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$6,180,651	\$6,408,029	\$6,561,726	\$6,648,917
Operating Expenses	1,274,092	1,291,118	1,470,587	1,918,889
Total Expenditures	7,454,741	7,699,147	8,032,313	8,567,806
Total Revenues	1,458,741	1,423,391	1,317,370	1,337,744
Net City Costs	\$5,996,000	\$6,275,756	\$6,714,943	\$7,230,062
Total Self Insurance	\$7,851,385	\$7,694,319	\$8,373,754	\$8,783,116
Total Positions	120.50	123.50	114.50	114.50

Agency Highlights

Personnel

The FY2006 and FY2007 budgets include funding for 114.5 positions, which represents a decrease from prior years. The FY2006 personnel budget reflects the removal of a Deputy City Manager position (now funded in the Chief Administrative Officer's budget) and staff for the City Treasurer, which represented four positions within the FY2005 budget (now listed as a separate agency). In addition, five vacant positions are no longer funded, while funding has been added for a Customer Service Representative II position for the Southside Collections office.

Operating

The FY2006 and FY2007 operating budgets reflect an increase in operating funds relative to FY2005. The FY2006 increase is primarily in temporary services, where \$125,979 more is budgeted to reflect historical

FINANCE

spending patterns and should partially offset the above decrease in the agency's personnel complement. The FY2007 operating budget for the agency includes an additional \$325,000 in maintenance costs for the new revenue administration system that will be implemented during FY2006.

Revenues

The FY2006 and FY2007 revenue budget for the agency reflects the removal of revenue associated with the City Treasurer, and a \$15,000 increase in payments from the Department of Public Utilities for collections services.

City Council Action By Amendment

This agency's budget was not amended by Council.

Accomplishments

In FY2004, the Department of Finance accomplished the following:

- Obtained the City's highest short term credit ratings of "AA" from all three rating agencies;
- Achieved an upgraded Utility Bond Rating from Standard and Poor's and achieved a Positive Outlook from Moody's;
- Ended Fiscal Year 2003 with positive financial operating results and contributed to Undesignated Fund Balance (Rainy Day Fund);
- Maintained a reduced level of short-term borrowing (Revenue Anticipation Note);
- Issued General Obligation Bonds and refinanced debt to obtain interest savings; and
- Received GFOA's Certificate of Achievement for excellence in Financial Reporting and GFOA's Award for Outstanding Achievement in Popular Annual Financial Reporting.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Finance Management	\$1,767,106	\$1,862,015	\$1,854,530	\$1,909,958
General Accounting	870,846	790,529	864,088	876,060
Disbursements	706,397	851,626	911,065	926,085
Revenue Administration - Collections	1,860,351	1,866,711	2,126,140	2,516,847

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Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Revenue Administration - Licenses Assessments, & Tax Audits (LATA)	2,089,140	2,139,265	2,276,490	2,338,856
City Treasurer	160,901	189,001	-	-
Total Program Expenditures	\$7,454,741	\$7,699,147	\$8,032,313	\$8,567,806

Agency Program Goals

Finance Management

- The goal of the Finance Management Program is to administer the department's budget, provide management and direction to the department's programs, manage the City's cash and debt, and provide guidance in the overall financial affairs of the City so that debt and cash management are optimized.

General Accounting

- The goal of the General Accounting Program is to provide accounting services to City government so that financial activities are tracked in accordance with Generally Accepted Accounting Principles (GAAP).

Disbursements

- The goal of the Disbursements Program is to process citywide payments to employees, vendors, and citizens so that all City obligations are paid accurately and timely.

Revenue Administration - Collections

- The goal of the Revenue Collections Program is to provide collection services to City government so that all local taxes and other revenues are collected.

Revenue Administration – Licenses, Assessments, and Tax Audits (LATA)

- The goal of the Revenue Administration – (LATA) Program is to provide City tax assessment and tax compliance services to citizens and businesses so that revenue is billed in accordance with the City tax code.

City Treasurer

- The City Treasurer is an elected constitutional officer of the Commonwealth of Virginia. The emphasis of this office is on the collection of state income taxes. The office staff provides information and assistance regarding state and federal income taxes. Fishing and hunting licenses are also sold through this office.

FINANCE

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Special Fund	\$5,223,448	\$11,099,802	\$11,100,000	\$11,910,000
Internal Service Fund	\$12,822,005	\$11,110,993	\$13,079,675	\$13,729,541

Please refer to the Special Fund & Other Fund section in this document for details.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Financial Management</i>	<i>Maintenance or improvement of current bond rating</i>	<i>Maintained</i>	<i>Maintained</i>	<i>Maintain or Improve</i>	<i>Maintain or Improve</i>	<i>Maintain or Improve</i>
<i>General Accounting</i>	<i>Receipt of Unqualified Audit Opinion</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>
<i>Disbursements</i>	<i>Percent of checks issued within 15 days of documentation received</i>	<i>85%</i>	<i>85%</i>	<i>85%</i>	<i>85%</i>	<i>85%</i>
<i>Revenue Collections</i>	<i>Actual revenue collected as percent of budgeted revenue</i>	<i>93%</i>	<i>99%</i>	<i>95%</i>	<i>95%</i>	<i>95%</i>
<i>Revenue LATA</i>	<i>Percent of bills mailed within 14 days of due date</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>General Accounting</i>	<i>Percent of reconciliations completed within 45 days after month end</i>	<i>80%</i>	<i>60%</i>	<i>90%</i>	<i>90%</i>	<i>90%</i>
<i>Revenue Collections</i>	<i>Percent of each day's receipts deposited within one business day</i>	<i>90%</i>	<i>100%</i>	<i>90%</i>	<i>90%</i>	<i>90%</i>

FIRE & EMERGENCY SERVICES

Mission Statement

The mission of the Department of Fire and Emergency Services is to provide emergency services to the citizens, businesses, and industries of the City of Richmond, at fires and other disasters. In addition, the department will provide public safety education, as well as inspection and investigative services, for code enforcement and fires of suspicious origin. The department will strive to provide said services in a prompt, courteous, professional manner, consistent with the high standards of City Administration.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$28,128,589	\$28,178,966	\$30,397,748	\$30,539,428
Operating Expenses	4,078,981	4,031,935	4,912,982	5,362,330
Total Expenditures	32,207,570	32,210,901	35,310,730	35,901,758
Total Revenues	55,078	49,500	49,500	49,500
Net City Costs	\$32,152,492	\$32,161,401	\$35,261,230	\$35,852,258
Total Positions	425.00	425.00	426.00	426.00

Agency Highlights

Personnel

The FY2006 and FY2007 personnel budgets support funding for 413 full-time positions. Funding of \$795,768 for 13 positions was eliminated due to the proposed closing of one fire company. The 13 positions are: one Fire Captain, two Fire Lieutenants, and ten Firefighters. The FY2006 and FY2007 budgets were increased by \$44,727 for one Administrative Coordinator II position and \$109,698 for an Emergency Services Coordinator to support the Emergency Management Program that was transferred from the Special Fund. Funding was eliminated for one Human Resource Manager position that was transferred to the Human Resources Department.

Operating

The FY2006 and FY2007 operating budgets includes funding of \$292,500 in each year to purchase and replace a total of 260 Survivair Panther High Pressure Self Contained Breathing Apparatus (SCBAs) and cylinders in accordance with the National Fire Protection Association (NFPA) standards. The FY2006 budget includes a required match of \$284,850 for the Assistance to Firefighters Federal Grant awarded in FY2005.

FIRE & EMERGENCY SERVICES

Revenues

The FY2006 and FY2007 revenue budgets are projected to generate \$49,500 from the following sources: fire prevention permits for \$47,000; James River use permits for \$1,000; and miscellaneous fire fees for \$1,500.

City Council Action By Amendment

The FY2006 and FY2007 budgets were increased by \$795,716 to restore funding for 13 fire positions and one fire company's operating expenses.

Accomplishments

Reduction in Fire Injuries and Deaths

- There were 38 incidents with civilian injuries. This represents a 42% reduction from 2003 to 2004.
- There were 3 incidents with civilian deaths. This represents 40% reduction from 2003 to 2004.

Major Incidents

The Department of Fire and Emergency Services responded to 28,746 calls for assistance. Personnel successfully managed the following major incidents:

- Broad Street Fire Incident occurred on March 26, 2004 impacting numerous businesses with residential apartments located on the second floor, Virginia Commonwealth University buildings and the Carver neighborhood.
- Tropical Storm Gaston on August 30, 2004 - the City of Richmond was impacted by the remnants of Tropical Storm Gaston.

Reorganization

- Fully staffed fire personnel to reduce the number of times companies were marked out of service due to staffing and to ensure adequate response to an incident. (Companies marked out of service over 200 occasions in 2003. In 2004, there were no companies to mark out of service).
- Assigned Assistant Fire Marshals and Fire Investigators to each of the three platoons working the 24-hour schedule in an effort to respond to increased call volume in non-emergency and emergency incidents while saving overtime cost.
- Expanded the number of incident Safety Officers from one to four and assigned three to a 56 hour per week work schedule which permits 24/7 OSHA and safety support to the Department and the public.
- Accomplished all reorganization efforts while utilizing existing personnel.

Grant Funding

- The U.S. Department of Homeland Security (DHS) has awarded a grant in the amount of \$664,650 to the Richmond Department of Fire and Emergency Services. The grant was distributed through the DHS 2004 Assistance to Firefighters Grant Program that helps enhance fire departments' abilities to respond to fire and fire-related hazards in their communities.
- The Fire Extinguisher Simulator was recently acquired by the Richmond Department of Fire and Emergency Services at a cost of over \$45,000, using grant monies from Alcoa and the Office of Emergency Management. The Fire Extinguisher Simulator is a state-of-the-art training prop that allows fire officials to conduct realistic, hands-on fire extinguisher training. It will also play an important role in training volunteers of the Community Emergency Response Team (CERT) as well as employees in the business community and members of citizens groups.

Community Programs

The Department coordinates various community programs in an effort to educate the public about fire safety. Examples of community programs are:

Birthday Party Events, Blood Pressure Screenings, Child Safety Seat Installation Program, Employee/Customer Fire Academy, Fifth Grade Fire Education Program, Fire Explorer Program, Fireworks Safety Presentation/Demonstration, Home Safety Survey, Mentorship Program, Ride-a-Long Program, Senior Citizen Fire Safety Education Program, and Smoke Detector Programs.

FIRE & EMERGENCY SERVICES

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Fire Prevention	\$1,757,443	\$1,641,376	\$2,010,601	\$2,022,632
Fire Training	1,047,954	876,716	1,412,461	1,421,685
Fire Suppression	28,486,518	28,604,764	30,354,274	31,058,047
Fire Administration	915,655	1,088,045	1,330,046	1,196,046
Emergency Management	-	-	203,348	203,348
Total Program Expenditures	\$32,207,570	\$32,210,901	\$35,310,730	\$35,901,758

Agency Program Goals

Fire Prevention

- The goal of the Fire Prevention Program is to inspect property, issue permits, enforce life safety codes, and educate the public so that loss of life and property due to fire or explosion will be reduced over time.

Fire Training

- The goal of the Fire Training Program is to establish and sustain training programs to ensure all personnel receive the best training possible and to secure and maintain required federal, state, and local certifications. The program will also provide career counseling and administer the Career Development Program to provide citizens as well as businesses educational and training opportunities.

Fire Suppression

- The goal of the Fire Suppression Program is to protect against personal injury, loss of life, and property damage caused by fire and medical emergencies.

Fire Administration

- The goal of the Fire Administration Program is to provide leadership, fiscal accountability, and public information and administrative oversight for department personnel to accomplish planned outcomes.

Emergency Management

- The goal of the Emergency Management Program is to develop the City's Emergency Operations and All-Hazards Mitigation Plans.

FIRE & EMERGENCY SERVICES

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Capital Improvement Plan	-	\$250,000	\$100,000	\$100,000
Special Fund	\$447,602	\$391,734	\$1,409,021	\$459,521

Please refer to the FY2006 Capital Plan or the Special Fund section in this document for details.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
Fire Prevention	Number of fire related deaths	5	3	0	0	0
Fire Prevention	Percent of inspections conducted within prescribed time frames	87%	90%	93%	96%	99%
Fire Prevention	Number of community programs coordinated and participated in	532	533	548	573	598
Fire Prevention	Percentage of elementary schools participating in 5 th Grade Fire Safety Education Program training	100%	97%	100%	100%	100%
Fire Training:	Percent of sworn Fire personnel attending or participating in training	100	100%	100%	100%	100%
Fire Training	Percent of Fire Recruits completing training	100%	99%	100%	100%	100%
Fire Training	Number of Customer Service Academies conducted	2	2	4	4	4

FIRE & EMERGENCY SERVICES

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Fire Suppression</i>	<i>Percent of incidents responded to within 4 minutes</i>	45%	45%	65%	75%	85%
<i>Fire Suppression</i>	<i>Number of responses to emergency incidents</i>	27,760	28,746	30,246	31,746	33,246
<i>Fire Suppression</i>	<i>Number of Home Safety Survey visits annually</i>	N/A	14,400	21,600	28,800	36,000
<i>Fire Admin.</i>	<i>Percent of program and departmental annual outcomes accomplished</i>	90%	93%	95%	97%	97%

GENERAL REGISTRAR

Mission Statement

The mission of the General Registrar's Office is to provide opportunities, in an equitable and courteous manner, for all qualified citizens of the City of Richmond to register to vote; to promote the integrity of the electoral process by maintaining accurate and current voter registration records used in elections; to coordinate elections so they are conducted in a manner that secures the qualified citizen's right to vote and ensures that the results accurately reflect the voters' will; and to be an information resource for citizens regarding voter registration, elections, and elected officials.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$458,406	\$432,787	\$483,234	\$482,724
Operating Expenses	267,872	273,753	344,719	328,288
Total Expenditures	726,278	706,540	827,953	811,012
Total Revenues	72,881	79,557	88,988	91,567
Net City Costs	\$653,397	\$626,983	\$738,965	\$719,445
Total Positions	9.20	9.20	9.20	9.20

Agency Highlights

Personnel

FY2006 and FY2007 personnel budget includes funding for 9.20 FTE's.

Operating

During FY2005 new voting machines were purchased to comply with the Help America Vote Act of 2002. The General Registrar's Office will provide voter education on the new machines prior to the Gubernatorial Election in November 2005. \$36,063 was added to the operating funds to cover this one-time cost. In addition to the voter education funding, \$76,686 was added to the operating funds in both fiscal years to cover ongoing voting machine software and maintenance costs.

GENERAL REGISTRAR

Revenues

The revenue is expected to increase \$9,431 in FY2006 and \$12,010 in FY2007 over the adopted FY2005 revenue. The majority of the revenue increase comes from the State Board of Elections to reimburse the City for costs from the General Registrar's personnel services and for the City's Electoral Board.

City Council Action By Amendment

This agency's budget was not amended by Council.

Accomplishments

The General Registrar's office successfully executed a contract to purchase new voting equipment for the City of Richmond. This is the first major change in the City's voting equipment in over twenty years. The new equipment is being purchased to meet the requirements of the Help America Vote Act of 2002; and will make it possible, for the first time in Richmond's history, for the blind and other persons with disabilities to vote unassisted.

Superintended the conduct of the 2004 Presidential election, which had the highest turnout of any election in the City of Richmond since 1992.

General Fund Budget By Program

<u>Agency Programs</u>	<u>Actual FY2004</u>	<u>Adopted FY2005</u>	<u>Adopted FY2006</u>	<u>Approved FY2007</u>
Electoral Board and Office of the General Registrar	\$726,278	\$706,504	\$827,953	\$811,012
Total Program Expenditures	\$726,278	\$706,540	\$827,953	\$811,012

Agency Program Goals

Electoral Board and Office of the General Registrar

- The goal of the Electoral Board and Office of the General Registrar is to: (1) Conduct all elections required by law in the City of Richmond; (2) provide voter registration opportunities at sites throughout the City and to notify the voters of all changes concerning their voting status; and (3) provide assistance to the Electoral Board in all aspects of elections.

GENERAL REGISTRAR

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Electoral Board and Office of the General Registrar</i>	<i>Percentage of elections conducted that comply with legal requirements</i>	100%	100%	100%	100%	100%
<i>Electoral Board and Office of the General Registrar</i>	<i>Voter Registration Transactions</i>	32,012	37,064	35,648	35,648	35,648
<i>Electoral Board and Office of the General Registrar</i>	<i>Registered Voters</i>	94,947	99,819	99,819	99,819	99,819
<i>Electoral Board and Office of the General Registrar</i>	<i>Average Cost per Election Conducted</i>	\$98,472	\$101,869	\$88,243	\$95,000	\$95,000
<i>Electoral Board and Office of the General Registrar</i>	<i>Elections Conducted</i>	1	3	2	2	2

GENERAL SERVICES MAIL & PRINTING

Mission Statement

The mission of the Department of General Services-Mail Services and Printing Services is to provide assigned services and support functions to City agencies in a responsive and professional manner so all departments can have the necessary resources to accomplish their missions.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$700,739	\$680,535	\$769,412	\$772,678
Operating Expenses	236,696	270,021	262,007	267,595
Total Expenditures	937,435	950,556	1,031,419	1,040,273
Total Revenues	1,262,890	1,140,598	825,000	835,000
Net City Costs	(\$325,455)	(\$190,042)	\$206,419	\$205,273
Total Positions	14.00	14.00	14.50	14.50

Agency Highlights

Personnel

Personnel costs in FY2006 and FY2007 include the addition of a Business Center Manager to manage the new business center that opened in June 2004 at the Greater Richmond Convention Center. In FY2005, the business center was operated by existing staff. The additional FTE will allow the business center to operate on a full-time basis, and will generate enough revenue to be self-supporting. A reduction of 0.5 FTE is also reflected in personnel costs due to the elimination of Human Resources support staff in this agency.

Revenue

FY2006 and FY2007 budgets include the reduction in Richmond Public Schools rent paid to the City of approximately \$514,000, as Richmond Public Schools is scheduled to move out of City Hall effective July 1, 2005. Revenues also include an increase of \$100,000 in courthouse maintenance fees, and an increase of \$98,000 in printing and mailing services revenue.

GENERAL SERVICES MAIL & PRINTING

City Council Action By Amendment

This agency's budget was not amended by Council.

Accomplishments

- Printing and Mail Services achieved a better than 98% customer satisfaction rating for FY2004.
- Printing Services produced award winning documents including the Comprehensive Annual Financial Report, the Retirement Annual report, the Capital Improvement and the Biennial Fiscal Plans.
- The agency implemented an automated printing billing system for improved operational efficiency.
- The agency planned and developed a Business Center operation for the Greater Richmond Convention Center.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Administrative Support Services	\$174,005	\$261,389	\$294,745	\$295,672
Printing Services	575,130	514,459	587,434	593,096
Mail Services	188,300	174,708	149,240	151,505
Total Program Expenditures	\$937,435	\$950,556	\$1,031,419	\$1,040,273

Agency Program Goals

Administrative Support Services

- The goal of the Administrative Support Services Program is to provide administrative oversight, and financial and budgetary services to the department in order to accomplish planned outcomes.

GENERAL SERVICES MAIL & PRINTING

Printing Services

- The goal of the Printing Services Program is to provide quality in-plant printing services to Richmond City agencies and other customers in an efficient, timely and cost-effective manner.

Mail Services

- The goal of the Mail Services Program is to provide reliable in-plant mail services to Richmond City agencies and other customers in an efficient and timely manner.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Special Fund	\$6,465	\$4,500	-	-

Please refer to the Special Fund section in this document for details.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Administrative Support Services</i>	<i>Percent of program and departmental outcomes accomplished</i>	95%	95%	95%	95%	95%
<i>Printing Services</i>	<i>Percent of customers who rate printing services as good or excellent</i>	99%	99%	80%	90%	90%
<i>Mail Services</i>	<i>Percent of customers who rate mail services as good or excellent</i>	99%	95%	80%	90%	90%

GENERAL SERVICES REAL ESTATE

Mission Statement

The mission of Real Estate Services is to provide services and support functions for acquisition, disposition, and leasing of real property, in a prompt and courteous manner.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$213,634	\$219,185	\$235,915	\$237,465
Operating Expenses	22,004	22,010	24,286	24,401
Total Expenditures	235,637	241,195	260,201	261,866
Total Revenues	158,757	214,092	148,130	150,130
Net City Costs	\$76,880	\$27,013	\$112,071	\$111,736
Total Positions	3.00	3.00	3.00	3.00

Agency Highlights

Personnel

FY2006 and FY2007 personnel budget includes funding for 3.0 FTE's.

Accomplishments

- Developed City Owned Real Estate (CORE) data system, including listing and deed verification of over 800 parcels to enhance fixed asset control and provide a comprehensive listing of properties by department and associated maintenance responsibilities.
- Generated over \$700,000 in revenue from the sale of City owned property in FY2005.
- Generated over \$1.1 million in tax delinquent property sales resulting in the collection of more than \$410,000 in past due taxes on those properties.
- Acquired all properties required for Broad Street Redevelopment project on time and on budget.

City Council Action By Amendment

This agency's budget was not amended by Council.

GENERAL SERVICES REAL ESTATE

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Real Estate Services	\$235,637	\$241,195	\$260,201	\$261,866
Total Program Expenditures	\$235,637	\$241,195	\$260,201	\$261,866

Agency Program Goals

Real Estate Services

- The goals of the Real Estate Services Program is to maximize revenue opportunities through utilization of good property asset management principles, and support the city's infrastructure improvement and economic development program.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
Real Estate Services	Amount of revenue generated from sales and leases	\$541,058	\$434,424	\$500,000	\$500,000	\$500,000
Real Estate Services	Percent of acquisitions initiated and completed within specified time frame	95%	90%	90%	90%	90%
Real Estate Services	Number of tax delinquent properties sold and returned to the tax rolls	91	97	140	140	140
Real Estate Services	Cost per acquisition completed	15% of project acquisition cost	15% of project acquisition cost	15% of project acquisition cost	15% of project acquisition cost	15% of project acquisition cost

HUMAN RESOURCES

Mission Statement

The Department of Human Resources works in partnership with City leadership and business units to continuously develop human and organizational capacity that supports the City in achieving its strategic goals.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$1,437,144	\$1,388,374	\$3,040,494	\$3,059,010
Operating Expenses	510,237	389,225	823,775	881,003
Total Expenditures	1,947,381	1,777,599	3,864,269	3,940,013
Total Revenues	-	-	6,000	6,000
Net City Costs	\$1,947,381	\$1,777,599	\$3,858,269	\$3,934,013
Total Positions	24.00	23.50	48.00	48.00

Agency Highlights

The Department of Human Resources is responsible for all aspects of the City's personnel from job postings to exit interviews. Among other tasks, the department handles job and classification studies, compensation studies, applicant tracking, employee benefits, substance abuse, organizational development, leadership development, performance review programs, grievances, and various levels of reporting. A smaller component of the department also works to ensure that citizens as well as employees receive proper customer service through training and the utilization of surveys. The shift to a strong mayor form of government required changes to the Personnel Rules and the Administrative Regulations. Human Resources staff have made several cosmetic changes and are taking this opportunity to review and update both documents.

Employee and retiree healthcare continue to be an issue for the City due to escalating costs. The department re-evaluates benefits annually and is studying options to keep costs down. Among the options being studied are a merging of healthcare with Richmond Public Schools and uses of wellness incentives.

Human Resources proposes an average three percent market increase based on performance in FY2006. If approved, the increases would be included on the first payday in November. The funding for any pay adjustments is temporarily held in Non Departmental. Distributions to the departments are not done until performance evaluations are completed.

For FY2006, several positions that were located throughout the organization are being centralized. Those positions were located in Public Works, Police, Community Development, Social Services, Fire and Emergency Services, and Public Utilities. With the exception of positions returning from Public Utilities, there is no impact on the budget. Since Public Utilities is an Enterprise Fund agency, the transferring positions impose an additional cost. However, with cost recovery, there is only a net cost to the General Fund of \$55,000.

HUMAN RESOURCES

This biennial fiscal plan allows for the continued use of technology. In particular, with the assistance of the Department of Information Technology, Human Resources has updated its website to include more capabilities in the postings of job listings and the City's employment application. The FY2006 budget also proposes an additional \$45,000 to acquire an applicant tracking system that will further enhance the department's ability to match applicants with various job specifications and requisite skills. Once the system is fully implemented, it will be possible to match an applicant with other job postings in addition to the one for which the applicant applied.

Personnel

The biennial fiscal plan for Human Resources includes funding for 48 full-time positions. The significant increase of 23.50 positions is due to two factors. Ten Human Resource positions that are located and funded in other agencies are proposed to be returned to the department with no impact on the General Fund. Five other positions in the Public Utilities Enterprise Fund are proposed to be transferred into Human Resources with a net cost to the general fund of \$55,000. A major portion of those costs will continue to be borne by the Department of Public Utilities through their cost allocation payments to the General Fund.

The second factor is an outcome of the continued streamlining of City government. The Customer Service and Organizational Development Office was eliminated and ten of the eleven positions were absorbed by Human Resources along with \$479,000 in personnel costs. Five of the positions were directly involved in distributing and receiving employment applications, responding to questions and issues involving job postings and the application process, and general customer service. Two of the positions were responsible for City University, which is one of the methods the City utilizes to provide learning and educational opportunities for employees and citizens on several topics. Two positions serve as Hispanic liaisons to assist the Hispanic and Latino segment of the City's population. The final position was directly involved with a City project to unify citywide customer service technology.

Operating

Biennial funds of \$164,000 and \$168,920 are included for pre-employment physicals, drug screenings, and other occupational health examinations. This budget also includes additional funds to acquire an automated applicant tracking system in FY2006 with maintenance costs only in FY2007. Other funds totaling \$277,000 in FY2006 and \$305,254 in FY2007 are included for various customer service surveys and their evaluation; Executive, Senior, and Mid-level Manager leadership training; City University courses; the City Internship Program; and other customer service improvements.

City Council Action By Amendment

This agency's budget was not amended by City Council.

Accomplishments

- Human Resources managed the Performance Evaluation process that has reversed the trend of 80% of the organization being rated as Exceptional. The current performance evaluation system resulted in 20% or less of employees rated as exceptional. As a result, exceptional performers were able to receive higher compensation adjustments under this system.

HUMAN RESOURCES

- With the assistance of the Department of Information Technology, an enhanced web site containing job descriptions and position announcements was launched. Applicants can view expanded job descriptions, prepare applications online, and submit using email.
- To better manage the grievance process with expectations of a continued decline in the number of grievances advancing to the Personnel Board, Human Resources implemented enhanced intervention strategies. These strategies addressed problems at the supervisory level, achieved greater consistency in the review of grievances, and enhanced case preparation for grievances that advance to the Personnel Board, which has resulted in a higher success rate in Board rulings.
- With ever increasing benefits costs, healthcare program options were adjusted. The City also added wellness initiatives that resulted in single-digit premium increases when compared to general market increases in excess of 15%. This was accomplished while still maintaining quality plan features.
- Customer Service and Organizational Development continued to enhance call center productivity and has developed a plan for implementing call center management technology. The recommended technology will consolidate existing technology that is outdated and unsupported and will allow the City to utilize a call management system that will increase staff efficiency in responding to citizen inquiries and requests for service.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
HR Management	\$861,046	\$797,261	\$1,896,674	\$1,918,904
Recruitment, Selection & Retention	156,741	195,818	259,120	241,233
Benefits Administration	184,590	188,115	175,466	177,203
Employee Relations	288,577	208,306	210,624	212,351
Classification and Compensation	257,730	237,362	256,005	292,646
Administrative Support Services	198,698	150,737	131,813	133,183
Customer Service & Organizational Development	-	-	934,567	964,493
Total Program Expenditures	\$1,947,382	\$1,777,599	\$3,864,269	\$3,940,013

HUMAN RESOURCES

Agency Program Goals

HR Management

- The goal of the HR Management Program is to provide leadership, policy direction, and consulting to the department directors and HR managers to ensure consistency in the delivery of HR services, policies and programs; to assist the organization in effective decision-making; and to assist HR units and City departments in achieving their goals in a cost effective manner.

Recruitment, Selection & Retention

- The goal of the Recruitment, Selection & Retention Program is to provide effective and cost-efficient recruitment and selection consulting services to the organization to assist in the selection of employees capable of helping agencies meet their operational goals.

Benefits Administration

- The goal of the Benefits Administration Program is to develop, administer, and communicate health, life, and supplemental benefit programs to employees and retirees in order to provide a greater employee selection in benefits options and to provide a comprehensive and cost-effective benefits package to assist agencies in attracting and retaining competent employees.

Employee Relations

- The goal of the Employee Relations Program is to provide timely and comprehensive consultation, investigation, and resolution of grievances, disciplinary actions, and complaints to the organization so that actions comply with laws, regulations, and policies.

Classification and Compensation

- The goal of the Classification and Compensation Program is to design and administer classification, compensation, and performance evaluation systems that provide competitive and appropriate pay structures in order to improve employee performance as well as attract and retain the most qualified individuals for the organization.

Administrative Support Services

- The goal of the Administrative Support Services Program is to provide various administrative, financial, budgetary, and technical services in order to assist the department and organization with providing efficient and effective services.

Customer Service and Organizational Development

- The goal of of Customer Service and Organizational Development is to provide learning and educational opportunities for City employees, customers, interns, and friends, to become the City of Choice.

HUMAN RESOURCES

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Employee Relations</i>	<i>Percent of employee grievances resolved before passing from management control</i>	85.7%	73%	85%	85%	85%
<i>Benefits Administration</i>	<i>Percent of employees surveyed rating benefits as good or excellent</i>	53%	74%	80%	80%	80%
<i>Classification and Compensation</i>	<i>Percent of job classes evaluated annually and found to be within market</i>	93%	84%	90%	88%	90%
<i>Human Resource Management</i>	<i>Percent of clients surveyed that report being satisfied that HR helped them meet their goals and objectives</i>	76%	83%	80%	80%	80%
<i>Recruitment, Selection, and Retention</i>	<i>Percent of customers rating Recruitment and Selection services as good or excellent</i>	71%	N/A	80%	80%	80%
<i>Classification and Compensation</i>	<i>Percent of salary surveys completed within 30 days</i>	94%	52%	80%	85%	85%
<i>Customer Service and Organizational Development</i>	<i>Percent of positive change in behavior on the job as a result of performance-based course offerings</i>	67%	75%	70%	70%	70%
<i>Customer Service and Organizational Development</i>	<i>Percent of calls monitored with a rating of satisfactory or above</i>	93%	83%	95%	95%	95%

HUMAN SERVICES COMMISSION

Mission Statement

The mission of the Human Services Commission is to provide vision, leadership, expertise and advocacy for the Elderly and Disabled, Women, Youth, and the Human Relations Commission regarding issues that impact special populations in the City of Richmond. To that end, the Commission is charged by City Council with determining priorities for programs and service provisions for these special populations.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$334,713	\$380,134	\$416,093	\$423,278
Operating Expenses	235,352	835,096	344,576	370,457
Total Expenditures	570,065	1,215,230	760,669	793,735
Total Revenues	-	-	-	-
Net City Costs	\$570,065	\$1,215,230	\$760,669	\$793,735
Total Positions	5.70	6.00	6.00	6.00

Agency Highlights

Personnel

In August of 2004, City Administration approved a request by the Human Services Commission to recruit and hire one additional Community Services Representative to assist in enhancing core departmental programs. The position and funding became a part of the department's base in November of 2004 and is included in the agency's authorized personnel complement for FY2006 and FY2007.

This budget reflects the elimination of a vacant Human Services Administrator at a reduction of \$62,505 for FY2006 and FY2007.

Operating

The FY2006 and FY2007 budgets reflect a \$400,000 reduction in funding associated with the Summer Youth Employment Program.

HUMAN SERVICES COMMISSION

City Council Action By Amendment

This agency's budget was not amended by Council.

General Fund Budget By Program

<u>Agency Programs</u>	<u>Actual FY2004</u>	<u>Adopted FY2005</u>	<u>Adopted FY2006</u>	<u>Approved FY2007</u>
Administration	\$415,541	\$433,351	\$447,231	\$463,968
Advocacy	18,527	26,850	-	11,329
Youth	135,997	755,029	313,438	318,438
Total Program Expenditures	\$570,065	\$1,215,230	\$760,669	\$793,735

Agency Program Goals

Administration

- The goal of the Administration Program is to provide leadership, fiscal accountability and administrative oversight for department personnel and programs to accomplish planned outcomes.

Advocacy

- The goal of the Advocacy Program is to support and enhance existing programs that serve the Women, Elderly and Disabled, and the Human Relations Commission in the City of Richmond. The committees facilitate the creation of new programs, partnerships, and initiatives, and advise City Council on needs.

Youth

- The goal of the Youth Program is to support and enhance existing programs that serve youth in the City, facilitate the creation of new programs, partnerships, and initiatives, and advise City Council on the status and needs of youth in the City of Richmond.

HUMAN SERVICES COMMISSION

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Capital Improvement Plan	-	\$75,000	-	-
Special Fund	\$559,982	\$602,725	\$482,725	\$482,725

Please refer to the FY2006 Capital Plan or the Special Fund section in this document for details.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Youth Employment Program</i>	<i>Percent of increase in youth employment</i>	25%	24.6%	10%	10%	10%
<i>Youth Employment Program</i>	<i>Number of youth participating in Job Readiness Training</i>	785	900	1,600	1,500	1,500
<i>Youth Advisory Council</i>	<i>Number of annual forums hosted on youth, women, elderly/ disabled issues</i>	2	3	5	8	8
<i>Hickory Hill Community Center</i>	<i>Number of annual rentals - (In FY2005 the Center was transferred to the Dept. of Parks, Recreation & Community Facilities)</i>	N/A	45	N/A	N/A	N/A
<i>Advocacy</i>	<i>Number of projects completed through committees relating to public safety, youth employment, transportation accessibility, public health and conflict resolution</i>	4	15	10	6	6

INFORMATION TECHNOLOGY

Mission Statement

The mission of the Department of Information Technology is to provide, operate, and maintain a secure and stable infrastructure as the foundation of City automation, data communications and voice transmission; lead the development of application software to meet the evolutionary needs of client departments; provide cost effective client services within a performance envelope that meets user requirements; and to establish Citywide guidelines to maintain technological currency and provide direction for strategic change.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$6,244,491	\$6,545,709	\$7,068,720	\$7,087,573
Operating Expenses	4,202,188	3,743,962	3,623,243	3,764,344
Total Expenditures	10,446,677	10,289,671	10,691,963	10,851,917
Total Revenues	1,715,643	1,662,800	1,762,300	1,808,300
Net City Costs	\$8,731,034	\$8,626,871	\$8,929,663	\$9,043,617
Total Positions	83.00	85.00	85.00	85.00

Agency Highlights

Personnel

FY2006 and FY2007 personnel budget includes funding for 85 FTE's.

Operating

During FY2005 the Department of Information Technology (DIT), sustained water damage due to Tropical Storm Gaston. In FY2006 funding of \$85,000 has been added to cover the cost to replace the carpet, and in FY2007 funding of \$215,000 has been added to cover the cost to replace office cubicles.

The citywide Master Equipment Note, which funds specific technology needs, was removed from DIT and will now be funded in the agency that has the specific need. Equipment Note funding that was dedicated to DIT remained, but was moved to the Systems Engineering Program. In FY2006 additional Equipment Note funding of \$250,000 was added, \$170,000 to purchase Change Control and Auditing software, \$50,000 for a Web Monitoring product and \$30,000 to upgrade the OcTel Voice Mail System.

INFORMATION TECHNOLOGY

Revenue

The majority of the revenue for the Department of Information Technology is comprised of data processing services provided by Information Technology that enterprise and internal service funds reimburse the department. Other revenue containing telecommunication overhead charges and other fees. The estimated increase of \$99,500 for FY2006 and \$145,500 for FY2007 over the adopted FY2005 revenue, is mainly due to increases in the data processing services provided by the department.

City Council Action By Amendment

This agency's budget was not amended by Council.

Accomplishments - Total efficiency savings to date: \$702,899.

- Launched Internet sites for departments, i.e., Office of Emergency Management, Community Development, Voter Registration - Election Tabulation and Results, and real-time Traffic Accidents & Hazards.
- Designed and implemented a Frequently Asked Questions (FAQ) Warehouse.
- Provided a new election process to tabulate and post election results by precinct, districts and citywide votes for the Presidential, Council and Mayoral elections.
- Converted the Accounts Payable checks to use the laser check form eliminating the cost of using preprinted stock.
- Designed and migrated to a new system for Department of Public Utilities Capital Budget reporting.
- Developed an automated system to track and report on the gas transportation facilities in support of the inactive gas meter removal and service line abandonment program.
- Automated a process to automatically load property improvement building permits into Proval.
- Developed a report listing all fire incidents to alert the Assessor's Office of damaged property.
- Produced a new daily reconciliation tool for the Assessor's Office.
- Published an approved comprehensive citywide Automation Plan for 2004 - 2007.
- Installed new technologies including Virtual Machine (VM), SuSe Linux, z/OS, 64 bit operating systems.
- Implemented Storage Area Network (SAN) technology.
- Provided wireless network connectivity at the Main Library, remote print shop at the Greater Richmond Convention Center and Police 2nd Precinct.
- Established network connectivity for monitoring and controlling the HVAC systems at the Coliseum, Landmark Theater and other Parks Recreation & Community Facilities sites.
- Blocked an average of 491,000 SPAM messages on a per month basis, since July 2004 stopped an average of 82,000 virus infected files, and the email content filter rules triggered an average of 32,000 messages blocked.
- Relocated four major offices within City Hall and one outside facility, coordinated the installation of services for one City and one Federal agency, and converted one Key telephone system to ISDN services.
- Installed antennas for cellular service in the lower levels and coordinated the re-wiring of data closets within City Hall.

INFORMATION TECHNOLOGY

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Administration	\$901,667	\$829,560	\$1,067,103	\$1,212,034
Systems Engineering	2,959,086	3,216,819	3,238,990	3,263,722
Applications Development	3,416,417	3,569,047	3,875,632	3,886,356
Computer Operations	1,111,867	1,323,726	1,354,227	1,361,841
Master Equipment Note	1,778,679	1,006,348	-	-
Telecommunication and Network Team	278,961	344,171	1,156,011	1,127,964
Total Program Expenditures	\$10,446,677	\$10,289,671	\$10,691,963	\$10,851,917

Agency Program Goals

Administration

- The goal of the Administration Program is to provide leadership, fiscal accountability and administrative oversight for department personnel to accomplish planned outcomes.

Systems Engineering

- The goal of the Systems Engineering Program is the efficient and effective processing of all service requests according to the goals set forth in Information Technology's published performance standards.

Applications Development

- The goal of the Applications Development Program is the efficient and effective processing of all service requests according to the goals set forth in its published performance standards.

INFORMATION TECHNOLOGY

Computer Operations

- The goal of the Computer Operations Program is to provide uninterrupted access to databases for City organizations and departments so that all on-line transactions and batch jobs can be performed on the established schedules or as special requests.

Master Equipment Note

- The goal of the Master Equipment Note Program was to provide funding for citywide equipment purchases. All purchased equipment must have a minimum of a five-year life expectancy.

Telecommunication and Network Team

- The goal of the Telecommunications and Network Team Program is the efficient and effective processing of all service requests according to the goals set forth in its published performance standards.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Administration</i>	<i>Percent of program and departmental annual outcomes accomplished</i>	<i>91.5%</i>	<i>91.5%</i>	<i>90%</i>	<i>90%</i>	<i>90%</i>
<i>Systems Engineering</i>	<i>Percent of time all systems are operational</i>	<i>99.5%</i>	<i>99.81%</i>	<i>99%</i>	<i>99%</i>	<i>99%</i>
<i>Applications Development</i>	<i>Percent of systems developed and maintained in accordance with established performance standards</i>	<i>98%</i>	<i>96%</i>	<i>90%</i>	<i>90%</i>	<i>90%</i>
<i>Computer Operations</i>	<i>Percent of operational services delivered on schedule</i>	<i>99.8%</i>	<i>99.8%</i>	<i>99%</i>	<i>99%</i>	<i>99%</i>
<i>Telecommunications and Network Team</i>	<i>Percent of Uptime</i>	<i>99.9%</i>	<i>100%</i>	<i>99%</i>	<i>99%</i>	<i>99%</i>
<i>Systems Engineering</i>	<i>Percent of Effectiveness Measures met or exceeded for Help Desk Problem Calls</i>	<i>99%</i>	<i>99.33%</i>	<i>90%</i>	<i>90%</i>	<i>90%</i>
<i>Systems Engineering</i>	<i>Percent of Effectiveness Measures met or exceeded for Infrastructure Support</i>	<i>99%</i>	<i>99.91%</i>	<i>99%</i>	<i>99%</i>	<i>99%</i>

INFORMATION TECHNOLOGY

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Applications Development</i>	<i>Percent of Effectiveness Measures met or exceeded for Help Desk Problem Calls</i>	100%	99%	100%	100%	100%
<i>Applications Development</i>	<i>Percent of Effectiveness Measures met or exceeded for Work Order Requests</i>	95%	94%	95%	95%	95%
<i>Applications Development</i>	<i>Percent of Effectiveness Measures met or exceeded for Information Service Requests</i>	99.6%	95%	90%	90%	90%
<i>Computer Operations</i>	<i>Percent of Effectiveness Measures met or exceeded for Infrastructure Support</i>	99%	99.48%	99%	99%	99%
<i>Computer Operations</i>	<i>Percent of Effectiveness Measures met or exceeded for Help Desk Calls Dispatched</i>	99%	100%	99%	100%	100%
<i>Telecommunications and Network Team</i>	<i>Percent of Effectiveness Measures met or exceeded for Help Desk Problem Calls</i>	97%	91%	90%	90%	90%
<i>Telecommunications and Network Team</i>	<i>Percent of Effectiveness Measures met or exceeded for Work Order Requests</i>	94.65%	95.52%	90%	90%	90%
<i>Telecommunications and Network Team</i>	<i>Percent of Effectiveness Measures met or exceeded for Telecom Systems Infrastructure Support</i>	99%	100%	99%	99%	99%

INTERGOVERNMENTAL RELATIONS

Transition

The fiscal plan recognizes a transition in government from a City Council/City Manager method to a popular elected Mayor/City Council approach. The FY2006 and FY2007 budget for Intergovernmental Relations reflects a new vision of local government. The transition resulted in the elimination of this agency, however, some of the functions have been transferred to the Mayor's Office.

Mission Statement

The mission of the Office of Intergovernmental Relations was to represent the City and promote its best interests for all legislative concerns on the state and federal levels.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$158,207	\$157,716	-	-
Operating Expenses	60,930	92,731	-	-
Total Expenditures	219,137	250,447	-	-
Total Revenues	-	-	-	-
Net City Costs	\$219,137	\$250,447	-	-
Total Positions	2.00	2.00	0.00	0.00

Agency Highlights

Personnel

The functions of this agency have been transferred to the Mayor's Office. Both positions have been eliminated.

Operating

All of the operating funds from this agency have been transferred to the Mayor's Office.

INTERGOVERNMENTAL RELATIONS

City Council Action By Amendment

This agency's budget was not amended by Council.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Intergovernmental Relations	\$219,137	\$250,447	-	-
Total Program Expenditures	\$219,137	\$250,447	-	-

Agency Program Goals

Intergovernmental Relations

- The goal of the Office of Intergovernmental Relations was to increase understanding and support for the City of Richmond's legislative goals by its citizens, legislators and internal City departments.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Intergovernmental Relations</i>	<i>Percent of advocated legislation resulting in favorable action for the City at the State level</i>	80%	85%	85%	N/A	N/A
<i>Intergovernmental Relations</i>	<i>Number of legislators attending events</i>	60%	100%	100%	N/A	N/A
<i>Intergovernmental Relations</i>	<i>Legislation tracked during the General Assembly session affecting the City</i>	525 bills	750 bills	850 bills	N/A	N/A

JUDICIARY

Mission Statement

The mission of the Judiciary is to contribute to an orderly society by providing speedy and equitable justice to individuals charged with offenses against State and City laws, and by encouraging respect for law and the administration of justice.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	5,504,295	\$5,753,813	6,163,409	6,209,946
Operating Expenses	1,352,987	1,568,411	1,707,060	1,816,129
Total Expenditures	6,857,282	7,322,224	7,870,469	8,026,075
Total Revenues	7,648,104	7,708,894	8,428,055	8,524,306
Net City Costs	(\$790,822)	(\$386,670)	(\$557,586)	(\$498,231)
Total Positions	107.50	108.00	109.00	109.00

Agency Highlights

Personnel

The FY2006 and FY2007 personnel budget includes funding for 55 full-time positions in the Commonwealth Attorney's Office and 54 full-time positions in the Circuit Court's Office. One Paralegal position was added in the Commonwealth's Attorney's Office authorized by the State Compensation Board. A salary supplement of \$12,000 was added in FY2006 and FY2007 for four Circuit Court Law Clerks.

Operating

The FY2006 and FY2007 operating budgets include the following increases:

- Commonwealth Attorney's Office - Project Sentry Juvenile Exile Program for \$212,376 in FY2006 and \$218,748 in FY2007;
- Circuit Court - Restore Jury Fees Mandated by the Commonwealth of Virginia for \$100,000 in FY2006 and \$100,000 in FY2007;
- General District Court - Civil Division Security File Cabinets mandated by the State of Virginia for \$6,000 in FY2006 and \$6,000 in FY2007; and
- Adult Drug Court - Problem-Solving Initiative Federal Grant Matching Funds for \$50,000 in FY2006.

JUDICIARY

Revenues

Judiciary revenues are received and generated from the following sources:

- Commonwealth Attorney's Office-State Compensation Board FY2006 \$2,322,610; FY2007 \$2,368,861; and
- Court Fines and Fees for \$6,105,445 in FY2006 and \$6,155,445 in FY2007.

City Council Action By Amendment

The Commonwealth Attorney's FY2006 and FY2007 budgets were increased by \$100,000 for employee's salary supplements. The total approved salary supplement for the Commonwealth Attorney's Office is \$470,000.

Accomplishments

In calendar year 2004 alone, the Richmond Commonwealth's Attorney's office handled 11,394 felonies, many of them violent. Below, is a list of a few areas that reflect ways in which this office is protecting our communities and holding individuals accountable for their crimes. In 2004, the Richmond Commonwealth's Attorney's Office:

- Handled 11,394 felonies; Prosecuted 23% (94 of 413) of all homicides occurring in the State of Virginia; Achieved a 70% Circuit Court conviction rate for homicides; Successfully partnered with federal, state and regional law enforcement agencies on initiatives such as EXILE, the Multi-jurisdictional Grand Jury, the Child Abuse and Domestic Violence Fatality Review Team, and The Community Assisted Policing Unit (CAPS); and Participated in innovative solutions such as Drug Court.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Commonwealth Attorney	3,582,672	\$3,940,112	4,298,246	4,411,826
Special Magistrate	53,574	45,810	46,109	47,356
Circuit Courts	2,952,737	3,081,593	3,213,739	3,297,588
Criminal Court	21,926	34,271	34,495	35,428
Manchester Court	32,628	39,087	39,343	40,406
Traffic Court	65,099	75,553	76,047	78,103
Civil Court	80,844	78,477	84,990	87,125
Adult Drug Court	67,804	27,321	77,500	28,243
Total Program Expenditures	\$6,857,284	\$7,322,224	\$7,870,469	\$8,026,075

JUDICIARY

Agency Program Services

Commonwealth Attorney

- The Attorney for the Commonwealth investigates and prosecutes misdemeanor, traffic, and felony cases, as well as certain other violations.

Special Magistrate

- The Special Magistrate's Office issues warrants, subpoenas, and summonses in all criminal cases, and issues bonds for persons charged with felonies and misdemeanors.

Circuit Courts (John Marshall and Manchester Buildings)

- The Clerk of the Circuit Court ensures that all filings, recordings, practices and procedures of the Court are processed and maintained as prescribed by law. The Clerk is responsible for maintaining and reporting accurate and reliable information to judges, jurors, witnesses, lawyers, and law enforcement agencies as well as to the public.

General District Courts (Criminal, Manchester, Traffic, and Civil)

- The General District Courts are responsible for criminal cases and matters, traffic violations, matters of contract, tort, garnishment, landlord-tenant issues, and other matters within the jurisdiction of these courts.

Adult Drug Court

- The Richmond Adult Drug Court is an intensive, three-phased approach to substance abuse treatment that uses a team approach to providing supervision and intense monitoring of treatment services to defendants of the Circuit and General District Courts.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Capital Improvement Plan	-	\$3,000,000	\$12,674,000	-
Special Fund	\$2,561,050	\$3,870,185	\$3,895,493	\$3,689,178

Please refer to the FY2006 Capital Plan or the Special Fund section in this document for details.

JUSTICE SERVICES

Transition

This fiscal plan recognizes a transition in government from a City Council/City Manager method to a popular elected Mayor/City Council approach. The FY2006 and FY2007 budget for the Department of Justice Services reflects a new vision of local government. The Department of Justice Services will play a major role in developing, monitoring and enforcing Truancy programs for the City of Richmond. This budget reflects that change and transfers all truancy related activities and funding from Richmond Public Schools to the Department of Justice Services.

Mission Statement

The mission of the Richmond Department of Justice Services (formerly known as Juvenile Justice Services) is to promote public safety, reduce recidivism, prevent juvenile delinquency and adult criminal behavior through the provision of a continuum of services which promotes offender accountability and rehabilitation.

The department name change represents a renewed focus by the City to expand outreach programs for adult offenders and their families.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$4,561,062	\$4,689,130	\$5,623,931	\$5,780,632
Operating Expenses	1,147,423	1,055,578	967,243	887,855
Total Expenditures	5,708,485	5,744,708	6,591,174	6,668,487
Total Revenues	1,945,480	1,898,735	1,963,335	1,963,335
Net City Costs	\$3,763,005	\$3,845,973	\$4,627,839	\$4,705,152
Total Positions	97.00	98.75	102.25	102.25

JUSTICE SERVICES

Agency Highlights

Personnel

The proposed personnel budgets for FY2006 and FY2007 reflect the addition of \$502,174 to support enhancements for the Department of Justice Services:

- \$50,041 added to support a Licensed Clinical Social Worker (LCSW). The LCSW will provide specialized child therapy for select in-home clients.
- \$24,476 added to support the hiring of two part-time truancy workers.
- \$6,680 added to support one part-time position used to monitor delinquents in home, school and/or in the community.
- \$10,977 added to support adjustments in fringe benefits for part-time employees.
- \$410,000 transferred from Richmond Public School's general fund appropriation to support enhanced truancy-related programming. The funding will be used to recruit and hire up to 10 new FTEs in response to a call for enhanced truancy programming.

Operating

The proposed FY2006 operating budget of \$967,243 reflects the addition of \$306,738 to support programming for the Department of Justice Services:

- \$54,000 added to support the purchase of a 800MHZ radio system for the Juvenile Detention Center.
- \$50,000 added to support the emergency shelter; a safe haven for runaway youth or parents needing refuge.
- \$25,000 added to support a General Fund match requirement for Strengthening Families. This is the last year that the City is required to operate the Strengthening Families grant.
- \$177,738 added to support truancy related programming activities.

The proposed FY2007 operating budget of \$887,855 reflects the addition of \$227,738 to support programming for the Department of Justice Services:

- \$50,000 added to support the emergency shelter; a safe haven for runaway youth or parents needing refuge.
- \$177,738 added to support truancy related programming activities.

City Council Action By Amendment

This agency's budget was not amended by Council.

Accomplishments

- The department initiated a best practice prevention program (e.g., Strengthening Families) in collaboration with Faith Academy has served 60 families, 196 individuals with pre-and post-test data showing improvements in family functioning in four domains.
- The department's truancy officers initiated daily sweeps resulting in a 203% increase in the number of truants served, (495) over last school year.
- The Department of Justice Service's automated case management and tracking system won second place in national competition on technology and government. As a result of the technological improvements, Justice Services can track recidivism on all clients served and substantiate client outcomes on all client activity through the database.

JUSTICE SERVICES

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Administration	\$653,125	\$580,994	\$562,632	\$573,685
Criminal Justice Services	-	-	64,545	66,317
Juvenile Drug Court	-	-	52,425	54,197
Outreach Phase I	-	-	5,184	5,184
Parole Surveillance	-	-	71,011	72,574
Secure Detention Operations	3,443,868	3,532,335	3,723,490	3,778,379
Community Service	79,029	87,403	73,660	75,223
Residential Services	153,997	48,041	-	-
Specialized Services	35,077	32,948	32,947	32,947
Outreach Program	486,059	542,948	318,172	329,113
Intensive Supervision	47,845	129,214	134,427	137,553
Diversion Program	356,890	311,829	838,520	846,335
Therapeutic Day	11,172	111,492	52,041	52,041
Cultural Enrichment	22,434	17,555	-	-
Emergency Shelter	74,796	90,000	50,000	50,000
Family Support	313,835	234,949	533,847	515,103
Aftercare	30,358	25,000	78,273	79,836
Total Program Expenditures	\$5,708,485	\$5,744,708	\$6,591,174	\$6,668,487

JUSTICE SERVICES

Agency Program Goals

Administration

- The goal of the Administration program is to provide leadership, fiscal accountability, and administrative oversight for department personnel and programs to accomplish planned outcomes.

Criminal Justice Services

- The goal of the Criminal Justice Services program is to analysis criminal activities and increase public safety data coordination among relevant city agencies.

Juvenile Drug Court

- The goal of the Juvenile Drug Court program is to eliminate the use of drugs and to reduce criminal activity by juveniles in the community.

Parole Surveillance

- The goal of the Parole Surveillance program is to provide support to clients before the court so that they are provided tools to become more law abiding and socially acceptable in their behavior.

Outreach Phase I

- The goal of the Outreach Phase I program is to monitor and supervise juveniles on probation. Phase I provides an alternative to detention for those youth who fail to comply with the rules of probation.

Residential Services

- The goal of the Residential Services program is to provide residential care and treatment services for juveniles, who cannot be maintained in their homes due to continuous family conflicts, behavioral problem and psychological dysfunction; structure and treatment is provided with the goal of returning the juvenile home.

Secure Detention

- The goal of the Secure Detention program is to ensure public safety and provide a safe, secure and learning environment for juveniles waiting determination of guilt or innocence and/or sentencing so that the community and the juvenile are protected.

Community Service

- The goal of the Community Service program is to provide post-dispositional supervision for less serious offenders to deter future delinquency so that they have improved functioning in school, home, and the community.

JUSTICE SERVICES

Diversion

- The goal of the Diversion program is to provide multi-agency, individual, group, and family interventions to young people and their families so that they are diverted from the juvenile justice system, and so school attendance and family function are improved.

Therapeutic Day

- The goal of the Therapeutic Day program is to provide treatment and structured services in a non-residential setting for delinquent juveniles so that the juvenile will not be involved in criminal activities, and that school performance and community behavior improve.

In-Home Services

- The goal of the In-Home Services program is to provide intensive in-home counseling and case management to chronic and serious offenders and their families so that their needs can be met in the community, and placement in either the detention center or a state correctional center is avoided.

Aftercare

- The goal of the Aftercare program is to provide youth who transition out of intense, residential and /or home based services with educational and supportive groups and services that will assist them and their families with reintegration back into the community.

Outreach Program

- The goal of the Outreach program is to provide monitoring and supervision for juveniles before the court on delinquent charges so that they appear at their next court date without any new offenses or charges, and the detention home facility does not exceed its rated bed capacity.

Emergency Shelter

- The goal of the Emergency Shelter program is to provide emergency shelter as an alternative to secure confinement as a safe alternative for runaway youth or those parents needing respite.

Family Support

- The goal of the Family Support program is to provide specialized substance abuse groups, self esteem development and anger management for youth offenders and their families.

Residential Services

- The goal of the Residential Services program is to provide residential care and treatment services for juveniles who cannot be maintained in their homes due to continuous family conflicts, behavioral problems and psychological dysfunction so that they are provided the structure and treatment to return home as productive, law-abiding citizens.

Specialized Services

- The goal of the Specialized Services program is to provide clinical services for juveniles before the court so that they are provided tools to become more law abiding and socially acceptable in their behavior.

JUSTICE SERVICES

Volunteer Services/Cultural Enrichment

- The goal of the Volunteer Services/Cultural Enrichment program is to provide opportunities for juveniles that expose them to community volunteers and activities so that they may broaden their knowledge of leisure activities and learn how to make productive use of unstructured time.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Special Fund	\$547,195	\$1,901,790	\$1,387,923	\$796,215

Please refer to the Special Fund section in this document for details.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Community Monitoring</i>	<i>Percent of clients achieving 75 percent or more of their individualized treatment goals</i>	72%	75%	80%	80%	80%
<i>Community Service</i>	<i>Percent of clients who complete their court ordered service hours within prescribed timeframes</i>	89%	90%	90%	90%	90%
<i>In-Home Services</i>	<i>Percent of client families who attain 75 percent or more of their treatment goals</i>	74%	72%	75%	75%	75%
<i>Diversion services</i>	<i>Number of truant students who are returned to school with a service plan and follow-up support</i>	273	495	600	600	600
<i>Outreach</i>	<i>Percent of clients who attend their dispositional hearing with no new charges</i>	78%	71%	75%	75%	75%
<i>Secure Detention</i>	<i>Number of youth provided safe and secure housing while awaiting trial</i>	914	950	1,100	1,100	1,100

JUVENILE & DOMESTIC RELATIONS COURT

Mission Statement

The mission of the Juvenile and Domestic Relations Court is to restrain and protect wayward children by providing a program of supervision, rehabilitation, and detention when necessary. The Court will also attempt to resolve violations of law in family abuse cases where adults have been accused of child abuse or neglect, and criminal cases where the defendant and alleged victim are family or household members.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$88,130	\$100,652	\$110,622	\$111,188
Operating Expenses	255,054	262,649	306,764	395,873
Total Expenditures	343,184	363,301	417,386	507,061
Total Revenues	20,296	22,800	19,100	19,100
Net City Costs	\$322,888	\$340,501	\$398,286	\$487,961
Total Positions	2.00	2.00	2.00	2.00

Agency Highlights

Personnel

FY2006 and FY2007 personnel budget includes funding for 2 FTE's.

Operating

The FY2006 budget for this agency reflects the addition of \$51,710 to support Juvenile and Domestic Relations Court activities:

- \$32,000 to support IT infrastructure upgrades at the Oliver Hill Courts Building.
- \$ 8,710 to support a Smart Card Access control & monitoring system contract.
- \$ 7,500 to support one additional car from the City of Richmond's Fleet services.
- \$ 3,500 to support the purchase of a Defibrillator and training Court Staff and Sheriff Officers.

