



CITY OF RICHMOND, VIRGINIA

PROPOSED

Biennial Fiscal Plan



FISCAL YEARS 2008 AND 2009

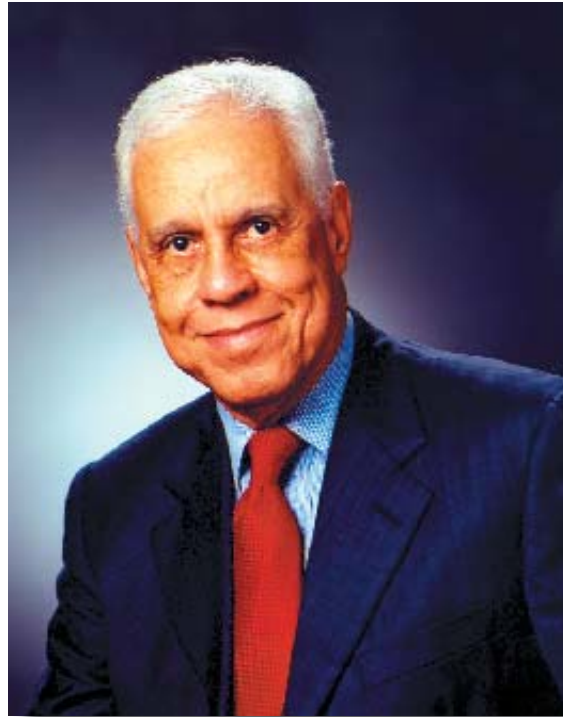


City Of The Future

THE OFFICE OF THE MAYOR

presents

PROPOSED
BIENNIAL FISCAL PLAN
FY 2007 - 2008 FY 2008 - 2009



The Honorable
L. DOUGLAS WILDER
Mayor
The City of Richmond, Virginia



CITY OF RICHMOND, VIRGINIA



PROPOSED BIENNIAL FISCAL PLAN

FOR

FY 2007 - 2008 FY 2008 - 2009

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L. Douglas Wilder

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CITY COUNCIL



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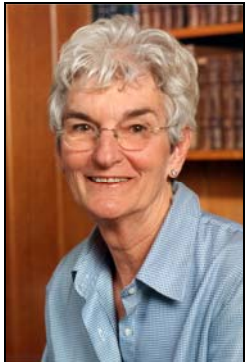
Reverend Delores L. McQuinn
Vice President - 7th District



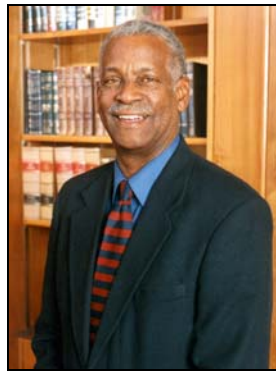
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1st District



Chris A. Hilbert
3rd District



Kathy C. Graziano
4th District



E. Martin Jewell
5th District



Ellen F. Robertson
6th District



Reva M. Trammell
8th District

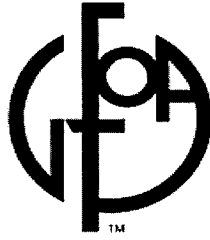


Douglas G. Conner, Jr.
9th District



MISSION STATEMENT

To achieve a sustained, long-term turnaround in the quality of life for City of Richmond residents through a community engaged in breaking endless negative cycles detracting from a safe and healthy City, with high quality public schools, and diverse economic opportunities.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Richmond
Virginia**

For the Biennium Beginning

July 1, 2005

President

Executive Director

The City of Richmond At A Glance



The City of Richmond - History, Growth and Progress

In 1607, Captain Christopher Newport first led English explorers to what later would become the City of Richmond, named after a suburb of London, England. By 1644, construction of Fort Charles began attracting many new settlers to the area and soon the community grew into a bustling trading post for furs, hides and tobacco.

Richmond was founded in 1737 by Colonel William Byrd II. Byrd inherited land on the north and south sides of the James River and was known as the “Father of Richmond.” In 1741, Byrd and his friend William Mayo developed a map of Richmond and the first lots were sold. Richmond became incorporated as a town in 1742 with a population of 250.

In early 1780, the State Capitol was temporarily moved to Richmond from Williamsburg. The Virginia General Assembly was looking for a central location with more protection from British invasions. In May 1782, eight months after the British surrendered at Yorktown, Richmond became the new capital of Virginia. On July 19, 1782, Richmond’s City Charter was adopted.

While evidence of a rich history is evident throughout the capital city, Richmond is proud to offer modern-day opportunities to its estimated 193,777 citizens (2005-Census Estimate). Throughout its 62.5 square miles, the City offers a diversified employment base that extends from chemical, food and tobacco manufacturing to banking, biotechnology, semiconductors and high-tech fibers. Richmond consistently ranks among “Best Places to Live and Work in America” in several national publications. While offering easy access to the ocean, mountains and Washington, D.C., Richmond features a broad array of local attractions, including several museums, numerous sports and entertainment venues, outdoor pursuits throughout one of the nation’s largest river park systems, a vast array of historic landmarks, its own symphony, professional ballet and opera, as well as several prominent universities.

The City of Richmond continues to grow and look toward the future. Using guidance from the Mayor’s Vision 2020 plan, Richmond will continue to improve the quality of life for citizens in the areas of early childhood development, child and adolescent health, school success, increased efficiency and coordination, youth and family success, public safety, neighborhoods, transportation, and economic viability.

For more information about the City of Richmond, please visit www.richmondgov.com



CITY OF RICHMOND ORGANIZATION OF LOCAL GOVERNMENT 2007 - 2008

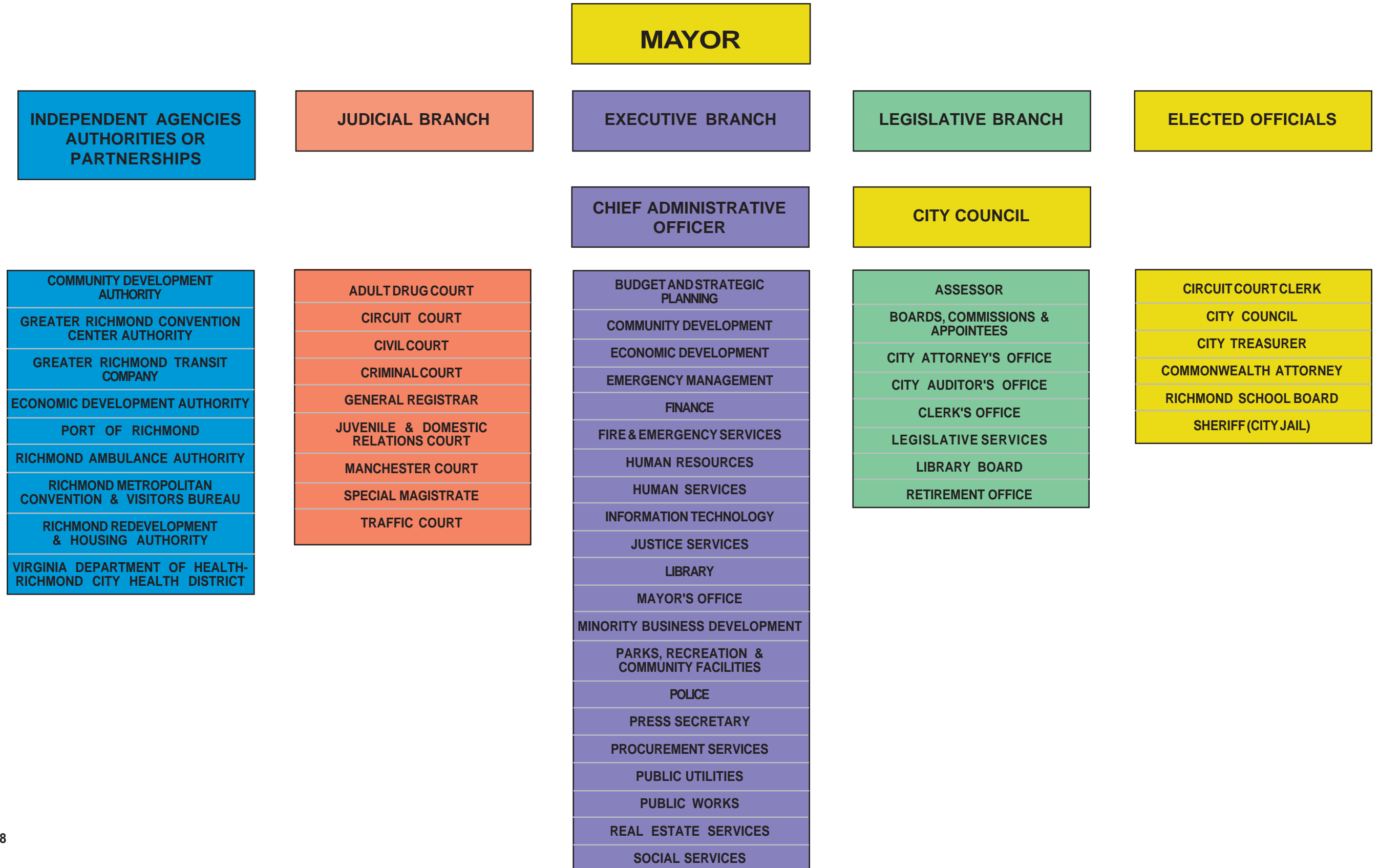


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INTRODUCTION

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

The next section of the document is Fund Summaries. Summaries include: a *Summary of Financial Sources and Expenditures – General Fund*, *Capital Improvement Plan (CIP) – Summary of Estimated Financial Sources and Expenditures*; *Expenditures and Positions for All Funds*; *Summary of Revenue, Appropriations and Undesignated Fund Balance*; *Schedule of Debt*; *Summary of Special Fund Expenditures By Agency*; *Summary of Internal Service Funds*; *Summary of Enterprise Funds – Public Utilities*; *Summary of Enterprise Funds (Excludes Public Utilities) General Fund Revenue by Agency*; *General Fund Revenue by Type*; ; *Summary of General Fund Expenditures by Agency*; and *Summary of General Fund Expenditures by Major Category*.

Following the summaries listed above are financial details for each General Fund agency. The format for each agency includes: the Agency's Mission Statement; the General Fund Budget; Agency Highlights; Non-General Fund Budget (where applicable) General Fund Budget by Program; Agency Program Goals; and Agency Accomplishments.

The next section of the document summarizes the City's *non-General Fund budgets*, including a summary of the *Capital Improvement Plan*. Please refer to the City of Richmond Capital Improvement Plan budget document for additional information and details on individual capital projects.

Following the Capital Improvement section is information on Special Funds, Enterprise Funds, Internal Service Funds and Richmond Public School systems. Included in this section are: *Summary of Special Fund Expenditures by Agency*; *Special Fund Detail by Agency*; and *Community Development's Federal Funds (CDBG, HOME, ESG, and HOPWA)*; *Enterprise Funds*; and *Internal Service Funds*. Richmond Public Schools provided a letter from the School Board Chairman and summaries of the operating revenues and expenditure budgets.

Next, the Personnel Complement provides a *Position Summary by Agency and Fund*. This is followed by a detailed list of all positions by department for each fund.

The following section is Performance Measurements By Agency. This section presents actual performance measurement results for FY 2006 and targets for FY 07. During FY 08, the City's performance measurement effort will undergo a major revitalization with the implementation of the Mayor's Management Agenda (MMA.) The MMA is a strategic tool to measure, manage and communicate performance, thereby improving the organization's business results. The FY 08 and FY 09 objectives, measures and targets developed for the MMA will be presented in the Adopted Amendments to the Biennial Fiscal Plan for 2007 – 2008, which will be published in the spring of 2008.

The *Appendices* is the last section of the document and includes general information such as the *City's Demographics*, *Tax Rates*, *Bond Ratings*, and a *Glossary*.

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 verses 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

BACKGROUND

The 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 foundation of this effort was the AMS BRASS budget system, which integrates programs, activities and corresponding costs and performance measures. . In this manner the budget will not only show how a program is performing but also the cost of the program. This will allow the City to better evaluate programs in terms of efficiency and effectiveness and make it easier for t citizens, to understand where their tax money is going.

NEXT PHASE

During FY08, the City's performance measurement efforts will intensify with the implementation of the Mayor's Management Agenda (MMA.) The MMA is a strategic tool to measure, manage and communicate performance, thereby improving the organizations business results and the transparency of governmental activities. This effort will utilize the CityStat philosophy, which is capable of "drilling down" to collect performance data at departmental, program and individual levels and reporting results at these levels as well.

The outcome will be a management tool that can also be used as a vehicle for reporting to the administration as well as the public. Computer software will allow for web-based reporting of how well the government is doing in such vital areas as public safety, infrastructure and quality of life

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 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 FY2008 through FY2012.

| | <u>FY2008</u> | <u>FY2009</u> | <u>FY2010</u> | <u>FY2011</u> | <u>FY2012</u> |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|
| Total Adopted Capital Improvement Plan | \$ 60,349,301 | \$ 86,140,000 | \$ 81,530,000 | \$ 73,617,000 | \$ 82,120,000 |
| Proposed General Obligation Bonds | 13,301,000 | 16,982,000 | 12,980,000 | 9,997,000 | 14,000,000 |
| General Obligation Bonds – Prior Appropriations | 5,070,801 | - | - | - | - |
| Commercial Paper Credit – City of the Future | 26,300,000 | 64,450,000 | 65,150,000 | 62,300,000 | 66,800,000 |
| Commercial Paper Credit – Prior Appropriations | 10,381,000 | - | - | - | - |
| Non General Obligation Funding Sources | | | | | |
| Regional STP Funds (TEA-21) | 268,000 | - | - | - | - |
| Federal SAFETY Funds | 578,000 | 578,000 | - | - | - |
| Federal Enhancement Funds | 1,149,000 | - | - | - | - |
| State Urban Funds | 2,642,000 | 1,983,000 | 1,899,000 | 1,300,000 | 1,300,000 |
| State Urban Funds Prior Appropriations | (99,000) | - | - | - | - |
| Federal Urban Funds | 1,317,000 | 1,855,000 | 1,481,000 | - | - |
| Federal Planning Funds | (1,600,000) | - | - | - | - |
| Federal Planning Funds | 1,092,000 | 272,000 | - | - | - |
| Old Dominion Society Contribution | (29,000) | - | - | - | - |
| Richmond Riverfront Corporation Match | (21,500) | - | - | - | - |
| Windsor Farms Local Match | - | 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

BIENNIAL BUDGET CYCLE

| <i>MONTH</i> | <i>ACTIVITY</i> |
|-------------------------|---|
| August | Department of Budget and Strategic Planning (DBSP) continues the process of implementing Performance Based Budgeting with migration toward activity-based costing. DBSP assists departments with the enhancement of department missions, program goals and activity performance measures. |
| September | DBSP issues instructions for the Capital Improvement Program Budget Process and Multi-Year Forecast Process (expenditures and revenues). Departments are encouraged to submit information regarding regulatory requirements, legislative changes, demographic impact and any other changes impacting revenues and expenditures. (The Multi-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). DBSP formulates fiscal plans based on the results from the Multi-Year Forecast Process. DBSP formulates preliminary guidelines for capital and operating budgets. |
| October | DBSP finalizes budget guidelines and instructions and presents the results from the Multi-Year Forecast Process to City Council. DBSP prepares operating baseline budgets and develops preliminary capital budget recommendations and instructions. |
| October—November | DBSP issues operating budget guidelines and instructions to departments. DBSP facilitates departmental training on the Budgeting, Reporting and Analysis Support System (BRASS). |
| November | Departments submit operating budget and capital budget requests to the DBSP for review and revision, and submissions are entered into BRASS. |
| December | DBSP reviews operating budget submissions and makes recommendations to the Citywide Sponsors for funding decisions. DBSP reviews capital budget submissions and provides the Facilities and Economic Development Capital Plan (FECAP) Sub-Committee's with submitted projects for ranking funding decisions. The FECAP Committee then formulates capital budget funding recommendations for the Mayor's review. |
| January | The Citywide Sponsors formulate operating budget funding recommendations for the Mayor's review. Work sessions are held with the Mayor to discuss major issues and make funding decisions for both the operating and capital budgets. DBSP enters the Mayor's funding decisions into BRASS. |
| February | Work sessions continue with the Mayor to discuss major issues and make funding decisions for both the operating and capital budgets. Final funding decisions are completed for both the operating and capital budgets. The Mayor presents the proposed capital budget to the City Planning Commission. Then the Mayor presents the proposed operating and capital budgets to City Council on March 6. |
| March | DBSP distributes proposed budget documents to City agencies and the public. City Council facilitates the budget work sessions to provide budget briefings and understand the Mayor's proposed budgets. |

BUDGET PROCESS TIMETABLE

| | |
|-------------|--|
| May | Public hearings held on Proposed Budget. City Council adopts the operating and capital budgets. |
| June | DBSP completes final revisions to budget documents and issues the Adopted Budget documents. |
| July | City departments and agencies initiate the implementation of services, programs and projects in the adopted budgets. |

ANNUAL AMENDMENT CYCLE

| <i>MONTH</i> | <i>ACTIVITY</i> |
|-----------------|--|
| November | Capital Budget requests loaded into BRASS database by DBSP. DBSP distributes capital requests to sub-committees. Operating budget kickoff: multi-year forecast and personnel corrections are requested from City Departments and Agencies. |
| December | DBSP enters all personnel changes into SBFS. DBSP completes debt affordability analysis. All Special Fund amendments are received from agencies. In addition, all updated activity maps are received from agencies, including current, actual expenditures by activity code (when available). DBSP begins review of activity maps and performance measures. Multi-year forecast submissions are reviewed by DBSP. DBSP receives current Operating Budgets from agencies and loads them into BRASS. |
| January | Performance measures results are received by DBSP. Capital Budget recommendations are made to the Mayor. Budget Steering Committee reviews budget requests from agencies for consistency with City-wide priorities. Recommendations to balance budget are developed. |
| February | Final decisions on Capital Budget are made by the Mayor. Preparation of budget document by DBSP begins. Balanced Operating Budget is presented to the Mayor. Completion of Mayor's speech to the Planning Commission. Printing and binding of the CIP Budget Document complete. |
| March | Mayor makes final decisions on changes to the current Operating Budget as approved at beginning of the biennium. Preparation of Operating Budget complete. Printing and binding of Operating Budget complete. Mayor's Budget is presented to City Council. City Council budget work sessions begin. |
| April | City Council work sessions continue. |
| May | Public Hearings on budget amendments as proposed by Mayor. City Council adopts Special Fund, Enterprise Fund, Internal Service Fund and CIP budgets. City Council also adopts Federal Funds budgets (CDBG, HOPWA and ESG.) City Council adopts the amended General Fund and the Mayor's 14-day veto window begins. |
| June | City Council votes on overrides to the Mayor's vetoes. |
| July | City departments and agencies initiate the implementation of services, programs and projects in the adopted budgets. |

MAYOR'S MESSAGE

City of Richmond



L. DOUGLAS WILDER
MAYOR

"SIC ITUR AD ASTRA"
SUCH IS THE WAY TO THE STARS

March 6, 2007

The Honorable Council of
The City of Richmond Virginia

RE: FY2008 & FY2009 Biennial Fiscal Plan

Mr. President and Members of Council:

I am pleased to present to the people of the City of Richmond the administration's Biennial Fiscal Plan for FY2008 and FY2009. This plan continues with a philosophy that symbolizes our commitment to achieve the vision set forth by the citizens of Richmond when they voted not only for a new form of City government, but also for a new direction in City government.

This fiscal plan includes expenditure recommendations that are in line with current revenue projections. I am incorporating a Real Estate Tax rate reduction of 4 cents to \$1.25. This will save taxpayers an additional \$7 million this year and \$7.9 million in FY2008. The cumulative 13 cents reduction over three budget cycles is unprecedented. The fiscal plan provides funding for legal requirements and mandates in the City, while offering some re-alignments to achieve efficient and effective results. Key decisions have been made after reviewing past performance results and with attention to understanding relationships to City priorities and needs.

The priorities set forth in this budget are:

To provide oversight over the expenditure of taxpayers' dollars;

To provide continued resources to fight crime and continue improvements in public safety;

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

To improve the appearance of our City through a comprehensive City of the Future capital investment, an aggressive street repair program, and economic development.

The overall economic outlook for the City and the metropolitan area is very positive. As you look around, particularly in the core areas of Richmond, major construction projects are under way. Philip Morris USA is in the process of completing a new research facility downtown that is expected to increase the City's real estate values by at least \$200 million. Meanwhile, the relocation of MeadWestvaco's corporate headquarters to the City is expected to expand the real estate base by another \$100 million. These projects not only bring employment for those workers involved in the bricks and mortar, but also for those who will occupy the finished products. Many of those persons will become Richmond citizens and contribute to our economic well-being.

Even though the City is doing well and has maintained or improved its bond ratings, there are some fiscal issues that must be addressed over the next five years. Some of them impact not only this City, but also impact municipal governments in general. Changes in governmental accounting (GASB-45) will require governments to report and account for retiree healthcare liabilities. For all employee and retiree healthcare participants that were here July 1, 2006, this amounts to a \$194.4 million liability. Some actuarial scenarios project a need for the City to reserve almost \$10.6 million annually. This is an issue that we are monitoring closely as we continue formulating plans for our options over the next year or more.

This issue overwhelmingly impacts many municipal government entities, but it has yet to be determined how rating agencies will respond. You can rest assured that an unfunded liability of this magnitude would have an adverse affect on the City's bond rating. Prudent planning requires us to take action to lessen any future impact on our fiscal status.

The funded status of the Richmond Retirement System was declining in recent years. However, thanks to an unprecedented \$1 million general fund contribution in our FY2006 Budget and increased investment returns, there has been a turnaround. We also implemented numerous retirement plan changes to lessen the City's liabilities. The funding status increased significantly in the past year, from 60% to 69%. This is still less than the acceptable range of 70 - 90%, but headed in the right direction. The goal of the Retirement Board is to approach an 80% funding status within four years. Therefore, careful attention must be paid to developing plans that will increase the funded status of the System. Consistent with other local governments, the City began requiring employees to increase their contributory amounts. Those who are in the pension system contribute 1% of their salary (1.5% for sworn police and fire) toward their retirement.

Over the past few years, the overall City's retirement contribution rate has gone from 9.35% in FY2001 to a proposed **21.06%** for FY2008. This is an increase of **125.2%** in seven years. We are striving to keep the retirement promises to those employees who, when hired, were provided an expected level of retirement benefits. Overall, healthcare and "traditional" retirement liabilities put a strain on this fiscal plan. However, as we negotiate our healthcare contracts, we continue to look for effective ways to minimize the costs to the City, our employees, and retirees.

The Department of Human Resources and the Richmond Retirement Office are leading us in formulating strategies that will lessen the City's future liability. One strategy already in place requires all new hires (with the exception of sworn Police and Fire and City Executives) to be enrolled in a retirement Defined Contributions Plan.

The Proposed FY2008 General Fund Budget is \$644.5 million for an increase of \$26.8 million above the FY2007 Adopted Budget. The proposed FY2009 General Fund Budget is \$659.4 million for an increase of \$14.9 million above the FY2008 proposed budget. The fiscal plan includes some changes which will result in some efficiencies and some changes that impact the way we obtain equipment, supplies, and other purchased goods. One example is the merging of all General Fund telephone costs into the Department of Information Technology. This will minimize the laborious monthly process of internally billing many agencies and distributing various telecommunications charges.

Budget increases in FY2008 include \$12.8 million in personnel costs with \$6.9 million attributed to the public safety agencies of Police, Fire, Jail & Sheriff. FY2008 operating costs increased by \$14.0 million with \$6.9 million in Non-Departmental, \$2.8 million in Public Works, \$1.8 million in Debt, and \$1.6 million in Jail & Sheriff. \$2.25 million of the Non-Departmental portion is proposed for the economic development related Philip Morris and MeadWestvaco projects.

While we have worked diligently to reign in increasing costs and to trim unnecessary expenditures, we are still faced with some cost increases that are currently beyond our control. The City continues to share the cost of the proposed healthcare increase with employees and retirees. The proposed budget includes funds based on a 12 percent increase in healthcare costs, which adds \$1.3 million in additional cost over the FY2007 budget. Healthcare as an industry in itself is driving this increase. We are investigating the possibilities of re-bidding the entire healthcare contract to get the best benefits for our employees while minimizing the costs for them AND the City.

Again, a challenging aspect of preparing this budget has been how to balance prior commitments made on behalf of the City with current and future needs. To that extent, the proposed budgets include additional funding for the GRTC Transit System, Peumansend Regional Jail, Richmond Ambulance Authority, and the Greater Richmond Convention Centre Authority (GRCCA). The proposed GRCCA budget now includes over \$5.3 million in lodging tax funds as well as a City supplement from other general fund sources of \$2.3 million.

The City also subsidizes the GRTC Transit System with a \$10.7 million subsidy proposed in FY2008. This is an increase of \$1.3 million, which includes a \$302,500 increase in their capital allotment. The Richmond Ambulance Authority is at \$4.0 million with an increase of \$550,000; the largest increase in over four years. These commitments, and General Fund Debt Service requirements of \$62.2 million in FY2008, significantly impact our ability to fund the basic core services needed by Richmond's citizens.

| | Proposed 2008 | Proposed 2009 |
|---|--------------------------|--------------------------|
| GRTC Transit System | \$10,700,000 | \$10,450,000 |
| Greater Richmond Convention Center Authority | \$7,631,129 | \$7,920,903 |
| Peumansend Regional Jail | \$1,480,143 | \$1,469,431 |
| Richmond Ambulance Authority | \$4,000,000 | \$4,000,000 |

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. While the proposed budgets include additional funding the Peumansend Regional Jail, it may be more cost effective for the City to sell the use of some of our beds to other localities. Based upon conversations with some localities, the City hopes to sell 25 of its 100 beds at that facility beginning in FY2008.

The proposed spending for Richmond Public Schools is \$159,997,133. This figure includes the same amount of local funds as in the prior year, and a decrease of \$1.3 million in State Sales Taxes as part of the general fund transfer to Schools. Debt service payments are not part of this transfer and continue to be budgeted with other debt service for City facilities. I will continue to take advantage of budgeting local funds by spending category as prescribed in the State Code, and the proposed budget allocates the above \$160 million in Schools funding as follows: \$125,587,980 for Instruction; \$6,269,538 for Administration, Health, and Attendance; \$5,164,138 for Pupil Transportation; \$17,888,688 for Operation and Maintenance; and \$5,086,789 for Debt and Fund Transfers. All of these should have benchmark attainments, to ensure that local funds are spent in an efficient and effective manner. Accordingly, the City is now distributing local monies to Schools on a monthly, rather than quarterly, basis in order to monitor the implementation of cost efficiencies recommended by the City Auditor in February 2007.

I hope that the Richmond School Board will consider realigning the benefits that it provides with local funds for Schools employees to be more on par with those provided to all other City employees. I also believe management savings can be achieved in a number of areas, including combining support functions with the City in such areas as finance and accounting, budgeting, payroll, procurement, and printing services. There is no justification for this duplication. Further, I have recently initiated an external review of Schools operations to follow up the areas not addressed among the \$20 million in potential savings opportunities within the Schools budget identified by the City Auditor.

In preparing these proposed budgets, and mindful of being fiscally responsible, I am proposing the real estate tax rate to decrease from the current rate of \$1.29 to \$1.25 per \$100 assessed value, after it was reduced from \$1.33 in the prior year. This is a \$0.08 reduction over the past two years, and a \$0.13 reduction within three years. We continue to experience enthusiastic participation in the Tax Abatement for Rehabilitated Properties Program, so much so that in FY2008 we expect to return \$14.4 million in tax credits to property owners. The budgeted costs of these credits reflect an increase of \$500,000 compared to the FY2007 budget, despite the lower tax rate.

Accordingly, very tough balancing decisions have been made to accommodate increasing public safety costs with little to no additional support from the State; to prepare us for continued fiscal responsibilities in maintaining and increasing the City's rainy day reserve; to honor previous commitments; and to prepare a balanced budget.

As I began my tenure as Mayor of Richmond, I called upon help from many citizens across the City and many other volunteers. Many key recommendations from those citizen committees have been implemented. As an example, we now have a Deputy Chief Administrator / Chief Financial Officer and a Deputy Chief Administrator for Human Services. We also conducted a thorough review of the City Jail and its infrastructure. Based upon that review, we realize that we can find a way to lessen the costs of prescribed inmate medication and potentially reduce the recurring inmate population through alternative classification procedures, sentencing, and treatment options. I have appointed Walter Ridley as the City's consultant on jail issues, including the planned future construction of a new City Jail.

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 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. The FY2008 and FY2009 biennial fiscal plan will allow for increased capacity to clear the path for future additional projects or increased funds for continuing projects. However, as the budget increases, so must the undesignated fund balance (rainy day fund). This plan includes fund balance contributions of \$1 million in FY2008 and \$750,000 in FY2009.

The City began implementing performance agreements with all City authorities and boards to define responsibilities of all parties and to improve accountability and results. Detailed and periodic review of the School system budget continues to be 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.

Vacant and Abandoned Property

The strategy continues the acquisition of vacant buildings for non-profit use and aggressively pursuing for-profit rehabilitation using state and federal historic tax credits and the City's Real Estate Abatement Program. In addition, as was recently highlighted in the press, there is focused code enforcement, boarding to preserve buildings, and demolition of buildings that cannot be rehabilitated. Additional funds of \$300,000 have

been included in the CIP for demolition in FY2008. There is also \$500,000 proposed for the demolition of the North Carrington apartments.

Street Repair

To improve City streets, we embarked upon a three-point strategy that included: 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. This strategy continues with the FY2008 appropriation of \$500,000 in the CIP for pavement rehabilitation. These are 100 percent State Urban Funds. Additional City of the Future funding is also proposed for major street resurfacing throughout the City.

Human Services

Based on its detailed review by a Mayoral committee, a report entitled “Mayor’s 2020 Vision” made a series of recommendations identifying opportunities to consolidate and/or co-locate programs, reduce supervisory levels, maximize revenue, increase citizen and community involvement, and upgrade technology for improved productivity.

In FY2008, the City’s Human Services portfolio represents 631.8 City employees and a total budget of approximately \$77.5 Million. These agencies serve tens of thousands of our citizens each year. The City’s human services portfolio agencies in FY2008 will include the following:

- The Office of the Deputy Chief Administrative Officer for Human Services (which includes The Hispanic Liaison Office)
- Department of Social Services
- Department of Justice Services
- Department of Parks, Recreation and Community Facilities
- Richmond Public Library

In addition to the portfolio agencies, the City has established several other quasi-City agencies that provide critically important services to our citizens. These agencies include:

- Richmond Redevelopment and Housing Authority (RRHA)
- Richmond Behavioral Health Authority (RBHA)
- Richmond Hospital Authority
- Richmond Workforce Investment Board (RWIB)

It is clear that the need to improve coordination and joint planning between and among all public, private and non-profit agencies that receive City funding support must be addressed. In this year’s budget preparation, the budget requests received from the private, public, and non-profit agencies were evaluated under the watch of the DCAO for

Human Services. Those recommendations are included in the Non-Departmental budget and the Office of the DCAO for Human Services budget.

FY2008 and FY2009 BUDGET OVERVIEW

FY2008 Overview

The total proposed spending plan for all funds is \$1.28 billion. This includes the General Fund, Special Funds (including Community Development Block Grant), Enterprise Funds (including Public Utilities), and Internal Service Funds.

The proposed capital budget totals \$179.8 million in FY2008, including \$23.6 million in General Fund supported projects, \$36.7 million in City of the Future projects, and \$119.5 million for Public Utilities.

FY2008 Proposed Budget All Funds

| | FY2007 Adopted | FY2008 Proposed | Dollar Change | Percent Change |
|-----------------------------------|---------------------------|----------------------------|--------------------------|---------------------------|
| General Fund | \$456,346,257 | \$484,464,828 | \$28,118,571 | 6.16% |
| Special Revenue Funds | 92,323,347 | 89,232,594 | (3,090,753) | -3.35% |
| Internal Service Funds | 34,863,917 | 37,938,934 | 3,075,017 | 8.82% |
| Other Enterprise Funds | 3,721,646 | 4,058,500 | 336,854 | 9.05% |
| Public Utilities | 398,952,947 | 401,624,366 | 2,671,419 | 0.67% |
| School Board | 260,071,247 | 259,895,576 | (175,671) | -0.07% |
| Total Operating Budget | 1,246,279,361 | 1,277,214,798 | 30,935,437 | 2.48% |
| Capital Budget | \$141,348,419 | \$179,813,301 | \$38,464,882 | 27.21% |

FY2009 Overview

The total proposed spending plan for all funds is \$1.30 billion. This includes the General Fund, Special Funds (including Community Development Block Grant), and Enterprise Funds (including Public Utilities), and Internal Service Funds.

The proposed capital budget totals \$175.9 million in FY2009, including \$21.6 million in General Fund supported projects, \$64.5 million in City of the Future projects, and \$89.8 million for Public Utilities.

**FY2009 Proposed Budget
All Funds**

| | FY2008 Proposed | FY2009 Proposed | Dollar Change | Percent Change |
|-----------------------------------|----------------------------|----------------------------|--------------------------|---------------------------|
| General Fund | \$484,464,828 | \$497,736,118 | \$13,271,290 | 2.74% |
| Special Revenue Funds | 89,232,594 | 86,719,214 | (2,513,380) | -2.82% |
| Internal Service Funds | 37,938,934 | 40,028,134 | 2,089,200 | 5.51% |
| Other Enterprise Funds | 4,058,500 | 4,569,283 | 510,783 | 12.59% |
| Public Utilities | 401,624,366 | 412,039,498 | 10,415,132 | 2.59% |
| School Board | 259,895,576 | 263,480,789 | 3,585,213 | 1.38% |
| Total Operating Budget | 1,277,214,798 | 1,304,573,036 | 27,358,238 | 2.14% |
| Capital Budget | \$179,813,301 | \$175,892,000 | (\$3,921,301) | -2.18% |

REVENUE

Revenue Highlights

This budget is proposed assuming the maintenance of all tax rates, and a decrease in the real estate tax rate to \$1.25 per \$100 assessed value. City Council is expected to adopt a real estate rate on March 26, 2007.

FY2008

The revenue highlights for the Proposed FY2008 budget include:

- General Fund revenue increases of 4.34 percent over adopted FY2007 (\$26.8 million)
- Real estate revenue net growth of 11.11 percent over adopted FY2007 (\$22.4 million)
- Intergovernmental revenue net growth of 4.24 percent over FY2007 (\$5.1 million)

FY2009

The revenue highlights for the Proposed FY2009 budget include:

- General Fund revenue increases of 2.31 percent over proposed FY2008 (\$14.9 million)
- Real estate revenue net growth of 3.37 percent over FY2008 (\$7.5 million)
- Intergovernmental revenue net growth of 3.12 percent over FY2008 (\$3.9 million)

Revenue Overview

The proposed General Fund revenue is estimated to be \$644,461,961 in FY2008.

The FY2008 proposed estimate for all City taxes is \$421,682,765, an increase of \$24.8 million or 6.24 percent from the FY2007 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 during the past year, while lesser increases are expected in the upcoming year. The recent increase has led to a proposed gross increase of \$22,883,621 in the proposed budget from current real estate tax collections, and an increase of \$500,000 from the FY2007 adopted amount of rehabilitation tax abatements to a total of \$14.4 million. Outside of the budgeted increase in real estate taxes and the changes mentioned above, other amendments in City taxes amount to a net \$2.4 million increase, which is due to the shift of business license revenue (previously in the Licenses and Fees category) from telecommunications providers to the new more inclusive State Communications Tax.

Budget changes in other categories are not as significant, with the exception of Intergovernmental revenues. The budget for Social Services State revenue is increasing by \$3.5 million from the FY2007 adopted amount, due to an expected increase in mandated reimbursable expenses. Meanwhile, additional per diems and State-granted salary increases for the Sheriff make up a \$1.1 million increase in revenue, and an additional \$719,456 is being provided for street maintenance. Finally, the proposed FY2008 budget assumes State funding for House Bill 599 funds for public safety remains at the FY2007 funding level, despite the Governor's initial request for a change in the statewide funding formula which would have increased Richmond's allocation by over \$1.2 million.

Again, the primary source of the increase in FY2008 General Fund revenues, over 83% of the net change, is in real estate taxes. No tax rates are proposed to increase, rather the rate with the greatest impact to taxpayers, on real estate, is to decrease.

EXPENDITURES

Expenditure Highlights

FY2008

For FY2008, the proposed amount for the General Fund operations budget is \$644.5 million. This is a 4.34 percent increase in expenditures over the FY2007 adopted General Fund operations budget. This increase supports an increase for sworn Police staff salaries as well as increased healthcare costs. Turnover savings averaging 4.0 percent of salaries have been budgeted in most agencies, with budgeted savings in public safety agencies averaging 3.0 percent.

Expenditure highlights for the Proposed FY2008 budget include:

- General Fund expenditures are proposed at \$644.5 million, which is an increase of \$26.8 million or 4.34 percent over the FY2007 adopted budget.
- Debt service cost is projected to increase by \$1.8 million or three percent over FY2007.
- General Fund positions increase by 56.26 FTEs with the larger changes occurring in Police, Judiciary, and Social Services. The changes in Police and Judiciary are due to positions coming to the General Fund from expiring grants.

FY2009

Expenditure highlights for the Proposed FY2009 budget include:

- General Fund expenditures are proposed at \$659.4 million, which is an increase of \$14.9 million or 2.31 percent over the FY2008 proposed budget.
- Debt service cost is projected to increase by \$1.9 million or three percent over FY2008.
- General Fund positions increase by 12 FTEs over FY2009 with 10 more Cadets in Police and other net changes.