JUVENILE & DOMESTIC RELATIONS COURT

The FY2007 budget for this agency reflects the addition of \$131,500 to support Juvenile and Domestic Relations Court activities:

- \$100,000 to support the purchase of a Court Video Docket system.
- \$ 15,000 to support Court's filing system upgrades.
- \$ 9,000 to support the second year of the Smart Card Access control & monitoring system contract.
- \$ 7,500 to support one additional car from the City of Richmond's Fleet services.

City Council Action By Amendment

This agency's budget was not amended by Council.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Court Functions	\$154,716	\$155,645	\$212,222	\$296,061
Probation Services	117,037	136,297	127,158	131,000
Dispute Resolution/Mediation	71,431	71,359	78,006	80,000
Total Program Expenditures	\$343,184	\$363,301	\$417,386	\$507,061

Agency Program Goals

Relationship to Capital Improvement Plan (CIP)

- The proposed FY2006-FY2010 Capital Improvement Plan, provides \$336,744 in FY2006, for a combined project designed to improve security and safety in the Oliver Hill Courts and Department of Justice Services's detention facilities.

JUVENILE & DOMESTIC RELATIONS COURT

Court Functions

- The Clerk’s Office is the administrative arm of the court. The Clerk develops, implements, and administers procedures necessary for the efficient operation of the clerk’s office, keeps the records and accounts of the court, supervises non-judicial personnel, and discharges such other duties as may be prescribed by the judges.

Court Services Unit (Probation Services)

- The Court Services Unit serves the court and facilitates the rehabilitation or treatment of those who come before the court. Part of the State Department of Juvenile Justice, the Court Services Unit’s mission is to protect the public through a balanced approach of comprehensive services that prevent and reduce juvenile crime through partnerships with families, schools, the community, law enforcement, and other community agencies; while providing the opportunity for delinquent youth to become responsible and productive citizens.

Dispute Resolution/Mediation

- The goal of the Dispute Resolution Program is to provide mediation services to parties involved in custody, visitation, child support, and certain criminal and/or diverted cases, as well as to parents and children in conflict. Mediation provides an alternative resolution option to court so that a mutually acceptable solution to disputes may be reached. Services offered also include parent/child and victim/offender mediation.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Capital Improvement Plan	-	\$100,000	\$336,744	-
Special Fund	\$3,943	\$4,230	-	-

Please refer to the FY2006 Capital Plan or the Special Fund section in this document for details.

LIBRARY

Mission Statement

The mission of the Richmond Public Library is to enrich lives and expand opportunities for all citizens by promoting reading and the active use of cultural, intellectual, and informational resources through a dedication to excellence and professional service.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$3,678,359	\$3,653,258	\$3,916,071	\$3,933,720
Operating Expenses	838,476	856,899	1,071,463	1,176,535
Total Expenditures	4,516,835	4,510,157	4,987,534	5,110,255
Total Revenues	329,304	346,853	325,403	325,403
Net City Costs	\$4,187,531	\$4,163,304	\$4,662,131	\$4,784,852
Total Positions	88.90	84.54	82.55	82.55

Agency Highlights

Personnel

The FY2006 and FY2007 personnel budgets for this agency reflect the elimination of two vacant Assistant Director positions. Each Assistant Director position was budgeted at \$61,486 thereby resulting in a net reduction of \$122,972. Additionally, in FY2006 and FY2007, \$7,379 was added to support adjustments in fringe benefits for part-time employees.

Operating

The FY2006 and FY2007 operating budgets for this agency reflect the addition of \$250,000 in each fiscal year to support Library operations.

- \$150,000 per year to offset the projected loss of a Federal E-Rate telecommunication grant that supplemented internet and telephone expenditures in prior fiscal years.
- \$75,000 per year to assist in the replacement of 50 to 60 Personal Computer. This funding will allow the Public Library system to implement a computer replacement program.

LIBRARY

- \$ 25,000 per year was added to enhance a Homework Assistance program designed to help Richmond Public School students during after school hours.

City Council Action By Amendment

This agency's budget was not amended by Council.

Accomplishments

- In FY2004 patrons borrowed approximately 683,000 library materials and used an additional 131,755 in-house during their visits. Over 97,000 children's books were circulated and approximately 6,640 students were given homework assistance as the total number of library visitors for the year approached the 708,000 mark.
- With a \$15,000 grant from the United Way's Success by Six Initiative in FY2005, Richmond Public Library was able to enhance the programming on its cable Channel 45 with a new Books Alive Program, designed to promote reading and literacy.
- In October 2004, the Richmond Public Main Library completed a \$2.4 million renovation project, which was funded jointly by the City of Richmond and the Literary Legacy Fundraising Campaign. The Richmond Public Library received more than \$1 million in gifts and donations from local corporations and individuals. The Library was also the recipient of a \$300,000 challenge grant from the National Endowment for the Humanities during the Literary Legacy Fundraising campaign. All grant funds were expended during the renovation project.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Library Administration	\$414,631	\$399,034	\$403,209	\$404,254
Adult and Family Services	2,284,317	2,697,958	3,665,006	3,785,083
Children and Family Services	1,176,351	827,093	502,918	504,504
Youth and Family Services	580,578	382,011	290,646	290,652
City Records Center	66,251	163,997	67,693	67,693
Neighborhood Community Services	(5,293)	40,064	58,062	58,069
Total Program Expenditures	\$4,516,835	\$4,510,157	\$4,987,534	\$5,110,255

LIBRARY

Agency Program Goals

Library Administration

- The goal of the Administration Program is to provide leadership, fiscal accountability and administrative oversight to enable department personnel to accomplish planned outcomes.

Adult and Family Services

- The goal of the Adult and Family Services Program is to provide age-appropriate print and electronic information, and lifelong learning opportunities for the adult population (18 years and older) at nine locations to develop and/or enhance their knowledge and skills.

Children and Family Services

- The goal of the Children and Family Services Program is to provide age-appropriate print and electronic information and educational support to kids (0-11years) at nine locations, ranging from pre-school to primary school, to develop and/or enhance their knowledge and skills.

Neighborhood and Community Services

- The goal of the Neighborhood Community Services Program, at nine locations is to: serve as a community resource and information center; promote and support partnerships and collaborations with community organizations and the public; and encourage lifelong learning.

Youth and Family Services

- The goal of the Youth and Family Services Program is to provide age-appropriate print and electronic information and educational support to teens and young adults (12-21years) at nine locations, ranging from middle school to high school to college, to develop and/or enhance their knowledge and skills.

City Records Center

- The goal of the City Records Center Program is to provide safe storage for all city departmental records pending their eventual disposition as required by law.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Special Fund	\$935,907	\$1,262,675	\$552,400	\$552,400

Please refer to the Special Fund section in this document for details.

LIBRARY

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Adult and Family Services</i>	<i>Percent of users who consider Adult and Family Services a valuable program and an enhancement to the life-long learning process</i>	80%	80%	85%	80%	80%
<i>Children and Family Services</i>	<i>Percent of users who consider Children and Family Services a valuable program and an enhancement to the quality of education</i>	80%	80%	90%	85%	85%
<i>Neighborhood Community Services</i>	<i>Percent of citizens and users who consider Neighborhood Community Services a valuable program and an enhancement to the quality of life</i>	80%	80%	75%	80%	80%
<i>Youth and Family Services</i>	<i>Percent of patrons who consider the Youth and Family Services as valuable and an enhancement to their knowledge and skills</i>	80%	80%	80%	80%	80%
<i>Adult and Family Services</i>	<i>Number of visitors to the main library subject departments</i>	216,305	186,263	220,000	200,000	200,000
<i>Adult and Family Services</i>	<i>Number of students using after school library assistance</i>	6,880	6,640	11,500	8,000	8,000
<i>Children and Family Services</i>	<i>Number of children's books circulated</i>	217,672	97,464	215,000	125,000	125,000
<i>Children and Family Services</i>	<i>Number of patrons enrolled in the summer reading program</i>	1,650	1,534	1,500	1,600	1,600
<i>Neighborhood Community Services</i>	<i>Number of materials and information distributed to the community</i>	30,000	10,000	30,000	15,000	15,000
<i>Youth and Family Services</i>	<i>Number of youth enrolled in the summer reading program</i>	164	231	250	250	250
<i>Youth and Family Services</i>	<i>Number of students hired via the work study program</i>	12	12	12	12	12

MANAGEMENT SERVICES

Transition

The fiscal plan recognizes a transition in government from a City Council/City Manager method to a popular elected Mayor/City Council approach. The FY2006 and FY2007 budget for the Department of Management Services reflects a new vision of local government. The transition resulted in the elimination of this agency, however, some of the functions have been transferred to other agencies within the organization.

Mission Statement

The mission of the Department of Management Services was to provide departments with internal consulting services in performance measurement, process improvement, strategic planning, grants training, coordination and writing, and geographic information systems (GIS), aimed at transforming the City of Richmond into a customer-driven, high performance organization.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$992,854	\$986,962	-	-
Operating Expenses	610,138	360,824	-	-
Total Expenditures	1,602,992	1,347,786	-	-
Total Revenues	244,675	235,293	-	-
Net City Costs	\$1,358,317	\$1,112,493	-	-
Total Positions	14.00	13.00	0.00	0.00

Agency Highlights

Personnel

The Geographic Information Systems (GIS) Unit of four positions has been transferred to the Department of Public Works. The Grants Unit of two positions and three Management Analyst positions have been transferred to the Department of Budget and Strategic Planning. The remaining four positions have been eliminated.

MANAGEMENT SERVICES

Operating

Minimal operating funds have been included in the transfer of each the GIS Unit, the Grants Unit and the Management Analysts positions to the respective agencies. The remaining operating funds were eliminated.

Revenues

The revenue that was collected from the Geographic Information Systems is now reflected in the Department of Public Works.

City Council Action By Amendment

This agency's budget was not amended by Council.

General Fund Budget By Program

<u>Agency Programs</u>	<u>Actual FY2004</u>	<u>Adopted FY2005</u>	<u>Adopted FY2006</u>	<u>Approved FY2007</u>
Management Analysis	\$551,181	\$578,935	-	-
Grants Coordination	\$229,938	163,800	-	-
Geographic Information Systems	\$821,873	605,051	-	-
Total Program Expenditures	\$1,602,992	\$1,347,786	-	-

Agency Program Goals

Management Analysis

- The goal of Management Analysis Program was to assist departments in performance measurement, process improvement, and strategic planning so that overall organizational effectiveness was increased.

MANAGEMENT SERVICES

Grants

- The goal of the Grants Program was to provide grant-related resources, technical support, best practices and consulting for City departments, and to collaborate grant initiatives with outside city organizations in an attempt to further Richmond City's program.

Geographic Information Systems (GIS) Program

- The goal of the Geographic Information Systems Program was to incorporate technology into the GIS work processes and information strategies in order to increase cross-departmental data sharing and communication and to improve internal and external customer service efficiencies.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Management Analysis</i>	<i>Percent of customers who rate MSG services as good or excellent</i>	95%	88%	96%	N/A	N/A
<i>Grants</i>	<i>Percent of clients rating their satisfaction with Grants services as good or excellent</i>	100%	100%	95%	N/A	N/A
	<i>Percent increase in Grant applications awarded</i>	36%	-8.6%	12%	N/A	N/A
	<i>Percent increase in amount of dollars funded</i>	23%	7.5%	10%	N/A	N/A
	<i>Increase in amount of dollars funded</i>	\$13.4m	\$6.9m	\$7.9m	N/A	N/A
	<i>Number of grants funded</i>	151	138	189	N/A	N/A
<i>Geographic Information Systems (GIS)</i>	<i>Percent increase in the use of GIS for more effective management of the City</i>	170%	15%	15%	N/A	N/A
	<i>Number of desktop GIS users</i>	81	101	75	N/A	N/A
	<i>Percent of clients rating GIS services as good or excellent</i>	100%	100%	90%	N/A	N/A

MAYOR'S OFFICE

Mission Statement

With the implementation of the new form of government, the mission of the Mayor's Office has changed to provide leadership and vision in the administration and execution of policies, procedures and municipal priorities. The Mayor serves as the head of City government and formulates solutions to community problems. The Mayor is also responsible for directing the activities of the Chief Administrative Officer.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$309,018	\$283,878	\$1,037,927	\$1,038,963
Operating Expenses	93,591	99,582	235,092	237,387
Total Expenditures	402,609	383,460	1,273,019	1,276,350
Total Revenues	-	-	-	-
Net City Costs	\$402,609	\$383,460	\$1,273,019	\$1,276,350
Total Positions	4.00	4.00	11.00	11.00

Agency Highlights

Personnel

The budget for personnel services represents a reorganization with the implementation of the new form of government. Please refer to the Personnel Complement tab in the back of this document for position details.

Operating

The operating funds have increased to address the increase in personnel. Although the Intergovernmental Relations agency was eliminated, the functions have been transferred to the Mayor's office, which include the operating funds covering the City's participation in Virginia First Cities and other legislative and intergovernmental functions. Funding for FY2006 and FY2007 is now reflected in a single program, including the functions of international programs.

City Council Action By Amendment

This agency's budget was not amended by Council.

MAYOR'S OFFICE

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Mayor's Office	\$270,742	\$233,002	\$1,273,019	\$1,276,350
International Programs	131,867	150,458	-	-
Total Program Expenditures	\$402,609	\$383,460	\$1,273,019	\$1,276,350

Agency Program Goals

Mayor's Office

- The goal of the Mayor's Office Program is to provide leadership and vision to all City agencies and departments, develop a strategic plan, provide sound fiscal management, prepare the biennial fiscal plans, promote the City's relationship with other governmental bodies, execute policies and procedures, recommend solutions to community problems for City Council consideration and promote collaboration and consensus building on key issues and concerns.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
Mayor's Office	Percent of customers satisfied with overall service quality and delivery as measured by annual external surveys	N/A	TBD	85%	85%	85%
Mayor's Office	Number of rating agencies maintaining and/or upgrading City's bond rating	3	TBD	3	3	3
Mayor's Office	Percent of service requests responded to within the targeted time frame	80%	TBD	96%	96%	96%

NON - DEPARTMENTAL

The Non-Departmental budget includes funding for quasi-governmental and other non-departmental programs and activities that either span departments or are not department specific. This budget also includes funds for Tax Relief for the Elderly and Disabled and the Reserve for Contingencies.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$2,666,850	\$7,868,836	(\$8,823,799)	(\$7,131,160)
Operating Expenses	27,226,189	27,993,338	31,288,352	29,111,809
Total Expenditures	29,893,039	35,862,224	22,464,553	21,980,649

Agency Highlights

The Other Non Departmental Programs and Activities category includes those agencies and organizations which enhance the quality of life in the City of Richmond and the region. Reductions are proposed for a majority of the organizations in this group.

The Quasi-governmental category represents funding to state, local, and regional governments that provide services to the City of Richmond. Several of the agencies funded in this category reflect the City's contribution in regional efforts with the surrounding counties. This category includes funds for GRTC Transit System, Richmond Metropolitan Convention and Visitors Bureau (RMCVB), Richmond Ambulance Authority (RAA), salary adjustments for City employees, retiree healthcare, and any cross-agency budgets.

Proposed funding for GRTC is \$8,636,356 in FY2006 and FY2007. This amount includes \$200,000 each year for the Senior Rate Break and capital funds of \$840,000. The funding includes increases of \$100,000 and \$350,000 for operations. The Richmond Ambulance Authority is proposed for funding of \$3,450,000 in FY2006 and FY2007. This represents an increase of \$160,000. There is also a \$4,500,000 special reserve for Richmond Public Schools in FY2006.

The budget proposes \$3,700,000 in FY2006 and \$6,000,000 in FY2007 for compensation for City employees. The compensation package includes an average three percent performance-based pay adjustment for employees in FY2006 and FY2007. This amount is calculated to become effective on the first paycheck in November 2005 and November 2006. Personnel turnover is temporarily shown in this department at -\$4,003,483 and -\$3,676,254 in FY2006 and FY2007, respectively. This will allow for an approximate average of two percent turnover citywide.

City Council Action By Amendment

City Council amended the Non Departmental budget as follows:

NON - DEPARTMENTAL

Non Departmental Agency	FY2006 Amendment	FY2007 Amendment
ARC of Richmond	\$25,000	\$25,000
Arts and Cultural Funding Consortium	350,000	350,000
Boaz & Ruth	25,000	25,000
CDA (Community Development Authority)	650,000	650,000
Central Virginia Legal Aid	35,000	35,000
Clean and Safe Partnership	700,000	700,000
Daily Planet	25,000	25,000
East End Teen Center	25,000	25,000
Economic Development Consortium	1,200,000	1,200,000
Elegba Folklore Society	25,000	25,000
Extension Services	38,000	38,000
Family Advocacy Center	20,000	20,000
Fund Balance Appropriation	200,000	200,000
GRCCA (Great Richmond Convention Center Authority)	1,700,000	2,100,000
Greater Richmond Partnership	390,000	
Harris Community Health Center	100,000	100,000
Homeward	47,500	47,500
idea Stations	(37,510)	(37,510)
Marriott Parking	925,000	900,000
Maymont (formerly in Park, Recreation, and Community Facilities' budget)	300,000	300,000
Meals on Wheels	100,000	100,000
Offender Aid and Restoration	50,000	50,000
Old Manchester Debt (formerly Crestar)	2,747,635	2,747,635
Pay Adjustment Appropriation	(\$166,724)	
Peumansend Regional Jail		\$329,511

NON - DEPARTMENTAL

Non Departmental Agency	FY2006 Amendment	FY2007 Amendment
RBHA (Richmond Behavioral Health Authority)	1,450,000	1,450,000
R-CAP	150,000	150,000
Reimbursement to CIP Economic Development Fund	(300,000)	
Richmond Public Schools Special Reserve	(4,500,000)	
RRHA - Sixth Street Marketplace	750,000	
RRHA Property Maintenance and Insurance	125,000	75,000
Strive to Stay Alive	60,000	60,000
Virginia High Speed Rail	10,000	10,000
William Byrd Community Center	25,000	25,000
YMCA Teen Center Operations	20,000	20,000
Additional Efficiency & Turnover Savings To Be Allocated Among City Agencies	(11,880,682)	(13,173,350)
Total Non Departmental Amendments	(\$4,616,781)	(\$1,428,214)

NON - DEPARTMENTAL

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Quasi-governmental and Other Non Departmental Programs and Activities				
ACORN-Marketing Old Richmond	\$ 20,000	\$ 20,000	\$ -	\$ -
Airport Commission	11,500	12,000	12,000	12,000
Airport Commission/Chamber of Commerce				
Low Fare Local Match			100,000	100,000
ARC of Richmond	24,959	24,957	25,000	25,000
Arts and Cultural Funding Consortium	349,252	349,206	350,000	350,000
Bethel Community Services Inc.	19,989	19,989	-	-
Bilingual Staff	4,008	-	-	-
Boaz & Ruth	25,000	25,000	25,000	25,000
CAPS / Zero Tolerance Team	3,460	-	-	-
Carytown Parking	53,336	58,092	63,466	58,031
CASA	-	10,000	-	-
CDA	-	250,000	650,000	650,000
Central Virginia Legal Aid	14,968	14,966	35,000	35,000
Children's Museum	9,979	9,977	-	-
Circle Center Adult Day Services	25,000	-	-	-
citycelebrations	377,258	540,818	-	-
Citywide Comprehensive Strategy	-	1,500,000	632,505	-
Citywide Parking Study	24,390	-	-	-
Citywide Security Services	164,025	-	-	-
Clean and Safe Partnership	700,000	700,000	700,000	700,000
Communities in Schools of Richmond	47,398	47,392	-	-
Council for America's First Freedom	50,000	50,000	-	-
Daily Planet	24,947	24,943	25,000	25,000
Delmont Apartment Study	1,382	-	-	-
East End Teen Center	-	-	25,000	25,000
Economic Development Consortium	-	-	1,200,000	1,200,000
Education Initiative	-	25,000	-	-
Efficiency & Additional Turnover Savings			(15,884,165)	(16,849,605)
ElderHomes	44,904	-	-	-
Elegba Folklore Society	17,962	19,997	25,000	25,000
Employee Housing	-	50,000	-	-
Extension Services	38,433	38,429	38,000	38,000
Family Advocacy Center	22,452	22,449	20,000	20,000
Fulton Redevelopment Program (RRHA)	22,703	30,000	-	-
Fund Balance Appropriation	-	-	200,000	200,000
Genesis House	23,450	-	-	-
Gold Bowl	\$ 19,957	\$ 19,955	\$ -	\$ -

NON - DEPARTMENTAL

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Quasi-governmental and Other Non Departmental Programs and Activities (continued)				
GRCCA	\$ -	\$ -	\$ 1,700,000	\$ 2,100,000
Greater Richmond Partnership	390,000	390,000	390,000	-
Greater Richmond SCAN	4,989	4,989	-	-
GRTC Board	5,000	6,000	6,000	6,000
GRTC Equipment Note	734,216	721,881	840,000	840,000
GRTC Senior Rate Break	200,000	200,000	200,000	200,000
GRTC Transit Corporation	5,760,636	5,794,495	7,596,356	7,596,356
Harris Community Health Center	19,957	19,955	100,000	100,000
Health Insurance Premiums	6,896	-	-	-
Henricus Foundation	4,989	4,989	-	-
Homeward	47,149	47,143	47,500	47,500
idea Stations - City Council Meetings	52,985	52,977	25,000	25,000
J. Sargeant Reynolds Community College - Capital	-	153,001	-	-
J. Sargeant Reynolds Community College - Operations	44,287	44,287	54,764	54,764
James River Advisory Council (Task Force)	10,000	-	10,000	-
James River Development Corporation	16,621	16,621	16,621	16,621
Marriott Parking	1,117,850	925,000	925,000	900,000
Maymont	-	-	300,000	300,000
MBL - Business Enhancement Program	44,904	44,898	-	-
Meals on Wheels	142,398	142,392	100,000	100,000
Metro Richmond Sports Backers	9,979	9,977	-	-
Minority Youth Appreciation Society	37,470	37,465	-	-
NFBPA National Conf - Richmond VA	-	50,000	-	-
Offender Aid and Restoration	153,701	139,682	50,000	50,000
Old Manchester Debt	2,712,295	2,686,625	2,747,635	2,747,635
Pay Adjustment	723,891	4,036,103	3,533,276	6,000,000
Peumansend Regional Jail	1,308,473	1,304,218	1,391,481	329,511
Project Community	2,500	2,500	-	-
RBHA	1,450,000	1,450,000	1,450,000	1,450,000
R-CAP	162,733	172,216	150,000	150,000
READ Center	17,962	17,959	-	-
REDC - Micro Enterprise Loan Program	80,000	80,000	-	-
Reimbursement to CIP Econ Dev Fund	-	666,667	366,667	666,666
Retiree Health Care	2,608,699	3,938,852	3,527,090	3,718,445
Retirement Liability Acct for Non-City	58,151	-	-	-
Richmond Ambulance Authority	\$ 3,290,000	\$ 3,290,000	\$ 3,450,000	\$ 3,450,000

NON - DEPARTMENTAL

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Quasi-governmental and Other Non Departmental Programs and Activities (continued)				
Richmond Forum	\$ 17,962	\$ 17,959	\$ -	\$ -
Richmond Region 2007 Celebration	-	200,000	-	-
Richmond Regional Planning District	115,800	115,680	117,074	120,000
Richmond Riverfront Corporation	180,000	180,000	-	-
Ride Finders	7,484	7,483	7,500	7,500
River District Alliance	75,000	150,000	-	-
RMA Expressway Deck	571,917	827,468	881,626	945,208
RMA Stadium Capital	25,000	25,000	-	-
RMA Stadium Operating	220,489	219,535	83,467	83,467
RMCVB - Richmond Metropolitan Convention and Visitors Bureau	783,800	848,507	913,215	894,564
RRHA - Sixth Street Marketplace	2,255,108	750,000	750,000	-
RRHA Property Maintenance and Insurance	-	122,100	125,000	75,000
Senior Connections	30,934	30,930	52,475	52,985
Shockoe Slip Parking Validation Pgm	75,000	-	-	-
Strive to Stay Alive	26,942	26,939	60,000	60,000
Technology and Training	10	-	-	-
Traffic Calming Study	33,692	-	-	-
Tredegar Civil War National Center	100,000	-	-	-
Va. High Speed Rail	9,979	9,977	10,000	10,000
William Byrd Community Center	-	-	25,000	25,000
YMCA Teen Center Operation	5,000	15,000	20,000	20,000
Youth Matters	24,947	24,943	-	-
Total Quasi-governmental and Other Non Departmental Programs and Activities	27,918,506	33,885,583	20,264,553	19,780,648
Reserve for Contingency	289,648	200,000	200,000	200,000
Tax Relief - Elderly/Disabled	1,684,885	1,776,641	2,000,000	2,000,000
Total Non-Departmental	\$ 29,893,039	\$ 35,862,224	\$ 22,464,553	\$ 21,980,648

NON - DEPARTMENTAL

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
RMCVB - Richmond Metropolitan				
Convention and Visitors Bureau	783,800	848,507	913,215	894,564
RRHA - Sixth Street Marketplace	2,255,108	750,000	750,000	-
RRHA Property Maintenance and Insurance	-	122,100	125,000	75,000
Senior Connections	30,934	30,930	52,475	52,985
Shockoe Slip Parking Validation Pgm	75,000	-	-	-
Strive to Stay Alive	26,942	26,939	60,000	60,000
Technology and Training	10	-	-	-
Traffic Calming Study	33,692	-	-	-
Tredegar Civil War National Center	100,000	-	-	-
Va. High Speed Rail	9,979	9,977	10,000	10,000
William Byrd Community Center	-	-	25,000	25,000
YMCA Teen Center Operation	5,000	15,000	20,000	20,000
Youth Matters	24,947	24,943	-	-
Total Quasi-governmental and Other Non Departmental Programs and Activities	27,918,506	33,885,583	20,264,553	19,780,648
Reserve for Contingency	289,648	200,000	200,000	200,000
Tax Relief - Elderly/Disabled	1,684,885	1,776,641	2,000,000	2,000,000
Total Non-Departmental	\$ 29,893,039	\$ 35,862,224	\$ 22,464,553	\$ 21,980,648

PARKS, RECREATION & COMMUNITY FACILITIES

Mission Statement

The mission of the Department of Parks, Recreation, and Community Facilities is to promote appreciation of and participation in Richmond's unique parks, recreation and other life enhancing facilities.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$11,386,651	\$12,885,725	\$10,404,718	\$10,493,958
Operating Expenses	8,332,847	6,248,304	3,574,466	3,892,490
Total Expenditures	19,719,498	19,134,029	13,979,184	14,386,448
Total Revenues	181,201	171,488	216,200	216,200
Net City Costs	\$19,538,297	\$18,962,541	\$13,762,984	\$14,170,248
Total Positions	284.00	317.83	229.43	229.43

Agency Highlights

During FY2005, sections of the department were transferred to the Department of Public Works. The entire programs of Vegetation Control and Urban Forestry were moved, along with a portion of the Parks Maintenance program. It was noted that with the split of Parks Maintenance, some of the funding changes would not be as easily identified nor costed until the biennial cycle for FY2006 and FY2007. The Hickory Hill Community Center was also transferred from the Human Services Commission during FY2005.

The proposed biennial budget includes several target reductions with minimal impact on programs and maintenance services. However, many of the reductions will result in contracted programs being amended or eliminated. Among them are: the MEAC Basketball Tournament; the Colonial Athletic Association (CAA) Basketball Tournament; and Maymont. The Boys & Girls Club contract was amended to include a sixth location, and \$65,000 is proposed to cover the increased cost. The department continues to maintain responsibility for overseeing the Coliseum contract with SMG, Inc.

Beginning in FY2006 due to their unique nature, three components of the General Recreation program will become separate programs: Special Recreation Services, James River Parks, and the After School Program. The proposed budget reflects this change. In addition, the proposed funding for James River Parks includes an additional \$80,000 for maintenance enhancements. For FY2006 and FY2007, additional funding of \$38,114 and \$37,888, respectively, is proposed for additional programming at the Hickory Hill Community Center.

PARKS, RECREATION & COMMUNITY FACILITIES

Personnel

The FY2006 and FY2007 budgets include funding for 229.43 positions for the department. The significant decrease in positions is due to the transfer of 88 positions to the Department of Public Works. Those positions were associated with the following transferred programs: Urban Forestry, Vegetation Control, and portions of Parks Maintenance. Two additional positions were added with the transfer of the Hickory Hill Community Center. This budget also proposes adding 1.5 positions to the James River Park program for enhanced maintenance. This budget also proposes eliminating five part-time positions due to efficiencies in programming and one full-time position that was on loan to the Mayor's Office.

Operating

The agency continues to have operating funds for the Coliseum (managed by SMG), Boys & Girls Club, and other external entities. Of note is the elimination of funding for Maymont, which represents a decrease of \$300,000 and the MEAC Basketball Tournament, which represents a net reduction of \$145,000.

City Council Action By Amendment

City Council amended this agency's budget by adding \$130,000 in FY2006 and FY2007 to provide funds for enhanced recreation programming at the Armstrong High School facility.

Revenue

Several fee changes are proposed as a part of this fiscal plan. These increases are consistent with the increased costs of maintenance and replacement of recreational items. Overall, the proposed revenue increase totals \$44,712 attributed in large part to general property rentals. A portion of this department's revenue had previously been inadvertently recognized in the special fund.

Accomplishments

- The department oversaw the completion of a \$7.1 million renovation of the Richmond Coliseum, including new seating, club lounge, scoreboard, sound system, lighting, basketball court, luxury suites, and improved restrooms and concession areas. In addition, new Ice Hockey and Arena Football teams for the Coliseum have been secured.
- The After School Program completed the licensing of all after-school program sites at 19 elementary schools serving 800 children.
- A total of 1,500 youth were registered in the 10-week long "Great Escape" summer program. This day-long, weekday program entailed structured activities at various recreation sites. A typical day may include arts and crafts, recreation, cultural arts, athletics, guest speakers, field trips, swimming, and reading. In addition, breakfast and lunch was provided through the USDA food program.
- Through the federally-funded USDA "Summer Meals for Kids" program, 317,229 free meals were served to youth during the summer of 2004. This program also employs approximately 50 seasonal employees.

PARKS, RECREATION & COMMUNITY FACILITIES

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Administration	\$1,874,913	\$2,045,934	\$1,412,657	\$1,419,662
Park Maintenance	3,262,710	4,540,833	1,893,121	2,007,894
Infrastructure Maintenance	1,351,951	1,413,407	1,386,629	1,423,760
Hickory Hill Community Center	-	-	177,443	178,107
Vegetation Control	404,448	484,299	-	-
Parks Permits Scheduling	160,124	162,674	177,590	178,867
Urban Forestry	4,940,163	2,659,036	-	-
Special Recreation Services	-	-	1,881,820	1,890,955
General Recreation	6,931,567	7,067,254	4,178,390	4,394,816
James River Parks	-	-	254,580	266,748
After School Program	-	-	1,810,828	1,813,539
Marketing	149,232	169,447	176,603	177,296
Cultural Arts	644,391	591,145	629,523	634,804
Total Program Expenditures	\$19,719,499	\$19,134,029	\$13,979,184	\$14,386,448

Agency Program Goals

Administration

- The goal of the Administration Program is to provide leadership, fiscal accountability and administrative oversight to enable department personnel to accomplish planned outcomes.

PARKS, RECREATION & COMMUNITY FACILITIES

Park Maintenance

- The goal of the Park Maintenance Program is to provide attractive, well-maintained and safe green spaces and park amenities for public use so that health, safety and aesthetics are enhanced. A portion of this program was transferred to the Department of Public Works.

Infrastructure Maintenance

- The goal of the Infrastructure Maintenance Program is to provide systematic facilities maintenance that improves the department's facilities in order that the department's infrastructure is maintained or enhanced.

Hickory Hill Cultural Center

- The goal of the Hickory Hill Cultural Center is to provide service and support to youth, adults and seniors in programming, cultural, athletics, camps, special events and special initiatives so that citizens can have access to high-quality activities that enhance skill development, promote social enjoyment and provide opportunities for a healthy lifestyle.

Vegetation Control

- The goal of the Vegetation Control Program was to control vegetation as defined by the city code within the department's jurisdiction to promote health, safety and aesthetics of Richmond citizens and property. This program was entirely transferred to the Department of Public Works.

Parks Permits and Scheduling

- The goal of the Parks Permits and Scheduling Program is to provide booking, scheduling and event coordination services for the department and citizens using department facilities and equipment, so they may enjoy the amenities within the Park and Recreation system.

Urban Forestry

- The goal of the Urban Forestry Program was to provide maintenance to all City-owned trees thereby ensuring safe and healthy trees. This program was transferred to the Department of Public Works in its entirety.

Special Recreation Services

- The goal of the Special Recreation Services Program is to provide comprehensive athletic, aquatic, senior citizen service, camps and special events and programs to citizens of the Richmond metropolitan area so that people can participate in high-quality activities that enhance skill development and promote social interaction.

General Recreation

- The goal of the General Recreation Program is to provide service and support to youth, adults and seniors citywide in athletics, aquatics, programming, camps, and special initiatives so that citizens can

PARKS, RECREATION & COMMUNITY FACILITIES

have access to high-quality activities that enhance skill development, promote social enjoyment and provide opportunities for a healthy lifestyle.

James River Parks

- The goal of the James River Parks Program is to provide attractive, well-maintained and safe green spaces and park amenities for public use so that health, safety and aesthetics are enhanced along the James River Park system.

After School Program

- The goal of the After School Program is to provide K-8th grade youth with the opportunity to participate in a safe and structured after school program in order to promote children's success in reading, enhance Standards of Learning scores, promote positive character development, and educate youth in construct use of leisure.

Marketing

- The goal of the Marketing Program is to make citizens aware of and encourage participation in the Department's various services and events through disseminating information via diverse communication outlets so that citizens can avail themselves of the Department's activities and programs.

Cultural Arts

- The goal of the Cultural Arts Program is to provide comprehensive arts activities to citizens of the Richmond metropolitan area so that people can participate in high quality arts programs and entertainment through competitive pricing.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Capital Improvement Plan	\$2,825,000	\$2,905,000	\$2,121,479	\$1,100,000
Special Fund	\$1,309,836	\$3,263,000	\$3,603,346	\$3,554,000
Enterprise Fund (excludes Public Utilities)	\$2,703,709	\$2,498,044	\$2,377,210	\$2,412,661

Please refer to the FY2006 Capital Plan or the Special/Other Fund section in this document for details.

PARKS, RECREATION & COMMUNITY FACILITIES

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Administration</i>	<i>Percent of departmental and administration annual outcomes accomplished</i>	75%	75%	80%	85%	85%
<i>Park Maintenance</i>	<i>Percent of customers who rate parks maintenance as good to excellent</i>	75%	75%	80%	85%	85%
<i>Infrastructure Maintenance</i>	<i>Percent of parks infrastructure rated in satisfactory condition</i>	75%	75%	80%	85%	85%
<i>Hickory Hill Community Center</i>	<i>Percent of customers rating programs and amenities at the center as good or excellent</i>	NA	NA	NA	85%	85%
<i>Vegetation Control</i>	<i>Percent of vegetation control responsibilities maintained per the provisions of the City Code</i>	75%	75%	NA	NA	NA
<i>Parks Permits and Scheduling</i>	<i>Percent of customers who rate the park permits and scheduling office's services as good to excellent</i>	75%	75%	80%	85%	85%
<i>Urban Forestry</i>	<i>Percent of trees rated in healthy condition</i>	NA	NA	NA	NA	NA
<i>Urban Forestry</i>	<i>Percent reduction in claims related to trees</i>	NA	NA	NA	NA	NA
<i>Special Recreation Services</i>	<i>Percent of participants rating recreation programs as good or excellent</i>	NA	NA	NA	85%	85%
<i>General Recreation</i>	<i>Percent of participants rating recreation programs as good or excellent</i>	75%	75%	80%	85%	85%
<i>James River Parks</i>	<i>Percent of customers who rate James River Park maintenance and amenities as good-to-excellent</i>	NA	NA	NA	85%	85%

PARKS, RECREATION & COMMUNITY FACILITIES

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>After School Program</i>	<i>Percent of customers who rate the program as good-to-excellent in promoting positive character development and the constructive use of leisure</i>	<i>NA</i>	<i>NA</i>	<i>NA</i>	<i>85%</i>	<i>85%</i>
<i>Marketing</i>	<i>Percent of customers who rate department communications as good to excellent</i>	<i>75%</i>	<i>75%</i>	<i>80%</i>	<i>85%</i>	<i>85%</i>
<i>Cultural Arts</i>	<i>Percent of cultural program participants rating the service as good or excellent</i>	<i>75%</i>	<i>75%</i>	<i>80%</i>	<i>85%</i>	<i>85%</i>

POLICE

Mission Statement

The mission of the Police Department is to recognize that citizen involvement is the cornerstone of community policing. We dedicate ourselves to becoming part of the community by way of improved communication and access, mutual setting of goals and priorities, and a shared commitment to the crime prevention responsibility. We seek to improve the quality of life for all residents of Richmond through a proactive team approach to timely, innovative intervention in community problems. We will be the catalyst for positive social change through persistent, personalized and cost-effective application of public safety resources. We recognize and value the diverse and unique contributions made by both citizens and employees alike to the common goal of excellence in public safety.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$51,451,764	\$49,660,126	\$56,400,113	\$58,179,158
Operating Expenses	8,532,336	6,979,079	8,387,493	9,638,188
Total Expenditures	59,984,099	56,639,205	64,787,606	67,817,346
Total Revenues	101,325	107,000	107,000	107,000
Net City Costs	\$59,882,774	\$56,532,205	\$64,680,606	\$67,710,346
Total Positions	821.50	821.50	832.50	867.50

Agency Highlights

Personnel

The FY2006 and FY2007 personnel budget includes funding for 817.5 full-time equivalents. The FY2006 personnel budget includes an additional 30 sworn police officer positions (or 15 FTEs) funded at one-half of a year's funding for \$728,070, and the FY2007 budget includes full-year funding for 50 new sworn officers for \$1,456,140. The FY2006 and FY2007 personnel budgets were increased by one sworn position and decreased by the following five civilian positions: one grant position (funding was transferred out to the Central Grants Unit located in Budget & Strategic Planning); two Human Resource positions (associated funding was transferred out to the Human Resources Department); and two positions (eliminated per the Agency's request): one Property Evidence Technician and one Administrative Project Analyst. An additional \$800,000 was allocated for police overtime initiatives and \$122,400 was added for additional FICA adjustments for FY2006 and FY2007 budgets.

POLICE

Operating

The FY2006 and FY2007 operating budgets include funding for 30 newly equipped, marked police vehicles annual lease expenses from the City's Enterprise Fleet Operations for \$447,450 in FY2006 and \$264,450 in FY2007. In FY2006 \$98,490 was added to support 30 new officer uniforms, equipment, and training expenses. An additional \$22,500 was added in FY2007 for new officer uniforms only. Funding of \$171,253 was added in FY2006 and \$342,506 in FY2007 to support the required matching funding for the COPS in Schools Grant for five police officers for security in Richmond Public School Systems.

Revenue

The FY2006 and FY2007 revenue budget plans to generate \$107,000 for the following charges: regulated business permits, \$12,000; police record check charges, \$61,000; police applicant fees, \$25,000; and other miscellaneous revenues, \$9,000.

City Council Action By Amendment

This agency's budget was not amended by Council.

Accomplishments

- **Records Management System Implementation:** Richmond Police began using a new Records Management System PISTOL. This system helps collect crime information more efficiently and make it readily available to Police Officers and Investigative teams.
- **Operations Stop Shot:** Summer partnership with Virginia State Police. The results included the recovery of 161 firearms. Police made 243 felony arrests and 369 misdemeanor arrests. Police executed 265 warrants. They recovered 39 stolen cars and seized almost \$39,000. Police also seized 440 grams of crack cocaine and more than 5 pounds of marijuana. Police made close to 9,000 citizen contacts.
- **International Association of Chiefs of Police (IACP) Community Policing Award:** For the second consecutive year, the Richmond Police Department has been recognized by the IACP for its community policing efforts. This year it was for CAPS, or Community Assisted Public Safety program, which, helps to improve the quality of life in city neighborhoods by eliminating blight and public safety concerns on vacant, abandoned, and neglected properties.
- **COPS Grant:** The Richmond Police Department was awarded a \$525,000 grant by the COPS office. The monies will be used to fund 7 additional police officer positions.
- **Asian Academy:** To meet the needs of the city's growing Asian population, the Department hosted its first Asian Academy. It consisted of eight three-hour classes held once a week.
- **Chaplains Program:** The program was established using a value-based grant from the Department of Justice. The chaplains provide assistance to the community and respond to "tragic and difficult situations" in the community.
- **Violent Crime Reduction Initiative:** This initiative consists of a five-prong approach, including weapons interdiction, narcotics interdiction, robbery reduction initiative, youth intervention and prevention (includes Operation Bed check, a curfew initiative), community involvement and crime prevention. Partners include Virginia State Police, U.S. Attorney, U.S. Marshal, Commonwealth's Attorney, DEA, RRHA, ATF, Juvenile Justice Services, Richmond Public Schools, Probation and Parole.
- **Police Recruits:** In the month of February, the Department graduated 43 police recruits between two police recruit classes and its first Lateral Transfer Academy.
- **Expansion of the Neighborhood Watch Program:** Richmond Police Department in an effort to reestablish the Neighborhood Watch Programs has 142 identified locations of which 78 are active and 64 are pending.
- **Permanent Shifts:** The Department implemented permanent shifts, officers working day shift or evening shift, enhancing citizens knowledge of their police officers.
- **EXILE Campaign:** The City of Richmond created a new partnership with our corporate community and Project Safe Neighborhood to unveil a new marketing strategy aimed at at-risk offenders of firearm violations.
- **Walking Patrols:** Walking Patrols implemented, one way in which officers are better able to know their beats.

POLICE

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Special Services	\$6,233,031	\$4,776,350	-	-
Police Administration	3,007,004	2,102,180	-	-
Investigative Operations	9,739,111	9,632,090	-	-
Training & Development	2,874,934	2,301,110	-	-
Planning & Personal	120,012	198,750	-	-
Records & Technology	645,203	742,367	-	-
Patrol Operations	25,293,354	25,811,595	-	-
Financial Management	11,194,239	10,380,284	-	-
Emergency Communications	188,835	170,026	-	-
Administrative Services	147,920	\$29,350	-	-
Customer Service Zone East	13,226	13,150	-	-
Customer Service Zone South	14,094	16,400	-	-
Customer Service Zone North	17,103	16,600	-	-
Customer Service Central	111,899	117,799	-	-
Organized Crime	220,671	227,500	-	-
Tactical Response Program	148,864	55,054	-	-
Administration	14,599	48,600	-	-

POLICE

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
<i>The Richmond Police Department reorganized their programs into the following services:</i>				
Financial Management	-	-	12,897,190	13,868,598
Community Service	-	-	6,577,369	6,699,175
Chief of Police	-	-	\$3,240,685	\$3,224,950
Support Services	-	-	11,030,607	11,045,417
Area I	-	-	28,638,093	30,476,532
Area II	-	-	55,256	86,150
Police Administration	-	-	2,348,406	2,416,524
Total Program Expenditures	\$59,984,099	\$56,639,205	\$64,787,606	\$67,817,346

Agency Program Goals

Financial Management

- The goal of Financial Management Services develops and provides fiscal oversight, property management, and personnel services to internal and external organizations to ensure operational effectiveness and efficiency within the Department. It also ensures the Department is in compliance with governmental financial controls.

Community Services

- The goal of Community and Youth Program provides specialized Citizen Crime Prevention Academies targeting members of Neighborhood Watch Programs and also seniors in the community. The goal is to improve the quality of life for youth and seniors within our community and enhance the overall livability of the neighborhoods. In addition, this area oversees the CAPS program, which targets quality of life issues throughout the City.

Chief of Police

- The goal of Office of the Chief of Police provides leadership to Police Department personnel, conducts internal investigations, personnel and facilities inspections and provides customer service to the community and the media. It is our goal to maintain safe and healthy communities through partnerships with the citizens, local businesses, other governmental agencies, and the youth within our city by using a community based approach.

POLICE

Support Services

- The goal of Support Services provides investigative follow-up of reported major crimes and other selected offenses committed in the City of Richmond so that the citizens of and visitors to the City feel reasonably secure in their homes and neighborhoods. In addition Support Services conducts investigations into acts of prostitution, narcotics trafficking, gang activity, and other vice offenses on behalf of the citizens as well as the Special Events section which includes the Mounted, Traffic and K-9 units.

Administration Services

- The goal of Administration Services provides executive leadership and management support for key support functions of the Department. Policy, planning, research, and technical support are provided so that the Department has sound and legally defensible policies and procedures. Administration Services also maintains the Department's law enforcement accredited status, provides wire line and wireless E-911 services, VCIN/NCIC services, radio dispatch, and regional 800 MHz radio coordination

Areas I & II

- The goal of Areas 1 and 2 is to provide the City of Richmond with 24-hour police coverage, response to citizens' calls for service, investigation of property crimes, enforcement of the laws, and maintaining safe, healthy and secure communities in which we live. Officers in the areas also enhance partnerships within both businesses and citizens and foster a relationship with the youth throughout the City. Area 1 includes First and Second Precincts, encompassing the south and eastern areas of the City. Area 2 consists of Third and Fourth Precincts, encompassing the north and western areas of the City.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Special Fund	\$6,204,817	\$6,281,089	\$5,387,103	\$4,282,006

Please refer to the Special Fund section in this document for details.

POLICE

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Personnel</i>	<i>Reduce RPD's vacancy rate to 10% annually</i>	9%	1%	5%	5%	5%
<i>Detective Services</i>	<i>Percent of cases cleared</i>	N/A	77%	80%	80%	80%
<i>Financial Management</i>	<i>Percent of all departmental organizations ending the fiscal year in a balance position</i>	84%	88%	90%	100%	100%
<i>Records and Technology</i>	<i>Percent of data available to officers, staff, and public within 24 hours</i>	N/A	99%	95%	100%	100%
<i>Planning and Accreditation</i>	<i>Percent of applicable Accreditation Standards complied with through department policies and proofs of compliance</i>	N/A	100%	100%	100%	100%
<i>Division of Emergency Communications (DEC)</i>	<i>Percent of all E-911 calls answered within 12 seconds and the appropriate response rendered</i>	N/A	89%	95%	95%	95%
<i>Training</i>	<i>Number of training class hours officers attend during a fiscal year</i>	1,100	1,300	1,300	1,300	1,300
<i>Field Services</i>	<i>Percent of all Emergency calls for service that are responded to within 7 minutes</i>	N/A	96%	100%	100%	100%

PRESS SECRETARY'S OFFICE

Mission Statement

The Office of Communications, Media Relations and Marketing has been changed to Office of the Press Secretary. The mission of the Office of the Press Secretary is to increase citizen interest and participation in City of Richmond government and to make the public aware of services and programs available to them.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$453,178	\$533,530	\$476,555	\$478,678
Operating Expenses	160,660	154,746	151,605	168,210
Total Expenditures	613,839	688,276	628,160	646,888
Total Revenues	-	-	-	-
Net City Costs	\$613,839	\$688,276	\$628,160	\$646,888
Total Positions	7.00	8.50	7.00	7.00

Agency Highlights

Personnel

The Adopted FY2005 personnel budget included an additional Public Information Officer and a part-time Public Information Officer. During FY2005 the Public Information Officer was transferred to the City Council and City Clerk's budget. Additionally, during FY2005 the part-time Public Information Officer was upgraded to full-time. Funding for the FY2006 and FY2007 personnel budget also reflects the elimination of a Marketing Specialist position.

Operating

The operating budget was reduced slightly due to the reduction of the Public Information Officer positions, otherwise funding remained constant to cover all normal operating expenses.

City Council Action By Amendment

This agency's budget was not amended by Council.

PRESS SECRETARY'S OFFICE

Accomplishments

- Assisted executive staff in development of crime control and poverty reduction strategy presentations.
- Developed numerous special events/campaigns/promotions - such as the, "City of Richmond/BET Youth Summit," a First Place national winner in the "Creative Special Events" category; Main Street Station Grand Opening; Main Street Station Public Open House; Manager's "First Tee" Golf Tournament; "Shop Richmond", "One City Our City".
- Prepared approximately 75-80 keynote speeches, audio/video presentations and letters for executive staff and City Council (includes major presentation scripts, slides, and videos).
- Significantly enhanced operation of City's cable TV channel with more locally produced video programs and digital video inserts in "bulletin board".
- Publication development includes - Web and Intranet sites, annual report, print ads, Times Dispatch commentaries, brochures on City services, special events, special newspaper advertorials and other City information/marketing materials.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Communications, Media Relations and Marketing	\$613,839	\$688,276	\$628,160	\$646,888
Total Program Expenditures	\$613,839	\$688,276	\$628,160	\$646,888

Agency Program Goals

Communications, Media Relations and Marketing

- The goals of the Communications, Media Relations and Marketing Program are: (1) to use various methods of communication to make the public aware of programs, services and activities available to them in order to increase citizen satisfaction, interest and participation in City government, and (2) to create a positive perception about the City as an organization and as a community to retain and attract residents, business, and visitors.

PRESS SECRETARY'S OFFICE

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Communications, Media Relations and Marketing</i>	<i>Percent of customers satisfied with overall service quality and delivery as measured by annual surveys internally and externally administered</i>	75%	75%	80%	80%	80%
<i>Communications, Media Relations and Marketing</i>	<i>Percent of publications produced on schedule</i>	100%	100%	100%	100%	100%
<i>Communications, Media Relations and Marketing</i>	<i>Number of City-related media stories covered</i>	100%	100%	100%	100%	100%
<i>Communications, Media Relations and Marketing</i>	<i>Percent of presentations evaluated as "good" or above</i>	100%	100%	100%	100%	100%
<i>Communications, Media Relations and Marketing</i>	<i>Percent of marketing plan activities completed</i>	90%	90%	100%	100%	100%

PROCUREMENT SERVICES

Mission Statement

The mission of the Procurement Services is to provide high quality procurement services in an effective and efficient manner.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$788,978	\$931,987	\$1,197,143	\$1,233,813
Operating Expenses	89,273	151,823	180,542	173,362
Total Expenditures	878,251	1,083,810	1,377,685	1,407,175
Total Revenues	12,082	35,000	18,000	22,000
Net City Costs	866,169	\$1,048,810	1,359,685	1,385,175
Total Positions	16.00	16.00	18.00	18.00

Agency Highlights

Personnel

The FY2006 and FY2007 personnel budgets include funding for 17 full-time positions, which includes elimination of two procurement positions: one Administrative Program Support Assistant and one Procurement Officer I position. Three filled positions along with funding of \$217,789, were transferred from Economic Development (Minority Business Enterprise (MBE) Program). The three positions are: Contract Compliance Specialist, MBE Administrator, and Program Manager.

Operating

The operating budgets for FY2006 and FY2007 include transfer of funds for \$10,000 from Economic Development to assist the MBE Program with public relations services.

Revenues

Procurement revenue budgets are generated from: advertising expenses for \$10,000; salvage miscellaneous sales for \$5,000; and other miscellaneous services charges for \$3,000. In FY2007, Procurement plans to add a new Vendor Registration Fee. These fees are expected to generate an additional \$4,000 in application fees.

PROCUREMENT SERVICES

City Council Action By Amendment

The FY2006 and FY2007 budgets were increased by \$59,000 as salary and benefits for one MBE position that transferred from the Department of Economic Development.

Accomplishments

Procurement Services received a national Purchasing Institute “Excellence in Procurement” award in 2004.

General Fund Budget By Program

<u>Agency Programs</u>	<u>Actual FY2004</u>	<u>Adopted FY2005</u>	<u>Adopted FY2006</u>	<u>Approved FY2007</u>
Procurement Services	\$290,548	\$446,040	\$450,829	\$466,593
Solicitation Processing	483,930	512,906	504,406	518,104
Contracts Administration	103,773	124,864	135,660	135,688
MBE Administration	-	-	286,790	286,790
Total Program Expenditures	\$878,251	\$1,083,810	\$1,377,685	\$1,407,175

Agency Program Goals

Solicitation Processing

- The goal of the Solicitation Processing program is to prepare and disseminate bid & proposal documents from City Agencies so that goods and services can be obtained in a cost efficient and timely manner from the vendor community.

Contract Administration

- The goal of the Contracts Administration program is to assist City agencies in the development and monitoring of City contracts.

Minority Business Enterprise

- The goal of the Minority Business Enterprise Program is to produce, advance, and facilitate an environment in which minority and disadvantaged businesses can participate in the full array of entrepreneurial opportunities available in the City of Richmond.

PROCUREMENT SERVICES

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Solicitation Processing</i>	<i>Percent of bids/proposals processed within established cycle time</i>	80%	75%	75%	80%	85%
<i>Contract Administration</i>	<i>Percent of City procurement contracts in compliance with applicable policies and regulations</i>	N/A	94.6%	98%	98%	98%
<i>Solicitation Processing</i>	<i>Percent of persons receiving training rating the training as good or excellent</i>	77.6%	73%	75%	75%	75%
<i>Contract Administration</i>	<i>Percent of contracts renewed before expiration</i>	N/A	98%	75%	90%	95%
<i>Contract Administration</i>	<i>Percent of contract protests favorably resolved</i>	100%	99%	75%	80%	85%
<i>Minority Business Enterprise</i>	<i>Number of minority and disadvantaged businesses receiving City contracts</i>	N/A	N/A	187	190	190

PUBLIC HEALTH

Mission Statement

The mission of the Department of Public Health is to increase healthy lifestyles and wellness through prevention, protection and promotion. It is the vision of the Department of Public Health to serve as the leader in building healthy communities today and tomorrow.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$3,143,575	\$3,951,327	\$5,011,394	\$5,278,519
Operating Expenses	3,119,045	3,072,771	3,019,121	2,943,121
Total Expenditures	6,262,620	7,024,098	8,030,515	8,221,640
Total Revenues	3,391,790	3,666,678	4,024,920	4,024,920
Net City Costs	\$2,870,830	\$3,357,420	\$4,005,595	\$4,196,720
Total Positions	63.16	78.66	93.00	93.00

Agency Highlights

Prior to December 31, 2004, the City of Richmond subcontracted with the Virginia Commonwealth University Health System for a number of clinical services, but in an effort to provide the citizens of Richmond with the highest quality of service, the City of Richmond decided to refocus and strengthen clinical service internally. In FY2005 the Department of Public Health added 11 new positions to address critical health concerns and bolster service delivery. In an effort to continue strides made by the Department of Public Health this budget increases funding for Clinical Services by \$700,000 in FY2006 and \$800,000 in FY2007, adding ten additional positions to address growth.

Personnel

The proposed FY2006 personnel budget of \$5,011,394 reflects the addition of \$760,500 to support enhancements for the Department of Public Health:

- \$60,000 added to support a Lead Grant Coordinator/Program Manager that will assist with the establishment of a holistic Lead Poisoning Prevention program.
- \$50,500 added to support the hiring of a Vector Control Specialist vital in enhancing programs targeted around controlling emerging infectious diseases.
- \$650,000 added to support the recruitment and hiring of up to ten new FTEs to strengthen Clinical Service programs in an expanded public health department.

PUBLIC HEALTH

The proposed FY2007 personnel budget of \$5,278,519 reflects the addition of \$502,174 to support enhancements for the Department of Public Health:

- \$60,000 added to support a Lead Grant Coordinator/Program Manager that will assist with the establishment of a holistic Lead Poisoning Prevention program.
- \$50,500 added to support the hiring of a Vector Control Specialist vital in enhancing programs targeted around controlling emerging infectious diseases.
- \$725,000 added to support Clinical Service programs in an expanded public health department.

Operating

The proposed FY2006 operating budget of \$3,019,121 reflects the addition of \$200,000 to support programming for the Department of Public Health:

- \$100,000 added to support relocation of the Public Health clinical settings.
- \$25,000 added to support expanded Lead Poisoning Prevention programming.
- \$25,000 added to support expanded Chronic Diseases promotional programming.
- \$50,000 added to purchase additional medical supplies for the new clinical setting.

The FY2007 operating budget of \$2,943,121 reflects the addition of \$125,000 to support programming for the Department of Public Health:

- \$25,000 added to support expanded Lead Poisoning Prevention programming.
- \$25,000 added to support expanded Chronic Diseases promotional programming.
- \$50,000 added to purchase additional medical supplies for the new clinical setting.

Revenue

The Department of Public Health proposed a new fee. If adopted by City Council a new “local application and permit” fee of \$25 will be collected and incorporated into the annual permit/health inspection process; thereby increasing the current health inspection fee from \$40 to \$65 annually.

City Council Action By Amendment

This agency’s budget was not amended by Council.

Accomplishments

The Health Department has joined forces with the United Way, the Chamber of Commerce, VCU's Survey, Evaluation, and Research Lab, CHIP of Richmond, Healthy Families, the Robin's Foundation, Richmond Community Schools, Richmond Public Libraries, and the Department of Social Services to form the Children and Families First Initiative (CAFFI). CAFFI's main measured outcome is that "children are ready for school at the time of school entry." Since school readiness begins prior to conception, CAFFI will initially focus on the preconception, prenatal, and post partum periods by serving as the advisory committee for the Health Department's Healthy Start Initiative.

PUBLIC HEALTH

On March 24, 2005, the Department of Public Health received the Travelling Spittoon Award. This award recognized the outstanding performance of Tuberculosis (TB) control activities by the Richmond Department of Public Health against its peers in the Central region.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Health Administration	\$1,448,641	\$1,552,774	\$1,467,095	\$1,397,591
Disaster Preparedness	22,804	95,000	38,750	38,750
Environmental Health	628,417	764,486	976,392	1,015,909
Human Services Internal Support (HSIS)	205,093	562,269	501,748	511,952
Chronic Disease	265,054	263,861	-	-
Family and Child Health Services	552,619	645,591	577,734	590,210
Health Promotion	98,442	103,086	553,993	566,995
Women & Men's Health	29,887	-	-	-
Nurse Case Management	920,707	1,099,347	-	-
Clinical Services	1,177,050	840,500	2,926,235	3,079,993
Animal Control	913,906	842,184	988,568	1,020,240
Emerging Infectious Diseases	-	255,000	-	-
Total Program Expenditures	6,262,620	\$7,024,098	\$8,030,515	\$8,221,640

PUBLIC HEALTH

Agency Program Goals

Health Administration

- The goal of the Health Administration Program is to provide support services and administrative oversight to all Health Department functions and programs so that department efficiency and effectiveness are increased.

Environmental Health

- The goal of the Environmental Health Program is to provide environmental health services to the citizens of Richmond and its visitors so that they will be protected from food borne, water borne and insect borne illnesses.

Chronic Disease

- The goal of the Chronic Disease Program is to reduce morbidity and mortality of chronic disease within the City of Richmond.

Family and Child Health

- The goal of the Family and Child Health Program is to provide grant management and technical support for infant mortality, outreach and health education services to improve the health of women, children and their families in Richmond.