Expenditure Overview

Police Department

The proposed budget funding for the Richmond Police Department in FY2008 is \$74.5 million and \$77.4 million in FY2009. This includes \$66.3 million for the total personnel complement for 748 sworn officers and 165.5 civilian employees for a total of 913.50 full-time equivalent positions in FY2008.

Funding is proposed to increase the civilian positions by ten in FY2008 and by twenty positions in FY2009 to establish a new Police Cadet Program. This new initiative will allow the Police Department to hire young men and women from the Richmond community to enroll in Virginia Commonwealth University's Criminal Justice Program at a total cost of \$253,500 in each year.

In addition, \$337,540 is proposed to establish an Office of Professional Responsibility Program. The program will contain the Office of Internal Affairs and the Disciplinary Review Office to ensure that each member of the Department is given consistent and fair treatment in accordance with local, state, and federal laws. Three sworn officers and one civilian administrative position were added to oversee the Program.

Our relationship with federal and state authorities allows our Police Department to continue policing initiatives through grant funded sources. Grant programs are critical in providing supporting resources that addresses a primary goal focused on youth's issues

that affect crime. The Police Department utilizes a comprehensive strategy that includes community policing, alternative policing, community engagement, and prevention methods. Examples of grant funded initiatives are obtaining \$117,600 to continue the Cops in Schools program; \$441,200 to continue the Richmond Gang reduction & Intervention Program; \$1.4 million from the United States Department of Justice to reduce domestic violence, special event crimes, and narcotic enforcement. This award will also be used to implement youth programs and to purchase equipment for alternative policing efforts and crime analysis.

Gang Initiative

Through our partnership with the Office of the Attorney General, Richmond became one of four Cities nationwide to receive Gang Reduction and Intervention Program (GRIP) funding to address the growth of youth gang involvement from a holistic perspective. Working closely with community groups, the courts, state and local law enforcement, this plan addresses prevention, suppression and rehabilitation efforts targeted at specific areas on the City's Southside where we have seen a growth in criminal gang activity. Richmond stays poised to take advantage of over \$1 million to continue reducing gang activity in targeted neighborhoods through the integration of local, state, and federal resources.

Fire and Emergency Services

The proposed funding for the Fire Department is \$38.1 million in FY2008 and \$39.9 million in FY2009. The budget includes an increase of three civilian administrative positions to continue the effectiveness of the department and to eliminate contractual services with Richmond Ambulance Authority (RAA), Emergency Medical Services. The Emergency Management office has been removed and is proposed to be a standalone agency.

The budget also proposes funding of \$250,000 in each year to continue the purchases for Survivair Panther High Pressure Self-Contained Breathing Apparatus Units and cylinders, in accordance with the National Fire Protection Association Standards (NFPA). The NFPA Standard #1701 (Firefighter Protective Clothing) mandates quality improvements for firefighter's "turnout" clothing for the safety of personnel during firefighting operations. The FY2008 and FY2009 budgets addresses the required change by adding \$289,100 in each year for a total of \$578,200 to purchase 413 sets of turnout gear pants and coats.

The budget also proposes funding to replace all fire fighting aging and worn-out fire hoses and equipment; replacement of 30 computers in 20 fire stations; six automatic defibrillators, and eight auto pulses. In addition, \$250,000 is proposed for a new Records Management System (RMS). This new system will replace the obsolete FirePro Database and will allow the Department to interface with the State of Virginia fire reporting system as well as accurately report emergency incidents into the national Fire

Information Reporting System. Some of the above items may be included as a part of the City's new Master Lease concept.

The Capital Budget proposes \$700,000 in FY2008 and \$800,000 in FY2009 for fire station renovations.

Office of Emergency Management

The Office of Emergency Management (OEM) seeks to provide a comprehensive continuum of support to residents of the City of Richmond, before, during, and after catastrophic events. Effective and proactive communications are key aspects of such support to ensure that citizens have full access to the most accurate information available. The proposed budgets include \$557,936 in FY2008 and \$629,374 in FY2009 to support and provide proper and efficient emergency coordination. Three additional positions were added in FY2008 and two more in FY2009 to fulfill the necessary requirements of the overall preparedness and readiness in the City and the Commonwealth.

Resources for equipment and training are as crucial to this environment as our efforts to respond to disasters such as: Isabel, Gaston, Ernesto, and Battery Park. Additional funding sources from federal and state government agencies will help with these efforts. The OEM is expecting to receive \$1,450,000 in FY2008 and FY2009 as additional resources to address these needs from the following agencies: Department of Homeland Security; Federal Emergency Management Agency (FEMA); Virginia Department of Emergency Management; Virginia Homeland and Public Safety; and the Office of Commonwealth Preparedness; in addition to other public or private partnership funding opportunities.

Department of Justice Services

In FY2006, the Department of Justice Services expanded its programming to include services targeted at adult offenders. Since its inception, the Department worked to promote public safety, reduce recidivism and prevent juvenile delinquency. Over the past three years, the prevention of adult criminal behavior has been becoming a part of the Department's core programming. Thus the name change signaled a renewed focus of the City to strengthen programming that promotes juvenile and adult offender accountability and rehabilitation through a continuum of services.

That commitment to expanding adult programming is evident in that the City now views mandated Community Correction programming as an integral part of our services to our citizens. The Department of Justice Services became a direct administrator of adult pretrial and community corrections programs in the City. By directly administering the Community Correction program, the City has indicated its commitment to improving the quality of services being offered.

FY2008 will be a monumental year for the Department of Justice Services. The Department will continue to focus on Gang and Truancy related activities, in conjunction

with the Richmond Police Department, but will further expand Pre-trial and Post-trial services.

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 FY2008 proposed budget for medical care and pharmaceuticals includes an increase of \$1,446,883 from the FY2007 budget. Sheriff staff and the City Administration will closely monitor these expenses in search of efficiencies and cost-sharing opportunities. Meanwhile, the FY2008 personnel budget for the Sheriff reflects a \$1.55 million increase, most of which is offset by increased reimbursement revenue from the State. My Commission on Jail Issues will continue to review operating procedures, medical costs, general spending, and facility needs.

Adult Drug Court

The City continues to support the Adult Drug Court (ADC). The Court receives funding from the State Supreme Court and the Local Law Enforcements Block Grant. Funding of \$201,301 is proposed to supplement the increasing demands of participants, contracted personnel services, equipment, supplies, training, and other programmatic needs. The ADC will continue to work the City's Grant Unit to identify additional grants and other revenue sources to support the program.

Human Services

Social Services Department

Proposed funding for the Department of Social Services is \$68,750,577 in FY2008 and \$71,004,237 in FY2009. This year's budget includes funding for additional positions approved by the Commonwealth of Virginia in FY2007. During FY2008, the Department of Social Services will employ a variety of methods to improve service delivery by reducing turnover and accelerating the hiring process.

The department underwent a minor administrative re-organization to better position itself for budgetary, accounting, and grant-related responsibilities. This in conjunction with the accelerated hiring process will minimize the possibilities of not being able to maximize the use of State and/or Federal funds.

Office of the Deputy Chief Administrator for Human Services

This fiscal plan proposes budgets of \$1,667,134 and \$1,584,772 for this office. A major focus of this office is the implementation of the Vision 2020 Plan. As a result of recommendations made by the Mayor's Human Services Committee, this agency has been revamped to include support for the Deputy CAO for Human Services. There has also been a restructuring and strengthening of the programming formerly operated by the

Human Services Commission. That programming is now organized as the Youth and Workforce Development Unit. The agency includes the Hispanic Liaison unit and funds for Vision 2020 initiatives that were previously budgeted in the Non-Departmental budget. Funding is included for the continuation of the mobile health “Care-A-Van”.

Parks, Recreation and Community Facilities

The proposed FY2008 and FY2009 General Fund budgets are \$14,810,452 and \$15,078,799. A total of 3.0 FTE’s are proposed for elimination, which will not affect direct service delivery. The proposed budget maintains existing service levels for the Department of Parks, Recreation and Community Facilities. During FY2007, the Department reorganized certain recreation and maintenance activities to enhance financial control and improve service delivery. Support in the priorities of the City regarding youth continues to be a priority.

For the first time in many years, the department is working on a master plan with the defined goal of creating a comprehensive planning document that clearly articulates the City’s 2020 Vision as it relates to parks and recreation, strategies for action, and an implementation plan. Once the plan has been completed, we will know where recreation facilities need to be located, the recommended size of the facility, and the appropriate programming for the facility. This will then better lend itself to determining what projects to include in future Capital Budgets.

The Library

The proposed FY2008 and FY2009 budgets for the Richmond Public Library are \$5,133,324 and \$5,183,645 respectively. The proposed budgets reflect the addition of a new Administrative Project Analyst position that was transferred from the Department of Budget and Strategic Planning. This position will assist in the securing of grants and other special funds for the agency.

In FY2008, the Library anticipates circulating over 700,000 items annually, with 18,000 persons attending programs at Richmond libraries. During the next fiscal year, the Library plans to continue developing and strengthening partnerships with Richmond Public Schools, private schools, and with agencies serving children and their parents. The Library will also promote reading through a strong Summer Reading Program, participation in the community-wide Go Read project, and development of a new reading program for children.

Richmond Public Library continues to receive a variety of special funds to augment its services in FY2008 and FY2009. The most notable are the Law Library which provides funding for the acquisition of law books and periodicals and the Bell Atlantic (E-rate) Grant which helps cover the costs for telecommunication and electronic infrastructure upgrades.

Youth Employment

As part of our effort to streamline City government and focus on the priority needs of the citizen, City funds will continue to support efforts to secure employment for 300 of the City's highest risk youth. Many 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 provide exposure to the workplace as an alternative to the streets for our young people. In conjunction with the private sector, there must be renewed and vigorous action to energize our young people.

City Infrastructure

Public Works Department

Proposed funding for Public Works department is \$61,168,640 in FY2008. This funding provides for 542.25 positions and reflects the transfer of 28 positions to the Stormwater Utility, and 3 positions to the Parking Enterprise Fund.

The FY2008 operating budget reflects increases for street lighting, electricity, natural gas and vehicle fuel. In addition, \$750,000 is included for winter storm events, \$350,000 for valet parking, and funding for the employee trip reduction program.

Also reflected in the operating budget is the reduction of operating expenses related to the transfer of stormwater operations to the Stormwater Utility.

Public Utilities Department

The City of Richmond's Department of Public Utilities (DPU) provides quality-of-life services of natural gas to 105,000 customers, potable drinking water to 61,000 customers, wastewater to 58,000 customers, and electric street lighting to more than 37,000 lights throughout the Richmond metropolitan area.

The City operates the eighth 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 will likely 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 as we recover our gas costs dollar for dollar.

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 aging gas mains, water mains and sewer lines serving 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. Major capital projects in the Water Utility are upgrading the chlorine storage/feed system, upgrading the filtration systems at the plant, and residuals removal from the basin. The Wastewater 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. Wastewater capital projects include improvements to the primary and sedimentation facilities, biological nutrient removal, and 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 | FY2008 Proposed | FY2009 Proposed |
|-------------------------|------------------------|------------------------|
| Gas | 0.00% Increase | 0.00% Increase |
| Water | 6.00% Increase | 6.00% Increase |
| Waste Water | 5.50% Increase | 5.50% Increase |

At the proposed rates, the average monthly residential water bill will increase \$1.54 in FY2008 and \$1.63 in FY2009. The average monthly residential wastewater bill will increase \$2.07 in FY2008 and \$2.18 in FY2009.

Community Development

The proposed General Fund budget \$7,175,483 in FY2008, and \$7,279,677 in FY2009. The plan includes funding for 109.05 positions, an increase of 1.3 FTEs due to the reallocation of some positions from the Block Grant to the General Fund.

Emphasis has 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). The amounts of federal funds for FY2008 and FY2009 presume level allotments with the FY2007 budget.

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's Neighborhoods in Bloom program has been recognized nationally for its effectiveness in achieving community revitalization through targeting resources. Systematic code enforcement of deteriorating properties with histories of crime and code violations continued during the past year. For example, code enforcement staff, along with staff from other departments and HUD, worked to secure the property and force property owners to create a plan for Carrington Gardens, an apartment complex in the City's north side.

With my support and that of the City Council, a vacant building initiative was launched last year with the goal of registering all vacant structures by the end of 2006. This effort includes a significant increase in the number of vacant buildings rehabilitated, acquired, boarded or demolished. Community Development has coordinated an intradepartmental team of City staff involved in the vacant building process.

Capital Improvement Program

In proposing a Capital Budget for the City, I have focused on the most comprehensive educational and neighborhood revitalization plan ever attempted in the 400-year history of our state and city. This new initiative is known as the "City of the Future" plan and utilizes a unique commercial paper credit funding mechanism to maximize the greatest amount of funding sources over the shortest period of time. I have blended this plan into the normal Capital budget process, while recapturing funds and closing out many of the projects that have either been completed, abandoned, or are not consistent with the direction of this Administration. The end result is a carefully constructed Capital Budget, which significantly reinvests in our public facilities, infrastructure, and neighborhoods on a citywide basis.

City Administration and Finance

Finance Department

The proposed budget for the Finance Department is \$7,779,571 in FY2008 and \$7,888,881 in FY2009. The budget reflects the net increase of three positions, Investigative Coordinators to help implement reform initiatives of the Chief Financial Officer. The implementation of the MUNIS Revenue System has occurred during the past year. 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.

With my concurrence and action by City Council, the City of Richmond was the first locality in the Richmond Region to eliminate the vehicle decal with no impact on the personal property taxes. Elimination of the city decal contributed significantly to the 2006 tax season being a "non-event" as compared to prior tax years. Finance also worked with the Department of Motor Vehicles to utilize the Vehicle Registration Withholding

(VRW) program. The use of the VRW program for delinquent property taxes has significantly impacted the collection of personal property taxes.

Also during the past year, Finance made several changes concerning real estate tax billings and the collection of delinquent real estate taxes that reduced the real estate receivables, as of April 30, 2006, to \$11.97 million, the first time these receivables have been below \$12 million in over 10 years.

The cost of self-insurance continues to rise for the City. In order to keep pace with increasing liabilities, the Risk Management budget is increasing from \$8,610,000 in FY2007 to \$8,632,170 in FY2008 and \$8,761,796 in FY2009.

Office of Minority Business Development

The proposed OMBD budget for FY2008 is \$441,846 and for FY2009 is \$446,452. The staffing complement currently remains at 99 FTE. Reflecting the City Administration's emphasis on promoting minority participation in local government contracting, the Office of Minority Business Development (OMBD) focuses on customer service in a business friendly environment. It has been very successful in getting the message out that the City is serious about including minority and disadvantaged business in its procurements and general purchases.

The OMBD partnered with Philip Morris USA for the purpose of identifying and increasing the number of minority firms selected to work during the construction phase of the downtown research center. The office continues to provide and promote programs to the emerging, minority and disadvantage business community.

Procurement Department

The Department of Procurement Services provides for the effective procurement of goods and services for the City of Richmond. The Department of Procurement Services is currently undergoing tremendous reorganization and process improvement resulting from the Mayor's Procurement Review Committee's recommendations and the Chief Financial Officer's (CFO) reform initiatives. Just recently, the Department of Procurement Services initiated the Supply Services Schedule program. This program will leverage the City's buying power and help ensure that City agencies receive quality goods and services at competitive, cost efficient prices.

In addition to the efficiency savings resulting from the Supply Services Schedule, additional funding has been added to Procurement's proposed FY2008 budget to support the CFO's Reform Initiative. This funding will be used to develop standardized contract terms and conditions, consolidate and simplify procurement forms, research "Best Practices," research gaps in existing Code and draft revisions and/or contract language, develop user tools, and develop appropriate training modules for internal employees and citizens. It is anticipated that this one time expenditure in FY2008, in addition to the recommendations provided by the Mayor's Procurement Review committee, will not

only create efficiency savings for the entire organization but will improve the quality of services provided to city agencies and ultimately to Richmond citizens and the business community.

The FY2008 and FY2009 proposed budgets for the Department of Procurement Services reflects the addition of three positions to help assist in the CFO's Reform Initiatives.

Budget & Strategic Planning Department

The proposed budget for the Department of Budget and Strategic Planning is \$1,466,699 for FY2008 and \$1,477,376 for FY2009. The staffing complement currently remains the same.

Over the next year there will be a continued focus of efforts on implementing a "transparency in government" approach in providing performance-based information to the public. This effort will allow citizens, the general public, City Administration, and employees to see how the government is performing in various strategic areas such as crime, citizen requests for service, and social indicators such as teen pregnancy, homelessness, etc. This effort utilizes the momentum gained via performance/outcome based budgeting and takes it to the next level of accountability.

As a part of the implementation of a comprehensive grants subsystem and data warehouse in conjunction with the Enterprise Resource Planning, Budget will spearhead a streamlined work process for improving citywide grants administration.

Other City Departments

Department of Information Technology

This biennial fiscal plan proposes transferring the monthly telephone budgets of each of the general fund agencies to the DIT budget. With this change, DIT will only need to bill non-general fund agencies such as Public Utilities. This will not only save the time and effort involved in billing but also will allow for better accounting of phone costs. For those agencies that are reimbursed for telephone costs, software updates will allow for specialized reporting as appropriate.

Savings in telephone costs are also proposed in this fiscal plan. As a result of DIT's audit of all citywide telephone lines there are proposed savings of over \$400,000. Additional savings are anticipated once the City migrates to IP Telephony technology in the upcoming months. This technology utilizes the City's existing data infrastructure, which will save money on monthly, re-occurring costs and vendor charges.

Economic Development

Economic Development is being repositioned in order to become more proactive and strategic in all facets of economic development. As a part of our overall strategy to make

Richmond a destination city, this department is often the initial face of the City and its mission. The proposed budget for Economic Development is \$1,822,231 in FY2008 and \$1,845,943 in FY2009. This agency's operating budget includes additional funding for enhanced business and economic recruitment, development, and retention programming to strengthen the City's revenue base.

Other Proposed Changes

This overall fiscal plan revisits the creation of a Stormwater Utility and a Parking Enterprise Fund. Both programs resulted in the decrease of funds and positions in Public Works. The Stormwater Utility is proposed for the Department of Public Utilities, which is appropriate since they have the mechanisms in place for managing and accounting for a utility. The Parking Enterprise Fund will remain with Public Works. In both instances, preliminary budgets are proposed with final decisions anticipated prior to adoption. The intent is to get a budget in place and continue with the detailed analysis needed to satisfactorily fund both programs.

We have also proposed a master lease concept as an alternative to purchasing equipment, computers, and other depreciable commodities. This concept will allow for a "spreading" of expenditures over a 3-5 year period versus paying in full within a single, discrete fiscal year. Depending on the length of the lease, there would be a 66 – 80% savings in any given fiscal year. But it must be noted that the expense would last more than one year.

CONCLUSION

Over the years the City has contributed to many worthy causes. However, as we review the availability of resources and consider the impact of future liabilities, we must re-think the basis on which many of our funding decisions have been based. 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

FUND SUMMARIES

SUMMARY OF EXPENDITURES AND POSITIONS

ALL FUNDS

| Expenditures | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| General Fund * | \$ 429,764,866 | \$ 456,346,257 | \$ 484,464,828 | \$ 497,736,118 |
| Capital Improvement Plan | 97,989,748 | 141,348,419 | 179,813,301 | 175,892,000 |
| Special Funds | 71,705,889 | 92,323,347 | 89,232,594 | 86,719,214 |
| Enterprise Funds | 372,661,629 | 402,674,593 | 405,682,866 | 416,608,781 |
| Internal Service Funds | 32,813,643 | 34,863,917 | 37,938,934 | 40,028,134 |
| School Board | 250,643,220 | 260,071,247 | 259,895,576 | 263,480,789 |
| Total Expenditures | \$ 1,255,578,995 | \$ 1,387,627,780 | \$ 1,457,028,099 | \$ 1,480,465,036 |

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

| Positions | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--------------------------|------------------|-------------------|--------------------|--------------------|
| General Fund | 3,896.69 | 3,945.32 | 4,001.58 | 4,013.58 |
| Capital Improvement Plan | 31.40 | 31.40 | 31.00 | 31.00 |
| Special Funds | 229.93 | 217.33 | 218.28 | 205.28 |
| Enterprise Funds | 748.13 | 733.00 | 785.00 | 785.00 |
| Internal Service Funds | 71.40 | 71.40 | 72.40 | 72.40 |
| School Board | 3,548.15 | 3,516.30 | 3,384.50 | 3,384.50 |
| Total Positions | 8,525.70 | 8,514.75 | 8,492.76 | 8,491.76 |

GENERAL FUND
SUMMARY OF REVENUE, APPROPRIATIONS
AND UNDESIGNATED FUND BALANCE

| | <u>Adopted FY2007</u> | <u>Proposed FY2008</u> | <u>Proposed FY2009</u> |
|---|------------------------------------|------------------------------------|------------------------------------|
| Estimated Beginning Fund Balance | \$ 42,492,420 | \$ 43,234,920 | \$ 44,234,920 |
| General Fund Revenue | 617,641,720 | 644,461,961 | 659,352,077 |
| Available Balance | <u>660,134,140</u> | <u>687,696,881</u> | <u>703,586,997</u> |
| LESS: | | | |
| General Fund Appropriations | <u>617,641,720</u> | <u>644,461,961</u> | <u>659,352,077</u> |
| Appropriation to Increase Fund Balance | 742,500 | 1,000,000 | 750,000 |
| Estimated Ending Fund Balance (Undesignated) | <u><u>\$ 43,234,920</u></u> | <u><u>\$ 44,234,920</u></u> | <u><u>\$ 44,984,920</u></u> |

CITY OF RICHMOND, VIRGINIA

SCHEDULE OF DEBT

| | Fiscal Year | Debt at Beginning of Year | Bonds Issued in Year | Bonds Retired or Defeased 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 |
| Actual | 2005-06 | 1,006,200,266 | 159,899,392 | 209,597,270 | 956,502,388 |
| Projected | 2006-07 | 956,502,388 | 141,070,608 | 53,847,604 | 1,043,725,392 |
| Projected | 2007-08 | 1,043,725,392 | 57,000,000 | 55,800,000 | 1,044,925,392 |
| Projected | 2008-09 | 1,044,925,392 | 150,000,000 | 61,250,000 | 1,133,675,392 |

Schedule of Legal Debt Margin For the Fiscal Year Ended June 30, 2006

Legal Debt Limit

10% of Assessed Value of Taxable Real Estate as of
January 1, 2006 (\$16,652,705,520) \$ 1,665,270,552

Deduct

Bonds and Notes Payable (Constitutional Debt) 635,988,545 ⁽¹⁾

Legal Margin for Creating Additional Debt \$ 1,029,282,007

⁽¹⁾ Does not include \$320,513,843 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- |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of CIP Categories and Funding Sources

| | FY2008 | Planning Years | | | | Five-Year Total |
|---|-------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | Proposed Appropriations | FY2009 | FY2010 | FY2011 | FY2012 | |
| CIP Categories | | | | | | |
| Schools | \$ 1,500,000 | \$ 1,500,000 | \$ 1,180,000 | \$ 460,000 | \$ 410,550 | \$ 5,050,550 |
| Infrastructure | 21,743,280 | 21,818,112 | 19,013,636 | 15,366,169 | 13,986,169 | 91,927,366 |
| Economic Development | 450,000 | 350,000 | 250,000 | 500,000 | 250,000 | 1,800,000 |
| Neighborhood Development | 2,550,000 | 1,650,000 | 915,000 | 1,015,000 | 1,100,000 | 7,230,000 |
| City Facilities | 34,106,021 | 60,821,888 | 60,171,364 | 56,275,831 | 66,373,281 | 277,748,385 |
| Subtotal | 60,349,301 | 86,140,000 | 81,530,000 | 73,617,000 | 82,120,000 | 383,756,301 |
| Public Utilities | | | | | | |
| Gas Utility | 18,307,000 | 19,408,000 | 26,988,000 | 28,553,000 | 29,866,000 | 123,122,000 |
| Water Utility | 39,865,000 | 49,046,000 | 36,631,000 | 29,841,000 | 12,694,000 | 168,077,000 |
| Stormwater Utility | 400,000 | 2,402,000 | 770,000 | 525,000 | 500,000 | 4,597,000 |
| Wastewater Utility | 60,892,000 | 18,896,000 | 30,869,000 | 23,943,000 | 17,719,000 | 152,319,000 |
| Stores Division | - | - | - | - | - | - |
| Subtotal | 119,464,000 | 89,752,000 | 95,258,000 | 82,862,000 | 60,779,000 | 448,115,000 |
| Total | 179,813,301 | 175,892,000 | 176,788,000 | 156,479,000 | 142,899,000 | 831,871,301 |
| Funding Sources | | | | | | |
| General Obligation Bonds | 13,301,000 | 16,982,000 | 12,980,000 | 9,997,000 | 14,000,000 | 67,260,000 |
| General Obligation Bonds - Prior Appropriations | 5,070,801 | - | - | - | - | 5,070,801 |
| Commercial Paper Credit - City of the Future | 26,300,000 | 64,450,000 | 65,150,000 | 62,300,000 | 66,800,000 | 285,000,000 |
| Commercial Paper Credit - City of the Future - Prior Appropriations | 10,381,000 | - | - | - | - | 10,381,000 |
| Regional STP Funds | 268,000 | - | - | - | - | 268,000 |
| Federal SAFETY Funds | 578,000 | 578,000 | - | - | - | 1,156,000 |
| Federal Enhancement Funds | 1,149,000 | - | - | - | - | 1,149,000 |
| State Urban Funds | 2,642,000 | 1,983,000 | 1,899,000 | 1,300,000 | 1,300,000 | 9,124,000 |
| State Urban Funds Prior Appropriations | (99,000) | - | - | - | - | (99,000) |
| Federal Urban Funds | 1,317,000 | 1,855,000 | 1,481,000 | - | - | 4,653,000 |
| Federal Planning Funds - Mayo Bridge | (1,600,000) | - | - | - | - | (1,600,000) |
| Federal Planning Funds - Mayo Bridge | 1,092,000 | 272,000 | - | - | - | 1,364,000 |
| Old Dominion Society Contribution | (29,000) | - | - | - | - | (29,000) |
| Richmon Riverfront Corporation Match | (21,500) | - | - | - | - | (21,500) |
| Windsor Farms Local Match | - | 20,000 | 20,000 | 20,000 | 20,000 | 80,000 |
| Utility Revenue Bonds | 119,464,000 | 89,752,000 | 95,258,000 | 82,862,000 | 60,779,000 | 448,115,000 |
| Total | \$ 179,813,301 | \$ 175,892,000 | \$ 176,788,000 | \$ 156,479,000 | \$ 142,899,000 | \$ 831,871,301 |

SUMMARY OF ENTERPRISE FUNDS

(EXCLUDES PUBLIC UTILITIES)

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|------------------------------------|---------------------|---------------------|--------------------|---------------------|
| Parking Enterprise Fund | | | | |
| Revenue | \$ - | \$ - | \$ 450,000 | \$ 450,000 |
| Expenditures | - | - | 450,000 | 450,000 |
| Net Income (Loss) | - | - | - | - |
| FTE's | - | - | 3.00 | 3.00 |
| Port of Richmond | | | | |
| Revenue | 1,057,405 | 1,090,000 | 1,200,000 | 1,236,000 |
| Expenditures | 1,424,977 | 1,374,000 | 1,194,000 | 1,599,000 |
| Net Income (Loss) | (367,572) | (284,000) | 6,000 | (363,000) |
| FTE's | 5.00 | 5.00 | 5.00 | 5.00 |
| Richmond's Cemeteries | | | | |
| Revenue | 1,532,695 | 1,620,000 | 1,640,000 | 1,720,000 |
| Expenditures | 1,391,264 | 1,620,000 | 1,640,000 | 1,720,000 |
| Net Income (Loss) | 141,431 | - | - | - |
| FTE's | 28.00 | 28.00 | 28.00 | 28.00 |
| Richmond's Landmark Theater | | | | |
| Revenue | 1,438,828 | 727,646 | 774,500 | 800,283 |
| Expenditures | 1,434,619 | 727,646 | 774,500 | 800,283 |
| Net Income (Loss) | 4,209 | - | - | - |
| FTE's | 8.00 | 8.00 | 6.00 | 6.00 |
| Total Enterprise Funds | | | | |
| Revenue | 4,028,928 | 3,437,646 | 4,064,500 | 4,206,283 |
| Expenditures | 4,250,860 | 3,721,646 | 4,058,500 | 4,569,283 |
| Net Income (Loss) | \$ (221,932) | \$ (284,000) | \$ 6,000 | \$ (363,000) |
| FTE's | 41.00 | 41.00 | 42.00 | 42.00 |

SUMMARY OF ENTERPRISE FUNDS - PUBLIC UTILITIES

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|----------------------|---------------------|---------------------|---------------------|
| Gas Utility | | | | |
| Revenue | \$253,748,057 | \$288,977,224 | \$264,640,213 | \$268,438,853 |
| Expenditures | 251,210,754 | 285,911,199 | 261,279,474 | 265,485,841 |
| Net Income (Loss) | \$ 2,537,303 | \$ 3,066,025 | \$ 3,360,739 | \$ 2,953,012 |
| FTE's | 271 | 271 | 253 | 253 |
| Water Utility | | | | |
| Revenue | \$ 49,541,618 | \$ 52,771,700 | \$ 54,388,087 | \$ 58,523,215 |
| Expenditures | 45,765,556 | 50,161,446 | 52,385,987 | 56,437,894 |
| Net Income (Loss) | \$ 3,776,062 | \$ 2,610,254 | \$ 2,002,100 | \$ 2,085,321 |
| FTE's | 181 | 181 | 195 | 195 |
| Wastewater Utility | | | | |
| Revenue | \$ 52,933,999 | \$ 53,262,531 | \$ 56,103,913 | \$ 58,133,453 |
| Expenditures | 47,862,358 | 49,841,338 | 52,553,479 | 55,839,490 |
| Net Income (Loss) | \$ 5,071,641 | \$ 3,421,193 | \$ 3,550,434 | \$ 2,293,963 |
| FTE's | 191 | 191 | 195 | 195 |
| Electric Utility | | | | |
| Revenue | \$ 7,587,609 | \$ 7,807,456 | \$ 8,915,272 | \$ 9,281,221 |
| Expenditures | 7,275,127 | 7,807,456 | 8,915,272 | 9,281,221 |
| Net Income (Loss) | \$ 312,482 | \$ - | \$ - | \$ - |
| FTE's | 34 | 34 | 34 | 34 |
| Stores Utility | | | | |
| Revenue | \$ 4,599,486 | \$ 5,231,508 | \$ 4,076,881 | \$ 4,136,879 |
| Expenditures | 4,599,486 | 5,231,508 | 4,076,881 | 4,136,879 |
| Net Income (Loss) | \$ - | \$ - | \$ - | \$ - |
| FTE's | 15 | 15 | 14 | 14 |
| Stormwater Utility | | | | |
| Revenue | \$ - | \$ - | \$ 7,000,000 | \$ 7,000,000 |
| Expenditures | - | - | 6,500,000 | 6,525,877 |
| Net Income (Loss) | \$ - | \$ - | \$ 500,000 | \$ 474,123 |
| FTE's | - | - | 52 | 52 |
| Total Utility | | | | |
| Revenue | \$ 368,410,769 | \$ 408,050,419 | \$ 395,124,366 | \$ 405,513,621 |
| Expenditures | 356,713,281 | 398,952,947 | 385,711,093 | 397,707,202 |
| Net Income (Loss) | \$ 11,697,488 | \$ 9,097,472 | \$ 9,413,273 | \$ 7,806,419 |
| FTE's | 692 | 692 | 743 | 743 |

SUMMARY OF INTERNAL SERVICE FUNDS

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-------------------------------------|---------------------|-------------------|--------------------|--------------------|
| Fleet Management Fund | | | | |
| Revenue | \$ 20,130,823 | \$ 17,704,990 | \$ 21,714,899 | \$ 23,344,744 |
| Expenditures | 19,090,177 | 17,704,990 | 21,714,899 | 23,344,744 |
| Net Income (Loss) | 1,040,646 | - | - | - |
| FTE's | 56.00 | 56.00 | 56.00 | 56.00 |
| Public Works - Stores | | | | |
| Revenue | 1,280,285 | 1,807,290 | 1,894,228 | 1,821,713 |
| Expenditures | 1,255,039 | 1,734,775 | 1,779,152 | 1,783,212 |
| Net Income (Loss) | 25,246 | 72,515 | 115,076 | 38,501 |
| FTE's | 4.40 | 4.40 | 4.40 | 4.40 |
| Radio Maintenance | | | | |
| Revenue | 789,177 | 1,477,648 | 1,228,216 | 1,300,351 |
| Expenditures | 826,672 | 1,477,727 | 1,228,297 | 1,300,435 |
| Net Income (Loss) | (37,495) | (79) | (81) | (84) |
| FTE's | 7.00 | 7.00 | 8.00 | 8.00 |
| Risk Management | | | | |
| Revenue | 13,885,894 | 13,946,425 | 13,216,586 | 13,599,743 |
| Expenditures | 11,641,755 | 13,946,425 | 13,216,586 | 13,599,743 |
| Net Income (Loss) | 2,244,139 | - | - | - |
| FTE's | 4.00 | 4.00 | 4.00 | 4.00 |
| Total Internal Service Funds | | | | |
| Revenue | 36,086,179 | 34,936,353 | 38,053,929 | 40,066,551 |
| Expenditures | 32,813,643 | 34,863,917 | 37,938,934 | 40,028,134 |
| Net Income (Loss) | \$ 3,272,536 | \$ 72,436 | \$ 114,995 | \$ 38,417 |
| FTE's | 71.40 | 71.40 | 72.40 | 72.40 |

SUMMARY OF SPECIAL FUNDS

EXPENDITURES BY AGENCY

| <u>Agency</u> | <u>Actual FY2006</u> | <u>Adopted FY2007</u> | <u>Proposed FY2008</u> | <u>Proposed FY2009</u> |
|--|--------------------------|---------------------------|----------------------------|----------------------------|
| Chief Administrative Officer | \$ - | \$ - | \$ 595,000 | \$ 610,000 |
| City Attorney | 560,076 | 1,153,494 | 1,228,789 | 1,252,898 |
| Community Development | 8,617,127 | 9,669,922 | 8,874,317 | 8,694,317 |
| Economic Development | 3,832,903 | 20,440,000 | 20,720,008 | 20,773,828 |
| Emergency Management | 652,671 | 750,000 | 1,450,000 | 1,450,000 |
| Finance | 11,986,508 | 6,685,000 | 2,010,000 | 2,060,000 |
| Fire & EMS | 780,864 | 1,367,513 | 715,000 | 800,000 |
| Judiciary | 2,447,851 | 2,223,170 | 1,592,413 | 1,172,310 |
| Justice Services | 795,358 | 2,015,237 | 1,973,220 | 1,895,785 |
| Library | 3,185,493 | 1,276,979 | 1,085,000 | 1,085,000 |
| Office of the Deputy CAO for Human Services | 256,836 | 382,797 | 357,750 | 357,750 |
| Parks, Recreation, and Community Facilities | 1,293,972 | 4,834,911 | 5,867,000 | 6,460,000 |
| Police | 6,278,617 | 5,412,532 | 7,664,921 | 4,202,540 |
| Public Works | 3,185,282 | 6,647,397 | 4,505,817 | 4,395,174 |
| Retirement | 888,248 | 1,027,371 | 1,161,194 | 1,158,612 |
| Sheriff and Jail | 28,954 | 48,686 | 225,728 | 32,000 |
| Social Services | 20,591,547 | 26,757,406 | 28,206,437 | 30,319,000 |
| Natural Disaster | 6,323,579 | 1,630,932 | 1,000,000 | - |
| Total Special Fund | \$ 71,705,889 | \$ 92,323,347 | \$ 89,232,594 | \$ 86,719,214 |

FY2008 GENERAL FUND REVENUE

The proposed General Fund revenue for FY2008 is estimated to be \$644,461,961, an increase of 4.34 percent over the FY2007 adopted budget. The primary sources of the increase are from real estate taxes, State reimbursements for Social Service programs, and other City taxes.

| | <u>Adopted FY2007</u> | <u>Proposed FY2008</u> |
|---------------------------------------|-----------------------|------------------------|
| Taxes | \$ 396,905,760 | \$ 421,682,765 |
| Licenses, Permits, and Fees | 35,396,467 | 34,667,650 |
| Intergovernmental | 119,349,938 | 124,415,554 |
| Fines and Forfeits | 11,589,445 | 11,394,500 |
| Payments to General Fund | 21,691,342 | 21,355,237 |
| Other Utility Payments | 6,405,355 | 6,862,449 |
| Charges for Goods and Services | 19,902,678 | 20,975,480 |
| Miscellaneous | 562,331 | 483,337 |
| Other Financing Sources | <u>5,838,404</u> | <u>2,625,000</u> |
| Total | \$ 617,641,720 | \$ 644,461,961 |

Taxes

The FY2008 proposed estimate for all City taxes is \$421,682,765, an increase of \$24,777,005 from the FY2007 adopted budget. This represents a 6.24 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 tax rate.

Real Estate Tax receipts are estimated to be \$223,790,974, an increase of \$22,383,621. This growth in tax collections is the result of anticipated moderate increases in the local real estate market after significant growth in 2007. 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 10 years for owners of residential, multi-family, and commercial properties in the City, provided the assessed value of the property increases 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 FY2007 rate of \$1.29 per \$100 assessed value to \$1.25 per \$100, a reduction of four cents that will result in savings to taxpayers of approximately \$7.0 million in FY2007.

The tax value of abatements for rehabilitated properties is projected to be approximately \$14,400,000 in FY2008, an increase of \$500,000 over the FY2007 budget despite the lower tax rate. Furthermore, tax relief for the elderly and disabled (as noted in the Non-Departmental budget) will reduce tax collections by \$2,000,000.

Personal Property Taxes are expected to be \$44,300,000, or \$1,096,731 more than the FY2007 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 same amount of personal property tax relief for vehicles from the State as was received in FY2007 (\$16.7 million), despite an increase in assessed value for eligible vehicles.

FY2008 GENERAL FUND REVENUE

Machinery and Tools Taxes are estimated to be \$14,416,313, a decrease of \$850,714 compared to FY2007. Collections from this source are expected to decline in future years due to depreciation and a lack of significant new investments in manufacturing equipment.

Local Option Sales Tax revenue is projected to be \$30,024,552, an increase of \$755,576 (2.6 percent) from the FY2007 adopted budget. The FY2008 budget anticipates continued moderate growth in sales, with some progress attributable to completed economic development projects.

State Shared Sales Tax for Education revenue is projected to be \$27,970,646, or \$1,298,330 less than FY2007. The budget from this source is provided by the State, and the decrease is due to miscalculations in the Commonwealth's FY2007 budget for local Education where "hold harmless" funding will not be provided in future years. All of these revenues are expended from the City's General Fund to Richmond Public Schools.

State Communications Taxes are projected to be \$16,006,484. This new source is a result of telecommunications tax reform by the State, and replaces revenues previously collected by the City for Telephone and Cable Utility Taxes, as well as Business License revenue from telephone providers.

Consumer Utility Taxes, coming from taxes on natural gas and electricity use, are expected to decrease by a net \$800,000 (4.5 percent) in FY2008. 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 increase by 9.6 percent to \$2,850,000, reflective of recent collections.

Prepared Food (Meals) Tax revenue is projected to be \$22,049,916, an increase of \$1,046,702 (5.0 percent) from the FY2007 adopted budget. From this source, 1% of the 6% tax directly supports debt service costs related to cultural and educational facilities.

Lodging (Transient Occupancy) Tax revenue, all of which is directly appropriated to the Greater Richmond Convention Center Authority along with a supplement from other sources in the Non-Departmental budget, is expected to increase by \$292,009 to \$5,339,131 in FY2008.

Delinquent Taxes collected for Real Estate and Personal Property are expected to increase slightly by \$25,000 compared to the FY2007 adopted budget.

Licenses, Permits and Fees

Revenue from Licenses, Permits, and Fees is estimated to be \$34,667,650, a decrease of \$728,817.

Business License revenue is estimated to increase by \$71,000 relative to the FY2007 budget, leading to a forecast of \$28,450,000. However, approximately \$2.8 million in revenue previously received from telecommunications providers and attributed to this source is now being received from the State as part of the Communications Tax (noted above), so the increase compared to FY2007 is significant.

Intergovernmental Revenue

Intergovernmental revenue is estimated to increase by 4.24 percent in FY2008 compared to the adopted FY2007 budget, for a total of \$124,415,544. The growth is attributable to formula-driven increases in support of State-mandated services.

FY2008 GENERAL FUND REVENUE

Federal Revenue is estimated to increase by \$116,000 to \$741,000. This revenue is derived from administrative costs covered by federal grants.

State Revenue for Social Services is estimated to be \$56,648,421, an increase of \$3,522,439 (6.6 percent) compared to FY2007. The budgeted revenue increase is tied to an offsetting expenditure increase in mandated Social Services expenditures.

State Revenue from Other Sources is estimated to be \$67,026,123, a 2.2 percent increase of \$1,427,167 in FY2008. The primary drivers for this increase are additional per diems and State-granted salary increases for the Sheriff, and an additional \$719,456 provided for street maintenance. There is no increase in House Bill 599 (HB599) funds for Public Safety included in the FY2008 budget compared to the City's FY2007 allocation, presuming level funding as approved by the General Assembly despite the Governor's initial budget request for an additional \$1.23 million for Richmond.

Fines and Forfeitures

The budget for Fines and Forfeitures is \$11,394,500, a decrease of \$194,945 (1.7 percent).

Court Fines and Fees are estimated to be \$8,000,000, an increase of \$154,555 based upon recent collections.

Parking Violation revenue is projected to be \$3,250,000, or \$350,000 less than the FY2007 budget. The decrease reflects a more conservative budget based on FY2006 actual and FY2007 estimated collections.

Payments to the General Fund

Payments to the General Fund are estimated to be \$21,355,237, a decrease of \$336,105 (1.6 percent).

Payments in Lieu of Taxes from the Department of Public Utilities (DPU) are estimated to be \$19,361,330, or \$537,442 more than the FY2007 adopted budget. The lowering of the Real Estate tax rate to \$1.25 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 \$1,666,747, a decrease of \$885,852. The budget from this source is declining in FY2008, as Richmond Public Schools no longer will be making payments to the General Fund for rent at City Hall and rental income from the Richmond Redevelopment Housing Authority for Theater Row is no longer being budgeted.

Other Utility Payments

Other Utility Payments, from DPU for services provided by the City, are expected to increase by 7.1 percent to \$6,862,449.

Charges for Goods and Services

Charges for Goods and Services are projected to be \$20,975,480. This represents an increase of \$1,072,802 (5.4 percent) from the FY2007 adopted budget.

Refuse Collection Fees are the monthly charges each household in the City pays for refuse collection. The proposed FY2008 budget of \$11,673,650 presumes maintaining this fee at the current rate of \$17.50 per month.

FY2008 GENERAL FUND REVENUE

Inspection Fees from building, mechanical, elevator, and plumbing inspections are estimated to increase by \$1,022,554 in FY2008 compared to the prior budget based on increased construction activity within the City.

Miscellaneous Revenue is estimated to decrease to \$483,337. 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 \$3,213,404 to a total of \$2,625,000.

Proceeds from Sale of Debt, needed to address the net cost of the City's Equipment Note for major equipment purchases, will increase slightly to \$2,000,000.

Fund Balance Transfer revenue is no longer being budgeted. The FY2007 general fund expenditure budget was supported by a one-time source of \$2,950,000 in prior year surplus that is no longer available in FY2008.

FY2009 GENERAL FUND REVENUE

The proposed General Fund revenue for FY2009 is estimated to be \$659,352,077, an increase of 2.31 percent over the FY2008 proposed budget. The primary sources of the increase are from real estate taxes, Sales Taxes, and State reimbursements for Social Service programs.

| | <u>Proposed FY2008</u> | <u>Proposed FY2009</u> |
|---------------------------------------|------------------------|------------------------|
| Taxes | \$ 421,682,765 | \$ 431,801,364 |
| Licenses, Permits, and Fees | 34,667,650 | 35,521,150 |
| Intergovernmental | 124,415,554 | 128,301,143 |
| Fines and Forfeits | 11,394,500 | 11,554,500 |
| Payments to General Fund | 21,355,237 | 21,423,641 |
| Other Utility Payments | 6,862,449 | 6,429,464 |
| Charges for Goods and Services | 20,975,480 | 21,207,480 |
| Miscellaneous | 483,337 | 483,337 |
| Other Financing Sources | <u>2,625,000</u> | <u>2,630,000</u> |
| Total | \$ 644,461,961 | \$ 659,352,077 |

Taxes

The FY2009 proposed estimate for all City taxes is \$431,801,364, an increase of \$10,118,599 from the FY2008 proposed budget. This represents a 2.40 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.

Real Estate Tax receipts are estimated to be \$231,336,198, an increase of \$7,545,225. This growth in tax collections is the result of anticipated moderate increases in the local real estate market between 2008 and 2009. The budgeted increase is supported by growth in assessed values and expanded use of the Tax Abatement for Rehabilitative Structures Program. The proposed FY2009 budget presumes a continuation of the tax rate of \$1.25 per \$100 assessed value in the FY2008 budget, which is four cents lower than the FY2007 budgeted rate.

The tax value of abatements for rehabilitated properties is projected to be approximately \$15,200,000 in FY2009, an increase of \$800,000 over the FY2009 proposed budget. Meanwhile, tax relief for the elderly and disabled (as noted in the Non-Departmental budget) will reduce FY2009 tax collections by \$2,000,000.

Personal Property Taxes are expected to be \$44,517,500, or \$217,500 more than the FY2008 proposed 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 same amount of personal property tax relief for vehicles from the State as is expected in FY2007 and FY2008 (\$16.7 million).

Machinery and Tools Taxes are estimated to be \$13,768,458, a decrease of \$647,855 compared to FY2008. Collections from this source are expected to decline due to depreciation and a lack of significant new investments in manufacturing equipment.

Local Option Sales Tax revenue is projected to be \$31,075,411, an increase of \$1,050,859 (3.5 percent) from the FY2008 proposed budget. The FY2009 budget anticipates continued moderate growth in sales, with some progress attributable to completed economic development projects.

FY2009 GENERAL FUND REVENUE

State Shared Sales Tax for Education revenue is projected to be \$29,089,472, or \$1,118,826 more than FY2008. All of these revenues are expended from the City's General Fund to support Richmond Public Schools.

State Communications Taxes are projected to be \$16,006,484, the same as the FY2008 proposed budget. This source resulting from telecommunications tax reform by the State is expected to be revenue neutral.

Prepared Food (Meals) Tax revenue is projected to be \$22,711,414, an increase of \$661,498 (3.0 percent) from the FY2008 proposed budget. From this source, 1% of the 6% tax directly supports debt service costs related to cultural and educational facilities.

Lodging (Transient Occupancy) Tax revenue, all of which is directly appropriated to the Greater Richmond Convention Center Authority along with a supplement from other sources in the Non-Departmental budget, is expected to increase by \$160,174 to \$5,499,305 in FY2009.

Licenses, Permits and Fees

Revenue from Licenses, Permits, and Fees is estimated to be \$35,521,150, an increase of \$853,500.

Business License revenue is estimated to increase by \$853,500 (3.0 percent) relative to the FY2008 proposed budget, leading to a forecast of \$29,303,500.

Intergovernmental Revenue

Intergovernmental revenue is estimated to increase by 3.12 percent in FY2009 compared to the proposed FY2008 budget, for a total of \$128,301,143. The growth is attributable to formula-driven increases in support of State-mandated services.

State Revenue for Social Services is estimated to be \$59,711,037, an increase of \$3,062,616 (5.4 percent) compared to FY2008. The budgeted revenue increase is tied to an offsetting expenditure increase in mandated Social Services expenditures.

State Revenue from Other Sources is estimated to be \$67,849,106, a 1.2 percent increase of \$822,983 in FY2009. The vast majority of this increase is formula-driven State support for street maintenance.

Fines and Forfeitures

The budget for Fines and Forfeitures is \$11,554,500, an increase of \$160,000 (1.4 percent).

Court Fines and Fees are estimated to be \$8,160,000, an increase of \$160,000 based upon recent trends.

Payments to the General Fund

Payments to the General Fund are estimated to be \$21,423,641, an increase of \$68,404 (0.3 percent).

Other Utility Payments

Other Utility Payments, from DPU for services provided by the City, are expected to decrease by 6.3 percent to \$6,429,464. The FY2008 proposed budget from these sources includes \$500,000 in one-time support of economic development incentives that won't recur in FY2009.

Charges for Goods and Services

Charges for Goods and Services are projected to be \$21,207,480. This represents an increase of \$232,000 (1.1 percent) from the FY2008 proposed budget.

FY2009 GENERAL FUND REVENUE

Refuse Collection Fees are the monthly charges each household in the City pays for refuse collection. The proposed FY2009 budget of \$11,673,650 presumes maintaining this fee at the current rate of \$17.50 per month.

Miscellaneous Revenue is estimated to remain at \$483,337 in FY2009. 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 increase by \$5,000 to a total of \$2,630,000.

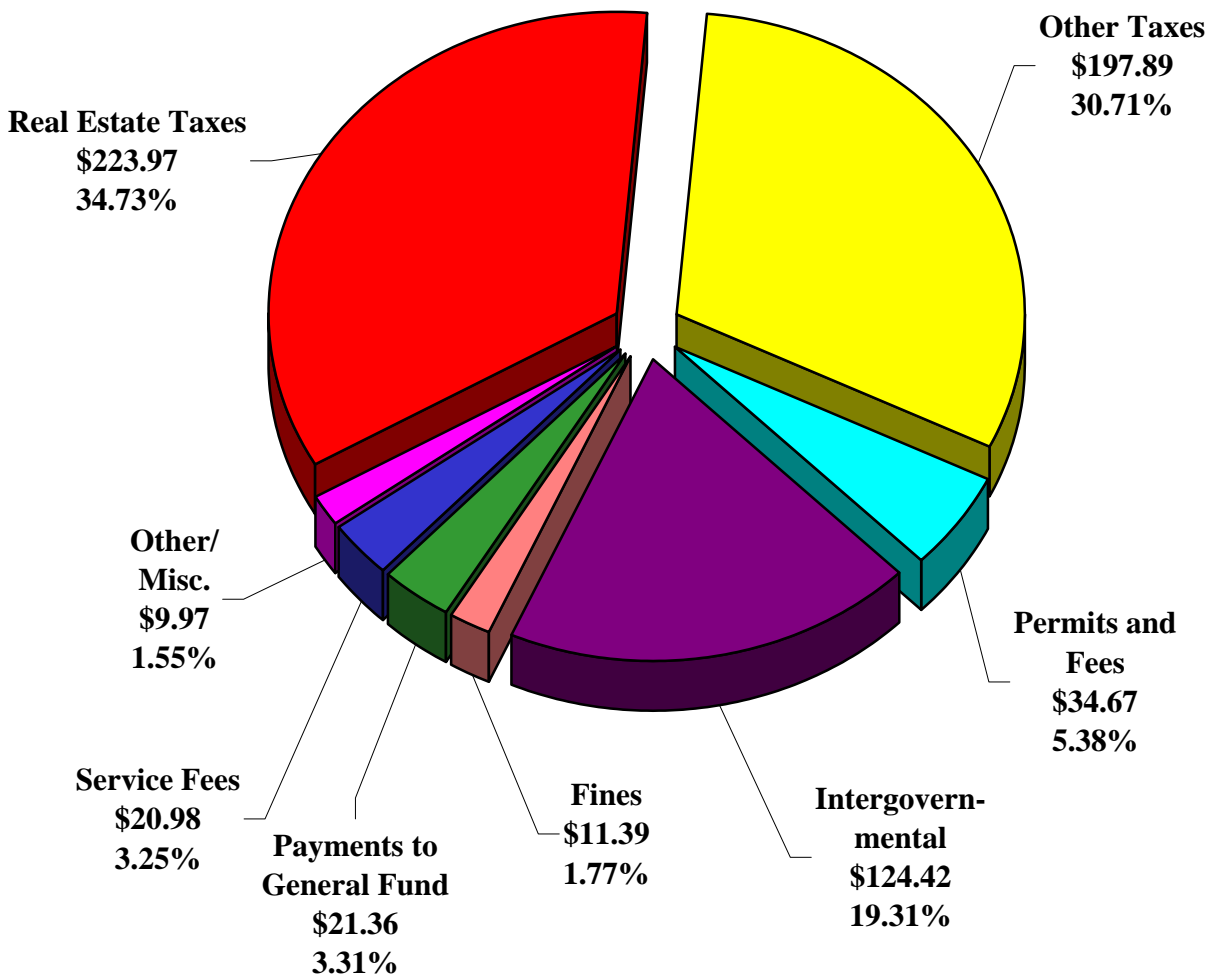
Fund Balance Transfer revenue is no longer being budgeted. The FY2007 general fund expenditure budget was supported by a one-time source of \$2,950,000 in prior year surplus that is no longer available.

SUMMARY OF GENERAL FUND REVENUE

BY AGENCY

| Agency | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|----------------------|-----------------------|-----------------------|-----------------------|
| Assessor | \$70,571 | \$47,500 | \$47,500 | \$47,500 |
| Budget and Strategic Planning | 72 | - | - | - |
| City Attorney | 3,000 | - | - | - |
| City Treasurer | 159,359 | 175,700 | 157,813 | 159,744 |
| Community Development | 6,084,661 | 4,191,516 | 5,344,500 | 5,369,500 |
| Debt Service | - | - | 3,674,986 | 3,766,861 |
| Deputy CAO for Human Services | 60,149 | - | - | - |
| Finance | 1,408,173 | 1,337,744 | 1,614,716 | 1,632,995 |
| Fire and Emergency Services | 63,971 | 49,500 | 41,000 | 41,000 |
| General Registrar | 89,053 | 91,567 | 96,105 | 97,967 |
| General Services - Mail & Printing | 560,524 | - | - | - |
| Information Technology | 1,803,323 | 1,716,300 | 1,715,100 | 1,755,100 |
| Judiciary | 10,603,207 | 10,462,806 | 10,891,861 | 11,055,783 |
| Justice Services | 2,178,481 | 1,898,735 | 1,911,892 | 1,940,392 |
| Juvenile and Domestic Relations Court | 15,649 | 19,100 | 18,300 | 18,300 |
| Library | 311,047 | 307,280 | 315,964 | 315,964 |
| Parks, Recreation, and Community Facilities | 5,970 | 192,500 | 173,000 | 173,000 |
| Police | 1,281,573 | 113,000 | 250,000 | 250,000 |
| Procurement Services | 1,165 | 12,000 | 2,100 | 2,100 |
| Public Health | 3,258,263 | - | - | - |
| Public Works | 33,501,365 | 37,164,387 | 37,022,092 | 37,766,729 |
| Real Estate Services | 700,026 | 425,429 | 133,130 | 133,130 |
| Revenue Not Department Specific | 434,646,026 | 486,810,349 | 503,995,242 | 514,475,884 |
| Sheriff and Jail | 19,286,229 | 19,234,307 | 20,377,002 | 20,607,854 |
| Social Services | 49,932,980 | 53,392,000 | 56,679,658 | 59,742,274 |
| Total | \$566,024,837 | \$ 617,641,720 | \$ 644,461,961 | \$ 659,352,077 |

GENERAL FUND REVENUES
by TYPE
TOTAL REVENUES \$644,461,961
PROPOSED FY 2008



Millions of Dollars

SUMMARY OF GENERAL FUND REVENUE BY TYPE

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Taxes | | | | |
| Real Estate | \$ 206,416,778 | \$ 215,307,353 | \$ 238,190,974 | \$ 246,536,198 |
| Rehabilitation Tax Credits | (11,409,177) | (13,900,000) | (14,400,000) | (15,200,000) |
| Personal Property | 43,819,130 | 43,203,269 | 44,300,000 | 44,517,500 |
| Machinery and Tools | 14,729,382 | 15,267,027 | 14,416,313 | 13,768,458 |
| Penalty and Interest | 4,674,873 | 4,253,000 | 4,201,000 | 4,201,000 |
| Local Option Sales Tax | 27,116,326 | 29,268,976 | 30,024,552 | 31,075,411 |
| State Shared Sales Tax | - | 29,268,976 | 27,970,646 | 29,089,472 |
| State Communications Tax* | - | - | 16,006,484 | 16,006,484 |
| Telephone Consumer* | 10,522,799 | 11,600,000 | - | - |
| Cable Consumer* | 2,483,261 | 2,388,823 | - | - |
| Electric Consumer | 12,546,135 | 12,600,000 | 12,300,000 | 12,300,000 |
| Gas Consumer | 4,861,327 | 5,350,000 | 4,850,000 | 4,850,000 |
| Bank Franchise | 2,891,777 | 2,600,000 | 2,850,000 | 2,850,000 |
| Prepared Food | 17,404,622 | 21,003,214 | 22,049,916 | 22,711,414 |
| Lodging | - | 5,047,122 | 5,339,131 | 5,499,305 |
| Admission | 1,218,238 | 1,300,000 | 1,237,250 | 1,249,623 |
| Utility Pole and Conduit Tax | 94,894 | 98,000 | 94,500 | 94,500 |
| Vehicle Rental Tax | 752,941 | 865,000 | 865,000 | 865,000 |
| State Recordation Tax | 749,102 | 600,000 | 605,000 | 605,000 |
| 1% Property Rental | 144,979 | 125,000 | 125,000 | 125,000 |
| Motor Home Title Tax | 7,197 | 10,000 | 7,000 | 7,000 |
| Telephone Commissions | 356,250 | 475,000 | 450,000 | 450,000 |
| Delinquent Real Estate | 6,896,222 | 7,175,000 | 6,700,000 | 6,700,000 |
| Delinquent Personal Property | 4,188,508 | 3,000,000 | 3,500,000 | 3,500,000 |
| Total Taxes | \$ 350,465,562 | \$ 396,905,760 | \$ 421,682,765 | \$ 431,801,364 |

Licenses, Permits and Fees

| | | | | |
|---|----------------------|----------------------|----------------------|----------------------|
| Cable TV Franchise Fee | \$ 1,986,050 | \$ 1,996,467 | \$ 1,986,050 | \$ 1,986,050 |
| Business License* | 31,258,698 | 28,379,000 | 28,450,000 | 29,303,500 |
| Vehicles License | 2,593,971 | 3,500,000 | 3,300,000 | 3,300,000 |
| Parking Meter Fees | 454,398 | 500,000 | - | - |
| Utility Right-of-Way Fees | 815,593 | 875,000 | 800,000 | 800,000 |
| Other Licenses Permits and Fees | 147,549 | 146,000 | 131,600 | 131,600 |
| Total Licenses, Permits and Fees | \$ 37,256,259 | \$ 35,396,467 | \$ 34,667,650 | \$ 35,521,150 |

**Note: Revenues formerly budgeted and recorded as Telephone and Cable Utility Taxes, and some Business License revenue is now being budgeted and recorded as State Communications Taxes due to State tax reform.*

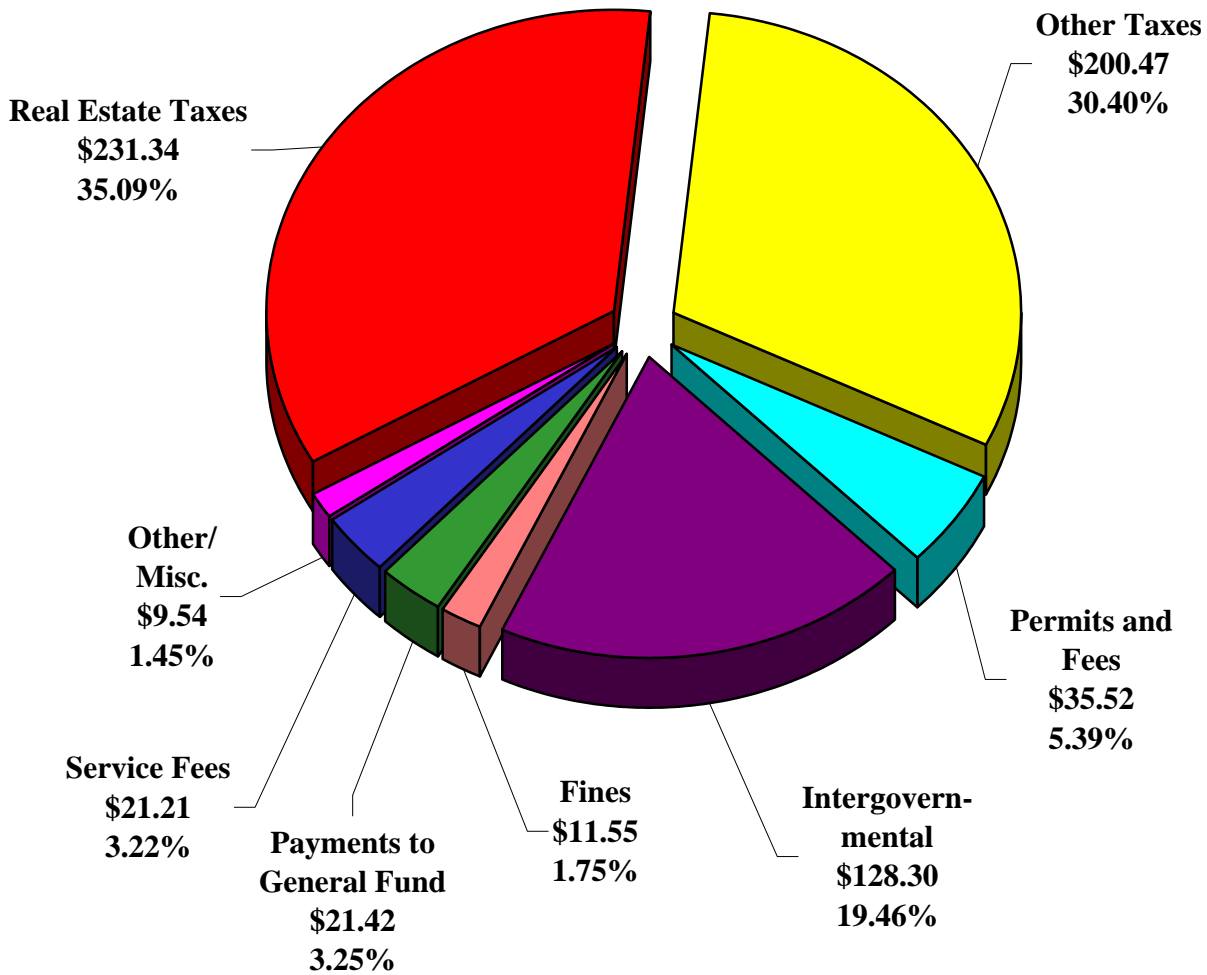
SUMMARY OF GENERAL FUND REVENUE BY TYPE

| | Actual FY2006 | | Adopted FY2007 | | Proposed FY2008 | | Proposed FY2009 |
|--|-----------------------|-----------|--------------------|-----------|--------------------|-----------|--------------------|
| <u>Intergovernmental Revenue</u> | | | | | | | |
| Federal Revenue | \$ 483,617 | \$ | 625,000 | \$ | 741,000 | \$ | 741,000 |
| Social Services State Revenue | 49,554,458 | | 53,125,982 | | 56,648,421 | | 59,711,037 |
| Other State Revenue | 66,996,447 | | 65,598,956 | | 67,026,123 | | 67,849,106 |
| Total Intergovernmental Revenue | \$ 117,034,522 | \$ | 119,349,938 | \$ | 124,415,544 | \$ | 128,301,143 |
| <u>Fines and Forfeits</u> | | | | | | | |
| Courts Fines and Fees | \$ 8,116,085 | \$ | 7,845,445 | \$ | 8,000,000 | \$ | 8,160,000 |
| Parking Violations | 3,133,355 | | 3,600,000 | | 3,250,000 | | 3,250,000 |
| Overdue Book Fines | 52,025 | | 55,000 | | 52,000 | | 52,000 |
| Other Fines and Charges | 127,989 | | 89,000 | | 92,500 | | 92,500 |
| Total Fines and Forfeits | \$ 11,429,454 | \$ | 11,589,445 | \$ | 11,394,500 | \$ | 11,554,500 |
| <u>Payments to the General Fund</u> | | | | | | | |
| Payments in Lieu of Taxes | \$ 18,898,355 | \$ | 18,823,888 | \$ | 19,361,330 | \$ | 19,390,542 |
| Administrative Payments | 2,821,797 | | 2,552,599 | | 1,666,747 | | 1,701,747 |
| Internal Service Fund Payments | 325,893 | | 314,855 | | 327,159 | | 331,352 |
| Total Payments to the General Fund | \$ 22,046,045 | \$ | 21,691,342 | \$ | 21,355,237 | \$ | 21,423,641 |
| <u>Other Utility Payments</u> | | | | | | | |
| Payment for Collection Services | \$ 524,913 | \$ | 450,000 | \$ | 525,000 | \$ | 525,000 |
| Payment for Administrative Services | 2,418,522 | | 2,835,810 | | 3,365,016 | | 2,879,490 |
| DPU Dividends | 2,398,363 | | 3,119,545 | | 2,972,433 | | 3,024,974 |
| Total Other Utility Payments | \$ 5,341,798 | \$ | 6,405,355 | \$ | 6,862,449 | \$ | 6,429,464 |
| <u>Investment and Interest Income</u> | | | | | | | |
| Project I | \$ 50,000 | \$ | - | \$ | - | \$ | - |
| Total Investment and Interest Income | \$ 50,000 | \$ | - | \$ | - | \$ | - |

SUMMARY OF GENERAL FUND REVENUE BY TYPE

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| <u>Charges for Goods and Services</u> | | | | |
| Building Service Charges | \$ 873,966 | \$ 535,240 | \$ 624,000 | \$ 624,000 |
| Rental of Property | 136,342 | 143,761 | 133,930 | 133,930 |
| Safety Related Charges | 546,830 | 346,500 | 576,000 | 783,000 |
| Other Service Charges | 1,429,478 | 1,673,300 | 1,664,700 | 1,664,700 |
| Refuse Collection Fees | 10,000,313 | 11,773,650 | 11,673,650 | 11,673,650 |
| Recycling Proceeds | 1,304,661 | 1,161,251 | 1,150,000 | 1,150,000 |
| Inspection Fees | 5,210,661 | 3,643,476 | 4,666,000 | 4,691,000 |
| Health Related Charges | 545,566 | 55,000 | 53,000 | 53,000 |
| Other Sales | 24,824 | 20,500 | 19,200 | 19,200 |
| Printing and Telecomm Charges | 347,373 | 550,000 | 415,000 | 415,000 |
| Total Charges for Goods and Services | \$ 20,420,014 | \$ 19,902,678 | \$ 20,975,480 | \$ 21,207,480 |
| <u>Miscellaneous</u> | | | | |
| Sundry | 829,007 | 562,331 | 483,337 | 483,337 |
| Total Miscellaneous | \$ 829,007 | \$ 562,331 | \$ 483,337 | \$ 483,337 |
| <u>Other Finance Sources</u> | | | | |
| Operating Transfers In | \$ 1,152,177 | \$ 919,287 | \$ 625,000 | \$ 630,000 |
| Proceeds from Sale of Debt | - | 1,969,117 | 2,000,000 | 2,000,000 |
| Prior Year/Fund Balance Transfer | - | 2,950,000 | - | - |
| Total Other Finance Sources | \$ 1,152,177 | \$ 5,838,404 | \$ 2,625,000 | \$ 2,630,000 |
| Total General Fund | \$ 566,024,837 | \$ 617,641,720 | \$ 644,461,961 | \$ 659,352,077 |

GENERAL FUND REVENUES
by TYPE
TOTAL REVENUES \$659,352,077
PROPOSED FY 2009



Millions of Dollars

SUMMARY OF GENERAL FUND EXPENDITURES BY AGENCY

| Agency | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|------------------|-------------------|--------------------|--------------------|
| Assessor | \$ 2,527,786 | \$ 2,938,303 | \$ 2,908,284 | \$ 2,943,116 |
| Board of Review | 31,214 | 32,146 | 33,110 | 34,104 |
| Budget & Strategic Planning | 1,240,454 | 1,347,062 | 1,466,699 | 1,477,376 |
| Chief Administrative Officer | 1,098,642 | 1,370,420 | 1,408,230 | 1,428,374 |
| City Attorney | 2,128,184 | 2,183,341 | 2,426,743 | 2,446,961 |
| City Auditor | 1,332,703 | 1,245,721 | 1,249,811 | 1,267,721 |
| City Clerk (Formerly City Council & City Clerk) | 1,955,002 | 710,394 | 692,245 | 691,255 |
| City Council | - | 1,734,140 | 1,554,493 | 1,517,679 |
| City Treasurer | 172,448 | 176,887 | 176,997 | 180,600 |
| Community Development | 6,434,934 | 7,054,858 | 7,175,483 | 7,279,677 |
| Customer Service & Organizational Development | 750 | - | - | - |
| Debt Service | 46,265,868 | 60,389,581 | 62,201,268 | 64,067,306 |
| Economic Development | 1,285,412 | 1,222,782 | 1,822,231 | 1,845,943 |
| Emergency Management | - | - | 557,936 | 629,374 |
| Finance | 7,570,672 | 7,872,127 | 7,779,571 | 7,888,881 |
| Fire & Emergency Services | 35,616,130 | 36,780,090 | 38,119,301 | 39,852,320 |
| General Registrar | 932,531 | 824,991 | 1,010,510 | 1,007,509 |
| General Services - Mail and Printing Services | 977,367 | - | - | - |
| Human Resources | 3,287,025 | 2,985,854 | 2,930,016 | 2,963,287 |
| Information Technology | 11,371,329 | 10,591,641 | 13,469,815 | 13,591,731 |
| Judiciary | 7,580,168 | 8,325,840 | 8,528,921 | 8,520,652 |
| Justice Services | 6,552,266 | 7,137,127 | 7,104,441 | 7,189,633 |
| Juvenile & Domestic Relations Court | 319,178 | 478,051 | 382,378 | 389,131 |
| Legislative Services | - | 339,207 | 375,209 | 387,856 |
| Library | 4,832,054 | 5,161,979 | 5,133,324 | 5,183,645 |
| Mayor's Office | 823,790 | 1,088,278 | 1,033,871 | 1,054,472 |
| Minority Business Development | - | 437,069 | 441,846 | 446,452 |
| Non-Departmental | 36,021,768 | 43,123,651 | 49,294,515 | 51,952,733 |
| Office of Deputy CAO for Human Services | 499,439 | 1,070,336 | 1,667,134 | 1,584,772 |
| Parks, Recreation & Community Facilities | 13,349,813 | 14,189,065 | 14,810,452 | 15,078,799 |
| Police | 67,813,632 | 71,389,394 | 74,796,460 | 77,692,673 |
| Press Secretary | 498,264 | 590,613 | 587,908 | 601,022 |
| Procurement Services | 1,266,443 | 926,095 | 1,407,023 | 1,114,427 |
| Public Health | 7,180,653 | 3,210,014 | 3,284,482 | 3,284,482 |
| Public Works | 57,282,318 | 57,820,791 | 61,168,640 | 62,026,080 |
| Real Estate Services | 273,543 | 324,511 | 417,657 | 426,793 |

SUMMARY OF GENERAL FUND EXPENDITURES BY AGENCY

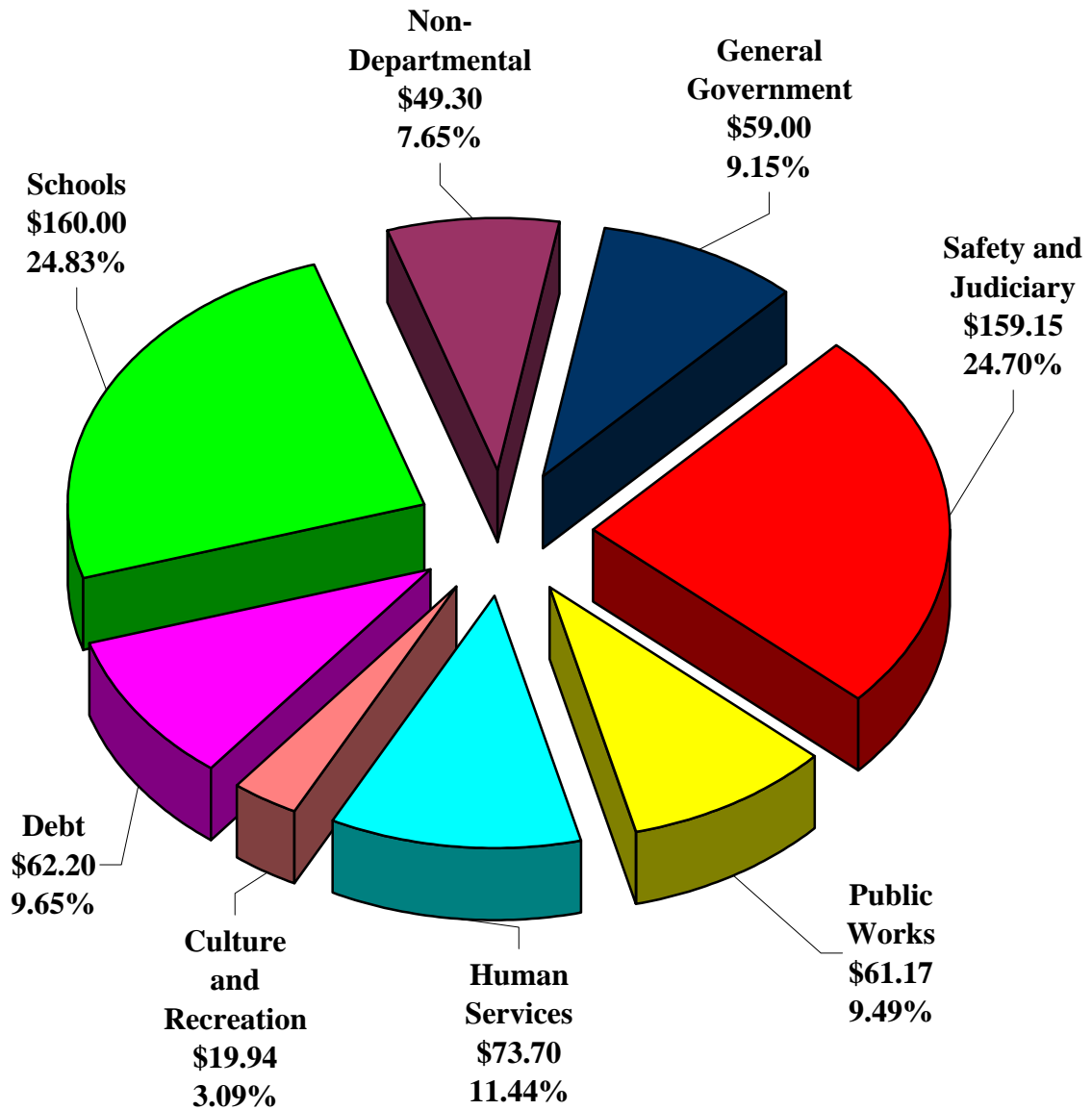
| Agency | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|--------------------------|---------------------------|----------------------------|----------------------------|
| Richmond Public Schools | 142,303,623 | 161,295,463 | 159,997,133 | 161,615,959 |
| Risk Management & Self-Insurance | 9,173,754 | 8,610,000 | 8,632,170 | 8,761,796 |
| Sheriff and Jail | 28,735,232 | 26,502,047 | 29,665,076 | 29,923,251 |
| Social Services | \$ 63,334,100 | \$ 66,161,851 | \$ 68,750,577 | \$ 71,004,237 |
| Total General Fund Expenditures | \$ 572,068,489 | \$ 617,641,720 | \$ 644,461,961 | \$ 659,352,077 |