Health Promotion

- The goal of the Health Promotion Program is to provide social marketing strategies and creative services to impact the lifestyle behaviors and increase health awareness for Richmond citizens, and create a positive DPH image.

Nurse Case Management

- The goal of the Nurse Case Management Program is to provide assessment, education, counseling, referral, treatment and clinical services to high risk, pregnant women, children, at risk teens and adults at risk for chronic disease in the City of Richmond so that pregnant women have access to early prenatal care, health birth outcomes are increased, planned pregnancies are increased, and mortality is decreased.

Clinical Services

- The goal of the Clinical Services Program is to provide investigative, preventive and educational services to the citizens of Richmond so that the spread of communicable disease is minimized and the cure rate is improved.

PUBLIC HEALTH

Animal Control

- The goal of the Animal Control Program is to provide animal control law enforcement, humane education, adoption services and animal sheltering to the citizens and animals in the City of Richmond so that citizens and animals are protected against attacks and rabies, animal neglect and cruelty are minimized, the stray animal population is reduced, and the number of animals euthanized is decreased.

Disaster Preparedness

- The goal of the Disaster Preparedness Program is to prepare and protect the citizens/employees of Richmond in the event of a disaster.

Emerging Infectious Disease

- The goal of the Emerging Infectious Disease Program is to protect the citizens of Richmond from infectious diseases.

Human Services Internal Support (HSIS) - Administrative Support

- The goal of the Human Services Internal Support - Administrative Support Program is to provide effective operational services to Human Services and other City agencies to enhance the quality of service delivery to the citizens of Richmond.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Special Fund	\$4,082,507	\$2,832,470	\$2,987,228	\$2,987,228

Please refer to the Special Fund section in this document for details.

PUBLIC HEALTH

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Environmental Health</i>	<i>100% of City's restaurants that receive a health permit will be in compliance with the State's food regulations</i>	<i>N/A</i>	<i>N/A</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>Chronic Disease</i>	<i>90% of ROCK! Richmond participants will self report improvements in health knowledge on the annual evaluation form</i>	<i>N/A</i>	<i>N/A</i>	<i>90%</i>	<i>90%</i>	<i>90%</i>
<i>WIC</i>	<i>The number of pregnant women enrolled in WIC will increase by 10% above previous year's levels annually</i>	<i>N/A</i>	<i>N/A</i>	<i>10%</i>	<i>10%</i>	<i>10%</i>
<i>Family and Child Health</i>	<i>Teen pregnancy prevention education will be provided to at least 10% of Richmond's middle and high school students annually</i>	<i>N/A</i>	<i>N/A</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>Family Planning</i>	<i>100% of post partum patients followed by RCDPH Case Management will receive education on interconceptional care</i>	<i>N/A</i>	<i>N/A</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>Nurse Case Management</i>	<i>100% of RCDPH maternity case management referrals will receive case management services until their child's first birthday</i>	<i>N/A</i>	<i>N/A</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>Clinical Services</i>	<i>100% of patients diagnosed with active TB will be followed until they meet CDC TB discharge criteria</i>	<i>N/A</i>	<i>N/A</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>Animal Control</i>	<i>A minimum of 90% of calls regarding animal control issues will be responded to in a timely and appropriate manner</i>	<i>N/A</i>	<i>N/A</i>	<i>90%</i>	<i>90%</i>	<i>90%</i>

PUBLIC HEALTH

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Animal Control</i>	<i>Animal care practices will result in a 60% placement rate for adoptable animals</i>	<i>N/A</i>	<i>N/A</i>	<i>60%</i>	<i>60%</i>	<i>60%</i>
<i>Emerging Infectious Diseases</i>	<i>100% of requests for WNV infection information will be responded to within 72 hours</i>	<i>N/A</i>	<i>N/A</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>

PUBLIC WORKS

Mission Statement

The mission of the Department of Public Works is a partner in shaping an attractive community that is safe, clean, and vibrant.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$17,983,427	\$17,742,401	\$23,409,148	\$22,950,965
Operating Expenses	38,043,305	29,392,684	31,752,721	33,081,666
Total Expenditures	56,026,734	47,135,085	55,161,869	56,032,631
Total Revenues	29,286,965	30,940,197	34,183,148	36,708,993
Net City Costs	\$26,739,769	\$16,194,888	\$20,978,721	\$19,323,638
Total Positions	437.00	419.35	512.98	501.85

Agency Highlights

Personnel

The FY2006 and FY2007 personnel budgets include funding for 507.48 and 496.35 FTE's, respectively. This includes the transfer of 88 positions from the Department of Parks, Recreation and Community Facilities to facilitate Urban Forestry and Grounds Maintenance functions. The personnel budget also includes the addition of 4.0 FTE's as a direct result of transferring the Geographical Information Services unit into Public Works from Management Services. Also included is the addition of 1.5 FTE's as a result of consolidating the Transportation Services Agency into Public Works. Furthermore, an additional 9.0 FTE's are included to fully fund three full pothole repair crews. The FY2006 personnel budget also reflects the transfer of 11.13 Stormwater Management FTE's to a new Stormwater Utility Enterprise fund effective January 1, 2006, while the FY2007 personnel budget reflects the transfer of the entire compliment of 22.25 Stormwater Management FTE's to the new Stormwater Utility. A small increase in the salary allocation to the Capital Budget, the transfer of an FTE to the Fleet Internal Service Fund, and the elimination of a previously de-activated position all contributed to the change in FTE's funded out of the General Fund Budget.

PUBLIC WORKS

Operating

The FY2006 and FY2007 operating budgets reflect the transfer of the administration of the City's Parking Contract and other miscellaneous expenses related to the consolidation of Transportation Services into Public Works. Also included are additional expenses of \$600,000 needed to operate and maintain the Theater Row office building, and additional operating expenses associated with the transfer of the Geographical Information Services unit from Management Services into Public Works. A total of \$200,000 was added each year to perform downtown clean-up and litter control in-house (Clean and Safe). Additional operating expenses of \$42,500 were also added in support of the three new pothole repair crews. FY2006 also reflects an additional \$263,000 for one time implementation costs of creating a new Stormwater Utility Enterprise fund. FY2007 reflects an additional \$700,000 operating subsidy for the Main Street Station, as grants currently utilized to support this function expire in FY2006.

With the creation of a new Stormwater Utility Enterprise fund effective January 1, 2006, operating funds supported by the General Fund for the stormwater management function will no longer be needed, as those expenditures will be transferred to the new Stormwater Utility. Specifically, operating expenses of \$313,354 will be transferred in FY2006, and \$671,607 will be transferred in FY2007.

Revenues

FY2006 and FY2007 revenues include an increase in the recycling fee of \$0.34 per month, an increase in the refuse collection fee of \$3.00 per month to \$15.00 in FY2006, and an additional \$2.50 per month to \$17.50 in FY2007 to allow these programs to be self-sustaining. Also included is additional parking revenue generated from charging employees for parking on City-owned lots. In addition, revenues include the transfer of Parking Meter revenue from Transportation Services and miscellaneous revenue from the transfer of Geographical Information Systems.

City Council Action By Amendment

The FY2006 and FY2007 expenditure budgets for this agency were increased by \$200,000 to facilitate the addition of two Equipment Operator I positions, and associated expenses to clean all gutters citywide. In addition, \$98,250 was added to both fiscal years to facilitate the addition of 4 Maintenance Worker I and two Equipment Operator II positions (3.0 FTE's) to support increased drainage improvements. \$131,205 was also added to both fiscal years to establish and maintain a Household Hazardous Waste Disposal program, while \$90,000 was added to both fiscal years for citywide tree planting. A reduction of \$200,000 was made in both fiscal years to transfer the Clean and Safe program back to Richmond Renaissance. Finally, a reduction of \$31,642 in both fiscal years was made to eliminate 0.5 FTE no longer needed due to the consolidation of Transportation Services to this agency.

Accomplishments

- Obtained responsibility of management oversight of the VDOT Urban Program from the State, totaling over \$20.0 million of primarily Capital projects.
- Assumed leadership role in identifying, cleaning up, and repairing damage resulting from Tropical Storm Gaston, resulting in over \$10.0 million in Federal Government emergency reimbursements for more than over 115 different projects.
- Seamlessly incorporated the transfer of three divisions from other departments (Urban Forestry, Grounds Maintenance and Transportation System Management) into a more efficient and effective operation.
- Began implementation of a new asset management work order system to better manage the resources of the agency and the City.

PUBLIC WORKS

- Successfully secured approval of \$3.8 million in Urban Area Security Initiative (Homeland Security) Funds to expand the interoperability of the 800 Mhz emergency communications system.
- Received recognition and certification by the Department of Environmental Quality at both E2 (Environmental Enterprise) and E3 (Exemplary Environmental Enterprise) levels at the Fleet Maintenance Facility.
- Received awards for the 2004 Verizon SuperCity Clean-up.
- Received national First Place Award from Keep America Beautiful.
- Received Regional Project of the Year Award from the District of Columbia, Virginia, and Maryland Chapter of the Association of Public Works Administrators.
- Received Statewide Award from Scenic Virginia.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Administration	\$18,594,605	\$10,126,349	\$10,122,433	\$10,954,004
Urban Forestry	-	-	2,608,226	2,676,301
Grounds Maintenance	-	-	3,090,490	3,159,537
Facilities Management	8,502,533	7,715,272	8,404,968	8,615,961
Solid Waste Management	11,649,304	12,577,586	12,036,439	12,572,222
Surface Cleaning	3,475,185	3,418,979	3,165,292	3,288,202
Storm Water Management	1,495,873	1,425,660	1,196,132	-
Transportation System Management	1,639,824	1,755,761	2,968,928	2,981,474
Development of Transportation Systems	516,279	349,626	378,639	383,010
Operate, Maintain and Preserve Transportation Systems	9,846,651	9,428,148	10,301,672	10,411,795
Operate and Maintain Local Flood Protection	306,480	337,704	337,642	340,868
Geographic Information Services	-	-	551,007	551,007
Total Program Expenditures	\$56,026,734	\$47,135,085	\$55,161,869	\$56,032,631

PUBLIC WORKS

Agency Program Goals

Administration

- The goal of the Administration Program is to provide managerial guidance and oversight that will enhance the effectiveness and efficiency of the department in implementing its organization and strategic plan.

Urban Forestry

- The goal of the Urban Forestry Program is to provide for the care and upkeep of City trees so that people can benefit from an attractive and livable community.

Grounds Management

- The goal of the Grounds Management Program is to provide for the care and upkeep of Richmond's urban landscape.

Facilities Management

- The goal of the Facilities Management Program is to provide safe, comfortable, and well-maintained facilities that meet the needs of our customers.

Solid Waste Management

- The goal of the Solid Waste Management Program is to provide collection and disposal services so that customers can dispose of their trash safely, economically and conveniently.

Surface Cleaning

- The goal of the Surface Cleaning Program is to keep Richmond unspoiled and litter-free.

Storm Water Management

- The goal of the Storm Water Management Program is to develop and maintain infrastructure to preserve water quality in receiving streams to protect public health, safety and properties.

Transportation System Management

- The goal of the Transportation System Management Program is to manage the public rights-of-way and transportation infrastructure for Richmond to facilitate economic development and enhance safety, mobility and quality of life.

Development of Transportation Systems

- The goal of the Development of Transportation Systems Program is to deliver environmentally sound transportation infrastructure for the Richmond region so that people, goods and services can move safely and economically.

PUBLIC WORKS

Operate, Maintain and Preserve Transportation Systems

- The goal of the Operate, Maintain and Preserve Transportation Systems Program is to provide for the flow of traffic and the upkeep of transportation infrastructure so that people, goods and services can travel safely and economically.

Operate and Maintain Local Flood Protection System

- The goal of the Operate and Maintain Local Flood Protection System Program is to protect persons and property in the Shockoe Basin area from hazards caused by flooding of the James River.

Geographic Information Services

- The goal of the Geographic Information Services Program is to achieve an organized information system that allows for implementing all forms of geographically-referenced models that is easily accessible and user friendly to all customers.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Capital Improvement Plan	\$19,296,000	\$46,560,000	\$11,647,625	\$8,060,200
Special Fund	\$3,068,280	\$6,150,011	\$6,949,645	\$6,751,397
Internal Service Fund	\$19,427,081	\$20,181,445	\$20,570,362	\$20,917,492

Please refer to the FY2006 Capital Plan or the Other Fund section in this document for details.

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Facilities Management</i>	<i>Percent of customers who rate facility related services as good or excellent</i>	83%	87%	85%	85%	85%
<i>Solid Waste Management</i>	<i>Percent of customers who rate solid waste management as good or excellent</i>	70%	71%	95%	85%	85%
<i>Develop Transportation Systems</i>	<i>Construction Project Cost Growth (Final Cost-Initial Cost)/ Initial Cost) X 100 (Initial Target: 7%)</i>	7%	-3.5%	7%	7%	7%

PUBLIC WORKS

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Operate, Maintain and Preserve Transportation Systems</i>	<i>Percent of citizen survey respondents that rate the quality of street maintenance as "very good" or "excellent"</i>	12%	36%	40%	40%	40%
<i>Administration</i>	<i>Percent of calls answered within 12 seconds</i>	80%	91%	95%	95%	95%
<i>Facilities Management</i>	<i>Percent of maintenance work orders completed on schedule</i>	80%	80%	85%	85%	85%
<i>Surface Cleaning</i>	<i>Street Cleaning - Lane miles of streets swept</i>	24,000	17,921	25,000	24,000	24,000
<i>Surface Cleaning</i>	<i>Percent of street sweeping routes completed on schedule</i>	98%	93%	99%	99%	99%
<i>Surface Cleaning</i>	<i>Leaf Collection - Tons of leaves removed from City streets</i>	14,500	9,168	15,500	15,500	15,500
<i>Surface Cleaning</i>	<i>Cost per ton of leaves collected</i>	\$69.00	\$67.00	\$65.00	\$67.00	\$67.00
<i>Surface Cleaning</i>	<i>Percent of leaf collection routes completed on schedule</i>	100%	75%	100%	95%	95%
<i>Maintain Transportation</i>	<i>Lane miles of pavement maintained</i>	192	160	150	175	175
<i>Maintain Transportation</i>	<i>Miles of sidewalk maintained</i>	4	3.5	3.5	3.5	3.5
<i>Transportation Services</i>	<i>Number of parking tickets issues</i>	N/A	98,385	100,000	100,000	100,000
<i>Transportation Services</i>	<i>Number of parking meters maintained</i>	N/A	784	800	825	850
<i>Grounds Management</i>	<i>Percent of locations maintenance on schedule</i>	N/A	N/A	90%	95%	95%
<i>Geographic Information Systems (GIS)</i>	<i>Data hours of development and editing</i>	N/A	N/A	N/A	2,100	2,100

RICHMOND PUBLIC SCHOOLS

CITY CONTRIBUTION

Mission Statement

The mission of the Richmond School Board is to provide our students with high quality educational experiences so that our public schools are the choice of all Richmonders; to ensure that parents, families, and the community-at-large are involved in the activities of students; to ensure that students: master the essential skills of reading, writing, mathematics, and reasoning; grow creatively, culturally and physically in order to become life-long learners; and learn to appreciate cultural diversity, become responsible citizens, and lead productive lives.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Net City Costs	\$131,762,289	\$135,260,381	\$142,303,624	\$139,846,617

Agency Highlights

The adopted FY2006 General Fund contribution for Richmond Public Schools is \$142,303,624, which includes \$223,478 to fund expenses for the Maggie L. Walker Governor’s School. This contribution represents an increase of \$7,043,243, or 5.21 percent, over the FY2005 adopted budget, and is supported by the one-time use of fund balance in the amount of \$6,218,440. The City’s contribution funds the local share of the School System’s operating budget, pay-as-you-go capital improvements, and debt service costs.

The FY2006 General Fund transfer to Richmond Public Schools reflects some changes in approach compared to prior years. City funding for truancy programs, previously included in the Schools budget, has been reallocated to the Department of Justice Services in FY2006 (please see the respective description of that agency). Details regarding the various program enhancements and cost efficiencies incorporated into the FY2006 Schools budget are noted on in the Richmond Public Schools section of this document.

City Council Action By Amendment

The FY2006 General Fund contribution for Richmond Public Schools was increased by \$4,934,831 by City Council Amendment, while the amount supported by fund balance revenue was decreased by \$3,000,000, resulting in a net funding increase of \$7,934,831. Additionally, the FY2007 General Fund contribution was increased by \$6,196,264 by Council Amendment.

SHERIFF & JAIL

Mission Statement

The mission of the Richmond City Sheriff's Office is to continually uphold the integrity and pride of the Commonwealth of Virginia. We will work together with the purity of heart for a common goal: to uphold the public trust, diligently protect and serve our city and its citizens, and faithfully protect and maintain the safety of this institution and those entrusted to our care.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$20,074,372	\$18,871,549	\$20,198,386	\$20,340,711
Operating Expenses	5,315,036	4,750,207	5,887,681	6,388,092
Total Expenditures	25,389,408	23,621,756	26,086,067	26,728,803
Total Revenues	18,164,773	18,496,919	19,341,443	19,694,871
Net City Costs	\$7,224,635	\$5,124,837	\$6,744,624	\$7,033,932
Total Positions	466.00	466.00	466.00	466.00

Agency Highlights

Personnel

The FY2006 and FY2007 budgets reflect anticipated turnover savings of \$634,884, with a net city cost savings of \$261,355, equating to approximately 17 sheriff deputies. The Sheriff's revenue budget for the State Compensation Board includes funding for 452, less 17-turnover positions, for a total of 435 revenue-funded positions. The City provides funding for 14 sheriff courthouse security positions.

The Richmond City Sheriff and Jail continues to face the challenges of recruiting and retaining sheriff deputies. To help address these issues, salary supplements of 11 percent are included for both fiscal years.

SHERIFF & JAIL

Operating

The Sheriff and Jail budget has incurred a number of cost overruns in recent years in certain areas. The FY2006 and FY2007 operating budgets include additional funding for food for inmates (\$177,812), natural gas services (\$168,501), and vehicle fuel (\$35,000), in addition to a number of other line items. However, the greatest concern lies in the costs related to inmate hospitalization, as healthcare costs have skyrocketed in recent years while the severity of inmate illnesses has also increased. The FY2006 budget for this service is \$2,080,610, an increase of \$860,505 from the FY2005 budget. Sheriff staff and City Administration will continue to closely monitor these expenses in search of efficiencies and cost-sharing opportunities.

Revenues

The FY2006 and FY2007 revenue budgets reflect expected reimbursement increases from the State Compensation Board related to State-supported salary increases and inmate per diems.

City Council Action By Amendment

This agency's budget was not amended by Council.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Jail Administration	\$1,707,352	\$1,322,326	\$1,601,192	\$1,615,199
Court Administration	3,994,435	3,447,468	3,947,344	3,984,499
Jail Human Services	2,678,868	2,676,994	2,324,641	2,334,132
Jail Operations	17,008,753	16,174,968	18,212,890	18,794,973
Total Program Expenditures	\$25,389,408	\$23,621,756	\$26,086,067	\$26,728,803

SHERIFF & JAIL

Agency Program Goals

Jail Administration

- The goal of the Jail Administration Program is to provide executive leadership, to develop policy, and to provide administrative support to promote efficiency and ensure public safety, both internally and externally.

Court Administration

- The goal of the Court Administration Program is to provide quality service, leadership, and develop policy that supports the Code of Virginia and City Ordinances as it pertains to providing security to all Circuit and District Courts that serve the City of Richmond; to provide the legal and timely service of civil process, the safe and orderly execution of evictions, the collection and accurate accounting of all fees collected, and the selection of qualified jurors to serve in juror trials.

Jail Operations

- The goal of the Jail Operations Program is to uphold the public trust, diligently protect and serve the citizens of the City of Richmond maintain the safety and security, and faithfully protect all.

Jail Human Services

- The goal of the Jail Human Services Program is to combat and help eradicate the effects of hopelessness through providing educational, recreational and, basic skill services for inmates to become productive citizens upon their release. Classification and inmate records are vital in this process to ensure the appropriate setting to encourage success.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Capital Improvement Plan	\$1,000,000	\$1,000,000	-	-
Special Fund	\$196,845	\$202,470	\$61,796	\$5,000

Please refer to the FY2006 Capital Plan or the Special Fund section in this document for details.

SHERIFF & JAIL

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Jail Administration</i>	<i>Percent of Administration and departmental annual outcomes accomplished</i>	94.9%	96.2%	100%	100%	100%
<i>Jail Operations</i>	<i>Investigated and cleared all inmate-on-inmate assault reports within ten working days 95% of the time</i>	97.4%	98%	100%	100%	100%
<i>Jail Human Services</i>	<i>Meet State recreation standards for inmates 95 percent of the time (unless restrictions prohibit doing so)</i>	95%	95%	100%	100%	100%
<i>Jail Operations</i>	<i>Maintain an inmate escape level of zero, 100 percent of the time from jail and detention facility</i>	100%	100%	100%	100%	100%
<i>Jail Operations</i>	<i>Classify 92 percent of inmates within 72 hours of arraignment</i>	92%	96%	100%	100%	100%
<i>Jail Human Services</i>	<i>Increase the number of inmates completing GED requirements by 5 percent</i>	90%	92%	100%	100%	100%
<i>Court Administration</i>	<i>Increase the level of training/cross training and certifications held by deputies and supervisors</i>	0	6	8	10	12

SOCIAL SERVICES

Mission Statement

The mission of the Department of Social Services is to meet the basic financial needs of citizens and enable their attaining maximum capacity for economic and social functioning.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$21,252,596	\$22,410,685	\$23,714,185	\$24,056,947
Operating Expenses	38,882,752	41,765,501	41,734,405	43,115,679
Total Expenditures	60,135,347	64,176,185	65,448,590	67,172,626
Total Revenues	47,093,840	52,276,907	53,054,173	54,811,624
Net City Costs	\$13,041,507	\$11,899,278	\$12,394,417	\$12,361,002
Total Positions	458.84	472.64	464.50	464.50

Agency Highlights

Personnel

The proposed personnel budgets for FY2006 and FY2007 reflect the reduction of \$363,497 for the following positions in the Department of Social Services:

- A Grant Writer position has been transferred to the Department of Budget and Strategic Planning; \$64,615 subtracted from personnel total.
- Three HR related positions: (1) Human Resource Representative, (2) Human Resource Consultant; and (3) Agency Human Resources Manager have been were transferred to the Department of Human Resources; a total of \$204,852.
- Three EDI program related positions have been eliminated (1) District Initiative Manager; (2) Project Management Analyst; and (3) Administrative Project Analyst; for a total of \$100,000.
- Also, \$5,970 was added to support adjustments in fringe benefits for a part-time employee.

The department, as a part of its commitment to becoming a more efficient and effective organization, eliminated seven Welfare Fraud Investigators and one Second Responder Social Work Specialist. The impact will be minimal as the functions of the Investigators and Specialist will shifted to other Social Services staff.

SOCIAL SERVICES

Operating

The proposed FY2006 operating budget of \$41,734,405 reflects the addition of \$1,201,307 to support programming for the Department of Social Services.

- \$15,000 has been added to support the purchase Encrytion Software, a state requirement for local Social Service agencies to encrypt confidential and sensitive case information disseminated via e-mail and the internet.
- \$65,000 has been added to support the development of a Human Services Date Warehouse, a planning resource that will integrate customer information from varied state and local sources into a single, locally controlled database.
- \$1,121,370 has been added to support a fully funded State/Federal mandate concerning adoption. Funding will be used to assist placement of foster children into adoptive homes.

The proposed FY2007 operating budget of \$43,115,679 reflects the addition of \$1,188,370 to support programming for the Department of Social Services.

- \$2,000 has been added to support the maintenance of Encrytion Software.
- \$65,000 has been added to support the maintenance of a Human Services Date Warehouse.
- \$1,121,370 added to support a fully funded State/Federal mandate concerning adoption.

Revenues

Major changes include an increase in revenue of \$1,121,370 as a result of reimbursements from State/Federal mandates concerning adoption.

City Council Action By Amendment

This agency's budget was not amended by Council.

Accomplishments

- The Department of Social Services Fraud Unit participates annually in Operation TALON and Operation TRIAD in conjunction with the Federal Bureau of Investigations, the Virginia State Police, and local law enforcement agencies to assist in bringing to justice fleeing felons who attempt to receive welfare benefits.
- The Family Assessment and Planning Team (FAPT) regularly assesses over 700 children with behavioral and emotional disorders or developmental disabilities, and recommends service plans and authorize purchased services using multiple agencies' funding streams. The Consolidated FAPT process reduced the structure from 7 teams with different representatives to a single team meeting 3 days per week, staffed by a designated Department of Social Services social worker, Richmond Public Schools psychologist, Juvenile and Domestic Relations Court Services Unit officer, Department of Public Health nurse, Richmond Behavioral Health Authority clinician, and a rotating private provider representative. Most children are re-assessed by the team every 90 days.
- The Department of Social Services continues to aggressively pursue federal Title IV-E eligibility for children in foster care through a revenue maximization initiative. Once a foster child is found eligible, room

SOCIAL SERVICES

and board is paid through federal IV-E, requiring no local matching funds. Currently, 62.2% of the 605 children in foster care are funded by federal Title IV-E funds.

- In FY2005, Richmond was selected by the Virginia Department of Social Services to participate in a federal grant from the National Center on Substance Abuse and Child Welfare (NCSACW) to provide technical assistance to improve outcomes for families with substance use disorders in the child welfare and family court systems. Representatives from Richmond Department of Social Services, Richmond Juvenile & Domestic Relations Court, Richmond Behavioral Health Authority and Child Appointed Special Advocates serve on the State Advisory Committee for this grant.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Administration	\$4,023,643	\$4,159,975	\$4,057,369	\$4,051,105
Records Management	321,613	344,453	407,518	399,751
Customer Support Services	621,043	653,982	710,894	720,410
Financial Assist Administration	6,122,533	6,448,133	7,007,701	7,120,732
General Relief	1,335,533	2,048,944	1,425,321	1,459,344
Auxil. Grants-Aged, Blind & Disabled	3,343,707	3,590,458	3,717,784	3,824,587
Auxil. Grants-ADC, EM Asst, etc.	120,568	70,000	120,000	120,000
Emergency Assistance	3,595	3,658	4,000	4,000
Food Stamp Issuance	111,316	107,619	111,382	112,970
Adult/Family Administration	927,377	1,020,999	884,566	892,332
Child Welfare Services	16,976,117	17,043,347	17,279,941	18,584,042
Family Services	1,118,623	1,274,676	1,592,136	1,606,663
Adult Services	504,911	592,400	621,844	625,381
Adoption	4,755,842	4,401,133	5,580,763	5,587,322

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Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Adult Protective Services	380,613	446,322	484,443	489,427
Family Stabilization	1,834,673	1,899,010	2,044,854	2,071,959
Emergency Fuel Program	152,527	145,212	196,973	197,767
Fraud Free	417,767	454,541	115,317	116,857
J.O.B.S	4,799,803	4,883,882	4,330,828	4,371,376
Food Stamp Employee/Training	96,749	176,878	89,234	90,538
Hospital Based Eligibility	545,062	589,947	680,632	690,421
Fraud Investigation	149,997	170,051	196,198	198,460
Fee Day Care	7,298,334	9,369,534	9,356,934	9,367,178
Southside Community Service Center	377,061	339,564	406,049	407,895
Family Violence Prevention	443,325	423,088	201,805	204,383
Second Responder	580,121	649,621	660,054	668,891
Foster Parent Training	268,497	259,646	283,261	287,132
Human Service Internal Support (HSIS)				
Human Services Administration	334,747	306,698	234,432	238,528
Technology	605,705	702,053	754,688	759,395
Support	244,756	343,991	284,158	286,720
Finance	945,366	942,988	1,037,993	1,049,917
Human Services Automation	94,404	60,500	6,713	6,713
Family Preservation	149,796	237,882	237,882	237,882
East District Initiative	129,623	15,000	324,922	322,547
Total Program Expenditures	\$60,135,347	\$64,176,185	\$65,448,590	\$67,172,626

SOCIAL SERVICES

Agency Program Goals

Administration

- The goal of the Administration Program is to provide oversight and leadership to the offices of the Department of Social Services to ensure the provision of quality and timely services for the citizens of Richmond.

Administration – Records Management

- The goal of the Administration – Records Management Program is to create, issue, store and retrieve customer records at the request of agency staff to enhance the speed of service delivery to Richmond's citizens.

Human Services Internal Support (HSIS) - Administrative Support

- The goal of the Human Services Internal Support - Administrative Support Program is to provide effective operational services to Human Services and other City agencies to enhance the quality of service delivery to the citizens of Richmond.

Human Services Internal Support (HSIS) - Financial Management

- The goal of the Human Services Internal Support - Financial Management Program is to provide effective and efficient financial support to Departments of Social Services, Public Health, Juvenile and Domestic Relations Court, and Justice Services to enhance the quality of services to the citizens of Richmond.

Human Services Internal Support (HSIS) – Human Resources

- The goal of the Human Services Internal Support – Human Resources Program is to provide training, recruitment, and employee relations to enhance the quality of customer services provided to the citizens of Richmond.

Human Services Internal Support (HSIS) – Technical Support

- The goal of the Human Services Internal Support – Technical Support Program is to increase the technological awareness of staff that will allow them to better serve our customers.

Adoption

- The goal of the Adoption Program is to provide a full range of case management services to children committed to the agency's custody so that permanency through adoption is achieved.

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Adult Services – Companion and Day Care

- The goal of the Adult Services – Companion Day Care Program is to provide supportive services and interventions to eligible adults so that out of home placements are prevented.

Adult Protective Services

- The goal of the Adult Protective Services Program is to timely and accurately investigate reports of abuse, neglect, or exploitation of adults, age 18 or older, so that the safety and health of adults in the community are protected.

Child Day Care

- The goal of the Child Day Care Program is to provide financial assistance to families so that they are able to maintain or obtain employment.

Child Protective Services

- The goal of the Child Protective Services Program is to provide investigation and assessment of alleged child abuse and/or neglect of children under 18 years of age so that further abuse and/or neglect is prevented.

Comprehensive Services Act

- The goal of the Comprehensive Services Act Program is to provide funding for appropriate family-focused and child-centered services for at-risk youth that will help them to adjust within their families and communities; to cultivate proper life skills; and to develop Independent Living Skills for those who are able to become self-sufficient.

Eligibility Determination

- The goal of the Eligibility Determination Program is to and accurately process applications for the referenced public assistance programs so that customers can meet their basic subsistence needs.

Energy Assistance

- The goal of the Energy Assistance Program is to determine eligibility for cooling and heating assistance for households to reduce the impact of paying for cooling and heating homes.

Family Stabilization

- The goal of the Family Stabilization Program is provide supportive services and interventions to eligible families so that they can remain together.

Family Violence Prevention

- The goal of the Family Violence Prevention Program is to coordinate intervention services to victims and perpetrators of domestic violence and their children so that the cycle of learned abusiveness is interrupted.

SOCIAL SERVICES

Food Stamp Employment and Training

- The goal of the Food Stamp Employment and Training Program is to provide case management through education, training and community resources to Food Stamp recipients so that they can move towards self-sufficiency by obtaining employment.

Foster Care

- The goal of the Foster Care Program is to coordinate treatment and community resources for foster children to ensure a beneficial placement for children committed to the agency's custody so that children may obtain permanency within established guidelines.

Foster Parent Team Training

- The goal of the Foster Parent Team Training Program is to provide pre-and in-service training, recruitment, support, approval and maintenance of foster parents and foster homes for placement of children in approved homes so that children in foster care are provided with safe, nurturing, and stable homes.

Fraud Free

- The goal of the Fraud Free Program is to research and investigate fraud referrals from the community, Commonwealth Attorney's Office, DSS workers, and the courts to determine the validity so that customers repay benefits that they should not have received.

Fraud Investigation

- The goal of the Fraud Investigation Program is to research fraud referrals from the community, Commonwealth Attorney's Office, DSS workers, and the courts to determine the validity so that customers repay benefits that they should not have received.

Hospital Based Eligibility

- The goal of the Hospital Based Eligibility Program is to provide residents the opportunity to apply for Medicaid and have their eligibility determined while receiving medical services at designated hospitals and clinics in Virginia.

Long Term Care

- The goal of the Long Term Care Program is to supplement the income of eligible persons who are aged, blind or disabled, and living in a licensed facility/home for adults, and who cannot pay the full cost of their care.

SOCIAL SERVICES

Program Support – Customer Support

- The goal of the Program Support – Customer Support Program is to provide intake and telephone support services to external and internal customers so that their requests for information and service will be routed in a timely manner.

Food Stamp Card Issuance

- The goal of the Food Stamp Card Issuance Program is to issue over-the-counter Electronic Benefit Transfer (EBT) cards to customers eligible for Food Stamp Benefits so that they can purchase food.

Second Responders

- The goal of the Second Responders Program is to provide human service intervention for individuals and families outside of normal business hours so that police officers are free to address criminal activity.

Virginia’s Initiative for Employment Not Welfare (VIEW)

- The goal of the Virginia’s Initiative for Employment Not Welfare Program is to determine eligibility for Temporary Assistance to Needy Families (TANF) recipients so that they can successfully gain and retain employment.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Special Fund	\$22,580,738	\$36,260,122	\$29,152,849	\$30,324,841

Please refer to the Special Fund section in this document for details.

Performance Measures

<i>Agency</i>	<i>Program Measures</i>	<i>Actual</i> <i>FY2003</i>	<i>Actual</i> <i>FY2004</i>	<i>Target</i> <i>FY2005</i>	<i>Target</i> <i>FY2006</i>	<i>Target</i> <i>FY2007</i>
<i>Adoption</i>	<i>Percent of children achieving permanency through adoption</i>	10%	20%	30%	32%	35%

SOCIAL SERVICES

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Child Protective Services</i>	<i>Percent of families receiving no additional abuse complaints 90 days after initial investigation by Child Protective Services</i>	95%	95%	95%	97%	98%
<i>Comprehensive Services Act</i>	<i>Percent of state performance standards achieved</i>	75%	85%	95%	95%	95%
<i>Adult Protective Services</i>	<i>Percent of cases with no additional complaints 90 days after interventions are provided</i>	N/A	90%	92%	94%	96%
<i>VIEW</i>	<i>Percent of participants enrolled in work activities within 30days</i>	77%	75%	75%	75%	75%
<i>VIEW</i>	<i>The percent of VIEW customers who remain employed for at least three months after their initial employment date</i>	74%	65%	65%	75%	75%
<i>VIEW</i>	<i>Average monthly wage for a VIEW participant</i>	847	893	906	946	946
<i>VIEW</i>	<i>The percent of employed customers enrolled in the VIEW program (VIEW Percent Employed)</i>	57%	58%	50%	50%	50%
<i>Adoption</i>	<i>Average time (years) children are in Adoption Unit</i>	1.5	1.3	1.3	1.2	1
<i>Adoption</i>	<i>Percent of adoptive home placements with no disruptions</i>	93%	95%	96%	96%	97%
<i>Child Protective Services</i>	<i>Percent of investigations completed within 45 days</i>	92%	95%	96%	90%	92%
<i>Comprehensive Services Act</i>	<i>Cost per child served</i>	12,526	13,027	13,548	13,168	12,799

TRANSPORTATION SERVICES

Transition

The fiscal plan recognizes a transition in government from a City Council/City manager method to a popular elected Mayor/City Council approach. The FY2006 and FY2007 budgets for the Department of Transportation Services reflect a new vision of local government. The transition resulted in the elimination of this agency, however, some of the functions have been transferred to the Department of Public works.

Mission Statement

The mission of the Transportation Services was to provide coordination in the development and implementation of a strategic plan for transportation to include parking and other transportation issues for the City.

General Fund Budget

Description	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Personnel	\$195,301	\$321,913	-	-
Operating Expenses	68,444	1,180,029	-	-
Total Expenditures	263,745	1,501,942	-	-
Total Revenues	-	-	-	-
Net City Costs	\$263,745	\$1,501,942	-	-
Total Positions	2.00	3.50	0.00	0.00

Agency Highlights

Personnel

The Planner III position and 0.5 FTE of the Administrative Services coordinator I position has been transferred to the Department of Public Works. The remaining two positions have been eliminated.

Operating

As part of the elimination of the Department of Transportation Services, the administration of the City's Parking Contract and all related expenses have been transferred to the Department of Public Works, as well as other operating expenses associated with the transfer of positions.

TRANSPORTATION SERVICES

City Council Action By Amendment

This agency's budget was not amended by Council.

General Fund Budget By Program

Agency Programs	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Transportation	\$263,745	\$1,501,942	-	-
Total Program Expenditures	\$263,745	\$1,501,942	-	-

Agency Program Goals

Transportation

- The goal of the Transportation program was to provide Coordination in the development of a strategic plan for transportation to include parking and other transportation issues for the City.

Non-General Fund Budget

Fund Type	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Special Fund	-	\$582,280	-	-

Please refer to the Special Fund section in this document for details.

TRANSPORTATION SERVICES

Performance Measures

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Employee Trip Reduction Program</i>	<i>Percent of employees enrolled</i>	14%	17%	10%	N/A	N/A
<i>Parking Management</i>	<i>Percent of parking revenue increased</i>	16%	4%	5%	N/A	N/A
<i>Parking Management</i>	<i>Percent of parking citations increased</i>	6%	11%	8%	N/A	N/A
<i>Administration</i>	<i>Percent of program and departmental annual outcomes accomplished</i>	78%	75%	75%	N/A	N/A
<i>Public Transportation</i>	<i>Percent of Total of Ridefinders increased</i>	100%	75%	2%	N/A	N/A

CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan for FY2006-FY2010 is \$426,279,614, of which \$97,989,748 is adopted for FY2006, and \$93,006,866 is approved for FY2007. For details, please see the Adopted Capital Improvement Plan.

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Project Estimates

Citywide Summary	Estimated Project Cost	Prior Appropriations	FY2006 Adopted Appropriations
Schools	\$ 164,733,716	\$ 143,162,716	\$ 2,000,000
Infrastructure	83,856,218	44,434,562	10,048,456
Economic Development	15,690,802	10,818,236	1,985,900
Neighborhood Development	32,530,125	25,105,125	1,790,000
City Facilities	85,693,660	56,287,268	16,826,392
Public Utilities	775,977,000	452,394,000	65,339,000
Total	\$ 1,158,481,521	\$ 732,201,907	\$ 97,989,748

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Project Estimates

Planning Years				Five-Year
FY2007	FY2008	FY2009	FY2010	Total
\$ 3,470,000	\$ 5,161,000	\$ 5,720,000	\$ 5,220,000	\$ 21,571,000
6,940,200	6,501,000	9,089,000	6,843,000	39,421,656
866,666	250,000	1,150,000	620,000	4,872,566
1,780,000	1,155,000	1,400,000	1,300,000	7,425,000
2,470,000	3,350,000	4,170,000	2,590,000	29,406,392
77,480,000	70,386,000	53,707,000	56,671,000	323,583,000
\$ 93,006,866	\$ 86,803,000	\$ 75,236,000	\$ 73,244,000	\$ 426,279,614

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of CIP Categories and Funding Sources

	FY2006	Planning Years				Five-Year Total
	Adopted Appropriations	FY2007	FY2008	FY2009	FY2010	
CIP Categories						
Schools	\$ 2,000,000	\$ 3,470,000	\$ 5,161,000	\$ 5,720,000	\$ 5,220,000	\$ 21,571,000
Infrastructure	10,048,456	6,940,200	6,501,000	9,089,000	6,843,000	39,421,656
Economic Development	1,985,900	866,666	250,000	1,150,000	620,000	4,872,566
Neighborhood Development	1,790,000	1,780,000	1,155,000	1,400,000	1,300,000	7,425,000
City Facilities	16,826,392	2,470,000	3,350,000	4,170,000	2,590,000	29,406,392
Subtotal	<u>32,650,748</u>	<u>15,526,866</u>	<u>16,417,000</u>	<u>21,529,000</u>	<u>16,573,000</u>	<u>102,696,614</u>
Public Utilities						
Gas Utility	24,116,000	23,623,000	23,523,000	23,136,000	24,494,000	118,892,000
Water Utility	21,937,000	28,963,000	20,780,000	10,325,000	10,634,000	92,639,000
Electric Utility	2,969,000	7,355,000	5,077,000	4,063,000	2,862,000	22,326,000
Wastewater Utility	16,317,000	17,539,000	21,006,000	16,183,000	18,681,000	89,726,000
Stores Division	-	-	-	-	-	-
Subtotal	<u>65,339,000</u>	<u>77,480,000</u>	<u>70,386,000</u>	<u>53,707,000</u>	<u>56,671,000</u>	<u>323,583,000</u>
Total	<u>97,989,748</u>	<u>93,006,866</u>	<u>86,803,000</u>	<u>75,236,000</u>	<u>73,244,000</u>	<u>426,279,614</u>
Funding Sources						
General Obligation Bonds	20,296,000	12,215,000	13,451,000	18,382,000	13,000,000	77,344,000
General Obligation Bonds - Prior Appropriations	6,431,012	-	-	-	-	6,431,012
General Obligation Bonds - Completed Projects	1,060,269	-	-	-	-	1,060,269
Regional STP Funds (TEA-21)	1,765,700	1,223,000	-	-	-	2,988,700
TEA-21 Safety Funds	-	-	-	-	-	-
TEA 21 Enhancement Funds	75,000	-	-	-	-	75,000
VDOT Revenue	149,400	-	-	-	-	149,400
Reserve for Permanent Public Improvement:	500,000	-	-	-	-	500,000
Capital Project Revenue Sharing	557,500	-	-	-	-	557,500
State Urban Funds	300,000	300,000	300,000	300,000	300,000	1,500,000
CMAQ Funds	543,200	1,030,200	-	-	-	1,573,400
Federal Urban Funds	586,000	72,000	2,646,000	2,827,000	3,253,000	9,384,000
General Fund Revenue	366,667	666,666	-	-	-	1,033,333
Windsor Farms Local Match	20,000	20,000	20,000	20,000	20,000	100,000
Electric Utility General Obligation Bond:	2,969,000	7,355,000	5,077,000	4,063,000	2,862,000	22,326,000
Utility Revenue Bonds	62,370,000	70,125,000	65,309,000	49,644,000	53,809,000	301,257,000
Total	<u>\$ 97,989,748</u>	<u>\$ 93,006,866</u>	<u>\$ 86,803,000</u>	<u>\$ 75,236,000</u>	<u>\$ 73,244,000</u>	<u>\$ 426,279,614</u>

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
General Obligation Bonds - Prior Appropriations

Projects	Prior Appropriations
Street Light and Lane Improvement:	172,163
Shockoe Bottom Improvement Project	124,280
Downtown pedestrian Crosswalks	25,000
Shockoe Bottom Streetscape	374,448
Warwick Road Relocation	18,249
School Street Improvements	306,088
Greater Richmond Center Area Improvements	800,000
Acq/Demolition of Madison Arms	274,745
Chamberlayne Ave. Development	194,498
Bellemeade Industrial/Office Park	1,000,000
Bellemeade Industrial/Office Park	50,000
School Street Development	417,999
Southside/Old Manchester	422,930
Pine Camp	589,425
New Space for Richmond Courts	356,943
Council District Project -District 2	240,000
Council District Project -District 3	83,890
Council District Project -District 4	114,350
Council District Project -District 5	600,000
Council District Project -District 6	162,494
Council District Project -District 8	23,720
Council District Project -District 9	79,790
Total General Obligation Bonds - Prior Appropriations	\$ 6,431,012

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
General Obligation Bonds - Completed Projects

Projects	Prior Appropriations
Railroad Crossings	1,348
Hopkins Road	7,971
Tobacco Row Streetscape	394
Brookland Park Boulevard Lighting	1,653
Chamberlayne Ave. Enhancements	4,475
Commonwealth Gateway Landscape Project	4,360
Chippemham Parkway Slope Stabilization	68,824
Hobby Hill Farms Area Street Improvements	22,521
5th Street Viaduct	25,192
Ata/Sports hall of Fame	6,640
Shockoe Plaza Development	40,199
Libbie Grove Streetscape	36,673
Demolition of Townview Apartments	45,110
Amateur Sports Complex	165,076
Refrigerant Environmental	16,316
Blackwell Recreation Center	13,881
Police Second precinct FY97	3,093
GRTC Downtown Transfer Center	24,000
Juvenile Detention Center Demolition	100,000
Emergency Communications	3,208
Remove Plumbing Cross connections City Bldgs	4,452
Manchester Courts Roof	7,113
Library Park Plaza	690
Refrigerant Replacement	100,000
Fire Headquarters Relocation	50,000
Police Property and Evidence Complex	50,000
City Limit Signage	5,000
Broad Street Intersection Enhancements	35,110
Great Shiplock Wall Repair	34,475
Stony Run Drive Phase I	7,312
Midlothian Turnpike U.S. 60 Belt Boulevard Bridge	15,686
Landfill Monitoring System Upgrade	1,082
Science Museum	7,464
Broad Street Streetscape	14,766
Church Hill Conservation	599
Jefferson Avenue Improvements	383
Demolition Of Blackwell Structures	498
Carytown Streetscape Plan	11,788
Mary Munford Recreation Center	1,350
Westover Hills Branch Library	773
First Street Viaduct	41,209
Richmond Coliseum - Clay Street Repairs	37,510
Public safety Building Renovations	42,075
Total General Obligation Bonds - Completed Projects	\$ 1,060,269

**Richmond Public Schools
Capital Improvement Plan
FY2006-FY2010**

The Mayor's Adopted Capital Budget includes the following amounts for Richmond Public Schools:

FY2006	\$ 2,000,000
FY2007	3,470,000
FY2008	5,161,000
FY2009	5,720,000
FY2010	<u>5,220,000</u>
Total	\$ 21,571,000

The City is continuing to commit a substantial portion of the investment of its Capital dollars to Richmond Public Schools and the youth it serves over the next five years. The investments in FY2006 will be utilized to correct numerous building deficiencies related to the age of the school system's facilities. Plans call for replacing mechanical systems, roofs, and electrical wiring services. These investments also address the replacement of windows and doors, repairs to building foundations and upgrading heating and air-conditioning systems. Also planned is the resurfacing of paved areas and energy upgrades.

Richmond Public Schools has completed a Facility Study that has identified \$531.4 million in capital improvement needs over a twelve-year period. This Capital Improvement Program recommends appropriating \$21.6 million to Richmond Public Schools over the next five years. This leaves \$509.8 million in capital project requests unfunded, which must be addressed, beyond FY2010. These capital project requests include new school facilities renovations to elementary, middle, and high schools, maintenance of facilities, Federal, State, and local mandates, building mechanical deficiencies and closing outdated/underutilized facilities. The City administration is developing alternative various proposals to fund the needs identified, and will translate the proposals into an action plan to address these needs.

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Infrastructure Projects

Projects	Estimated Project Cost	Prior Appropriations	FY2006 Adopted Appropriations
Traffic Control Installations	\$ 3,528,000	\$ 1,928,000	\$ 225,000
General Obligation Bonds	3,528,000	1,928,000	225,000
Street Signs Program	801,000	551,000	-
General Obligation Bonds	801,000	551,000	-
Richmond Signal System Improvements (CMAQ)	2,323,400	750,000	543,200
CMAQ Funds	2,323,400	750,000	543,200
Downtown Pedestrian Crosswalks	50,000	25,000	25,000
General Obligation Bonds	50,000	25,000	25,000
Safety Improvement Contingency Account	404,406	136,000	68,406
General Obligation Bonds	404,406	136,000	68,406
Belvedere to Broad Intersection Improvements	2,085,700	1,600,000	485,700
Regional STP Funds (TEA-21)	2,085,700	1,600,000	485,700
Richmond Signal System Improvements (RSTP)	1,082,000	299,000	360,000
Regional STP Funds (TEA-21)	1,082,000	299,000	360,000
Streets, Sidewalks, Alley Extensions, and Improvements	10,609,517	8,494,517	515,000
General Obligation Bonds	10,384,517	8,494,517	290,000
Capital Project Revenue Sharing	225,000	-	225,000
Matching Funds for Federal Grants (VDOT)	705,500	395,500	50,000
General Obligation Bonds	705,500	395,500	50,000
Shockoe Bottom Streetscape and Alley Improvements	1,682,887	1,282,887	-
General Obligation Bonds	1,682,887	1,282,887	-
Midlothian Turnpike: Belt Boulevard to Chippenham Parkway (VDOT)	575,000	275,000	100,000
General Obligation Bonds	575,000	275,000	100,000
German School Road: Glenway To Warwick Road (VDOT)	263,000	123,000	-
General Obligation Bond	263,000	123,000	-
Neighborhood Sidewalk Improvements	3,100,000	2,100,000	200,000
General Obligation Bonds	3,000,000	2,100,000	100,000
Capital Project Revenue Sharing	100,000	-	100,000
New Curb, Gutter and Sidewalk Program	850,000	-	-
General Obligation Bonds	850,000	-	-
Windsor Farms Neighborhood Improvement	540,000	340,000	40,000
General Obligation Bonds	270,000	170,000	20,000
Windsor Farms Match	\$ 270,000	\$ 170,000	\$ 20,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Infrastructure Projects

		Planning Years							
FY2007		FY2008		FY2009		FY2010		Five-Year Total	
\$	200,000	\$	275,000	\$	400,000	\$	500,000	\$	1,600,000
	200,000		275,000		400,000		500,000		1,600,000
	-		50,000		100,000		100,000		250,000
	-		50,000		100,000		100,000		250,000
	1,030,200		-		-		-		1,573,400
	1,030,200		-		-		-		1,573,400
	-		-		-		-		25,000
	-		-		-		-		25,000
	50,000		50,000		50,000		50,000		268,406
	50,000		50,000		50,000		50,000		268,406
	-		-		-		-		485,700
	-		-		-		-		485,700
	423,000		-		-		-		783,000
	423,000		-		-		-		783,000
	300,000		400,000		400,000		500,000		2,115,000
	300,000		400,000		400,000		500,000		1,890,000
	-		-		-		-		225,000
	50,000		70,000		70,000		70,000		310,000
	50,000		70,000		70,000		70,000		310,000
	100,000		-		100,000		200,000		400,000
	100,000		-		100,000		200,000		400,000
	100,000		100,000		-		-		300,000
	100,000		100,000		-		-		300,000
	70,000		70,000		-		-		140,000
	70,000		70,000		-		-		140,000
	200,000		200,000		200,000		200,000		1,000,000
	200,000		200,000		200,000		200,000		900,000
	-		-		-		-		100,000
	-		400,000		300,000		150,000		850,000
	-		400,000		300,000		150,000		850,000
	40,000		40,000		40,000		40,000		200,000
	20,000		20,000		20,000		20,000		100,000
\$	20,000	\$	20,000	\$	20,000	\$	20,000	\$	100,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Infrastructure Projects

Projects	Estimated Project Cost	Prior Appropriations	FY2006 Adopted Appropriations
Jefferson Davis Hwy (US-301): Chesterman Avenue to Decatur Street (VDOT)	\$ 563,000	\$ 263,000	\$ -
General Obligation Bonds	563,000	263,000	-
Curb Ramps for the Mobility Impaired	1,200,000	800,000	50,000
General Obligation Bonds	1,200,000	800,000	50,000
Pavement Rehabilitation	9,010,000	3,050,000	900,000
General Obligation Bonds	9,010,000	3,050,000	900,000
Project Planning and Programming	500,000	300,000	-
General Obligation Bonds	500,000	300,000	-
Brown's Island Enhancement project	661,250	567,500	93,750
TEA 21 Enhancement Funds	529,000	454,000	75,000
General Obligation Bonds	18,750	-	18,750
Riverfront Development Corporation Contribution	113,500	113,500	-
Belvidere/Marshall St. Intersection Improvements	520,000	350,000	170,000
Regional STP Funds (TEA-21)	520,000	350,000	170,000
Jahnke Road: Blakemore to Clarence	1,050,000	600,000	250,000
Regional STP Funds (TEA-21)	1,050,000	600,000	250,000
Forest Hill Avenue: Hathaway to Powhite Parkway	1,350,000	550,000	500,000
Regional STP Funds (TEA-21)	1,350,000	550,000	500,000
Midlothian & Belt Blvd Bridge Intersection	300,000	-	-
Regional STP Funds (TEA-21)	300,000	-	-
TEA-21 Safety Improvements	6,424,000	6,424,000	-
TEA-21 Safety Funds	6,424,000	6,424,000	-
Broad Rock Road (Rt. 10) Sidewalk	149,400	-	149,400
VDOT Revenue	149,400	-	149,400
Radford Avenue - 4700 Block	150,000	-	150,000
General Obligation Bonds	75,000	-	75,000
Capital Project Revenue Sharing	75,000	-	75,000
Randolph West Lighting	331,000	-	231,000
General Obligation Bonds	331,000	-	231,000
Meadowbridge Road Lighting	200,000	-	200,000
General Obligation Bonds	200,000	-	200,000
Bellemeade Area - Sidewalks, Curb and Gutter	1,000,000	-	200,000
General Obligation Bonds	\$ 1,000,000	\$ -	\$ 200,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Infrastructure Projects

		Planning Years					
		FY2007	FY2008	FY2009	FY2010	Five-Year Total	
\$	200,000	\$	100,000	\$	-	\$	300,000
	200,000		100,000		-		300,000
	50,000		100,000		100,000		400,000
	50,000		100,000		100,000		400,000
	1,300,000		1,100,000		1,600,000		5,960,000
	1,300,000		1,100,000		1,600,000		5,960,000
	-		-		100,000		200,000
	-		-		100,000		200,000
	-		-		-		93,750
	-		-		-		75,000
	-		-		-		18,750
	-		-		-		-
	-		-		-		170,000
	-		-		-		170,000
	200,000		-		-		450,000
	200,000		-		-		450,000
	300,000		-		-		800,000
	300,000		-		-		800,000
	300,000		-		-		300,000
	300,000		-		-		300,000
	-		-		-		-
	-		-		-		-
	-		-		-		149,400
	-		-		-		149,400
	-		-		-		150,000
	-		-		-		75,000
	-		-		-		75,000
	100,000		-		-		331,000
	100,000		-		-		331,000
	-		-		-		200,000
	-		-		-		200,000
	200,000		200,000		200,000		1,000,000
\$	200,000	\$	200,000	\$	200,000	\$	1,000,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Infrastructure Projects

Projects	Estimated Project Cost	Prior Appropriations	FY2006 Adopted Appropriations
Gateway Improvements	\$ 864,000	\$ 549,000	\$ 315,000
General Obligation Bonds	706,500	549,000	157,500
Capital Project Revenue Sharing	157,500	-	157,500
Virginia Capital Trail	500,000	-	250,000
General Obligation Bonds	500,000	-	250,000
Alley Repair+B155 - Gaston Storm Damage	400,000	-	200,000
General Obligation Bonds	400,000	-	200,000
Miscellaneous Gaston Expenses and Matching Funds	500,000	-	250,000
General Obligation Bonds	500,000	-	250,000
Libbie Hill Park Slope Repairs	800,000	-	600,000
General Obligation Bonds	800,000	-	600,000
Chimborazo Park Hill Slope Stabilization	250,000	-	250,000
General Obligation Bonds	250,000	-	250,000
Security Improvements in Crime Areas	300,000	150,000	150,000
General Obligation Bonds	300,000	150,000	150,000
Oregon Hill Slope Stabilization	150,000	-	150,000
General Obligation Bonds	150,000	-	150,000
Storm Water BMP Repair	160,000	-	-
General Obligation Bonds	160,000	-	-
German School Rd./Deter Rd. Drainage	847,000	-	-
General Obligation Bonds	847,000	-	-
Broad Rock Creek Drainage Improvements	120,000	-	-
General Obligation Bonds	120,000	-	-
Cherokee Road Drainage Improvements	200,000	-	-
General Obligation Bonds	200,000	-	-
Rattlesnake Creek Drainage Improvements	370,000	-	-
General Obligation Bonds	370,000	-	-
Reedy Creek - Bassett & Forest Hill Drainage	125,000	-	-
General Obligation Bonds	125,000	-	-
Staffordshire Drainage	200,000	100,000	100,000
General Obligation Bonds	200,000	100,000	100,000
Storm Sewer Repairs - Gaston Damage	625,000	-	500,000
General Obligation Bonds	625,000	-	500,000
Waste Pad Upgrades	150,000	-	150,000
General Obligation Bonds	150,000	-	150,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Infrastructure Projects

		Planning Years				
		FY2007	FY2008	FY2009	FY2010	Five-Year Total
\$		-	-	-	-	315,000
		-	-	-	-	157,500
		-	-	-	-	157,500
	250,000	-	-	-	-	500,000
	250,000	-	-	-	-	500,000
	200,000	-	-	-	-	400,000
	200,000	-	-	-	-	400,000
	250,000	-	-	-	-	500,000
	250,000	-	-	-	-	500,000
	200,000	-	-	-	-	800,000
	200,000	-	-	-	-	800,000
	-	-	-	-	-	250,000
	-	-	-	-	-	250,000
	-	-	-	-	-	150,000
	-	-	-	-	-	150,000
	-	-	-	-	-	150,000
	-	-	-	-	-	150,000
	-	-	-	160,000	-	160,000
	-	-	-	160,000	-	160,000
	-	-	-	847,000	-	847,000
	-	-	-	847,000	-	847,000
	-	-	-	120,000	-	120,000
	-	-	-	120,000	-	120,000
	-	-	-	200,000	-	200,000
	-	-	-	200,000	-	200,000
	-	-	-	350,000	20,000	370,000
	-	-	-	350,000	20,000	370,000
	-	-	-	125,000	-	125,000
	-	-	-	125,000	-	125,000
	-	-	-	-	-	100,000
	-	-	-	-	-	100,000
	125,000	-	-	-	-	625,000
	125,000	-	-	-	-	625,000
	-	-	-	-	-	150,000
\$	-	-	-	-	-	150,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Infrastructure Projects