GENERAL FUND EXPENDITURES

by MAJOR CATEGORY

TOTAL EXPENDITURES: \$644,461,961

PROPOSED FY2008



Millions of Dollars

SUMMARY OF GENERAL FUND EXPENDITURES BY MAJOR CATEGORY

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| General Government | | | | |
| Assessor | \$ 2,527,786 | \$ 2,938,303 | \$ 2,908,284 | \$ 2,943,116 |
| Board of Review | 31,214 | 32,146 | 33,110 | 34,104 |
| Budget & Strategic Planning | 1,240,454 | 1,347,062 | 1,466,699 | 1,477,376 |
| Chief Administrative Officer | 1,098,642 | 1,370,420 | 1,408,230 | 1,428,374 |
| City Attorney | 2,128,184 | 2,183,341 | 2,426,743 | 2,446,961 |
| City Auditor | 1,332,703 | 1,245,721 | 1,249,811 | 1,267,721 |
| City Clerk | 1,955,002 | 710,394 | 692,245 | 691,255 |
| City Council | - | 1,734,140 | 1,554,493 | 1,517,679 |
| City Treasurer | 172,448 | 176,887 | 176,997 | 180,600 |
| Community Development | 6,434,934 | 7,054,858 | 7,175,483 | 7,279,677 |
| Customer Service & Organizational Development | 750 | - | - | - |
| Economic Development | 1,285,412 | 1,222,782 | 1,822,231 | 1,845,943 |
| Finance | 7,570,672 | 7,872,127 | 7,779,571 | 7,888,881 |
| General Registrar | 932,531 | 824,991 | 1,010,510 | 1,007,509 |
| General Services - Mail and Printing Services | 977,367 | - | - | - |
| Human Resources | 3,287,025 | 2,985,854 | 2,930,016 | 2,963,287 |
| Information Technology | 11,371,329 | 10,591,641 | 13,469,815 | 13,591,731 |
| Legislative Services | - | 339,207 | 375,209 | 387,856 |
| Mayor's Office | 823,790 | 1,088,278 | 1,033,871 | 1,054,472 |
| Minority Business Development | - | 437,069 | 441,846 | 446,452 |
| Press Secretary | 498,264 | 590,613 | 587,908 | 601,022 |
| Procurement Services | 1,266,443 | 926,095 | 1,407,023 | 1,114,427 |
| Real Estate Services | 273,543 | 324,511 | 417,657 | 426,793 |
| Risk Management & Self-Insurance | 9,173,754 | 8,610,000 | 8,632,170 | 8,761,796 |
| Total General Government | \$ 54,382,247 | \$ 54,606,440 | \$ 58,999,922 | \$ 59,357,032 |
| Safety and Judiciary | | | | |
| Emergency Management | \$ - | \$ - | \$ 557,936 | \$ 629,374 |
| Fire & Emergency Services | 35,616,130 | 36,780,090 | 38,119,301 | 39,852,320 |
| Judiciary | 7,580,168 | 8,325,840 | 8,528,921 | 8,520,652 |
| Justice Services | 6,552,266 | 7,137,127 | 7,104,441 | 7,189,633 |
| Juvenile & Domestic Relations Court | 319,178 | 478,051 | 382,378 | 389,131 |
| Police | 67,813,632 | 71,389,394 | 74,796,460 | 77,692,673 |
| Sheriff and Jail | 28,735,232 | 26,502,047 | 29,665,076 | 29,923,251 |
| Total Safety and Judiciary | \$ 146,616,606 | \$ 150,612,549 | \$ 159,154,513 | \$ 164,197,034 |

SUMMARY OF GENERAL FUND EXPENDITURES BY MAJOR CATEGORY

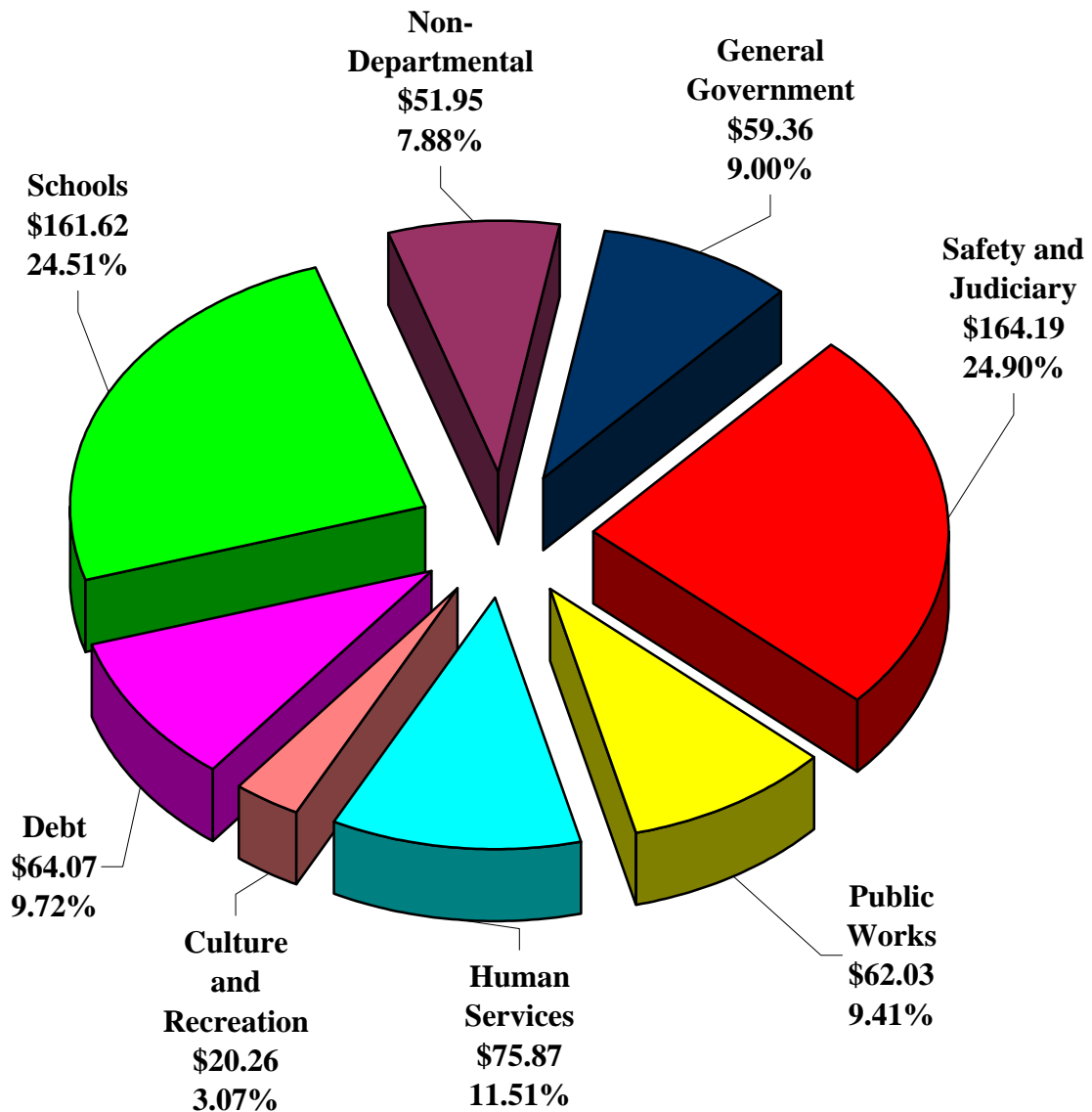
| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|------------------|-------------------|--------------------|--------------------|
| Total Public Works | \$ 57,282,318 | \$ 57,820,791 | \$ 61,168,640 | \$ 62,026,080 |
| Human Services | | | | |
| Office of Deputy CAO for Human Services | \$ 499,439 | \$ 1,070,336 | \$ 1,667,134 | \$ 1,584,772 |
| Public Health | 7,180,653 | 3,210,014 | 3,284,482 | 3,284,482 |
| Social Services | 63,334,100 | 66,161,851 | 68,750,577 | 71,004,237 |
| Total Human Services | \$ 71,014,192 | \$ 70,442,201 | \$ 73,702,193 | \$ 75,873,491 |
| Culture and Recreation | | | | |
| Library | \$ 4,832,054 | \$ 5,161,979 | \$ 5,133,324 | \$ 5,183,645 |
| Parks, Recreation & Community Facilities | 13,349,813 | 14,189,065 | 14,810,452 | 15,078,799 |
| Total Culture and Recreation | \$ 18,181,867 | \$ 19,351,044 | \$ 19,943,776 | \$ 20,262,444 |
| Total Debt | \$ 46,265,868 | \$ 60,389,581 | \$ 62,201,268 | \$ 64,067,306 |
| Total Schools | \$ 142,303,623 | \$ 161,295,463 | \$ 159,997,133 | \$ 161,615,959 |
| Total Non-Departmental | \$ 36,021,768 | \$ 43,123,651 | \$ 49,294,515 | \$ 51,952,733 |
| Total General Fund Expenditures | \$ 572,068,489 | \$ 617,641,720 | \$ 644,461,961 | \$ 659,352,077 |

GENERAL FUND EXPENDITURES

by MAJOR CATEGORY

TOTAL EXPENDITURES: \$659,352,077

PROPOSED FY2009



Millions of Dollars

GENERAL FUND AGENCIES



GENERAL GOVERNMENT



GENERAL GOVERNMENT

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, encourage citizen participation in the process, and 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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$2,239,431 | \$2,557,067 | \$2,693,538 | \$2,722,282 |
| Operating Expenses | 288,355 | 381,236 | 214,746 | 220,834 |
| Total Expenditures | 2,527,786 | 2,938,303 | 2,908,284 | 2,943,116 |
| Total Revenues | 70,571 | 47,500 | 47,500 | 47,500 |
| Net City Costs | \$2,457,214 | \$2,890,303 | \$2,860,784 | \$2,895,616 |
| Total Positions | 39.00 | 40.00 | 40.00 | 40.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets fund 96% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.
- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology.

ASSESSOR

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|--------------------------|---------------------------|----------------------------|----------------------------|
| Administrative Support | \$478,589 | \$541,812 | \$495,889 | \$504,664 |
| Technical Support | 304,871 | 364,626 | - | - |
| Customer Services and Records | 324,215 | 348,101 | - | - |
| Technical Support & Customer Service | - | - | 1,773,932 | 1,791,882 |
| Property Appraisal | - | - | 638,463 | 646,570 |
| Residential Property Assessments | 914,003 | 927,059 | - | - |
| Commercial Property Assessments | 357,776 | 524,552 | - | - |
| New Property and Rehabilitated Property | 148,332 | 232,153 | - | - |
| Total Program Expenditures | \$2,527,786 | \$2,938,303 | \$2,908,284 | \$2,943,116 |

Agency Program Goals

Administrative Support

- The goal of the Administrative Support Program is to provide specialized expertise in the administrative and clerical tasks required for the efficient day-to-day operation of the agency and general oversight of the assessment functions.

Technical Support and Customer Service

- The goal of the Technical Support Program is to disseminate information to the public and maintain appropriate assessment records; 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.

Property Appraisal

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

BUDGET & STRATEGIC PLANNING

Mission Statement

The mission of the Department of Budget and Strategic Planning is to coordinate the development of City budgets and provide 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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$1,179,667 | \$1,260,874 | \$1,324,034 | \$1,333,740 |
| Operating Expenses | 60,787 | 86,187 | 142,665 | 143,636 |
| Total Expenditures | 1,240,454 | 1,347,062 | 1,466,699 | 1,477,376 |
| Total Revenues | 72 | - | - | - |
| Net City Costs | \$1,240,382 | \$1,347,061 | \$1,466,699 | \$1,477,376 |
| Total Positions | 15.00 | 16.80 | 16.80 | 16.80 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets fund 96% of the cost of all full-time positions due to anticipated vacancies.
- The budgets include upgrading one Senior Budget and Management Analyst to a tentatively titled "City Capital Budget Coordinator".

Operating

- The budgets include a proposed increase of \$56,478 in operating funds to be used for contracted or consulting services as follows:

BUDGET & STRATEGIC PLANNING

Operating

- \$20,000 is proposed for consulting services as a part of implementing the Grants subsystem and data warehouse in association with the Enterprise Resource Planning (ERP) project.
- \$20,000 is proposed for services related to using the previously purchased PatternStream software in conjunction with FrameMaker and BRASS. This will provide for the creation of the initial “patterns” that must be set up for use in automating the creation of the budget documents. These funds may also be used for consulting services for modifying the BRASS database. The modifications are necessary to facilitate the set up of the PatternStream patterns.
- The balance of the increase is proposed for consulting services related to activity-based costing as it relates to City Stats and Balanced Scorecard methodologies; the City membership in Innovation Groups, (which provides City staff with database access to a broad range of analysis, information, documents and policies submitted by local governments) and additional training in City Stats, performance budgeting, grants-related training, and supervisory training.
- The budgets remove funding for certain new equipment purchases (such as computers and other various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.
- The budgets reflect the transfer of all costs for telephone services to the Department of Information Technology budget.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|--------------------------|---------------------------|----------------------------|----------------------------|
| Budget Formulation & Analysis | \$532,706 | \$666,022 | \$704,204 | \$700,014 |
| Strategic Performance Planning | 458,601 | 400,064 | 506,547 | 514,879 |
| Grants Writing Coordination | 249,147 | 280,976 | 255,948 | 262,483 |
| Total Program Expenditures | \$1,240,454 | \$1,347,062 | \$1,466,699 | \$1,477,376 |

BUDGET & STRATEGIC PLANNING

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.

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.

Agency Accomplishments

- 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.
- The International City/County Management Association (ICMA) presented a “Certificate of Achievement” in recognition of its use of performance measurement in local government management.
- Budget & Strategic Planning was proudly recognized for many kind and charitable acts extended to the citizens of the City of Richmond during the 2006 holiday season.
- Budget & Strategic Planning conducted several presentations to Richmond citizens in order to increase their knowledge of the budget process.

CHIEF ADMINISTRATIVE OFFICER

Mission Statement

The mission of the Office of the Chief Administrative Officer 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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$772,494 | \$1,013,595 | \$1,144,827 | \$1,152,929 |
| Operating Expenses | 326,149 | 356,825 | 263,403 | 275,445 |
| Total Expenditures | 1,098,642 | 1,370,420 | 1,408,230 | 1,428,374 |
| Total Revenues | - | - | - | - |
| Net City Costs | \$1,098,642 | \$1,370,420 | \$1,408,230 | \$1,428,374 |
| Total Positions | 11.00 | 11.00 | 11.00 | 11.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets fund 96% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology.
- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.

CHIEF ADMINISTRATIVE OFFICER

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Special Fund | - | - | \$595,000 | \$610,000 |

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

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|--------------------------|---------------------------|----------------------------|----------------------------|
| City-wide Leadership, Administration and Management | \$1,098,642 | \$1,370,420 | \$1,408,230 | \$1,428,374 |
| Total Program Expenditures | \$1,098,642 | \$1,370,420 | \$1,408,230 | \$1,428,374 |

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.

CHIEF ADMINISTRATIVE OFFICER

Agency Accomplishments

The City of Richmond, under the leadership of Mayor L. Douglas Wilder, continued to make dramatic progress toward the Mayor's vision of a new City of the future.

- All three major bond rating agencies reaffirmed Richmond's high bond credit ratings, lauding the strong fiscal policies executed by the Mayor since he took office.
- The City participated in an effort to ensure strong minority business participation in Philip Morris USA's \$300 million biotech development downtown.
- The Mayor appointed an ongoing Schools Oversight Committee to monitor actions of the Richmond School Board and administration, focusing on the key areas of academic performance, school safety, truancy and finance.
- A \$155 million general obligation bond refunding prepared by the Finance Department saved the City \$12.7 million in future debt payments, taking advantage of favorable long-term interest rates available in the current municipal bond market.
- The Wilder administration approved a pay hike for emergency dispatchers, bringing median salaries in line with similar positions in the Richmond metropolitan area, as well as pay increases for police officers.
- Auto decals were eliminated, replaced by the ability to place electronic holds on vehicle registrations until taxes and fees are paid.
- The City offered several support programs to assist qualifying citizens with increases in fuel costs, including SeniorCare, MetroCare and Heating Assistance Program, and in February and March, was able to cut gas prices.
- City Hall was remodeled, with a user-friendly lobby featuring guides, electronic billboards, computer kiosks, and improved signage.
- A Reverse 911 system was put into operation, creating the ability to send a phone message to all telephones in the City in the event of an emergency.
- The City received a \$1.45 million grant from the U.S. Department of Justice to control gun violence, address gang-related violence and appoint a Jail Review Task Force.
- The City's electronic park enforcement program, the first of its kind in the U.S., is able to instantly provide a history of unpaid parking citations when a license number is scanned. Cars are booted until the fines are paid. In the six first weeks of the program, \$110,000 in outstanding parking violations were paid.
- The City initiated a schedule of annual safety inspections of all public community buildings, including the Arthur Ashe Center, Carpenter Center, Coliseum, Convention Center, Landmark Theater and Theatre IV.
- The Administration created and filled the new position of deputy administrator of Housing, Land Use and Community Development to assist with the Richmond Redevelopment and Housing Authority's strategic plan to eliminate project housing and create mixed-use, mixed-income neighborhoods.
- The Mayor formed a Neighborhood Roundtable to provide grass-roots community feedback regarding the delivery of municipal services.

CHIEF ADMINISTRATIVE OFFICER

Agency Accomplishments

- The City partnered with Bon Secours to provide free health services to local youth. Mobile clinics provided physicals and health screenings to 1,000 to 1,500 youths through the City's recreation centers.
- Significant public safety measures were implemented, including putting more officers on the street in Police Sectors, creating deeper bonds of trust between officers and citizens, and securing grants and federal funds to support crime reduction programs.
- The Mayor required all legislation coming before Richmond City council would require fiscal impact statements to describe how the proposal will affect the City's financial picture, from bond ratings to budget amendments.
- The City's Industrial Development Authority was dissolved for inadequate record keeping and a history of money-losing loans.
- The contract was finalized for a downtown Hilton Hotel at the site of the old Miller & Rhoads department store. The \$80 million project will include a 240 hotel rooms and 110 condo units.
- Special Conservators of the Peace, trained City inspectors, were given the power to issue and deliver summons for blight, illegal dumping, housing code violations and delinquent business taxes.
- The Mayor's Education Advisory Committee delivered a report recommending the consolidation of City and School services, independent audits of school system spending, a comprehensive capital improvement program closing schools and building new ones, and specialized schools in math, science, technical training, and the arts.
- The Mayor's Interagency Task Force recommended streamlining the permit and inspection process, developing an affordable housing ordinance, creating a housing assistance fund, and coordinating the creation of model communities with mixed-use, mixed income housing.
- The City's Health Department reaffiliated with the Virginia Department of Health to maximize resources and became the Richmond City Health District.

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$1,861,949 | \$1,979,452 | \$2,203,241 | \$2,224,850 |
| Operating Expenses | 266,235 | 203,889 | 223,502 | 222,111 |
| Total Expenditures | 2,128,184 | 2,183,341 | 2,426,743 | 2,446,961 |
| Total Revenues | 3,000 | - | - | - |
| Net City Costs | \$2,125,184 | \$2,183,341 | \$2,426,743 | \$2,446,961 |
| Total Positions | 25.50 | 25.75 | 26.75 | 26.75 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- During FY2007 a part-time City Attorney I position was added to the City Attorney's Office. The budgets reflect this part-time position being upgraded to a full-time position.
- The budgets fund 96% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets reflect an increase in special legal fees and legal books to cover increased costs.
- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology.

CITY ATTORNEY

Non-General Fund Budget

| <u>Fund Type</u> | <u>Actual FY2006</u> | <u>Adopted FY2007</u> | <u>Proposed FY2008</u> | <u>Proposed FY2009</u> |
|------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Special Fund | \$1,305,270 | \$1,153,494 | \$1,228,789 | \$1,252,898 |

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

General Fund Budget By Program

| <u>Agency Programs</u> | <u>Actual FY2006</u> | <u>Adopted FY2007</u> | <u>Proposed FY2008</u> | <u>Proposed FY2009</u> |
|-----------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Legal Counsel | \$2,128,184 | \$2,183,341 | \$2,426,743 | \$2,446,961 |
| Total Program Expenditures | \$2,128,184 | \$2,183,341 | \$2,426,743 | \$2,446,961 |

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

Agency Accomplishments

The City Attorney's Office obtained favorable decisions in several litigation cases, which saved the City of Richmond millions of dollars. Some of those cases are:

- PRVA II, LLP v. City of Richmond and Broad Street Community Development Authority in which the Court dismissed the lawsuit against the City and allowed the Finance Department to collect special assessments against the owners of the Richmond Marriott Hotel;
- Fishsticks, Inc. v. City of Richmond - the City prevailed in a breach of contract lawsuit filed by the contractor;
- Bacon v. City of Richmond - an ADA case where the Court of Appeals determined that the City was not responsible for the physical condition of City school buildings and where the trial Court denied the plaintiffs' motion for the City to pay over one million dollars in attorneys' fees;
- Davis Brothers Construction Company v. City of Richmond - the City prevailed in a breach of construction contract case where the plaintiff sought \$231,807;
- Pine Camp Partners, LLC v. City of Richmond - the City prevailed in a lawsuit to recover over \$200,000 for architectural design costs and consultant fees;
- Emmett Jafari v. City of Richmond - the City prevailed in a lawsuit by a former City employee who forfeited his position with the City when he ran for the position of City Sheriff;
- Kroger v. City of Richmond - the City prevailed in a lawsuit filed by Kroger Stores to take advantage of the City's tax abatement program.
- Instrumental in the renaming and reconfiguration of the Industrial Development Authority as the Economic Development Authority ("EDA");
- Provided assistance in drafting and negotiating arrangements that resulted in MeadWestvaco relocating its corporate headquarters to the downtown area in which the City has orchestrated an investment of over \$100,000,000 in real estate construction;
- Assisted in drafting and negotiating arrangements that resulted in Philip Morris USA constructing a research facility in the downtown area;
- Assisted in developing and drafting the refinancing structure of the Theatre Row Building;
- Assisted with multiple real estate transactions associated with Virginia Commonwealth University's expansion;
- Assisted in obtaining the necessary easements for the development of the Virginia Capital Trail Program which will link the former capital of the Commonwealth in Williamsburg with the present capital in Richmond.
- Instrumental in drafting and negotiating three cable franchise agreements which will bring competitive cable and internet services to the City.
- City's Community Assisted Public Safety (CAPS) was successful in prosecuting the corporate owner of property located at 1425 East Cary Street that posed a public safety threat due to its total deterioration;
- In addition, it subjected over 200 parcels of real estate to enforcement action pursuant to the City CAPS program.

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$1,081,986 | \$966,073 | \$958,650 | \$967,835 |
| Operating Expenses | 250,717 | 279,648 | 291,161 | 299,886 |
| Total Expenditures | 1,332,703 | 1,245,721 | 1,249,811 | 1,267,721 |
| Total Revenues | - | - | - | - |
| Net City Costs | \$1,332,703 | \$1,245,721 | \$1,249,811 | \$1,267,721 |
| Total Positions | 15.00 | 12.00 | 12.00 | 12.00 |

Agency Highlights

The FY2008 & FY2009 Budgets Include

Personnel

- The budgets fund 96% of the cost of all full-time positions due to anticipated vacancies.

Operating

- The budgets remove funding for certain new equipment purchases (such as computers and other various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.
- The budgets reflect the transfer of all costs for telephone services to the Department of Information Technology budget.

CITY AUDITOR

General Fund Budget By Program

| <u>Agency Programs</u> | <u>Actual FY2006</u> | <u>Adopted FY2007</u> | <u>Proposed FY2008</u> | <u>Proposed FY2009</u> |
|---|--------------------------|---------------------------|----------------------------|----------------------------|
| Internal Audit | \$849,488 | \$995,086 | \$1,015,045 | \$1,025,912 |
| Administration of the External Audit Contract | 194,822 | 250,635 | 234,766 | 241,809 |
| Fiscal and Policy Analysis | 288,393 | - | - | - |
| Total Program Expenditures | \$1,332,703 | \$1,245,721 | \$1,249,811 | \$1,267,721 |

Agency Program Goals

Internal Audit

- The goals of the Internal Audit Program are 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.

Agency Accomplishments

- **Accountability Measures:** Implementation of an automated timekeeper system to help evaluate employee productivity and measure performance.
- **Building a Team:** Filled vacant positions with the desired skill sets to enhance the Office's ability to deliver service.

CITY AUDITOR

Agency Accomplishments

- **Use of Technology in Auditing:** Increased staffing to accommodate the City's needs for Information Technology Auditing; acquired software for automating the audit process in order to conduct more extensive and complete auditing for contributing increased value to the City.
- **Repositioning the Audit Function:** Adopted value added auditing by addressing business risks and internal controls which yield better benefits compared to traditional auditing.
- **Hotline Initiative:** Continual promotion of the City's Fraud, Waste and Abuse Hotline.
- **Identification of Future Initiatives:** Identified an opportunity for significant cost savings, verifying management accountability and improving citizen services by proposing a "City Report Card" initiative, known as the Service Efforts and Accomplishments Report. This document will be very helpful to the City Council to evaluate the Administration's performance and public satisfaction of services provided.
- **Significant Audits:** Some of the more significant audits completed during the fiscal year include: Sheriff's Office - Jail Operations, Department of Public Utilities - Hedging and Microsoft Windows Security Audit.

CITY CLERK'S OFFICE

Mission Statement

The Office of the Clerk plans and directs the administrative functions of the Council as set forth in the City Charter and in City and State Codes. The Office maintains the official record of ordinances and resolutions considered by the Council, preserves an accurate and concise journal of Council proceedings and manages the database of the various authorities, boards, commissions and committees established by Council. The City Clerk is the custodian of the City Seal and certifies and attests official documents. The City Clerk's Office is a user-friendly agency, committed to providing prompt, professional and courteous service.

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$1,448,875 | \$486,222 | \$482,296 | \$487,152 |
| Operating Expenses | 506,127 | 224,172 | 209,949 | 204,103 |
| Total Expenditures | 1,995,002 | 710,394 | 692,245 | 691,255 |
| Total Revenues | - | - | - | - |
| Net City Costs | \$1,955,002 | \$710,394 | \$692,245 | \$691,255 |
| Total Positions | 28.00 | 7.00 | 7.00 | 7.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets include funding for seven full-time positions.
- This budgets fund 96% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology budget.

CITY CLERK'S OFFICE

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Office of the City Clerk | \$903,921 | \$710,394 | \$692,245 | \$691,255 |
| Council Liaisons | 615,855 | - | - | - |
| City Council Operations | 348,402 | - | - | - |
| Council District Fund- District 1 | 12,137 | - | - | - |
| Council District Fund- District 2 | 3,739 | - | - | - |
| Council District Fund- District 3 | 9,828 | - | - | - |
| Council District Fund- District 4 | 5,493 | - | - | - |
| Council District Fund- District 5 | 9,329 | - | - | - |
| Council District Fund- District 6 | 12,497 | - | - | - |
| Council District Fund- District 7 | 13,505 | - | - | - |
| Council District Fund- District 8 | 13,603 | - | - | - |
| Council District Fund- District 9 | 6,693 | - | - | - |
| Total Program Expenditures | \$1,955,002 | \$710,394 | \$692,245 | \$691,255 |

Agency Program Goals

Office of the City Clerk

- The goals of the Office of the Clerk are to maintain the official record of ordinances and resolutions considered by the Council, preserve an accurate and concise journal of Council proceedings and manage the database of the various authorities, boards, commissions and committees established by Council.

CITY CLERK'S OFFICE

Agency Accomplishments

Boards and Commissions Website

- With the assistance of the Department of Information Technology, this office established a web-based Boards and Commissions webpage. The site contains all of the information that currently is manually managed by staff. The site provides detailed information on each Council appointed Authority, Board, Commission and Committee. The public can review the site to determine current and upcoming vacancies; apply for appointment to a Board or Commission; complete a Background Information Form and review information on the requirements for appointees.

City Clerk's Webpage

- The Clerk's Office webpage continues to be very popular with the public, the media and City employees. The webpage provides a direct link to Ordinances and Resolutions considered by Council and other public documents in the custody of this office. The site allows the public to access the information and conduct research at their convenience.

Ordinance and Resolution Tracking System

- We are currently in the process of uploading records dating before 1996 to our website. Prior to this initiative, the City's Records Manager at the City Library would have to physically locate the particular file and make copies and then forward them to the City Clerks Office.

Standing Committee Tracking Online

- We have finalized and provided a mechanism to track the actions of the Council Standing Committee process online. The site allows the public to research and track Council legislation from the point of introduction, through the Standing Committee process to final consideration and action by the Council.

Superior Customer Service

- Citizens and various City personnel consistently tout the exemplary customer service exhibited by Office of the City Clerk staff. In light of the change to the strong-mayor form of government and the myriad of correlating transition duties necessitated by this change, the office has maintained its level of accuracy and quality.

CITY COUNCIL

Mission Statement

The mission of Richmond City Council is to represent citizens in creating and amending local laws, providing government policy and oversight, and approving the City budget. The vision of Richmond City Council is to create a vibrant community that is a great place to live, work, learn, play, visit and raise a family.

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | - | \$1,378,698 | \$1,215,545 | \$1,243,807 |
| Operating Expenses | - | 355,442 | 338,948 | 273,872 |
| Total Expenditures | - | 1,734,140 | 1,554,493 | 1,517,679 |
| Total Revenues | - | - | - | - |
| Net City Costs | - | \$1,734,140 | \$1,554,493 | \$1,517,679 |
| Total Positions | - | 25.00 | 23.00 | 23.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets include funding for twenty-three full-time positions.
- The following two full-time positions transferred from the City Council's Office to the Department of Legislative Services: one Council Policy Analyst and one Council Administrative Project Analyst.
- This budgets fund 96% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology budget.

CITY COUNCIL

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|--------------------------|---------------------------|----------------------------|----------------------------|
| Council District Operations | - | \$40,010 | \$146,865 | \$134,338 |
| Council District Fund - District 1 | - | 12,664 | 8,894 | 8,131 |
| Council District Fund - District 2 | - | 12,664 | 8,894 | 8,131 |
| Council District Fund - District 3 | - | 12,664 | 8,894 | 8,131 |
| Council District Fund - District 4 | - | 20,164 | 8,894 | 8,289 |
| Council District Fund - District 5 | - | 12,664 | 8,894 | 8,131 |
| Council District Fund - District 6 | - | 17,664 | 8,894 | 8,131 |
| Council District Fund - District 7 | - | 12,664 | 8,894 | 8,131 |
| Council District Fund - District 8 | - | 12,664 | 8,894 | 8,131 |
| Council District Fund - District 9 | - | 28,664 | 8,894 | 8,131 |
| Chief of Staff Operations | - | 388,928 | 390,909 | 370,495 |
| Policy & Analysis | - | 286,768 | 77,308 | 76,790 |
| City Council and Liaisons | - | 875,958 | 859,365 | 862,719 |
| Total Program Expenditures | - | \$1,734,140 | \$1,554,493 | \$1,517,679 |

CITY COUNCIL

Agency Program Goals

Policy and Analysis

- 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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$158,145 | \$173,187 | \$173,297 | \$176,900 |
| Operating Expenses | 14,303 | 3,700 | 3,700 | 3,700 |
| Total Expenditures | 172,448 | 176,887 | 176,997 | 180,600 |
| Total Revenues | 159,359 | 175,700 | 157,813 | 159,744 |
| Net City Costs | \$13,089 | \$1,187 | \$19,184 | \$20,856 |
| Total Positions | 3.00 | 3.00 | 3.00 | 3.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets fund 98% of the cost for all full-time positions due to anticipated vacancies.

Operating

- No change from FY2007 to subsequent years.

Revenues

- A budgeted decrease of \$17,887 in State reimbursement revenue, representing health care and retirement expenses that are reflected as a net City cost.

COMMUNITY DEVELOPMENT

Mission Statement

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

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$5,410,194 | \$5,931,537 | \$6,209,687 | \$6,286,138 |
| Operating Expenses | 1,024,741 | 1,123,321 | 965,796 | 993,539 |
| Total Expenditures | 6,434,934 | 7,054,858 | 7,175,483 | 7,279,677 |
| Total Revenues | 6,084,661 | 4,191,516 | 5,344,500 | 5,369,500 |
| Net City Costs | \$350,273 | \$2,863,342 | \$1,830,983 | \$1,910,177 |
| Total Positions | 109.81 | 107.75 | 109.05 | 109.05 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The shift of 1.30 FTEs from the Community Development Block Grant fund to the general fund.
- The budgets also fund 95% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.
- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology.

COMMUNITY DEVELOPMENT

Revenues

- The budgets reflect an increase in inspection fees from building, mechanical, elevator, and plumbing inspections based on increased construction activity within the City.

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Capital Improvement Plan | \$450,000 | \$766,000 | \$450,000 | \$750,000 |
| Special Fund | \$10,928,070 | \$9,669,922 | \$8,874,317 | \$8,694,317 |

Please refer to the Capital Improvement Plan & Special Fund sections in this document for details. The above FY2006 figure for the Capital Improvement Plan represents the budget, rather than the actual expenditures.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|--------------------------|---------------------------|----------------------------|----------------------------|
| Current Planning | \$507,694 | \$539,906 | \$530,919 | \$538,117 |
| Building Construction & Land Development Regulation | 3,271,725 | 3,625,588 | 3,781,207 | 3,831,977 |
| Program Support | 375,183 | 461,671 | 410,688 | 422,142 |
| Codes Compliance | 1,893,117 | 1,973,739 | 1,948,386 | 1,976,437 |
| Housing and Neighborhood Preservation | 123,861 | 119,514 | 115,733 | 116,694 |
| Comprehensive Planning | 263,354 | 334,440 | 388,550 | 394,310 |
| Total Program Expenditures | \$6,434,934 | \$7,054,858 | \$7,175,483 | \$7,279,677 |

COMMUNITY DEVELOPMENT

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.

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.

COMMUNITY DEVELOPMENT

Agency Accomplishments

- Construction activity in the City continued at a rapid pace. The Bureau issued 14,756 permits, including 2,964 building permits in calendar year 2005 (through 12/5/05). These permits represented over half a billion dollars in construction activity in the City (\$578,609,252).
- Revisions to the Chesapeake Bay Preservation Program were completed by staff and adopted by City Council. These revisions resulted in an increase in preservation areas by including additional land along streams and creeks leading into the James River. These actions will work to improve water quality in the City and within the Chesapeake Bay watershed as a whole.
- Technology improvements, designed to improve efficiency, were also implemented this year. Handheld computers, which allow property maintenance inspectors to record and transmit data in the field, were initiated as a pilot program. A new web-based interface completed this year also allows for easier input of violation information by property maintenance inspectors and improve reporting functions.
- Amendments to the City Code, initiated to streamline the development process and further the concept of a "one-stop shop," were completed in 2005. In an effort to create a more efficient development process, staff created a program to handle routine variances administratively, thus saving property owners' time by not requiring them to present their case to the Board of Zoning Appeals for the most common requests.
- With the support of the Mayor and City Council, a vacant building initiative was launched this year with the goal of registering all vacant structures by the end of 2006. This effort includes a significant increase in the number of vacant buildings rehabilitated, acquired, boarded or demolished.
- A database of civic association contacts was updated and formatted for use by Community Development and other City departments.

ECONOMIC DEVELOPMENT

Mission Statement

The mission of the Department of Economic Development is to attract, expand, and retain 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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$1,013,191 | \$880,750 | \$1,224,504 | \$1,236,001 |
| Operating Expenses | 272,221 | 342,032 | 597,727 | 609,942 |
| Total Expenditures | 1,285,412 | 1,222,782 | 1,822,231 | 1,845,943 |
| Total Revenues | - | - | - | - |
| Net City Costs | \$1,285,412 | \$1,222,782 | \$1,822,231 | \$1,845,943 |
| Total Positions | 13.98 | 12.64 | 15.67 | 15.67 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The net addition of three full-time positions added during FY2007, including a new Business Management Officer, a new Deputy Director I, and the transfer of another position from the Justice Services budget.
- The budgets also fund 96% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets include additional incentives for enhanced business retention and development programming.

ECONOMIC DEVELOPMENT

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology.

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Capital Improvement Plan | \$1,985,900 | \$2,506,709 | \$2,450,000 | \$1,300,000 |
| Special Fund | \$3,112,903 | \$20,440,000 | \$20,685,723 | \$20,652,446 |

Please refer to the Capital Improvement Plan & Special Fund sections in this document for details. The above FY2006 figure for the Capital Improvement Plan represents the budget, rather than the actual expenditures.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-------------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Administration/Executive Management | \$863,640 | \$699,649 | \$1,098,784 | \$1,115,135 |
| Business and Project Development | 205,846 | 264,015 | 400,003 | 404,572 |
| 17th Street Farmers' Market | 154,245 | 158,298 | 219,079 | 220,829 |
| Neighborhood Development | 61,680 | 100,820 | 104,365 | 105,407 |
| Total Program Expenditures | \$1,285,412 | \$1,222,782 | \$1,822,231 | \$1,845,943 |

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.

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.

Agency Accomplishments

- Twelve (12) Commercial Area Revitalization Effort (CARE) loans were approved totaling \$620,000 and 245 rebates were processed totaling \$886,388 which exceeded the goal. Public investment stimulated approximately \$4,519,164 of private investment.
- Technical assistance was provided to 750 potential start-ups, existing, expanding and relocating businesses through the CARE program.
- Four (4) Neighborhoods in Bloom loans were approved totaling \$125,000. The public investment helped to stimulate approximately \$300,000 of private investment.
- A total of \$2,498,762 private investment was leveraged through Enterprise Zone incentives in FY2006.
- Business Development accomplishments included the Edgeworth Building, a \$25 million investment that was the first speculative Class A Office space in a decade; a \$120 million mixed-use development project completed on West Broad; and the Lady Bird Hat Building, a \$12 million riverfront development project.