Projects	Estimated Project Cost	Prior Appropriations	FY2006 Adopted Appropriations
Jordan's Branch Drainage - Gaston	\$ 75,000	\$ -	\$ 75,000
General Obligation Bonds	75,000	-	75,000
Storm Sewer Replacements and Repairs	7,094,000	5,373,000	491,000
General Obligation Bonds	6,640,875	4,919,875	491,000
Prior Year Appropriation	453,125	453,125	-
Shockoe Bottom Drainage System - Gaston	75,000	-	75,000
General Obligation Bonds	75,000	-	75,000
Shockoe Basin Storm Water Retention - Gaston	50,000	-	50,000
General Obligation Bonds	50,000	-	50,000
Shockoe Bottom Drainage Interceptor	50,000	-	50,000
General Obligation Bonds	50,000	-	50,000
Deep Water Terminal Road	2,316,000	816,000	300,000
State Urban Funds	2,300,000	800,000	300,000
General Obligation Bonds	16,000	16,000	-
Hull Street: Dixon Drive to Elkhardt Road -Urban	15,626,158	6,242,158	586,000
General Obligation Bonds	78,158	78,158	-
Federal Urban Funds	14,416,000	5,032,000	586,000
State Urban Funds	1,132,000	1,132,000	-
Total	\$ 83,856,218	\$ 44,434,562	\$ 10,048,456
Funding Sources			
General Obligation Bonds	\$ 48,800,593	\$ 25,706,937	\$ 6,051,656
Regional STP Funds	6,387,700	3,399,000	1,765,700
TEA 21 Safety Funds	6,424,000	6,424,000	-
TEA 21 Enhancement Funds	529,000	454,000	75,000
VDOT Revenue	149,400	-	149,400
Capital Project Revenue Sharing	557,500	-	557,500
State Urban Funds	3,432,000	1,932,000	300,000
CMAQ Funds	2,323,400	750,000	543,200
Federal Urban Funds	14,416,000	5,032,000	586,000
Windsor Farms Match	270,000	170,000	20,000
Riverfront Development Corporation Contribution	113,500	113,500	-
Prior Appropriation	453,125	453,125	-
Total	\$ 83,856,218	\$ 44,434,562	\$ 10,048,456

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Infrastructure Projects

		Planning Years				
		FY2007	FY2008	FY2009	FY2010	Five-Year Total
\$	-	\$	-	\$	-	\$ 75,000
	-		-		-	75,000
	330,000		400,000		500,000	-
	330,000		400,000		500,000	-
	-		-		-	-
	-		-		-	75,000
	-		-		-	75,000
	-		-		-	50,000
	-		-		-	50,000
	-		-		-	50,000
	-		-		-	50,000
	300,000		300,000		300,000	300,000
	300,000		300,000		300,000	300,000
	-		-		-	-
	72,000		2,646,000		2,827,000	3,253,000
	-		-		-	-
	72,000		2,646,000		2,827,000	3,253,000
	-		-		-	-
\$ 6,940,200		\$ 6,501,000	\$ 9,089,000	\$ 6,843,000	\$ 39,421,656	
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\$	4,295,000	\$	3,535,000	\$	5,942,000	\$ 3,270,000
	1,223,000		-		-	-
	-		-		-	-
	-		-		-	75,000
	-		-		-	149,400
	-		-		-	557,500
	300,000		300,000		300,000	300,000
	1,030,200		-		-	-
	72,000		2,646,000		2,827,000	3,253,000
	20,000		20,000		20,000	20,000
	-		-		-	-
	-		-		-	-
\$ 6,940,200		\$ 6,501,000	\$ 9,089,000	\$ 6,843,000	\$ 39,421,656	

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Economic Development Projects

Projects	Estimated Project Cost	Prior Appropriations	FY2006 Adopted Appropriation
Enterprise Zone Incentives	\$ 7,915,500	\$ 7,015,500	\$ 200,000
General Obligation Bonds	7,915,500	7,015,500	200,000
Downtown Signage Program	915,000	645,000	150,000
General Obligation Bonds	915,000	645,000	150,000
Planning and Predevelopment	841,069	741,069	-
General Obligation Bonds	841,069	741,069	-
Improvements to Terminal Docks	2,950,000	1,200,000	450,000
General Obligation Bonds	2,950,000	1,200,000	450,000
Economic Development Investment Fund	2,919,233	1,216,667	1,035,900
General Obligation Bonds	1,219,233	550,000	669,233
General Fund Revenue	1,700,000	666,667	366,667
Southside Plaza Development	150,000	-	150,000
General Obligation Bonds	150,000	-	150,000
Total	\$ 15,690,802	\$ 10,818,236	\$ 1,985,900
<u>Funding Sources</u>			
General Obligation Bonds	13,990,802	10,151,569	1,619,233
General Fund Revenue	1,700,000	666,667	366,667
Total	\$ 15,690,802	\$ 10,818,236	\$ 1,985,900

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Economic Development Projects

Planning Years					
FY2007	FY2008	FY2009	FY2010	Five-Year Total	
\$ 200,000	\$ 250,000	\$ 250,000	\$ -	\$ 900,000	
200,000	250,000	250,000	-	900,000	
-	-	-	120,000	270,000	
-	-	-	120,000	270,000	
-	-	100,000	-	100,000	
-	-	100,000	-	100,000	
-	-	800,000	500,000	1,750,000	
-	-	800,000	500,000	1,750,000	
666,666	-	-	-	1,702,566	
-	-	-	-	669,233	
666,666	-	-	-	1,033,333	
-	-	-	-	150,000	
-	-	-	-	150,000	
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\$ 866,666	\$ 250,000	\$ 1,150,000	\$ 620,000	\$ 4,872,566	
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200,000	250,000	1,150,000	620,000	3,839,233	
666,666	-	-	-	1,033,333	
\$ 866,666	\$ 250,000	\$ 1,150,000	\$ 620,000	\$ 4,872,566	
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City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Neighborhood Development Projects

Projects	Estimated Project Cost	Prior Appropriations	FY2006 Adopted Appropriations
Hull Street Commercial Corridor CARE Program	\$ 2,550,000	\$ 2,375,000	\$ 50,000
General Obligation Bonds	2,550,000	2,375,000	50,000
Neighborhoods in Bloom	6,621,125	3,616,125	100,000
General Obligations Bonds	6,621,125	3,616,125	100,000
Jackson Ward CARE Program	1,455,000	1,255,000	50,000
General Obligation Bonds	1,455,000	1,255,000	50,000
Highland Park CARE	205,000	155,000	50,000
General Obligation Bonds	205,000	155,000	50,000
25th Street CARE	1,060,000	900,000	80,000
General Obligation Bonds	1,060,000	900,000	80,000
Belt Boulevard CARE	185,000	135,000	50,000
General Obligation Bonds	185,000	135,000	50,000
Blackwell Conservation and Redevelopment Program	3,900,000	3,400,000	-
General Obligation Bonds	3,900,000	3,400,000	-
Building Demolition	5,400,000	3,500,000	300,000
General Obligation Bonds	5,400,000	3,500,000	300,000
Jackson Place	8,669,000	8,269,000	400,000
General Obligation Bonds	8,669,000	8,269,000	400,000
25th Street Development	1,615,000	1,215,000	400,000
General Obligation Bonds	1,615,000	1,215,000	400,000
Southern Barton Heights Redevelopment	800,000	250,000	275,000
General Obligation Bonds	800,000	250,000	275,000
Swansboro CARE	70,000	35,000	35,000
General Obligation Bonds	70,000	35,000	35,000
Total	\$ 32,530,125	\$ 25,105,125	\$ 1,790,000
Funding Sources			
General Obligation Bonds	32,530,125	25,105,125	1,790,000
Total	\$ 32,530,125	\$ 25,105,125	\$ 1,790,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of Neighborhood Development Projects

		Planning Years							
		FY2007	FY2008	FY2009	FY2010	Five-Year Total			
\$	-	\$	125,000	\$	-	\$	175,000		
	-		125,000		-		175,000		
	575,000		530,000		1,000,000		800,000	3,005,000	
	575,000		530,000		1,000,000		800,000	3,005,000	
	50,000		100,000		-		-	200,000	
	50,000		100,000		-		-	200,000	
	-		-		-		-	50,000	
	-		-		-		-	50,000	
	80,000		-		-		-	160,000	
	80,000		-		-		-	160,000	
	-		-		-		-	50,000	
	-		-		-		-	50,000	
	500,000		-		-		-	500,000	
	500,000		-		-		-	500,000	
	300,000		400,000		400,000		500,000	1,900,000	
	300,000		400,000		400,000		500,000	1,900,000	
	-		-		-		-	400,000	
	-		-		-		-	400,000	
	-		-		-		-	400,000	
	-		-		-		-	400,000	
	275,000		-		-		-	550,000	
	275,000		-		-		-	550,000	
	-		-		-		-	35,000	
	-		-		-		-	35,000	
\$	1,780,000	\$	1,155,000	\$	1,400,000	\$	1,300,000	\$	7,425,000
	1,780,000		1,155,000		1,400,000		1,300,000		7,425,000
\$	1,780,000	\$	1,155,000	\$	1,400,000	\$	1,300,000	\$	7,425,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of City Facilities Projects

Projects	Estimated Project Cost	Prior Appropriations	FY2006 Adopted Appropriations
Swimming Pools	\$ 4,932,300	\$ 3,932,300	\$ 50,000
General Obligation Bonds	4,932,300	3,932,300	50,000
Cemetery Improvements	4,093,962	2,821,962	50,000
General Obligation Bonds	4,093,962	2,821,962	50,000
Replacement Lighting at Recreation Centers	2,303,085	2,103,085	-
General Obligation Bonds	2,303,085	2,103,085	-
James River Park System	250,000	-	150,000
General Obligation Bonds	250,000	-	150,000
Jefferson and Taylor Park Hillside	380,000	-	380,000
General Obligation Bonds	380,000	-	380,000
Neighborhood Park Improvements	7,831,138	6,206,138	525,000
General Obligation Bonds	7,831,138	6,206,138	525,000
Major Parks Renovation and Lake Restoration	7,340,097	5,440,097	300,000
General Obligation Bonds	7,340,097	5,440,097	300,000
Broad Rock Community Center	3,390,000	1,890,000	1,500,000
Transfer of Prior Appropriations	(1,528,616)	-	(1,528,616)
General Obligation Bonds	3,390,000	1,890,000	1,500,000
Transfer of General Obligation Bonds	(1,528,616)	-	(1,528,616)
Church Hill Teen Center	1,866,986	1,016,986	850,000
Transfer of Prior Appropriations	(804,905)	-	(804,905)
General Obligation Bonds	1,866,986	1,016,986	850,000
Transfer of General Obligation Bonds	(804,905)	-	(804,905)
Parks and Recreation Building Maintenance Projects	3,150,000	1,600,000	300,000
General Obligation Bonds	3,150,000	1,600,000	300,000
Park Road Improvements	300,000	150,000	50,000
General Obligations Bonds	300,000	150,000	50,000
Coliseum Fire Suppression Upgrades	780,000	480,000	300,000
General Obligation Bonds	780,000	480,000	300,000
Major Building Renovation Projects	13,587,324	7,806,500	887,824
General Obligation Bonds	11,887,324	6,606,500	387,824
Debt Service Re-appropriation	1,000,000	1,000,000	-
Reserve for Permanent Public Improvements	700,000	200,000	500,000
Fire Station Renovations	700,000	500,000	100,000
General Obligation Bonds	\$ 700,000	\$ 500,000	\$ 100,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of City Facilities Projects

		Planning Years						
		FY2007	FY2008	FY2009	FY2010	Five-Year Total		
\$	250,000	\$	350,000	\$	-	\$	1,000,000	
	250,000		350,000		-		1,000,000	
	-		800,000		422,000		-	1,272,000
	-		800,000		422,000		-	1,272,000
	-		200,000		-		-	200,000
	-		200,000		-		-	200,000
	-		-		100,000		-	250,000
	-		-		100,000		-	250,000
	-		-		-		-	380,000
	-		-		-		-	380,000
	250,000		250,000		350,000		250,000	1,625,000
	250,000		250,000		350,000		250,000	1,625,000
	400,000		400,000		400,000		400,000	1,900,000
	400,000		400,000		400,000		400,000	1,900,000
	-		-		-		-	1,500,000
	-		-		-		-	(1,528,616)
	-		-		-		-	1,500,000
	-		-		-		-	(1,528,616)
	-		-		-		-	850,000
	-		-		-		-	(804,905)
	-		-		-		-	850,000
	-		-		-		-	(804,905)
	200,000		300,000		450,000		300,000	1,550,000
	200,000		300,000		450,000		300,000	1,550,000
	-		50,000		-		50,000	150,000
	-		50,000		-		50,000	150,000
	-		-		-		-	300,000
	-		-		-		-	300,000
	1,120,000		1,000,000		1,773,000		1,000,000	5,780,824
	1,120,000		1,000,000		1,773,000		1,000,000	5,280,824
	-		-		-		-	-
	-		-		-		-	500,000
	100,000		-		-		-	200,000
\$	100,000	\$	-	\$	-	\$	-	200,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of City Facilities Projects

Projects	Estimated Project Cost	Prior Appropriations	FY2006 Adopted Appropriations
City Hall Interior Renovations	\$ 456,000	\$ 156,000	\$ 300,000
General Obligation Bonds	456,000	156,000	300,000
New Courts Facility	33,404,000	20,730,000	12,674,000
General Obligation Bonds	33,404,000	20,730,000	12,674,000
Oliver Hill Courts Renovation	1,176,744	200,000	336,744
General Obligation Bonds	1,176,744	200,000	336,744
Service Area Building Improvement:			
Branch Libraries	545,000	395,000	-
General Obligation Bonds	545,000	395,000	-
Building Renovation and Customer Service Improvements: Main Library	1,134,200	859,200	-
General Obligation Bonds	1,134,200	859,200	-
Leigh Street Armory	406,345	-	406,345
General Obligation Bonds	406,345	-	406,345
Total	\$ 85,693,660	\$ 56,287,268	\$ 16,826,392
<u>Funding Sources</u>			
General Obligation Bonds	83,993,660	55,087,268	16,326,392
Debt Service Re-appropriation	1,000,000	1,000,000	0
Reserve for Permanent Public Improvements	700,000	200,000	500,000
Total	\$ 85,693,660	\$ 56,287,268	\$ 16,826,392

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of City Facilities Projects

Planning Years					
FY2007	FY2008	FY2009	FY2010	Five-Year Total	
\$ -	\$ -	\$ -	\$ -	\$ -	300,000
-	-	-	-	-	300,000
-	-	-	-	-	12,674,000
-	-	-	-	-	12,674,000
-	-	400,000	240,000	-	976,744
-	-	400,000	240,000	-	976,744
150,000	-	-	-	-	150,000
150,000	-	-	-	-	150,000
-	-	275,000	-	-	275,000
-	-	275,000	-	-	275,000
-	-	-	-	-	406,345
-	-	-	-	-	406,345
<hr/>					
\$ 2,470,000	\$ 3,350,000	\$ 4,170,000	\$ 2,590,000	\$ -	29,406,392
<hr/>					
2,470,000	3,350,000	4,170,000	2,590,000	-	28,906,392
0	0	0	0	0	0
-	-	-	-	-	500,000
<hr/>					
\$ 2,470,000	\$ 3,350,000	\$ 4,170,000	\$ 2,590,000	\$ -	29,406,392

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of City Utilities Projects

	Estimated Total		FY2006 Adopted
	Estimated Total Cost	Prior Appropriations	Appropriation
Gas Utility	\$ 200,285,000	\$ 81,393,000	\$ 24,116,000
Water Utility	260,839,000	168,200,000	21,937,000
Electric Utility	36,837,000	14,511,000	2,969,000
Wastewater Utility	277,866,000	188,140,000	16,317,000
Stores Division	150,000	150,000	-
Total	\$ 775,977,000	\$ 452,394,000	\$ 65,339,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of City Utilities Projects

Planning Years					Five-Year Total
FY2007	FY2008	FY2009	FY2010		
\$ 23,623,000	\$ 23,523,000	\$ 23,136,000	\$ 24,494,000	\$	118,892,000
28,963,000	20,780,000	10,325,000	10,634,000		92,639,000
7,355,000	5,077,000	4,063,000	2,862,000		22,326,000
17,539,000	21,006,000	16,183,000	18,681,000		89,726,000
-	-	-	-		-
\$ 77,480,000	\$ 70,386,000	\$ 53,707,000	\$ 56,671,000	\$	323,583,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of City Utilities Projects

Gas Utility	Estimated Total Cost	Prior Appropriations	FY2006 Adopted Appropriation
1402 New Business	\$ 101,172,000	\$ 53,350,000	\$ 11,081,000
1403 System Replacement	99,113,000	28,043,000	13,035,000
Total	200,285,000	81,393,000	24,116,000

Water Utility	Estimated Total Cost	Prior Appropriations	FY2006 Adopted Appropriation
1502 Distribution System Improvements	61,032,000	23,428,000	7,192,000
1503 Transmission Main Improvements	45,677,000	45,153,000	104,000
1590 Plant and Plumbing Improvements	154,130,000	99,619,000	14,641,000
Total	260,839,000	168,200,000	21,937,000

Electric Utility	Estimated Total Cost	Prior Appropriations	FY2006 Adopted Appropriation
1602 General Street Lighting	32,753,000	11,927,000	2,219,000
1603 Special Street Lighting	4,084,000	2,584,000	750,000
Total	\$ 36,837,000	\$ 14,511,000	\$ 2,969,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of City Utilities Projects

Planning Years				Five-Year Total
FY2007	FY2008	FY2009	FY2010	
\$ 10,055,000	\$ 9,552,000	\$ 8,330,000	\$ 8,804,000	\$ 47,822,000
13,568,000	13,971,000	14,806,000	15,690,000	71,070,000
23,623,000	23,523,000	23,136,000	24,494,000	118,892,000

Planning Years				Five-Year Total
FY2007	FY2008	FY2009	FY2010	
7,823,000	7,230,000	7,525,000	7,834,000	37,604,000
420,000	-	-	-	524,000
20,720,000	13,550,000	2,800,000	2,800,000	54,511,000
28,963,000	20,780,000	10,325,000	10,634,000	92,639,000

Planning Years				Five-Year Total
FY2007	FY2008	FY2009	FY2010	
6,605,000	5,077,000	4,063,000	2,862,000	20,826,000
750,000	-	-	-	1,500,000
\$ 7,355,000	\$ 5,077,000	\$ 4,063,000	\$ 2,862,000	\$ 22,326,000

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of City Utilities Projects

Wastewater Utility	Estimated Total Cost	Prior Appropriations	FY2006 Adopted Appropriation
1701 Wastewater Treatment	50,357,000	20,186,000	6,709,000
1760 Sanitary Sewer Upgrade	55,769,000	10,578,000	6,200,000
1750 Combined Sewer Overflow	171,740,000	157,376,000	3,408,000
Total	\$ 277,866,000	\$ 188,140,000	\$ 16,317,000

Stores Division	Estimated Total Cost	Prior Appropriations	FY2006 Adopted Appropriation
1840 Upgrade Chiller-DPU Ops Center	150,000	150,000	-
Total	\$ 150,000	\$ 150,000	\$ -

City of Richmond, Virginia
Capital Improvement Plan FY2006-FY2010
Summary of City Utilities Projects

Planning Years				Five-Year Total
FY2007	FY2008	FY2009	FY2010	
6,597,000	5,667,000	3,653,000	7,545,000	30,171,000
6,400,000	8,925,000	12,530,000	11,136,000	45,191,000
4,542,000	6,414,000	-	-	14,364,000
\$ 17,539,000	\$ 21,006,000	\$ 16,183,000	\$ 18,681,000	\$ 89,726,000

Planning Years				Five-Year Total
FY2007	FY2008	FY2009	FY2010	
-	-	-	-	-
\$ -	\$ -	\$ -	\$ -	\$ -

SPECIAL FUNDS EXPENDITURES

In addition to having a general fund to provide basic public services, the City receives restricted appropriations that are earmarked. These appropriations are labeled Special Funds.

Special Funds are used to account for the proceeds of specific revenue sources (excluding major capital projects which are funded through the selling of bonds). These funds are legally restricted revenue sources appropriated by statute that must be devoted to some special use in accordance with that statute.

The City's adopted FY2006 Special Fund budget is \$88,948,405 with a total of 229.93 positions.

The adopted Special Fund budget for FY2007 totals \$69,821,246 with 190.24 positions.

SPECIAL FUNDS

CITY ATTORNEY

Delinquent Tax Sales (Fund 221)

The purpose of this program is to significantly reduce the amount of real estate tax delinquency through collection efforts and to return delinquent properties to productive use via the tax sale process.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Department of Finance**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	-	600,000	600,000	600,000
Total Available for Expenditures	-	600,000	600,000	600,000
Less Expenditures and Transfers	-	600,000	600,000	600,000
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

Position Schedule:

Full-time Positions:

Assistant City Attorney I	-	1.00	1.00	1.00
Assistant City Attorney II	-	-	-	-
Paralegal	-	1.00	1.00	1.00
Senior Legal Secretary	-	-	-	-
Legal Secretary	-	-	-	-
Total Positions	0.00	2.00	2.00	2.00

SPECIAL FUNDS

CITY ATTORNEY

Juvenile and Domestic Relations (Fund 563)

This special fund was set up through an agreement between the Department of Social Services and the City Attorney's Office. It was established to provide adequate legal representation to the Department of Social Services in five different courtrooms of the Richmond Juvenile and Domestic Relations District Court.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Department of Social Services**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 525,820	\$ -	\$ -	\$ -
Funds Made Available	525,820	528,539	533,302	537,229
Total Available for Expenditures	525,820	528,539	533,302	537,229
Less Expenditures and Transfers	-	528,539	533,302	537,229
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

Position Schedule:

Full-time Positions:

Assistant City Attorney I	4.00	3.00	3.00	3.00
Assistant City Attorney II	0.00	1.00	1.00	1.00
Paralegal	1.00	1.00	1.00	1.00
Senior Legal Secretary	1.00	1.00	1.00	1.00
Legal Secretary	1.00	1.00	1.00	1.00
Total Positions	7.00	7.00	7.00	7.00

SPECIAL FUNDS

COMMUNITY DEVELOPMENT

Community Development Block Grant (CDBG) (Fund 025)

Created in 1974, the CDBG program is funded with an annual entitlement, which is awarded to Richmond from the U. S. Department of Housing and Urban Development. Activities must benefit low and moderate income persons or aid in the prevention of or elimination of slums and blight. A detailed listing of the programs funded under this grant can be found following this summary. Due to the uncertainty of the Federal Entitlement Budget at this time, the Approved FY2007 budget cannot be determined.

Funding Period: **July 1, 2004 – June 30, 2005**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual	Adopted	Adopted	Approved
	FY2004	FY2005	FY2006	FY2007
Balance at Beginning of Year	\$ 747,705	\$ 557,901	\$ -	\$ -
Funds Made Available	6,708,099	6,410,099	7,170,000	-
Total Available for Expenditures	7,455,804	6,968,000	7,170,000	-
Less Expenditures and Transfers	6,897,903	6,968,000	7,170,000	-
Balance at End of Year	\$ 557,901	\$ -	\$ -	\$ -

SPECIAL FUNDS

COMMUNITY DEVELOPMENT

Position Schedule

CDBG

Accountant II (Finance)	-	2.00	2.00	-
Administrative Analyst (Economic Development)	1.00	0.12	-	-
Administrative Program Support Assistant (Economic Development)	-	-	0.12	-
Administrative Project Analyst (Economic Development)	-	-	0.12	-
Administrative Services Coordinator I (Economic Development)	1.00	-	-	-
Administrative Services Coordinator II (Economic Development)	0.12	0.12	-	-
Assistant East District Manager (Social Services)	1.00	-	-	-
Deputy Director	1.00	-	-	-
Deputy Director I (Economic Development)	-	0.26	0.26	-
Engineer II	1.00	1.00	1.00	-
Human Services Administrator (Health Department)	-	1.00	1.00	-
Human Services Coordinator I (Health Department)	-	1.00	1.00	-
Neighborhood Development Manager (Economic Development)	-	1.00	1.00	-
Office Support Specialist I	1.00	1.00	-	-
Office Support Specialist II	2.00	2.00	1.90	-
Planner I	1.00	1.00	1.80	-
Planner II	6.85	6.85	5.95	-
Planner III	1.70	1.70	2.35	-
Property Maintenance Inspector I	1.00	1.00	2.00	-
Property Maintenance Inspector II	9.00	9.00	9.00	-
Property Maintenance Inspector III	2.00	2.00	1.00	-
Senior Customer Service Representative	-	-	0.84	-
Total Positions	29.67	31.05	31.34	-

SPECIAL FUNDS

COMMUNITY DEVELOPMENT

Home Investment Partnership (HOME) (Fund 026)

The HOME program was created in 1990 by the National Affordable Housing Act to develop affordable low-income housing by: expanding the supply of decent and affordable housing for low and moderate income persons; providing coordinated assistance to carry out affordable housing programs; and providing coordinated assistance to participants in the development of affordable housing. A detailed listing of the programs funded under this grant can be found following this summary. **Due to the uncertainty of the Federal Entitlement Budget at this time, the Proposed FY2007 budget cannot be determined.**

Funding Period: **July 1, 2004 – June 30, 2005**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 373,490	\$ -	\$ -	\$ -
Funds Made Available	2,576,970	2,908,000	2,846,000	-
Total Available for Expenditures	2,950,460	2,908,000	2,846,000	-
Less Expenditures and Transfers	2,950,460	2,908,000	2,846,000	-
Balance at End of Year	\$ -	\$ -	\$ -	-

HOME

Office Support Specialist II	-	-	0.10	-
Planner I	1.00	1.00	0.20	-
Planner II	-	-	0.90	-
Planner III	-	-	0.15	-
Total HOME Positions	1.00	1.00	1.35	-
Total CDBG Positions	30.67	32.05	32.69	-

Emergency Shelter Grant (ESG) (Fund 028)

Authorized in 1987, the purpose of the ESG program is to: help improve the quality of existing emergency shelters for the homeless; make available additional shelters; meet the costs of operating shelters; provide essential social services to the homeless; help prevent homelessness; and implement the Continuum of Care. A detailed listing of the programs funded under this grant can be found following this summary. **Due to the uncertainty of the Federal Entitlement Budget at this time, the Proposed FY2007 budget cannot be determined.**

Funding Period: **July 1, 2004 – June 30, 2005**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	209,845	220,318	220,268	-
Total Available for Expenditures	209,845	220,318	220,268	-
Less Expenditures and Transfers	209,845	220,318	220,268	-
Balance at End of Year	\$ -	\$ -	\$ -	-

SPECIAL FUNDS

COMMUNITY DEVELOPMENT

Housing Opportunities for Persons with AIDS (HOPWA) (Fund 029)

The HOPWA program was authorized by the National Affordable Housing Act in November 1990 to provide states and localities with resources and incentives to devise long-term strategies to meet the housing needs of persons with AIDS and related diseases. A detailed listing of the programs funded under this grant can be found following this summary. **Due to the uncertainty of the Federal Entitlement Budget at this time, the Proposed FY2007 budget cannot be determined.**

Funding Period: **July 1, 2004 – June 30, 2005**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	679,695	695,000	691,802	-
Total Available for Expenditures	679,695	695,000	691,802	-
Less Expenditures and Transfers	679,695	695,000	691,802	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

Chesapeake Bay Implementation Grant (Fund 212)

The purpose of this grant is to develop and map protected areas subject to the provisions of the City's Chesapeake Bay Preservation Ordinance.

Funding Period: **July 1, 2004 – June 30, 2005**

Source of Funding: **State**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 252	\$ 252	\$ -	\$ -
Funds Made Available	-	(252)	-	-
Total Available for Expenditures	252	-	-	-
Less Expenditures and Transfers	-	-	-	-
Balance at End of Year	\$ 252	\$ -	\$ -	\$ -

SPECIAL FUNDS

COMMUNITY DEVELOPMENT

Historic Sites Survey (Fund 213)

The Historic Sites Survey Grant has three elements. A grant from the Department of Historic Resources to conduct a survey of the Highland Park southern tip neighborhood, second a grant from the United States Department of Interior for the purpose of funding several projects in the Jackson Ward National Historic Landmark District through the Save America's Treasures program, and third a grant from the Historic Richmond Foundation for the purpose of printing the Richmond Old and Historic District Handbook.

Funding Period: **March 1, 2000 - May 31, 2004**
 Source of Funding: **Federal**
 Amount of in-kind or cash match required: **800,000**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 437,200	\$ 369,039	\$ -	\$ -
Funds Made Available	-	(369,039)	-	-
Total Available for Expenditures	437,200	-	-	-
Less Expenditures and Transfers	68,161	-	-	-
Balance at End of Year	\$ 369,039	\$ -	\$ -	\$ -

SPECIAL FUNDS

ECONOMIC DEVELOPMENT

BROWNFIELD REVOLVING LOAN FUND (Fund 233)

The Brownfields Pilot Project was funded by a grant from the U.S. Environmental Protection Agency (EPA) Region III. The objective of the project is to identify effective means of reclaiming and recycling older "brownfields" industrial sites in selected areas of the City, transforming them into viable, marketable, attractive development sites. This fund utilizes a \$350,000 grant from the EPA for the purpose of providing revolving loans to remediate existing Brownfields sites in the City.

Funding Period:

Source of Funding:

Amount of in-kind or cash match required:

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	8,822	-	-	-
Total Available for Expenditures	8,822	-	-	-
Less Expenditures and Transfers	8,822	-	-	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

BROWNFIELDS PILOT AND SITE ASSESSMENT PROJECT (Fund 238)

The federal grant was awarded from the Environmental Protection Agency (EPA) for the site and toxic assessment of vacant and underutilized commercial and industrial properties (Brownfield).

Funding Period: **October 2004 – October 2007**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 2,173	\$ -	\$ 100,000	\$ 100,000
Funds Made Available	6,133	200,000	200,000	-
Total Available for Expenditures	8,306	200,000	300,000	100,000
Less Expenditures and Transfers	8,306	100,000	200,000	100,000
Balance at End of Year	\$ -	\$ 100,000	\$ 100,000	\$ -

Position Schedule:

Part-time Positions

Project Management Analyst	-	-	0.12	0.12
Total Positions	-	-	0.12	0.12

SPECIAL FUNDS

ECONOMIC DEVELOPMENT

INDUSTRIAL DEVELOPMENT AUTHORITY (Fund 239)

The Industrial Development Authority (IDA) subsidy to the City is to provide the payroll for the Executive Manager of the Advantech building of the IDA.

Funding Period: **July 1, 2004 – June 30, 2007**

Source of Funding: **IDA Subsidy**

Amount of in-kind or cash match required: **0**

	Actual		Adopted		Adopted		Approved
	FY 2004		FY 2005		FY 2006		FY 2007
Balance at Beginning of Year	\$ 624	\$	5,459	\$	-	\$	-
Funds Made Available	108,883		87,671		97,300		98,468
Total Available for Expenditures	109,507		93,130		97,300		98,468
Less Expenditures and Transfers	104,048		93,150		97,300		98,468
Balance at End of Year	\$ 5,459	\$	-	\$	-	\$	-

Full-time Positions

Principal Administrative Analyst	1.00	-	-	-
Project Management Analyst	1.00	1.00	1.00	1.00
Total Positions	2.00	1.00	1.00	1.00

17TH STREET FARMERS MARKET (Fund 560)

Funds provided in the 17th Street Farmers Market Special Fund Budget assist in supporting marketing initiatives and special programs of the Farmers Market.

Funding Period:

Source of Funding:

Amount of in-kind or cash match required:

	Actual		Adopted		Adopted		Approved
	FY 2004		FY 2005		FY 2006		FY 2007
Balance at Beginning of Year	\$ 18,997	\$	9,780	\$	-	\$	-
Funds Made Available	28,778		20,220		35,000		35,000
Total Available for Expenditures	47,775		30,000		35,000		35,000
Less Expenditures and Transfers	37,995		30,000		35,000		35,000
Balance at End of Year	\$ 9,780	\$	-	\$	-	\$	-

Full-time Positions

Administrative Analyst I	1.00	-	-	-
Total Positions	1.00	0.00	0.00	0.00

SPECIAL FUNDS

ECONOMIC DEVELOPMENT

GOVERNOR'S OPPORTUNITY FUND (Fund 597)

The purpose of this grant is to assist the City of Richmond with the expansion of Philip Morris USA. The Philip Morris facility is extremely important to both the Commonwealth and the City.

Funding Period:

Source of Funding:

Amount of in-kind or cash match required:

	Actual FY 2004	Adopted FY 2005	Adopted FY 2006	Approved FY 2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	-	2,000,000	-	-
Total Available for Expenditures	-	2,000,000	-	-
Less Expenditures and Transfers	-	2,000,000	-	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

SPECIAL FUNDS

FINANCE

Downtown Special Assessment (Fund 236)

The Downtown Special Assessment Fund raises funds from owners of real property in the Downtown area to support the activities of Downtown Richmond, Inc., in the promotion and development of downtown commerce.

Funding Period: **July 1, 2006 -June 30, 2007**

Source of Funding: **Special Tax Assessments**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 557,675	\$	505,972	\$	-	\$	-
Funds Made Available	569,666		835,586		875,000		925,000
Total Available for Expenditures	1,127,341		1,341,558		875,000		925,000
Less Expenditures and Transfers	621,369		1,341,558		875,000		925,000
Balance at End of Year	\$ 505,972	\$	-	\$	-	\$	-

Riverfront Special Assessment for DPW (Fund 223)

This fund accounts for the special assessment tax for improvements along the riverfront.

Funding Period: **July 1, 2006 -June 30, 2007**

Source of Funding: **Special Tax Assessment**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 164,619	\$	134,461	\$	-	\$	-
Funds Made Available	212,203		300,000		250,000		275,000
Total Available for Expenditures	376,822		434,461		250,000		275,000
Less Expenditures and Transfers	242,361		434,461		250,000		275,000
Balance at End of Year	\$ 134,461	\$	-	\$	-	\$	-

SPECIAL FUNDS

FINANCE

Richmond Centre Expansion (Fund 224)

This special fund was established for the Richmond Centre Expansion. The 8% lodging tax is being transferred to the Richmond Centre Authority (GRCCA).

Funding Period: **July 1, 2006 -June 30, 2007**

Source of Funding: **Lodging Tax**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	4,359,718	4,500,000	6,450,000	7,000,000
Total Available for Expenditures	4,359,718	4,500,000	6,450,000	7,000,000
Less Expenditures and Transfers	4,359,718	4,500,000	6,450,000	7,000,000
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

Prepared Meal Tax Fund for the Performing Arts Center (Fund 222)

This special fund was established to support the Performing Art Center. An additional 1% tax on prepared food was authorized by City Council to be transferred in support of the Performing Arts Center.

Funding Period: **July 1, 2006 -June 30, 2007**

Source of Funding: **Special Tax Assessment**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ 1,529,458	\$ -	\$ -
Funds Made Available	1,529,458	2,800,000	3,150,000	3,200,000
Total Available for Expenditures	1,529,458	4,329,458	3,150,000	3,200,000
Less Expenditures and Transfers	-	4,329,458	3,150,000	3,200,000
Balance at End of Year	\$ 1,529,458	\$ -	\$ -	\$ -

SPECIAL FUNDS

FINANCE

Community Development Authority (Fund 280)

This fund accounts for the special assessment tax for CDA improvements in downtown Richmond.

Funding Period: **July 1, 2005 -June 30, 2006**

Source of Funding:

Amount of in-kind or cash match required: **0**

	Actual	Adopted	Adopted	Approved
	FY2004	FY2005	FY2006	FY2007
Balance at Beginning of Year	\$ - \$	- \$	- \$	-
Funds Made Available	-	494,325	375,000	510,000
Total Available for Expenditures	-	494,325	375,000	510,000
Less Expenditures and Transfers	-	494,325	375,000	510,000
Balance at End of Year	\$ - \$	- \$	- \$	-

SPECIAL FUNDS

FIRE AND EMERGENCY SERVICES

STATE FIRE PROGRAMS (FUND 375)

The Commonwealth of Virginia provides funds to localities providing fire service operation to be used for the improvement of volunteer and career fire service. Funds shall be used solely for the purposes of training volunteer or career firefighting personnel, funding fire prevention and public safety education programs; constructing, improving and expanding regional or local fire service training facilities; purchasing emergency medical care and equipment for fire personnel; payment of personnel costs related to fire and medical training for fire personnel; purchasing personal protective equipment, and other equipment and supplies.

Funding Period: **July 1, 2005 -June 30, 2006**

Source of Funding: **Federal pass-through**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance Beginning of Year	\$ 91,480	\$	15,030	\$	-	\$	-
Funds Made Available	295,083		290,000		389,521		389,521
Total Available for Expenditures	386,563		305,030		389,521		389,521
Less: Expenditures & transfer	371,533		305,030		389,521		389,521
Balance end of year	\$ 15,029	\$	-	\$	-	\$	-

TWO LIFE (FUND 385)

The Two-for-Life Funds are collected pursuant to Section 46.2-694, Code of Virginia, and shall be used only for emergency medical services. Such funds shall be in addition to any local appropriations and therefore can not be used to supplant local funds. The Two-for-Life monies are generated as a result of charges collected at the time of registration of each passenger vehicle, pickup, and panel truck in the Commonwealth.

Granted yearly, this fund is largely used for distribution to licensed, nonprofit emergency medical and rescue squads. Specifically, the West End and Forest View Volunteer Rescue Squads. West End Rescue Squad, and Forest View Volunteer Rescue receive \$25,000.00 annually, of the allocated Two For Life Funds, to purchase equipment.

Funding Period: **July 1, 2005 -June 30, 2006**

Source of Funding: **Federal pass-through**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance Beginning of Year	\$ 26,436	\$	18,236	\$	-	\$	-
Funds Made Available	67,869		68,469		70,000		70,000
Total Available for Expenditures	94,305		86,705		70,000		70,000
Less: Expenditures & transfer	76,069		86,705		70,000		70,000
Balance end of year	\$ 18,236	\$	-	\$	-	\$	-

SPECIAL FUNDS

FIRE AND EMERGENCY SERVICES

ASSISTANCE TO FIREFIGHTERS (382)

Federal Grant to install vehicle exhaust abatement equipment in all 20 of the City's fire stations and the City's Fire Training Academy facility. Although the City of Richmond provides its fire and rescue personnel with the vitally needed Personal Protective Equipment in all aspects of emergency response, a health and safety hazard not addressed is the hazard related to regular exposure to diesel exhaust fumes within the City's fire stations. The equipment will allow the Department to eliminate hazardous exposure to diesel exhaust and associated health risks among fire personnel as well as citizens who visit the city's fire facilities.

Funding Period: **July 1, 2005-June 30, 2006**

Source of Funding: **Federal pass-through**

Amount of in-kind or cash match required: **284,850**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	-	-	949,500	-
Total Available for Expenditures	-	-	949,500	-
Less: Expenditures & transfer	-	-	949,500	-
Balance end of year	\$ -	\$ -	\$ -	\$ -

METROPOLITAN MEDICAL RESPONSE SYSTEM (MMRS) (376)

The United States Public Health Service, Department of Health and Human Services, is charged with assisting Richmond to plan, develop, purchase special pharmaceuticals, initiate the equipment and identify the training requirements. The MMRS is the principal resource in responding to the health and medical consequences of a nuclear, biological, chemical radiological, and/or explosive Weapon of Mass Destruction (WMD) event. The City of Richmond has the leadership role in developing and implementing a regional MMRS.

Funding Period: **September 19, 2001 - June 30, 2005**

Source of Funding: **U.S. Department of Health and Human Services**

Amount of in-kind or cash match required: **0**

The Metropolitan Medical Response System (MMRS) has been allocated to spend a total of \$880,000 from Fiscal Years 2002 through Fiscal Year ending 2005. Due to an oversight, these totals are not reflected in the supporting summary schedules reported under the Fund Summaries tab in this document. Subsequent printings will contain updated summaries.

SPECIAL FUNDS

GENERAL SERVICES

Vending (Fund 285 & 286)

These funds are derived from vending machine sales.

		Actual		Adopted		Adopted		Approved
		FY2004		FY2005		FY2006		FY2007
Balance at Beginning of Year	\$	1,965	\$	-	\$	-	\$	-
Funds Made Available		4,500		4,500		-		-
Total Available for Expenditures		6,465		4,500		-		-
Less Expenditures & Transfers		6,465		4,500		-		-
Balance at End of Year	\$	-	\$	-	\$	-	\$	-

SPECIAL FUNDS

HUMAN SERVICES COMMISSION

Richmond AmeriCorps Program (ACES) Grant Fund (535)

The goal of the AmeriCorps Program is to activate three integrated Corps of volunteer leaders that will serve to: increase employment opportunities for youth; increase the stock of affordable housing; and enhance existing public safety initiatives to help create a revitalized, safe and economically throughout the Richmond community. The cash match is 18%.

Funding Period: **October 11, 2005 through September 30, 2006**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **\$81,438**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Funds Made Available	460,727		449,975		449,975		449,975
Total Available for Expenditures	460,727		449,975		449,975		449,975
Less Expenditures & Transfers	437,744		449,975		449,975		449,975
Balance at End of Year	\$ 22,983	\$ -	\$ -	\$ -	\$ -	\$ -	-

Position Schedule:

Full-Time Positions

Human Services Administrator	1.00	-	-	-
Community Services Representative	-	1.00	1.00	1.00
Total Positions	1.00	1.00	1.00	1.00

SPECIAL FUNDS

HUMAN SERVICES COMMISSION

Hickory Hill Community Center Revenue (536)

The Human Services Commission assumed management and administration of the Hickory Hill Community Center effective July 1, 1999. The Commission generates revenue by leasing space and hosting public functions to operate the facility. The facility has been transferred to the Department of Recreation and Parks, effective 12/1/04.

Funding Period: **July 1, 2005 through June 30, 2006**

Source of Funding: **Facility Revenue Generated**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ (1,124)	\$	-	\$	-	\$	-
Funds Made Available	120,000		120,000		-		-
Total Available for Expenditures	118,876		120,000		-		-
Less Expenditures & Transfers	114,488		-		-		-
Balance at End of Year	\$ 4,388	\$	-	\$	-	\$	-

Position Schedule:

Full-Time Positions

Senior Event Manager	1.00	-	-	-
Custodian	1.00	1.00	-	-
Custodian	1.00	1.00	-	-
Total Positions	3.00	2.00	-	-

Various Contributions and Donations (538)

The Human Services Commission assists in determining the priority of providing services for Richmond's special populations. Namely the Elderly and Disabled, Concerns for Women, Men and Youth to promote wholesome development. The funds will be used to enhance the daily operation of the committees.

Funding Period: **July 1, 2005 through June 30, 2006**

Source of Funding: **Donations**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ -	\$	-	\$	-	\$	-
Funds Made Available	25,000		25,000		25,000		25,000
Total Available for Expenditures	25,000		25,000		25,000		25,000
Less Expenditures & Transfers	-		-		25,000		25,000
Balance at End of Year	\$ -	\$	-	\$	-	\$	-

SPECIAL FUNDS

HUMAN SERVICES COMMISSION

Richmond Disability Services Board (539)

The Human Services Commission serves as the Disability Board for the State of Virginia to serve the City of Richmond disability population. The \$7,750 grant agreement is authorized under the Disability Services Board Administrative Fund through an appropriation from the 2000 General Assembly to the Virginia Department of Rehabilitative Services for Disability Services Board to supplement staff salary.

Funding Period: **June 1, 2005 through May 31, 2006**

Source of Funding: **State**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	7,750	7,750	7,750	7,750
Total Available for Expenditures	7,750	7,750	7,750	7,750
Less Expenditures & Transfers	7,750	7,750	7,750	7,750
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

SPECIAL FUNDS

INTERGOVERNMENTAL RELATIONS

Virginia First Cities (Fund 284)

changes to re-energize our cities and help create a high quality of life in our urban areas.

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	-	-	-	-
Total Available for Expenditures	180,815	-	-	-
Less Expenditures & Transfers	54,692	-	-	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

SPECIAL FUNDS

JUDICIARY

Richmond Commonwealth's Attorney's Office- Asset Forfeiture (Fund 251)

This fund was established to permit the Richmond Commonwealth Attorney's Office to participate in the Department of Criminal Justice Services' program to share assets seized as a result of investigations of drug related crimes. Funds are distributed on a percentage basis to local or state agencies participating in the investigations.

Funding Period: **July 1, 2005-June 30, 2006**

Source of Funding: **State**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ 49,100	\$ 83,200	\$ 107,600
Funds Made Available	49,100	50,000	50,000	35,000
Total Available for Expenditures	49,100	99,100	133,200	142,600
Less Expenditures & Transfers	-	15,900	25,600	32,000
Balance at End of Year	\$ 49,100	\$ 83,200	\$ 107,600	\$ 110,600

Richmond Commonwealth's Attorney's Office-Victim Witness (Fund 252)

Since 1989 , the Department of Criminal Justice Services has awarded the Richmond Commonwealth Attorney's Office a grant to promote the sensitive treatment of victims and witnesses to crime. The Victim Witness Grant also assist victims and witnesses in dealing with the criminal justice system, while improving the efficiency of the criminal justice process to increase the number of successful prosecutions.

Funding Period: **July 1, 2005-June 30, 2006**

Source of Funding: **State**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ 72,467	\$ 100,657	\$ 34,813
Funds Made Available	415,000	423,431	427,738	445,000
Total Available for Expenditures	415,000	495,898	528,395	479,813
Less Expenditures & Transfers	342,533	395,241	493,582	479,813
Balance at End of Year	\$ 72,467	\$ 100,657	\$ 34,813	\$ -

Position Schedule:

Full-time Positions:

Victim Witness Assistants Attorney	11.00	11.00	11.00	11.00
Total Positions	11.00	11.00	11.00	11.00

SPECIAL FUNDS

JUDICIARY

Domestic Violence-V-Stop (Fund 519)

This is a federally funded program administered by the Virginia Department of Criminal Justice to the Richmond Commonwealth Attorney's Office to develop, implement, and expand the services to female domestic violence and stalking victims at the Domestic Relations Court. This grant resulted in a partnership between the Richmond Police Department, the Commonwealth Attorney's Office, and Victim Witness Services in order to increase the safety of victims and their children, and provide the support necessary for victims of domestic violence.

Funding Period: **Jan 2005-Dec 31, 2006/Jan 2006- Dec 31, 2007**

Source of Funding: **State**

Amount of in-kind or cash match required: **\$13,922**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2006
Balance at Beginning of Year	\$ 3,100	\$ 26,936	\$ 7,598	\$ 6,651
Funds Made Available	79,537	79,537	109,905	112,905
Total Available for Expenditures	82,637	106,473	117,503	119,556
Less Expenditures & Transfers	55,701	98,875	110,852	119,556
Balance at End of Year	\$ 26,936	\$ 7,598	\$ 6,651	\$ -

Position Schedule:

Full-time Positions:

Attorney	1.00	1.00	1.00	1.00
Paralegal	-	1.00	1.00	1.00
Data Analysis	1.00	1.00	1.00	1.00
Total Positions	2.00	3.00	3.00	3.00

Community Corrections (Fund 240)

Funds administered by the Virginia Department of Criminal Justice Services pursuant to the Community Corrections and Pre-trial Services Act. Funds contractually support the supervision of adult offenders released from jail prior to the trial, local probation substance abuse counseling and community service.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **State**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of the Year	\$ -	\$ -	\$ -	\$ -
Fund Made Available	858,857	858,857	858,857	858,857
Total Available for Expenditures	858,857	858,857	858,857	858,857
Less Expenditures & Transfers	858,857	858,857	858,857	858,857
Balance at End of the Year	\$ -	\$ -	\$ -	\$ -

SPECIAL FUNDS

JUDICIARY

Virginia Drug Courts Program/Adult Drug Treatment Court (Fund 343)

Federal funds administered by the Executive Secretary of the State Supreme Court. Funds support program coordinator, secretary, probation officer, and clinician for adult Drug Court.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of the Year	\$ -	\$ -	\$ -	\$ -
Fund Made Available	230,042	232,000	232,000	232,000
Total Available for Expenditures	230,042	232,000	232,000	232,000
Less Expenditures & Transfers	230,042	232,000	232,000	232,000
Balance at End of the Year	\$ -	\$ -	\$ -	\$ -

Project Exile (Fund 520)

The purpose of this Project Exile is to increase the conviction rate of criminals that use illegal guns to commit a crime by aggressively prosecuting criminals in the City of Richmond.

Funding Period: **July 1, 2005-June 30, 2006**

Source of Funding: **State**

Amount of in-kind or cash match required: **\$13,145 Annual**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2006
Balance at Beginning of Year	\$ -	\$ 34,994	\$ 23,994	\$ 15,176
Funds Made Available	243,318	243,318	245,500	245,500
Total Available for Expenditures	243,318	278,312	269,494	260,676
Less Expenditures & Transfers	208,324	254,318	254,318	254,318
Balance at End of Year	\$ 34,994	\$ 23,994	\$ 15,176	\$ 6,358

Position Schedule:

Full-time Positions:

Attorney	1.00	1.00	1.00	1.00
Paralegal	1.00	1.00	1.00	1.00
Detective	1.00	1.00	1.00	1.00
Total Positions	3.00	3.00	3.00	3.00

SPECIAL FUNDS

JUDICIARY

Project Safe Neighborhood (PSN) (Fund 522)

This program was funded for four years by the U. S. Department of Justice with a provision that the program be picked-up by the locality after the grant period ends. This program provides funding for four prosecutors who are dedicated to prosecution of firearm related crime cases and other violations of gun statues.

Funding Period: **July 1, 2005-June 30, 2006**

Source of Funding: **State**

Amount of in-kind or cash match required: **32,814**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ 40,688	\$ 40,688	\$ -
Funds Made Available	236,377	225,628	221,952	229,952
Total Available for Expenditures	236,377	266,316	262,640	229,952
Less Expenditures & Transfers	195,689	225,628	262,640	226,640
Balance at End of Year	\$ 40,688	\$ 40,688	\$ -	\$ 3,312

Position Schedule:

Full-time Positions:

Attorney	4.00	4.00	4.00	4.00
Total Positions	4.00	4.00	4.00	4.00

Project Sentry (Fund 523)

This purpose of Project Sentry is to increase the conviction rate of juveniles who violate federal and state firearms laws through better coordinated efforts to identify and appropriately prosecute, and punish juveniles who violate federal and state firearms laws.

Funding Period: **July 1, 2005-June 30, 2006**

Source of Funding: **City**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ 50,262	\$ (93,738)	\$ -
Funds Made Available	200,000	56,000	306,114	218,748
Total Available for Expenditures	200,000	106,262	212,376	218,748
Less Expenditures & Transfers	149,738	200,000	212,376	218,748
Balance at End of Year	\$ 50,262	\$ (93,738)	\$ -	\$ -

Position Schedule:

Full-time Positions:

Attorney	4.00	4.00	4.00	4.00
Total Positions	4.00	4.00	4.00	4.00

SPECIAL FUNDS

JUDICIARY

Courts Law Library (Fund 241)

The Law Library account was established to make payments for the acquisition of law books and periodicals, compensate staff who maintain the collection of legal materials and assist the public in the use of the library, and cover the cost of other operating expenditures.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Fees**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 400,675	\$	447,394	\$	491,455	\$	517,403
Funds Made Available	225,192		225,192		225,192		225,192
Total Available for Expenditures	625,867		672,586		716,647		742,595
Less Expenditures and Transfers	178,473		181,131		199,244		219,168
Balance at End of Year	\$ 447,394	\$	491,455	\$	517,403	\$	523,427

Position Schedule:

Full-Time Positions:

Librarian	1.00	1.00	1.00	1.00
Total Positions	1.00	1.00	1.00	1.00

Special Assessment-Courthouse Maintenance (Fund 243)

This fund is supported by a \$2 fee assessed on each case in General District Court, Circuit Court, and Juvenile and Domestic Relations Court. The fees collected are intended to help defray costs for renovations, utilities, maintenance, and construction of courthouses.

Funding Period: **July 1 - June 30 of each year**

Source of Funding: **Fines and Fees**

Amount of in-kind or cash match required: **0**

	Actual FY2002		Adopted FY2003		Adopted FY2004		Approved FY2005
Balance at Beginning of Year	\$ 499,998	\$	329,151	\$	254,381	\$	129,381
Funds Made Available	170,846		175,230		250,000		275,000
Total Available for Expenditures	670,844		504,381		504,381		404,381
Less Expenditures and Transfers	341,693		250,000		375,000		375,000
Balance at End of Year	\$ 329,151	\$	254,381	\$	129,381	\$	29,381

SPECIAL FUNDS

JUDICIARY

Technology Trust Fund (Fund 246)

The technology trust fund is funded via a user fee primarily on land records. The fee is processed through the State of Virginia. The State Compensation Board is the entity that approves plans submitted by each Circuit Court Clerk's Office for updating land records and is also the entity that holds the trust fund money. The locality "fronts" the funds to pay the vendors with the Compensation Board refunding to the locality the dollars expended.

Funding Period: **July 1 – June 30, 2006**

Source of Funding: **State Compensation Board**

Amount of in-kind or cash match required: **0**

	Actual FY2002	Adopted FY2003	Adopted FY2004	Approved FY2005
Balance at Beginning of Year	\$ -	\$ -	\$ 60,000	\$ -
Funds Made Available	-	250,000	-	-
Total Available for Expenditures	-	250,000	60,000	-
Less Expenditures & Transfers	-	190,000	60,000	-
Balance at End of Year	\$ -	\$ 60,000	\$ -	\$ -

SPECIAL FUNDS

JUSTICE SERVICES

Juvenile Detention Home - USDA (Fund 260)

This United States Department of Agriculture fund provides for the purchase of food, food service equipment, and salary subsidies for food service workers. The fund represents financial assistance from the State Department of Juvenile Justice to the Detention Home.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of the Year	\$ -	\$ -	\$ -	-
Fund Made Available	81,770	92,000	92,000	92,000
Total Available for Expenditures	81,770	92,000	92,000	92,000
Less Expenditures & Transfers	81,770	92,000	92,000	92,000
Balance at End of the Year	\$ -	\$ -	\$ -	-

Juvenile Detention Home - Vending Machines (Fund 262)

These funds are derived from vending machine sales.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Contributions**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of the Year	\$ -	\$ -	\$ -	-
Fund Made Available	266	1,000	-	-
Total Available for Expenditures	266	1,000	-	-
Less Expenditures & Transfers	266	1,000	-	-
Balance at End of the Year	\$ -	\$ -	\$ -	-

SPECIAL FUNDS

JUSTICE SERVICES

Title IV E Revenue Maximization Project (Fund 470)

Title IV E is a federal reimbursement program through the City Department of Social Services for services provided to prevent out of home placement of eligible clients. Juvenile Justice Services is a participating agency in the revenue maximization project and in the first year of participation was cautious in expending funds. The Department of Juvenile Justice Services fully intends to use Title IV E funding to support full program initiatives on aftercare and follow-up services in FY04 and FY05 once a predictable level of reimbursement has been established.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of the Year	\$ 734,160	\$ 676,339	\$ 564,100	\$ 163,972
Fund Made Available	-	287,889	-	-
Total Available for Expenditures	734,160	964,228	564,100	163,972
Less Expenditures & Transfers	57,821	400,128	400,128	163,972
Balance at End of the Year	\$ 676,339	\$ 564,100	\$ 163,972	\$ -

Juvenile Accountability Incentive Block Grant (Fund 514)

This is a federally funded program administered by the Virginia Department of Criminal Justice Services on a calendar year basis. These funds are used in support of information sharing and a case management system for delinquent youth. There is a 10% cash match required.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **\$14,937**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of the Year	\$ 67,215	\$ 67,215	\$ 67,215	\$ 20,701
Fund Made Available	134,431	134,431	87,917	87,917
Total Available for Expenditures	201,646	201,646	155,132	108,618
Less Expenditures & Transfers	134,431	134,431	134,431	108,618
Balance at End of the Year	\$ 67,215	\$ 67,215	\$ 20,701	\$ -

SPECIAL FUNDS

JUSTICE SERVICES

Young Offender Grant Initiative (Fund 526)

This is a federally funded program administered by the Virginia Department of Criminal Justice Services to serve youthful offenders under the age of 14. There is a 50% cash match the second year of the biennium and a 75% cash match the second year which is the fifth year of the grant.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of the Year	\$ -	\$ -	\$ -	\$ -
Fund Made Available	56,260	37,500	18,750	-
Total Available for Expenditures	56,260	37,500	18,750	-
Less Expenditures & Transfers	56,260	37,500	18,750	-
Balance at End of the Year	\$ -	\$ -	\$ -	-

Strengthening Families Program (Fund 529)

This is a TITLE V prevention program administered by the Virginia Department of Criminal Justice Services. The program provides training for parents and children under ten on communication skills and limit setting. Requires a 25% for each of the four years of funding.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **\$27,351**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of the Year	\$ -	\$ -	\$ -	-
Fund Made Available	24,527	45,989	45,989	-
Total Available for Expenditures	24,527	45,989	45,989	-
Less Expenditures & Transfers	24,527	45,989	45,989	-
Balance at End of the Year	\$ -	\$ -	\$ -	-

Position Schedule:

Full-time Positions:

Youth Counselor	1.00	1.00	-	-
Total Positions	1.00	1.00	-	-

SPECIAL FUNDS

JUSTICE SERVICES

Drug Court IVE (Fund 524)

The 13th District CSU participates in the state Title IVE revenue maximization project uses a portion of their allocation to purchase community monitoring and supervision for youth placed in the Juvenile Drug Court Program.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **State**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of the Year	\$ -	\$	7,840	\$	9,053	\$	10,266
Fund Made Available	44,000		49,713		49,713		37,500
Total Available for Expenditures	44,000		57,553		58,766		47,766
Less Expenditures & Transfers	36,160		48,500		48,500		37,500
Balance at End of the Year	\$ 7,840	\$	9,053	\$	10,266	\$	10,266

Position Schedule:

Full-time Positions:

Outreach Counselor	1.00	1.00	-	-
Total Positions	1.00	1.00	-	-

Drug Court Byrne/Juvenile (342)

Federal funds administered by the Executive Secretary of the State Supreme Court. Funds support two contractually employed RBHA clinicians, clerical support, drug testing equipment and program supplies for Juvenile Drug Court.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of the Year	\$ -	\$	-	\$	-	\$	-
Fund Made Available	111,569		133,000		133,000		133,000
Total Available for Expenditures	111,569		133,000		133,000		133,000
Less Expenditures & Transfers	111,569		133,000		133,000		133,000
Balance at End of the Year	\$ -	\$	-	\$	-	\$	-

SPECIAL FUNDS

JUSTICE SERVICES

Drug Court Enhancement Grant (Fund 595)

Two year funding from the Bureau of Justice Assistance for enhancements to the Juvenile Drug Court program. Funds support the coordinator, part-time educator, and educational materials.