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$6,035,361 | \$6,158,845 | \$6,608,371 | \$6,683,871 |
| Operating Expenses | 1,535,311 | 1,713,282 | 1,171,200 | 1,205,010 |
| Total Expenditures | 7,570,672 | 7,872,127 | 7,779,571 | 7,888,881 |
| Total Revenues | 1,408,473 | 1,337,744 | 1,614,716 | 1,632,995 |
| Net City Costs | \$6,162,499 | \$6,534,383 | \$6,164,855 | \$6,255,886 |
| Total Self Insurance | 9,173,754 | 8,610,000 | 8,632,170 | 8,761,796 |
| Total Positions | 114.50 | 112.70 | 115.70 | 115.70 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The net addition of three full-time positions created during FY2007, Investigative Coordinators to help implement reform initiatives of the Chief Financial Officer.
- The budgets also fund 96% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets reflect the transfer of funding for maintenance costs related to the new revenue administration system to the Department of Information Technology budget.

FINANCE

Operating

- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.
- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology.

Revenues

- The budgets reflect an increase in State salary reimbursements, as well as additional transfers in from enterprise funds for in-kind financial services.

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|--------------------------|---------------------------|----------------------------|----------------------------|
| Special Fund | \$12,499,537 | \$6,685,000 | \$2,010,000 | \$2,060,000 |
| Internal Service Fund- Risk Management | \$13,885,894 | \$13,946,425 | \$13,216,586 | \$13,599,743 |

Please refer to the Special & Internal Service Fund sections in this document for details.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|--------------------------|---------------------------|----------------------------|----------------------------|
| Finance Management | \$1,590,176 | \$1,575,434 | \$1,522,187 | \$1,578,421 |
| General Accounting | 771,621 | 864,136 | 969,886 | 981,899 |
| Disbursements | 846,242 | 811,506 | 919,945 | 931,355 |
| Revenue Administration - Collections | 2,281,840 | 2,360,063 | 2,168,080 | 2,187,658 |
| Revenue Administration - Licenses Assessments, & Tax Audits (LATA) | 2,080,793 | 2,260,988 | 2,199,473 | 2,209,548 |
| Total Program Expenditures | \$7,570,672 | \$7,872,127 | \$7,779,571 | \$7,888,881 |

FINANCE

Agency Program Goals

Finance Management

- The goals of the Finance Management Program are 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 City-wide 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.

Agency Accomplishments

- With the Mayor's concurrence and action by City Council, the City of Richmond was the first locality in the Richmond Region to eliminate the vehicle decal with no impact on the personal property taxes.
- Finance made several changes concerning real estate tax billings and the collection of delinquent real estate taxes that reduced the real estate receivables, as of April 30, 2006, to \$11.97 million, the first time these receivables have been below \$12 million in over 10 years.
- Once again our Controller's Office completed a successful audit of the 2005 fiscal year financial statements and the City received an unqualified, or clean, audit opinion on its Comprehensive Annual Financial Statements (CAFR). For the twenty-second consecutive year, the City of Richmond was awarded the Government Finance Officer's Association (GFOA) Certificate of Achievement in Financial Reporting.
- The City successfully achieved two general obligation bond refundings, in July and October 2005, which reduced the City's overall annual debt service. The refunding of these General Obligation Bonds will generate a savings of \$12.71 million over the nineteen-year remaining life of the bond issues.

FINANCE

Agency Accomplishments

- The Chief Financial Officer initiated a Financial Operations Reform program to institute adequate internal controls and consequences for Finance functions, streamline transaction processes and documents, revise, clarify and reinforce existing policies and procedures, automate key manual processes, enhance collaboration with departments, provide a mechanism for consistent and relevant training, and promote a sense of ownership and accountability for financial operations throughout the City.

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$616,706 | \$462,075 | \$656,549 | \$659,991 |
| Operating Expenses | 315,824 | 362,916 | 353,961 | 347,518 |
| Total Expenditures | 932,531 | 824,991 | 1,010,510 | 1,007,509 |
| Total Revenues | 89,053 | 91,567 | 96,105 | 97,967 |
| Net City Costs | \$843,478 | \$733,424 | \$914,405 | \$909,542 |
| Total Positions | 9.20 | 11.20 | 11.70 | 11.70 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- During FY2007 a part-time Warehouse Supervisor position was added to the General Registrar's Office. The budget reflects the addition of this part-time position.
- The budgets also funds 100% of the cost for all full-time and part-time positions.

Operating

- The budgets reflect an increase in funding for warehouse utilities and security to cover anticipated costs for the warehouse which houses the electronic voting machines.

GENERAL REGISTRAR

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology.
- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.

Revenue

- The revenue increase reflects an increase for state supported personnel services.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|------------------|-------------------|--------------------|--------------------|
| Electoral Board and Office of the General Registrar | \$932,531 | \$824,991 | \$1,010,510 | \$1,007,509 |
| Total Program Expenditures | \$932,531 | \$824,991 | \$1,010,510 | \$1,007,509 |

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

Agency Accomplishments

- Purchased and implemented new voting equipment in all precincts.
- Individuals with disabilities were able to vote unassisted for the first time using the new WinVote Voting Machines.
- Conducted two elections in compliance with legal requirements.
- Received and processed 12,601 voter registration applications.
- Accurately maintained voter registration records so that all citizens eligible to vote in each election were able to vote.
- Successfully conducted the November 2006 General Election, which had the highest turnout in the City of Richmond of its type.

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$2,736,939 | \$2,468,887 | \$2,441,330 | \$2,460,169 |
| Operating Expenses | 550,086 | 516,967 | 488,686 | 503,118 |
| Total Expenditures | 3,287,025 | 2,985,854 | 2,930,016 | 2,963,287 |
| Total Revenues | - | - | - | - |
| Net City Costs | \$3,287,025 | \$2,985,854 | \$2,930,016 | \$2,963,287 |
| Total Positions | 48.00 | 38.00 | 37.00 | 37.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets fund 96% of the cost for all full-time positions due to anticipated vacancies.
- A customer service representative position was transferred to Public Works.

Operating

- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-departmental and expended by a Master Leasing Agreement.
- They budgets reflect the transfer of all costs for telephone services to the Department of Information Technology budget.

HUMAN RESOURCES

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------------------|--------------------|--------------------|--------------------|--------------------|
| HR Management | \$1,421,225 | \$1,110,149 | \$1,649,121 | \$1,667,924 |
| Recruitment & External Agency Support | 274,288 | 474,520 | 216,761 | 219,992 |
| Benefits Administration | 156,427 | 282,678 | 265,783 | 267,455 |
| Employee Relations | 461,730 | 307,672 | 198,808 | 201,011 |
| Classification and Compensation | 145,864 | 320,627 | 185,880 | 188,354 |
| Payroll Administration | 109,060 | 172,083 | 82,842 | 84,311 |
| Training & Development | 602,229 | 318,125 | 330,625 | 334,043 |
| Operations | 95,557 | - | 196 | 197 |
| City Internship Program | 20,645 | - | | |
| Total Program Expenditures | \$3,287,025 | \$2,985,854 | \$2,930,016 | \$2,963,287 |

Agency Program Goals

HR Management

- The goal of the HR Management Program is to provide leadership, policy direction, and consulting services to 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 of consulting services to the organization to assist in the selection of employees capable of helping agencies meet their operational goals.

HUMAN RESOURCES

Agency Program 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.

Payroll Administration

- The goal of the Payroll Administration 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.

Training and Development

- The goal of the training and development division is to develop and implement employee development and recognition programs and services for City employees in order to equip them with the necessary skills required to provide the most effective services.

Operations

- The Operations Division represents the first point of contact for City Departments. The division provides guidance and assistance to management in the administration of personnel matters. The division provides specialized human resources services in the areas of policy development and administration, policy review and interpretation, and the administration of the disability placement process, etc.

HUMAN RESOURCES

Agency Accomplishments

- The Department of Human Resources has centralized services to better serve all clients. The Operations Division focuses on direct customer services to include providing uniformity in policy interpretation and a fair and consistent investigation processes. The division led a massive rules and regulations update and revision process.
- Recruitment and Retention is implementing a web-based applicant tracking system. This state-of-the-art system will allow hiring managers to efficiently navigate the hiring process while permitting applicants to instantly track the status of their applications on the web.
- Healthcare and employee benefit enhancement dominate the Benefits Division. All major medical and occupational health services contracts are undergoing procurement activities. Wellness initiatives are being expanded through partnerships with major pharmaceutical providers. Significant proposals are under evaluation for the provision of retiree healthcare services, disability insurance, health savings accounts, and discount pricing for generics.
- The Employee Training and Development Division is fully operational and graduated a class of 50 supervisors from the Supervisory Learning Experience class. Another class of 60 supervisors is underway. The Employee Performance Evaluation System was revised and implemented. The division is soliciting bids for an automated training management system to include web enrollment and online transcripts as sample features.
- The grievance management process improvement continued with additional strategies and training initiatives to address problems at the supervisory level, greater consistency in investigations and review of grievances, and enhanced case preparation for grievances that advance to the Personnel Board. These enhancements continue to result in a higher success rate in Board rulings.

INFORMATION TECHNOLOGY

Mission Statement

Through strategic partnerships with City agencies we will provide technology and customer services to aid Richmond's leadership in fostering a positive environment and enhancing the quality of life for people to live, work, and play. The guiding values and principles that support our mission are: Respect; Integrity; Productive and Accountable; Innovation; Proactive; Lead by Example; Common Sense; Customer Focused; Empowerment; Commitment to Quality; Continuous Learning; and Positive Attitude.

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Personnel | \$6,934,483 | \$7,022,610 | \$7,570,309 | \$7,642,706 |
| Operating Expenses | 4,436,846 | 3,569,031 | 5,899,506 | 5,949,025 |
| Total Expenditures | 11,371,329 | 10,591,641 | 13,469,815 | 13,591,731 |
| Total Revenues | 1,803,323 | 1,716,300 | 1,715,100 | 1,755,100 |
| Net City Costs | \$9,568,006 | \$8,875,341 | \$11,754,715 | \$11,836,631 |
| Total Positions | 85.00 | 87.00 | 90.00 | 90.00 |

Agency Highlight

The FY2008 and FY2009 Budgets Include

Personnel

- During FY2007 three positions were transferred to the Department of Information Technology to address an audit concern. Funding for these positions are reflected budget.
- The budgets also fund 96% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets reflect an increase in operating funds to cover the MUNIS software maintenance, network support tools and desktop support software tools.

INFORMATION TECHNOLOGY

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology.
- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.

Revenue

- Adjustments are related to the share of data processing revenue from Enterprise Funds.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|---------------------|---------------------|---------------------|---------------------|
| Administration | \$1,110,687 | \$1,091,605 | \$4,261,934 | \$4,306,101 |
| Call Center Technology | 429,062 | - | - | - |
| Project Management | 3,604,724 | 3,075,977 | 212,262 | 213,696 |
| Applications Solutions | 3,708,075 | 3,814,369 | 3,849,490 | 3,889,004 |
| Enterprise Network & Server Services | 1,253,530 | 1,276,294 | 3,516,506 | 3,519,324 |
| Master Equipment Note | 213,014 | - | - | - |
| End User Services | 1,052,237 | 1,333,396 | 1,629,623 | 1,663,606 |
| Total Program Expenditures | \$11,371,329 | \$10,591,641 | \$13,469,815 | \$13,591,731 |

INFORMATION TECHNOLOGY

Agency Program Goals

Administration

- The goal of the Project Management Program is to provide efficient and effective project planning, scheduling, and cost and resource management according to the goals set forth in its published performance standards.

Call Center Technology

- The goal of the Call Center Technology Program was to provide expertise in the review of potential call center technology. The funding was expended in FY2006 and the coordination of the Call Center was transferred to the Department of Public Works.

Project Management

- 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 Solutions

- 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.

Enterprise Network & Server Services

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

Master Equipment Note

- The goal of the Master Equipment Note Program was to provide funding for City-wide equipment purchases through a short-term equipment note borrowing. FY2006 was the last year that DIT coordinated the City-wide spending. Equipment that was eligible for this funding was budgeted in the specific agency beginning in FY2007.

End User Services

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

INFORMATION TECHNOLOGY

Agency Accomplishments

- DIT developed a Construction Work in Progress program that enables the Department of Public Utilities to track project balances and manage capital project costs. Prior to this, tracking was performed manually, using a variety of information sources.
- DIT provided the statistical data and made changes to the 911 dispatch system to implement the Community-Based Policing Project, which redrew police precinct boundaries for sector policing, evenly distributing the workload over 12 sectors.
- The personal property system now includes a Vehicle Registration Withholding process, enabling the Finance Department to easily identify delinquent personal property accounts and alert the Department of Motor Vehicles. The system will prevent approximately 8,000 delinquent accounts from renewing vehicle registrations until personal property taxes are paid.
- Through the use of technology, the City has made widespread use of video presentations on its Web pages and the Mayor now sends a bi-weekly electronic newsletter, including video links, to a database of subscribers via email.

LEGISLATIVE SERVICES

Mission Statement

The mission of Legislative Services is to provide professional support to City Council in the facilitation of the City's legislative process, policy development, research and analysis. This Department also serves as a City Council resource for ensuring adopted ordinances and resolutions help to achieve the desired outcomes. A primary goal of the Legislative Services Department is to provide timely and accurate analysis for all members of City Council to support informed and effective decision making.

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | - | \$167,611 | \$312,300 | \$314,162 |
| Operating Expenses | - | 171,596 | 62,909 | 73,73694 |
| Total Expenditures | - | 339,207 | 375,209 | 387,856 |
| Total Revenues | - | - | - | - |
| Net City Costs | - | \$339,207 | \$375,209 | \$387,856 |
| Total Positions | - | 2.00 | 4.00 | 4.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets include funding for four full-time positions.
- The following two full-time positions transferred from the City Council's Office to the Department of Legislative Services: one Council Policy Analyst and one Council Administrative Project Analyst.
- This budgets also fund 96% of the cost for all full-time positions due to anticipated vacancies.

LEGISLATIVE SERVICES

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology budget.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Legislative Services | - | \$339,207 | \$375,209 | \$387,856 |
| Total Program Expenditures | - | \$339,207 | \$375,209 | \$387,856 |

Agency Program Goals

Legislative Services

- The goals of the Legislation Services Program are to: perform research on issues that may require legislative intervention; draft ordinances and resolutions and amendments to those for review by the City Attorney; draft and promote necessary amendments to State law and keep Council apprised of changes in State law; staff Council standing committees; and monitor implementation of City ordinances.

Agency Accomplishments

- Hiring a director and two policy analysts.
- Establishing processes and procedures for drafting Council papers;
- Organizing Council's State legislative agenda, drafting proposed legislation, and tracking and monitoring the status of legislation;
- Taking on lead responsibility for the docket process to facilitate the progress of papers through Council consideration.

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 is 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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$708,000 | \$948,209 | \$904,271 | \$912,497 |
| Operating Expenses | 115,790 | 140,069 | 129,600 | 141,975 |
| Total Expenditures | 823,790 | 1,088,278 | 1,033,871 | 1,054,472 |
| Total Revenues | - | - | - | - |
| Net City Costs | \$823,790 | \$1,088,278 | \$1,033,871 | \$1,054,472 |
| Total Positions | 11.00 | 11.00 | 11.00 | 11.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets fund 96% of the cost for all full-time positions.

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology.
- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.

MAYOR'S OFFICE

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Mayor's Office | \$823,790 | \$1,088,278 | \$1,033,871 | \$1,054,472 |
| Total Program Expenditures | \$823,790 | \$1,088,278 | \$1,033,871 | \$1,054,472 |

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.

Agency Accomplishments

The City of Richmond, under the leadership of Mayor L. Douglas Wilder, continued to make dramatic progress toward the Mayor's vision of a new City of the Future.

Public Safety

- Increased murder arrest rate to an outstanding 74 percent
- Reduced crime overall by 22 percent
- Forged a closer relationship with the Richmond Commonwealth Attorney, resulting in an increased conviction rate in murder cases
- Proposed a hurricane evacuation and shelter plan for local and Hampton Roads citizens
- Developed City preparedness plans to address potential Avian flu pandemic, hurricanes and disaster situations
- Reconstructed and reopened 31st and Grace Street intersection to the public after Tropical Storm Gaston caused a giant landslide in the area
- Began initial planning stages for construction of a new jail facility

MAYOR'S OFFICE

- Joined the Mayors Against Illegal Guns Coalition to promote federal lobbying efforts on curtailing the use of illegal guns

Citizen Assistance

- Redirected bus routes from Broad and Eighth Streets to increase safety, reduce traffic congestion and curtail littering at Downtown transfer sites
- Established the City's Gang Reduction and Intervention Program, a one-stop office at the Southside Community Center
- Opened a "mini-City Hall" at the Norrell Annex School in Battery Park to bring municipal services directly to residents impacted by flooding in that area
- Hired a "Senior and Special Needs Advocate" to serve seniors and promote independent, healthy and safe living environments; also published a Seniors Resource Guide (both print and online)
- Proposed a 10 percent cap on real estate tax increases
- Established the Office of Minority Business Development resource center to assist minority, emerging and disadvantaged businesses
- Eliminated fees for children and youth to use City-owned recreation centers during the summer

Community Improvement

- Developed a \$50 million infrastructure enhancement plan in the Battery Park area to address sewer system and landfill issues
- Developed a \$20 million infrastructure improvement plan in Shockoe Bottom to help eliminate longstanding flooding problems in that area
- Relocated Hispanic Liaison Office to a more convenient location to provide City services
- Increased truancy enforcement as a result of multi-disciplinary approach, including individual and family assessment, drug prevention initiatives, and aggressive case management. (The Virginia General Assembly supported the Mayor's initiative on truancy with a \$675,000 grant.)
- Established the Vacant Building Registry to address 3,200 unoccupied buildings through compliance procedures that will lead to either the sale, rehab or demolition of those properties
- Signed the Climate Protection Agreement; Richmond was declared a "cool city" by the Sierra Club
- Initiated valet and reduced-rate parking for visitors to Shockoe Slip businesses and restaurants
- Launched Early Childhood Development Initiative to promote health and safety of youth

Cost Savings

- Purchased the Marshall Street building in effort to save the City millions of dollars during the next 20 years rather than continue to pay exorbitant rent. (The City paid \$39 million in rent in the last 20 years.)
- Proposed an alternative to court renovations at the Public Safety Building, saving the City approximately \$32 million as compared to the City's original plan
- Advocated City Charter changes, approved by the General Assembly, providing for targeted appropriations and stronger accountability of City and School System spending
- Initiated program to replace stop lights with LEDS lights (use 80 percent less energy than existing lights)

MAYOR'S OFFICE

- Announced plans to dissolve the Broad Street Community Development Authority and establish a parking management operation
- Announced the Richmond Supply Schedule to streamline the City's procurement practices
- Sold hundreds of unnecessary vehicles in the City's fleet and recalled City gas cards
- Reduced the City's inventory of Blackberrys and cell phones

Economic Development

- Influenced Fortune 500 company, MeadWestvaco, to choose Downtown Richmond for permanent headquarters
- Closed on a \$150 million financing program to provide initial funding for a variety of "City of the Future" projects, including the renovation of the Carpenter Center and technology resources at the City's public library
- Announced the mixed-income, mixed-use housing community of Jackson Place, as the first phase of Jackson Ward revitalization
- Secured advertising agency RightMinds as tenant of the upper

MINORITY BUSINESS DEVELOPMENT

Mission Statement

The mission of the Office of Minority Business Development (formerly known as the Office of Minority Business Enterprise) is to facilitate, produce and advance opportunities that enable minority, disadvantaged, and emerging businesses to successfully participate in the full array of contracting opportunities available in the City.

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | - | \$400,283 | \$414,363 | \$418,151 |
| Operating Expenses | - | 36,786 | 27,483 | 28,301 |
| Total Expenditures | - | 437,069 | 441,846 | 446,452 |
| Total Revenues | - | - | - | - |
| Net City Costs | - | \$437,069 | \$441,846 | \$446,452 |
| Total Positions | - | 5.00 | 5.00 | 5.00 |

Agency Highlights

The FY2008 & FY2009 Budgets Include

Personnel

- The budgets fund 100% of the cost of all full-time positions.

Operating

- The budgets remove funding for certain new equipment purchases (such as computers and other various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.
- The budgets reflect the transfer of all costs for telephone services to the Department of Information Technology budget.

MINORITY BUSINESS DEVELOPMENT

Agency Program Goals

Minority Business Enterprise

- The goal of the Minority Business Development 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.

Agency Accomplishments

- Ten minority businesses were awarded contracts as prime contractors in FY2006, which represents a 40 percent increase from FY2005.
- In FY2006, Office of Minority Business Development (OMBD) registered 122 new businesses that received guidance, instruction and support services, representing a 22 percent increase in new registrations as compared to FY2005.
- OMBD participation on non-construction projects increased from 8 percent to 19 percent during FY2006.
- The OMBD unveiled the City's Multi-Cultural Business Resource Center, a one stop center that is available for individuals and businesses at all stages of development and includes resources to help with starting, financing, growing, and marketing businesses.
- The OMBD made it easier for local businesses to prequalify to work on the Hilton Project by screening and forwarding 15 prequalification forms and/or resumes to ECI Development Services and the Whiting-Turner Contracting Company. This unique partnership was well received by the local minority and emerging business communities.
- The OMBD partnered with Philip Morris USA and its general contractor Hourigan Construction Corporation for the purpose of identifying and increasing the number of minority firms selected to work during the construction phase of the downtown research center. Rita Henderson served as the City's liaison on Philip Morris USA's advisory panel established to help with the development of pre-qualification criteria for the selection process.

PRESS SECRETARY'S OFFICE

Mission Statement

The Office of the Press Secretary to the Mayor serves as the media relations conduit between the executive branch of City government and the public. The Office is the primary contact for the news media and serves as public relations advisor to the Mayor and Chief Administrative Officer.

General Fund Budget

| Description | Actual FY2005 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$406,467 | \$453,485 | \$475,302 | \$480,363 |
| Operating Expenses | 91,797 | 137,128 | 112,606 | 120,659 |
| Total Expenditures | 498,264 | 590,613 | 587,908 | 601,022 |
| Total Revenues | - | - | - | - |
| Net City Costs | \$498,264 | \$590,613 | \$587,908 | \$601,022 |
| Total Positions | 7.00 | 7.00 | 7.00 | 7.00 |

Agency Highlights

The FY2008 and FY2009 Budget Include

Personnel

- The budgets fund 96% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology.

PRESS SECRETARY'S OFFICE

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|--------------------------|---------------------------|----------------------------|----------------------------|
| Communications, Media Relations and Marketing | \$498,264 | \$590,613 | \$587,908 | \$601,022 |
| Total Program Expenditures | \$498,264 | \$590,613 | \$587,908 | \$601,022 |

Agency Program Goals

Communications, Media Relations and Marketing

- The Department's primary goals are to promote (1) public awareness of issues relating to the City Administration; (2) make the public more aware of available municipal services and programs and how to access them, and (3) to market the City's attributes as an organization and a community.

Agency Accomplishments

In an ongoing attempt to keep the citizenry informed relating to municipal operations, the Office produces a broad variety of communications materials that includes press releases, newsletters, brochures, annual reports and other publications. The Office also informs the public through the City's website www.RichmondGov.com and its government access cable channel (Channel 17).

In FY2007, the department's accomplishments included:

- City of Richmond FY06-FY07 biennial report (in development)
- City's OMBD 2006 annual report
- City Connections newsletter (issued quarterly)
- Visions e-newsletter (biweekly)
- Set up numerous events, including recognition programs, press conferences, mayoral addresses, etc.

PRESS SECRETARY'S OFFICE

Agency Accomplishments

- Development of numerous brochures, press releases, fact sheets, position papers, and other printed items
- Weekly calendar of media topics
- Coordinate activities among communication staffers of different City departments
- Produce a variety of videos, public service announcements and other broadcast messages
- Manage programming on City's government channel, Channel 17
- Maintain City's website, especially the main page
- Maintain City's intranet, StarNET
- Manage City Hall lobby broadcast system
- Manage City Voices, the City's primary speakers bureau
- Prepare mayoral proclamations
- Conduct public relations program, including tours of City Hall
- Prepare daily media summary, maintain archives
- Assist citizens in need of public information

PROCUREMENT SERVICES

Mission Statement

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

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$1,082,706 | \$776,197 | \$967,125 | \$974,529 |
| Operating Expenses | 183,738 | 149,898 | 439,898 | 139,898 |
| Total Expenditures | 1,266,443 | 926,095 | 1,407,023 | 1,114,427 |
| Total Revenues | 1,165 | 12,000 | 2,100 | 2,100 |
| Net City Costs | \$1,265,277 | \$914,095 | \$1,404,923 | \$1,112,327 |
| Total Positions | 18.00 | 13.00 | 16.00 | 16.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets fund 96% of the cost for all full-time positions due to anticipated vacancies.
- As part of the CFO's reform initiative, employees in the Contracts Administration program in FY2007 have merged into the Solicitation Processing program in the FY2008 and FY2009 proposed budgets.
- The budgets has a net increase of three FTEs. Two Administrative Program Support Assistant positions and one Contracts Administrator position were added to the Department of Procurement Services to assist in the financial reform initiatives.
- In FY2006 the Office of Minority Business Development was a part of Procurement Services. In FY2007 the Office of Minority Business Development became a separate agency.

PROCUREMENT SERVICES

Operating

- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-departmental and expended by a Master Leasing Agreement.
- The budget reflects the transfer of all costs for telephone services to the Department of Information Technology budget.
- The FY2008 proposed budget includes \$300,000 in funding to support the CFO's reform initiative. This is a one time expenditure in FY2008 and is not included in the FY2009 proposed budget.

Revenues

- A budgeted decrease of \$9,900 from FY2007 in miscellaneous service charges, the sale of salvage material, and application fees. The reduction in revenue is primarily due to FY2007 trends.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|--------------------------|---------------------------|----------------------------|----------------------------|
| Procurement Services/Administration | \$308,206 | \$297,232 | \$512,400 | \$213,137 |
| Solicitation Processing | 423,249 | 501,714 | 894,623 | 901,290 |
| Contracts Administration | 131,878 | 127,149 | - | - |
| MBE Administration | 403,109 | - | - | - |
| Total Program Expenditures | \$1,266,442 | \$926,095 | \$1,407,023 | \$1,114,427 |

Agency Program Goals

Procurement Services

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

PROCUREMENT SERVICES

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.

Agency Accomplishments

The Department of Procurement Services is currently undergoing extensive reorganization, process reengineering and improvement, and facilitating internal staff development resulting from the CFO's reform initiative. Some of the agency's recent accomplishments include:

The development of the Richmond Supply Schedule Initiative.

- This schedule serves as a tool for purchasing commonly used goods and services that will meet the demand of City agencies and departments in a more timely and cost effective manner.

Internal and external customer training workshops.

- Procurement Services held several technical workshops in the City of Richmond Council Chambers, inviting the minority community to participate in a training session which focused on the Request for Proposal (RFP) process.
- Procurement Services conducted outreach workshops that focused on the City's majority contractors and minority emerging small business community.
- Procurement Services launched several interagency reform training sessions. These training sessions were designed to inform and train City agencies of revised and improved procurement policies and procedures. Phase I workshops were Emergency and Sole Source procurements. Phase II of the reform training will cover the Methods of Procurement.

Staff Development.

- 80% of the Procurement Services staff have earned certifications awarded by the State of Virginia (Virginia Contracting Officer) or the Universal Public Purchasing Certification Council (UPPCDCV) as Certified Professional Public Buyers. The remaining staff are currently enrolled in various certification classes scheduled for completion in FY2007.

REAL ESTATE SERVICES

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Personnel | \$237,633 | \$292,427 | \$373,097 | \$377,041 |
| Operating Expenses | 35,910 | 32,084 | 44,560 | 49,752 |
| Total Expenditures | 273,543 | 324,511 | 417,657 | 426,793 |
| Total Revenues | 700,026 | 425,429 | 133,130 | 133,130 |
| Net City Costs | (\$426,483) | (\$100,918) | \$284,527 | \$293,663 |
| Total Positions | 3.00 | 4.00 | 5.00 | 5.00 |

Agency Highlights

The FY2008 & FY2009 Budgets Include

Personnel

- The budgets fund 96% of the cost of all full-time positions due to anticipated vacancies.
- The budgets include the addition of one FTE for a Business Management Officer.

Operating

- The budgets remove funding for certain new equipment purchases (such as computers and other various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.
- The budgets reflect the transfer of all costs for telephone services to the Department of Information Technology budget.

REAL ESTATE SERVICES

Revenues

- The budgets reflect the removal of Richmond Public Schools rent payments to the General Fund.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Real Estate Services | \$273,543 | \$324,511 | \$417,657 | \$426,793 |
| Total Program Expenditures | \$273,543 | \$324,511 | \$417,657 | \$426,793 |

Agency Program Goals

Real Estate Services

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

Agency Accomplishments

- Real Estate Services generated a total of \$3,775,027 in revenue for the City in 2006.
- RES collected a total of \$908,835 in rent on City-owned property
- A total of \$938,991 was collected in rent from Telecommunication leases.
- Total revenue generated from sale of City-owned property \$623,779.
- A total of 50 tax sale properties were sold, resulting in revenue of \$1,303,422 to the City.
- Delinquent Tax collected as a result of sales \$721,963



PUBLIC SAFETY & JUDICIARY



PUBLIC SAFETY & JUDICIARY

EMERGENCY MANAGEMENT

Mission Statement

Our mission is to plan, prepare for and mitigate emergencies; educate the public on preparedness; coordinate and support responses to and recovery from emergencies; collect and disseminate critical information; and seek and obtain funding and other aid in support of the overall preparedness of the City of Richmond.

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | - | - | \$438,436 | \$509,874 |
| Operating Expenses | - | - | 119,500 | 119,500 |
| Total Expenditures | - | - | 557,936 | 629,374 |
| Total Revenues | - | - | - | - |
| Net City Costs | - | - | \$557,936 | \$629,374 |
| Total Positions | - | - | 6.00 | 8.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The FY2008 budget proposes funding for six full-time positions and eight positions in FY2009.
- The following three positions transferred from the Department of Fire and EMS: an Emergency Services Coordinator; Deputy Director II; and an Administrative Program Support Assistant.
- This budgets also fund 96% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology budget.

EMERGENCY MANAGEMENT

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Emergency Management | - | - | \$557,936 | \$629,374 |
| Total Program Expenditures | - | - | \$557,936 | \$629,374 |

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Special Fund | \$652,671 | \$750,000 | \$1,450,000 | \$1,450,000 |

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

Agency Program Goals

Response & Recovery

- Manage the emergency response systems.
- Provide responders with information and resources.
- Build and maintain financial, legal and social systems to recover.

Vulnerability Reduction/Mitigation

- Identify and protect critical infrastructures and key assets.
- Manage threats and augment defenses.
- Balance benefits of mitigating risk against economic costs.
- Diminish infringements on citizen and business interests.

EMERGENCY MANAGEMENT

Agency Program Goals

Prevention

- Detect and deter potential emergencies.
- Identify prevention strategies and reduce the threats they pose.
- Create partnerships with citizens and businesses.

Agency Accomplishments

- The Office of Emergency Management (OEM) is in its second full year of operation and has expanded its operational capabilities by hiring additional staff to support emergency preparedness objectives for the City of Richmond. In 2005, OEM developed 10 key objectives to enhance the City of Richmond's ability to respond to a disaster. \$1,096,000 in Emergency Preparedness & Homeland Security funding was utilized by OEM to support these project objectives.
- The U. S. Department of Homeland Security conducted a review of the City of Richmond's Emergency Operations Plan during March 2006. Overall, the EOP was rated "Partially Sufficient" on adequacy and "Partially Sufficient" on acceptability. Of the five cities participating in the review, the City of Richmond received an overall "Sufficient" rating in the adequacy, feasibility and acceptability of the EOP (see attachments).
- Leadership Role in Emergency Management a. The City of Richmond's Office of Emergency Management has been recognized nationally and statewide for its emergency preparedness efforts. b. The Office of Emergency Management chairs the Public Safety Cluster which is comprised of the Departments of Fire and Emergency Services, Police, Sheriff's Office, Richmond Ambulance Authority, and Office of Emergency Management. One of the objectives is to implement programs to insure interoperability between the departments in the Public Safety Cluster. c. The Director of Emergency Management serves as the region's representative on the Virginia Emergency Management Association Board. d. The Director of Emergency Management served as guest lecturer for the L. Douglas Wilder School of Government, Homeland Security and Emergency Preparedness Program.
- Emergency Operations Command Vehicle a. Through efforts of the Office of Emergency Management, the City of Richmond has a state-of-the-art Emergency Command Vehicle. In the event of a major incident in the City of Richmond, the emergency command vehicle can be deployed to support that incident. The mobile command unit is capable of supporting unified command efforts by providing information and interoperability systems support such as satellite phones, radios, video conferencing, and telephones in addition to other information technology solutions.
- Development of City's Emergency Operations Plan (EOP) a. Last updated in December 2005, the current EOP is in the process of being finalized in compliance with the National Response Plan, and realities surfaced by the September 11, 2001 terrorist attacks. The final EOP will determine how the city will perform during an event.

EMERGENCY MANAGEMENT

Agency Accomplishments

- This guide is the basis for equipment needs and training, and will assist with the reimbursement process of an incident or event. The city's EOP is a fluid document that will be reviewed quarterly for adjustments and modifications. The EOP is comprised of 16 Emergency Response Functions (ESF's), support and incident annexes, and important contact information. b. All Emergency Support Functions were instructed through the Disaster Planning Committee on November 17, 2005 to upgrade their ESF plans and to have them submitted to OEM by December 2005. This objective was accomplished and OEM finalized the plan in June 2006.
- Development of the Regional All-Hazards Mitigation Plan (AHMP) a. The OEM provided assistance to the Richmond Regional Planning District Commission for the development of the AHMP, which identifies City hazard vulnerabilities to include floods, winter storms, high winds/tornadoes, earthquakes, land subsidence, and fire hazards, based on hazard profile and history of past incidents. It also describes the City's legal authority for pursuing measures to mitigate the impacts of natural hazards. The ultimate purpose is to identify feasible solutions for the identified hazards/problems. The Plan has been reviewed by the Virginia Department of Emergency Management and has been forwarded to the Federal Emergency Management Agency for review. The Plan was adopted by the City of Richmond in March of 2006, and approved by FEMA in April 2006.
- Training and Development of Community Emergency Response Teams (CERT) a. The CERT program trains citizens and local businesses in the Richmond community in preparation for disasters and terrorism. The program has proven very successful as it trained 112 people in 2005. So far in 2006, 138 people have taken the CERT training, for a total of 250. We have also trained 27 state employees who work in the City, for a current grand total of 277.
- Established Pacts for Disaster and Emergency Response a. Nationally, the City of Richmond entered into a 5 City Pact to provide help and assistance or to receive help and assistance during a declared emergency or disaster with Baltimore, MD; Trenton, NJ; Philadelphia, PA; and Pittsburgh, PA. b. The Office of Emergency Management has established three additional agreements in the Commonwealth: "Surf & Turf 2-City Mutual Aid Agreement" with the City of Norfolk, and emergency pacts with the Cities of Charlottesville and Roanoke

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 these services in a prompt, courteous, professional manner, consistent with the high standards of City Administration.

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Personnel | \$30,843,750 | \$31,951,533 | \$33,211,162 | \$34,975,296 |
| Operating Expenses | 4,772,380 | 4,828,557 | 4,908,139 | 4,877,024 |
| Total Expenditures | 35,616,130 | 36,780,090 | 38,119,301 | 39,852,320 |
| Total Revenues | 63,971 | 49,500 | 41,000 | 41,000 |
| Net City Costs | \$35,552,159 | \$36,730,590 | \$38,078,301 | \$39,811,320 |
| Total Positions | 426.00 | 427.00 | 427.00 | 427.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The increase of three civilian full-time positions were approved by the Chief Administrative Officer in FY2007. The positions are: one Project Management Analyst, one Business Analysis Manager, and one Administrative Support Representative.
- Personnel salary and benefits for the Office of Emergency Management was transferred from the Department of Fire and EMS's budget to the Department of Office of Emergency Management.
- This budgets also fund 97% of the cost for all full-time positions due to anticipated vacancies.

FIRE & EMERGENCY SERVICES

Operating

- The budgets include funding to replace firefighting hoses and firefighting equipment; turnout gear which includes coats, pants, boots, and suspenders; and final payment for the Self Contained Breathing Apparatus (SCBA) equipment purchased over four years beginning in FY2006.
- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement. This Agreement supports purchases for: six automatic defibrillators; eight auto pulses; four push mowers and two tractors; replacement of 30 computers in 20 fire stations; and \$250,000 for final payment of the Records Management System (RMS).
- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology budget.

Revenues

- The revenue budget projects to generate \$41,000 from the following sources: fire prevention permits, James River use permits, and miscellaneous fire fees.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Fire Prevention | \$1,394,993 | \$1,865,611 | \$1,725,874 | \$1,775,912 |
| Fire Training | 1,861,329 | 674,055 | 1,018,097 | 1,066,412 |
| Fire Suppression | 31,200,643 | 32,651,344 | 33,925,088 | 35,524,170 |
| Fire Administration | 989,500 | 1,249,790 | 1,450,242 | 1,485,826 |
| Emergency Management | 169,665 | 339,290 | - | - |
| Total Program Expenditures | \$35,616,130 | \$36,780,090 | \$38,119,301 | \$39,852,320 |

FIRE & EMERGENCY SERVICES

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Capital Improvement Plan | \$100,000 | \$850,000 | \$750,000 | \$1,800,000 |
| Special Fund | \$780,864 | \$1,367,513 | \$715,000 | \$800,000 |

Please refer to the Capital Improvement Plan & Special Fund sections in this document for details.

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.

FIRE & EMERGENCY SERVICES

Agency Accomplishments

- **New Water Safety Unit:** The Richmond Fire Department placed a new water rescue unit into service in January 2006. This unit has greatly increased the capabilities and effectiveness of the City of Richmond's only water rescue team. The new unit is designated Water Rescue 1 and is often seen pulling a trailer with boats. Members of this team are firefighters who receive additional special water and SCUBA training. Water Rescue 1 is housed at Fire Station 1, located at 308 North 24th Street.
- **Home Heating Safety Program:** Fire Chief Robert A. Creecy initiated a Home Heating Safety Campaign in 2005 to try to combat alternative home heating fires. In 2004, two city residents died, and several others lost their homes from alternative heating fires. This campaign encouraged residents to work with their neighborhood firefighters to identify and eliminate potential fire hazards in their home. The campaign offered a "Safety Stick" (a plastic walking stick in bright colors embossed with our fire safety message on two sides and a yardstick scale on another) for those participating in the program. Mayor Wilder picked up a pink "Safety Stick" and hundreds of other city residents also received a "Safety Stick". City residents working with the fire department made the program a huge success with only one residential fire from alternative heating. If you did not get a "Safety Stick" it is still not too late, call 646-1526 to schedule a Home Safety Survey and receive a "Safety Stick".
- **Richmond Receives Grant to Improve Fire Prevention Efforts:** The Richmond Department of Fire and Emergency Services received a \$512,000 grant from the Department of Homeland Security - Assistance to Firefighters Fund to improve fire prevention efforts in the City of Richmond. This grant was a safe community initiative developed to reduce fire related deaths, injuries, and property loss by enhancing our ability to eliminate practices and conditions that pose unnecessary risks to the community. The program will provide company officers with training so they can perform fire safety inspections and public fire safety education programs within their local communities. Fire company officers are out in their community every day and with this advanced training, they will be able to recognize and address potential fire safety issues before they become a danger to the community.
- **Fire Department Wins 2005 Governor's Award:** The Richmond Fire Department received the Governor's 2005 Virginia Fire Services Award for Outstanding Fire Department Response for our performance at the Loving's Produce fire on July 13, 2005. Richmond Fire Chief Robert A. Creecy said "I am extremely proud of the men and women of this department who worked together as a team to address the major challenges of this incident and avert disaster..."
- **Village Fire Company:** In 2005, Fire Chief Robert A. Creecy created the "Village Fire Company" concept that is currently being embraced by the Richmond Fire Department. In the past, a small village had one fire station. This was the only fire station in the village and if you have a problem this was where you went for help. The local fire station was an integrated member of the community and performed a number of different functions in addition to being available for emergencies.

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Personnel | \$6,035,655 | \$6,618,575 | \$7,448,765 | \$7,492,167 |
| Operating Expenses | 1,544,514 | 1,707,265 | 1,080,156 | 1,028,485 |
| Total Expenditures | 7,580,168 | 8,325,840 | 8,528,921 | 8,520,652 |
| Total Revenues | 10,603,207 | 10,462,806 | 10,891,860 | 11,055,783 |
| Net City Costs | (\$3,023,039) | (\$2,136,966) | (\$2,362,939) | (\$2,535,131) |
| Total Positions | 109.00 | 113.50 | 128.50 | 128.50 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets reflect a 4% State-supported salary increase granted during FY2007 for fifty-five full-time positions for the Circuit Court employees.
- Funding is included to support the Adult Drug Court's contracted services for three certified counselors: one contracted with the Richmond Behavioral Health Authority (RBHA) and two with Dr. Gregory Pleasants who specializes in substance abuse addiction.
- This budgets also fund 96% of the cost for all full-time positions due to anticipated vacancies.

JUDICIARY

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology budget.
- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.

Revenues

- The FY2008 budget includes a 4% increase in State reimbursements for salary and benefit costs for employees of the Commonwealth Attorney's Office and the Circuit Court.
- Additional Judiciary revenue sources are received and generated by court fines and fees. The Adult Drug Court receives \$232,000 of revenue funds administered by the Executive Secretary of the State Supreme Court.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Commonwealth Attorney | \$4,244,974 | \$4,596,284 | \$4,623,504 | \$4,687,216 |
| Special Magistrate | 49,051 | 46,510 | 45,921 | 46,708 |
| Circuit Courts | 3,084,137 | 3,262,557 | 3,247,812 | 3,225,549 |
| Criminal Court | 14,987 | 35,079 | 16,696 | 16,954 |
| Manchester Court | 33,803 | 38,593 | 19,191 | 19,831 |
| Traffic Court | 51,701 | 76,233 | 58,585 | 59,848 |
| Civil Court | 85,921 | 84,339 | 83,898 | 77,406 |
| Adult Drug Court | 15,595 | 186,245 | 433,314 | 387,140 |
| Total Program Expenditures | \$7,580,169 | \$8,325,840 | \$8,528,921 | \$8,520,652 |

JUDICIARY

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Capital Improvement Plan | \$12,672,000 | - | - | - |
| Special Fund | \$2,447,851 | \$2,223,170 | \$1,592,413 | \$1,172,310 |

Please refer to the Capital Improvement Plan & Special Fund sections in this document for details.

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.

JUDICIARY

Agency Accomplishments

Richmond Circuit Court Clerk's Office Accomplishments:

- Criminal Cases Commenced 8,281
- Civil Cases Commenced 5,619
- Criminal Cases Concluded 6,016
- Civil Cases Concluded 5,308
- Wills/Estates Initiated 953
- Judgments/Admin Liens/Notices Recorded 28,228
- Deeds Recorded 44,911
- Financing Statements Recorded 217
- Assumed Name Certificates 1,315
- Marriage Licenses Issued 1,697
- Notaries Qualified 950
- Concealed Handgun Permits Issued 434
- Fines, costs and fees in the amount of \$7,938,415.62 were received for the calendar year 2006.

The Richmond Adult Drug Treatment Court Program Accomplishments:

- One of the largest drug courts in Virginia, with a capacity of 75 to 100 participants
- Participants are gainfully employed and paying taxes, the employment rate for Richmond Adult Drug Court participants typically ranges from 90-95%
- Participants are drug tested a minimum of three (3) times a week, including weekends and holidays. During FY06, participants submitted 15,075 urine tests. Of this total, only 3% of screens submitted by the participants were positive for drug use.
- Participants attend five substance abuse treatment group sessions a week - three with drug court clinicians and two Narcotics Anonymous meetings
- Participants had been addicted to heroin or cocaine approximately nine years, but must be drug free for 12 months to graduate
- Participants had, on average, nine prior non-violent criminal convictions, but remain crime free while in the program and after they graduate
- Participants perform community service, saving the City of Richmond approximately \$850-\$1,500 per month
- Approximately 25 participants a year graduate from the drug court
- Criminal charges are not reduced or dismissed upon graduation
- The felony recidivism rate for persons who graduated from the adult drug court is 25.42% and 3.39 for misdemeanor recidivist graduates. Given the extensive histories of our participants, (the average RADTCP participant has nine prior felony convictions) 74.42% of drug court graduates not committing additional felony offenses after drug court completion is cause for celebration.
- Drug court participants stay in treatment longer and have higher program completion rates than other criminal justice involved addicts who voluntarily enter substance abuse treatment. Lower recidivism rates correlate with longer periods of retention in drug treatment. Data collected from the Study of Virginia Drug Courts revealed the retention rate of the Richmond Adult Drug Court to be 62.25%
-

JUDICIARY

Agency Accomplishments

- There are also cost benefits associated with the drug court program. Placement of offenders in drug court programs costs the community approximately \$3000-\$5000 per participant, whereas to incarcerate an individual in the Richmond City Jail can cost the public anywhere of \$18,666-\$39,686 per year for an offender. The majority of the participants assigned to Richmond Adult Drug Court are probation violators and without the program as an alternative would be incarcerated. Thus, the program provides a savings of \$1,399,950-\$2,976,450 annually.
- Additionally, each year over 1,000 drug-dependent babies are born in Virginia. Most drug-exposed babies have low birth weights and health costs totaling \$6,200 per birth. Long-term treatment for women enrolled in drug court allows for the delivery of drug-free babies and health costs for normal weight babies averages \$1,600. Approximately three (3) drug-free babies are born to program participants yearly.

JUDICIARY

Commonwealth Attorney's Office

Mission Statement

The mission of the Commonwealth's Attorney's Office is to aggressively pursue criminal offenders in the City of Richmond. The Office emphasizes a multi-faceted approach to crime by targeting the violent predators who seek to undermine our society while tempering the sword of justice with those youthful, non-violent offenders that are capable of rehabilitation and continued contribution to our community.

The Commonwealth Attorney's Office budget totals are inclusive within the Judiciary Agency.

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$3,375,124 | \$3,726,838 | \$4,379,249 | \$4,401,968 |
| Operating Expenses | 869,850 | 869,446 | 244,255 | 285,248 |
| Total Expenditures | 4,244,974 | 4,596,284 | 4,623,504 | 4,687,216 |
| Total Revenues | 2,418,487 | 2,368,861 | 2,630,860 | 2,634,783 |
| Net City Costs | \$1,826,487 | \$2,227,423 | \$1,992,644 | \$2,052,433 |
| Total Positions | 55.00 | 55.00 | 67.00 | 67.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets reflect a 4% State-supported salary increase granted during FY2007 for fifty-five full-time positions along with \$610,000 of salary supplement to positions funded by the Virginia State Compensation Board.
- Twelve grant funded full-time positions transferred from the special fund to the general fund in order to continue programmatic services for Project Safe Neighborhoods, Project Sentry, and Domestic Violence programs.
- This budgets also fund 96% of the cost for all full-time positions due to anticipated vacancies.

JUDICIARY

Commonwealth Attorney's Office

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology budget.
- Funding in FY2008 for \$10,000 will be budgeted in Non-Departmental and expended by a Master Leasing Agreement for a John Marshall Courtroom 48-Port Network Switch.

Revenues

- The FY2008 budget includes a 4% increase in State reimbursements for salary and benefit costs compared to the FY2007 adopted budget.

Agency Program Services

Project Safe Neighborhoods/EXILE

- The Office successfully targets and zealously prosecutes repeat offenders involved with firearms and narcotics. Problem defendants are identified through intensive discussions with specialized narcotics and gun units in the Police Department, as well as with our Federal partners. These cases receive specialized attention from a team of Exile prosecutors who take these matters to trial rather than strike plea deals on lesser offenses. The Office also continues to train and provide cross-designated Special Assistant United States Attorneys to the Federal Government for the prosecution of cases in the Federal Courts.

Project Sentry

- The Office has devoted greater resources to the Juvenile Justice system, by assigning more experienced lawyers who possess the depth of knowledge needed to separate the serious felony offenders from those juveniles that are capable of rehabilitation. In doing so, the Office is addressing the dual need of aggressively prosecuting those youth that pose serious risk to our Community while recognizing and providing resources to those youth who are capable of, and demonstrate a desire to change.

Domestic Violence

- Domestic violence is a top priority for the Office. All cases involving domestic violence are aggressively reviewed and prosecuted, despite frequent opposition from the original complaining victim. The special attention required by these cases has been made possible only through the increased resources assigned to the Domestic Relations Courts.

JUDICIARY

Commonwealth Attorney's Office

Agency Program Services

CAPS (Community Assisted Public Safety)

- The Office has doubled the number of prosecutors assigned to the CAPS program and aggressively prosecuted the nuisance crimes such as graffiti and animal abuse that plague citizens quality of life. Moreover, the Office has expanded the CAPS program to include a designated "Drug House" prosecutor to aide citizens in rooting out dealers and complicit landlords who allow narcotics distribution to infiltrate our City's neighborhoods and communities. In the coming year, the Office anticipates expanding this effort to target houses of prostitution.

GRIP (Gang Reduction and Intervention Program)

- In partnership with the Attorney General's Office and other law-enforcement agencies, the Office has established a Gang Unit to identify, prosecute, and seek enhanced penalties for members of violent street gangs. To date, dozens of gang members have been identified and have or will be subjected to the enhanced criminal penalties associated with their activity.

Sector Prosecutors

- In cooperation with the Police Department, the Office has implemented a Sector Prosecution Program, whereby each of the City's twelve sectors is represented by one or more Assistant Commonwealth's Attorneys. Each of these attorneys is responsible for establishing contact and coordinating with citizen groups, community leaders, and law enforcement officers associated with the sector to better coordinate law enforcement activities and prosecutions. The Sector Prosecution Program has greatly increased the effectiveness of the Court Watch program by citizens, led to more informed prosecutions, and has significantly improved relations between the police and prosecutors.

Agency Accomplishments

- In 2006 alone, the Commonwealth's Attorney Office handled 2,600 felony offenses - a number significantly higher than the preceding year. No jurisdiction in the Commonwealth handled a higher number of homicides and violent felonies than Richmond. Moreover, Richmond was plagued with several particularly complicated homicides involving multiple victims that were successfully prosecuted under intense scrutiny.
- The Office has also reaped significant benefits from revitalized relationships with the Police Department, Federal agencies such as ATF, DEA, and the US Attorney, as well as partnerships with our neighboring jurisdictions of Henrico and Chesterfield Counties.

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.

In FY2006 the department's name change signaled a renewed focus by the City to expand outreach programming that targets adult offenders and their families.

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$5,589,598 | \$6,345,545 | \$6,340,552 | \$6,415,879 |
| Operating Expenses | 962,668 | 791,582 | 763,889 | 773,754 |
| Total Expenditures | 6,552,266 | 7,137,127 | 7,104,441 | 7,189,633 |
| Total Revenues | 2,178,481 | 1,898,735 | 1,911,892 | 1,940,392 |
| Net City Costs | \$4,373,785 | \$5,238,392 | \$5,158,706 | \$5,215,399 |
| Total Positions | 102.25 | 121.50 | 128.51 | 128.51 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets fund 96% of the cost for all full-time positions due to anticipated vacancies.
- In FY2007 funding was added to Justice Service's budget to support the creation of five Pre/Post-trial Probation Officers and one Senior Pre/Post-trial Probation Officer to enhance Community Correction programming. Although this funding was included in the FY2007 budget, the actual number of positions were not included in Justice Services' adopted FY2007 personnel count. As such, these six positions are reflected in Justice Service's FY2008 and FY2009 proposed personnel counts.

JUSTICE SERVICES

Personnel

- In FY2007 a Community Service Representative position was transferred from the Department of Justice Services to the Office of the Deputy Chief Administrative Officer for Human Services.
- In FY2007 the Systems Operation Analyst position was located in Justice Service's special fund budget. This position will now be funded in Justice Service's general fund budget.
- The budgets reflect the transfer of a Program Manager to the Department of Economic Development.
- In FY2007 one Social Work Specialist was split 80% to the Department of Social Services and 20% to the Department of Justice Services. In FY2007, this 20% was not reflected in Justice Service's personnel count. The proposed FY2008 and FY2009 budgets includes funding for this Social Work Specialist at 100%.
- The budgets reflect the addition of an Intake Clerk. This position will assist in the agency's pretrial investigation services in response to jail overcrowding.

Operating

- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-departmental and expended by a Master Leasing Agreement.
- The budgets reflect the transfer of all costs for telephone services to the Department of Information Technology budget.

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Special Fund | \$795,358 | \$2,015,237 | \$1,973,220 | \$1,895,785 |

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

JUSTICE SERVICES

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|------------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Administration | \$648,699 | \$731,372 | \$857,571 | \$866,533 |
| Criminal Justice Services | 64,800 | 346,712 | 381,555 | 383,927 |
| Juvenile Drug Court | 53,868 | 54,205 | 115,810 | 117,422 |
| Outreach Phase I | 33,510 | 25,645 | - | - |
| Parole Surveillance | 69,951 | 60,580 | - | - |
| Secure Detention Operations | 3,671,209 | 3,492,913 | 3,410,396 | 3,463,116 |
| Community Service | 103,609 | 82,324 | 92,895 | 94,061 |
| Specialized Services | 26,275 | 28,550 | 170,053 | 170,053 |
| Outreach Program | 349,584 | 389,152 | 416,695 | 419,963 |
| Community Monitoring | 131,450 | 129,418 | 109,199 | 110,288 |
| Diversion Program | 880,889 | 1,049,265 | 985,241 | 993,213 |
| Therapeutic Day | 45,411 | 55,146 | 59,409 | 60,152 |
| Cultural Enrichment | 15,423 | 10,661 | 50,688 | 51,027 |
| Oasis House | 49,612 | 30,346 | - | - |
| In Home Services | 225,064 | 503,619 | 245,000 | 247,970 |
| Aftercare | 55,630 | 35,595 | 20,602 | 20,602 |
| Functional Families | 127,282 | 111,624 | 114,647 | 115,720 |

JUSTICE SERVICES

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Young Offender Initiative | - | - | 74,680 | 75,587 |
| Total Program Expenditures | \$6,552,266 | \$7,137,127 | \$7,104,441 | \$7,189,634 |

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 provide criminal justice analysis, increase public safety data coordination among relevant city agencies, and increase the utilization of the pre-trial and probation services by the courts to reduce jail bed days.

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 community-based supervision for parole youth that are being released from the State Department of Juvenile Justice Services to help with their transition back into the community and determine future delinquency and improved functioning in school, home, and the community.

Outreach Phase I

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

Intensive Supervision

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

JUSTICE SERVICES

Agency Program Goals

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.

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 educational, social, and behavioral intervention services to those individuals that are at risk for hospitalization or out of home placement because of conflict with family, school, or the community.

Aftercare

- Aftercare is a program designed to provide family support and identify additional resources that will assist the families stepping down from intensive in-home services.

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.

Young Offender Initiative

- The goal of the Young Offender Initiative is to provide intensive case management and community support for youth under the age of fourteen at the time of adjudication for delinquency.

Family Support

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

JUSTICE SERVICES

Agency Program Goals

Specialized Services

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

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.

Functional Families

- The goal of Functional Families 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 that their placement in either the detention center or a state correctional center is avoided.

Agency Accomplishments

- The reorganization of the Juvenile Drug Court management;
- The development of department strategies to support the “Mayor’s 2020 Vision”;
- The development of a new management structure for the Adult Pretrial and Probation Services (The program was formally managed by a private vendor);
- The receiving of funds to expand the staff of the Pretrial and Probation Program;
- The establishment of a Senior Pre-trial Officer whose primary duties are to oversee new established evening/night operations which should reduce the inmate population in the jail;
- The development of procedures to increase the level of collected supervision fees. (During July and December the Agency and City noted a 40% increase over the previous month);
- The reallocation of an FTE which allowed the Department to hire a Program Coordinator for the Adult Programs;
- The receiving of continued funding for CORTIP (City of Richmond Truancy Intervention Program). This program has reduced the level of unexcused absences at Albert Hill and Thompson Middle Schools;
- The receiving of a three-year certification from the State Department of Justice Services for the Richmond Detention Center;
- The receiving of funding for the Department’s GILS (Graduated Intervention Levels System) data system;
- The receiving of funding from the Deputy Chief Administrative Officer for Human Services to hire staff which led to the establishment of a truancy Family Assessment Planning Team (FAPT);
- The development of a partnership with Virginia Commonwealth University to assess and evaluate the programs being offered by the Department;
- The publishing of a Department Annual report.

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$100,422 | \$101,359 | \$106,205 | \$106,883 |
| Operating Expenses | 218,756 | 376,692 | 276,173 | 282,248 |
| Total Expenditures | 319,178 | 478,051 | 382,378 | 389,131 |
| Total Revenues | 15,649 | 19,100 | 18,300 | 18,300 |
| Net City Costs | \$303,529 | \$458,951 | \$364,078 | \$370,831 |
| Total Positions | 2.00 | 2.00 | 2.00 | 2.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets fund 96% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-departmental and expended by a Master Leasing Agreement.

JUVENILE & DOMESTIC RELATIONS COURT

Operating

- The budgets reflect the transfer of all costs for telephone services to the Department of Information Technology budget.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-------------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Court Functions | \$140,870 | \$281,695 | \$161,863 | \$166,693 |
| Probation Services | 104,575 | 123,325 | 137,016 | 138,600 |
| Dispute Resolution/Mediation | 73,733 | 73,031 | 83,499 | 83,838 |
| Total Program Expenditures | \$319,178 | \$478,051 | \$382,378 | \$389,131 |

Non-General Fund Budget

| Fund Type | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------------|---------------------------|---------------------------|----------------------------|----------------------------|
| Capital Improvement Plan | \$336,744 | \$1,000,000 | \$160,000 | \$400,000 |

Please refer to the Capital Improvement Plan section in this document for details.

Agency Program Goals

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.

JUVENILE & DOMESTIC RELATIONS COURT

Agency Program Goals

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.

The proposed FY2008-FY2012 Capital Improvement Plan provides \$160,000 in funding in FY2008 for repair and maintenance of the Oliver Hill Courts and Juvenile Detention Center and \$400,000 in funding in FY2009 for the renovation of the Oliver Hill Courts facility.

Agency Accomplishments

In addition to processing nearly 17,000 cases via over 45,000 hearings held in 2006 the Richmond Juvenile and Domestic Relations Court continued to work on the implementation of its first strategic plan. The four strategic areas the Court is focusing on over the next decade are:

- Efficient and effective court administration and operations;
- Accessibility to the Court, timeliness, and customer service;
- Achieving effective outcomes for youth and families; and
- Collaboration with partners.

The plan serves as a roadmap for the future, articulating overarching issues that the Court will begin to address by undertaking 20 priority projects in the next two years.

- Creating a comprehensive courthouse security plan and making security improvements;
- Continuing to fine-tune and improve the docketing system and schedule;
- Collaborating with the Court Service Unit to develop and implement a protocol for the ongoing examination/assessment of existing juvenile programs and services;

JUVENILE & DOMESTIC RELATIONS COURT

Agency Accomplishments

- Developing a comprehensive emergency preparedness and business continuity plan;
- Collaborating with the Bar to develop and disseminate standards of practice for attorneys practicing in the J&DR Court; and
- Completing a long-range facility space study on the courthouse and preparing a supporting local capital budget request.

The J&DR Court continues to collaborate with its human services partners on many important initiatives like the family and juvenile drug treatment court programs, juvenile detention alternatives initiative, adoption day, and the Mayor's Human Services Cabinet.

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Personnel | \$58,815,793 | \$62,269,143 | \$66,301,069 | \$69,512,616 |
| Operating Expenses | 8,997,839 | 9,120,251 | 8,495,391 | 8,180,057 |
| Total Expenditures | 67,813,632 | 71,389,394 | 74,796,460 | 77,692,673 |
| Total Revenues | 1,281,573 | 113,000 | 250,000 | 250,000 |
| Net City Costs | \$66,532,059 | \$71,276,394 | \$74,546,460 | \$77,442,673 |
| Total Positions | 832.50 | 886.50 | 913.50 | 923.50 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets include an additional \$500,000 to support police overtime initiatives.
- The budgets include additional funding for three sworn officers and 16 civilian positions in FY2008 and 15 sworn officers and 10 civilian positions in FY2009. These increases were based on the following: an increase of 10 civilian positions in FY2008 and 20 positions in FY2009 to establish a Police Cadet Program; an increase of three sworn officers and one civilian to establish the Office of Professional Responsibility; and an increase of four office support positions and one administrative program support assistant.

POLICE

Personnel

- Twelve additional sworn officers were transferred from the special fund due to the ending of two Federal supported grant programs that have concluded after three years: COPS and Universal Hiring Program.
- Four sworn officers (two police sergeants and two police lieutenants) were transferred to the Department of Emergency Communications.
- This budgets also fund 97% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology budget.
- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement. This Agreement includes \$127,612 for new computers and software for the Police Training Academy and replacement computers throughout the Department. Funding was added to replace the E-911 Telephone System housed in the Department of Emergency Communications is being considered as a part of the Master Leasing Agreement.

Revenues

- Special event recovery fees are projected to generate \$100,000 for events such as the: Richmond Sun Trust Marathon, Christmas Parade, and Carytown's New Year's Eve Party. Remaining revenues are generated from permit fees, police record check charges, and police applicant fees.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|----------------------|------------------|-------------------|--------------------|--------------------|
| Financial Management | \$8,798,650 | \$8,650,220 | \$8,060,946 | \$7,685,744 |
| Community Service | 1,714,096 | 2,305,512 | 2,809,064 | 3,028,203 |
| Chief of Police | 3,266,152 | 3,217,090 | 3,892,198 | 4,003,018 |
| Support Services | 14,079,573 | 14,943,551 | 14,693,055 | 15,534,627 |
| Area I | 16,697,707 | 16,562,001 | 17,907,021 | 18,619,297 |

POLICE

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Area II | 14,631,000 | 17,303,138 | 17,353,317 | 18,118,642 |
| Police Administration | 7,951,454 | 8,407,882 | 9,385,163 | 10,006,179 |
| Truancy | 675,000 | - | 695,696 | 696,963 |
| Total Program Expenditures | \$67,813,632 | \$71,389,394 | \$74,796,460 | \$77,692,673 |

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Capital Improvement Plan | - | \$3,069,000 | \$795,000 | - |
| Special Fund | \$6,278,617 | \$5,412,532 | \$7,664,921 | \$4,202,540 |

Please refer to the Capital Improvement Plan or the Special Fund sections in this document for details.

Agency Program Goals

Financial Management

- The goal of Financial Management Services is to develop and provide 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 the Community and Youth Program is to provide 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 the Office of the Chief of Police is to provide leadership to Police Department personnel, conduct internal investigations, personnel and facilities inspections and provide 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

Agency Program Goals

Support Services

- The goal of Support Services is to provide 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 is to provide 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 these areas also enhance partnerships with both businesses and citizens and foster a relationship with the youth throughout the City. Area 1 includes the First and Second Precincts, encompassing the south and eastern areas of the City. Area 2 consists of the Third and Fourth Precincts, encompassing the north and western areas of the City.

Agency Accomplishments

- **Fugitive Sweep:** Richmond Mayor L. Douglas Wilder and the Richmond Police Department unveiled a new campaign designed specifically to reduce the number of wanted individuals in the City of Richmond. This year-long initiative targeted some of the City's most violent offenders, and focused on removing as many individuals as possible from the streets. Part of the campaign included marketing the initiative on City buses.
- **Cooperative Violence Reduction Program:** The Richmond Police Department took the lead in the establishment of the Cooperative Violence Reduction Program. The Program brings together the RPD, FBI, DEA, ATF, U.S. Marshal, RRHA, Virginia State Police, Attorney General, United States Attorney, Commonwealth's Attorney, Probation and Parole, and others to regularly coordinate law enforcement activity directed at violence reduction in the City. The program ensures coordination among the agencies in both joint and independent operations. It enables focused enforcement to respond quickly and affirmatively to acts of violence especially those linked to drugs. Members meet regularly to coordinate operations and develop strategy.
- **Latino Training for Police:** In April, two courses were held that focused on the growing Latino community. "Policing the Hispanic Community," was a full-day course that included a historical perspective on Hispanic culture in the United States and major events and legislation pertaining to the Hispanic Community. "Survival Spanish for Law Enforcement," was a four-day course that taught officers basic Spanish that can be used when communicating with Hispanics in law enforcement settings.

POLICE

Agency Accomplishments

- **Truancy:** In September, the Department partnered in the creation of a truancy initiative that specifically directs truancy enforcement in neighborhoods where high truancy rates and elevated levels of crime that can be associated with truancy are present. The initiative established four neighborhood based truancy centers in office space committed by the Richmond Redevelopment and Housing Authority. The Centers provide service and referral to truants and utilize a professional staff augmented by staff from each community to best identify and interact with high risk children.
- **Use of Force Training:** Use of Force Training was conducted for all sworn officers. The training provides officers with classroom, hands-on practical exercise, and firearms instruction directed at ensuring that only the appropriate force is applied in situations requiring force. This training will be offered twice each year.
- **Enhanced CAD:** Every officer, supervisor, and many residents, will benefit from the Police Department's new Computer Aided Dispatch system. The Department contracted with Intergraph Public Safety after consulting with representatives from Information Technology, Fire, Richmond Ambulance Authority, and the Division of Emergency Communications. The new system will use interactive maps to help dispatchers select the appropriate responders to incidents. The maps will be accessible on the computers in patrol cars. The system also will provide information about previous issues at an emergency scene. For instance, the system would let the responding officers know if a resident has a history of violence. The new system will decrease response times, increase the quality of customer service, and enhance officer safety. It is scheduled to be fully operational in May 2007.
- **GRIP:** GRIP (Gang Reduction Intervention Prevention) is a \$2.5 million grant from the U.S. Office of the Attorney General and administered through the Virginia Attorney General's Office. Richmond is one of four cities to receive the grant. Los Angeles, Milwaukee, and Miami are the other three enforcing GRIP. This is a holistic approach toward gangs with efforts focused on intervention and prevention.
- **Brookland Park Initiative:** The President of the Brookland Park Business Association, Jeff Neal, presented the initiative idea to Richmond Police Chief Rodney D. Monroe and Mayor L. Douglas Wilder. Neal liked how other areas were being cleaned up and wanted to see a change in his own community. The word spread through flyers, community members, and businesses. On April 22 a cookout was held to kick off the community event. Street lights were added, street signs were replaced, alleys were paved, the presence of law enforcement was enhanced, and truancy sweeps were made. The main goal was achieved, the partnership with the Police Department and different community associations.
- **Accreditation:** In January 2006, the Department learned it had successfully completed the accreditation process with the Virginia Law Enforcement Professional Standards Commission. That process included a rigorous review of the Department's policies, procedures, equipment, and personnel. Only 51 of the more than 300 law enforcement agencies within Virginia have achieved accredited status.
- **Sector Training:** Sector training was held in each of the 12 sectors throughout 2006. The training enables community members to take problems that were identified by community complaints, calls for service, crime stats, and officer observations, and collaborate on how each person can contribute to resolving the problem and setting short- and long-term goals.
- **Shop with a Cop:** Getting a good start to the school year is critical for students. Unfortunately, not all students have parents with the necessary resources to prepare them for the school year. The Richmond Police Department partnered with dozens of students and took them shopping for school clothes and school supplies. It also was an opportunity for some of the City's youth to interact one-on-one with an officer.
- **Jail Commission Report:** The Mayor's Commission on City Jail Issues, chaired by Richmond Police Chief Rodney D. Monroe, issued its final report after more than a year of jail visits, interviews, document reviews, and report preparation. The report focused on seven key areas - jail security, information technology, feasibility of population reduction, construction of a new jail, health care/medical, policy/accreditation/training, and education.
- **Decrease in crime:** Richmond has seen an impressive decrease in crime. Murders for 2006 were down five percent. Aggravated assaults were down 12 percent. Auto thefts were down City-wide 35 percent. The only category without a decrease was business robberies, which remained flat. Richmond Police Chief Rodney D. Monroe credits both his officers and the community for the reductions. He believes perception and empowerment are important elements in public safety. Because fear of crime can affect quality of life almost as much as crime itself, Chief Monroe thinks it is important for residents to see the statistics and understand crime is decreasing. Residents should also know the decrease in crime can be attributed to their increased cooperation.

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Personnel | \$20,586,052 | \$20,343,488 | \$21,879,289 | \$22,064,962 |
| Operating Expenses | 8,149,180 | 6,158,559 | 7,767,787 | 7,858,289 |
| Total Expenditures | 28,735,232 | 26,502,047 | 29,665,076 | 29,923,251 |
| Total Revenues | 19,286,229 | 19,234,307 | 20,377,002 | 20,607,854 |
| Net City Costs | \$9,449,003 | \$7,267,740 | \$9,288,074 | \$9,315,397 |
| Total Positions | 466.00 | 466.00 | 466.00 | 466.00 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets reflect a 4% State-supported salary increase granted during FY2007, additional funding for fully reimbursable part-time positions, and budgeting for less turnover and increased hiring ranges compared to prior years.
- The budgets also fund 97% of the cost for all full-time positions due to anticipated vacancies.

Operating

- The budgets include a \$1,446,883 increase in funding for inmate medical expenses compared to the FY2007 adopted budget, based on fixed expenditures incurred in recent years.
- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology.

SHERIFF & JAIL

Revenues

- The budgets include an \$924,695 increase in State reimbursements for salary and benefit costs compared to the FY2007 adopted budget.
- A \$165,000 increase in per diem payments to be received from the State is also budgeted in FY2008, supported by an increased average daily inmate population.

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Capital Improvement Plan | - | \$1,000,000 | \$1,446,000 | - |
| Special Fund | \$39,227 | \$48,686 | \$225,728 | \$32,000 |

Please refer to the Capital Improvement Plan & Special Fund sections in this document for details. The above FY2006 figure for the Capital Improvement Plan represents the budget, rather than the actual expenditures.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Jail Administration | \$2,480,800 | \$2,021,025 | \$2,165,511 | \$2,179,993 |
| Court Administration | 4,249,779 | 4,255,716 | 4,365,473 | 4,400,282 |
| Jail Human Services | 2,464,845 | 2,567,917 | 3,395,473 | 3,420,739 |
| Jail Operations | 19,539,808 | 17,657,389 | 19,738,619 | 19,992,237 |
| Total Program Expenditures | \$28,735,232 | \$26,502,047 | \$29,665,076 | \$29,923,251 |

SHERIFF & JAIL

Agency Program Goals

Jail Administration

- The goals of the Jail Administration Program are 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 goals of the Court Administration Program are 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 jury trials.

Jail Operations

- The goals of the Jail Operations Program are to uphold the public trust, diligently protect and serve the citizens of the City of Richmond to maintain their 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.



PUBLIC WORKS



PUBLIC WORKS

PUBLIC WORKS

Mission Statement

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

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Personnel | \$22,309,865 | \$24,856,919 | \$25,416,190 | \$25,779,696 |
| Operating Expenses | 34,972,454 | 32,963,872 | 35,732,450 | 36,246,384 |
| Total Expenditures | 57,282,318 | 57,820,791 | 61,168,640 | 62,026,080 |
| Total Revenues | 33,501,365 | 37,164,387 | 37,022,092 | 37,766,729 |
| Net City Costs | \$23,780,953 | \$20,656,404 | \$24,146,548 | \$24,259,357 |
| Total Positions | 512.98 | 572.60 | 542.25 | 542.25 |

Agency Highlights

The FY2008 & FY2009 Budgets Include

Personnel

- The budgets include the transfer of Twenty Eight (28) FTE's to the Stormwater Utility, the transfer of Three (3) FTE's to the Parking Enterprise Fund and a re-allocation of 1.65 FTE's from the Capital Budget.
- The budgets fund 96% of the cost of all full-time positions due to anticipated vacancies.

Operating

- The budgets include increases for streetlighting, electricity, natural gas and vehicle fuel.

PUBLIC WORKS

Operating

- The budgets include \$750,000 for winter storm events as a funding source for the Special Fund.
- The budgets include funding for the Employee Trip Reduction Program as a funding source for the Special Fund as well as establishing a start-up Parking Enterprise Fund with the goal of it being self supporting in the future.
- The budget also includes \$350,000 for valet parking which will ultimately become a part of the self supported Parking Enterprise Fund.
- The budgets remove funding for certain new equipment purchases (such as computers and other various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.
- The budgets reflect the transfer of all costs for telephone services to the Department of Information Technology budget.

Revenues

- The budgets reflect maintaining the monthly household refuse collection fees at \$17.50 per month and the transfer of parking meter fees to a Parking Enterprise Fund.

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--------------------------|------------------|-------------------|--------------------|--------------------|
| Capital Improvement Plan | \$11,647,625 | \$33,196,087 | \$41,820,585 | \$39,831,309 |
| Special Fund | \$3,185,282 | \$6,647,397 | \$4,505,817 | \$4,395,174 |
| Internal Service Fund | \$21,171,888 | \$20,917,492 | \$24,722,348 | \$26,428,391 |

Please refer to the Capital Improvement Plan, Special & Internal Service Fund sections in this document for details. The above FY2006 figure for the Capital Improvement Plan represents the budget, rather than the actual expenditures.

PUBLIC WORKS

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|---------------------|---------------------|---------------------|---------------------|
| Administration | \$10,808,946 | \$10,622,505 | \$11,988,024 | \$12,087,571 |
| Urban Forestry | 2,116,320 | 2,525,282 | 2,622,432 | 2,708,776 |
| Grounds Maintenance | 3,400,834 | 2,882,143 | 2,923,436 | 2,983,241 |
| Facilities Management | 9,908,825 | 8,405,027 | 9,925,596 | 10,025,475 |
| Solid Waste Management | 11,510,769 | 12,155,311 | 12,256,355 | 12,341,231 |
| Surface Cleaning | 3,383,382 | 3,158,021 | 3,204,804 | 3,296,735 |
| Storm Water Management | 2,136,312 | 1,693,737 | - | - |
| Transportation System Management | 2,769,360 | 3,231,452 | 1,332,738 | 1,335,807 |
| Development of Transportation Systems | 569,192 | 224,730 | 298,870 | 306,238 |
| Operate, Maintain and Preserve Transportation Systems | 9,797,131 | 9,602,451 | 4,965,164 | 4,992,106 |
| Operate and Maintain Local Flood Protection | 305,317 | 323,368 | 348,392 | 351,089 |
| Geographic Information Services | 575,930 | 551,265 | 437,641 | 414,032 |
| General Services Administration | - | 272,432 | 277,634 | 286,372 |
| General Services - Mail Services | - | 113,584 | 129,504 | 129,389 |
| General Services - Printing Services | - | 574,194 | 588,110 | 611,013 |
| City "One Number" Call Center | - | 490,948 | 724,474 | 733,444 |
| Animal Control | - | 994,341 | 1,160,319 | 1,212,604 |
| Public Works City of the Future | - | - | 440,691 | 433,713 |
| Public Works Roadway Maintenance | - | - | 6,449,505 | 6,689,299 |
| Public Works CIP Facility Construction | - | - | 152,680 | 135,814 |
| Public Works Bridge Maintenance & Asset Management | - | - | 942,271 | 952,131 |
| Total Program Expenditures | \$57,282,318 | \$57,820,791 | \$61,168,640 | \$62,026,080 |

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

Agency Program Goals

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.