Funding Period: **September 1, 2003 - August 31, 2005**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of the Year	\$ -	\$ -	\$ -	\$ -
Fund Made Available	-	126,015	72,327	-
Total Available for Expenditures	38,688	126,015	72,327	-
Less Expenditures & Transfers	38,688	126,015	72,327	-
Balance at End of the Year	\$ -	\$ -	\$ -	\$ -

The Lipman Foundation (Fund 596)

Private foundation funds incentives, educational trips, and graduation presents for Juvenile Drug Court participants.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Private**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of the Year	\$ -	\$ 24,463	\$ 29,463	\$ 32,463
Fund Made Available	25,000	25,000	25,000	25,000
Total Available for Expenditures	25,000	49,463	54,463	57,463
Less Expenditures & Transfers	537	20,000	22,000	23,000
Balance at End of the Year	\$ 24,463	\$ 29,463	\$ 32,463	\$ 34,463

SPECIAL FUNDS

JUSTICE SERVICES

Community Corrections Supervision Fees (240)

Court ordered funds collected for adult offenders served in Pre-trial and local probation.
 Funds collected are used to support court-ordered substance abuse, and anger management services.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Private**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of the Year	\$ 11,463	\$	13,690	\$	13,690	\$	13,690
Fund Made Available	7,393		80,000		80,000		80,000
Total Available for Expenditures	18,856		93,690		93,690		93,690
Less Expenditures & Transfers	5,166		80,000		80,000		80,000
Balance at End of the Year	\$ 13,690	\$	13,690	\$	13,690	\$	13,690

Truancy Intervention Project (564)

Title V funding administered by the Virginia Department of criminal Justice Services.
 Four year grant supports a pilot to intervene with middle school truants.
 Funds specifically support a school social worker, court case manager, treatment services
 and a designated prosecutor working with Albert Hill Middle school truants.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of the Year	\$ -	\$	-	\$	-	\$	-
Fund Made Available	-		99,706		99,706		99,706
Total Available for Expenditures	-		99,706		99,706		99,706
Less Expenditures & Transfers	-		99,706		99,706		99,706
Balance at End of the Year	\$ -	\$	-	\$	-	\$	-

Position Schedule:

Full-time Positions:

Case Manager	-		1.00		1.00		1.00
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Part-time Positions

CA Assistant	-		0.37		0.37		0.37
Social Worker	-		0.75		0.75		0.75
Total Positions	-		2.12		2.12		2.12

SPECIAL FUNDS

JUVENILE AND DOMESTIC RELATIONS COURT

Vending Machines (Fund 518)

This fund is derived from vending machine sales.

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ 288	\$ -	\$ -
Funds Made Available	4,230	3,942	-	-
Total Available for Expenditures	4,230	4,230	-	-
Less Expenditures & Transfers	3,942	4,230	-	-
Balance at End of Year	\$ 288	\$ -	\$ -	\$ -

SPECIAL FUNDS

LIBRARY

GIFTS TO THE LIBRARY (Fund 200)

This fund was established to accept miscellaneous donations from patrons and is used for the purchase of books, publications and equipment.

Funding Period: **Multi-year**

Source of Funding: **Private donations**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 33,913	\$	75,410	\$	-	\$	-
Funds Made Available	49,798		75,000		75,000		75,000
Total Available for Expenditures	83,711		150,410		75,000		75,000
Less Expenditures & Transfers	8,301		150,410		75,000		75,000
Balance at End of Year	\$ 75,410	\$	-	\$	-	\$	-

Full-time Positions:

Grants Writer	1.00		1.00		-		-
Total Positions	1.00		1.00		-		-

LIBRARY STAFF ASSOCIATION (Fund 201 & 207)

These funds are derived from the vending machinery sales.

Funding Period: **Multi-year**

Source of Funding: **Vending machines**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 2,489	\$	265	\$	-	\$	-
Funds Made Available	414		2,400		2,400		1,200
Total Available for Expenditures	2,903		2,665		2,400		2,400
Less Expenditures & Transfers	2,638		2,665		2,400		2,400
Balance at End of Year	\$ 265	\$	-	\$	-	\$	-

SPECIAL FUNDS

LIBRARY

FRIENDS OF THE LIBRARY (Fund 572)

This fund was established to accept donations for the purchase of books, publications and equipment.

Funding Period: **Multi-year**

Source of Funding: **Private contributions**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adoped FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 35,806	\$	25,757	\$	-	\$	-
Funds Made Available	20,119		75,000		75,000		75,000
Total Available for Expenditures	55,925		100,757		75,000		75,000
Less Expenditures & Transfers	30,168		100,757		75,000		75,000
Balance at End of Year	\$ 25,757	\$	-	\$	-	\$	-

LIBRARY FOUNDATION (Fund 571)

This fund was established to accept donations for the purchase of books, publications and equipment.

Funding Period: **Multi-year**

Source of Funding: **Private contributions**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 44,761	\$	73,767	\$	-	\$	-
Funds Made Available	639,108		500,000		100,000		100,000
Total Available for Expenditures	683,869		573,767		100,000		100,000
Less Expenditures & Transfers	610,102		573,767		100,000		100,000
Balance at End of Year	\$ 73,767	\$	-	\$	-	\$	-

Library Materials Recovery Fund (Fund NEW)

This fund was established to accept funds for the purchase of books, publications and equipment.

Funding Period: **Multi-year**

Source of Funding: **Private contributions**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ -	\$	-	\$	-	\$	-
Funds Made Available	-		50,000		50,000		50,000
Total Available for Expenditures	-		50,000		50,000		50,000
Less Expenditures & Transfers	-		50,000		50,000		50,000
Balance at End of Year	\$ -	\$	-	\$	-	\$	-

SPECIAL FUNDS

LIBRARY

National Endowment for the Humanities (Fund 573)

This fund was establish to accept funds for the purchase of publications, equipment and to help defray the costs for building renovations.

Funding Period: **July 2002 - June 2005**

Source of Funding: **NEH-federal grant**

Amount of in-kind or cash match required: **\$900,000 from the \$2.4M Literary Legacy Fundraising**

Campaign

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 24,566		\$ 99,394		\$ -		-
Funds Made Available	100,000		100,000		-		-
Total Available for Expenditures	124,566		199,394		-		-
Less Expenditures & Transfers	25,172		199,394		-		-
Balance at End of Year	\$ 99,394		\$ -		\$ -		-

CHILDCARE OUTREACH GRANT (Fund 208)

The purpose of this grant is to enhance the quality of child day care services and to promote reading and literacy.

Funding Period: **Multi-year**

Source of Funding: **RDSS**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 77,990		\$ 6,606		\$ -		-
Funds Made Available	125,000		125,000		125,000		125,000
Total Available for Expenditures	202,990		131,606		125,000		125,000
Less Expenditures & Transfers	196,384		131,606		125,000		125,000
Balance at End of Year	\$ 6,606		\$ -		\$ -		-

SPECIAL FUNDS

LIBRARY

Bill and Melinda Gates Foundation (Fund 570)

The purpose of this grant is to purchase public computers with software for students and other library patrons.

Funding Period: **Multi-year**

Source of Funding: **Gates Foundation**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 4,101	\$	4,101	\$	-	\$	-
Funds Made Available	-		33,240		-		-
Total Available for Expenditures	4,101		37,341		-		-
Less Expenditures & Transfers	-		37,341		-		-
Balance at End of Year	\$ 4,101	\$	-	\$	-	\$	-

BELL ATLANTIC GRANT -Verizon-USF E-rate (Fund 209)

The purpose of this grant is to cover the costs related to electronic and telecommunication infrastructure upgrades.

Funding Period: **Multi-year**

Source of Funding: **Verizon /Federal E-rate**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 13,164	\$	1,735	\$	-	\$	-
Funds Made Available	51,713		-		125,000		125,000
Total Available for Expenditures	64,877		1,735		125,000		125,000
Less Expenditures & Transfers	63,142		1,735		125,000		125,000
Balance at End of Year	\$ 1,735	\$	-	\$	-	\$	-

Books-A-Live On Channel 45 (Fund NEW)

The purpose of this grant is to establish the Books-A-Live program on the Library's cable channel 45 to encourage reading and literacy.

Funding Period: **October 2004 - August 2005**

Source of Funding: **United Way-Success by Six**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ -	\$	-	\$	-	\$	-
Funds Made Available	-		15,000		-		-
Total Available for Expenditures	-		15,000		-		-
Less Expenditures & Transfers	-		15,000		-		-
Balance at End of Year	\$ -	\$	-	\$	-	\$	-

SPECIAL FUNDS

NATURAL DISASTER SPECIAL FUNDS

Tropical Storm Gaston (599)

This special fund was set up as a result of Tropical Storm Gaston. Funds appropriated in this fund are estimated revenue from the Federal Emergency Management Agency (FEMA), the Virginia Department of Emergency Management (VDEM), Federal Highway Administration (FHWA), insurance proceeds and matching funds transferred from the General fund.

Funding Period: **July 1, 2005 - June 30, 2007**

Source of Funding: **FEMA, VDEM, FHWA, Insurance Proceeds and the FY2005 General Fund**

Amount of in-kind or cash match required: **\$1,500,000**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ 8,462,578	\$ 1,630,932
Funds Made Available	-	11,100,050	8,462,578	1,630,932
Total Available for Expenditures	-	11,100,050	8,462,578	1,630,932
Less Expenditures and Transfers	-	2,637,472	6,831,646	1,630,932
Balance at End of Year	\$ -	\$ 8,462,578	\$ 1,630,932	\$ -

SPECIAL FUNDS

PARKS, RECREATION, AND COMMUNITY FACILITIES

Sports and Athletic (Fund 405)

Funds are donated by community athletic groups and individuals to cover the costs of youth insurance and physicals, which are required for youth to participate in City sponsored athletics. These funds also cover athletic awards.

Funding Period: **July 1, 2005 – June 30, 2006**

Source of Funding: **Donors**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 50,587	\$	54,346	\$	54,346	\$	-
Funds Made Available	3,759		(54,346)		5,000		10,000
Total Available for Expenditures	54,346		-		59,346		10,000
Less Expenditures and Transfers	-		(54,346)		59,346		10,000
Balance at End of Year	\$ 54,346	\$	54,346	\$	-	\$	-

James River Park (Fund 406)

Funds are donated for the support and improvement of the James River Park System.

Funding Period: **July 1, 2005 – June 30, 2006**

Source of Funding: **Donors**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 50	\$	50	\$	50	\$	-
Funds Made Available	-		(50)		3,950		4,000
Total Available for Expenditures	50		-		4,000		4,000
Less Expenditures and Transfers	-		(50)		4,000		4,000
Balance at End of Year	\$ 50	\$	50	\$	-	\$	-

Dogwood Dell Improvements (Fund 409)

Funds are provided by the Carillon Civic Association and by private citizens to be used for improvements to the Dogwood Dell Amphitheater.

Funding Period: **July 1, 2005 – June 30, 2006**

Source of Funding: **Donors**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ -	\$	532	\$	532	\$	-
Funds Made Available	532		(532)		4,468		5,000
Total Available for Expenditures	532		-		5,000		5,000
Less Expenditures and Transfers	-		(532)		5,000		5,000
Balance at End of Year	\$ 532	\$	532	\$	-	\$	-

SPECIAL FUNDS

PARKS, RECREATION, AND COMMUNITY FACILITIES

Recreation Centers (Fund 416)

This fund is a percentage of funds spent in vending machines located in Parks, Recreation, and Community Facilities throughout the City, with the number of machines varies per facility. The funds are used for the benefit of the employees in the department. Due to policy changes, these funds will become part of the City General Fund.

Funding Period: **July 1, 2004 – June 30, 2005**
 Source of Funding: **Vending Machine Purchasers**
 Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 16,228	\$ 16,288	\$ -	\$ -
Funds Made Available	60	(13,288)	-	-
Total Available for Expenditures	16,288	3,000	-	-
Less Expenditures and Transfers	-	3,000	-	-
Balance at End of Year	\$ 16,288	\$ -	\$ -	\$ -

Carillon Renovation Fund (Fund 425)

Funds are collected from events held at the Carillon facility and grounds to be used for improvements to the Carillon building and surrounding grounds.

Funding Period: **July 1, 2005 – June 30, 2006**
 Source of Funding: **Facility Rental Fees**
 Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 80,250	\$ 98,645	\$ -	\$ -
Funds Made Available	38,460	(8,645)	90,000	90,000
Total Available for Expenditures	118,710	90,000	90,000	90,000
Less Expenditures and Transfers	20,065	90,000	90,000	90,000
Balance at End of Year	\$ 98,645	\$ -	\$ -	\$ -

SPECIAL FUNDS

PARKS, RECREATION, AND COMMUNITY FACILITIES

Swim / Water / Adult Sustaining Swimming Classes (Fund 431)

These funds are used for registration of swim teams in various meets, equipment and music for water aerobics, and material used for water sports and exercise. There are also funds collected for fee-based classes that are used for the instructor's fee (70%) and to defray any expenses to the department (30%).

Funding Period: **July 1, 2005 – June 30, 2006**

Source of Funding: **Program Fees**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 46,528	\$	73,816	\$	-	\$	-
Funds Made Available	43,286		(3,816)		70,000		70,000
Total Available for Expenditures	89,814		70,000		70,000		70,000
Less Expenditures and Transfers	15,998		70,000		70,000		70,000
Balance at End of Year	\$ 73,816	\$	-	\$	-	\$	-

Camps (Fund 433)

These are funds collected to defray cost of the department for providing camps with comprehensive environments and recreational programs for youth in designated areas.

Funding Period: **July 1, 2005 – June 30, 2006**

Source of Funding: **Program Fees & Donations**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 19,048	\$	22,916	\$	-	\$	-
Funds Made Available	24,817		77,084		100,000		100,000
Total Available for Expenditures	43,865		100,000		100,000		100,000
Less Expenditures and Transfers	20,949		100,000		100,000		100,000
Balance at End of Year	\$ 22,916	\$	-	\$	-	\$	-

Fee-based Activities (434)

Donations and fees collected for activities, classes, and events provided by the Department of Parks, Recreation, and Community Facilities. Includes funds donated by tournament or event sponsors for events, activities, & services and funds for fee-based adult classes. Of the class funds collected, 70% pays the instructor fee and 30% is used to defray any expenses to the department.

Funding Period: **July 1, 2005 – June 30, 2006**

Source of Funding: **Program Fees & Donations**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 296,034	\$	305,620	\$	-	\$	-
Funds Made Available	327,108		94,380		475,000		475,000
Total Available for Expenditures	623,142		400,000		475,000		475,000
Less Expenditures and Transfers	317,522		400,000		475,000		475,000
Balance at End of Year	\$ 305,620	\$	-	\$	-	\$	-

SPECIAL FUNDS

PARKS, RECREATION, AND COMMUNITY FACILITIES

City's Annual Youth-Adult Golf Tournament (438)

Funds from City-sponsored golf tournament to support the City's youth golf teams and activities.

Funding Period: **July 1, 2005 – June 30, 2006**

Source of Funding: **Program Fees & Donations**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 37,643	\$ 47,641	\$ -	\$ -
Funds Made Available	34,670	252,359	300,000	300,000
Total Available for Expenditures	72,313	300,000	300,000	300,000
Less Expenditures and Transfers	24,672	300,000	300,000	300,000
Balance at End of Year	\$ 47,641	\$ -	\$ -	\$ -

Summer Food Program (Fund 439)

This is a federally funded program established to provide a nutritious meal to eligible youths during the summer.

Funding Period: **October 1, 2005 – September 30, 2006**

Source of Funding: **Federal Grant**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ (48,451)	\$ (202,515)	\$ -	\$ -
Funds Made Available	596,012	1,902,515	1,800,000	1,800,000
Total Available for Expenditures	547,561	1,700,000	1,800,000	1,800,000
Less Expenditures and Transfers	750,076	1,700,000	1,800,000	1,800,000
Balance at End of Year	\$ (202,515)	\$ -	\$ -	\$ -

Position Schedule:

Full-time Positions:

Administrative Services Coordinator	1.00	1.00	-	-
Project Management Analyst	-	-	1.00	1.00
Recreation Program Coordinator	1.00	1.00	1.00	1.00
Total Positions	2.00	2.00	2.00	2.00

SPECIAL FUNDS

PARKS, RECREATION, AND COMMUNITY FACILITIES

After School Evening Meal Program (440)

This is a federally funded program established to provide a nutritious meal to eligible youth during after school hours.

Funding Period: **October 1, 2005 – September 30, 2006**

Source of Funding: **USDA**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 45,858	\$ (162)	\$ -	\$ -
Funds Made Available	114,534	600,162	700,000	700,000
Total Available for Expenditures	160,392	600,000	700,000	700,000
Less Expenditures and Transfers	160,554	600,000	700,000	700,000
Balance at End of Year	\$ (162)	\$ -	\$ -	\$ -

SPECIAL FUNDS

POLICE

Federal Asset Forfeiture (Fund 351)

This fund was established to permit the Department of Police to participate in the United States Department of Justice Program to share assets seized as a result of investigations of drug related crimes. Funds are distributed on a percentage basis to the Department of Police, federal law enforcement, and any other local or state agencies participating in the investigations.

Funding Period: **July 1, 2005-June 30, 2006**
 Source of Funding: **US Department of Justice**
 Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 440,960		\$ 104,025		\$ -		-
Funds Made Available	97,524		70,975		75,000		100,000
Total Available for Expenditures	538,484		175,000		75,000		100,000
Less Expenditures and Transfers	434,459		175,000		75,000		100,000
Balance at End of Year	\$ 104,025		\$ -		\$ -		-

State Asset Forfeiture (Fund 353)

This fund was established to permit the Department of Police to participate in the Virginia Department of Criminal Justice Services Program to share assets seized as a result of investigations of drug related crimes. Funds are distributed on a percentage basis to the Department of Police and any other local or state agencies participating in the investigations.

Funding Period: **July 1, 2005-June 30, 2006**
 Source of Funding: **Virginia Department of Criminal Justice**
 Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 888,355		\$ 698,138		\$ 275,000		\$ 10,000
Funds Made Available	281,536		76,862		235,000		250,000
Total Available for Expenditures	1,169,891		775,000		510,000		260,000
Less Expenditures and Transfers	471,753		500,000		500,000		250,000
Balance at End of Year	\$ 698,138		\$ 275,000		\$ 10,000		\$ 10,000

SPECIAL FUNDS

POLICE

Weed and Seed (Fund 365)

The U.S. Department of Justice Services awarded grant funds to support overtime and provide additional law enforcement equipment for the Police Department to interact with citizens, while increasing personal contact and visibility in the Weed and Seed Target areas (Whitcomb Court, Gilpin Court and Blackwell).

Funding Period: **July 1, 2003 - August 31, 2005**

Source of Funding: **Virginia Department of Criminal Justice**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 116,095	\$ 71,243	\$ -	\$ -
Funds Made Available	-	66,500	-	-
Total Available for Expenditures	116,095	137,743	-	-
Less Expenditures and Transfers	44,852	137,743	-	-
Balance at End of Year	\$ 71,243	\$ -	\$ -	\$ -

Occupant Safety Information Program (Fund 491)

The Virginia Department of Motor Vehicles awarded grant funds to conduct community awareness programs with local groups focusing on seatbelt violations. The grant funds will also be used to identify major daycare centers to provide parents with educational material on child safety seats.

Funding Period: **October 2003 - September 2004**

Source of Funding: **Virginia Department of Motor Vehicles**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 6,515	\$ -	\$ -	\$ -
Funds Made Available	-	-	-	-
Total Available for Expenditures	6,515	-	-	-
Less Expenditures and Transfers	6,515	-	-	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

SPECIAL FUNDS

POLICE

Local Law Enforcement Block Grant (Fund 493)

The U.S. Department of Justice Services, Bureau of Justice Assistance awarded grant funds to underwrite projects designed to reduce crime and improve public safety.

Funding Period: **October 31, 2003 - October 30 2005**

Source of Funding: **US Department of Justice**

Amount of in-kind or cash match required: **\$44,546**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 1,024,572	\$ 603,166	\$ 100,665	\$ -
Funds Made Available	445,464	201,499	-	-
Total Available for Expenditures	1,470,036	804,665	100,665	-
Less Expenditures and Transfers	866,870	704,000	-	-
Balance at End of Year	\$ 603,166	\$ 100,665	\$ 100,665	\$ -

DUI/DUID Enforcement, Bicycle Enforcement, Motorcycle Safety, Pedestrian Safety (Fund 494)

The Virginia Department of Motor Vehicles awarded grant funds to support training and overtime for Enforcement to Reduce DUI/DUID, Bicycle Patrol Initiated Enforcement, Motorcycle Safety and Pedestrian Safety.

Funding Period: **October 1, 2004 - September 30, 2005**

Source of Funding: **Virginia Department of Motor Vehicles**

Amount of in-kind or cash match required: **\$5,400**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$	2,410	\$ -	\$ -
Funds Made Available	14,707	10,000	25,000	30,000
Total Available for Expenditures	14,707	12,410	25,000	30,000
Less Expenditures and Transfers	12,297	12,410	25,000	30,000
Balance at End of Year	\$ 2,410	\$ -	\$ -	\$ -

SPECIAL FUNDS

POLICE

COPS More '98 (Fund 504)

The United States Department of Justice, Office of Community Oriented Policing Services (COPS) award grant funds to support the purchase of computer technology and the hiring of 7 civilian positions currently filled by sworn officers. All 7 positions will be absorbed by the general fund (based on the hire date) in FY2002.

Funding Period: **September 1, 1998 - August 31, 1999**

Source of Funding: **US Department of Criminal Justice**

Amount of in-kind or cash match required: **\$0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 570,631	\$	100,069	\$	-	\$	-
Funds Made Available	-		-		-		-
Total Available for Expenditures	570,631		100,069		-		-
Less Expenditures and Transfers	470,562		100,069		-		-
Balance at End of Year	\$ 100,069	\$	-	\$	-	\$	-

Position Schedule:

Full-time Positions:

Administrative Analyst	1.00	-	-	-
Office Specialist I	1.00	-	-	-
Office Specialist II	3.00	-	-	-
Systems Operations Analyst	1.00	-	-	-
Training Specialist	1.00	-	-	-
Total Positions	7.00	-	-	-

Bulletproof Vest Program (Fund 507)

The United States Department of Justice Services awarded funds in support of the Bulletproof Vest Partnership Grant. The Richmond Police Department is collaborating with the Richmond Sheriff's Department to purchase bulletproof vests for both departments. The new vests will provide additional protection to law enforcement personnel.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **US Department of Justice**

Amount of in-kind or cash match required: **\$0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 38,511	\$	21,329	\$	11,432	\$	-
Funds Made Available	-		2,103		-		-
Total Available for Expenditures	38,511		23,432		11,432		-
Less Expenditures and Transfers	17,182		12,000		11,431		-
Balance at End of Year	\$ 21,329	\$	11,432	\$	-	\$	-

SPECIAL FUNDS

POLICE

Virginia Communities Working Together (Fund 509)

The Virginia Department of Alcoholic Beverage Control awarded funds to support the Virginia Communities Working Together Grant. The Grant is built on the themes of community, enforcement, and youth working together to combat underage drinking. The grant funds will be used to develop comprehensive strategies to reduce underage drinking.

Funding Period: **September 1, 1999 - December 31, 2002**

Source of Funding: **Virginia Department of Motor Vehicles**

Amount of in-kind or cash match required: **\$0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 15,000	\$	15,000	\$	-	\$	-
Funds Made Available	-		-		-		-
Total Available for Expenditures	15,000		15,000		-		-
Less Expenditures and Transfers	-		15,000		-		-
Balance at End of Year	\$ 15,000	\$	-	\$	-	\$	-

Emergency Communication (Fund 510)

The purpose of this fund is to collect revenues earmarked for the installation and ongoing maintenance and certain personnel costs associated with the Enhanced 911 System. In FY2001, the City of Richmond Ordinance #2001-73-80 transferred the special revenue funds from the Department of Public Works to the Department of Police to offset the costs associated with the Emergency Communication operations (E-911).

Ordinance #94-76-107 provides for a \$2.00 surcharge on each monthly residential telephone bill to support E-911. There are approximately 170,000 phone lines being billed (not counting businesses). As provided by state law, this charge can only be used for certain capital, installation, maintenance, and personnel costs of the Enhanced 911 Telephone Service and other ancillary control central communications equipment.

In FY99, this charge was increased by \$1.00 (ordinance 98-84-164 adopted May 26, 1998 and effective July 1, 1998). This portion of the revenue will be budgeted to the 800MHZ account in the Department of Public Works Emergency Telephone Service Special Fund budget.

Funding Period: **September 1, 1999 - December 31, 2002**

Source of Funding: **Virginia Department of Motor Vehicles**

Amount of in-kind or cash match required: **\$0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 502,628	\$	119,326	\$	-	\$	-
Funds Made Available	3,314,271		2,903,430		3,503,006		3,503,006
Total Available for Expenditures	3,816,899		3,022,756		3,503,006		3,503,006
Less Expenditures and Transfers	3,697,573		3,022,756		3,503,006		3,503,006
Balance at End of Year	\$ 119,326	\$	-	\$	-	\$	-

SPECIAL FUNDS

POLICE

Emergency Communication (Fund 510)

Position Schedule:

Full-time Positions:

Assistant Supervisor Communications Officer	-	-	9.00	9.00
Communications Officer Supervisor	4.00	4.00	4.00	4.00
Communications Officer II	63.00	63.00	54.00	54.00
Communications Officer I	7.00	7.00	7.00	7.00
Total Positions	74.00	74.00	74.00	74.00

Saudi Training Partnership (Fund 581)

The Saudi Arabian Government partnered with the Richmond Police Department to provide a training academy for Saudi Arabian police officers. The training funds will be used to cover all related personnel, equipment and training cost.

Funding Period: **NA**

Source of Funding: **NA**

Amount of in-kind or cash match required: **\$0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 4,699	\$ 4,699	\$ -	\$ -
Funds Made Available	-	-	-	-
Total Available for Expenditures	4,699	4,699	-	-
Less Expenditures and Transfers	-	4,699	-	-
Balance at End of Year	\$ 4,699	\$ -	\$ -	\$ -

Asset Forfeiture Interest (Fund 583)

The Asset Forfeiture Interest funding is interest earned from forfeited cash that will be used to further the training and equipment needs of technical units and increase their overall tactical effectiveness.

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	2,268	10,000	12,000	14,000
Total Available for Expenditures	2,268	10,000	12,000	14,000
Less Expenditures and Transfers	-	10,000	12,000	14,000
Balance at End of Year	\$ 2,268	\$ -	\$ -	\$ -

SPECIAL FUNDS

POLICE

Violence Against Women (Fund 586)

The United States Department of Justice, Office of Justice Programs for the Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program awarded this two-year grant. The grant funds will allow the Richmond Police Department to provide increased services to victims and families of domestic violence.

Funding Period: **September 1, 2002 - August 31, 2005**

Source of Funding: **US Department of Justice**

Amount of in-kind or cash match required: **\$0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 542,849	498,197	\$ -	\$ -
Funds Made Available	-	-	-	-
Total Available for Expenditures	542,849	498,197	-	-
Less Expenditures and Transfers	44,652	498,197	-	-
Balance at End of Year	\$ 498,197	\$ -	\$ -	-

Crash Investigation Program (Fund 587)

The Virginia Department of Motor Vehicles awarded grant funds to purchase Global Positioning Systems to improve the quality of crash scene investigation data collected. This grant will improve the Department technology to more effectively analyze the crash scene.

Funding Period: **October 1, 2004 - September 30, 2005**

Source of Funding: **Virginia Department of Motor Vehicles**

Amount of in-kind or cash match required: **\$3,025**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	-
Funds Made Available	-	12,625	-	-
Total Available for Expenditures	-	12,625	-	-
Less Expenditures and Transfers	-	12,625	-	-
Balance at End of Year	\$ -	\$ -	\$ -	-

SPECIAL FUNDS

POLICE

Project Safe Neighborhoods Research Partner/Crime Analyst Program (590)

The United States Department of Justice, Bureau of Justice Assistance, for the Project Safe Neighborhood Research/Crime Analyst Program. This three-year grant will allow the Richmond Police Department to provide statewide analysis of firearm-related violent crime for the Commonwealth of Virginia.

Funding Period: **October 1, 2002 - September 30, 2005**

Source of Funding: **US Department of Justice**

Amount of in-kind or cash match required: **\$0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 270,000	148,523	\$ -	\$ -
Funds Made Available	-	-	-	-
Total Available for Expenditures	270,000	148,523	-	-
Less Expenditures and Transfers	121,477	148,523	-	-
Balance at End of Year	\$ 148,523	\$ -	\$ -	-

Position Schedule:

Full-time Positions:

Crime Analyst	1.00	1.00	-	-
Planning Management Services	1.00	1.00	-	-
Principle Investigator	1.00	1.00	-	-
Total Positions	3.00	3.00	-	-

COPS Universal Hiring Program (Fund 592)

The United States Department of Justice Office of Community Oriented Policing Services provides funding for Richmond Police Department to hire seven additional officers and police supplies and equipment. These officers are dedicated to daily police operations. Officers will complete all academy requirements and receive training on community policing concepts to enhance their law enforcement capabilities.

Funding Period: **September 1, 2003 - August 31, 2006**

Source of Funding: **US Department of Justice**

Amount of in-kind or cash match required: **Year 1: 25%; Year 2: 50%; Year 3: 75%; Year 4: 100%**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ 525,000	\$ 525,000	\$ -
Funds Made Available	-	-	-	-
Total Available for Expenditures	-	525,000	525,000	-
Less Expenditures and Transfers	-	-	525,000	-
Balance at End of Year	\$ -	\$ 525,000	\$ -	-

Position Schedule:

Full-time Positions:

Police Officer I	-	7.00	7.00	-
Total Positions	-	7.00	7.00	-

SPECIAL FUNDS

POLICE

Value Based Initiative Project (Fund 589)

Provides funding to encourage the participation of the faith community to reduce crime in the City.

Funding Period: **Thru June 30, 2005**

Source of Funding: **US Department of Justice**

Amount of in-kind or cash match required: **\$0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Funds Made Available	-		174,484		-		-
Total Available for Expenditures	-		-		-		-
Less Expenditures and Transfers	16,625		174,484		-		-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

Triad Program (Fund 582)

Grant to encourage crime awareness among the elderly

Funding Period: **September 1, 2004 - June 30, 2005**

Source of Funding: **US Department of Criminal Justice**

Amount of in-kind or cash match required: **\$1,430**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	5,720	\$ -	\$ -	\$ -	-
Funds Made Available	-		-		-		-
Total Available for Expenditures	-		5,720		-		-
Less Expenditures and Transfers	-		5,720		-		-
Balance at End of Year	\$ -	\$ -	-	\$ -	\$ -	\$ -	-

Fan District Association (Fund 346)

Contracted overtime to encourage a reduction in the incidence of underage drinking.

Funding Period: **July 6, 2004 - May 30, 2005**

Source of Funding: **Fan District Association/Virginia Department of Alcohol Beverage Control**

Amount of in-kind or cash match required: **\$0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	7,000	\$ -	\$ -	\$ -	-
Funds Made Available	7,000		-		-		-
Total Available for Expenditures	7,000		7,000		-		-
Less Expenditures and Transfers	-		7,000		-		-
Balance at End of Year	\$ 7,000	\$ -	-	\$ -	\$ -	\$ -	-

SPECIAL FUNDS

POLICE

COPS in Schools (Fund 503)

The City of Richmond was awarded funds by the United States Department of Justice, COPS Office for the 2004 COPS in Schools Grant. The grant funds will allow the Richmond Police Department to provide Five Vanquish Program Police Officers in the 10 Richmond Public Schools middle schools. Each police officer will provide services for two middle schools over the four year grant period.

Funding Period: **September 1, 2004 – August 31, 2007**

Source of Funding: **United States Department of Justice, COPS Office**

Amount of in-kind or cash match required: **\$733,160 & 100% in the fourth year**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ 375,000
Funds Made Available	-	-	625,000	-
Total Available for Expenditures	-	-	625,000	375,000
Less Expenditures and Transfers	-	-	250,000	200,000
Balance at End of Year	\$ -	\$ -	\$ 375,000	\$ 175,000

Position Schedule:

Full-time Positions:

School Resource Officers	-	-	5.00	5.00
Total Positions	-	-	5.00	5.00

SPECIAL FUNDS

PUBLIC HEALTH

Richmond Healthy Start Initiative - (Fund 309)

This federal grant was awarded from the Department of Health and Human Services to provide educational, counseling, monitoring, and specialized services to pregnant women, and women of child bearing age, to reduce infant mortality in the City of Richmond.

Funding Period: **June 1, 2005 - May 31, 2006**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 166,203	\$ (108,479)	\$ 332,406	\$ 332,406
Funds Made Available	328,414	900,000	900,000	900,000
Total Available for Expenditures	494,617	791,521	1,232,406	1,232,406
Less Expenditures and Transfers	603,096	459,115	900,000	900,000
Balance at End of Year	\$ (108,479)	\$ 332,406	\$ 332,406	\$ 332,406

Position Schedule:

Full-time Temporary Positions:

Human Service Coordinator	1.00	1.00	1.00	1.00
Human Services Administrator	1.00	1.00	1.00	1.00
Outreach Case Manager	1.00	1.00	1.00	1.00
Administrative Coordinator I	-	-	1.00	1.00
Total Positions	3.00	3.00	4.00	4.00

WIC Linkage - (Fund 446)

This grant was awarded to increase the immunization rate among children 19-35 months old receiving WIC benefits.

Funding Period: **July 1 - June 30**

Source of Funding: **Private (United Way-Success By 6)**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ (2,717)	\$ (7,011)	\$ -	\$ -
Funds Made Available	9,597	24,011	-	-
Total Available for Expenditures	6,880	17,000	-	-
Less Expenditures and Transfers	13,891	17,000	-	-
Balance at End of Year	\$ (7,011)	\$ -	\$ -	\$ -

Position Schedule:

Temporary Position:

Public Health Nurse Case Manager	0.50	0.50	-	-
Total Positions	0.50	0.50	-	-

SPECIAL FUNDS

PUBLIC HEALTH

Emerging Cities - (Fund 447)

This grant was designed to implement Case Findings in collaboration with the Arthur Ashe Program, Vernon J. Harris Community Health Center and Peer Advocates Coalition of Central Virginia.

Funding Period: **April 1 - March 31**

Source of Funding: **State(VCU)**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 939	\$ 2,345	\$ -	\$ -
Funds Made Available	83,539	130,000	-	-
Total Available for Expenditures	84,478	132,345	-	-
Less Expenditures and Transfers	82,133	132,345	-	-
Balance at End of Year	\$ 2,345	\$ -	\$ -	\$ -

Position Schedule:

Full-time Positions:

Human Services Administrator	-	1.00	-	-
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Part-time Position:

Outreach Case Manager	1.00	1.00	-	-
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Total Positions	1.00	2.00	-	-
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SPECIAL FUNDS

PUBLIC HEALTH

Lead Hazard Control - (448)

This federal grant was awarded to increase comprehensive services that will include removal of lead-based hazards in privately owned low-income homes in the CDBG/NIB high-risk target areas, along with temporary relocation. Funding is also provided for lead hazard workers, inspectors, contractors, off-site blood lead screening, case management, data collection and analysis. "LEAD DUSTBUSTERS" will offer community education and awareness.

Funding Period: **July 1 - June 30**

Source of Funding: **Federal**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 39,695	\$ 331	\$ -	\$ -
Funds Made Available	1,785,078	-	-	-
Total Available for Expenditures	1,824,773	331	-	-
Less Expenditures and Transfers	1,824,442	331	-	-
Balance at End of Year	\$ 331	\$ -	\$ -	\$ -

Position Schedule:

Full-time Permanent Positions:

Program Manager	-	-	-	-
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Full-time Temporary Positions:

Human Services Administrator	1.00	1.00	-	-
Human Service Coordinator I	1.00	1.00	-	-
Property Maintenance Inspector III	1.00	1.00	-	-
Administrative Officer	1.00	1.00	-	-
Outreach Case Manager II	1.00	1.00	-	-

Total Lead Hazard Control	5.00	5.00	-	-
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SPECIAL FUNDS

PUBLIC HEALTH

Childhood Lead Poisoning Prevention - (Fund 476)

The Childhood Lead Poisoning Prevention Program focus on screening, medical case management follow-ups, inspections, and community-based education programming for children six months to six years of age.

Community Development Block Grant (CDBG) is also used to fund related activities. CDBG funded staff are included in the position schedule below.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal Pass Thru**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 17,620	\$ (26,661)	\$ 53,322	\$ 53,322
Funds Made Available	85,746	145,000	143,000	143,000
Total Available for Expenditures	68,126	171,661	196,322	196,322
Less Expenditures and Transfers	94,787	118,339	143,000	143,000
Balance at End of Year	\$ (26,661)	\$ 53,322	\$ 53,322	\$ 53,322

Position Schedule:

Outreach Case Manager II	1.00	1.00	2.00	2.00
Office Specialist II	1.00	1.00	-	-
Outreach Case Manager I	1.00	1.50	1.00	1.00
Total Positions	3.00	3.50	3.00	3.00

Partners in Prevention - (Fund 476)

This grant mission is to promote programs that will influence the reduction of non-marital births within the city.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **State**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 21,750.00	\$ 43,500.00	\$ 43,500.00	\$ 43,500.00
Funds Made Available	43,500	30,000	70,000	70,000
Total Available for Expenditures	65,250	73,500	113,500	113,500
Less Expenditures and Transfers	21,750	30,000	70,000	70,000
Balance at End of Year	\$ 43,500.00	\$ 43,500.00	\$ 43,500.00	\$ 43,500.00

SPECIAL FUNDS

PUBLIC HEALTH

Maternal and Child Health - (Fund 477)

This program promotes healthy pregnancy outcomes that reduce infant mortality and low birth weight.

This grant also supports the Resource Mothers Coordinator position.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal Pass Thru**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 26,711	\$	111,758	\$	-	\$	-
Funds Made Available	173,235		300,000		266,000		266,000
Total Available for Expenditures	146,524		188,242		266,000		266,000
Less Expenditures and Transfers	258,282		188,242		266,000		266,000
Balance at End of Year	\$ 111,758	\$	-	\$	-	\$	-

Position Schedule:

Full-time Positions:

Public Health Nurse Case Manager	1.00	3.00	3.00	3.00
Social Worker (Resource Mothers)	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00
Sub-Total Maternal and Child Health	3.00	5.00	5.00	5.00

Part-time Position:

Public Health Nurse Case Manager	1.00	1.00	-	-
Total Positions	4.00	6.00	5.00	5.00

SPECIAL FUNDS

PUBLIC HEALTH

Women, Infants, and Children - (Fund 478)

This is a federal nutritional supplement and educational program to provide nutritional education and food supplements to pre-school children, pregnant women, and breastfeeding mothers who have dietary deficiencies. It also includes a federal grant to provide information, support, and equipment to breastfeeding mothers.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal Pass Thru**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 41,922	\$ 38,206	\$ -	\$ -
Funds Made Available	603,756	600,000	625,000	625,000
Total Available for Expenditures	645,678	638,206	625,000	625,000
Less Expenditures and Transfers	607,472	638,206	625,000	625,000
Balance at End of Year	\$ 38,206	\$ -	\$ -	\$ -

Position Schedule:

Full-time Positions:

Nutritionist II	2.00	2.00	2.00	2.00
Nutritionist I	3.00	3.00	2.00	2.00
Nutritional Assistant	3.00	3.00	4.00	4.00
Customer Service Representative II	5.00	5.00	4.00	4.00
Sub-total WIC	13.00	13.00	12.00	12.00

Part-time Position:

Nutritionist I	1.00	1.00	1.50	1.50
Nutritional Assistant	-	-	0.50	0.50
Total Positions	14.00	14.00	14.00	14.00

SPECIAL FUNDS

PUBLIC HEALTH

Family Planning - (Fund 479)

This federal grant provides birth control, medical services, and counseling to low-income women and adolescents.

Funding Period: **April 1, 2005 - March 30, 2006**

Source of Funding: **Federal Pass Thru**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 147,398	\$ 298,672	\$ -	\$ -
Funds Made Available	289,783	121,108	235,000	235,000
Total Available for Expenditures	437,181	419,780	235,000	235,000
Less Expenditures and Transfers	138,509	419,780	235,000	235,000
Balance at End of Year	\$ 298,672	\$ -	\$ -	\$ -

Position Schedule:

Full-time Positions:

PH Nurse Case Manager	2.00	2.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00
Sub-Total Family Planning	3.00	3.00	2.00	2.00

Part-time Position:

PH Nurse Case Manager	1.00	1.00	2.00	2.00
Total Positions	4.00	4.00	4.00	4.00

SPECIAL FUNDS

PUBLIC HEALTH

Resource Mothers Program - (Fund 480)

This federal grant provides mentoring to pregnant teenagers to promote healthy pregnancy outcomes, good parenting skills, and the social and economic recovery of the teenager.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal Pass Thru**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 58,429	\$ 21,994	\$ -	\$ -
Funds Made Available	21,400	60,470	56,000	56,000
Total Available for Expenditures	79,829	82,464	56,000	56,000
Less Expenditures and Transfers	57,835	82,464	56,000	56,000
Balance at End of Year	\$ 21,994	\$ -	\$ -	\$ -

Position Schedule:

Part-time Positions:

Outreach Case Manager	2.00	2.00	1.00	1.00
Public Information Representative	-	-	-	-
Total Positions	2.00	2.00	1.00	1.00

Gems/Siblings - (Fund 480)

GEMS/Sibling group will work with families (primarily sisters of pregnant or parenting teens) on topics that include delaying sexual activity, relationship building, and teen pregnancy prevention.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal Pass Thru**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	25,000	25,000	25,000	25,000
Total Available for Expenditures	25,000	25,000	25,000	25,000
Less Expenditures and Transfers	25,000	25,000	25,000	25,000
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

Position Schedule:

Temporary Positions:

Public Information Rep	2.00	2.00	2.00	2.00
Total Positions	2.00	2.00	2.00	2.00

SPECIAL FUNDS

PUBLIC HEALTH

Immunization Action Program - (Fund 481)

Federal funded grant from the Center for Disease Control (CDC), was awarded to increase immunization rates.

Funding Period: **January 1, 2005 - December 31, 2006**

Source of Funding: **Federal Pass Thru**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 878	\$ 5,510	\$ -	\$ -
Funds Made Available	51,802	50,000	49,000	49,000
Total Available for Expenditures	52,680	44,490	49,000	49,000
Less Expenditures and Transfers	47,170	44,490	49,000	49,000
Balance at End of Year	\$ 5,510	\$ -	\$ -	\$ -

Position Schedule:

Full-time Position:

Administrative Program Support Assist.	1.00	1.00	1.00	1.00
Total Positions	1.00	1.00	1.00	1.00

Teen Pregnancy Prevention Program - (Fund 482)

This federal funded project has the mission of promoting programs that are abstinence-based. Programs are designed to provide youth with information that will empower them to make knowledgeable decisions pertaining to sexual activities and promoting the practice to delay sexual activities during the teen years.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal Pass Thru**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adoped FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 14,545	\$ 34,937	\$ -	\$ -
Funds Made Available	194,555	105,126	110,000	110,000
Total Available for Expenditures	209,100	140,063	110,000	110,000
Less Expenditures and Transfers	174,163	140,063	110,000	110,000
Balance at End of Year	\$ 34,937	\$ -	\$ -	\$ -

Position Schedule:

Part-time Position:

Community Services Representative	2.00	2.00	2.00	2.00
Total Positions	2.00	2.00	2.00	2.00

SPECIAL FUNDS

PUBLIC HEALTH

Minority Aids Awareness - (Fund 484)

This federal grant funds community-based organizations for the provision of AIDS education to special populations.

Funding Period: **July 1 - June 30**

Source of Funding: **State**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 22,188		\$ 19,890		\$ -		\$ -
Funds Made Available	57,710		-		-		-
Total Available for Expenditures	79,898		19,890		-		-
Less Expenditures and Transfers	60,008		19,890		-		-
Balance at End of Year	\$ 19,890		\$ -		\$ -		\$ -

Position Schedule:

Full-time Position:

Services Coordinator	1.00		-		-		-
Total Positions	1.00		-		-		-

Hickory Hill - (Fund 485)

The Hickory Hill project was created to design strategies based on community assessment and key leader interviews to address gaps and barriers to cardiovascular health promotion using the Hickory Hills Community Center as the catalyst for the project. Partnerships are being established between Hickory Hill and community agencies to increase the physical activity level and heart healthy nutrition practices of younger African Americans and to increase utilization of the Center's program and facilities.

Funding Period: **July 1, 2005 - June 30, 2006**

Source of Funding: **Federal Pass Thru**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 245		\$ 117		\$ -		\$ -
Funds Made Available	73,414		77,500		79,000		79,000
Total Available for Expenditures	73,659		77,617		79,000		79,000
Less Expenditures and Transfers	73,542		77,617		79,000		79,000
Balance at End of Year	\$ 117		\$ -		\$ -		\$ -

Position Schedule:

Part-time Position:

Fitness Instructor	1.00		1.00		1.00		1.00
Total Positions	1.00		1.00		1.00		1.00

SPECIAL FUNDS

PUBLIC HEALTH

Emergency Preparedness & Response - (Fund 488)

This federally funded program supports activities in the areas of epidemiology and emergency preparedness and response planning .

Funding Period: **January 1 - August 31**

Source of Funding: **Federal Pass Thru**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 11	\$ 10,360	\$ -	\$ -
Funds Made Available	10,776	-	-	-
Total Available for Expenditures	10,787	10,360	-	-
Less Expenditures and Transfers	427	10,360	-	-
Balance at End of Year	\$ 10,360	\$ -	\$ -	\$ -

SPECIAL FUNDS

PUBLIC UTILITIES

Vending (Funds 285 and 286)

These funds are derived from vending machine sales.

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ 40,000	\$ -	\$ -
Funds Made Available	40,000	-	-	-
Total Available for Expenditures	40,000	40,000	-	-
Less Expenditures & Transfers	-	40,000	-	-
Balance at End of Year	\$ 40,000	\$ -	\$ -	\$ -

SPECIAL FUNDS

PUBLIC WORKS

Vending Machines - Fleet Management (Fund 285)

These funds represent Fleet Management's vending machine commissions received and distributed by General Services from vending machines located at Parker Field and Hopkins Road. A DPW employee association manages the fund and determines its use.

Funding Period: **Unlimited**

Source of Funding: **Vending Machine Revenue**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 5,871	\$	5,498	\$	-	\$	-
Funds Made Available	1,293		5,800		-		-
Total Available for Expenditures	7,164		11,298		-		-
Less Expenditures & Transfers	1,666		2,000		-		-
Balance at End of Year	\$ 5,498	\$	9,298	\$	-	\$	-

Litter Control Act Grant (Fund 311)

The Richmond Litter Control organization (The Clean City Commission) was started in 1976 to address the litter problem in the city. The committee, built on the Keep America Beautiful Clean Community System, operates with five subcommittees initiating and implementing various litter control and recycling programs. Each July DPW applies for a state grant. The amount of funds granted is based on the city population. This application is submitted to the Department of Waste Management, Division of Litter Control and Recycling. These funds will be used for in-school educational material, citywide promotional activities and support services to the neighborhood clean up programs.

Funding Period: **July 1 – June 30 of each year**

Source of Funding: **VA Department of Environmental Quality**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 23,240	\$	58,245	\$	53,084	\$	48,084
Funds Made Available	20,388		19,839		20,000		20,000
Total Available for Expenditures	43,628		78,084		73,084		68,084
Less Expenditures & Transfers	30,383		25,000		25,000		25,000
Balance at End of Year	\$ 13,245	\$	53,084	\$	48,084	\$	43,084

SPECIAL FUNDS

PUBLIC WORKS

Clean City Commission (312)

This program account was established to accept various gifts and donations made to the Commission on a yearly basis. These funds are from corporate promotions and donations as well as the paper-recycling program. These funds are used for in-school educational material, citywide promotional activities, and support services for the neighborhood clean-up and recycling programs.

Funding Period: **Inactive**

Source of Funding: **Corporate donations and citizen gifts**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 230	\$ 119	\$ -	\$ -
Funds Made Available	-	-	-	-
Total Available for Expenditures	230	119	-	-
Less Expenditures & Transfers	111	119	-	-
Balance at End of Year	\$ 119	\$ -	\$ -	\$ -

Vending Machine- Public Works (314)

These funds represent Public Works' portion of vending machine commissions received by General Services and distributed to Public Works from vending machines located at the department's Parker Field, and Hopkins Road complexes. Funding is received monthly via an intracity invoice to distribute our share of the vending machine commissions.

Funding Period: **Unlimited**

Source of Funding: **Vending Machine Revenue**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 1,981	\$ 1,290	\$ -	\$ -
Funds Made Available	64	2,000	-	-
Total Available for Expenditures	2,045	3,290	-	-
Less Expenditures & Transfers	755	1,000	-	-
Balance at End of Year	\$ 1,290	\$ 2,290	\$ -	\$ -

SPECIAL FUNDS

PUBLIC WORKS

Traffic Engineering Seminars (Fund 318)

This project involves the utilization of federal highway safety funds received as “pass thru” monies from the Virginia Department of Motor Vehicles via a \$9,200 reimbursable grant. This grant will be used to provide training (via short courses or conferences) primarily in technical work to foster expertise, skill and technical transportation knowledge. Additional training in turn will be given to other staff, which will strengthen their ability to work with citizen groups and other organizations on transportation safety and technical issues.

Funding Period: **October 1 – Sept 30 of each grant year**

Source of Funding: **VA Department of Motor Vehicles**

Amount of in-kind or cash match required: **Variable**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 6,031		\$ 6,031		\$ -		-
Funds Made Available	-		6,031		-		-
Total Available for Expenditures	6,031		-		-		-
Less Expenditures & Transfers	-		-		-		-
Balance at End of Year	\$ 6,031		\$ -		\$ -		-

Transportation Safety & Planning Project (TSAPP) (Fund 319)

This is a phased project that involves the use of 90% reimbursable transportation planning funds available by way of the Federal Highway Administration (FHWA) and the Virginia Department of Transportation (VDOT). The endeavor will enable the City’s Traffic Engineering office to objectively prioritize proposed capital improvement projects based on both traffic safety consideration and vehicle demand. These improvements will be related to both intersection upgrading (new traffic signals or modernization of existing signals) or roadway corridor improvements. The fiscal resources will be used to: (1) acquire a personal computer system, (2) employ one college and one high school intern to process and review motor vehicle accident and traffic count data, (3) perform computations and objectively prioritize intersection and roadway locations having the greatest need for capital improvements and (4) prepare brief reports summarizing recommendations. The 10% local share for this federally funded project will be a “soft match” involving supervisory time of permanent Traffic Engineering staff.

Funding Period: **Inactive grant – closed out**

Source of Funding: **FHWA/VDOT**

Amount of in-kind or cash match required: **10%**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ (8,292)		\$ (8,292)		\$ -		-
Funds Made Available	-		8,292		-		-
Total Available for Expenditures	(8,292)		-		-		-
Less Expenditures & Transfers	-		-		-		-
Balance at End of Year	\$ (8,292)		\$ -		\$ -		-

SPECIAL FUNDS

PUBLIC WORKS

Commonwealth Gateway Landscape (Fund 322)

This project is funded through the Federal ISTEA (Intermodal Surface Transportation Efficiency Act of 1991) Enhancement Program. This program provides 80% of the funding. The remaining 20% match for the City’s portion of the work (estimated at \$25,000) will be funded in the CIP by the Miscellaneous Urban Aid Project. VDOT will fund the match for the portion of work within their right-of- way. The Enhancement Program is a reimbursement program and the City will be reimbursed for project expenses after they have been incurred. This project provides for the design of landscaping along the gateway corridors into the City of Richmond. The project is a joint effort by the City and State. The construction of the gateway improvements will be funded via a separate CIP project beginning in FY2000.

Funding Period: **Inactive grant**
 Source of Funding: **Federal ISTEA**
 Amount of in-kind or cash match required: **20%**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ (40,536)		\$ (52,657)		\$ -		-
Funds Made Available	7,756		-		-		-
Total Available for Expenditures	(48,293)		(52,657)		-		-
Less Expenditures & Transfers	4,664		52,657		-		-
Balance at End of Year	\$ (52,657)		\$ -		\$ -		-

Transportation Engineering Training (Fund 326)

This project involves the utilization of federal highway safety funds received as “pass thru” monies from the Virginia Department of Motor Vehicles via a \$7,500 reimbursable grant. This grant will be used to provide training (via short courses or conferences) primarily in technical work to foster expertise, skill and technical transportation knowledge. Additional training in turn will be given to other staff, which will strengthen their ability to work with citizen groups and other organizations on transportation safety and technical issues.

Funding Period: **October 1 – September 30 of each grant year**
 Source of Funding: **VA Department of Motor Vehicles**
 Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 253		\$ 253		\$ -		-
Funds Made Available	-		-		-		-
Total Available for Expenditures	253		253		-		-
Less Expenditures & Transfers	-		253		-		-
Balance at End of Year	\$ 253		\$ -		\$ -		-

SPECIAL FUNDS

PUBLIC WORKS

Student Intern for Signal Safety Studies (Fund 327)

This project involves the utilization of federal highway safety funds received as “pass thru” monies from the Virginia Department of Motor Vehicles via a \$11,130 reimbursable grant. These funds would be used to obtain a college intern to assist with a new red light running campaign being sponsored by the FHWA and the state to promote improved safety at signalized locations. This would be accomplished through public safety literature, traffic studies to document drivers’ compliance with red traffic lights and enforcement by the Police.

Funding Period: **October 1 – September 30 of each grant year**

Source of Funding: **VA Department of Motor Vehicles**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ (2,907)	\$	(5,410)	\$	-	\$	-
Funds Made Available	-		-		-		-
Total Available for Expenditures	(2,907)		(5,410)		-		-
Less Expenditures & Transfers	2,503		5,410		-		-
Balance at End of Year	\$ (5,410)	\$	-	\$	-	\$	-

Management and Technical Training for Traffic Safety Officials (328)

This project involves the utilization of federal highway safety funds received as “pass thru” monies from the Virginia Department of Motor Vehicles via two reimbursable grants (\$9500, and \$8800) and a new grant in mid FY03 (\$9600). These grants will be used to provide training for four managerial staff members to upgrade and enhance their expertise, skill and technical transportation knowledge. Additional training will be given to other staff, which will strengthen their ability to work with citizen groups and other organizations on transportation safety and technical issues.

Funding Period: **October 1 – September 30 of each grant year**

Source of Funding: **VA Department of Motor Vehicles**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 9,849	\$	9,849	\$	-	\$	-
Funds Made Available	-		-		-		-
Total Available for Expenditures	9,849		9,849		-		-
Less Expenditures & Transfers	-		9,849		-		-
Balance at End of Year	\$ 9,849	\$	-	\$	-	\$	-

SPECIAL FUNDS

PUBLIC WORKS

Lot & Grounds Cleaning Program (329)

These funds are provided for two Equipment Operators to oversee the cleaning and maintenance of approximately 300 City lots by 10 trustees provided through the Richmond Office of Community Corrections. **In FY 98 this function and funding was incorporated into a separate work program in Public Works' general fund budget.**

Funding Period: **FY02 – inactive**

Source of Funding: **Special Appropriation**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 75,000	\$	75,000	\$	-	\$	-
Funds Made Available	-		-		-		-
Total Available for Expenditures	75,000		75,000		-		-
Less Expenditures & Transfers	-		75,000		-		-
Balance at End of Year	\$ 75,000	\$	-	\$	-	\$	-

Employee Trip Generation (338)

Transportation Services

Transportation Services FY2006 and FY2007 Special Funds were consolidated into the Department of Public Works

This 3-year grant was approved to implement a pilot program to provide GRTC transit passes as well as vanpool subsidies for City of Richmond employees.

Funding Period: **July 1, 2003 - June 30, 2006**

Source of Funding: **CMAQ and Federal Highway**

Amount of in-kind or cash match required: **\$149,250**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ -	\$	-	\$	-	\$	-
Funds Made Available	-		-		415,000		-
Total Available for Expenditures	-		-		415,000		-
Less Expenditures & Transfers	-		-		415,000		-
Balance at End of Year	\$ -	\$	-	\$	-	\$	-

SPECIAL FUNDS

PUBLIC WORKS

Parking Management (339)

Transportation Services

Transportation Services FY2006 and FY2007 Special Funds were consolidated into the Department of Public Works

This funding was provided from the RRHA Shockoe Plaza parking deck revenues to establish a parking management fund for the consolidation of parking management, enforcement, collection, towing services, and the parking meter violation monitoring system functions and under a single unit of government.

Funding Period: **July 1, 2003 - June 30, 2007**

Source of Funding: **RRHA Shockoe Plaza Parking Deck Revenues**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	-
Funds Made Available	-	-	300,000	300,000
Total Available for Expenditures	-	-	300,000	300,000
Less Expenditures & Transfers	-	-	300,000	300,000
Balance at End of Year	\$ -	\$ -	\$ -	-

Position Schedule:

Administrative Services Coordinator I	-	-	-	-
Operations Manager	-	-	1.00	1.00
Parking Meter Shop Supervisor	-	-	1.00	1.00
Engineer III	-	-	1.00	1.00
Full-time Positions:	-	-	3.00	3.00

Strategic Master Plan for Transportation (NEW-086)

Transportation Services

Transportation Services FY2006 and FY2007 Special Funds were consolidated into the Department of Public Works

This project will update the transportation element of the City Master Plan and creating the new Richmond Multi-Modal Strategic Transportation Plan (RMSTP). It will be an all inclusive plan that will provide the basis for present and future planning efforts for the city.

Funding Period: **July 1, 2003 - May 31, 2006**

Source of Funding: **Federal Highway Administration**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	-
Funds Made Available	-	-	135,000	-
Total Available for Expenditures	-	-	135,000	-
Less Expenditures & Transfers	-	-	135,000	-
Balance at End of Year	\$ -	\$ -	\$ -	-

SPECIAL FUNDS

PUBLIC WORKS

Downtown Transit Center Need and Location Study (NEW 029)
Public Works

This project will provide for a plan to study the needs for a GRTC/multi-modal transit center in conjunction with the overall city transportation element of the master plan.

Funding Period: **July 1, 2004 - June 30, 2005**
 Source of Funding: **Federal Highway Administration & VDRPT**
 Amount of in-kind or cash match required: **\$2,000**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	-	9,000	-	-
Total Available for Expenditures	-	9,000	-	-
Less Expenditures & Transfers	-	9,000	-	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

800 MHZ System Maintenance (388-9182)

The funding for this special fund is being transferred from the general fund beginning in FY2004. The funding will cover the maintenance of the 800 mhz system and the costs for the operations manager overseeing the management of the system.

Funding Period: **Ongoing appropriation**
 Source of Funding: **City Taxes**
 Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ 85,569	\$ 215,169	\$ 215,169
Funds Made Available	575,177	629,600	674,873	711,762
Total Available for Expenditures	575,177	715,169	890,042	926,931
Less Expenditures & Transfers	489,608	500,000	674,873	711,762
Balance at End of Year	\$ 85,569	\$ 215,169	\$ 215,169	\$ 215,169

Position Schedule:

Full-time Positions:

Operations Manager	1.00	1.00	1.00	1.00
Total Positions	1.00	1.00	1.00	1.00

SPECIAL FUNDS

PUBLIC WORKS

800 MHZ System (388/9181)

The initial funding for this project was provided by a \$1.00 increase in the E-911 fee. This will be used to partially fund the 800 MHZ radio system. The remaining budget for this project is included in a financial plan developed by the City's Finance Director that includes various sources of funding.

Funding Period: **Ongoing**

Source of Funding: **E-911 phone tax & tower leases**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 954,592	\$	966,567	\$	1,021,567	\$	1,076,567
Funds Made Available	2,049,620		2,105,000		2,105,000		2,105,000
Total Available for Expenditures	3,004,212		3,071,567		3,126,567		3,181,567
Less Expenditures & Transfers	2,037,645		2,050,000		2,050,000		2,050,000
Balance at End of Year	\$ 966,567	\$	1,021,567	\$	1,076,567	\$	1,131,567

Traffic Signal Monitoring Equipment (330/9212)

Traffic Engineering Training (330/9213)

Traffic Data Surveillance (330/9121)

This project involves the utilization of federal highway safety funds received as "pass thru" monies from the Virginia Department of Motor Vehicles via 3 reimbursable grants (\$9,000/\$10,000/\$5,000). (1) This grant will provide funds to obtain traffic monitoring equipment. (2) This grant will be used to provide training for four managerial staff members to upgrade and enhance their expertise, skill and technical transportation knowledge. Additional training will be given to other staff that will strengthen their ability to work with citizen groups and other organizations on transportation safety and technical issues. (3) This grant will provide funds for the purchase of basic traffic data surveillance equipment.

Funding Period: **October 1 – Sept. 30, each year**

Source of Funding: **Department of Motor Vehicles**

Amount of in-kind or cash match required: **100% in-kind match**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ (23,458)	\$	(30,418)	\$	-	\$	-
Funds Made Available	9,133		30,418		-		-
Total Available for Expenditures	14,325		-		-		-
Less Expenditures & Transfers	16,093		-		-		-
Balance at End of Year	\$ (30,418)	\$	-	\$	-	\$	-

SPECIAL FUNDS

PUBLIC WORKS

Greater Richmond Convention Center Expansion (334)

The Greater Richmond Convention Center Authority, comprised of representatives from the City of Richmond, the Counties of Henrico, Hanover and Chesterfield, and the Greater Richmond Retail Merchants Association, is undertaking the expansion of the Richmond Center. The Authority has budgeted funds for the city as reasonable compensation to those member organizations with the most significant, on-going participation. The City will receive \$100,000 annually (received quarterly beginning July 1, 1998 and continuing through the completion of the project anticipated in FY2003).

Funding Period: **FY99 – FY05**

Source of Funding: **Regional Authority**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 172,656		\$ 162,180		\$ 156,180		\$ 156,180
Funds Made Available	-		-		-		-
Total Available for Expenditures	172,656		162,180		156,180		156,180
Less Expenditures & Transfers	10,476		6,000		-		-
Balance at End of Year	\$ 162,180		\$ 156,180		\$ 156,180		\$ 156,180

Automated Traffic Record Information Systems (ARTRIS) – FY01 (Fund 335/9479)

This project involves the utilization of federal highway safety funds received as “pass thru” monies from the Virginia Department of Motor Vehicles via a \$7,500 reimbursable grant. This grant will be used to provide resources to establish an Automated Traffic Regulation Information System to facilitate quick review of historical legal traffic orders and important traffic volume data.

Funding Period: **October 1, 2001-September 30, 2002**

Source of Funding: **Department of Motor Vehicles**

Amount of in-kind or cash match required: **100% in-kind match**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ (6,998)		\$ (6,998)		\$ -		\$ -
Funds Made Available	-		-		-		-
Total Available for Expenditures	(6,998)		(6,998)		-		-
Less Expenditures & Transfers	-		6,998		-		-
Balance at End of Year	\$ (6,998)		\$ -		\$ -		\$ -

SPECIAL FUNDS

PUBLIC WORKS

GIS Systematic Tree Inventory (Fund 336)

This project's aim is to enhance and encourage tree planting efforts by volunteer organizations through the use of neighborhood-sized inventories of street trees and planting spaces. Inventory data will also guide the citywide decision making through its collection in a centralized GIS-based database.

Funding Period:

Source of Funding:

Amount of in-kind or cash match required: 0

	Actual		Adopted		Adopted		Approved
	FY2004		FY2005		FY2006		FY2007
Balance at Beginning of Year	\$ 212	\$	212	\$	-	\$	-
Funds Made Available	-		-		-		-
Total Available for Expenditures	212		212		-		-
Less Expenditures & Transfers	-		212		-		-
Balance at End of Year	\$ 212	\$	-	\$	-	\$	-

Telecommunications Franchise Fees (Fund 337)

This project provides funds from various telecommunication providers as public rights-of-way fees, franchise fees and cost-sharing payments for the purpose of defraying legal expenses incurred during the development of telecommunications franchise agreements with various providers.

Funding Period:

Source of Funding:

Amount of in-kind or cash match required: 0

	Actual		Adopted		Adopted		Approved
	FY2004		FY2005		FY2006		FY2007
Balance at Beginning of Year	\$ 53,550	\$	43,827	\$	18,827	\$	-
Funds Made Available	-		-		-		-
Total Available for Expenditures	53,550		43,827		18,827		-
Less Expenditures & Transfers	9,723		25,000		18,827		-
Balance at End of Year	\$ 43,827	\$	18,827	\$	-	\$	-

SPECIAL FUNDS

PUBLIC WORKS

Transportation Engineering Training – FY03 (Fund 330/9214)

Managerial & Technical Training – FY03 (Fund 330/9215)

This project involves the utilization of federal highway safety funds received as “pass thru” monies from the Virginia Department of Motor Vehicles via 2 new reimbursable grants (\$10,000 and \$9,000) . These grants will be used to provide training for the managerial staff members to upgrade and enhance their expertise, skill and technical transportation knowledge. Additional training will be given to other staff that will strengthen their ability to work with citizen groups and other organizations on transportation safety and technical issues.

Funding Period: **October 1 – September 30**

Source of Funding: **Department of Motor Vehicles**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ 10,000	\$ -
Funds Made Available	-	19,600	-	-
Total Available for Expenditures	-	19,600	10,000	-
Less Expenditures & Transfers	-	9,600	10,000	-
Balance at End of Year	\$ -	\$ 10,000	\$ -	-

Main Street Station Operating Account – FY03 (Fund 557)

This project provides funding for the purpose of operating assistance for the Main Street Multi-modal Transportation Center. Funds are being provided via grants from the Virginia Department of Rail and Public Transportation demo grant (\$110,000), the Virginia Department of Rail & Public Transportation formula grant (\$1,930,000), CMAQ (\$1,820,000), the City’s Department of Community Development (\$5,000) and State Urban Funds (\$409,000) plus the city’s share of costs not covered by the above grants.

Funding Period: **Ongoing**

Source of Funding: **CMAQ, Urban, and VDRPT formula and demo grants**

Amount of in-kind or cash match required: **\$5,000 – Comm. Dev. + city share of costs not covered by grants**

*Note: **City share of cost increases significantly in FY07 as grant source of funding expires.**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	401,689	1,011,700	1,208,345	1,368,635
Total Available for Expenditures	401,689	1,011,700	1,208,345	1,368,635
Less Expenditures & Transfers	401,688	1,011,700	1,208,345	1,368,635
Balance at End of Year	\$ -	\$ -	\$ -	-

SPECIAL FUNDS

PUBLIC WORKS

Winter Storm Events – FY05 (Fund 534)

This project provides funding to cover the costs associated with annual snowstorms. Funding began in FY05 via Ordinance 2004-269-260 (9/27/04).

Funding Period: **Ongoing**

Source of Funding: **City funds**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ 150,000
Funds Made Available	-	270,000	600,000	600,000
Total Available for Expenditures	-	270,000	600,000	750,000
Less Expenditures & Transfers	-	270,000	450,000	450,000
Balance at End of Year	\$ -	\$ -	\$ 150,000	\$ 300,000

Transportation Engineering Training - FY05 (NEW)

This project involves the utilization of federal highway safety funds received as “pass thru” monies from the Virginia Department of Motor Vehicles via a new reimbursable grants (\$10400) . This grant will provide training to foster and promote the technical expertise of personnel in Traffic Engineering who supervise and assist with the collection and analysis of transportation and safety data.

Funding Period: October 1, 2004 – September 30, 2005

Source of Funding: Department of Motor Vehicles

Amount of in-kind or cash match required: \$10,400 in kind

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ 5,200	\$ -
Funds Made Available	-	10,400	-	-
Total Available for Expenditures	-	10,400	5,200	-
Less Expenditures & Transfers	-	5,200	5,200	-
Balance at End of Year	\$ -	\$ 5,200	\$ -	\$ -

SPECIAL FUNDS

PUBLIC WORKS

Better Site Design for Intermediate Terminal - FY05 (NEW)

This project will enable Public Works to re-evaluate the preliminary site design and incorporate feasible low impact design practices into the final design. The desired outcome is improved storm water quality and a reduction of polluted runoff.

Funding Period: **October 1, 2004 –December 31, 2005**

Source of Funding: **Virginia Department of Conservation & Recreation**

Amount of in-kind or cash match required: **\$26,000 in kind match**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ 6,000	\$ -
Funds Made Available	-	26,000	-	-
Total Available for Expenditures	-	26,000	6,000	-
Less Expenditures & Transfers	-	20,000	6,000	-
Balance at End of Year	\$ -	\$ 6,000	\$ -	-

Transportation Engineering Training (Fund 330)

Multiple Training Grants (multiple orgs)

This project involves the utilization of federal highway safety funds received as “pass thru” monies from the Virginia Department of Motor Vehicles via multiple reimbursable grants. These grants will provide funds for training of the Traffic Engineering managerial staff to upgrade and enhance their expertise, skill and technical transportation knowledge. Additional training will be given to other staff that will strengthen their ability to work with citizen groups and other organizations on transportation safety and technical issues.

Funding Period: **October 1 – Sept. 30, each year**

Source of Funding: **Department of Motor Vehicles**

Amount of in-kind or cash match required: **100% in-kind match**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ (23,458)	\$ (30,418)	\$ 5,400	\$ -
Funds Made Available	9,133	40,818	-	-
Total Available for Expenditures	(14,325)	10,400	5,400	-
Less Expenditures & Transfers	16,093	5,000	5,400	-
Balance at End of Year	\$ (30,418)	\$ 5,400	\$ -	-

SPECIAL FUNDS

RETIREMENT

Richmond Retirement System (Fund 218)

The Richmond Retirement System administers the retirement benefit plans for the City of Richmond's active, retired and terminated vested employees. The System offers service, early service, disability and deferred retirement benefits. The Board of Trustees oversees the investments of the funds.

	Actual	Adopted	Adopted	Approved
	FY2004	FY2005	FY2006	FY2007
Balance at Beginning of Year	\$ -	\$ 119,546	\$ -	\$ -
Funds Made Available	973,137	853,591	1,022,626	1,025,106
Total Available for Expenditures	973,137	973,137	1,022,626	1,025,106
Less Expenditures and Transfers	853,591	973,137	1,022,626	1,025,106
Balance at End of Year	\$ 119,546	\$ -	\$ -	\$ -

Position Schedule:

Full-time Positions:

Executive Director	1.00	1.00	1.00	1.00
Retirement Accounting Manager	1.00	1.00	1.00	1.00
Administrative Services Coordinator III	1.00	1.00	1.00	1.00
Retirement Benefits Specialist	1.00	1.00	1.00	1.00
Retirement Benefits Coordinator II	1.00	1.00	1.00	1.00
Retirement Benefits Coordinator	5.00	6.00	5.00	5.00
Administrative Coordinator II	1.00	1.00	1.00	1.00
Office Assistant II	1.00	1.00	1.00	1.00
Total Positions	12.00	13.00	12.00	12.00

SPECIAL FUNDS

SHERIFF AND JAIL

Asset Forfeiture (Fund 558)

This is an agreement between the Commonwealth of Virginia and the Sheriff's Office for forfeited assets. Any shared asset shall only be used for law enforcement purposes.

Funding Period: **July 1, 2005 -June 30, 2006**

Source of Funding: **Commonwealth of Virginia**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 6,234	\$ 7,596	\$ 6,796	\$ -
Funds Made Available	1,362	2,000	5,000	5,000
Total Available for Expenditures	7,596	9,596	11,796	5,000
Less Expenditures and Transfers	-	2,800	11,796	5,000
Balance at End of Year	\$ 7,596	\$ 6,796	\$ -	\$ -

Position Schedule:

Full-time Positions:	-	-	-	-
Total Positions	-	-	-	-

Gang Grant (New)

This grant is being awarded to assist in combating gangs in Virginia.

Funding Period: **July 1, 2005 -December 31, 2006**

Source of Funding: DCJS

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	-	-	50,000	-
Total Available for Expenditures	-	-	50,000	-
Less Expenditures and Transfers	-	-	50,000	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

SPECIAL FUNDS

SHERIFF AND JAIL

Jail Management System (Fund 559)

This is a federally funded program administered by the Virginia Department of Criminal Justice Services on a calendar year basis. These funds are used to implement a jail management system to increase efficiency and reduce duplicate efforts between agencies. There is a 25% cash match required.

Funding Period: **January 1, 2004 -December 31, 2004**

Source of Funding: **DCJS**

Amount of in-kind or cash match required: **25%**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	-
Funds Made Available	196,845	192,874	-	-
Total Available for Expenditures	196,845	192,874	-	-
Less Expenditures & Transfers	196,845	192,874	-	-
Balance at End of Year	\$ -	\$ -	\$ -	-

SPECIAL FUNDS

SOCIAL SERVICES

Regional Planning Grant (Fund 290)

The Department of Social Services serves as the fiscal agent for two regional grants related to the Virginia Initiative for Employment not Welfare (VIEW) program for regional transportation services and the regional Wheels-to-Work initiative to enhance automobile ownership of welfare reform participants.

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 465,874	\$ 465,874	\$ -	\$ -
Funds Made Available	203,810	2,000,000	2,000,000	2,000,000
Total Available for Expenditures	669,684	2,465,874	2,000,000	2,000,000
Less Expenditures and Transfers	203,810	2,465,874	2,000,000	2,000,000
Balance at End of Year	\$ 465,874	\$ -	\$ -	\$ -

Food Stamp Reinvestment Grant (Fund 292)

This grant was awarded to reduce the food stamp error rate. This grant continues to be funded.

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ (27,528)	\$ -	\$ -	\$ -
Funds Made Available	43,430	100,000	100,000	100,000
Total Available for Expenditures	15,902	100,000	100,000	100,000
Less Expenditures and Transfers	15,902	100,000	100,000	100,000
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

Position Schedule:

Full-time Positions:

Benefit Program Specialist	1.00	1.00	1.00	1.00
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Part-time Positions:

Benefit Program Specialist	2.00	2.00	2.00	2.00
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Total Positions	3.00	3.00	3.00	3.00
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Greater Richmond Employment Assistance Team (Fund 293)

This grant was awarded to promote Welfare-to-Work initiatives and is operated in partnership with the Chamber of Commerce.

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 614,588	\$ 380,482	\$ -	\$ -
Funds Made Available	(285,617)	300,000	300,000	300,000
Total Available for Expenditures	328,971	680,482	300,000	300,000
Less Expenditures and Transfers	51,511	680,482	300,000	300,000
Balance at End of Year	\$ 380,482	\$ -	\$ -	\$ -

SPECIAL FUNDS

SOCIAL SERVICES

Vending Machines (Fund 295)

These funds are derived from vending machine sales.

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 64		\$ -		\$ -		-
Funds Made Available	9,549		11,000		-		-
Total Available for Expenditures	9,613		11,000		-		-
Less Expenditures and Transfers	9,613		11,000		-		-
Balance at End of Year	\$ -		\$ -		\$ -		-

Independent Living (Fund 301)

This program is funded by the federal government to local social service agencies through the Virginia Department of Social Services. The program assists eligible children (ages 16 and over) to make the transition from foster care to independent living.

Funding Period: **June 1, 2005 - May 31, 2006**

Source of Funding: **Federal pass-through**

Amount of in-kind or cash match required: **0**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ 3,257		\$ 28,962		\$ -		-
Funds Made Available	116,061		111,038		95,000		100,000
Total Available for Expenditures	119,318		140,000		95,000		100,000
Less Expenditures and Transfers	90,356		140,000		95,000		100,000
Balance at End of Year	\$ 28,962		\$ -		\$ -		-

Position Schedule:

Full-time Positions:

Office Specialist II	1.00		1.00		1.00		1.00
Total Positions	1.00		1.00		1.00		1.00

SPECIAL FUNDS

SOCIAL SERVICES

Independent Living - Education and Training Vouchers (Fund NEW)

This program is funded by the federal government to local social service agencies through the Virginia Department of Social Services. The program provides eligible children (ages 16 and over) with financial assistance for enrollment in post secondary educational or vocational programs. Funding may include, but is not limited to, tuition, books, supplies, and day care.

Funding Period: **June 1, 2005 - May 31, 2006**

Source of Funding: **Federal pass-through**

Amount of in-kind or cash match required: **30% in kind match. (\$21,578 from City's Comprehensive Services Act (CSA) match.)**

	<u>Actual</u>		<u>Adopted</u>		<u>Adopted</u>		<u>Approved</u>
	FY2004		FY2005		FY2006		FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Funds Made Available	-		-		50,349		55,000
Total Available for Expenditures	-		-		50,349		55,000
Less Expenditures and Transfers	-		-		50,349		55,000
Balance at End of Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

Independent Living - Demonstration Project (Fund NEW)

This program is funded by the federal government to local social service agencies through the Virginia Department of Social Services. The program provides eligible children (ages 16 and over) with additional services to help ease the transition from foster care to independence.

Funding Period: **June 1, 2005 - May 31, 2006**

Source of Funding: **Federal pass-through**

Amount of in-kind or cash match required: **50% in kind match. (\$40,000 from City's Comprehensive Services Act (CSA) match.)**

	<u>Actual</u>		<u>Adopted</u>		<u>Adopted</u>		<u>Approved</u>
	FY2004		FY2005		FY2006		FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Funds Made Available	-		-		40,000		40,000
Total Available for Expenditures	-		-		40,000		40,000
Less Expenditures and Transfers	-		-		40,000		40,000
Balance at End of Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

SPECIAL FUNDS

SOCIAL SERVICES

Shelter Plus Care (Fund 303)

The Department of Social Services serves as the fiscal agent for receipt of these Housing and Urban Development funds on behalf of the Richmond Behavioral Health Authority. This grant helps to provide affordable rental housing to homeless individuals and families from the City of Richmond.

Funding Period: **June 1, 2005 - May 31, 2006**

Source of Funding: **Federal - Housing and Urban Development (HUD)**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 719,653	\$ 719,653	\$ -	\$ -
Funds Made Available	500,000	500,000	1,250,000	1,350,000
Total Available for Expenditures	1,219,653	1,219,653	1,250,000	1,350,000
Less Expenditures and Transfers	500,000	1,219,653	1,250,000	1,350,000
Balance at End of Year	\$ 719,653	\$ -	\$ -	\$ -

Supportive Housing Grant (Fund 304)

This is a grant from the Virginia Department of Housing and Community Development for the purpose of providing outreach and needs assessment services for the City of Richmond's homeless population.

Funding Period: **June 1, 2005 - May 31, 2006**

Source of Funding: **Virginia Department of Social Services**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	85,000	85,000	85,000	85,000
Total Available for Expenditures	85,000	85,000	85,000	85,000
Less Expenditures and Transfers	85,000	85,000	85,000	85,000
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

Position Schedule:

Full-time Positions:

Social Services Case Manager	1.00	1.00	1.00	1.00
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Part-time Positions:

Social Services Case Manager	0.50	0.50	0.50	0.50
Social Services Case Manager	0.50	0.50	0.50	0.50
Total Positions	2.00	2.00	2.00	2.00

SPECIAL FUNDS

SOCIAL SERVICES

Comprehensive Services Act (Fund 458)

The Department of Social Services serves as the fiscal agent for the Comprehensive Services Act (CSA), a collaborative system of services and funding that is child-centered, family-focused, and community-based. Comprehensive Services Act funds are used to provide services to severely emotionally and behaviorally disturbed children, and to children in foster care. Services purchased include: emergency shelter, regular foster care maintenance, in-home mentoring, and residential treatment services. The Special Education and Foster Care components are federally mandated.

Funding Period: **July 1, 2005 - September 30, 2006**

Source of Funding: **Virginia Department of Social Services, Virginia Department of Education, Richmond**

Public Schools, Virginia Department of Support Enforcement, and children's Social Security and SSI accounts

Amount of in-kind or cash match required: **Approximately 36% cash match funded in the City's general fund, Department of Social Services.**

	Actual FY2004		Adopted FY2005		Adopted FY2006		Approved FY2007
Balance at Beginning of Year	\$ -	\$	84,353	\$	-	\$	-
Funds Made Available	17,475,194		21,915,647		22,000,000		23,760,000
Total Available for Expenditures	17,475,194		22,000,000		22,000,000		23,760,000
Less Expenditures and Transfers	17,390,841		22,000,000		22,000,000		23,760,000
Balance at End of Year	\$ 84,353	\$	-	\$	-	\$	-

Position Schedule:

Full-time Positions:

Human Services Manager	1.00	1.00	1.00	1.00
Social Worker	1.00	1.00	1.00	1.00
Administrative Prog Support Assistant	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	-	1.00	1.00
Office Support Specialist II	-	-	1.00	1.00
Office Specialist II	1.00	1.00	-	-
Total Positions	5.00	4.00	5.00	5.00

SPECIAL FUNDS

SOCIAL SERVICES

Child Care Initiative (Fund 459)

This grant enables the implementation of initiatives to develop, enhance, and strengthen the quality of care delivered to children. These funds are allocated by the Virginia Department of Social Services based on the number of children in poverty and the number of children receiving Temporary Assistance to Needy Families. The Richmond Library has been contracted to operate these initiatives.

Funding Period: **June 1, 2005 - May 31, 2006**

Source of Funding: **Virginia Department of Social Services**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	125,000	125,000	175,000	175,000
Total Available for Expenditures	125,000	125,000	175,000	175,000
Less Expenditures and Transfers	125,000	125,000	175,000	175,000
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

Temporary Assistance to Needy Families - TANF (Fund 460)

This federal grant provides mentoring to pregnant teenagers to promote healthy pregnancy outcomes, good parenting skills, and the social and economic recovery of the teenager. Funding period starts July concludes in June of the following year. (The County of Henrico will assume fiscal responsibility effective June 1, 2005.)

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	50,000	50,000	-	-
Total Available for Expenditures	50,000	50,000	-	-
Less Expenditures and Transfers	50,000	50,000	-	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

Position Schedule:

Full-time Positions:

Social Service Case Manager	2.00	2.00	-	-
Total Positions	2.00	2.00	-	-

SPECIAL FUNDS

SOCIAL SERVICES

TANF- Job Retention and Wage Advancement (Fund 461)

This project will enhance the services currently provided to TANF recipients who are exempt from VIEW participation due to physical and/or mental challenges. The MED VIEW Component is critical in the process of identifying medical barriers to employment and service delivery plans so that the customers will be better prepared for employment and able to work towards self-sufficiency. (The County of Henrico will assume fiscal responsibility effective June 1, 2005.)

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	1,368,500	1,368,500	-	-
Total Available for Expenditures	1,368,500	1,368,500	-	-
Less Expenditures and Transfers	1,368,500	1,368,500	-	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

Position Schedule:

Full-time Positions:

Outreach Worker	2.00	2.00	-	-
Nurse Case Manager	-	-	-	-
Program Coordinator	-	-	-	-
Total Positions	2.00	2.00	-	-

TANF- Clients with Disability (Fund 461)

This project will enhance the employability of TANF recipients with Learning disabilities. Richmond's Goodwill Industries will provide job readiness skills, training, job placement and retention services to TANF recipients with learning disabilities and the Department of Social Services will provide the initial assessment in referring TANF recipients to Goodwill Industries. (The County of Henrico will assume fiscal responsibility effective June 1, 2005.)

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	150,000	150,000	-	-
Total Available for Expenditures	150,000	150,000	-	-
Less Expenditures and Transfers	150,000	150,000	-	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

SPECIAL FUNDS

SOCIAL SERVICES

Medicaid Redetermination (Fund 462)

These funds are provided from the Virginia Department of Social Services to reimburse the City of Richmond Department of Social Services, for processing overdue Medicaid redeterminations.

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	9,200	9,200	-	-
Total Available for Expenditures	9,200	9,200	-	-
Less Expenditures and Transfers	9,200	9,200	-	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

PASS Initiative (Partnership for Achieving Successful Schools) (463)

The Richmond Department of Social Services serves as the fiscal agent for the Governor's PASS Initiative. The PASS funds will support before-and-after child-care programs operated by Parks and Recreation Community Facilities at designated PASS schools in the City of Richmond. The PASS schools includes; Blackwell, Clark Springs, Carver and Maymont and their goal is to provide greater learning, and social development outcomes.

Funding Period: **June 1, 2004 - May 31, 2005**

Source of Funding: **Virginia Department of Social Services**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	140,000	140,000	140,000	140,000
Total Available for Expenditures	140,000	140,000	140,000	140,000
Less Expenditures and Transfers	140,000	140,000	140,000	140,000
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

SPECIAL FUNDS

SOCIAL SERVICES

Workforce Investment Act - (Fund 022)

Title I Workforce Investment Act (WIA) funds are allocated to provide a single system of employment and training activities for adults and dislocated workers and to provide services for eligible youth. Adults and dislocated workers will be provided with intensive training services that will result in increased occupational and educational skills, increased employment and earnings and decreased welfare dependency.

Funding Period: **July 1, 2004 - June 30, 2005**

Source of Funding: **Virginia Employment Commission**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 1,055,082	\$ 1,017,568	\$ -	\$ -
Funds Made Available	1,599,578	2,000,000	2,000,000	2,000,000
Total Available for Expenditures	2,654,660	3,017,568	2,000,000	2,000,000
Less Expenditures and Transfers	1,637,092	3,017,568	2,000,000	2,000,000
Balance at End of Year	\$ 1,017,568	\$ -	\$ -	\$ -

Healthy Families (Fund 276)

Healthy Families is funded as part of the Richmond Healthy Start Initiative. This broad based federally funded initiative is designed to reduce infant mortality and improve maternal and child health. Healthy Families is a home visitor/family support program. In Richmond, services target parents whose children reside in the East District.

Funding Period: **July 1, 2004 - June 30, 2005**

Source of Funding: **Federal Pass-Through**

Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ 88,266	\$ -	\$ -
Funds Made Available	200,824	310,488	219,841	219,841
Total Available for Expenditures	200,824	398,754	219,841	219,841
Less Expenditures and Transfers	112,558	310,488	219,841	219,841
Balance at End of Year	\$ 88,266	\$ 88,266	\$ -	\$ -

Position Schedule:

Full-time Positions:

Family Manager I	4.00	3.00	3.00	3.00
Family Manager II	2.00	2.00	2.00	2.00
Social Worker Supervisor	-	1.00	1.00	1.00
Total Positions	6.00	6.00	6.00	6.00

SPECIAL FUNDS

SOCIAL SERVICES

Vending Machines - EDI (Fund 279)

These funds are derived from vending machine sales.

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	-	2,500	-	-
Total Available for Expenditures	-	2,500	-	-
Less Expenditures and Transfers	-	2,500	-	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

Title IV-E Revenue Maximization Project (Fund 470)

The goal of the Title IV-E Revenue Maximization program is to enhance case management services to at risk youth for out-of-home placements and their families; to expand axcessibility to clients in the communitiy and to fund other inovative service programs.

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ 1,659,564	\$ 1,208,568	\$ 697,659	\$ -
Funds Made Available	199,559	3,088,023	-	-
Total Available for Expenditures	1,859,123	4,296,591	697,659	-
Less Expenditures and Transfers	650,555	3,598,932	697,659	-
Balance at End of Year	\$ 1,208,568	\$ 697,659	\$ -	\$ -

Position Schedule:

Full-time Positions:

Title IV-E Coordinator	1.00	1.00	-	-
Total Positions	1.00	1.00	-	-

SPECIAL FUNDS

TRANSPORTATION SERVICES

Transportation Services FY2006 and FY2007 Special Funds were consolidated into the Department of Public Works

Employee Trip Generation (Fund 338-086-9429)
Transportation Services

This 3-year grant was approved to implement a pilot program to provide GRTC transit passes as well as vanpool subsidies for City of Richmond employees.

Funding Period: **July 1, 2003 - June 30, 2006**
 Source of Funding: **CMAQ and Federal Highway**
 Amount of in-kind or cash match required: **\$149,250**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ 182,280	\$ -	\$ -
Funds Made Available	227,500	200,000	-	-
Total Available for Expenditures	227,500	200,000	-	-
Less Expenditures & Transfers	45,220	382,280	-	-
Balance at End of Year	\$ 182,280	\$ (182,280)	\$ -	\$ -

Parking Management (339-086-9430)
Transportation Services

This funding was provided from the RRHA Shockoe Plaza parking deck revenues to establish a parking management fund for the consolidation of parking management, enforcement, collection, towing services, and the parking meter violation monitoring system functions and under a single unit of government.

Funding Period: **July 1, 2003 - June 30, 2007**
 Source of Funding: **RRHA Shockoe Plaza Parking Deck Revenues**
 Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	\$ -
Funds Made Available	-	200,000	-	-
Total Available for Expenditures	-	200,000	-	-
Less Expenditures & Transfers	-	200,000	-	-
Balance at End of Year	\$ -	\$ -	\$ -	\$ -

Position Schedule:

Administrative Services Coordinator I	-	0.50	-	-
Operations Manager	-	1.00	-	-
Parking Meter Shop Supervisor	-	1.00	-	-
Engineer III	-	-	-	-
Full-time Positions:	-	2.50	-	-

SPECIAL FUNDS

TRANSPORATION SERVICES

Transportation Services FY2006 and FY2007 Special Funds were consolidated into the Department of Public Works

Strategic Master Plan for Transportation (NEW-086)
Transportation Services

This project will update the transportation element of the City Master Plan and creating the new Richmond Multi-Modal Strategic Transportation Plan (RMSTP). It will be an all inclusive plan that will provide the basis for present and future planning efforts for the city.

Funding Period: **July 1, 2003 - May 31, 2006**
 Source of Funding: **Federal Highway Administration**
 Amount of in-kind or cash match required: **0**

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Balance at Beginning of Year	\$ -	\$ -	\$ -	-
Funds Made Available	-	152,000	-	-
Total Available for Expenditures	-	152,000	-	-
Less Expenditures & Transfers	-	152,000	-	-
Balance at End of Year	\$ -	\$ -	\$ -	-



June 13, 2005
Honorable Mayor Wilder and Members of City Council
City of Richmond

Each year the School Board is responsible for determining the financial requirements for all schools serving the students of the City of Richmond. All members of the Board take this responsibility very seriously and work tirelessly to ensure that the educational needs of tomorrow's leaders are adequately addressed. In development of the FY2005-2006 budget, we took every opportunity to insure resources are available to counter difficult obstacles as well as provide enrichment opportunities for our students.

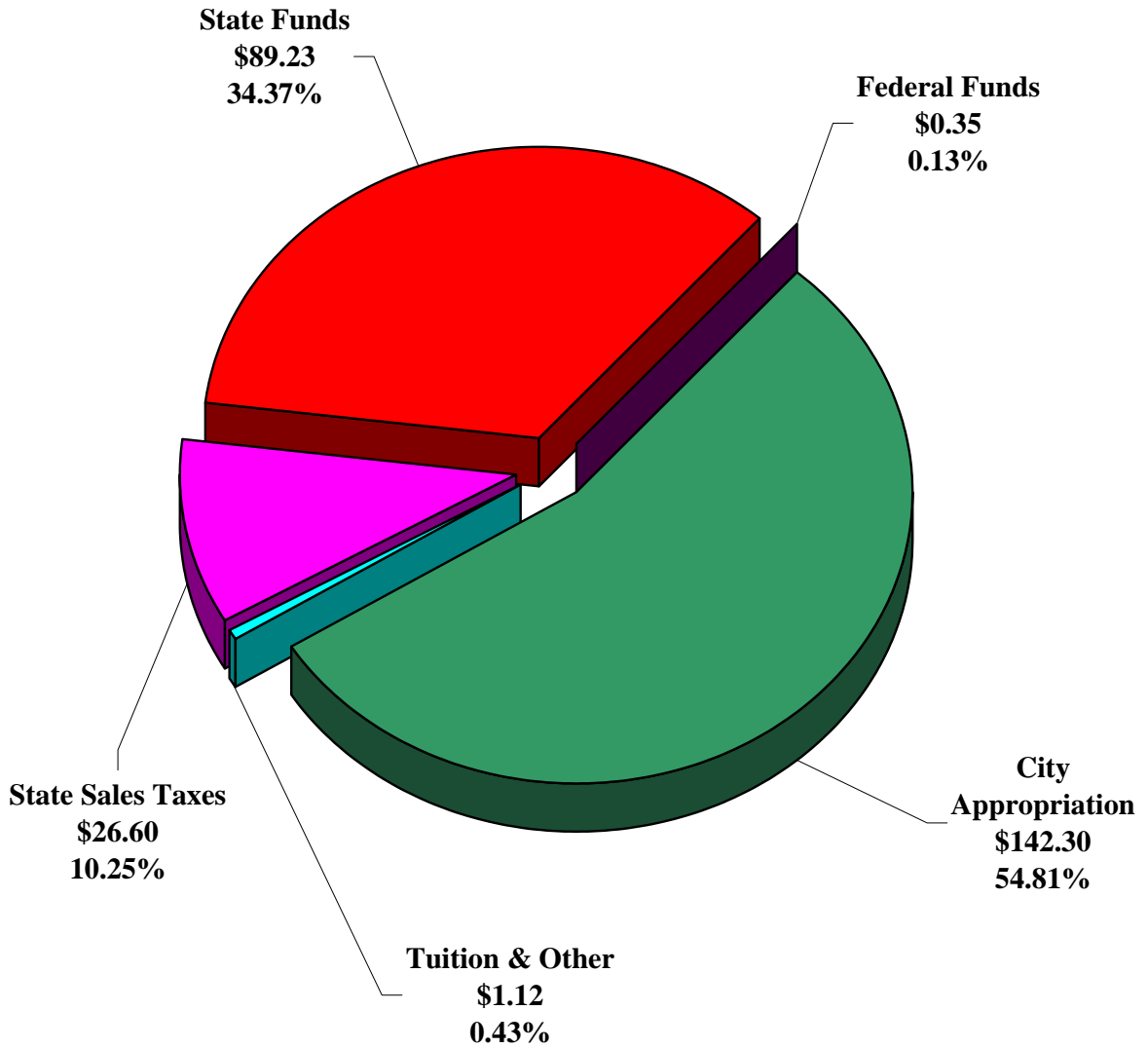
The FY06 adopted budget of \$259.6 million reflects an increase of 2.9% over last year. Due to personnel comprising slightly over 78% of our budget, any salary increase has a profound impact on our funding request. To provide a 3% salary adjustment for employees costs the division over \$5 million. State mandates requiring resources in fiscal 2006 include: 23 special education teachers, 22 instructional technology resource teachers, 9 technology resource support positions, and a VRS rate increase. The adopted budget also allocates resources for the Memorandum of Understanding (MOU) with the Virginia Department of Education, foreign language expansion, Communities In Schools, and Discovery Academy expansion as well as making a continuing commitment to the Regional Governor's Schools.

Some cost saving measures addressed in this budget are: a reduction of overtime pay for transportation employees (as suggested in Project Serve and by the Council of Great City Schools), increased pupil teacher ratios (from 20:1 to 22:1) at the middle and high school levels, and a revised early retirement incentive plan. Richmond is still in negotiations with the City regarding a combined health care program. Additionally, all non-instruction based departments have reduced their operating budgets between 5% – 15% in an effort to reduce administrative costs.

In summary, the School Board has made great progress in addressing the educational needs of the children of Richmond. It has also been very sensitive to the financial stress of the City of Richmond. This budget addresses both while positioning the school district for future success.

Stephen B. Johnson
School Board Chairman

**SCHOOL BOARD
GENERAL FUND REVENUES
TOTAL REVENUES \$259,609,650
ADOPTED FY 2006**



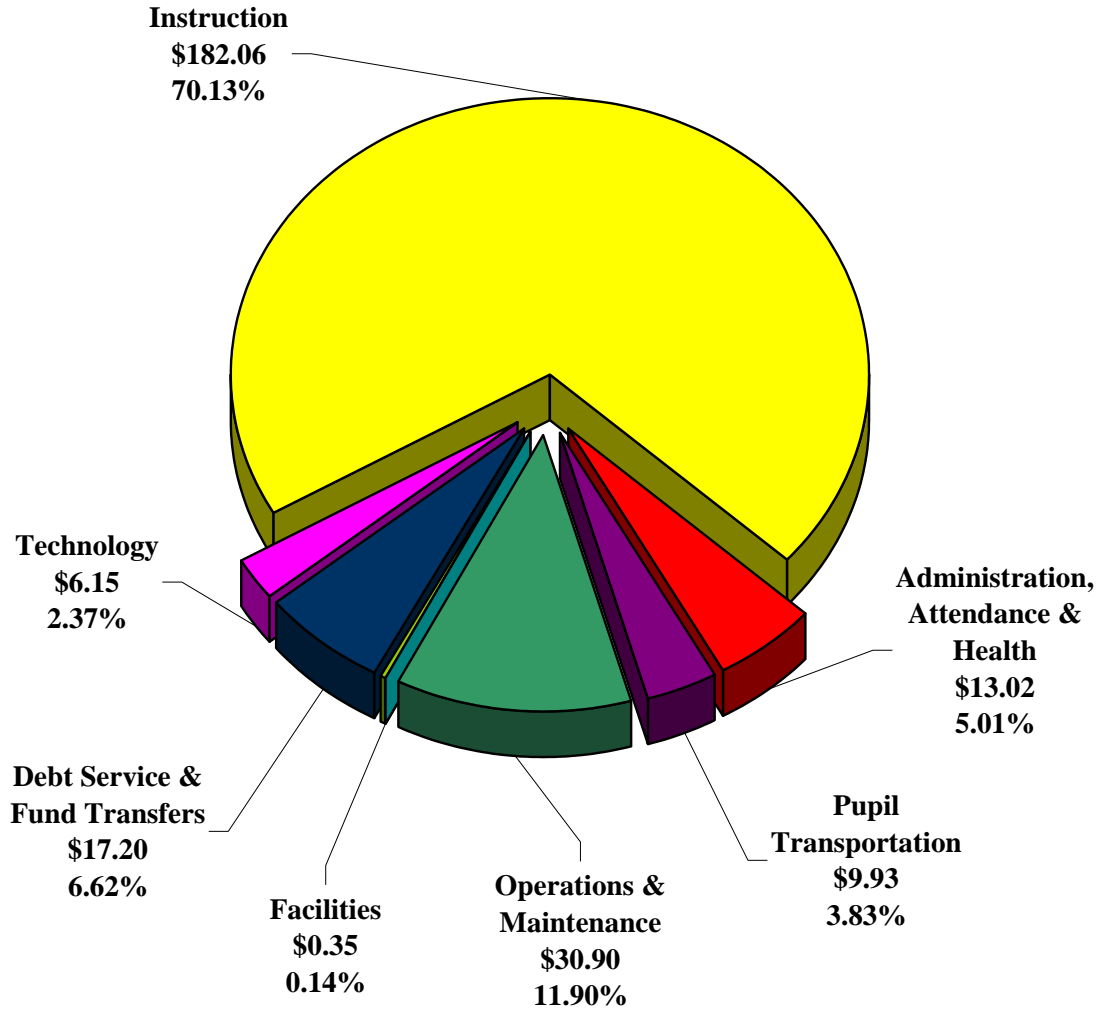
**CITY OF RICHMOND SCHOOL BOARD'S ADOPTED BUDGET
GENERAL FUND REVENUE SUMMARY**

	Actuals 2003-04	Budget 2004-05	Budget 2005-06	Increase (Decrease)	Percent Change
LOCAL REVENUE					
Prior Year Fund Balance	0	3,891,310	0	(3,891,310)	-100.00%
Total Prior Year Fund Balance	0	3,891,310	0	(3,891,310)	-100.00%
Operations - City Funds	122,390,724	125,703,698	132,407,218	6,703,520	5.33%
Debt Service	0	9,556,683	9,896,406	339,723	3.55%
Total City Appropriation	122,390,724	135,260,381	142,303,624	7,043,243	5.21%
STATE SOQ REVENUES					
Basic Aid SOQ	41,612,563	47,980,429	48,273,337	292,908	0.61%
Textbooks	997,575	856,838	857,924	1,086	0.13%
Sales Tax	21,008,352	24,272,726	26,600,589	2,327,863	9.59%
Vocational Education-SOQ	886,910	1,167,428	1,209,684	42,256	3.62%
Gifted Education -SOQ	476,549	529,415	516,494	(12,921)	-2.44%
Special Education-SOQ	7,327,486	10,737,623	10,927,928	190,305	1.77%
Remedial Education-SOQ	1,720,870	3,556,583	3,561,091	4,508	0.13%
VRS Retirement	1,534,535	2,517,107	3,152,716	635,609	25.25%
Social Security	2,528,533	2,994,891	3,391,608	396,717	13.25%
English As A Second Language	99,902	211,802	306,409	94,607	44.67%
Enrollment Loss	584,817	569,182	0	(569,182)	-100.00%
Compensation Supplement	582,448	0	1,141,724	1,141,724	100.00%
Total SOQ Revenues	79,360,540	95,394,024	99,939,504	4,545,480	4.76%
STATE INCENTIVE REVENUES					
Lottery	2,968,501	2,968,661	3,333,290	364,629	12.28%
At-Risk	3,307,746	3,756,549	4,012,497	255,948	6.81%
K-3 Primary Class Size Reduction	3,656,568	4,276,704	3,989,129	(287,575)	-6.72%
At-Risk Four-Year-Olds	1,568,730	2,830,567	3,118,578	288,011	10.18%
School Construction	391,300	391,965	382,640	(9,325)	-2.38%
SOL Algebra Readiness	234,076	331,858	334,921	3,063	0.92%
Total Incentive Revenues	12,126,921	14,556,304	15,171,055	614,751	4.22%
STATE CATEGORICAL REVENUES					
Foster Care Children	712,942	330,704	361,994	31,290	9.46%
Spec Educ: Homebound	180,841	198,296	331,273	132,977	67.06%
Visually Handicapped	16,360	16,900	16,900	0	0.00%
Mailing Report Cards	0	11,000	11,000	0	0.00%
Total Categorical Revenues	910,143	556,900	721,167	164,267	29.50%
Total State Revenue	92,397,604	110,507,228	115,831,726	5,324,498	4.82%
OTHER REVENUE					

**CITY OF RICHMOND SCHOOL BOARD'S ADOPTED BUDGET
GENERAL FUND REVENUE SUMMARY**

	Actuals 2003-04	Budget 2004-05	Budget 2005-06	Increase (Decrease)	Percent Change
Building Rental Permit	82,800	115,000	115,000	0	0.00%
Student Fees	1,175	1,000	1,000	0	0.00%
Cobra Administrative Fees	2,115	2,100	2,100	0	0.00%
Library Fines	2,173	1,900	1,900	0	0.00%
Textbook Fines	5,556	14,000	14,000	0	0.00%
Attorney's Fees	2,989	1,100	1,100	0	0.00%
Tuition	571,805	600,000	600,000	0	0.00%
Operating Expense Recovery	43	3,500	3,500	0	0.00%
Reimbursement Prior Year	0	500	500	0	0.00%
Sales Of Supplies	155	0	0	0	0.00%
Sale Of Surplus Property	33,079	300	300	0	0.00%
Interest/Dividends/Gains Invest	725	7,800	7,800	0	0.00%
Food Sales - RTC	1,474	500	500	0	0.00%
Damages Recovery	11,195	10,200	10,200	0	0.00%
Richmond Sch / Math-Science	42,351	42,400	42,400	0	0.00%
Indirect Cost Recovery	261,991	324,000	324,000	0	0.00%
Proceeds From Notes Payable	0	1,000,000	0	(1,000,000)	-100.00%
Miscellaneous	142,303	0	0	0	0.00%
Total Other Revenue	1,161,929	2,124,300	1,124,300	(1,000,000)	-47.07%
FEDERAL REVENUE					
Impact Aid PL 103-382, Title VIII	84,012	200,000	64,700	(135,300)	-67.65%
Army Reserve	337,219	285,300	285,300	0	0.00%
Total Federal Revenue	421,231	485,300	350,000	(135,300)	-27.88%
Total General Fund Revenue	216,371,488	252,268,519	259,609,650	7,341,131	2.91%

SCHOOL BOARD
GENERAL FUND EXPENDITURES
TOTAL EXPENDITURES \$259,609,650
ADOPTED FY 2006



**CITY OF RICHMOND SCHOOL BOARD'S ADOPTED BUDGET
GENERAL FUND OPERATING BUDGET - SUMMARY BY OBJECT CLASS**

DESCRIPTION	F-T-E's 2005-06	Actuals 2003-04	Budget 2004-05	Budget 2005-06	Increase (Decrease)	Percent Change
Administration	7.0	1,335,809	908,468	865,405	-43,063	-4.74%
Instructional Administration	146.0	10,314,688	10,842,262	10,973,102	130,840	1.21%
Instructional Class Staff	2,050.5	89,684,376	94,575,341	97,529,898	2,954,557	3.12%
Other Professionals	161.5	7,678,529	8,277,632	9,032,690	755,058	9.12%
Technical	336.0	7,474,266	7,704,350	8,251,529	547,179	7.10%
Clerical	177.2	6,908,625	7,004,010	6,682,789	-321,221	-4.59%
Support & Crafts	61.0	2,849,827	3,062,409	3,000,148	-62,261	-2.03%
Operative	213.0	4,746,658	4,897,263	4,067,100	-830,163	-16.95%
Laborer	395.0	10,098,600	10,067,106	10,169,659	102,553	1.02%
State Employee	1.0	61,449	63,763	66,005	2,242	3.52%
SUBTOTAL SALARIES AND WAGES	3,548.2	141,152,827	147,402,604	150,638,325	3,235,721	2.20%
Health Insurance		14,414,197	17,329,562	19,899,302	2,569,740	14.83%
VRS Life Insurance		-1,493	0	0	0	0.00%
Social Security - FICA		10,443,750	11,007,537	11,370,416	362,879	3.30%
Retirement		13,928,376	18,933,300	20,300,783	1,367,483	7.22%
Compensation-type Insurance		1,438,374	1,279,074	1,501,821	222,747	17.41%
Other Benefits		-2,937	454,900	450,170	-4,730	-1.04%
SUBTOTAL EMPLOYEE BENEFITS		40,220,267	49,004,373	53,522,492	4,518,119	9.22%
TOTAL PERSONNEL SERVICES		181,373,094	196,406,977	204,160,817	7,753,840	3.95%
Service Contracts		1,683,382	2,042,572	2,053,272	10,700	0.52%
Professional Services		1,180,027	1,329,681	1,304,600	-25,081	-1.89%
Tuition		3,606,605	4,236,466	4,148,413	-88,053	-2.08%
Temporary Services		80,043	131,420	111,420	-20,000	-15.22%
Non-Professional Services		2,139,933	2,867,143	2,970,591	103,448	3.61%
Repairs & Maintenance		2,486,113	2,515,604	2,304,797	-210,807	-8.38%
SUBTOTAL PURCHASED SERVICES		11,176,103	13,122,886	12,893,093	-229,793	-1.75%
Advertising		70,237	99,050	98,700	-350	-0.35%
Student Transportation		606,949	753,152	807,588	54,436	7.23%
Insurance System-wide		2,077,599	1,916,480	1,886,205	-30,275	-1.58%
Miscellaneous Insurance		36,929	35,500	81,700	46,200	130.14%
Utilities		5,971,091	5,986,000	5,986,000	0	0.00%
Communications		1,634,427	1,963,586	1,911,815	-51,771	-2.64%
Rentals		1,022,439	1,009,075	1,072,900	63,825	6.33%
SUBTOTAL OTHER CHARGES		11,419,671	11,762,843	11,844,908	82,065	0.70%
Materials / Supplies		4,752,648	6,329,437	6,457,314	127,877	2.02%
Printing & Binding		226,495	293,767	278,270	-15,497	-5.28%
Meals		84,838	102,433	113,669	11,236	10.97%
Books & Periodicals		411,578	423,299	424,918	1,619	0.38%
Media Supplies		82,276	110,512	109,212	-1,300	-1.18%
Textbooks		2,816,967	3,002,500	3,000,200	-2,300	-0.08%
Food Service Management		390	900	900	0	0.00%
Permits & Fees		2,671	9,900	21,300	11,400	115.15%
Food		9,380	8,900	11,650	2,750	30.90%
SUBTOTAL SUPPLIES / MATERIALS		8,387,243	10,281,648	10,417,433	135,785	1.32%

**CITY OF RICHMOND SCHOOL BOARD'S ADOPTED BUDGET
GENERAL FUND OPERATING BUDGET - SUMMARY BY OBJECT CLASS**

DESCRIPTION	F-T-E's 2005-06	Actuals 2003-04	Budget 2004-05	Budget 2005-06	Increase (Decrease)	Percent Change
Staff Development		415,357	576,410	636,950	60,540	10.50%
Dues & Fees		160,493	229,859	222,000	-7,859	-3.42%
Travel		262,007	338,494	343,671	5,177	1.53%
Commencement Cost		69,466	55,000	69,600	14,600	26.55%
Awards		60,296	45,320	52,795	7,475	16.49%
Claims & Judgments		51,628	50,000	50,000	0	0.00%
Garage Services		1,252,743	1,169,000	1,169,000	0	0.00%
Warehouse Service		695,163	0	0	0	0.00%
Other Operating Expenses		197,876	454,711	192,600	-262,111	-57.64%
SUBTOTAL OTHER OPERATING EXPENSE		3,165,029	2,918,794	2,736,616	-182,178	-6.24%
Land & Improvements		736	5,800	3,800	-2,000	-34.48%
Buildings		2,387	1,300	0	-1,300	-100.00%
Equipment Additional		1,450,248	664,168	540,917	-123,251	-18.56%
Equipment Replacement		382,946	1,510,695	433,985	-1,076,710	-71.27%
SUBTOTAL CAPITAL OUTLAY		1,836,317	2,181,963	978,702	-1,203,261	-55.15%
Debt Service		0	9,556,683	9,896,406	339,723	3.55%
Transfer to Other Funds		7,436,462	6,618,535	7,301,835	683,300	10.32%
VHSL Supplement		290,297	275,025	286,675	11,650	4.24%
Reserve for Contingencies		0	100,000	50,000	-50,000	-50.00%
Expense Refund (Warehouse & Field Trips)		-1,623,506	-956,835	-956,835	0	0.00%
SUBTOTAL OTHER USES OF FUNDS		6,103,253	15,593,408	16,578,081	984,673	6.31%
TOTAL NON-PERSONNEL EXPENSES		42,087,616	55,861,542	55,448,833	-412,709	-0.74%
TOTAL GENERAL FUND	3,548.2	223,460,710	252,268,519	259,609,650	7,341,131	2.91%

ENTERPRISE FUNDS

A separate fund used to account for operations that are financed and operated in a manner similar to private business enterprises and where it is the intent that costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

A new Stormwater Utility is proposed to be established effective January 1, 2006, in the Department of Public Works, which will affect all non-tax exempt properties. The Stormwater utility will deal with drainage issues throughout the City of Richmond. Specifically, it will provide dedicated management and customer service, increased drainage maintenance, equipment, infrastructure preservation and improved response time to customer requests.

The cost is expected to be between \$3.00 and \$5.00 per month per equivalent residential unit reflecting the runoff of a typical residential lot.

PORT OF RICHMOND

Mission Statement

The Port of Richmond promotes the safe and secure flow of commerce in the Richmond Region by providing full service waterborne, road and rail intermodal and logistical facilities for import, export and domestic cargoes.

Agency Background

The Port of Richmond Deepwater Terminal (PORT) is an operationally self-sufficient, public facility owned by the City of Richmond, managed by the Port of Richmond Commission, and operated by privately-owned Federal Marine Terminals (Richmond), Inc. (FMT). PORT staff provide facility management for the Port of Richmond Deepwater Terminal. The PORT's strategic goals as adopted in its Strategic Plan 2003–2007, are to promote and support the sales and marketing efforts of the PORT's operator, to maintain and improve the operating capabilities of the terminal facilities, to enhance the relationships at the PORT among its strategic partners and stakeholders, and to generate sufficient revenues to ensure its long-term financial viability.

One of the Port of Richmond Commission's highest priorities continues to be the improvement of commercial navigation on the James River. The City of Richmond is the local sponsor with the Federal Government for the James River Navigation Project from Newport News to Richmond; and as such, is responsible for local share costs and coordination of federal projects that include providing sites for placement of dredged material. The maintenance of this 25-foot project depth channel is crucial to the Port of Richmond and important for maritime commerce in the Commonwealth of Virginia. The Port Commission is working closely with the Norfolk District, U.S. Army Corps of Engineers on the James River Navigation Project to foster improved channel maintenance and the identification of, and negotiation for, new sites for placement of dredged material on the Upper James River.

Competition for cargo is greater than ever in a maritime industry continuing to undergo rapid and dramatic change. The Port of Richmond has experienced a decrease of its waterborne cargo handling performance due to the shift of breakbulk cargo to containers, the increasing size of vessels and the loss of steel import, refractory export, and newsprint cargoes. The PORT operator, Federal Marine Terminals, Inc., is making every effort to work with current customers and to develop initiatives to continue the long-term growth and performance of the Port of Richmond.

Agency Highlights

The Port of Richmond is the local project manager for the Deepwater Terminal Turning Basin Expansion Project. This construction-dredging project would widen the Deepwater Terminal Turning Basin to allow larger vessels to turn safely, particularly when other vessels are moored at the Port of Richmond wharf. This improvement will serve all shipping traffic on the Upper James River, including oil barges and bulk carriers serving terminals in the City of Richmond, Henrico and Chesterfield counties as well as the vessel traffic to the Port of Richmond.

PORT OF RICHMOND

The Project Cooperation Agreement (PCA) between the U. S. Army Corps of Engineers and the City of Richmond is scheduled to be signed in the fall of 2005, contingent upon receipt of a VDEQ permit. Federal funding for construction is currently identified in the FY2006 Corps of Engineers' Appropriation Bill. The total project implementation cost for the Deepwater Terminal Turning Basin Expansion is \$2,486,000, with the City of Richmond's estimated local cost share of \$613,000 and the Federal Government's estimated share of \$1,868,000. The City's cost share will be paid from the Port of Richmond Fund. The Port of Richmond has requested funding assistance from the Virginia Port Authority's Aid to Local Port's Fund.

The PORT provides the following services:

- **PORT/Marine Terminal Management** – The Port of Richmond Commission and Federal Marine Terminals (Richmond), Inc., (FMT), successfully negotiated a new five-year Terminal Operation Agreement, effective June 1, 2004, for marketing, terminal operator, and stevedoring services. The new agreement has three five-year options to renew and will expire May 31, 2009.

The PORT's current and future initiatives include implementation of the PORT 2020 Vision Study and the Port Strategic Plan 2003-2007, with a regional rail-intermodal freight center concept that would serve domestic and international shippers, area industries, distribution activities, transportation companies and freight forwarders. This will solidify the role of the Port of Richmond as Central Virginia's Multi-Modal Freight Center for both maritime and inland customers in the new logistics economy of the 21st Century.

- **Terminal and Warehousing** – Federal Marine Terminals (Richmond), Inc., the PORT operator, provides full freight terminal/stevedore/supply chain services for waterborne, road, and rail intermodal cargo and logistical services for import, export and domestic cargoes, including containers, breakbulk, general cargo and specialized services for shippers in Central Virginia and the adjoining regions. FMT is responsible for the direct marketing and sales of the PORT's services and is assisted by the promotional activities of the PORT, including advertising, participating in trade events and by representation with the maritime industry.
- **Major Imports and Exports** – The Port of Richmond handles over 400,000 tons of cargo each year, providing regular service to Northern Europe, the United Kingdom, the Mediterranean, South America, Canada, Mexico, and the Caribbean. Major imports are tobacco, chemicals, pharmaceuticals, forest products, machinery, steel, and consumer goods. Major export cargoes include tobacco, tobacco products, chemicals, textiles, forest products, refractory, project cargo, machinery and aplite. The PORT also handles domestic shipments of steel, pipe and other commodities for regional distribution.