Agency Accomplishments

- Incorporated the transfer of 5 programs into Public Works, including General Services Administration, Mail and Printing Services, the City's Call Center and Animal Control for a more efficient and effective operation.
- Processed extensive documentation in support of reimbursements from FEMA and FHWA for the Isabel and Gaston storm events.
- Participated in a pilot project in cooperation with the Department of Social Services to provide job and career opportunities to underprivileged young adults in Public Works. It is estimated that DPW will invest \$50,000 annually to this program.
- Partnered with Boaz & Ruth, a program designed to help former prisoners re-enter the workforce. This provided employment opportunities and supplemented our labor needs.
- Invested \$5 million to preserve Richmond's surface roadway system.
- Completed the reconstruction of 31st & Grace Street; this was the largest and most extensive infrastructure damage suffered during Tropical Storm Gaston.
- Upgraded the City's Citizen Assistance Phone System which features IVR technology making it easier and faster for citizens to contact the city.
- Completed the Broad & Belvidere improvement project to improve traffic flow.
- Provided \$1.5 million to lead and support many city initiatives and special events, such as the East on Parade and Fridays at Sunset.

PUBLIC WORKS

Agency Accomplishments

- Completed a comprehensive gap analysis which showed a \$23 million difference between what is currently funded for programs or services and what is needed to provide that service at a satisfactory level.
- Initial implementation of the Cityworks Program.
- Enhanced the leaf collection program to provide first pick up to all neighborhoods by Jan. 1.
- Established the Supervisory Development Certificate Program in association with JSRCC.
- Kicked off Clean Corners Campaign and Neighborhood Transformation with the Richmond City Police Department.
- Re-engineered the Mowing Program, Parks and Garden enhancement in partnership with DPR.
- Completed implementation of the Cityworks system within the department to enhance service delivery, accounting and accountability.
- Developed First Engineer Recruitment.
- Invested \$30,000 into employee safety and wellness activities.



HUMAN SERVICES



HUMAN SERVICES

OFFICE OF DEPUTY CAO FOR HUMAN SERVICES

Mission Statement

The mission of the Office of the Deputy CAO for Human Services is to improve the health, safety and well-being of Richmond residents and promote self-reliance and self-sufficiency.

General Fund Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$404,644 | \$691,664 | \$1,258,711 | \$1,174,578 |
| Operating Expenses | 94,795 | 378,672 | 408,423 | 410,194 |
| Total Expenditures | 499,439 | 1,070,336 | 1,667,134 | 1,584,772 |
| Total Revenues | 60,149 | - | - | - |
| Net City Costs | \$439,290 | \$1,070,336 | \$1,667,134 | \$1,584,772 |
| Total Positions | 6.00 | 14.00 | 17.00 | 17.00 |

Agency Highlights

As a result of recommendations made by Mayor Wilder's Human Services Committee in July 2005, the City's FY2007 fiscal plan provided for a restructuring and strengthening of the programming formerly operated by the Human Services Commission, now organized as the Youth and Workforce Development Unit within the Office of the Deputy CAO for Human Services.

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets reflect adjustments to the number and classification of full-time permanent positions necessary to achieve the objectives of the Deputy Chief Administrative Officer for Human Services' Vision 2020 work plan. To that end, two additional full-time permanent positions were approved in FY2007: a Human Services Administrator and a Community Services Representative.
- Also in FY2007, a vacant position was reallocated to Management Analyst II. This position will provide critically needed support to the department, including financial and budgetary administration, planning, performance management and program development. The FY2008 personnel budget also includes \$93,600 for three full-time temporary positions to assist in accomplishing departmental initiatives. These positions are not funded in FY 2009.

OFFICE OF DEPUTY CAO FOR HUMAN SERVICES

Personnel

- The budgets include funding for the addition of one position, an Office Support Specialist. This position will assist staff in the daily coordination of Vision 2020 initiatives.
- The budgets include approximately \$270,000 for Summer Youth Employment (staff salaries and stipends for youth.)
- The budgets fund 96% of the cost of all full-time permanent positions due to anticipated vacancies.

Operating

- The budgets include the addition of Vision 2020 funds previously included in the Non-Departmental budget. These funds were placed directly in the department in order to ensure the most effective management of Vision 2020 initiatives, enhance accountability, and provide maximum leverage with the funding dedicated to Vision 2020 initiatives.
- The FY2008 budget also includes funding for the Bon Secours Mobile Health Care-A-Van.
- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology budget.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|------------------|--------------------|--------------------|--------------------|
| General Administration | \$238,991 | - | - | - |
| Youth | 260,448 | - | - | - |
| Management Services | - | 183,478 | 299,544 | 302,186 |
| Hispanic Liaison Office | - | 133,474 | 154,513 | 157,588 |
| Youth and Workforce Development | - | 697,094 | 627,623 | 604,119 |
| Vision 2020 Implementation | - | 56,290 | 585,454 | 520,879 |
| Total Program Expenditures | \$499,439 | \$1,070,336 | \$1,667,134 | \$1,584,772 |

OFFICE OF DEPUTY CAO FOR HUMAN SERVICES

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Special Fund | \$256,837 | \$382,797 | \$357,750 | \$357,750 |

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

Agency Program Goals

DCAO for Human Services/Management Services

- The goal of the Office of the Deputy Chief Administrative Officer for Human Services is to: Align implementation and funding strategies across human service departments and non-departmental agencies to advance the priority in the Mayor's 2020 Vision;
- Create an accountability and measurement system among human service portfolio departments to provide and demonstrate exceptional results and customer service.
- Improve the health, education and well-being indicators for children and adolescents related to early childhood development, child and adolescent health, at-risk male youth development, and school success.
- Enhance the well-being of seniors and disabled persons.
- Provide workforce development opportunities, skills and knowledge to adults and youth that respond to economic demand.

Hispanic Liaison Office

- The goal of the Hispanic Liaison Office is to provide comprehensive services to the Latino population. The office offers a clear point of access for community resources and a welcoming front door for Latinos moving into or residing in the City of Richmond.

Youth and Workforce Development

- The goal of the Division of Youth & Workforce Development is to provide Richmond citizens with access to resources that cultivate employability, facilitate economic vitality and independence, and promote professional growth and development.

Vision 2020 Implementation

- Teenage Pregnancy Prevention: The goal of the Teenage Pregnancy Prevention Initiative is to significantly reduce, over time, the number of pregnancies among teens and pre-teens in Richmond.
- Senior and Special Needs: The goal for the Senior & Special Needs Initiative is to improve access to and visibility of City services and to coordinate and enhance City initiatives to serve older adults and persons with disabilities.
- Early Childhood Development: The goal of the Early Childhood Development Initiative is for all Richmond City children ages 0 to 5 to be healthy, well-cared for and ready to succeed in school. Parents play a major role in achieving this goal.

OFFICE OF DEPUTY CAO FOR HUMAN SERVICES

Agency Accomplishments

DCAO for Human Services/Management Services

- Created streamlined application and review processes for non-departmental human services funding and aligned recommendations with Vision 2020 priority areas.
- Transitioned City Health Department from City government to the Virginia Department of Health, as recommended by the Mayor's Human Services Committee.
- Established first interagency Human Services Cabinet with all major public agencies to coordinate and steer implementation of Vision 2020 initiatives.

Early Childhood Development

- Hired an Early Childhood Development Manager and completed the City's Early Childhood Development Implementation Plan.
- For the first time ever, Richmond's major home visiting programs met to exchange information about the services they provide and to compile information into a "Richmond Home Visiting Matrix."
- An Early Childhood Development Initiative Kick-Off and Press Conference was held, and a website launched, to introduce the Early Childhood Development Initiative to the City of Richmond and increase access to information about local resources.

Hispanic Liaison Office

- Designed and completed Latino Needs Assessment.
- Organized and facilitated the Imagine Festival held at Broad Rock Park, in collaboration with the Attorney General's Gang Reduction Initiative. Approximately 1,500 individuals attended the event.
- Relocated the Hispanic Liaison Office to Southside Plaza.

Youth & Workforce Development

- Increased participation in the Summer Youth Employment Program from 206 in 2005 to 252 in 2006.
- The Richmond Works Program was created to meet the needs of at-risk males in partnership with the Department of Public Works and Social Services. The program focuses on job readiness skills and employment retention.
- A+ initiative for workforce pipeline concept included as part of the City of the Future Project Management implementation to hire Richmond residents.

Vision 2020 Implementation - Teen Pregnancy Prevention

- Instituted the City's first Teen Pregnancy Prevention Steering Committee to aid in the improvement of quality teen pregnancy prevention services.
- A collaborative effort with the Virginia Department of Education was established to train all secondary Richmond Public Schools Health and Physical Education and Family Life Education staff on issues in adolescent sexual health.

Vision 2020 Implementation - Senior & Special Needs

- The Senior Help Line was implemented and assisted over 75 seniors and caregivers in identifying City services to meet their needs.
- The City of Richmond's Resource Guide for Older Adults was developed to highlight City services designed for persons 55 and older.
- Senior Navigator, an internet service of over 21,000 aging related programs and services, is now available through the City's website.

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$4,415,014 | - | - | - |
| Operating Expenses | 2,765,639 | 3,210,014 | 3,284,482 | 3,284,482 |
| Total Expenditures | 7,180,653 | 3,210,014 | 3,284,482 | 3,284,482 |
| Total Revenues | 3,258,263 | - | - | - |
| Net City Costs | \$3,922,390 | \$3,210,014 | \$3,284,482 | \$3,284,482 |
| Total Positions | 93.00 | - | - | - |

Agency Highlights

As result of initiatives by Mayor Wilder, the City's Department of Public Health re-affiliated with the Commonwealth's health system effective July 1, 2006, becoming the Richmond City Health District.

The FY2008 and FY2009 Budgets Include

Operating

- The budgets of \$3,284,482 reflect the City's share of the City-State Cooperative Budget in the amount of \$2,736,909 plus \$547,573 in additional local-only funding to support health initiatives specific to the City of Richmond.

These initiatives include:

- Lead Program - \$208,175
- Chronic Disease Program (Rock Richmond) - \$143,119
- Pregnancy Prevention Program - \$30,000

Operating

- CAPS - \$28,078
- TB clinic services - \$57,600

PUBLIC HEALTH

Operating

- Radiology imaging service - \$18,100
- Richmond Area High Blood Pressure (RAHBPC) - \$62,500

The FY2008 budget will be revised in the spring of 2008 to reflect the final level of State funding.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|--------------------------|---------------------------|----------------------------|----------------------------|
| Health Administration | \$1,461,339 | - | - | - |
| Disaster Preparedness | 3,997 | - | - | - |
| Environmental Health | 966,107 | - | - | - |
| Human Services Internal Support (HSIS) | 324,236 | - | - | - |
| Family and Child Health Services | 479,829 | - | - | - |
| Community Health Program | 443,582 | - | - | - |
| Clinical Services | 2,490,826 | 3,210,014 | 3,284,482 | 3,284,482 |
| Animal Control | 1,010,736 | | - | - |
| Total Program Expenditures | \$7,180,653 | \$3,210,014 | \$3,284,482 | \$3,284,482 |

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Personnel | \$22,562,127 | \$24,024,926 | \$24,741,409 | \$25,050,662 |
| Operating Expenses | 40,771,974 | 42,136,925 | 44,009,168 | 45,953,575 |
| Total Expenditures | 63,334,100 | 66,161,851 | 68,750,577 | 71,004,237 |
| Total Revenues | 49,932,980 | 53,392,000 | 56,679,658 | 59,742,274 |
| Net City Costs | \$13,401,120 | \$12,769,851 | \$12,070,919 | \$11,261,963 |
| Total Positions | 464.50 | 471.30 | 486.30 | 486.30 |

Agency Highlights

The Mayor's 2020 Vision - Report of the Mayor's Human Services Committee, issued in July 2005, recommended a redesigned management structure to better serve the citizens of Richmond and to achieve high performance. In October 2006, a re-organization into the divisions of Economic Support and Independence, Social Work, and Administration and Finance was fully implemented resulting in clearer lines of authority and accountability.

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets reflect the addition of positions approved by the Commonwealth of Virginia during FY 2007. Salary costs for these positions are reimbursed by the Commonwealth at varying rates, depending upon the program the position is approved for.
- During FY2008 and FY2009, the Department of Social Services will employ a variety of methods to improve service delivery by reducing turnover and accelerating the hiring process.
- The budgets fund 97% of the cost of all full-time positions due to anticipated vacancies.

SOCIAL SERVICES

Operating

Proposed operating expenditures of \$44.009 million in 2008 and \$45.953 million for 2009 are sufficient to support the agency's work plans.

The proposed operating expenditures for FY 2008 are \$1.87 million (4.4%) more than the 2007 adopted budget and include increases for:

- Treatment Foster Care
- Case Management
- Reimbursement for Medicaid
- Regulatory changes that will impact the cost for background checks and finger printing for foster parents.
- Regulatory changes to TANF and VIEW Programs that will increase the cost of Child Care.

Proposed operating expenditures for FY2009 are \$1.94 million (4.4%) more than FY 2008 and include increases for:

- Treatment Foster Care
- Case Management
- Reimbursement for Medicaid,
- Regulatory changes impacting the cost for background checks and finger printing for foster parents.
- Regulatory changes to TANF and VIEW Programs that will increase the cost of Child Care.
- Increased costs for CSA programs.

Funding in the amount of \$61,005 has been provided in both FY2008 and FY2009 to support the operation of the Family Drug Treatment Court.

The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology budget.

Revenues

Proposed revenues for FY 2008 increase by \$3.28 million (6.1%) from the adopted FY 07 budget, while FY 2009 revenues as proposed increase by \$3.06 million (5.4%.) These increases are due to the following factors:

- Projected expenditures for Day Care and Adoption which are 100% reimbursable
- Reallocation of resources between programs with differing reimbursement rates
- Unexpected State program allocation increases
- Efforts by the department to maximize revenues

SOCIAL SERVICES

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Special Fund | \$20,584,371 | \$26,757,406 | \$28,206,437 | \$30,319,000 |

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

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|--------------------------|---------------------------|----------------------------|----------------------------|
| Administration | \$3,632,584 | \$4,303,205 | \$4,685,784 | \$4,086,979 |
| Records Management | 394,391 | 385,096 | 350,249 | 353,213 |
| Customer Support Services | 638,775 | 712,415 | 781,450 | 792,532 |
| Financial Assist Administration | 6,577,345 | 6,898,306 | 6,164,185 | 6,246,494 |
| General Relief | 861,962 | 1,459,344 | 971,169 | 1,014,562 |
| Auxil. Grants-Aged, Blind & Disabled | 3,683,536 | 3,803,462 | 4,218,817 | 4,396,957 |
| Auxil. Grants-ADC, EM Asst, etc. | 99,880 | 120,000 | 110,000 | 110,000 |
| Emergency Assistance | 79,055 | 4,000 | 4120 | 4,305 |
| Food Stamp Issuance | 60,929 | 106,658 | 71,396 | 72,649 |
| Adult/Family Administration | 678,887 | 890,269 | 969,071 | 999,973 |
| Child Welfare Services | 16,834,520 | 17,712,262 | 16,778,672 | 17,745,108 |

SOCIAL SERVICES

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|------------------|-------------------|--------------------|--------------------|
| Family Services | 1,325,135 | 1,520,235 | 1,547,798 | 1,566,932 |
| Adult Services | 762,381 | 617,614 | 679,084 | 682,436 |
| Adoption | 5,747,961 | 5,554,186 | 6,941,368 | 7,460,671 |
| Adult Protective Services | 446,241 | 477,939 | 486,629 | 491,509 |
| Family Stabilization | 2,017,603 | 2,005,051 | 2,227,756 | 2,253,461 |
| Emergency Fuel Program | 234,253 | 188,347 | 193,951 | 194,701 |
| Fraud Free | 376,124 | 427,700 | 408,683 | 413,164 |
| J.O.B.S | 3,799,296 | 4,143,950 | 4,694,324 | 4,745,182 |
| Food Stamp Employee/Training | 27,261 | 97,448 | 89,320 | 90,650 |
| Hospital Based Eligibility | 552,726 | 633,868 | 671,155 | 679,846 |
| Fraud Investigation | 179,186 | 178,921 | 182,234 | 183,888 |
| Fee Day Care | 9,396,469 | 9,643,394 | 10,795,299 | 11,591,387 |
| Southside Community Service Center | 607,119 | 398,762 | 922,414 | 956,377 |
| Family Violence Prevention | 197,542 | 209,904 | 204,741 | 207,004 |
| Second Responder | 674,085 | 706,110 | 719,085 | 727,400 |
| Foster Parent Training | 348,107 | 291,930 | 311,408 | 315,563 |
| Human Service Internal Support (HSIS) - Human Services Administration | 205,870 | 11,826 | 213,871 | 215,691 |
| HSIS - Technology | 543,550 | 553,429 | 518,199 | 540,783 |
| HSIS - Support | 207,841 | 285,570 | 231,048 | 234,731 |

SOCIAL SERVICES

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| HSIS - Finance | 765,709 | 1,000,331 | 763,736 | 773,735 |
| HSIS - Human Services Automation | 164 | 6,713 | 0 | 0 |
| Family Preservation | 179,244 | 199,408 | 237,882 | 237,892 |
| East District Initiative | 1,195,890 | 575,723 | 605,679 | 618,461 |
| Total Program Expenditures | \$63,334,100 | \$66,161,851 | \$68,750,577 | \$71,004,237 |

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.

SOCIAL SERVICES

Agency Program Goals

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.

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.

SOCIAL SERVICES

Agency Program Goals

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.

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.

SOCIAL SERVICES

Agency Program Goals

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.

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.

SOCIAL SERVICES

Agency Accomplishments

- The Richmond Department of Social Services continued its exemplary performance in maintaining a high number of children adopted from the City's foster care system in calendar year 2006 with 30 finalized adoptions. The department recognizes the importance of giving children permanent, safe, and nurturing families through the adoptive process.
- In December 2006, The City of Richmond's Comprehensive Services Act Office was awarded \$196,691 by Virginia's Office of Comprehensive Services to develop an evidenced-based program - Multidimensional Treatment Foster Care - which has demonstrated improved outcomes for children in other states. The City will return teenagers to the community who are currently placed in high cost residential programs both out of state and in Virginia. This competitive start-up funding was awarded to localities to develop innovative community services for effectively serving children who are placed, or at risk of placement, in out-of-community residential placements.
- The Richmond Family Drug Treatment Court (FDTC) goal is to ensure child safety by focusing on healthy and sober parenting with the intent of family reunification by addressing the underlying causes and issues that bring families before the court in child abuse and neglect cases. During FY 2006, FDTC served 15 adults with 41 children. Parental participation in FDTC prevented foster placements for 28 children, or 68%. Permanency for the children was reached within the required federal guidelines for 96% of the children. This innovative program prevents the high cost of foster care through its collaborative and comprehensive approach.
- The Department of Social Services' Virginia Initiative for Employment Not Welfare (VIEW) program exceeds state program goals for 90 and 180 day job retention rates. For the year ending on June 30, 2006, the department's three month retention rate is 75% and the six month retention rate is 62%. The state average is 65% and 58% respectively.
- The City of Richmond Department of Social Services was awarded a Certificate of Excellence from the Virginia Department of Social Services for its performance in the food stamp program for federal fiscal year 2006. The award was made to the City of Richmond in recognition of outstanding performance in achieving a payment accuracy rate of 96.01%, exceeding the national average of 94.28% by 1.73%.
- The 2002 Farm Bill outlines the manner in which the United States Department of Agriculture (USDA) rewards and sanctions states based on its performance in the Food Stamp program. USDA measures payment error rates, negative error rates, participation, and timeliness. For FY2006, the Commonwealth was not subject to financial sanctions due to the exemplary performance of local departments of social services, notably the City of Richmond Department of Social Services, which carries responsibility for maintaining the highest food stamp caseload in the Commonwealth of Virginia - 15,783 families with an average total food stamp issuance per month exceeding \$3.3M.



CULTURE & RECREATION



CULTURE & RECREATION

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|------------------|-------------------|--------------------|--------------------|
| Personnel | \$3,847,525 | \$3,996,256 | \$4,235,415 | \$4,297,303 |
| Operating Expenses | 984,529 | 1,165,723 | 897,909 | 886,342 |
| Total Expenditures | 4,832,054 | 5,161,979 | 5,133,324 | 5,183,645 |
| Total Revenues | 311,047 | 307,280 | 315,964 | 315,964 |
| Net City Costs | \$4,521,007 | \$4,854,699 | \$4,817,360 | \$4,867,681 |
| Total Positions | 82.55 | 83.05 | 84.42 | 84.42 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets funds 96% of the cost for all full-time positions due to anticipated vacancies.
- An Administrative Project Analyst position was transferred from the Department of Budget and Strategic Planning to Richmond Public Library to assist in the securing of grants and other special funds for the agency.

Operating

- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-departmental and expended by a Master Leasing Agreement.

LIBRARY

Operating

- The budgets reflects the transfer of all costs for telephone services to the Department of Information Technology budget.

Revenue

- A budgeted increase in State aid.

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--------------------------|------------------|-------------------|--------------------|--------------------|
| Capital Improvement Plan | - | \$237,333 | \$1,084,037 | \$3,471,028 |
| Special Fund | \$3,185,493 | \$1,276,979 | \$1,085,000 | \$1,085,000 |

Please refer to the Capital Improvement Plan & Special Fund sections in this document for details.

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|--------------------|--------------------|--------------------|--------------------|
| Library Administration | \$478,276 | \$552,065 | \$481,147 | \$486,888 |
| Adult and Family Services | 3,058,208 | 3,721,281 | 3,027,245 | 3,067,057 |
| Children and Family Services | 635,518 | 431,576 | 974,762 | 988,841 |
| Youth and Family Services | 502,848 | 293,840 | 514,019 | 521,129 |
| City Records Center | 69,706 | 71,759 | 71,534 | 72,130 |
| Neighborhood Community Services | 87,498 | 91,458 | 64,617 | 47,600 |
| Total Program Expenditures | \$4,832,054 | \$5,161,979 | \$5,133,324 | \$5,183,645 |

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 children (0-11 years) at nine locations, ranging from pre-school to primary school, in order to develop and/or enhance their knowledge and skills.

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 (12-21 years) 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.

Neighborhood and Community Services

- The goal of the Neighborhood Community Services Program 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 at nine locations.

LIBRARY

Agency Accomplishments

In FY2007, the accomplishments at the Library have improved the quality of life for the citizens of Richmond in several areas including improvements in customer services and community partnerships.

The FY2007 budget provided funds to purchase and install new public computers in Library facilities, specifically the Hull Street, East End, and Broad Rock branches.

The Envisionware Software Program was upgraded to improve computer reservations and print management services, which has enabled staff to spend more time assisting patrons with:

- Reference questions;
- Conducting programs for children and adults; and
- Homework assistance for students in the Richmond Public School system.

The Library has continued to collaborate with various community organizations to implement many diverse programs.

- In FY2007 the Library has remained an integral part of Richmond's 150-member Early Childhood Development Coalition. Through the Coalition's "Raising A Reader" initiative, the Library has hosted numerous parent education programs at its branches.
- Other partnerships have been established with Richmond Public Schools for Youth Art Month, young adult programs involving the Adult and Career Development Center, and the very successful program on Mali, which helped support SOL instruction for elementary students.
- FY2007 has also seen partnerships with National Public Radio, First Friday Art Walk, The Foundation Center, and the Capital Area Agency on Aging.

The on-going building improvements in this fiscal year have included:

- The installation of new handicap-accessible public restrooms and automatic doors at the East End and Westover Hills libraries;
- The Westover Hills branch will also receive a new A/C system and new sidewalks for the front and rear entrances.

A major capital improvement process is scheduled to kickoff in FY2008 with over \$4.2 million in funds programmed for the Library Retrofit-City of the Future Project and the facility upgrades at the Main Library. These funds will incorporate the 21st Century Literacy project, which includes:

- Technology upgrades;
- Space planning/redesign;
- Architectural renovations;
- Mechanical equipment upgrades; and
- Other customer service improvements.

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|-------------------|-------------------|--------------------|--------------------|
| Personnel | \$9,717,277 | \$10,109,288 | \$10,813,640 | \$10,943,669 |
| Operating Expenses | 3,632,536 | 4,079,777 | 3,996,812 | 4,135,130 |
| Total Expenditures | 13,349,813 | 14,189,065 | 14,810,452 | 15,078,799 |
| Total Revenues | 5,970 | 192,500 | 173,000 | 173,000 |
| Net City Costs | \$13,343,843 | \$13,996,565 | \$14,637,452 | \$14,905,799 |
| Total Positions | 229.43 | 236.03 | 233.44 | 233.44 |

Agency Highlights

The FY2008 and FY2009 Budgets Include

Personnel

- The budgets include the deletion of three positions: one Administrative Project Analyst, one Administrative Program Support Assistant and one Marketing Specialist. The deletion of these positions will not impact service delivery.
- The budgets fund 96% of the cost of all full-time positions due to anticipated vacancies.

Operating

- Beginning in FY2008, the department has reorganized the General Recreation and Park Maintenance programs. These programs were responsible for both recreation programming and maintenance activities across the city. The new alignment creates separate recreation programming and maintenance responsibility organized around three geographic areas of the City: Broad Rock/Old South, North East and South West. This arrangement, which does not require additional staffing, will provide managers with enhanced financial control, strengthen accountability and enhance the department's capability to measure outcomes.

PARKS, RECREATION & COMMUNITY FACILITIES

Operating

- The budgets include \$230,000 for fees associated with the City hosting the Colonial Athletic Association (CAA) basketball tournament. The City has a contract to hold the tournament through 2012.
- The budgets remove funding for certain new equipment (such as computers and various durable goods) from agency budgets. Funding for these items will be budgeted in Non-Departmental and expended by a Master Leasing Agreement.
- The budgets reflect the transfer of all costs for telephone service to the Department of Information Technology budget.

Revenues

- Revenues are budgeted at \$173,000 for both FY 2008 and FY 2009, which is a net \$19,500 reduction from the revenue estimate adopted for FY 2007. The estimated revenues for FY 2008 and FY 2009 are based upon FY 2007 projections. Specific changes include:
 - Reduce revenues from Concessions by \$6,500
 - Increase revenues from Recreation User Fees by \$10,000
 - Decrease revenues from Park Facility User Fees by \$23,000

Non-General Fund Budget

| Fund Type | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|--------------------------|---------------------------|----------------------------|----------------------------|
| Capital Improvement Plan | \$2,121,479 | \$6,722,290 | \$4,820,782 | \$8,750,280 |
| Special Fund | \$1,294,051 | \$4,829,911 | \$5,867,000 | \$6,460,000 |
| Enterprise Fund (excludes Public Utilities and Port of Richmond) | \$2,498,044 | \$2,377,210 | \$2,414,500 | \$2,502,284 |

Please refer to the Capital Improvement Plan, Special & Enterprise Fund sections in this document for details.

PARKS, RECREATION & COMMUNITY FACILITIES

General Fund Budget By Program

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|------------------|-------------------|--------------------|--------------------|
| Administration | \$1,222,619 | \$1,261,486 | \$1,925,662 | \$1,960,763 |
| Park Maintenance | 2,037,049 | 1,990,989 | - | - |
| Infrastructure Maintenance | 1,515,093 | 1,443,264 | 1,564,164 | 1,601,667 |
| Hickory Hill Community Center | 223,372 | 195,566 | 201,592 | 218,461 |
| Parks Permits and Scheduling | 186,876 | 180,417 | 191,905 | 194,400 |
| Special Recreation Services | 1,938,043 | 1,834,922 | 1,897,518 | 1,915,027 |
| General Recreation | 4,057,993 | 4,640,791 | - | - |
| East District | 2,466 | - | - | - |
| James River Parks | 240,290 | 250,848 | 300,883 | 311,426 |
| After School Program | 915,869 | 1,526,939 | 1,186,423 | 1,192,018 |
| Huguenot/Midlothian/Broad Rock District | (365) | - | - | - |
| Marketing | 222,151 | 174,594 | 248,974 | 254,231 |
| Recreation - Broad Rock Old South | - | - | 859,379 | 881,667 |
| Recreation - North East | - | - | 1,689,422 | 1,724,274 |
| Recreation - South West | - | - | 823,604 | 845,187 |
| Maintenance - Broad Rock Old South | - | - | 876,323 | 887,405 |
| Maintenance - North East | - | - | 1,184,688 | 1,193,800 |
| Maintenance - South West | - | - | 1,098,473 | 1,127,995 |

PARKS, RECREATION & COMMUNITY FACILITIES

| Agency Programs | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| Cultural Arts | 788,357 | 689,249 | 761,442 | 770,478 |
| Total Program Expenditures | \$13,349,813 | \$14,189,065 | \$14,810,452 | \$15,078,799 |

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.

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.

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.

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 Parks and Recreation system.

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.

PARKS, RECREATION & COMMUNITY FACILITIES

Agency Program Goals

General Recreation

- The goal of the General Recreation Program is to provide service and support to youth, adults and seniors City-wide in athletics, aquatics, programming, camps, 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.

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 youth in grades K-8 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 constructive 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 with competitive pricing.

Recreation - Broad Rock/Old South

- The goal of the Recreation - Broad Rock/Old South Program is to provide service and support to youth, adults and seniors of this area in athletics, aquatics, programming, camps, 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.

PARKS, RECREATION & COMMUNITY FACILITIES

Recreation - North East

- The goal of the Recreation - North East Program is to provide service and support to youth, adults and seniors of this area in athletics, aquatics, programming, camps, 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.

Agency Program Goals

Recreation - South West

- The goal of the Recreation - South West Program is to provide service and support to youth, adults and seniors of this area in athletics, aquatics, programming, camps, 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.

Maintenance - Broad Rock/Old South

- The goal of the Maintenance - Broad Rock/Old South Program is to provide attractive, well-maintained and safe facilities to support the recreational programming provided to the area.

Maintenance - North East

- The goal of the Maintenance - North East Program is to provide attractive, well-maintained and safe facilities to support the recreational programming provided to the area.

Maintenance - South West

- The goal of the Maintenance - South West Program is to provide attractive, well-maintained and safe facilities to support the recreational programming provided to the area.

Agency Accomplishments

- During FY 2006, when the Boys & Girls Clubs of Metro Richmond found it was unable to continue to provide services at four Richmond Redevelopment & Housing Authority sites, the Department stepped up to the plate and took over the provision of services at the sites (Creighton Court, Calhoun Court, Hillside Court, and Whitcomb Court.) This resulted in an enhanced level of services for the citizens due to the Department's longer hours of operation, the addition of the Department's youth athletic programs, and provision of free meals.
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PARKS, RECREATION & COMMUNITY FACILITIES

Agency Accomplishments

- The Department negotiated and won the contract to host the Colonial Athletic Association's Basketball Championship games at the Richmond Coliseum through the year 2012. The Department has successfully renegotiated this contract and hosted the games continuously since 1990, making the City of Richmond home to the longest-running NCAA Division I men's basketball tournament to be held in one location. The Department's contract provides an economic and social/recreational benefit for the City of Richmond through 2012. In 2005, the four-day championship tournament attracted more than 30,000 attendees, and gross ticket sales totaled more than \$287,000.
- The Department participated in a City-wide partnership with the Bon Secours Richmond Health System, which provided free sports physicals for youth involved in the Department's athletic programs. The Bon Secours mobile Care-A-Van visited 20 of the Department's community centers and provided free physicals for 98 youths.
- In July 2005, the City's oldest park became its most technologically advanced when the Department made free WiFi (Internet access) available in Monroe Park. The WiFi access is one in a succession of steps the Department has taken in partnership with a citizen advisory council to improve and revitalize the park. Previously the Department landscaped the park to increase safety and visibility,
- restored the park's historic central fountain, installed bollards to eliminate cars in the park, and the installed new park benches.
- The Department's youth dance troupe, The City Dance Theatre, earned enough points in the regional DanceAmerica Competition in Virginia Beach to qualify for the national competition again this year. For the past four years, these young dancers from the City of Richmond have come home from the national competition with more than 20 awards.
- The Department led a City-wide Toy Drive and collected 30,000 toys to send to Moss Point, MS, which was adopted by the City in the aftermath of Hurricane Katrina.
- In November 2005, James River Park was named "Best Urban Park" by the Reader's Choice Award from BlueRidge Outdoor magazine for the second consecutive year.
- Before and After School Programs were held at 20 sites, serving 755 children.
- The departmental website recorded 1,212,554 hits in FY 2006, for a monthly average of 101,463.



NON-DEPARTMENTAL & OTHER



NON-DEPARTMENTAL & OTHER

DEBT SERVICE

Mission Statement

The Debt Service Division 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.

In FY2008 and FY2009 1.0% of the meals tax is included as revenue and is dedicated to fund City of the Future Performing Arts Debt Service.

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 FY2008.

Total Budget

| Description | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| Total Debt Service | \$46,265,868 | \$60,389,581 | \$62,201,268 | \$64,067,306 |
| Revenue | - | - | 3,674,986 | 3,766,861 |
| Net City Cost | \$46,265,868 | \$60,389,581 | \$58,526,282 | \$60,300,446 |

Debt Service

Fund Budget

Fiscal Year 2008

| <i>Debt Service Fund Revenues</i> | | | <i>Fund 010 General Fund</i> | <i>Fund 030 Debt Service Fund</i> |
|--|--------------------------------|--|--------------------------------------|---|
| | Project/Purpose | Source of Funding | | |
| <i>General Obligation Bonds and Notes - Principal Payments</i> | | | | |
| G.O. Bonds | General Government-CIP | General Fund | \$18,731,431 | \$18,731,431 |
| G.O. Bonds | General Government - Equipment | General Fund | \$1,516,400 | \$1,516,400 |
| Equipment Note | General Government - Equipment | General Fund | \$800,000 | \$800,000 |
| G.O. Bonds | Coliseum | General Fund | \$890,560 | \$890,560 |
| G.O. Bonds | Landmark Theater | General Fund | \$292,060 | \$292,060 |
| G.O. Bonds | Streets and Bridges | General Fund | \$2,914,901 | \$2,914,901 |
| G.O. Bonds | Theatre Row Office Bldg | General Fund | \$1,038,049 | \$1,038,049 |
| G.O. Bonds | Cemeteries | General Fund | \$38,632 | \$38,632 |
| G.O. Bonds | Schools | General Fund | \$4,584,971 | \$4,584,971 |
| VPSA Bonds | Schools | General Fund | \$224,935 | \$224,935 |
| QZAB Bonds | Schools | General Fund | \$252,480 | \$252,480 |
| G.O. Bonds | Internal Services Fund - Fleet | Internal Services Fund | | \$2,568,600 |
| Equipment Note | Internal Services Fund - Fleet | | | \$1,800,000 |
| G.O. Bonds | Public Utility | Department of Public Utilities | | \$10,695,824 |
| G.O. Bonds | Richmond Ambulance Authority | Richmond Ambulance Authority | | \$54,756 |
| G.O. Bonds | RMA Expressway Parking Deck | Richmond Metropolitan Authority | | \$722,463 |
| G.O. Bonds | Hospital Authority of Richmond | Hospital Authority of Richmond | | \$11,879 |
| Total Principal General Obligation Bonds & Notes | | | \$31,284,419 | \$47,137,941 |
| HUD Section 108 Loans | | Community Development Block Grants | | \$555,000 |
| | Permanent Notes | | | |
| Capital Lease-Coliseum HVAC Sytem | | | \$156,233 | \$156,233 |
| Certificates of Participation | | Special Revenue Fund 388 ("800 Megahertz") | | \$720,000 |
| Total Other | | | | \$1,431,233 |
| Total Principal - Long Term Debt & Leases | | | \$31,440,652 | \$48,569,174 |

Debt Service

Fund Budget

Fiscal Year 2008

| <i>Revenues - continued</i> | <i>Purpose</i> | <i>Source of Funding</i> | <i>Fund 010 General Fund</i> | <i>Fund 030 Debt Service Fund</i> |
|---|--|---------------------------------|--------------------------------------|---|
| <i>General Obligation Bonds - Interest Payments</i> | | | | |
| G.O. Bonds | General Government-CIP | General Fund | \$13,493,316 | \$13,493,316 |
| G. O. Bonds | General Government - Equipment | General Fund | \$176,410 | \$176,410 |
| Equipment Note | General Government - Equipment | General Fund | \$85,400 | \$85,400 |
| G.O. Bonds | Coliseum | General Fund | \$576,826 | \$576,826 |
| G.O. Bonds | Landmark Theater | General Fund | \$219,273 | \$219,273 |
| G.O. Bonds | Streets and Bridges | General Fund | \$2,562,591 | \$2,562,591 |
| G.O. Bonds | Theatre Row Office Bldg | General Fund | \$987,620 | \$987,620 |
| G.O. Bonds | Cemeteries | General Fund | \$30,422 | \$30,422 |
| G.O. Bonds | Schools | General Fund | \$3,901,694 | \$3,901,694 |
| VPSA Bonds | Schools | General Fund | \$130,066 | \$130,066 |
| G.O. Bonds | Internal Services Fund - Fleet | Internal Services Fund | | \$313,715 |
| Equipment Notes | Internal Services Fund - Fleet | Internal Services Fund | | \$288,500 |
| G.O. Bonds | Public Utility | Department of Public Utilities | | \$13,078,454 |
| G.O. Bonds | Richmond Ambulance Authority | Richmond Ambulance Authority | | \$13,287 |
| G.O. Bonds | RMA Expressway Parking Deck | Richmond Metropolitan Authority | | \$827,057 |
| G.O. Bonds | Hospital Authority of Richmond | Hospital Authority of Richmond | | \$27,101 |
| | Total Interest General Obligation Bonds & Notes | | \$22,163,618 | \$36,711,732 |
| HUD Section 108 Loans | | Community Development | | \$277,958 |
| | Permanent Notes | Block Grants | | |
| | New Note | | | \$708,750 |
| Capital Lease-Coliseum HVAC Sytem | | | \$54,033 | \$54,033 |
| Cetificates of Participation | | Special Revenue Fund : | | \$744,313 |
| | | ("800 Megahertz") | | |
| | Total Other | | \$54,033 | \$1,785,054 |
| | Total Interest - Long Term Debt & Leases | | \$22,217,651 | \$38,496,786 |

Debt Service Fund Budget Fiscal Year 2008

| | | | <i>Fund 010 General Fund</i> | <i>Fund 030 Debt Service Fund</i> |
|--|--|--------------|--------------------------------------|---|
| Short - Term Borrowing | | | | |
| GO Revenue Anticipation Notes | Short-Term Debt | General Fund | \$2,300,000 | \$2,300,000 |
| Bond Anticipation Notes (Commercial Paper Line of Credit) | Short-Term Debt | General Fund | \$4,000,000 | \$4,000,000 |
| | Bond Issuance Costs | General Fund | \$750,000 | \$750,000 |
| | Bond Counsel | General Fund | \$250,000 | \$250,000 |
| | Total Revenues from Other Funds | | \$60,958,303 | \$94,365,960 |

Debt Service Fund Expenditures

| | | | | |
|---|---|--|--|---------------------|
| General Obligation Bonds & Notes - Principal Due | | | | \$47,137,941 |
| Section 108 Loans - Principal Due | | | | \$555,000 |
| Capital Leases Payable - Principal Due | | | | \$156,233 |
| Certificates of Participation - Principal Due | | | | \$720,000 |
| | Total Debt Service Fund Principal Payments | | | \$48,569,174 |
| General Obligation Bonds & Notes Interest Due | | | | \$36,711,732 |
| Section 108 Loan Interest Due | | | | \$986,708 |
| Certificates of Participation Interest Due | | | | \$744,313 |
| Capital Leases Payable-Interest | | | | \$54,033 |
| Revenue Anticipation Note - Interest | | | | \$2,300,000 |
| Commercial Paper Bond Anticipation Note (City of the Future) - Interest | | | | \$4,000,000 |
| | Total Debt Service Fund Interest Payments | | | \$44,796,786 |
| Bond Issuance Costs, Legal, Trust Administrative Fees, and other costs related to debt | | | | \$1,000,000 |
| | Total Debt Service Fund Expenditures | | | \$94,365,960 |

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------|---------------------|---------------------|---------------------|---------------------|
| Personnel | \$3,839,714 | \$5,894,052 | \$5,300,000 | \$7,600,000 |
| Operating Expenses | 32,182,054 | 37,229,599 | 43,994,516 | 44,352,731 |
| Total Expenditures | \$36,021,768 | \$43,123,651 | \$49,294,516 | \$51,952,731 |

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. There are also some organizations that are receiving City funds for the first time. Within the human services group, the proposed budgets are based upon recommendations from a committee under the supervision of the Deputy Chief Administrative Officer for Human Services.