PORT OF RICHMOND

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
OPERATING REVENUES				
Terminal Base Rent	\$ 226,000	\$ 237,000	\$ 237,000	\$ 237,000
Wharfage Fees	651,899	666,000	685,000	698,000
Dockage Fees	64,450	65,000	75,000	75,000
Storage Fees	52,645	50,000	35,000	35,000
5% Gross Revenue Fee	2,286	20,000	10,000	10,000
Charge in Lieu of Wharfage	4,632	10,000	10,000	10,000
Truck Scaling Fees	22,194	25,000	25,000	25,000
Office Rental	18,789	7,000	-	-
TOTAL OPERATING REVENUES	\$1,042,895	\$1,080,000	\$1,077,000	\$1,090,000
<u>Administration</u>				
Personal. Services & Fringe Benefits	\$ 362,201	\$ 350,000	\$ 375,000	\$ 385,000
Office Expenses	21,437	20,000	21,000	22,000
Equipment Rental	7,793	4,000	4,000	4,000
Overhead (City)	67,502	125,000	100,000	100,000
Travel Expenses	3,405	8,000	6,000	6,000
Insurance	12,207	16,000	14,000	14,000
Miscellaneous Expenses	870	2,000	2,000	2,000
Marketing & Public Relations	\$ 45,767	\$ 60,000	\$ 60,000	\$ 60,000
<u>Operations & Engineering</u>				
Harbor Maintenance. Dredging	\$ 50,000	\$ 50,000	\$ 50,000	\$ 35,000
Repairs & Maintenance	101,682	70,000	80,000	80,000
Contract Services	177,285	15,000	15,000	15,000
Operating Supplies	29	1,000	1,000	1,000
TOTAL OPERATING EXPENSES BEFORE DEPRECIATION	\$ 850,178	\$ 721,000	\$ 728,000	\$ 724,000
Depreciation Expense	\$1,011,544	\$1,020,000	\$ 1,000,000	\$ 950,000
OPERATING INCOME (LOSS)	\$ (818,825)	\$ (661,000)	\$ (651,000)	\$ (584,000)
NON-OPERATING REVENUES				
Interest Income	\$ 28,135	\$ 30,000	\$ 40,000	\$ 40,000
Miscellaneous Revenues	(66)	-	-	-
Contributed Capital	-	-	397,000	87,500
Gain (Loss) on Disposal of Assets	-	-	-	-
TOTAL NON-OPERATING REVENUES	\$ 28,069	\$ 30,000	\$ 437,000	\$ 127,500
NET INCOME (LOSS)	\$ (790,758)	\$(631,000)	\$ (214,000)	\$ (456,500)

PORT OF RICHMOND

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Container Tonnage	429,598	416,000	425,000	430,000
General Cargo	2,892	4,000	10,000	10,000
Waterborne Tonnage	432,490	420,000	435,000	440,000
Other Tonnage	25,178	25,000	30,000	30,000
TOTAL TONNAGE	457,668	445,000	465,000	470,000
Revenue	\$1,042,896	\$1,015,000	1,077,000	\$1,090,000
Performance Ratio	\$2.28/Ton	\$2.28/Ton	\$2.32/Ton	\$2.32/Ton
Vessel Calls	54	54	55	55
Tons/Vessels	8,009 Tons/Vsl	7,778 Tons/Vsl	7,909 Tons/Vsl	8,000 Tons/Vsl

ENTERPRISE FUNDS

PARKS, RECREATION, AND COMMUNITY FACILITIES

CEMETERIES

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Operating Revenues				
Charges for Goods and Services				
Administrative Fees	\$ 6,879	\$ 2,200	\$ 2,500	\$ 2,550
Single Graves	422,867	419,960	448,000	456,960
Family Lots	61,228	85,090	97,000	98,940
Interments	803,115	869,786	882,000	899,640
Foundations	126,007	186,200	190,000	190,750
Other	19,955	6,895	9,500	9,750
Total Operating Revenues	1,440,051	1,570,131	1,629,000	1,658,590
Operating Expenses				
Personnel	994,837	1,221,360	1,224,684	1,234,308
Operating Expenses	371,379	326,471	330,369	348,090
Depreciation	23,766	22,300	22,859	23,545
Total Operating Expenses	1,389,982	1,570,131	1,577,912	1,605,943
Operating Income (Loss)	50,069	-	51,088	52,647
Operating Transfer In	62,663	-	-	-
Net Income (Loss)	\$ 112,732	\$ -	\$ 51,088	\$ 52,647

ENTERPRISE FUNDS
PARKS, RECREATION, AND COMMUNITY FACILITIES
LANDMARK THEATER

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Operating Revenues				
Charges for Goods and Services				
General Property Rental	\$ 599,399	\$ 355,000	\$ 611,000	\$ 615,000
Handling Charges	90,024	60,000	60,000	63,000
Concessions	19,826	50,000	30,000	35,000
Miscellaneous	186,653	100,000	100,000	100,000
Total Operating Revenues	895,902	565,000	801,000	813,000
Operating Expenses				
Personnel	683,891	466,747	477,750	482,452
Operating Expenses	328,000	286,166	295,248	297,966
Bond/Note Interest Expense	297,730	175,000	26,300	26,300
Total Operating Expense	1,309,621	927,913	799,298	806,718
Operating Income (Loss)	(413,719)	(362,913)	1,702	6,282
Operating Transfer In	816,255	96,562	-	-
Net Income (Loss)	\$ 402,536	\$ (266,351)	\$ 1,702	\$ 6,282

PUBLIC WORKS

STORMWATER UTILITY

	Actual	Adopted	Adopted	Approved
	FY20024	FY2005	FY2006	FY2007
Operating Revenues				
Charges for Goods and Services				
General Property Rental	\$ -	\$ -	\$ 3,492,000	\$ 6,984,000
Handling Charges	-	-	-	-
Concessions	-	-	-	-
Miscellaneous	-	-	-	-
Total Operating Revenues	-	-	3,492,000	6,984,000
Operating Expenses				
Personnel	-	-	520,955	1,042,119
Operating Expenses	-	-	2,644,602	5,281,732
Depreciation	-	-	55,683	118,629
Total Operating Expense	-	-	3,221,240	6,442,480
Operating Income (Loss)	-	-	270,760	541,520
PILOT	-	-	270,760	541,520
Net Income (Loss)	\$ -	\$ -	\$ -	\$ -

PUBLIC UTILITIES

Vision Statement

The vision of the Department of Public Utilities is to be the premier provider of quality utility services, internationally recognized for customer service; environmental stewardship and employee success.

Mission Statement

The mission of the Department of Public Utilities (DPU) is to provide superior utility service while creating exceptional value. DPU provides natural gas, water, wastewater and electric street lighting services in an environmentally and financially responsible way with respect to the role of government in protecting the public's interest. Our accomplishment of this mission is characterized by the following values:

Customer Satisfaction

- Vigorous pursuit of superior customer service.

Operational Excellence

- Reliable delivery of high quality products and services.
- Protection of the environment through regulatory compliance and proactive management.

Financial Growth and Stability

- Increased growth of the utilities by seeking new customers and exploring new opportunities.
- Competitive rates.

Employee Pride and Ownership

- High standards of personal and professional conduct.
- Promotion of employee pride, enrichment, and a positive image through our commitment to a challenging, safe, clean, and harmonious work environment.

The fulfillment of our mission is intended to benefit both our customers and employees, and enrich the quality of life in the City of Richmond and beyond.

Agency Highlights

Organizational Development

The Department of Public Utilities continues to progress in its major restructuring of each utility as a comprehensive business unit, providing full autonomy of decision making relative to the production and provision of service to our customer base. Special service divisions of utility planning, communications and marketing, and organizational services, coupled with a strong central administration better address the service needs of our current customer base while assessing additional services and markets. To maintain institutional knowledge, DPU implemented Phase I of its Succession Plan. DPU also implemented a Broadband Plan for Water and Wastewater plant operations employees to gain higher levels of skill/licensure and a career and skills development plan that involved development of an associate degree in technical studies and the design of a future curriculum in public utilities management.

PUBLIC UTILITIES

Regional Provider of Service

The Department of Public Utilities is a major regional provider of utility services. This objective represents a regional cooperative ventures successfully operating in the metropolitan area. Our ability to provide continued and enhanced services betters the economic forecast for the City as well as the region. DPU will continue to seek opportunities to meet the ever-changing demands of this growing metropolitan area through the provision of quality utility services.

Homeland Security

DPU is prepared to implement heightened security measures when the national security threat level is elevated. The utility has implemented a security alert system that is based on the U.S. Department of Homeland Security's (DHS) recommended protective measures. DPU's system outlines a plan of action that corresponds to the National Security color-coded alert system. Security upgrades at field facilities are continuing in order to protect our critical infrastructures.

Regulatory

Regulatory requirements at the Federal and State levels represent one of the drivers for continued escalating capital investment and improvement projects. These are major factors in the Water and Wastewater Utilities and are significant for the Gas Utility. The Safe Drinking Water Act, the State Health Department requirements and the Enhanced Surface Water Treatment Rules regulates the Water Utility. The Wastewater Utility is regulated by the Clean Water Act, Virginia State Water Control Law and the Department's Virginia Pollutant Discharge Elimination System permit with the Commonwealth's Department of Environmental Quality and the implementation of the Environmental Protection Agency's requirements to reduce Combined Sewer Overflow (CSO) discharges to the James River. For the Natural Gas Utility, compliance with the U.S. Department of Transportation's Office of Pipeline Safety regulations for older cast iron mains will affect the capital requirements for several years.

Infrastructure

Richmond, like other older urban communities throughout the country, has an aging infrastructure. One hundred-year-old gas mains, water mains, and sewer lines serve many areas of the City. Because DPU must ensure that it can continue to safely provide reliable and quality utility services, it has the responsibility to continue to actively invest in the maintenance, upgrade and replacement of the distribution and collection systems.

Commitment to the Community

The Department of Public Utilities launched its first community education program in the fall of 2003 to enhance customer understanding of key aspects of utility services and provide information that will help them manage their utility bills. As part of its community outreach efforts, DPU created a mascot, named Utility Buddy, to be visible in schools, civic meetings and other community events. Additionally, in 2004, DPU's MetroCare Program distributed \$28,265 for heating assistance to more than 140 families throughout the Richmond metropolitan area.

PUBLIC UTILITIES

Department Services

The Department of Public Utilities is composed of four separate utilities: Gas, Water, Wastewater, and Electric. Each utility operates on a self-sustaining basis, as required by the Charter of the City of Richmond.

Gas Utility

The gas utility is a municipally owned local distribution company that provides gas service to the City of Richmond, Henrico County, and portions of Chesterfield and Hanover counties. The utility serves approximately 100,025 residential, commercial and industrial customers via approximately 1766 miles of pipeline. Of the 1766 miles of gas mains, about 35% are cast iron and ductile iron, 28% are steel and the remaining 650 miles, or 37%, are polyethylene plastic. In addition to supplying gas to customers, the utility purchases the gas from national suppliers, operates and maintains the eight custody transfer facilities connected to the interstate pipelines, installs and maintains gas mains as well as provides routine and emergency services.

A major infrastructure need exists in the Gas Utility. Many sections of the cast iron gas distribution system is over 100 years old. In the Gas Utility Master Plan there is a 40 year program underway to replace all of the old cast iron mains in the system with high-density polyethylene (HDPE) pipe and coated steel welded pipe. The Gas Utility began in the early 1850's when manufactured gas, created from heating coal at the 15th and Dock Streets facility, was distributed through cast iron pipes to the downtown area for streetlights.

Because of the age of the cast iron mains, DPU has seen an increase in the number of leaks that occur in the system. Since FY1995-96, DPU has repaired approximately 13,200 gas leaks (Classes 1, 2, and 3) annually; however, it maintains an annual backlog of approximately 1,250 Class 2 leaks that should be repaired. (Class 1 leaks are leaks that represent an existing or probable hazard to life or property and require immediate repair. Class 2 leaks are leaks that are recognized as non-hazardous at the time of detection, but justify a scheduled repair. Class 3 leaks are leaks that are non-hazardous at the time of detection and can be reasonably expected to remain non-hazardous.)

Water Utility

The water utility provides retail water service to 60,000 customers in the City of Richmond and wholesale water service directly to Henrico, Chesterfield and Hanover counties and indirectly to Goochland and Powhatan counties. Current rating capacity for the Water Treatment Plant is 132 MGD; average consumption is 85 MGD with summer peaks of approximately 100 MGD. The distribution system consists of approximately 1,200 miles of mains and nine pumping stations. This service includes the treatment and distribution of water. In addition to supplying water to customers, the water utility provides water for fire protection throughout the City, installs and maintains fire hydrants and water mains as well as provides routine and emergency services. The distribution and storage systems in Henrico and Chesterfield counties are owned and maintained by the respective counties.

Some of Richmond's water mains date back to the 1830's, 1840's, and 1850's. The city has about 600 to 700 miles of these older mains, mostly in areas surrounding the core of the city. DPU has taken an aggressive approach to renew and upgrade these pipes to improve water pressure, water fire protection, and quality through a "cleaning and lining" process. To date, DPU has relined approximately 240 miles of water mains, mostly in the core residential areas of the city. Unfortunately, in some cases, the mains are so deteriorated that relining is impractical and the mains must be replaced with new pipes. Abundant water of high quality for consumption and fire protection is our standard. During 2003, DPU

PUBLIC UTILITIES

reported to its customer's 100% compliance with all federal and state Safe Drinking Water Act requirements, having conducted all mandatory monitoring and analysis.

Wastewater Utility

The Wastewater Utility provides wastewater collection and treatment for approximately 57,200 customers in the City of Richmond and for a small portion of Henrico and Chesterfield counties. Future service to Goochland County is also planned. The wastewater system consists of a 45 MGD dry weather / 70+ MGD wet weather main treatment plant that provides tertiary treatment, three pumping stations, a network of over 47 miles of intercepting sewer lines, and roughly 1,200 miles of sewer lines. In addition to treating wastewater for customers, the Wastewater Utility operates the Combined Sewer Overflow control facilities, installs and maintains wastewater mains as well as provides routine and emergency services. Also, the Wastewater Utility administers the federally mandated industrial source control and pollution prevention program.

The sewer collection system (the 1200 miles referred to above) is another major piece of infrastructure found in the Wastewater Utility. As the city's water system grew in the 1800's, so did the need for sewers. These early sewers were constructed with various materials; i.e., clay pipes, segmented block, slab granite, cobblestone and brick. Until the first wastewater treatment plant was built in 1958, all the pipes emptied into creeks and into the James River. The sewer system now consists of laterals from homes and businesses, which are hooked to sewer mains that connect to the larger interceptor pipes. The interceptors were built along both riverbanks beginning in 1950. Over the years, these collection systems have been deteriorating to the point where some have collapsed or may soon collapse. DPU is faced with the need to rehabilitate a significant amount of its 1,200-mile sewer system, particularly in the older core areas of the city.

Our standard is consistent compliance with all regulations, that allows the treated water from the City that is released back into the James River and the biosolids applied to agricultural lands, to be reused. The year 2004 was the fifth year in a row that the wastewater utility has reported 100% compliance with its control permits issued by the Commonwealth of Virginia. This is a milestone that few in the nation have achieved.

Electric Utility

The Electric Utility purchases electricity from Virginia Power and distributes it to over 35,000 streetlights in the municipal system. The Electric Utility installs, maintains and operates the streetlight infrastructure and 5 substations throughout a majority of the city. It contracts with Virginia Power to operate and maintain approximately 5,000 streetlights in the southwest area of Richmond.

PUBLIC UTILITIES

Rates

The following rate increases for all utilities have been adopted for FY2006 and approved FY2007.

Gas Utility

The average monthly residential gas bill will increase \$1.12 in FY2006 and \$1.19 in FY2007.

Water Utility

The average monthly residential water bill will increase \$1.46 in FY2006 and \$1.96 in FY2007.

Wastewater Utility

The average monthly residential wastewater bill will increase \$1.87 in FY2006 and \$1.96 in FY2007.

Fiscal Plan

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Revenues				
Gas Recovery Revenues	\$ 125,943,210	\$ 137,442,233	\$153,037,173	\$153,037,173
City Revenues	141,997,751	154,614,074	159,270,291	168,729,954
County Revenues (Contracts)	17,888,540	15,777,000	15,551,900	13,316,000
Interest Income & Other	816,522	248,000	143,700	670,700
Total Revenues	286,646,023	308,081,307	328,003,064	335,753,827
Expenses				
Gas Costs	125,943,210	137,442,233	153,037,173	153,037,173
O&M Expense	78,126,401	79,576,568	83,476,618	86,804,355
Depreciation	27,864,654	30,193,000	30,868,700	32,576,900
Taxes	19,446,155	21,633,691	21,029,098	21,234,594
Interest Expense & Other	27,271,051	31,295,710	31,169,810	34,170,400
Total Expenses	278,651,471	300,141,202	319,581,399	327,823,422
Construction In Aid Revenue	2,218,264	-	-	-
Net Income	\$10,212,816	\$7,940,105	\$8,421,665	\$7,930,405
Total FTEs	697	697	692	692

PUBLIC UTILITIES

Agency Programs

Natural Gas

The goal of the Natural Gas Program is to provide wholesale and retail natural gas services to users in the City of Richmond, Henrico County, and portions of Chesterfield and Hanover counties in order that they may receive safe and dependable natural gas services at competitive rates.

The adopted program expenditures are **\$214,348,264** for **FY2006** and the approved program expenditures are **\$217,108,261** for **FY2007**.

Water

The goal of the Water Utility is to provide the Central Virginia Region dependable and efficient customer service with a product meeting all regulatory requirements at competitive cost, while continuing to expand into new demand areas.

The adopted program expenditures are **\$44,624,082** for **FY2006** and the approved program expenditures are **\$48,106,014** for **FY2007**.

Wastewater

The goal of the Wastewater Program is to provide wholesale and retail wastewater services to users in the City of Richmond and wholesale wastewater treatment services directly to Henrico, Chesterfield and indirectly to Goochland County in order that they may receive dependable wastewater services at competitive prices.

The adopted program expenditures are **\$47,688,009** for **FY2006** and the approved program expenditures are **\$49,234,073** for **FY2007**.

Electric Light

The goal of the Electric Program is to provide street lighting services to citizens in the City of Richmond in the service area in order to provide safe, efficient and reliable streetlights to enhance public safety and revitalize neighborhoods through streetscape improvements at the lowest competitive costs.

The adopted program expenditures are **\$7,833,904** for **FY2006** and the approved program expenditures are **\$7,987,693** for **FY2007**.

PUBLIC UTILITIES PERFORMANCE MEASURES

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2003</i>	<i>Actual FY2004</i>	<i>Target FY2005</i>	<i>Target FY2006</i>	<i>Target FY2007</i>
<i>Natural Gas</i>	<i>Average cost to repair gas leaks</i>	\$1,321	\$1,253	\$1,401	\$1,471	\$1,545
<i>Natural Gas</i>	<i>Average cost per gas meter read</i>	\$0.16	\$0.16	\$0.16	\$0.16	\$0.16
<i>Natural Gas</i>	<i>Percent of gas meters with accurate readings</i>	99.3%	99.9%	99.9%	99.9%	99.9%
<i>Natural Gas</i>	<i>Average cost per foot to install gas mains</i>	\$19.10	\$20.00	\$22.23	\$25.00	\$27.50
<i>Natural Gas</i>	<i>Percent of new gas services installed within 30 days of request</i>	95%	95%	95%	95%	95%
<i>Water</i>	<i>Percent of days meeting demand and in compliance with potable water regulatory standards</i>	100%	100%	100%	100%	100%
<i>Water</i>	<i>Average cost to repair main water leak</i>	\$1,056	\$1,292	\$1,357	\$1,424	\$1,496
<i>Water</i>	<i>Average cost to repair water service leak</i>	\$1,062	\$1,225	\$1,286	\$1,351	\$1,418
<i>Water</i>	<i>Cost per water meter read</i>	\$0.15	\$0.10	\$0.10	\$0.10	\$0.10
<i>Water</i>	<i>Percent of water meters with accurate readings</i>	99.4%	99.9%	99.9%	99.9%	99.9%
<i>Water</i>	<i>Average cost to replace water mains or water service</i>	\$53.90/ft	\$39.96/ft.	\$50.00/ft.	\$53.90/ft.	\$57.13/ft.
<i>Wastewater</i>	<i>Operating and maintenance costs per millions of gallons per day treated</i>	\$420	\$415	\$400	\$453	\$491
<i>Electric Light</i>	<i>Percent of days of uninterrupted service</i>	99%	99%	99%	99%	99%
<i>Electric Light</i>	<i>Average installation cost for street light (ornamental/non-ornamental)</i>	\$1,057	\$1,204	\$1,180	\$1,240	\$1,304
<i>Electric Light</i>	<i>Average cost to repair or replace a street light</i>	\$205	\$217	\$230	\$241	\$253

ENTERPRISE FUNDS

PUBLIC UTILITIES

GAS UTILITY

	<u>Actual FY2004</u>	<u>Adopted FY2005</u>	<u>Adopted FY2006</u>	<u>Approved FY2007</u>
REVENUES:				
Customer Sales	\$ 57,517,209	\$ 62,249,500	\$ 63,184,800	\$ 65,836,800
Recovery of Purchased Gas	125,943,210	137,442,233	153,037,173	153,037,173
Rate Stabilization Fund		-	500,000	500,000
Interest on Investments	337,604	87,600	39,100	504,200
Construction In Aid Revenue	19,523			
Other				
TOTAL REVENUES	\$183,817,546	\$199,779,333	\$216,761,073	\$219,878,173
EXPENSES:				
Operating Expenses:				
Recovery of Purchased Gas	\$ 125,943,210	\$ 137,442,233	\$ 153,037,173	\$ 153,037,173
Operation and Maintenance	25,110,373	27,999,912	29,926,634	30,568,151
Stores (Gain) or Loss	33,725			
Depreciation	9,431,215	10,071,200	10,759,400	11,394,600
Sums-in-Lieu of Taxes:				
Income Tax	750,118	1,788,400	1,243,000	1,426,900
Gross Receipts	1,799,672	1,588,200	1,588,200	1,588,200
Real Estate & Per. Prop.	3,688,728	3,848,400	4,104,700	4,375,900
Social Security Taxes	601,809	758,032	673,857	717,537
Rate Stabilization Fund	2,500,000	-	-	-
Total Operating Expenses	\$ 169,858,850	\$ 183,496,377	\$ 201,332,964	\$ 203,108,461
Other Expenses:				
Interest on Long-Term Debt	\$ 12,012,393	\$ 12,325,476	\$ 12,165,659	\$ 13,179,933
Interest on Customer Deposits	7,382	4,404	7,382	7,382
Allowance for Funds Used				
During Construction	(552,745)	(435,000)	(100,000)	(100,000)
Amortization of Debt Discount				
and Expense	1,016,032	916,620	942,259	912,485
Total Other Expenses	\$ 12,483,062	\$ 12,811,500	\$ 13,015,300	\$ 13,999,800
TOTAL EXPENSES	\$ 182,341,912	\$ 196,307,877	\$ 214,348,264	\$ 217,108,261

ENTERPRISE FUNDS

PUBLIC UTILITIES

WATER UTILITY

	<u>Actual FY2004</u>	<u>Adopted FY2005</u>	<u>Adopted FY2006</u>	<u>Approved FY2007</u>
REVENUES:				
City Sales	\$ 27,522,085	\$ 29,031,200	\$ 30,316,100	\$ 32,908,300
County Sales	16,815,469	14,909,000	14,651,900	12,416,000
Rate Stabilization Fund	-	3,500,000	2,650,000	5,000,000
Interest on Investments	80,201	(20,200)	(78,600)	(59,000)
Construction In Aid Revenue	715,861			
Other	-	-	-	-
TOTAL REVENUES	\$45,133,616	\$47,420,000	\$47,539,400	\$50,265,300
EXPENSES:				
Operating Expenses:				
Operation and Maintenance	\$ 21,664,867	\$ 24,049,632	\$ 23,132,382	\$ 24,522,485
Stores (Gain) or Loss	18,434			
Depreciation	5,258,912	5,624,500	5,977,800	6,237,200
Sums-in-Lieu of Taxes:				
Income Tax	1,602,804	1,063,200	1,501,800	1,112,400
Gross Receipts	816,681	947,900	951,500	1,005,600
Real Estate & Per. Prop.	2,563,675	3,374,700	2,825,300	3,289,500
Social Security Taxes	507,491	543,506	491,590	512,829
Rate Stabilization Fund	2,000,000			
Total Operating Expenses	\$34,432,864	\$35,603,438	\$34,880,372	\$36,680,014
Other Expenses:				
Interest on Long-Term Debt	6,601,422	9,900,503	9,106,607	10,812,246
Allowance for Funds Used				
During Construction	(543,156)	(851,300)	(100,000)	(100,000)
Amortization of Debt Discount				
and Expense	815,300	703,407	737,103	713,754
Total Other Expenses	\$ 6,873,566	\$ 9,752,610	\$ 9,743,710	\$ 11,426,000
TOTAL EXPENSES	\$41,306,430	\$45,356,048	\$44,624,082	\$48,106,014

ENTERPRISE FUNDS

PUBLIC UTILITIES

WASTEWATER UTILITY

	<u>Actual FY2004</u>	<u>Adopted FY2005</u>	<u>Adopted FY2006</u>	<u>Approved FY2007</u>
REVENUES:				
City Sales	\$ 44,354,844	\$ 45,097,931	\$ 46,698,347	\$ 49,109,780
County Sales	1,073,071	868,000	900,000	900,000
Rate Stabilization Fund	-	2,000,000	3,000,000	2,000,000
Interest on Investments	330,173	180,300	183,200	225,500
Construction In Aid Revenue	1,462,130			
Other				
TOTAL REVENUES	\$ 47,220,218	\$ 48,146,231	\$ 50,781,547	\$ 52,235,280
EXPENSES:				
Operating Expenses:				
Operation and Maintenance	\$ 20,077,263	\$ 21,982,484	\$ 24,429,133	\$ 25,666,292
Stores (Gain) or Loss	7,510			
Depreciation	7,850,736	9,033,200	8,993,400	9,224,600
Sums-in-Lieu of Taxes:				
Income Tax	1,590,740	1,238,800	1,593,600	1,546,100
Gross Receipts	845,082	958,400	1,011,100	1,039,300
Real Estate & Per. Prop.	2,883,345	3,765,100	3,333,200	3,066,900
Social Security Taxes	510,278	561,250	512,576	539,381
Rate Stabilization Fund	1,600,000			
Total Operating Expenses	\$ 35,364,954	\$ 37,539,234	\$ 39,873,009	\$ 41,082,573
Other Expenses:				
Interest on Long-Term Debt	\$ 8,382,138	\$ 8,047,788	\$ 7,712,031	\$ 8,073,800
Allowance for Funds Used				
During Construction	(1,766,992)	(608,800)	(608,800)	(608,800)
Amortization of Debt Discount				
and Expense	690,082	763,312	711,769	686,500
Total Other Expenses	\$ 7,305,228	\$ 8,202,300	\$ 7,815,000	\$ 8,151,500
TOTAL EXPENSES	\$ 42,670,182	\$ 45,741,534	\$ 47,688,009	\$ 49,234,073

ENTERPRISE FUNDS

PUBLIC UTILITIES

ELECTRIC UTILITY

	<u>Actual FY2004</u>	<u>Adopted FY2005</u>	<u>Adopted FY2006</u>	<u>Approved FY2007</u>
REVENUES:				
Customer Sales	\$ 7,324,684	\$ 7,348,986	\$ 7,833,904	\$ 7,987,693
Other				
Rate Stabilization				
Construction In Aid Revenue	20,750			
Interest on Investments	-	300	-	-
TOTAL REVENUES	\$ 7,345,434	\$ 7,349,286	\$ 7,833,904	\$ 7,987,693
EXPENSES:				
Operating Expenses:				
Operation and Maintenance	\$ 4,344,104	\$ 4,767,686	\$ 5,086,348	\$ 5,120,905
Stores (Gain) or Loss	8,875			
Depreciation	1,295,903	1,446,700	1,546,700	1,744,200
Sums-in-Lieu of Taxes:				
Income Tax	174,745	-	8,758	8,706
Gross Receipts	128,883	152,100	156,200	159,200
Real Estate & Per. Prop.	324,991	332,900	349,000	267,200
Social Security Taxes	98,778	120,600	91,098	94,382
Rate Stabilization Fund	-	-	-	-
Total Operating Expenses	\$ 6,376,279	\$ 6,819,986	\$ 7,238,104	\$ 7,394,593
Other Expenses:				
Interest on Long-Term Debt	\$ 615,294	\$ 599,749	\$ 600,714	\$ 598,072
Allowance for Funds Used				
During Construction	(14,910)	(78,800)	(12,300)	(12,300)
Amortization of Debt Discount				
and Expense	8,811	8,351	7,386	7,328
Total Other Expenses	\$ 609,195	\$ 529,300	\$ 595,800	\$ 593,100
TOTAL EXPENSES	\$ 6,985,474	\$ 7,349,286	\$ 7,833,904	\$ 7,987,693

ENTERPRISE FUNDS

PUBLIC UTILITIES

STORES INTERNAL SERVICE FUND

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
REVENUES:				
Service Charges	\$ 5,278,929	\$ 5,386,457	\$ 5,087,140	\$ 5,387,381
Other	-	-	-	-
TOTAL REVENUES	\$ 5,278,929	\$ 5,386,457	\$ 5,087,140	\$ 5,387,381
 EXPENSES:				
Operating Expenses:				
Operation and Maintenance	\$ 761,250	\$ 776,854	\$ 902,121	\$ 926,521
Stores Inventory Adjustment	(68,544)			
Depreciation	4,027,888	4,017,400	3,591,400	3,976,300
Sums-in-Lieu of Taxes:				
Income Tax				
Gross Receipts				
Real Estate & Per. Prop.	521,339	549,900	557,347	447,200
Social Security Taxes	36,996	42,303	36,272	37,360
Rate Stabilization Fund	-	-	-	-
Total Operating Expenses	\$ 5,278,929	\$ 5,386,457	\$ 5,087,140	\$ 5,387,381
 Other Expenses:				
Interest on Long-Term Debt	\$ -	\$ -	\$ -	\$ -
Allowance for Funds Used				
During Construction	-	-	-	-
Amortization of Debt Discount				
and Expense	-	-	-	-
Total Other Expenses	\$ -	\$ -	\$ -	\$ -
 TOTAL EXPENSES	 \$ 5,278,929	 \$ 5,386,457	 \$ 5,087,140	 \$ 5,387,381
 NET INCOME:	 \$ -	 \$ -	 \$ -	 \$ -

INTERNAL SERVICE FUNDS

This section begins with a narrative about major items in each fund for the FY2006 and FY2007 budgets. Following the narrative, a summary of assets and liabilities, an income statement and cash flow statement for each fund, as well as a position schedule, are presented. The Funds include Fleet Management, Radio Shop, Public Works Stores, and Risk Management.

The **Bureau of Fleet Management** provides corrective and preventive maintenance services to City equipment. Other support services provided include over 30 fuel stations around the City and a formal underground storage tank program as required by state and federal laws. The Bureau also writes vehicle specifications for department-owned and leased vehicles purchased as replacements. The Bureau owns and leases equipment to most City agencies. Equipment purchases will be \$5.2 million for FY2006 and \$5.0 million for FY2007. Authorized positions increased 1.0 FTE, to 56, resulting from a transfer from the General Fund of a Customer Service representative IV.

The **Radio Shop** is charged with the installation and maintenance of electronic equipment used by City agencies. This includes installing and maintaining portable radios (hand-held), pagers/beepers, base stations, computer aided and dispatch consoles, antenna tower sites, Police and Fire sirens, public address systems and other communications equipment. The radio shop also repairs radios under contract for a number of state agencies.

Public Works Stores provides for the purchase and inventory of bulk material. Purchases are made through City contracts and issued to the Department of Public Works and other agencies as needed. Authorized strength remains the same at 4.4.

The **Risk Management Fund** consolidates the City's liabilities and segregates accounts for the payment of worker's compensation indemnity and medical claims, self-insured liability claims, commercial insurance premiums and administrative costs including safety, claims administration and insurance procurement. The department provides the following services:

- Procures commercial insurance.
- Provides information to all City agencies on insurance and coverage issues.
- Administers self-insurance activities and negotiates with carriers and other outside vendors on claims-related issues.
- Trains employees on defensive driving, CPR, hazardous materials safety and environmental and health-related issues as part of the safety and loss control program.
- Reviews accident claims, controls generating of accident claim reports and statistical reports.

The authorized strength for FY2006 and FY2007 is four.

INTERNAL SERVICE FUNDS

FLEET MANAGEMENT

Statement of Revenues, Expenses and Changes in Fund Net Assets

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
OPERATING REVENUES				
Charges for Goods and Services	\$ 15,908,750	\$ 16,454,071	\$ 17,155,565	\$ 17,454,940
OPERATING EXPENSES				
Cost of Goods and Services Sold	6,583,194	7,316,816	7,932,600	8,164,275
Salaries and Wages	1,220,888	892,375	831,473	831,473
Data Processing	106,151	125,000	125,000	125,000
Materials and Supplies	127,858	158,000	94,220	98,720
Rents and Utilities	243,337	280,059	298,050	298,050
Maintenance and Repairs	80,966	67,051	125,500	125,500
Depreciation and Amortization	4,987,034	5,711,500	5,710,000	5,710,000
Claims and Settlements	-	-	-	-
Miscellaneous Operating Expenses	1,328,740	1,335,000	1,392,250	1,392,250
Total Operating Expenses	14,678,168	15,885,801	16,509,093	16,745,268
Operating Income (Loss)	1,230,582	568,270	646,472	709,672
Non-Operating Revenues (Expenses)				
Interest on Long-Term Debt	(723,021.00)	(710,000.00)	(661,057.00)	(713,305.00)
Miscellaneous Revenue	1,670,010	250,050	250,050	250,050
Miscellaneous (Expense)	(214,999)	(225,000)	(235,465)	(246,417)
Total Non-Operating Expenses	731,990	(684,950)	(646,472)	(709,672)
Net Income (Loss) Before Transfers	1,962,572	(116,680)	-	-
Transfers Out-Other Funds				
Changes in Net Assets	1,962,572	(116,680)	-	-
Net Assets - Beginning of Year	6,187,963	8,150,535	8,033,855	8,033,855
Net Assets - End of Year	\$ 8,150,535	\$ 8,033,855	\$ 8,033,855	\$ 8,033,855

INTERNAL SERVICE FUNDS

PUBLIC WORKS STORES

Statement of Revenues, Expenses and Changes in Fund Net Assets

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
OPERATING REVENUES				
Charges for Goods and Services	\$ 1,140,265	\$ 1,807,290	\$ 1,807,290	\$ 1,807,290
OPERATING EXPENSES				
Cost of Goods and Services Sold	781,757	1,480,271	1,331,991	1,331,991
Salaries and Wages	185,741	172,118	211,861	212,450
Data Processing	-	-	-	-
Materials and Supplies	2,360	3,000	140,923	105,189
Rents and Utilities	43,464	26,869	44,539	82,174
Maintenance and Repairs	28,785	37,359	2,802	2,790
Depreciation and Amortization	726	181	181	181
Claims and Settlements	-	-	-	-
Miscellaneous Operating Expenses	-	-	-	-
Total Operating Expenses	1,042,833	1,719,798	1,732,297	1,734,775
Operating Income (Loss)	97,432	87,492	74,993	72,515
Non-Operating Revenues (Expenses)				
Interest on Long-Term Debt	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Miscellaneous (Expense)	-	-	-	-
Total Non-Operating Expenses	-	-	-	-
Net Income (Loss) Before Transfers	97,432	87,492	74,993	72,515
Transfers Out-Other Funds				
Changes in Net Assets	97,432	87,492	74,993	72,515
Net Assets - Beginning of Year	673,331	770,763	858,255	933,248
Net Assets - End of Year	\$ 770,763	\$ 858,255	\$ 933,248	\$ 1,005,763

INTERNAL SERVICE FUNDS

RADIO MAINTENANCE

Statement of Revenues, Expenses and Changes in Fund Net Assets

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
OPERATING REVENUES				
Charges for Goods and Services	\$ 928,936	\$ 1,432,374	\$ 1,432,374	\$ 1,477,648
OPERATING EXPENSES				
Cost of Goods and Services Sold	733,125	679,283	976,479	1,005,773
Salaries and Wages	166,214	279,745	110,839	111,403
Data Processing	-	25,000	25,625	26,394
Materials and Supplies	10,326	12,141	11,897	12,269
Rents and Utilities	41,525	25,758	25,132	26,140
Maintenance and Repairs	41,175	4,744	4,351	4,482
Depreciation and Amortization	7,950	210,000	233,094	256,882
Claims and Settlements	-	-	-	-
Miscellaneous Operating Expenses	50,724	383,101	44,957	34,305
Total Operating Expenses	1,051,039	1,619,772	1,432,374	1,477,648
Operating Income (Loss)	(122,103)	(187,398)	-	-
Non-Operating Revenues (Expenses)				
Interest on Long-Term Debt	-	(21,000)	-	-
Miscellaneous Revenue	-	-	-	-
Miscellaneous (Expense)	(74)	(74)	(76)	(79)
Total Non-Operating Expenses	(74)	(21,074)	(76)	(79)
Net Income (Loss) Before Transfers	(122,177)	(208,472)	(76)	(79)
Transfers Out-Other Funds				
Changes in Net Assets	(122,177)	(208,472)	(76)	(79)
Net Assets - Beginning of Year	(85,572)	(207,749)	(416,221)	(416,297)
Net Assets - End of Year	\$ (207,749)	\$ (416,221)	\$ (416,297)	\$ (416,376)

INTERNAL SERVICE FUNDS

RISK MANAGEMENT

Statement of Revenues, Expenses and Changes in Fund Net Assets

	Actual FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
OPERATING REVENUES				
Charges for Goods and Services	\$ 11,299,841	\$ 11,652,838	\$ 13,079,675	\$ 13,729,541
OPERATING EXPENSES				
Cost of Goods and Services Sold	-	-	-	-
Salaries and Wages	256,322	252,873	271,864	271,864
Data Processing	-	-	-	-
Materials and Supplies	4,260	11,201	9,404	9,404
Rents and Utilities	9,592	9,602	9,877	9,877
Maintenance and Repairs	-	-	-	-
Depreciation and Amortization	-	-	-	-
Claims and Settlements	11,589,498	8,484,042	10,475,869	11,125,735
Miscellaneous Operating Expenses	962,333	2,353,275	2,312,661	2,312,661
Total Operating Expenses	12,822,005	11,110,993	13,079,675	13,729,541
Operating Income (Loss)	(1,522,164)	541,845	-	-
Non-Operating Revenues (Expenses)				
Interest on Long-Term Debt				
Miscellaneous Revenue	133,313	-	-	-
Miscellaneous (Expense)				
Total Non-Operating Expenses	133,313	-	-	-
Net Income (Loss) Before Transfers	(1,388,851)	541,845	-	-
Transfers Out-Other Funds				
Changes in Net Assets	(1,388,851)	541,845	-	-
Net Assets - Beginning of Year	(9,766,503)	(11,155,354)	(10,613,509)	(10,613,509)
Net Assets - End of Year	\$ (11,155,354)	\$ (10,613,509)	\$ (10,613,509)	\$ (10,613,509)

POSITION SUMMARY

Agency	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Assessor	29.00	37.00	39.00	39.00
Budget and Strategic Planning	8.00	8.00	15.00	15.00
Chief Administrative Officer	8.00	8.00	11.00	11.00
City Attorney	25.00	25.00	25.50	25.50
City Auditor	8.00	11.00	15.00	15.00
City Council and City Clerk	21.00	25.00	28.00	28.00
City Treasurer	-	-	3.00	3.00
Community Development	101.45	104.45	109.81	109.81
Customer Service and Organizational Development	10.00	13.00	-	-
Economic Development	20.88	21.41	13.98	13.98
Finance	120.50	123.50	114.50	114.50
Fire and Emergency Services	425.00	425.00	426.00	426.00
General Registrar	9.20	9.20	9.20	9.20
General Services - Mail and Printing Services	14.00	14.00	14.50	14.50
General Services - Real Estate Services	3.00	3.00	3.00	3.00
Human Resources	24.00	23.50	48.00	48.00
Human Services Commission	5.70	6.00	6.00	6.00
Information Technology	83.00	85.00	85.00	85.00
Intergovernmental Relations	2.00	2.00	-	-
Judiciary	107.50	108.00	109.00	109.00
Justice Services	97.00	98.75	102.25	102.25
Juvenile and Domestic Relations Court	2.00	2.00	2.00	2.00
Library	88.90	84.54	82.55	82.55
Management Services	14.00	13.00	-	-
Mayor's Office	4.00	4.00	11.00	11.00
Parks, Recreation, and Community Facilities	284.00	317.83	229.43	229.43
Police	821.50	821.50	832.50	867.50
Press Secretary	7.00	8.50	7.00	7.00
Procurement Services	16.00	16.00	18.00	18.00
Public Health	63.16	78.66	93.00	93.00
Public Works	437.00	419.35	512.98	501.85
Sheriff and Jail	466.00	466.00	466.00	466.00
Social Services	458.84	472.64	464.50	464.50
Transportation Services	2.00	3.50	-	-
Total General Fund	3,786.63	3,858.33	3,896.69	3,920.57

POSITION SUMMARY

Agency	<u>Adopted FY2004</u>	<u>Adopted FY2005</u>	<u>Adopted FY2006</u>	<u>Approved FY2007</u>
Other Funds				
Capital Budget	-	27.75	31.40	31.40
Enterprise Funds	45.00	45.00	56.13	67.25
Internal Service Funds	69.00	68.60	71.40	71.40
Public Utilities	697.00	697.00	692.00	692.00
Special Funds	-	-	-	-
Total Other Funds	811.00	838.35	850.93	862.05
Total All Positions Except Schools	4,597.63	4,696.68	4,747.62	4,782.62
Total School Board	3,433.70	3,521.50	3,548.15	3,548.15
Total All Positions - All Funds	8,031.33	8,218.18	8,295.77	8,330.77

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Assessor				
Administrative Project Analyst	-	-	1.00	1.00
Administrative Services Coordinator I	3.00	2.00	-	-
Appraiser II	1.00	8.00	5.00	5.00
Appraiser III	9.00	10.00	14.00	14.00
Appraiser IV	1.00	1.00	1.00	1.00
Business Analysis Manager	1.00	1.00	2.00	2.00
City Assessor	1.00	1.00	1.00	1.00
Customer Service Representative II	5.00	5.00	3.00	3.00
Customer Service Representative III	-	-	2.00	2.00
Deputy Director I	1.00	1.00	1.00	1.00
Executive Assistant III	-	-	1.00	1.00
Geographic Information Systems Technician	1.00	1.00	1.00	1.00
Mapping Manager	1.00	1.00	1.00	1.00
Project Management Analyst	-	-	1.00	1.00
Real Property Manager	1.00	1.00	1.00	1.00
Senior Administrative Analyst	-	1.00	-	-
Senior Customer Service Representative	1.00	1.00	1.00	1.00
Supervising Appraiser	2.00	2.00	2.00	2.00
Title Examiner II	1.00	1.00	1.00	1.00
Assessor Total	29.00	37.00	39.00	39.00
Budget and Strategic Planning				
Administrative Services Coordinator	1.00	-	-	-
Deputy Director I	-	1.00	1.00	1.00
Director of Budget and Strategic Planning	1.00	1.00	1.00	1.00
Financial and Statistical Analyst	-	1.00	1.00	1.00
Grant Coordinator	-	-	1.00	1.00
Grant Writer	-	-	3.00	3.00
Management Analyst I	-	-	1.00	1.00
Management Analyst II	-	-	2.00	2.00
Senior Budget and Management Analyst	6.00	5.00	5.00	5.00
Budget and Strategic Planning Total	8.00	8.00	15.00	15.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Chief Administrative Officer				
Administrative Program Support Specialist	-	-	1.00	1.00
Chief Administrative Officer	-	-	1.00	1.00
City Manager	1.00	1.00	-	-
Customer Service Representative III	1.00	1.00	1.00	1.00
Deputy City Manager	2.00	2.00	-	-
Cabinet Secretary	-	-	3.00	3.00
Executive Assistant II	-	-	1.00	1.00
Executive Assistant III	-	-	1.00	1.00
Executive Assistant IV	-	-	1.00	1.00
Executive Secretary	3.00	3.00	-	-
Executive Services Coordinator	1.00	1.00	-	-
Assistant to the Chief Administrative Officer	-	-	1.00	1.00
Executive Staff Assistant-Legislative Support	-	-	1.00	1.00
Chief Administrative Officer Total	8.00	8.00	11.00	11.00
City Attorney				
Administrative Services Coordinator	1.00	1.00	-	-
Assistant City Attorney I	7.00	7.00	8.50	8.50
Assistant City Attorney II	2.00	2.00	1.00	1.00
City Attorney	1.00	1.00	1.00	1.00
Executive Assistant III	-	-	1.00	1.00
Executive Assistant IV	-	-	1.00	1.00
Executive Assistant/Law	1.00	1.00	-	-
Paralegal	6.00	6.00	6.00	6.00
Senior Assistant City Attorney	3.00	3.00	3.00	3.00
Senior Legal Secretary	4.00	4.00	4.00	4.00
City Attorney Total	25.00	25.00	25.50	25.50
City Auditor				
Administrative Project Analyst	-	-	1.00	1.00
Administrative Services Coordinator	1.00	1.00	-	-
Auditor II	1.00	3.00	7.00	7.00
Auditor III	4.00	5.00	4.00	4.00
Auditor IV	1.00	1.00	2.00	2.00
City Auditor	1.00	1.00	1.00	1.00
City Auditor Total	8.00	11.00	15.00	15.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
City Council and City Clerk				
Account Specialist II	-	2.00	-	-
Administrative Assistant to the Clerk	1.00	2.00	1.00	1.00
Assistant City Clerk	1.00	1.00	4.00	4.00
City Clerk	1.00	1.00	1.00	1.00
Council Liaison	7.00	8.00	9.00	9.00
Council Member	7.00	7.00	7.00	7.00
Deputy City Clerk	1.00	1.00	1.00	1.00
Executive Assistant I	-	-	1.00	1.00
Executive Assistant to City Council	1.00	1.00	1.00	1.00
Marketing and Public Relations Specialist	-	-	1.00	1.00
Mayor	1.00	1.00	-	-
President of the Council	-	-	1.00	1.00
Vice Mayor	1.00	1.00	-	-
Vice President of the Council	-	-	1.00	1.00
City Council and City Clerk Total	21.00	25.00	28.00	28.00
City Treasurer				
City Treasurer	-	-	1.00	1.00
Deputy Treasurer	-	-	2.00	2.00
City Treasurer Total	-	-	3.00	3.00
Community Development				
Administrative Analyst II	1.00	1.00	-	-
Administrative Coordinator II	1.00	1.00	-	-
Administrative Program Support	-	-	1.00	1.00
Commissioner of Buildings	1.00	1.00	1.00	1.00
Construction Inspector I	5.00	6.00	7.00	7.00
Construction Inspector II	1.00	1.00	1.00	1.00
Construction Inspector III	1.00	1.00	-	-
Customer Service Representative I	2.00	2.00	2.00	2.00
Customer Service Representative II	1.00	1.00	1.00	1.00
Customer Service Supervisor	1.00	1.00	1.00	1.00
Deputy Director II	-	1.00	1.00	1.00
Director of Community Development	1.00	1.00	1.00	1.00
Drafting Technician I	1.00	1.00	-	-
Electrical Inspector I	4.00	4.00	4.00	4.00
Electrical Inspector II	1.00	1.00	1.00	1.00
Elevator Inspector II	1.00	1.00	1.00	1.00
Engineer I	1.00	-	-	-

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Community Development (continued)				
Engineer II	8.00	8.00	9.00	9.00
Engineer III	3.00	3.00	3.00	3.00
Executive Assistant III	-	-	1.00	1.00
Executive Staff Assistant	1.00	1.00	1.00	1.00
Geographic Information Systems Technician	2.00	2.00	3.00	3.00
Human Resources Consultant	1.00	1.00	-	-
Mechanical Inspector I	2.00	2.00	2.00	2.00
Office Specialist I	1.00	1.00	-	-
Office Specialist II	3.00	3.00	-	-
Office Support Specialist II	-	-	5.00	5.00
Payroll Coordinator I	1.00	1.00	-	-
Planner I	2.00	2.00	2.00	2.00
Planner II	10.15	10.15	10.15	10.15
Planner III	4.30	4.30	3.50	3.50
Plans Examiner	2.00	3.00	3.00	3.00
Plumbing Inspector I	4.00	4.00	5.00	5.00
Plumbing Inspector II	-	-	1.00	1.00
Program Manager	1.00	1.00	1.00	1.00
Project Management Analyst	-	-	1.00	1.00
Property Maintenance Inspector I	6.00	6.00	5.00	5.00
Property Maintenance Inspector II	10.00	10.00	14.00	14.00
Property Maintenance Inspector III	1.00	1.00	2.00	2.00
Property Maintenance Manager	1.00	1.00	1.00	1.00
Senior Customer Service Representative	7.00	7.00	6.16	6.16
Zoning Officer	8.00	9.00	9.00	9.00
Community Development Total	101.45	104.45	109.81	109.81
Customer Service and Organization Development				
Administrative Analyst II	-	1.00	-	-
Administrative Services Coordinator	1.00	1.00	-	-
Assistant to the City Manager	1.00	1.00	-	-
Chief of Staff	1.00	1.00	-	-
Customer Service Representative I	1.00	1.00	-	-
Customer Service Representative II	3.00	4.00	-	-
Customer Service Supervisor	1.00	2.00	-	-

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Customer Service and Organization Development (continued)				
Director of Customer Service and Organizational Development	1.00	1.00	-	-
Human Resources Manager	1.00	1.00	-	-
Customer Service and Organization Development Total	10.00	13.00	-	-
Economic Development				
Administrative Analyst I	-	1.88	-	-
Administrative Analyst II	3.00	2.00	-	-
Administrative Coordinator II	2.00	2.00	-	-
Administrative Program Support Assistant	-	-	0.88	0.88
Administrative Project Analyst	-	-	3.88	3.88
Administrative Services Coordinator	1.88	1.88	-	-
Chief of Administration	-	1.00	-	-
Commercial Development Coordinator	2.00	1.00	-	-
Deputy Director I	2.00	2.65	1.74	1.74
Director of Economic Development	1.00	1.00	1.00	1.00
Maintenance Worker I	-	-	0.60	0.60
Marketing Manager	1.00	1.00	1.00	1.00
MBE Administrator	1.00	1.00	-	-
MBE Contract Compliance Specialist	1.00	1.00	-	-
Neighborhood Development Manager	1.00	-	-	-
Office Specialist I	1.00	1.00	-	-
Office Support Specialist II	-	-	1.00	1.00
Program Manager	1.00	1.00	-	-
Project Development Manager	2.00	2.00	2.00	2.00
Project Management Analyst	-	-	1.88	1.88
Senior Services Coordinator	1.00	1.00	-	-
Economic Development Total	20.88	21.41	13.98	13.98
Finance				
Account Investigator	-	-	1.00	1.00
Account Specialist II	2.00	2.00	2.00	2.00
Accountant I	1.00	1.00	1.00	1.00
Accountant II	12.00	14.00	11.00	11.00
Accountant III	-	-	1.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Finance (continued)				
Accounting Manager	-	-	3.00	3.00
Accounting Supervisor	5.00	6.00	-	-
Administrative Analyst I	2.00	3.00	-	-
Administrative Clerk	1.00	1.00	-	-
Administrative Coordinator I	1.00	1.00	-	-
Administrative Coordinator II	2.00	2.00	-	-
Administrative Program Support Assistant	-	-	6.00	6.00
Administrative Project Analyst	-	-	7.00	7.00
Administrative Services Coordinator	1.00	1.00	-	-
Assistant Assessment Manager	-	-	-	-
Assistant Controller	1.00	1.00	1.00	1.00
Business Analysis Manager	4.00	4.00	4.00	4.00
Chief Financial Officer / Deputy City Manager	1.00	1.00	-	-
Chief of Revenue Administration	1.00	1.00	1.00	1.00
Chief of Tax Enforcement	1.00	1.00	1.00	1.00
City Treasurer	1.00	1.00	-	-
Controller	1.00	1.00	1.00	1.00
Customer Service Manager	1.00	1.00	-	-
Customer Service Representative I	1.00	-	-	-
Customer Service Representative II	14.50	15.50	14.50	14.50
Customer Service Representative IV	4.00	4.00	3.00	3.00
Customer Service Supervisor	2.00	2.00	2.00	2.00
Data Entry Operator II	2.00	2.00	-	-
Deputy Director II	1.00	1.00	1.00	1.00
Deputy Treasurer	3.00	3.00	-	-
Director of Finance	1.00	1.00	1.00	1.00
Executive Assistant III	-	-	1.00	1.00
Executive Secretary	1.00	-	-	-
Financial Pre-Auditor	-	-	1.00	1.00
Financial Pre-Auditor Manager	-	-	1.00	1.00
Financial and Statistical Analyst	1.00	1.00	2.00	2.00
Information Services Manager	-	-	1.00	1.00
Investigative Coordinator	4.00	4.00	4.00	4.00
Investment and Debt Portfolio Manager	1.00	1.00	1.00	1.00
License and Tax Auditor	8.00	8.00	7.00	7.00
Office Specialist I	1.00	1.00	-	-

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Finance (continued)				
Office Specialist II	1.00	1.00	5.00	5.00
Operations Manager	-	-	1.00	1.00
Payroll Coordinator II	4.00	4.00	-	-
Payroll Manager	1.00	1.00	1.00	1.00
Revenue Manager	6.00	6.00	5.00	5.00
Senior Administrative Analyst	3.00	3.00	-	-
Senior Customer Service Representative	7.00	7.00	7.00	7.00
Tax Assistance/Assessment Supervisor	2.00	2.00	2.00	2.00
Tax Enforcement Officer I	2.00	2.00	2.00	2.00
Tax Representative	12.00	12.00	12.00	12.00
Finance Total	120.50	123.50	114.50	114.50
Fire and Emergency Services				
Administrative Coordinator II	3.00	2.00	1.00	1.00
Administrative Program Support Assistant	-	-	3.00	3.00
Administrative Project Analyst	-	-	2.00	2.00
Administrative Secretary	1.00	1.00	-	-
Administrative Services Coordinator	1.00	1.00	-	-
Agency Human Resources Manager	1.00	1.00	1.00	1.00
Chief of Fire and Emergency Services	1.00	1.00	1.00	1.00
Custodian	1.00	1.00	-	-
Deputy Director II	-	-	1.00	1.00
Engineer II	-	-	1.00	1.00
Emergency Services Coordinator	1.00	1.00	1.00	1.00
Executive Assistant III	-	-	1.00	1.00
Fire Battalion Chief I	-	3.00	2.00	2.00
Fire Battalion Chief II	8.00	6.00	4.00	4.00
Fire Battalion Chief III	-	-	4.00	4.00
Fire Captain I	8.00	19.00	19.00	19.00
Fire Captain II	5.00	5.00	3.00	3.00
Fire Captain III	3.00	2.00	2.00	2.00
Fire Captain IV	5.00	4.00	5.00	5.00
Fire Division Chief	2.00	2.00	2.00	2.00
Fire Fighter I	78.00	84.00	90.00	90.00
Fire Fighter II	99.00	94.00	87.00	87.00
Fire Fighter III	35.00	36.00	45.00	45.00
Fire Fighter IV	33.00	23.00	21.00	21.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Fire and Emergency Services (continued)				
Fire Lieutenant I	12.00	36.00	37.00	37.00
Fire Lieutenant II	13.00	6.00	7.00	7.00
Fire Lieutenant III	11.00	11.00	10.00	10.00
Fire Lieutenant IV	19.00	14.00	12.00	12.00
Fire Recruit	5.00	4.00	-	-
Maintenance Technician II	1.00	1.00	2.00	2.00
Master Fire Fighter	78.00	66.00	61.00	61.00
Senior Administrative Officer	1.00	1.00	-	-
System Operations Analyst	-	-	1.00	1.00
Fire and Emergency Services Total	425.00	425.00	426.00	426.00
General Registrar				
Assistant Registrar I	4.60	4.60	3.60	3.60
Assistant Registrar II	1.00	1.00	2.00	2.00
Deputy General Registrar	1.00	1.00	1.00	1.00
General Registrar	1.00	1.00	1.00	1.00
Office Assistant I	0.60	0.60	0.60	0.60
Voter Registration Services Coordinator	1.00	1.00	1.00	1.00
General Registrar Total	9.20	9.20	9.20	9.20
General Services				
Accountant I	2.00	2.00	2.00	2.00
Accountant II	1.00	1.00	1.00	1.00
Administrative Officer	1.00	1.00	2.00	2.00
Administrative Services Coordinator	2.00	2.00	2.00	2.00
Business Management Officer	1.00	1.00	1.00	1.00
Graphics Designer II	1.00	1.00	1.00	1.00
Human Resources Representative	-	0.50	-	-
Offset Press Operator II	1.00	1.00	1.00	1.00
Production Manager	1.00	1.00	1.00	1.00
Production Technician I	1.00	1.50	1.50	1.50
Senior Services Coordinator	3.00	2.00	2.00	2.00
General Services Total	14.00	14.00	14.50	14.50

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
General Services - Real Estate Services				
Manager of Real Estate Services	1.00	1.00	1.00	1.00
Real Estate/Marketing Specialist	2.00	2.00	2.00	2.00
General Services - Real Estate Services Total	3.00	3.00	3.00	3.00
Human Resources				
Administrative Program Support Assistant	-	-	5.00	5.00
Administrative Project Analyst	-	-	3.00	3.00
Agency Human Resources Manager	2.00	1.00	6.00	6.00
Customer Service Representative II	-	-	4.00	4.00
Customer Service Representative IV	-	-	1.00	1.00
Customer Service Supervisor	-	-	2.00	2.00
Director of Human Resources	1.00	1.00	1.00	1.00
Executive Assistant II	-	-	1.00	1.00
Human Resources Consultant	7.00	8.00	17.00	17.00
Human Resources Manager	3.00	3.00	4.00	4.00
Human Resources Representative	11.00	10.50	2.00	2.00
Office Specialist II	-	-	2.00	2.00
Human Resources Total	24.00	23.50	48.00	48.00
Human Services Commission Total				
Administrative Project Analyst	1.00	1.00	1.00	1.00
Administrative Services Coordinator	1.00	1.00	-	-
Administrator of Community Programs	1.00	1.00	1.00	1.00
Assistant Director	-	-	1.00	1.00
Community Services Representative	0.70	1.00	2.00	2.00
Director of Human Services Commission	1.00	1.00	1.00	1.00
Human Services Administrator	1.00	1.00	-	-
Human Services Commission Total	5.70	6.00	6.00	6.00
Information Technology				
Administrative Support Representative	3.00	3.00	3.00	3.00
Computer Operator	9.00	9.00	9.00	9.00
Database Manager	2.00	2.00	2.00	2.00
Director of Information Technology	1.00	1.00	1.00	1.00
Information Technology Manager	4.00	4.00	5.00	5.00
Network Engineer	6.00	7.00	6.00	6.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Information Technology (continued)				
Operations Shift Lead	3.00	3.00	3.00	3.00
Operations Technical Support Representative	2.00	2.00	2.00	2.00
Systems Developer	25.00	25.00	26.00	26.00
Systems Developer Lead	17.00	17.00	17.00	17.00
Systems Engineer	8.00	8.00	8.00	8.00
Telecommunications System Technician	3.00	3.00	3.00	3.00
Web Designer/Graphic Artist	-	1.00	-	-
Information Technology Total	83.00	85.00	85.00	85.00
Intergovernmental Relations				
Director of Intergovernmental Relations	1.00	1.00	-	-
Senior Administrative Analyst	1.00	1.00	-	-
Intergovernmental Relations Total	2.00	2.00	-	-
Judiciary				
Commonwealth's Attorney				
Administrative Assistant	4.00	4.00	4.00	4.00
Assistant Commonwealth Attorney	30.00	31.00	31.00	31.00
Commonwealth's Attorney	1.00	1.00	1.00	1.00
Paralegal - Commonwealth Attorney	6.00	5.00	6.00	6.00
Secretary Commonwealth Attorney	12.50	13.00	13.00	13.00
Commonwealth's Attorney Total	53.50	54.00	55.00	55.00
Circuit Court				
Chief Deputy Clerk	1.00	1.00	1.00	1.00
Clerk-Circuit Court	1.00	1.00	1.00	1.00
Court Assistant (Judge Bailiff)	4.00	4.00	4.00	4.00
Deputy Clerk - Circuit Court	40.00	40.00	40.00	40.00
Secretary to Judge of the Circuit Court	-	-	8.00	8.00
Senior Legal Secretary	8.00	8.00	-	-
Circuit Court Total	54.00	54.00	54.00	54.00
Judiciary Total	107.50	108.00	109.00	109.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Justice Services				
Administrative Coordinator II	2.00	2.00	-	-
Administrative Program Support Assistant	-	-	3.00	3.00
Administrative Services Coordinator	1.00	1.00	-	-
Administrative Services Manager	-	-	1.00	1.00
Assistant Superintendent II	1.00	1.00	1.00	1.00
Classification Specialist/Juvenile Detention	1.00	1.00	1.00	1.00
Community Services Representative	-	-	1.00	1.00
Deputy Director I	1.00	1.00	1.00	1.00
Detention Home Superintendent	1.00	1.00	1.00	1.00
Director of Justice Services	1.00	1.00	1.00	1.00
Executive Assistant IV	-	-	1.00	1.00
Food Service Manager	1.00	1.00	1.00	1.00
Food Service Worker II	6.00	6.00	6.00	6.00
Human Services Coordinator II	2.00	2.00	2.00	2.00
Juvenile Home Registered Nurse	1.00	1.00	1.00	1.00
Licensed Practical Nurse	1.00	1.00	1.00	1.00
Maintenance Worker I	1.00	1.00	1.00	1.00
Office Specialist I	1.00	1.00	-	-
Office Specialist II	4.00	4.00	5.00	5.00
Outreach Counselor/Juvenile Detention	7.00	7.75	7.75	7.75
Program Manager	1.00	1.00	-	-
Security Control Specialist	3.00	3.00	3.00	3.00
Senior Service Coordinator	-	1.00	1.50	1.50
Social Services Case Manager	6.00	6.00	6.00	6.00
Social Work Specialist	3.00	3.00	2.00	2.00
Systems Operations Analyst I	1.00	1.00	1.00	1.00
Youth Counselor	45.00	45.00	47.00	47.00
Youth Counselor Supervisor I	5.00	5.00	5.00	5.00
Youth Counselor Supervisor II	1.00	1.00	1.00	1.00
Justice Services Total	97.00	98.75	102.25	102.25
Juvenile and Domestic Relations Court				
Administrative Analyst I	1.00	1.00	1.00	1.00
Dispute Resolution Coordinator	1.00	1.00	1.00	1.00
Juvenile and Domestic Relations Court Total	2.00	2.00	2.00	2.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Library				
Administrative Coordinator I	1.00	1.00	-	-
Administrative Coordinator II	1.00	1.00	-	-
Administrative Program Support Assistant	-	-	4.00	4.00
Administrative Project Analyst	-	-	1.00	1.00
Administrative Services Coordinator	1.00	1.00	-	-
Assistant Director	2.00	2.00	1.00	1.00
City Librarian	1.00	1.00	1.00	1.00
City Records Manager	1.00	1.00	1.00	1.00
Librarian I	13.39	11.47	11.48	11.48
Librarian II	1.00	1.00	1.00	1.00
Library Aide	2.40	2.40	2.40	2.40
Library Assistant I	2.37	2.37	2.38	2.38
Library Assistant II	23.63	20.45	20.70	20.70
Library Assistant III	14.00	13.00	13.00	13.00
Library Associate I	12.10	13.35	10.60	10.60
Library Associate II	2.00	2.50	3.00	3.00
Library Unit Manager I	8.00	8.00	8.00	8.00
Payroll Coordinator I	1.00	1.00	-	-
Program Management Analyst	-	-	1.00	1.00
Senior Administrative Officer	1.00	1.00	-	-
Systems Operations Analyst II	1.00	1.00	1.00	1.00
Library Total	88.90	84.54	82.55	82.55
Management Services				
Deputy Director I	-	1.00	-	-
Director of Management Services	1.00	1.00	-	-
Geographic Information Systems Analyst	2.00	1.00	-	-
Geographic Information Systems Coord	1.00	1.00	-	-
Geographic Information Systems Project	-	1.00	-	-
Geographic Information Systems Techn	1.00	1.00	-	-
Grant Coordinator	1.00	1.00	-	-
Grant Writer	-	1.00	-	-
Management Analyst I	-	2.00	-	-
Management Analyst II	5.00	3.00	-	-
Principal Administrative Analyst	3.00	-	-	-
Management Services Total	14.00	13.00	-	-

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Mayor's Office				
Administrative Assistant to the Mayor	1.00	1.00	-	-
Chief of Staff - Mayor's Office	1.00	1.00	1.00	1.00
City Beautification Coordinator	-	-	1.00	1.00
Customer Service Representative III	-	-	1.00	1.00
Director of International Programs	1.00	1.00	-	-
Executive Assistant III	-	-	2.00	2.00
Executive Assistant IV	-	-	2.00	2.00
Executive Secretary to The Mayor	1.00	1.00	-	-
Executive Staff Assistant to the Mayor	-	-	1.00	1.00
Legislative and Strategic Planning Coordinator	-	-	1.00	1.00
Mayor	-	-	1.00	1.00
Senior Policy Advisor	-	-	1.00	1.00
Mayor's Office Total	4.00	4.00	11.00	11.00
Parks, Recreation, and Community				
Facilities				
Accountant II	1.00	1.00	1.00	1.00
Administrative Coordinator I	1.00	1.00	1.00	1.00
Administrative Officer	7.00	7.00	-	-
Administrative Program Support Assistant	-	-	8.00	8.00
Administrative Project Analyst	-	-	3.00	3.00
Administrative Services Coordinator	2.00	2.00	-	-
Air Condition Refrigeration and Heating Mechanic	1.00	1.00	1.00	1.00
Arborist	1.00	1.00	-	-
Architect I	-	-	0.10	0.10
Architect II	1.00	1.00	-	-
Assistant General Manager of the Richmond Centre	1.00	1.00	-	-
Cross-Connection Specialist I	1.00	1.00	1.00	1.00
Customer Service Representative III	1.00	1.00	1.00	1.00
Customer Service Representative IV	2.00	2.00	1.00	1.00
Deputy Director II	2.00	2.00	2.00	2.00
Director of Parks, Recreation, and Community Facilities	1.00	1.00	1.00	1.00
Electrician I	1.00	1.00	1.00	1.00
Electrician II	1.00	1.00	1.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Parks, Recreation, and Community Facilities (continued)				
Equipment Operator I	9.00	17.00	5.00	5.00
Equipment Operator II	4.00	4.00	2.00	2.00
Facilities Maintenance Manager	1.00	1.00	-	-
Financial and Statistical Analyst	-	-	1.00	1.00
Gardener	6.00	6.00	-	-
Head Lifeguard	1.00	1.00	1.00	1.00
HR Agency Administrator	1.00	1.00	-	-
Labor Crew Chief	14.00	14.00	8.00	8.00
Lifeguard	2.00	2.00	2.50	2.50
Light Equipment Mechanic	1.00	1.00	-	-
Maintenance Technician I	5.00	6.00	7.00	7.00
Maintenance Technician II	8.00	11.00	11.00	11.00
Maintenance Technician III	3.00	3.00	3.00	3.00
Maintenance Technician IV	1.00	1.00	1.00	1.00
Maintenance Worker I	33.00	42.00	12.50	12.50
Maintenance Worker II	3.00	3.00	1.00	1.00
Marketing and Public Relations Specialist	1.00	1.00	1.00	1.00
Marketing Specialist	-	1.00	1.00	1.00
Master Plumber	3.00	3.00	2.00	2.00
Occupational Safety and Health Specialist	0.50	0.50	-	-
Payroll Coordinator I	1.00	1.00	-	-
Payroll Coordinator II	1.00	1.00	-	-
Project Management Analyst	-	-	1.00	1.00
Recreation Aide	36.00	39.90	25.40	25.40
Recreation Center Supervisor	12.00	12.00	26.00	26.00
Recreation Instructor I	41.00	46.00	45.00	45.00
Recreation Instructor II	10.00	8.00	8.00	8.00
Recreation Program Coordinator	4.00	5.00	5.00	5.00
Recreation Program Specialist I	14.00	17.00	16.50	16.50
Recreation Program Specialist II	5.00	5.00	5.00	5.00
Recreation Program Supervisor	3.00	3.00	3.00	3.00
Senior Administrative Officer	1.00	1.00	1.00	1.00
Senior Customer Service Representative	1.00	1.00	-	-
Special Bus Operator	4.50	4.43	4.43	4.43
Superintendent of Facilities	1.00	1.00	1.00	1.00
Superintendent of Accounting	1.00	1.00	1.00	1.00
Parks, Recreation, and Community Facilities (continued)				
Swimming Pool Manager	1.00	1.00	1.00	1.00
Systems Developer	1.00	1.00	1.00	1.00
Trades Superintendent	3.00	3.00	1.00	1.00
Trades Supervisor I	5.00	5.00	2.00	2.00
Trades Technician Supervisor I	1.00	1.00	-	-

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Trades Technician Supervisor II	-	-	1.00	1.00
Tree Maintenance Specialist I	9.00	9.00	-	-
Tree Maintenance Specialist II	6.00	8.00	-	-
Tree Maintenance Specialist IV	2.00	1.00	-	-
Parks, Recreation, and Community Facilities Total	284.00	317.83	229.43	229.43
Police Sworn				
Assistant Chief of Police	1.00	1.00	1.00	1.00
Chief of Police	1.00	1.00	1.00	1.00
Deputy Chief of Police/Operations	1.00	1.00	-	-
Master Police Officer	53.00	64.00	90.00	90.00
Police Captain	11.00	11.00	14.00	14.00
Police Lieutenant	34.00	34.00	33.00	33.00
Police Major	4.00	4.00	5.00	5.00
Police Officer I	96.00	124.00	149.00	179.00
Police Officer II	134.00	106.00	72.00	72.00
Police Officer III	141.00	136.00	134.00	134.00
Police Officer IV	76.00	69.00	97.00	97.00
Police Recruit	43.00	43.00	15.00	20.00
Police Sergeant	91.00	92.00	92.00	92.00
Police Total Sworn	686.00	686.00	703.00	738.00
Police Civilian				
Accounting Supervisor	2.00	2.00	2.00	2.00
Administrative Analyst I	1.00	1.00	-	-
Administrative Clerk	1.00	1.00	-	-
Administrative Coordinator I	6.00	6.00	-	-
Administrative Coordinator II	5.00	6.00	-	-
Administrative Officer	1.00	1.00	-	-
Administrative Program Support Assistant	-	-	23.00	23.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Police (continued)				
Administrative Project Analyst	-	-	7.00	7.00
Administrative Secretary	1.00	1.00	-	-
Administrative Services Coordinator	9.00	10.00	-	-
Administrative Services Coordinator I	-	-	-	-
Administrative Services Manager	-	-	1.00	1.00
Agency Human Resources Manager	1.00	-	-	-
Crime Analyst II	6.00	6.00	6.00	6.00
Deputy Chief of Police/Administration	1.00	1.00	1.00	1.00
Executive Assistant III	-	-	1.00	1.00
Executive Assistant IV	-	-	1.00	1.00
Executive Staff Assistant	1.00	1.00	-	-
Farrier	-	1.00	1.00	1.00
Firearms Administrator	1.00	1.00	1.00	1.00
Forensic Technician II	2.00	2.00	2.00	2.00
Human Resources Consultant	-	2.00	-	-
Human Resources Manager	1.00	-	-	-
Human Resources Representative	1.00	-	-	-
Information Services Manager	1.00	1.00	1.00	1.00
Materials Supervisor	1.00	1.00	1.00	1.00
Materials Technician	1.00	-	1.00	1.00
Occupational Safety and Health Specialist	1.00	1.00	1.00	1.00
Office Specialist I	3.00	3.00	-	-
Office Specialist II	34.00	41.00	38.00	38.00
Operations Manager	1.00	1.00	1.00	1.00
Organized Crime and Financial Investigation Specialist	1.00	1.00	1.00	1.00
Photographic Laboratory Technician	1.00	1.00	1.00	1.00
Police School Guard	8.00	8.00	8.00	8.00
Police School Guard Supervisor	1.00	1.00	1.00	1.00
Police Support Specialist	4.00	3.00	4.00	4.00
Principal Administrative Analyst	3.00	2.00	-	-
Procurement Technician	2.00	2.00	2.00	2.00
Project Management Analyst	-	-	3.00	3.00
Program Manager	6.00	6.00	5.00	5.00
Property Evidence Technician	5.00	4.00	3.00	3.00
Public Information Officer	2.00	2.00	2.00	2.00
Retired Sworn Officers (Office Specialist II)	4.00	-	-	-

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Police (continued)			-	-
Senior Administrative Analyst	4.00	4.00	-	-
Senior Customer Service Representative	1.00	1.00	-	-
Senior Training Specialist (Ag)	1.00	1.00	1.00	1.00
Stable Attendant	0.50	0.50	0.50	0.50
Systems Operations Administrator	1.00	1.00	1.00	1.00
Systems Operations Analyst II	7.00	7.00	7.00	7.00
Training Specialist I	2.00	1.00	1.00	1.00
Police Total Civilian	135.50	135.50	129.50	129.50
Police Total	821.50	821.50	832.50	867.50
Press Secretary				
Administrative Coordinator II	1.00	1.00	1.00	1.00
Press Secretary	1.00	1.00	1.00	1.00
Marketing and Public Relations Specialist	3.00	3.00	2.00	2.00
Public Information Officer	1.00	2.50	2.00	2.00
Senior Event Manager	1.00	1.00	1.00	1.00
Press Secretary Total	7.00	8.50	7.00	7.00
Procurement				
Administrative Project Analyst	-	-	1.00	1.00
Administrative Services Coordinator	1.00	1.00	-	-
Assistant Director	-	-	1.00	1.00
Construction Procurement Officer	1.00	1.00	1.00	1.00
Construction Sr. Procurement Officer	-	1.00	1.00	1.00
Contracts Administrator	2.00	1.00	1.00	1.00
Contracts Specialist	-	1.00	1.00	1.00
Director of Procurement Services	1.00	1.00	1.00	1.00
MBE Administrative Program Support Assistant	-	-	1.00	1.00
MBE Administrator	-	-	1.00	1.00
MBE Contract Compliance Specialist	-	-	1.00	1.00
MBE Program Manager	-	-	1.00	1.00
Procurement Officer I	4.00	4.00	4.00	4.00
Procurement Technician	3.00	3.00	2.00	2.00
Senior Procurement Officer	4.00	3.00	1.00	1.00
Procurement Total	16.00	16.00	18.00	18.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Public Health				
Account Specialist II	3.00	3.00	2.00	2.00
Administrative Analyst I	-	1.00	-	-
Administrative Clerk	1.00	1.00	-	-
Administrative Coordinator II	1.00	1.00	-	-
Administrative Program Support Assistant	-	-	3.00	3.00
Administrative Project Analyst	-	-	3.00	3.00
Administrative Services Coordinator	4.00	4.00	-	-
Animal Control Officer I	4.00	5.00	5.00	5.00
Animal Control Officer II	2.00	2.00	2.00	2.00
Business Management Officer	-	1.00	1.00	1.00
Certified Nurse Practitioner	-	-	2.00	2.00
Certified Nurse Practitioner Manager	-	-	1.00	1.00
Community Services Representative	2.00	2.00	2.00	2.00
Customer Service Representative II	3.00	3.00	3.00	3.00
Customer Service Representative IV	-	-	1.00	1.00
Deputy Director of Public Health	-	1.00	1.00	1.00
Director of Human Services	0.16	0.16	-	-
Director of Public Health	1.00	1.00	1.00	1.00
Dispatcher	1.00	1.00	1.00	1.00
Environmental Health Inspector I	10.00	11.00	10.00	10.00
Environmental Health Inspector II	-	-	1.00	1.00
Epidemiology Health Counselor	1.00	4.00	3.00	3.00
Epidemiology Health Counselor Supervisor	-	-	1.00	1.00
Fitness Instructor	2.00	2.00	2.00	2.00
Human Services Administrator	1.00	1.00	1.00	1.00
Human Services Coordinator I	1.00	1.00	-	-
Kennel Assistant	2.00	3.00	3.00	3.00
Kennel Master	1.00	1.00	1.00	1.00
Laboratory Technician	-	-	1.00	1.00
Language Specialist	-	1.00	-	-
Maintenance Worker I	1.00	1.00	1.00	1.00
Medical Assistant	-	-	1.00	1.00
Office Assistant I	1.00	1.00	-	-
Office Assistant II	1.00	1.00	-	-
Office Support Specialist I	-	-	2.00	2.00
Office Support Specialist II	1.00	1.00	6.00	6.00
Operations Manager	-	-	1.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Public Health (continued)				
Outreach Case Manager I	3.00	3.00	4.00	4.00
Outreach Case Manager II	1.00	1.00	1.00	1.00
Physician	-	-	1.00	1.00
Program Manager	5.00	5.00	6.00	6.00
Property Maintenance Inspector II	1.00	2.00	2.00	2.00
Public Health Nurse	-	-	10.00	10.00
Public Health Nurse Case Manager	3.00	7.50	1.00	1.00
Public Health Nurse Case Manager Supervisor	2.00	2.00	2.00	2.00
Public Health Nurse Epidemiologist	2.00	2.00	2.00	2.00
Systems Operations Analyst I	1.00	1.00	1.00	1.00
Warehouse Technician	1.00	1.00	1.00	1.00
Public Health Total	63.16	78.66	93.00	93.00
Public Works				
Account Specialist I	2.00	1.80	-	-
Account Specialist II	-	-	1.80	1.80
Accountant I	1.00	0.80	0.80	0.80
Accountant II	1.00	1.00	2.00	2.00
Administrative Analyst II	1.00	0.50	-	-
Administrative Clerk	1.00	2.00	-	-
Administrative Program Support Assistance	-	-	7.00	7.00
Administrative Project Analyst	-	-	3.00	3.00
Administrative Services Coordinator	1.00	1.00	-	-
Agency Human Resources Manager	1.00	1.00	-	-
Air Condition Refrigeration and HVAC Specialist	6.00	8.00	7.00	7.00
Arborist	-	-	2.00	2.00
Architect II	2.00	0.60	0.60	0.60
Assistant City Traffic Engineer	1.00	1.00	0.80	0.80
Bridge Inspector	1.00	1.00	1.00	1.00
Capital Project Manager	-	-	0.10	0.10
Chief of Construction and Inspection	1.00	0.95	0.95	0.95
Citizens Assistance Officer	1.00	1.00	-	-
City Engineer	1.00	1.00	1.00	1.00
City Traffic Engineer	1.00	1.00	1.00	1.00
Construction Inspector II	6.00	6.00	7.00	7.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Public Works (continued)				
Construction Inspector III	3.00	0.75	0.25	0.25
Custodial Services Superintendent	1.00	1.00	1.00	1.00
Custodian	28.00	28.00	28.00	28.00
Custodian Crew Chief	2.00	2.00	2.00	2.00
Custodian Supervisor	1.00	-	-	-
Customer Service Representative I	-	-	1.00	1.00
Customer Service Representative II	-	-	2.00	2.00
Customer Service Representative III	12.00	12.00	7.00	7.00
Customer Service Supervisor	1.00	1.00	1.00	1.00
Deputy Director II	3.00	3.00	3.00	3.00
Director of Public Works	1.00	1.00	1.00	1.00
Drafting Technician I	4.00	1.55	1.48	1.10
Drafting Technician II	3.00	2.15	1.95	1.95
Electrician I	2.00	2.00	2.00	2.00
Electrician II	1.00	1.00	1.00	1.00
Engineer I	3.00	1.50	1.05	1.05
Engineer II	9.00	4.40	4.60	3.85
Engineer III	5.00	2.60	1.95	1.45
Engineer IV	2.00	1.50	1.50	1.50
Environmental Technician II	1.00	1.00	1.00	1.00
Equipment Operator I	16.00	8.00	24.00	24.00
Equipment Operator II	69.00	41.00	45.00	43.00
Equipment Operator III	12.00	42.00	40.00	37.00
Equipment Operator IV	-	8.00	7.50	7.00
Executive Assistant III	-	-	1.00	1.00
Executive Staff Assistant	1.00	1.00	-	-
Facilities Maintenance Manager	1.00	1.00	3.00	3.00
Financial/Statistical Analyst	-	-	1.00	1.00
Fiscal Analyst	2.00	1.50	0.50	0.50
Gardener	-	-	6.00	6.00
Geographic Information Systems	-	-	3.00	3.00
GIS Project Manager	-	-	1.00	1.00
Human Resources Consultant	1.00	1.00	-	-
Labor Crew Chief	12.00	14.00	18.50	18.00
Lead Equipment Operator	10.00	10.00	9.50	9.00
Lead Mason	2.00	2.00	2.00	2.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Public Works (continued)				
Light Equipment Mechanic	-	-	2.00	2.00
Maintenance Claims Examiner	1.00	1.00	1.00	1.00
Maintenance Technician I	5.00	5.00	8.00	8.00
Maintenance Technician II	5.00	5.00	4.00	4.00
Maintenance Technician III	11.00	12.00	10.00	10.00
Maintenance Technician IV	7.00	7.00	9.00	9.00
Maintenance Worker I	18.00	11.00	39.00	38.00
Maintenance Worker II	-	-	2.00	2.00
Marketing and Public Relations Specialist	1.00	1.00	-	-
Mason	6.00	6.00	6.00	6.00
Master Plumber	3.00	4.00	4.00	4.00
Occupational Safety and Health Specialist	1.00	0.50	1.00	1.00
Office Support Specialist II	-	-	3.00	3.00
Operations Manager	2.00	2.80	4.30	3.80
Parking Meter Shop Supervisor	1.00	1.00	-	-
Payroll Coordinator I	2.00	2.00	-	-
Planner III	-	-	1.00	1.00
Project Management Analyst	-	-	0.50	0.50
Property Maintenance Inspector I	-	3.00	3.00	3.00
Public Information Manager	-	-	1.00	1.00
Refuse Collector	36.00	33.00	31.00	31.00
Refuse Truck Operator	44.00	48.00	48.00	48.00
Superintendent of Facilities Maintenance	1.00	1.00	1.00	1.00
Support Services Manager	1.00	1.00	1.00	1.00
Survey and Acquisitions Administrator	1.00	1.00	1.00	1.00
Survey Instrument Technician	2.00	1.60	1.60	1.60
Survey Party Chief	2.00	1.60	1.60	1.60
Survey Technician	2.00	1.60	1.60	1.60
Surveys Superintendent	1.00	0.95	0.95	0.95
Trades Superintendent	3.00	2.00	4.50	4.00
Trades Supervisor I	19.00	17.20	12.70	12.20
Trades Supervisor II	5.00	5.00	10.50	10.00
Trades Technician Supervisor I	2.00	2.00	2.00	2.00
Traffic Operations Engineer	3.00	3.00	2.40	2.40
Traffic Planning Technician	1.00	-	-	-
Traffic Sign Fabricator	2.00	2.00	2.00	2.00
Traffic Signal Specialist I	7.00	6.50	6.50	6.50

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Public Works (continued)				
Traffic Signal Specialist II	3.00	3.00	3.00	3.00
Traffic Signal Specialist III	-	1.00	-	-
Traffic Signal Technician Supervisor	1.00	-	1.00	1.00
Tree Maintenance Specialist I	-	-	10.00	10.00
Tree Maintenance Specialist II	-	-	8.00	8.00
Tree Maintenance Specialist IV	-	-	1.00	1.00
Warehouse Technician	2.00	2.00	2.00	2.00
Public Works Total	437.00	419.35	512.98	501.85
Sheriff's Office				
Administrative Accounting/Records Clerk	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Budget Director	-	-	1.00	1.00
Assistant Education Director	2.00	2.00	1.00	1.00
Assistant Medical Director	1.00	1.00	1.00	1.00
Budget Director	1.00	1.00	1.00	1.00
Captain	6.00	6.00	6.00	6.00
Chief Court Deputy	3.00	3.00	-	-
Chief Inspector	1.00	1.00	1.00	1.00
Chief Investigator	1.00	1.00	1.00	1.00
Classification Officer	8.00	8.00	8.00	8.00
Computer Systems Administrator	1.00	1.00	1.00	1.00
Computer Technician	2.00	2.00	2.00	2.00
Correctional Services Director	1.00	1.00	1.00	1.00
Court Deputy	69.00	69.00	69.00	69.00
Dental Technician	1.00	1.00	1.00	1.00
Education Director	1.00	1.00	1.00	1.00
Food Service Director	1.00	1.00	1.00	1.00
General Clerk	1.00	1.00	1.00	1.00
Human Resource Assistant	3.00	3.00	3.00	3.00
Human Resources Director	1.00	1.00	1.00	1.00
Information Systems Director	1.00	1.00	-	-
Inmate Services Assistant	1.00	1.00	-	-
Inmate Services Director	1.00	1.00	-	-
Investigators	4.00	4.00	4.00	4.00
Jury Officer	1.00	1.00	-	-

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Sheriff's Office (continued)				
Jury Officer Assistant	3.00	3.00	3.00	3.00
Librarian	1.00	1.00	1.00	1.00
LIDS Coordinator	1.00	1.00	1.00	1.00
Lieutenant	12.00	12.00	12.00	12.00
Lieutenant Colonel	1.00	1.00	1.00	1.00
Magnetometer Deputy (Court Building Security)	13.00	13.00	13.00	13.00
Major	1.00	1.00	1.00	1.00
Medical Clerk	1.00	1.00	1.00	1.00
Medical Director	1.00	1.00	1.00	1.00
Nurse (CHA, LPN, RN, etc.)	13.00	13.00	13.00	13.00
Payroll Manager	1.00	1.00	1.00	1.00
Payroll Technician	-	-	5.00	5.00
Private	278.00	278.00	278.00	278.00
Program Manager	1.00	1.00	1.00	1.00
Program Planner	1.00	1.00	1.00	1.00
Recreation Director	2.00	2.00	2.00	2.00
Secretary	-	-	2.00	2.00
Sergeant	17.00	17.00	17.00	17.00
Sheriff	1.00	1.00	1.00	1.00
Teaching Assistant	1.00	1.00	1.00	1.00
Training Director	1.00	1.00	1.00	1.00
Sheriff Total	466.00	466.00	466.00	466.00
Social Services				
Account Specialist I	1.00	1.00	1.00	1.00
Account Specialist II	8.00	8.00	10.00	10.00
Accountant II	2.00	2.00	2.00	2.00
Administrative Clerk	9.00	10.00	-	-
Administrative Coordinator I	6.00	6.00	-	-
Administrative Coordinator II	1.00	1.00	-	-
Administrative Officer	2.00	2.00	-	-
Administrative Program Support Assistant	-	-	9.00	9.00
Administrative Project Analyst	-	-	5.00	5.00
Administrative Services Coordinator I	6.00	6.00	-	-
Administrative Services Manager	1.00	1.00	1.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Social Services (continued)				
Agency Human Resources Manager	1.00	1.00	-	-
Assistant Director of Social Services	-	1.00	1.00	1.00
Benefit Programs Specialist	125.00	127.00	129.00	129.00
Benefit Programs Supervisor	15.00	16.00	17.00	17.00
Customer Service Representative II	18.00	18.00	17.00	17.00
Customer Service Representative III	1.00	1.00	1.00	1.00
Customer Service Supervisor	1.00	1.00	1.00	1.00
Director of Human Services	0.84	0.84	-	-
Director of Social Services	1.00	1.00	1.00	1.00
District Initiative Manager	1.00	1.00	-	-
Executive Assistant III	-	-	2.00	2.00
Executive Staff Assistant-Criminal Justice Planner	1.00	-	-	-
Financial/Statistical Analyst	1.00	1.00	1.00	1.00
Grant Writer	-	1.00	-	-
Human Resources Consultant	1.00	1.00	-	-
Human Resources Representative	1.00	1.00	-	-
Human Services Coordinator I	-	1.00	1.00	1.00
Human Services Coordinator II	-	-	1.00	1.00
Human Services Manager	4.00	4.00	4.00	4.00
Intensive Case Manager	48.00	48.00	48.00	48.00
Intensive Case Manager Supervisor	5.00	5.00	5.00	5.00
Maintenance Technician IV	1.00	1.00	1.00	1.00
Office Assistant I	1.00	1.00	-	-
Office Assistant II	3.00	3.00	-	-
Office Specialist I	11.00	11.00	-	-
Office Support Specialist I	-	-	4.00	4.00
Office Support Specialist II	-	-	21.00	21.00
Paralegal	-	-	0.50	0.50
Payroll Coordinator I	2.00	2.00	-	-
Principal Administrative Analyst	-	1.00	-	-
Project Management Analyst	-	-	1.00	1.00
Social Services Case Manager	17.00	17.00	16.00	16.00
Social Services Case Manager Supervisor	1.00	1.00	1.00	1.00
Social Services Program Trainer	3.00	3.00	2.00	2.00
Social Work Specialist	15.00	18.80	21.00	21.00
Social Worker	105.00	109.00	107.00	107.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Social Services (continued)				
Social Worker Supervisor	13.00	12.00	14.00	14.00
Superintendent of Accounting	1.00	1.00	1.00	1.00
Support Services Manager	1.00	1.00	1.00	1.00
Systems Operations Administrator	1.00	1.00	1.00	1.00
Systems Operations Analyst I	4.00	4.00	3.00	3.00
Systems Operations Analyst II	2.00	2.00	2.00	2.00
Warehouse Supervisor	-	-	1.00	1.00
Warehouse Technician	3.00	3.00	3.00	3.00
Welfare Case Aide	2.00	2.00	2.00	2.00
Welfare Fraud Investigator	10.00	10.00	3.00	3.00
Welfare Fraud Investigator Supervisor	1.00	1.00	1.00	1.00
Youth Counselor	1.00	1.00	1.00	1.00
Social Services Total	458.84	472.64	464.50	464.50
Transportation				
Administrative Services Coordinator	-	0.50	-	-
Deputy Director II - Transportation	1.00	1.00	-	-
Engineer IV	-	1.00	-	-
Planner III - Transportation	1.00	1.00	-	-
Transportation Total	2.00	3.50	-	-
General Fund Total	3,786.63	3,858.33	3,896.69	3,920.57

PERSONNEL COMPLEMENT

Capital Improvement Plan

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Capital Improvement Plan (CIP)				
Accountant II	-	1.00	-	-
Administrative Analyst II	-	0.50	-	-
Architect I	-	-	0.90	0.90
Architect II	-	1.40	1.40	1.40
Assistant City Traffic Engineer	-	-	0.20	0.20
Capital Project Manager	-	-	1.90	1.90
Chief of Construction and Inspection	-	0.05	0.05	0.05
Construction Inspector III	-	4.25	4.75	4.75
Drafting Technician I	-	2.45	2.15	2.15
Drafting Technician II	-	0.85	1.05	1.05
Engineer I	-	1.50	0.95	0.95
Engineer II	-	8.60	7.65	7.65
Engineer III	-	2.40	4.55	4.55
Engineer IV	-	0.50	0.50	0.50
Fiscal Analyst	-	0.50	0.50	0.50
Operations Manager	-	0.20	0.20	0.20
Real Property Manager	-	1.00	-	-
Project Management Analyst	-	-	0.50	0.50
Survey Instrument Technician	-	0.40	0.40	0.40
Survey Party Chief	-	0.40	0.40	0.40
Survey Technician	-	0.40	0.40	0.40
Surveys Superintendent	-	0.05	0.05	0.05
Trades Supervisor I	-	0.80	0.80	0.80
Traffic Operations Engineer	-	-	0.60	0.60
Traffic Signal Specialist I	-	0.50	0.50	0.50
Traffic Signal Specialist II	-	-	1.00	1.00
Total Capital Improvement Plan	-	27.75	31.40	31.40

PERSONNEL COMPLEMENT

Enterprise Funds

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Parks, Recreation, and Community Facilities				
Cemeteries				
Cemeteries Administrator	3.00	3.00	3.00	3.00
Cemeteries Manager	1.00	1.00	1.00	1.00
Equipment Operator II	3.00	3.00	3.00	3.00
Labor Crew Chief	3.00	3.00	3.00	3.00
Maintenance Technician II	1.00	1.00	1.00	1.00
Maintenance Technician III	1.00	1.00	1.00	1.00
Maintenance Worker I	8.00	8.00	8.00	8.00
Maintenance Worker II	9.00	9.00	9.00	9.00
Office Specialist II	1.00	1.00	1.00	1.00
Senior Administrative Officer	1.00	1.00	1.00	1.00
Total Cemeteries Positions	31.00	31.00	31.00	31.00
Parks, Recreation, and Community Facilities-				
Landmark Theater				
Administrative Program Support Assistant	1.00	1.00	1.00	1.00
Air Condition Refrigeration & Heating Mechanic	1.00	1.00	1.00	1.00
Box Office Manager	1.00	1.00	1.00	1.00
Events Manager	-	-	1.00	1.00
Labor Crew Chief	1.00	1.00	1.00	1.00
Maintenance Worker I	3.00	3.00	3.00	3.00
Senior Events Manager	1.00	1.00	-	-
Theater Manager	1.00	1.00	1.00	1.00
Total Landmark Positions	9.00	9.00	9.00	9.00
Port of Richmond				
Accountant I	1.00	1.00	1.00	1.00
Administrative Coordinator II	1.00	1.00	1.00	1.00
Engineer II	1.00	1.00	1.00	1.00
Executive Director of the Port	1.00	1.00	1.00	1.00
Principal Administrative Analyst	1.00	1.00	1.00	1.00
Total Port Positions	5.00	5.00	5.00	5.00

PERSONNEL COMPLEMENT

Enterprise Funds

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Stormwater Utility				
Drafting Technichian I	-	-	0.38	0.75
Engineer II	-	-	0.75	1.50
Engineer III	-	-	0.50	1.00
Equipment Operator II	-	-	2.00	4.00
Equipment Operator III	-	-	3.00	6.00
Equipment Operator IV	-	-	0.50	1.00
Labor Crew Chief	-	-	0.50	1.00
Lead Equipment Operator	-	-	0.50	1.00
Maintenance Worker I	-	-	1.00	2.00
Operations Manager	-	-	0.50	1.00
Trades Superintendent	-	-	0.50	1.00
Trades Supervisor I	-	-	0.50	1.00
Trades Suprvisor II	-	-	0.50	1.00
Total Stormwater Utility Positions	-	-	11.13	22.25
Public Utilities				
Gas Utility	273.00	273.00	271.00	271.00
Water Utility	182.00	182.00	181.00	181.00
Wastewater Utility	193.00	193.00	191.00	191.00
Electric Utility	34.00	34.00	34.00	34.00
Stores Utility	15.00	15.00	15.00	15.00
Total Public Utilities Positions	697.00	697.00	692.00	692.00
Total Enterprise Fund	742.00	742.00	748.13	759.25

PERSONNEL COMPLEMENT

Internal Service Funds

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Fleet Services				
Account Specialist I	1.00	0.20	-	-
Account Specialist II	-	-	1.00	1.00
Administrative Program Support Assistant	-	-	1.00	1.00
Administrative Project Analyst	-	-	3.00	3.00
Administrative Services Coordinator I	1.00	1.00	-	-
Administrative Services Coordinator II	1.00	1.00	-	-
Administrative Analyst	1.00	2.00	-	-
Auto Attendent	2.00	2.00	2.00	2.00
Auto Mechanic I	3.00	2.00	3.00	3.00
Auto Mechanic II	29.00	29.00	28.00	28.00
Auto Mechanic Supervisor	4.00	4.00	4.00	4.00
Body & Fender Specialist	3.00	2.00	2.00	2.00
Customer Service Representative IV	-	-	1.00	1.00
Fire Equipment Mechanic	3.00	4.00	4.00	4.00
Fleet Services Administrator	1.00	1.00	1.00	1.00
Parking & Fleet Management Officer	2.00	2.00	2.00	2.00
Principle Administrative Analyst	1.00	1.00	-	-
Project Management Analyst	-	-	1.00	1.00
Superintendent of Auto Maintenance	1.00	1.00	1.00	1.00
Vehicle Service Technician	1.00	1.00	1.00	1.00
Welder	1.00	1.00	1.00	1.00
Fleet Management Total	55.00	54.20	56.00	56.00
Risk Management				
Chief of Risk Management	1.00	1.00	1.00	1.00
City Occupational Safety & Health Specialist	1.00	1.00	1.00	1.00
Risk Management Coordinator	-	-	1.00	1.00
Risk Management Specialist	1.00	1.00	1.00	1.00
Risk Management Total	3.00	3.00	4.00	4.00
Public Works Stores				
Account Specialist II	-	0.20	0.20	0.20
Accountant I	-	0.20	0.20	0.20
Equipment Operator II	3.00	2.00	-	-
Equipment Operator III	-	-	2.00	2.00
Materials Supervisor	1.00	1.00	1.00	1.00

PERSONNEL COMPLEMENT

Internal Service Funds

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Radio Shop				
Automotive Parts Manager	-	-	1.00	1.00
Electronics Technician I	2.00	2.00	2.00	2.00
Electronics Technician II	3.00	3.00	3.00	3.00
Electronics Technician Supervisor	1.00	1.00	1.00	1.00
Parts Manager	1.00	1.00	-	-
Radio Shop Total	7.00	7.00	7.00	7.00
Total Internal Service Fund	69.00	68.60	71.40	71.40

PERSONNEL COMPLEMENT

Special Funds

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
City Attorney				
Assistant City Attorney I	4.00	5.00	4.00	4.00
Assistant City Attorney II	-	-	1.00	1.00
Legal Secretary	-	-	1.00	1.00
Office Assistant I	1.00	1.00	-	-
Paralegal	1.00	2.00	2.00	2.00
Senior Legal Secretary	1.00	1.00	1.00	1.00
City Attorney Total	7.00	9.00	9.00	9.00
Community Development				
Accountant II (Finance)	-	2.00	2.00	-
Administrative Analyst (Economic Development)	1.00	0.12	-	-
Administrative Program Support Assistant (Economic Development)	-	-	0.12	-
Administrative Project Analyst (Economic Development)	-	-	0.12	-
Administrative Services Coordinator I (Economic Development)	1.00	-	-	-
Administrative Services Coordinator II (Economic Development)	0.12	0.12	-	-
Assistant East District Manager (Social Services)	1.00	-	-	-
Deputy Director	1.00	-	-	-
Deputy Director I (Economic Development)	-	0.26	0.26	-
Engineer II	1.00	1.00	1.00	-
Human Services Administrator (Health Department)	-	1.00	1.00	-
Human Services Coordinator I (Health Department)	-	1.00	1.00	-
Neighborhood Development Manager (Economic Development)	-	1.00	1.00	-
Office Support Specialist I	1.00	1.00	-	-
Office Support Specialist II	2.00	2.00	2.00	-
Planner I	2.00	2.00	2.00	-
Planner II	6.85	6.85	6.85	-
Planner III	1.70	1.70	2.50	-
Property Maintenance Inspector I	1.00	1.00	2.00	-
Property Maintenance Inspector II	9.00	9.00	9.00	-
Property Maintenance Inspector III	2.00	2.00	1.00	-
Senior Customer Service Representative	-	-	0.84	-
Community Development Total	30.67	32.05	32.69	

PERSONNEL COMPLEMENT

Special Funds

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Economic Development				
Administrative Analyst I	1.00	-	-	-
Administrative Coordinator	1.00	-	-	-
Principal Administrative Analyst	1.00	1.00	-	-
Project Management Analyst	-	-	1.12	1.12
Economic Development Total	3.00	1.00	1.12	1.12
Human Services Commission				
Community Services Representative	-	1.00	1.00	1.00
Custodian	2.00	2.00	-	-
Human Services Administrator	1.00	-	-	-
Senior Event Manager	1.00	-	-	-
Human Services Commission Total	4.00	3.00	1.00	1.00
Judiciary				
Attorney	10.00	10.00	10.00	10.00
Data Analysis	1.00	1.00	1.00	1.00
Detective	1.00	1.00	1.00	1.00
Librarian	1.00	1.00	1.00	1.00
Paralegal	1.00	2.00	2.00	2.00
Victim Witness Assistants	11.00	11.00	11.00	11.00
Judiciary Total	25.00	26.00	26.00	26.00
Justice Services				
C A Assistant	-	0.37	0.37	0.37
Case Manager	-	1.00	1.00	1.00
Outreach Counselor	1.00	1.00	-	-
Social Worker	-	0.75	0.75	0.75
Youth Counselor	1.00	1.00	-	-
Justice Services Total	2.00	4.12	2.12	2.12
Library				
Grants Writer	1.00	1.00	-	-
Library Total	1.00	1.00	-	-
Parks, Recreation, and Community Facilities				
Administrative Services Coordinator	1.00	1.00	-	-
Project Management Analyst	-	-	1.00	1.00
Recreation Program Coordinator	1.00	1.00	1.00	1.00
Parks, Recreation, and Community Facilities Total	2.00	2.00	2.00	2.00

PERSONNEL COMPLEMENT

Special Funds

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Administrative Analyst	1.00	-	-	-
Assistant Supervisor Communications Officer	-	-	9.00	9.00
Communications Officer I	7.00	7.00	7.00	7.00
Communications Officer II	63.00	63.00	54.00	54.00
Communications Officer Supervisor	4.00	4.00	4.00	4.00
Crime Analyst	1.00	1.00	-	-
Office Specialist I	1.00	-	-	-
Office Specialist II	3.00	-	-	-
Planning Management Services	1.00	1.00	-	-
Police Office I	-	7.00	7.00	-
Principal Investigator	1.00	1.00	-	-
School Resource Officers	-	-	5.00	5.00
Systems Operations Analyst	1.00	-	-	-
Training Specialist	1.00	-	-	-
Police Total	84.00	84.00	86.00	79.00
Public Health				
Administrative Coordinator I	-	-	1.00	1.00
Administrative Officer	1.00	1.00	-	-
Administrative Program Support Assistant	1.00	1.00	1.00	1.00
Community Services Representative	2.00	2.00	2.00	2.00
Customer Service Representative II	5.00	5.00	4.00	4.00
Fitness Instructor	1.00	1.00	1.00	1.00
Human Services Administrator	2.00	3.00	1.00	1.00
Human Services Coordinator	1.00	1.00	1.00	1.00
Human Services Coordinator I	1.00	1.00	-	-
Nutritional Assistant	3.00	3.00	4.50	4.50
Nutritionist I	4.00	4.00	3.50	3.50
Nutritionist II	2.00	2.00	2.00	2.00
Office Specialist II	3.00	3.00	2.00	2.00
Outreach Case Manager	4.00	4.00	2.00	2.00
Outreach Case Manager I	1.00	1.50	1.00	1.00
Outreach Case Manager II	2.00	2.00	2.00	2.00
Property Maintenance Inspector III	1.00	1.00	-	-
Public Health Nurse Case Manager	5.50	7.50	6.00	6.00
Public Information Representative	2.00	2.00	2.00	2.00
Services Coordinator	1.00	-	-	-
Social Worker (Resource Mothers)	1.00	1.00	1.00	1.00
Public Health Total	43.50	46.00	37.00	37.00

PERSONNEL COMPLEMENT

Special Funds

Agency and Job Class	Adopted FY2004	Adopted FY2005	Adopted FY2006	Approved FY2007
Public Works				
Engineer III	-	-	1.00	1.00
Operations Manager	1.00	1.00	2.00	2.00
Parking Meter Shop Supervisor	-	-	1.00	1.00
Public Works Total	1.00	1.00	4.00	4.00
Retirement				
Administrative Coordinator II	1.00	1.00	1.00	1.00
Administrative Services Coordinator III	1.00	1.00	1.00	1.00
Executive Director	1.00	1.00	1.00	1.00
Office Assistant II	1.00	1.00	1.00	1.00
Retirement Accounting Manager	1.00	1.00	1.00	1.00
Retirement Benefits Coordinator	5.00	6.00	5.00	5.00
Retirement Benefits Coordinator II	1.00	1.00	1.00	1.00
Retirement Benefits Specialist	1.00	1.00	1.00	1.00
Retirement Total	12.00	13.00	12.00	12.00
Social Services				
Administrative Program Support Assistant	1.00	1.00	1.00	1.00
Administrative Services Coordinator I	1.00	-	1.00	1.00
Benefit Program Specialist	3.00	3.00	3.00	3.00
Family Manager I	4.00	3.00	3.00	3.00
Family Manager II	2.00	2.00	2.00	2.00
Human Services Manager	1.00	1.00	1.00	1.00
Office Specialist II	2.00	2.00	1.00	1.00
Office Support Specialist II	-	-	1.00	1.00
Outreach Worker	2.00	2.00	-	-
Social Services Case Manager	4.00	4.00	2.00	2.00
Social Worker	1.00	1.00	1.00	1.00
Social Worker Supervisor	-	1.00	1.00	1.00
Title IV-E Coordinator	1.00	1.00	-	-
Social Services Total	22.00	21.00	17.00	17.00
Transportation Services				
Administrative Services Coordinator I	-	0.50	-	-
Parking Meter Shop Supervisor	-	1.00	-	-
Parking Operations Manager	-	1.00	-	-
Transportation Services Total	-	2.50	-	-
Special Fund Total	237.17	245.67	229.93	190.24

DEMOGRAPHICS

<u>Year</u>	<u>Population</u>	<u>Municipal Employees</u>	<u>School Enrollment</u>	<u>Unemployment Rate</u>
1985-86	216,171	9,547	29,160	5.7
1986-87	215,066	9,532	28,659	5.0
1987-88	216,585	9,366	28,025	5.0
1988-89	215,706	9,227	27,426	5.0
1989-90	203,056	9,164	26,885	5.5
1990-91	203,056	9,106	27,021	7.8
1991-92	203,056	8,589	27,368	9.3
1992-93	202,798	8,635	27,465	9.3
1993-94	202,263	8,553	27,654	6.6
1994-95	201,100	8,627	27,708	6.0
1995-96	196,900	8,441	27,872	5.4
1996-97	193,000	8,213	27,787	5.5
1997-98	192,700	8,239	27,621	5.0
1998-99	192,700	8,239	27,468	3.9
1999-00	197,790	8,230	27,237	3.5
2000-01	197,790	8,268	26,823	2.9
2001-02	195,600	8,503	25,914	5.0
2002-03	194,900	8,491	26,136	6.2
2003-04	195,300	8,261	25,372	6.1
2004-05	195,300	8,474	25,069	6.4
2005-06	193,900	8,537	24,886 *	5.6 **

*Enrollment Figures included Pre-Kindergarten

**Unemployment Rate in March 2005

Statistics

Ethnicity:

57.2% African American Alone
 38.3% White Alone
 0.03% Hispanic Alone
 0.02% Other and two or more races
 (January 2002, Virginia
 Employment Commission)

Median Age:

33.9 Years (2004 Virginia Economic
 Development Partnership)

Civilian Labor Force:

93,509 (Updated March 2005, Virginia
 Employment Commission)

Registered Voters:

99,819 (February 2005, City Registrar)

Assessed Value:

\$14.98 billion (January 1, 2005, City
 Assessor)

Total Construction Value:

\$398,783,665 (2003-04, Department of
 Community Development)

Taxable Sales:

\$2,155,567,645 (2004, Virginia
 Department of Taxation)

Per Capita Personal Income:

\$32,237 (2002 Virginia Economic
 Development Partnership)

Median Household Income:

\$31,196 (2002 Virginia Economic
 Development Partnership)

TAX RATES

Real Estate

\$1.33	per \$100 Assessed Value - 2005-2006
\$1.37955	per \$100 Assessed Value - 2003-2004
\$1.38975	per \$100 Assessed Value - 2002
\$1.41	per \$100 Assessed Value - 2001
\$1.43	per \$100 Assessed Value - 1997-2000
\$1.445	per \$100 Assessed Value - 1994-1996
\$1.45	per \$100 Assessed Value - 1992-1993
\$1.46	per \$100 Assessed Value - 1990-1991
\$1.53	per \$100 Assessed Value - 1987-1989
\$1.47	per \$100 Assessed Value - 1985-1986
\$1.50	per \$100 Assessed Value - 1984
\$1.53	per \$100 Assessed Value - 1982-1983

Tangible Personal Property

\$3.70	per \$100 Assessed Value - 1992-2006
\$3.65	per \$100 Assessed Value - 1990-1991
\$3.59	per \$100 Assessed Value - 1972-1989
\$2.35	per \$100 Assessed Value - 1971

Effective January 1, 1996 - Household furnishings and personal effects exempt from taxation.

Machinery Used for Manufacturing and Mining

\$2.30	per \$100 Assessed Value - 1992-2006
\$2.10	per \$100 Assessed Value - 1991
\$2.00	per \$100 Assessed Value - 1990
\$1.90	per \$100 Assessed Value - 1971-1989
\$1.50	per \$100 Assessed Value - 1970

Utility Consumers' Tax

Residential Electric

\$1.40 plus \$.015116 per kilowatt hour not to exceed \$4.00 per month

Residential Gas

\$1.78 plus \$.10091 per 100 CCF not to exceed \$4.00 per month

Residential Telephone

25% of 1st \$20, not to exceed \$5.00 per month

Utility Consumers' Tax (continued)

TAX RATES

Commercial Telephone

Commercial and Industrial Billing; 25% of first \$625; 5% of amount over \$625

Commercial Electric

\$2.75 plus \$.016462 per kilowatt hour

Commercial Gas

Small volume user-\$2.88 plus \$.1739027 per ccf

Large volume user-\$24.00 plus \$.07163081 per ccf

Industrial user- \$120.00 plus \$.011835 per ccf

Industrial Electric

\$2.75 plus .11952 per kilowatt hour

Cable

All consumers, 7% of total bill

Business and Professional Licenses

For all categories with \$100,000 or less in gross receipts, purchases, or contracts, \$30 fee (only)

Wholesale Merchants, \$.22 per \$100 of gross purchases

Retail Merchants, \$.20 per \$100 of gross receipts

Professional Occupations, \$.58 per \$100 of gross receipts

Contractors, \$.19 per \$100 of gross contracts and/or 1.50% of fees from contracts on a fee basis

Personnel Services, \$.36 per \$100 of gross receipts

Motor Vehicle License

Private passenger vehicles - \$23 on 4,000 lbs. or less; \$28 on 4,001 lbs. or more

Trucks - Rates graduated in accordance with gross weight; Minimum rate \$24; maximum rate \$250

TAX RATES

Admission Tax

7% of any charge for admission to a place of amusement or entertainment where such charge is \$.50 or more

Bank Stock Tax

\$.80 on each \$100 of value of bank stock

Sales Tax

4 % State and 1% Local - 2006-2007
3 1/2% State and 1% Local - 1988-2005

Prepared Food Tax

A tax of 6% on prepared foods in addition to the sales tax; effective 1/1/04, the increase from the prior rate of 5% (or 1%) is deposited to a Special Fund for the development of a downtown performing arts center

Lodging Tax

A tax of 8% of the charge made for each room rented by a transient in a hotel or motel, which is deposited to a Special Fund for operation of the Greater Richmond Convention Center

BOND RATINGS

The City's bond ratings reflect its economic health. The City has never defaulted in the payment of principal or interest of any debt.

General Obligation Bond Ratings

Moody's Investors Service	Aa3
Standard and Poors Corp.	AA
Fitch Ratings Ltd.	AA

Public Utility Revenue Bond Ratings

Moody's Investors Service	A1
Standard and Poors Corp.	AA-
Fitch Ratings Ltd.	AA -

GLOSSARY

Accounting Basis - The City operates on a modified accrual basis where most revenue is recognized when it is earned or billed and expenditures are recognized when the liability is incurred.

Activity – An activity is a set of or grouping of similar processes or tasks that converts inputs to outputs. An activity is a service provided under a program budget.

Agency - A major administrative division of the City that has overall management responsibility for an operation or a group of related operations within a functional area.

Appropriation - An authorization made by City Council to expend funds for certain purposes within a specific time frame.

Appropriation Units - Grouping of expenditures within department budgets. For example, the appropriation unit for personal services includes full-time, part-time, and temporary staff wages and fringe benefits.

Approved Budget - The budget, formally adopted by City Council, for the upcoming fiscal year.

Assessed Value - The fair market value set on real and other property as a basis for levying taxes.

Budget - A financial plan showing estimated costs, revenues and service levels over a certain time period (fiscal year). The proposed budget is the plan submitted by the Mayor to City Council. After Council review and amendments, the budget is approved and becomes the adopted budget.

Budget Message - A general discussion of the proposed budget presented in writing by the Mayor as a part of the proposed budget document. The budget message explains principal budget issues against the background of financial experience of recent years and presents recommendations made by the Mayor.

Budget Reporting and Analysis Support System (BRASS) - A budgeting system designed for budget formulation, budget monitoring, and budget reporting activities.

Bureau - A major operating unit within a Department consisting of one or more organizations.

Capital Improvement Plan (CIP) - A five year financial plan or budget that outlines spending for capital projects such as buildings, parks, streets, etc., and their financing sources.

Capital Outlay - Expenditures which result in the acquisition of, or addition to, fixed assets. Fixed assets generally are purchased from the 5000-account group to facilitate the maintenance of the fixed assets inventory.

Capital Projects - Projects for the purchase or construction of capital assets. Typically, a capital project encompasses a purchase of land and/or the construction of a building or facility.

Community Development Block Grant - A fund, which accounts for federal entitlement funds received under Title I of the Housing and Community Development Act of 1974. These funds support public improvements and redevelopment and conservation activities within targeted neighborhoods.

Current Modified Budget - The approved budget plus City Council's adopted budget amendments, the budget at any given time during the fiscal year.

Debt Service - The amount necessary to pay principal and interest on outstanding bonds and notes for a year.

Deficit - (1) The excess of an entity's or fund's liabilities over its assets (See Fund Balance). (2) The excess of expenditures or expenses over revenues.

GLOSSARY

Delinquent Taxes - Taxes remaining unpaid on or after the date on which a penalty for nonpayment is incurred.

Depreciation - (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset that is charged as an expense during a particular period.

Direct Costs – Includes the salaries, wages, and benefits of employees who exclusively work on the delivery of service, as well as the materials and supplies and other associated operating costs such as utilities and rent, training and travel.

Efficiency Measure – A performance measure that typically relates input and output measures of the service or activity.

Electric Utility Fund - The enterprise fund that accounts for the operations of the City-owned electric system. The cost of providing services is financed or recovered through user fees.

Encumbrance - Obligations against budgeted funds in the form of a purchase order, contract, or other reservation supported by a purchase order.

Enterprise Fund - A separate fund used to account for operations that are financed and operated in a manner similar to private business enterprises and where it is the intent that costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Expendable Trust Funds – To account for fund agreements where the principle and earnings on principle may be spent for the fund's intended purpose. Expendable Trust Funds must be established to account for state unemployment compensation benefit plans and resources to cover administrative costs are accounted for in the general fund.

Expenditure - Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered, whether cash payment has been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payment is made.

Fiscal Year – The twelve-month period of the budgetary year. The fiscal year for the City's operating budget begins on July 1st and ends the following June 30th.

Fringe Benefits - Job-related benefits provided for employees as a part of their total compensation, such as employer's portion of FICA taxes, retirement and insurance.

Fund - An independent fiscal and accounting entity with a self-balancing set of accounts recording its assets, liabilities, fund balances, retained earnings, revenues and expenditures.

Fund Balance - The accumulated revenues and other financing sources in excess of expenditures and other uses. The City has adopted a Fund Balance Policy requiring an annual appropriation to the fund balance of .5 percent of expenditures until the balance equals five percent of expenditures and prohibiting appropriations from the fund balance if it is less than three percent of expenditures.

Full-time Equivalent (FTE) - An employment indicator that translates the total number of hours worked in a year by all employees to an equivalent number of work years, based upon a work year of 2,080 hours equaling one Full-Time Equivalent (FTE) on hand.

GLOSSARY

Gas Utility Fund - The enterprise fund that accounts for the operations of the City-owned gas system. The cost of providing services is financed or recovered through user fees.

General Fund - The primary operating fund, which accounts for all revenues and expenditures that are not accounted for in specific purpose funds. It finances the regular day-to-day operations of the City.

General Obligation Bonds - Bonds sold by the City to private investors to provide long-term financing for Capital Project needs. The City pledges its full faith and credit to the repayment of these bonds.

Grant - An amount provided by a governmental unit or other type of organization in aid or support of a particular governmental function or program.

Government Finance Officers Association (GFOA) – A professional association of state/provincial and local finance officers in the United States and Canada, and has served the public finance profession since 1906. The association's nearly 15,000 members are dedicated to the sound management of government financial resources.

Indirect Costs – Include shared administrative expenses within the work unit and in one or more support functions outside the work unit. Some examples are; legal, financial, maintenance and technology services. These shared costs may be apportioned by some systematic and rational allocation methodology.

Input Measure – A performance measure that typically identifies the resources used to provide the service or activity.

Internal Service Fund - A proprietary fund type used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a cost reimbursement basis.

Non-expendable Trust Funds – To account for trusts that stipulate that only earnings, and not principal, may be spent.

Object - A budgetary account representing a specific object of expenditure. Objects are commonly referred to as the "budget detail".

Operating Budget - The City's annual financial plan of the operating expenditures of the General Fund, enterprise funds and internal service funds and the proposed means of financing them. This document is the primary tool by which most of the financing, acquisition, spending and service delivery activities of a government are planned and controlled.

Ordinance - A formal legislative enactment by the City Council that has the full force and effect of law within the boundaries of the City.

Organization - A major operational unit within a Bureau.

Outcome Measure – A performance measure that focuses on why the program exists. This measures how the program benefits or impacts the customers or what the customer can expect to be accomplished by the program.

Output Measure – A performance measure that typically accounts for what was done or accomplished by the service or activity.

Performance Based Budgeting – A budget formulated by activities and presented by programs (as opposed to organizational units) that integrates results oriented strategic business planning with measurable outcomes for customers that allows for budget decisions informed by program performance and cost information.

GLOSSARY

Performance Measures - Specific quantitative or qualitative measures of the work performed within an activity or program. An example of a quantitative measure would be the number of miles of streets cleaned. An example of a qualitative measure would be maintaining a Medicaid eligibility error rate of less than three percent.

Personnel Services - Compensation for direct labor of persons in the employment of the City; salaries and wages paid to employees for full-time, part-time, and temporary work, including overtime, shift differential, and similar compensation. This account group also includes the portion of employee fringe benefits paid by the City.

Program – A program is a set of activities undertaken in accordance with a plan of action organized to realize one common purpose with an identifiable end result or outcome.

Proposed Budget - The budget formally submitted by the Mayor to the City Council for its consideration. Recommended budget documents are also available to the public.

Proprietary Funds – To account for a government’s ongoing organization and activities that are similar to those found in the private sector. There are two types of proprietary funds: enterprise funds and internal service funds.

Reserve for Contingencies - A budgetary account set aside for use by the City Council in dealing with emergencies or unforeseen expenditures.

Revenue - The yield from various sources of income, such as taxes, that the City collects and receives into the treasury for public use.

Salary and Benefit Forecasting System (SBFS) – A part of the BRASS budgeting system designed for salary and benefits calculations, forecasting, projecting and reporting activities.

Service Quality Measure – A performance measure that typically shows the effectiveness of the service or activity. The results will show the benefit or impact of the activity to the customers or to the general public.

Sewer Utility Fund - The enterprise fund that accounts for the operations of the City-owned sewer system. The cost of providing services is financed or recovered through user fees.

Special Revenue Fund - Fund(s) used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Undesignated Fund Balance - The portion of unreserved fund balance representing financial resources available to finance expenditures other than those tentatively planned (designated).

Water Utility Fund - The enterprise fund that accounts for the operations of the City-owned water system. The cost of providing service is financed or recovered through user fees.