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), Greater Richmond Convention Center Authority (GRCCA), salary adjustments for City employees, retiree healthcare, and any cross-agency budgets.

Proposed funding for GRTC is \$10,700,000 in FY2008 and \$10,450,000 in FY2009. This amount includes \$200,000 each year for the Senior Rate Break and capital funds of \$1,000,000 for FY2008 and \$750,000 for FY2009. The Richmond Ambulance Authority is proposed for funding of \$4,000,000 in FY2008 and FY2009. This represents an increase of \$550,000, which is the first significant increase in over four years.

In consideration of the City's undesignated fund balance requirements, a \$1 million contribution is proposed in FY2008. Similarly in FY2009 \$750,000 is proposed. There are three new major items included for FY2008. An economic incentive for \$1 million is proposed for FY2008 only and is the balance of a \$2 million commitment for MeadWestvaco's relocation to Richmond. Beginning in FY2008 and continuing for ten years is a \$1.25 million real estate grant for Philip Morris USA who is expected to take occupancy of new facility in downtown Richmond in May or June.

NON-DEPARTMENTAL

The last major item represents the City's plans to utilize a Master Lease Agreement for equipment, computers, and other depreciable items. This mechanism will allow the City to pay smaller lease payments over 3-5 years versus buying equipment and incurring the full cost upon purchase. Funds are also budgeted for the Enterprise Resource Planning (ERP) project in the Master Lease. This project involves the replacement of the City's automated financial system, which is over 15 years old. Plans are to upgrade to a comprehensive, web-based system that takes full advantage of the latest automation technologies.

The budget proposes \$2,300,000 in FY2008 and \$4,600,000 in FY2009 for compensation for City employees. The compensation package includes an average three percent performance-based pay adjustment for employees in FY2008 and FY2009. This amount is calculated to become effective on the first paycheck in November 2007 and November 2008. Retiree healthcare is proposed at \$3 million in both years.

This budget also includes interfund transfers to Public Utilities of \$500,000 in FY2008 and \$1,000,000 in FY2009 that are related to costs associated with Battery Park revitalization plans.

NON-DEPARTMENTAL

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|------------------|-------------------|--------------------|--------------------|
| Quasi-governmental and Other Non Departmental Programs and Activities | | | | |
| ACORN-Marketing Old Richmond Neighborhoods | \$ - | \$ 19,800 | \$ - | \$ - |
| Additional Retirement Fund Contribution | 1,000,000 | - | - | - |
| Affordable Housing Trust Fund Contribution | - | - | 250,000 | 250,000 |
| Airport Commission Low Fare Local Match | 167,143 | 167,143 | - | - |
| Airport Commission | 11,500 | 12,000 | 12,000 | 12,000 |
| Appropriation For Pay Adjustments | | 2,924,052 | 2,300,000 | 4,600,000 |
| ARC of Richmond | 24,959 | 24,750 | 24,750 | 24,750 |
| Arts Consortium | 350,000 | 346,500 | 400,000 | 400,000 |
| Bethel Community Services Inc | - | 14,850 | - | - |
| Black History Museum Match Funding | - | 74,250 | - | - |
| Boaz & Ruth | 25,000 | 24,750 | 24,750 | 24,750 |
| CARITAS | - | - | 35,000 | 35,000 |
| Carytown Parking | 51,129 | 54,951 | 58,504 | 70,259 |
| CDA | 1,178,377 | 650,000 | 650,000 | 650,000 |
| Central Virginia Legal Aid Society | 35,000 | 59,400 | 59,400 | 59,400 |
| City Share - Police Aircraft Replacement | 253,365 | - | - | - |
| Clean & Safe Partnership | 700,000 | 700,000 | 700,000 | 700,000 |
| Communities In Schools | - | 67,320 | - | - |
| Daily Planet | 25,000 | 24,750 | 25,000 | 25,000 |
| Delta House | - | 24,750 | - | - |
| DPU Ernesto Repayment | - | - | 500,000 | 1,000,000 |
| East End Teen Center | 25,000 | 24,750 | - | - |
| Economic Development Consortium | 1,200,000 | 1,048,000 | 1,058,000 | 1,058,000 |
| Elegba-Kwaanza & Family Reunion | 25,000 | 24,750 | 50,000 | 50,000 |
| Emergency Communication Supplemental Costs | 917,000 | - | - | - |
| Extension Services | 38,000 | - | 25,000 | 25,000 |
| Family Advocacy Center | 20,000 | 19,800 | - | - |
| Fan Free Clinic | - | - | 67,426 | 67,426 |
| Freedom House | - | - | 25,000 | 25,000 |
| Fund Balance Appropriation | - | 742,500 | 1,000,000 | 750,000 |
| GRCCA Operating Subsidy | 1,347,902 | 7,562,729 | 7,631,129 | 7,920,903 |
| Greater Richmond Partnership | 390,000 | 390,000 | - | - |
| GRTC Board | 5,500 | 6,000 | 6,000 | 6,000 |
| GRTC Equipment Note | 420,000 | 697,500 | 1,000,000 | 750,000 |
| GRTC Senior Rate Break | 200,000 | 200,000 | 200,000 | 200,000 |
| GRTC Transit Corporation | 7,596,356 | 8,508,160 | 9,500,000 | 9,500,000 |
| Healing Place | - | - | 35,000 | 35,000 |
| Homeward | \$ 47,500 | \$ 47,025 | \$ 50,000 | \$ 50,000 |

NON-DEPARTMENTAL

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|------------------|-------------------|--------------------|--------------------|
| Quasi-governmental and Other Non Departmental Programs and Activities continued | | | | |
| idea Stations | \$ 25,000 | \$ - | \$ - | \$ - |
| Interim Transition Costs New Government | 131,650 | - | - | - |
| J Sargent Reynolds CC (Capital) | - | 101,970 | 157,590 | 162,318 |
| J Sargent Reynolds CC (Oper) | 27,382 | 57,243 | 59,787 | 59,787 |
| James River Advisory Council | 10,000 | - | 10,000 | - |
| James River Development Corp | 16,621 | - | 16,621 | 16,621 |
| Marriott Parking | 490,540 | 787,050 | 500,000 | 500,000 |
| Master Lease | - | - | 1,861,704 | 2,443,033 |
| Maymont Contribution | 300,000 | 297,000 | 325,000 | 325,000 |
| MeadWestvaco Economic Incentive | - | - | 1,000,000 | - |
| Meals On Wheels | 83,131 | 99,000 | 100,000 | 100,000 |
| Med-Flight | - | - | 6,100 | 6,100 |
| Mobile Health Care-A-Van | - | 198,000 | - | - |
| Offender Aid and Restoration | 50,000 | 138,600 | 138,600 | 138,600 |
| Old Manchester Pre-development Study | - | 24,750 | - | - |
| Peumansend Regional Jail | 1,377,367 | 1,429,623 | 1,480,143 | 1,469,431 |
| Philip Morris Real Estate Grant | - | - | 1,250,000 | 1,250,000 |
| Richmond Behavioral Health Authority | 1,450,000 | 1,635,500 | 1,835,500 | 1,835,500 |
| RCAP | 150,000 | 148,500 | 122,434 | 122,434 |
| Reimbursement to CIP Econ Dev Fund | 366,667 | - | - | - |
| Retirees Health Care | 2,727,575 | 2,970,000 | 3,000,000 | 3,000,000 |
| Richmond Ambulance Authority | 3,450,000 | 3,450,000 | 4,000,000 | 4,000,000 |
| Richmond Coliseum Subsidy | 606,000 | - | - | - |
| Richmond Regional Planning District | | | | |
| Commission | 115,740 | 115,980 | 116,040 | 116,040 |
| Ridefinders | 7,500 | 7,425 | 7,500 | 7,500 |
| RMA - The Diamond | 83,467 | 82,632 | 95,000 | 95,000 |
| RMA Expressway Deck | 841,923 | 617,750 | 892,303 | 801,583 |
| RMCVB | 913,215 | 885,618 | 937,180 | 1,007,141 |
| RRHA - Old Manchester Debt | 2,747,635 | 2,805,075 | 2,883,600 | 2,895,700 |
| RRHA 6th Street Marketplace | 867,787 | - | - | - |
| RRHA Property Maintenance & Insurance | 194,094 | 74,250 | 290,000 | 290,000 |
| Senior Connections | 52,475 | 52,455 | 52,455 | 52,455 |
| Slave Trail Commission Support | - | 19,800 | - | - |
| Strive To Stay Alive | \$ 60,000 | \$ - | \$ - | \$ - |

NON-DEPARTMENTAL

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|----------------------|----------------------|----------------------|----------------------|
| Quasi-governmental and Other Non Departmental Programs and Activities continued | | | | |
| Virginia High Speed Rail | \$ 10,000 | \$ 9,900 | \$ 10,000 | \$ 10,000 |
| Virginia Supportive Housing | - | - | 60,000 | 60,000 |
| VCU Children's Medical Center | - | - | 100,000 | 100,000 |
| VHA/RNH Subsidy | 58,438 | - | - | - |
| Vision 2020 / Comprehensive Strategy | 89,406 | 331,500 | - | - |
| VJ Harris Health Clinic | 100,000 | 99,000 | 100,000 | 100,000 |
| William Byrd Community House | 25,000 | 24,750 | - | - |
| YMCA North Richmond Teen Center | 20,000 | 19,800 | - | - |
| Total Quasi-governmental and Other Non Departmental Programs and Activities | \$ 33,502,344 | \$ 40,943,651 | \$ 47,094,516 | \$ 49,252,731 |
| Reserve For Contingency | 25,000 | 200,000 | 200,000 | 200,000 |
| Tax Relief - Elderly/Disabled | 2,494,425 | 1,980,000 | 2,000,000 | 2,500,000 |
| Total Non-Departmental | \$ 36,021,769 | \$ 43,123,651 | \$ 49,294,516 | \$ 51,952,731 |

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 FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
| State Sales Tax for Education | - | \$29,268,976 | \$27,970,646 | \$29,089,472 |
| Prior Year Surplus & Debt Service | 15,891,367 | - | - | - |
| Other City Sources | 126,412,256 | 132,026,487 | 132,026,487 | 132,526,487 |
| Total City Appropriation | \$142,303,623 | \$161,295,463 | \$159,997,133 | \$161,615,959 |

Agency Highlights

- The FY2008 allocation from City sources remains at the FY2007 amount, as various cost efficiencies have been recommended to Richmond Public Schools in order to reallocate funds to address employee salary increases and classroom initiatives.
- The FY2008 budget for State Sales Taxes for Education reflects a decrease of \$1,298,330 from FY2007, due to miscalculations in the Commonwealth's FY2007 budget for local Education where "hold harmless" funding will not be provided by the State in future years.

Non-General Fund Budget

| Fund Type | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--------------------------|-------------------|-------------------|--------------------|--------------------|
| Capital Improvement Plan | \$2,000,000 | \$9,286,667 | \$6,172,897 | \$29,537,383 |

Note: The Capital amounts above include funding that will be directly disbursed to Schools for maintenance, as well as City of the Future-related funding that will be administered by the Department of Public Works. Please refer to the Capital Improvement Plan section in this document for details.

**RICHMOND PUBLIC SCHOOL,
CIP & OTHER FUNDS**



CAPITAL IMPROVEMENT PLAN



CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan for FY2008-FY2012 is \$831,871,301 of which \$179,813,301 is proposed for FY2008. For details, please see the Proposed Capital Improvement Plan.

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Project Estimates

| Citywide Summary | Estimated Project Cost | Prior Appropriations | FY2008 Proposed Appropriations |
|--------------------------|-------------------------------|-----------------------------|---------------------------------------|
| Schools | \$ 59,115,243 | \$ 54,064,693 | \$ 1,500,000 |
| Infrastructure | 173,802,817 | 81,875,451 | 21,743,280 |
| Economic Development | 9,906,569 | 8,106,569 | 450,000 |
| Neighborhood Development | 28,175,168 | 20,945,168 | 2,550,000 |
| City Facilities | 317,547,634 | 39,799,249 | 34,106,021 |
| Public Utilities | 1,014,516,000 | 566,401,000 | 119,464,000 |
| Total | \$ 1,603,063,431 | \$ 771,192,130 | \$ 179,813,301 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Project Estimates

| | Planning Years | | | | Five-Year Total |
|----|-----------------------|-----------------------|-----------------------|-----------------------|----------------------------|
| | FY2009 | FY2010 | FY2011 | | |
| \$ | 1,500,000 | \$ 1,180,000 | \$ 460,000 | \$ 410,550 | \$ 5,050,550 |
| | 21,818,112 | 19,013,636 | 15,366,169 | 13,986,169 | 91,927,366 |
| | 350,000 | 250,000 | 500,000 | 250,000 | 1,800,000 |
| | 1,650,000 | 915,000 | 1,015,000 | 1,100,000 | 7,230,000 |
| | 60,821,888 | 60,171,364 | 56,275,831 | 66,373,281 | 277,748,385 |
| | 89,752,000 | 95,258,000 | 82,862,000 | 60,779,000 | 448,115,000 |
| | \$ 175,892,000 | \$ 176,788,000 | \$ 156,479,000 | \$ 142,899,000 | \$ 831,871,301 |

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 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 FY2008 through FY2012.

| | <u>FY2008</u> | <u>FY2009</u> | <u>FY2010</u> | <u>FY2011</u> | <u>FY2012</u> |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|
| Total Adopted Capital Improvement Plan | \$ 60,349,301 | \$ 86,140,000 | \$ 81,530,000 | \$ 73,617,000 | \$ 82,120,000 |
| Proposed General Obligation Bonds | 13,301,000 | 16,982,000 | 12,980,000 | 9,997,000 | 14,000,000 |
| General Obligation Bonds – Prior Appropriations | 5,070,801 | - | - | - | - |
| Commercial Paper Credit – City of the Future | 26,300,000 | 64,450,000 | 65,150,000 | 62,300,000 | 66,800,000 |
| Commercial Paper Credit – prior Appropriations | 10,381,000 | - | - | - | - |
| Non General Obligation Funding Sources | | | | | |
| Regional STP Funds (TEA-21) | 268,000 | - | - | - | - |
| Federal SAFETY Funds | 578,000 | 578,000 | - | - | - |
| Federal Enhancement Funds | 1,149,000 | - | - | - | - |
| State Urban Funds | 2,642,000 | 1,983,000 | 1,899,000 | 1,300,000 | 1,300,000 |
| State Urban Funds Prior Appropriations | (99,000) | - | - | - | - |
| Federal Urban Funds | 1,317,000 | 1,855,000 | 1,481,000 | - | - |
| Federal Planning Funds | (1,600,000) | - | - | - | - |
| Federal Planning Funds | 1,092,000 | 272,000 | - | - | - |
| Old Dominion Society Contribution | (29,000) | - | - | - | - |
| Richmond Riverfront Corporation Match | (21,500) | - | - | - | - |
| Windsor Farms Local Match | - | 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 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of CIP Categories and Funding Sources

| | FY2008 | Planning Years | | | | Five-Year Total |
|---|-------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | Proposed Appropriations | FY2009 | FY2010 | FY2011 | FY2012 | |
| CIP Categories | | | | | | |
| Schools | \$ 1,500,000 | \$ 1,500,000 | \$ 1,180,000 | \$ 460,000 | \$ 410,550 | \$ 5,050,550 |
| Infrastructure | 21,743,280 | 21,818,112 | 19,013,636 | 15,366,169 | 13,986,169 | 91,927,366 |
| Economic Development | 450,000 | 350,000 | 250,000 | 500,000 | 250,000 | 1,800,000 |
| Neighborhood Development | 2,550,000 | 1,650,000 | 915,000 | 1,015,000 | 1,100,000 | 7,230,000 |
| City Facilities | 34,106,021 | 60,821,888 | 60,171,364 | 56,275,831 | 66,373,281 | 277,748,385 |
| Subtotal | 60,349,301 | 86,140,000 | 81,530,000 | 73,617,000 | 82,120,000 | 383,756,301 |
| Public Utilities | | | | | | |
| Gas Utility | 18,307,000 | 19,408,000 | 26,988,000 | 28,553,000 | 29,866,000 | 123,122,000 |
| Water Utility | 39,865,000 | 49,046,000 | 36,631,000 | 29,841,000 | 12,694,000 | 168,077,000 |
| Stormwater Utility | 400,000 | 2,402,000 | 770,000 | 525,000 | 500,000 | 4,597,000 |
| Wastewater Utility | 60,892,000 | 18,896,000 | 30,869,000 | 23,943,000 | 17,719,000 | 152,319,000 |
| Stores Division | - | - | - | - | - | - |
| Subtotal | 119,464,000 | 89,752,000 | 95,258,000 | 82,862,000 | 60,779,000 | 448,115,000 |
| Total | 179,813,301 | 175,892,000 | 176,788,000 | 156,479,000 | 142,899,000 | 831,871,301 |
| Funding Sources | | | | | | |
| General Obligation Bonds | 13,301,000 | 16,982,000 | 12,980,000 | 9,997,000 | 14,000,000 | 67,260,000 |
| General Obligation Bonds - Prior Appropriations | 5,070,801 | - | - | - | - | 5,070,801 |
| Commercial Paper Credit - City of the Future | 26,300,000 | 64,450,000 | 65,150,000 | 62,300,000 | 66,800,000 | 285,000,000 |
| Commercial Paper Credit - City of the Future - Prior Appropriations | 10,381,000 | - | - | - | - | 10,381,000 |
| Regional STP Funds | 268,000 | - | - | - | - | 268,000 |
| Federal SAFETY Funds | 578,000 | 578,000 | - | - | - | 1,156,000 |
| Federal Enhancement Funds | 1,149,000 | - | - | - | - | 1,149,000 |
| State Urban Funds | 2,642,000 | 1,983,000 | 1,899,000 | 1,300,000 | 1,300,000 | 9,124,000 |
| State Urban Funds Prior Appropriations | (99,000) | - | - | - | - | (99,000) |
| Federal Urban Funds | 1,317,000 | 1,855,000 | 1,481,000 | - | - | 4,653,000 |
| Federal Planning Funds - Mayo Bridge | (1,600,000) | - | - | - | - | (1,600,000) |
| Federal Planning Funds - Mayo Bridge | 1,092,000 | 272,000 | - | - | - | 1,364,000 |
| Old Dominion Society Contribution | (29,000) | - | - | - | - | (29,000) |
| Richmon Riverfront Corporation Match | (21,500) | - | - | - | - | (21,500) |
| Windsor Farms Local Match | - | 20,000 | 20,000 | 20,000 | 20,000 | 80,000 |
| Utility Revenue Bonds | 119,464,000 | 89,752,000 | 95,258,000 | 82,862,000 | 60,779,000 | 448,115,000 |
| Total | \$ 179,813,301 | \$ 175,892,000 | \$ 176,788,000 | \$ 156,479,000 | \$ 142,899,000 | \$ 831,871,301 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012 General Obligation Bonds -
Prior Appropriations

| Projects | Prior Appropriations | |
|---|---------------------------------|---------------------|
| GIS Transportation Project | \$ 1,269 | Project Complete |
| Council District Project - District 1 | 20,000 | Funds Not Committed |
| Council District Project - District 2 | 25,000 | Funds Not Committed |
| Council District Project - District 3 | 25,000 | Funds Not Committed |
| Council District Project - District 4 | 45,000 | Funds Not Committed |
| Council District Project - District 5 | 70,000 | Funds Not Committed |
| Council District Project - District 6 | 15,000 | Funds Not Committed |
| Council District Project - District 8 | 55,000 | Funds Not Committed |
| Council District Project - District 9 | 85,000 | Funds Not Committed |
| 14th Street Utility Improvements | 23,224 | Project Complete |
| Nieghborhood Improvement Program | 118,452 | Funds Not Committed |
| East Broad Gateway Improvements | 29,207 | Project Complete |
| Commerce Road/Bellemeade | 34,517 | Project Complete |
| Whitehead Road; Warwick to Elkhardt | 9,056 | Project Complete |
| Hobby Hill farms Area Street Improvements | 576 | Project Complete |
| Tredegar Visitors Center | 2,241 | Project Complete |
| Warwick Road Relocation | 25,000 | Project Complete |
| Council District Project - City-Wide | 14,831 | Funds Not Committed |
| Southern Barton Heights Public Improvements | 9,268 | Project Complete |
| Cutshaw Avenue Street Improvements | 253 | Project Complete |
| Miniffee Street Improvements | 2,069 | Project Complete |
| Boulevard Median Improvements | 204,284 | Project Complete |
| 14th Street Corridor Improvements | 130,023 | Project Complete |
| Belvidere/Marshall Street Intersection Improvements | 38,745 | Project Complete |
| Canal Crossing Project | 141,294 | Funds Not Committed |
| Broad Rock Road (RT. 10) Sidewalk | 146,641 | Funds Not Committed |
| Radford Avenue - 4700 Block | 138,727 | Funds Not Committed |
| Parking Development Program | 50 | Project Complete |
| Central Business District Conservation | 30,741 | Project Complete |
| Jefferson Davis Revitilization Study | 181 | Project Complete |
| Libbie/Grove Streetscape | 2,000 | Project Complete |
| East District Neighborhood Team Effort | 850 | Project Complete |
| Improvements to Intermediate Terminal Docks | 489,181 | Funds Not Committed |
| Broad Rock Community Center | 1,880,500 | Funds Not Committed |
| Monument Avenue Sprinkler Sysytem | 60,833 | Project Complete |
| Church Hill Teen Center | 836,250 | Funds Not Committed |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012 General Obligation Bonds -
Prior Appropriations

| Projects | Prior Appropriations | |
|--|---------------------------------|---------------------|
| Police Second Precinct | 128 | Project Complete |
| New Space for Richmond Court System | 6,015 | Project Complete |
| Score/Radio Shop Relocation | 421 | Project Complete |
| Hydroplant | 29,344 | Funds Not Committed |
| Theater Row Office Building | 115,558 | Funds Not Committed |
| Ann Hardy Park Family Life Center | 209,072 | Funds Not Committed |
| Total General Obligation Bonds - Prior Appropriations | \$ 5,070,801 | |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012 Commercial Paper Credit -
City of the Future - Prior Appropriations

| Projects | Prior Appropriations | |
|---|-----------------------------|---------------------|
| Brookland Park Bpulevard Lighting City of the Future | \$ 103,500 | Funds Not Committed |
| Linwood Avenue Sidewalks - City of the Future | 180,000 | Funds Not Committed |
| Carver Community center - City of the Future | 750,000 | Funds Not Committed |
| Elementary/Middle/High Schools | 5,926,667 | Funds Not Committed |
| Major Parks Renovations | 1,850,000 | Funds Not Committed |
| Slave Trail | 100,000 | Funds Not Committed |
| Neighborhood Park Renovations | 894,000 | Funds Not Committed |
| Westover Hills Library | 26,833 | Funds Not Committed |
| Gateway Beautification | 550,000 | Funds Not Committed |
| Total Commercial Paper Credit - Prior Appropriations | \$ 10,381,000 | |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Richmond Public Schools Projects

| <u>Projects</u> | Estimated Project Cost | Prior Appropriations | FY2008 Proposed Appropriations |
|--------------------------|---------------------------|-------------------------|-----------------------------------|
| School Maintenance | \$ 59,115,243 | \$ 54,064,693 | \$ 1,500,000 |
| General Obligation Bonds | 59,115,243 | 54,064,693 | 1,500,000 |
| Total | \$ 59,115,243 | \$ 54,064,693 | \$ 1,500,000 |
| <u>Funding Sources</u> | | | |
| General Obligation Bonds | 59,115,243 | 54,064,693 | 1,500,000 |
| Total | \$ 59,115,243 | \$ 54,064,693 | \$ 1,500,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Richmond Public Schools Projects

| | | Planning Years | | | | | | | |
|-----------|------------------|----------------|------------------|-----------|----------------|-----------|----------------|-----------------|------------------|
| FY2009 | | FY2010 | | FY2011 | | FY2012 | | Five-Year Total | |
| \$ | 1,500,000 | \$ | 1,180,000 | \$ | 460,000 | \$ | 410,550 | \$ | 5,050,550 |
| | 1,500,000 | | 1,180,000 | | 460,000 | | 410,550 | | 5,050,550 |
| <hr/> | | | | | | | | | |
| \$ | 1,500,000 | \$ | 1,180,000 | \$ | 460,000 | \$ | 410,550 | \$ | 5,050,550 |
| <hr/> | | | | | | | | | |
| | 1,500,000 | | 1,180,000 | | 460,000 | | 410,550 | | 5,050,550 |
| \$ | 1,500,000 | \$ | 1,180,000 | \$ | 460,000 | \$ | 410,550 | \$ | 5,050,550 |
| <hr/> | | | | | | | | | |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Infrastructure Projects

| Projects | Estimated Project Cost | Prior Appropriations | FY2008 Proposed Appropriations |
|--|-----------------------------------|---------------------------------|---|
| Transportation Projects - City of the Future | \$ 38,563,085 | \$ - | \$ 8,329,439 |
| Commercial Paper Credit - City of the Future | 38,563,085 | - | 8,329,439 |
| Sidewalk Projects - City of the Future | 11,200,936 | - | 2,228,972 |
| Commercial Paper Credit - City of the Future | 11,200,936 | - | 2,228,972 |
| Gateway Beautification - City of the Future | 7,009,345 | - | 1,401,869 |
| Commercial Paper Credit - City of the Future | 7,009,345 | - | 1,401,869 |
| Traffic Control Installations | 3,703,000 | 2,103,000 | 200,000 |
| General Obligation Bonds | 3,703,000 | 2,103,000 | 200,000 |
| Street Signs Program | 700,000 | 450,000 | 50,000 |
| General Obligation Bonds | 700,000 | 450,000 | 50,000 |
| Richmond Signal System Improvements (CMAQ) | 2,323,200 | 2,323,200 | - |
| CMAQ Funds | 2,323,200 | 2,323,200 | - |
| Hull Street Signal System | 607,420 | 407,420 | 200,000 |
| General Obligation Bonds | 420,000 | 220,000 | 200,000 |
| Capital Projects Revenue Sharing | 187,420 | 187,420 | - |
| Safety Improvement Contingency Account | 504,406 | 254,406 | 50,000 |
| General Obligation Bonds | 504,406 | 254,406 | 50,000 |
| Overhead Traffic Sign Structure Enhancements | 600,000 | - | 50,000 |
| General Obligation Bonds | 600,000 | - | 50,000 |
| Richmond Signal System Improvements (RSTP) | 1,082,000 | 1,082,000 | - |
| Regional STP Funds (TEA-21) | 1,082,000 | 1,082,000 | - |
| Cary Street/River Road Signalization | 820,000 | - | - |
| General Obligation Bonds | 820,000 | - | - |
| Semmes Avenue Dundee to Cowardin Signalization | 220,000 | - | - |
| General Obligation Bonds | 220,000 | - | - |
| Duval Street Circulation | 350,000 | 200,000 | 150,000 |
| General Obligation Bonds | 350,000 | 200,000 | 150,000 |
| Bicycle and Pedestrian Enhancements | 190,000 | - | - |
| General Obligation Bonds | 190,000 | - | - |
| Citywide Traffic Calming | 2,500,000 | 500,000 | 400,000 |
| General Obligation Bonds | 2,500,000 | 500,000 | 400,000 |
| Citywide Sign Replacement Program | 150,000 | - | 50,000 |
| General Obligation Bonds | \$ 150,000 | \$ - | \$ 50,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Infrastructure Projects

| | | Planning Years | | | | | |
|----|-----------|----------------|-----------|--------|-----------|-----------------|------------|
| | | FY2009 | FY2010 | FY2011 | FY2012 | Five-Year Total | |
| \$ | 8,037,383 | \$ | 7,429,907 | \$ | 7,383,178 | \$ | 38,563,085 |
| | 8,037,383 | | 7,429,907 | | 7,383,178 | | 38,563,085 |
| | 2,242,991 | | 2,242,991 | | 2,242,991 | | 11,200,936 |
| | 2,242,991 | | 2,242,991 | | 2,242,991 | | 11,200,936 |
| | 2,803,738 | | 2,803,738 | | - | | 7,009,345 |
| | 2,803,738 | | 2,803,738 | | - | | 7,009,345 |
| | 300,000 | | 300,000 | | 400,000 | | 1,600,000 |
| | 300,000 | | 300,000 | | 400,000 | | 1,600,000 |
| | 100,000 | | 100,000 | | - | | 250,000 |
| | 100,000 | | 100,000 | | - | | 250,000 |
| | - | | - | | - | | - |
| | - | | - | | - | | - |
| | - | | - | | - | | 200,000 |
| | - | | - | | - | | 200,000 |
| | - | | - | | - | | - |
| | 50,000 | | 50,000 | | 50,000 | | 250,000 |
| | 50,000 | | 50,000 | | 50,000 | | 250,000 |
| | - | | - | | 550,000 | | 600,000 |
| | - | | - | | 550,000 | | 600,000 |
| | - | | - | | - | | - |
| | - | | - | | - | | - |
| | - | | - | | 820,000 | | 820,000 |
| | - | | - | | 820,000 | | 820,000 |
| | - | | - | | 220,000 | | 220,000 |
| | - | | - | | 220,000 | | 220,000 |
| | - | | - | | - | | 150,000 |
| | - | | - | | - | | 150,000 |
| | - | | - | | 190,000 | | 190,000 |
| | - | | - | | 190,000 | | 190,000 |
| | 400,000 | | 400,000 | | 400,000 | | 2,000,000 |
| | 400,000 | | 400,000 | | 400,000 | | 2,000,000 |
| | 100,000 | | - | | - | | 150,000 |
| \$ | 100,000 | \$ | - | \$ | - | \$ | 150,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Infrastructure Projects

| Projects | Estimated Project Cost | Prior Appropriations | FY2008 Proposed Appropriations |
|--|-----------------------------------|---------------------------------|---|
| Shockoe Bottom Operations Improvements | \$ 326,000 | \$ - | \$ 126,000 |
| General Obligation Bonds | 326,000 | - | 126,000 |
| MeadWestvaco Area Transportation Improvements | 450,000 | - | 350,000 |
| General Obligation Bonds | 450,000 | - | 350,000 |
| Streets, Sidewalks, Alley Extensions, and Improvements | 11,479,517 | 9,279,517 | 300,000 |
| General Obligation Bonds | 11,354,517 | 9,154,517 | 300,000 |
| Capital Project Revenue Sharing | 225,000 | 225,000 | - |
| Transfer Out Capital Project Revenue Sharing | (100,000) | (100,000) | - |
| Matching Funds for Federal Grants (VDOT) | 845,500 | 495,500 | 70,000 |
| General Obligation Bonds | 845,500 | 495,500 | 70,000 |
| Brown's Island Enhancement | 789,750 | 661,250 | 128,500 |
| General Obligation Bonds | 30,000 | - | 30,000 |
| Federal Enhancement Funds | 649,000 | 529,000 | 120,000 |
| Riverfront Development Corporation Contribution | 110,750 | 132,250 | (21,500) |
| Midlothian Turnpike: Belt Boulevard to Chippenham Parkway (VDOT) | 610,000 | 410,000 | 90,000 |
| General Obligation Bonds | 610,000 | 410,000 | 90,000 |
| Hull Street Passenger Station | 596,000 | 596,000 | - |
| Federal Enhancement Funds | 596,000 | 567,000 | 29,000 |
| Old Dominion Society Contribution | - | 29,000 | (29,000) |
| German School Road: Glenway To Warwick Road (VDOT) | 283,000 | 193,000 | 70,000 |
| General Obligation Bonds | 283,000 | 193,000 | 70,000 |
| Windsor Farms Neighborhood Improvement | 540,000 | 380,000 | - |
| General Obligation Bonds | 270,000 | 190,000 | - |
| Windsor Farms Match | 270,000 | 190,000 | - |
| Jefferson Davis Hwy (US-301): Chesterman Avenue to Decatur Street (VDOT) | 633,000 | 463,000 | - |
| General Obligation Bonds | 633,000 | 463,000 | - |
| Curb Ramps for the Mobility Impaired | 1,075,000 | 875,000 | - |
| General Obligation Bonds | 1,075,000 | 875,000 | - |
| Project Planning and Programming | 1,250,000 | 450,000 | 100,000 |
| General Obligation Bonds | 1,250,000 | 450,000 | 100,000 |
| Broad Street Bus Lanes | 1,220,000 | 890,000 | 330,000 |
| Regional STP Funds (TEA-21) | 950,000 | 640,000 | 310,000 |
| State Urban Funds | 20,000 | 20,000 | - |
| Federal Urban Funds | 100,000 | 80,000 | 20,000 |
| General Obligation Bonds | \$ 150,000 | \$ 150,000 | \$ - |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Infrastructure Projects

| | | Planning Years | | | | | | | |
|----|---------|----------------|---------|----|---------|----|---------|----|-----------------|
| | FY2009 | | FY2010 | | FY2011 | | FY2012 | | Five-Year Total |
| \$ | 100,000 | \$ | - | \$ | - | \$ | 100,000 | \$ | 326,000 |
| | 100,000 | | - | | - | | 100,000 | | 326,000 |
| | 100,000 | | - | | - | | - | | 450,000 |
| | 100,000 | | - | | - | | - | | 450,000 |
| | 400,000 | | 400,000 | | 550,000 | | 550,000 | | 2,200,000 |
| | 400,000 | | 400,000 | | 550,000 | | 550,000 | | 2,200,000 |
| | - | | - | | - | | - | | - |
| | - | | - | | - | | - | | - |
| | 70,000 | | 70,000 | | 70,000 | | 70,000 | | 350,000 |
| | 70,000 | | 70,000 | | 70,000 | | 70,000 | | 350,000 |
| | - | | - | | - | | - | | 128,500 |
| | - | | - | | - | | - | | 30,000 |
| | - | | - | | - | | - | | 120,000 |
| | - | | - | | - | | - | | (21,500) |
| | 70,000 | | 40,000 | | - | | - | | 200,000 |
| | 70,000 | | 40,000 | | - | | - | | 200,000 |
| | - | | - | | - | | - | | - |
| | - | | - | | - | | - | | 29,000 |
| | - | | - | | - | | - | | (29,000) |
| | 20,000 | | - | | - | | - | | 90,000 |
| | 20,000 | | - | | - | | - | | 90,000 |
| | 40,000 | | 40,000 | | 40,000 | | 40,000 | | 160,000 |
| | 20,000 | | 20,000 | | 20,000 | | 20,000 | | 80,000 |
| | 20,000 | | 20,000 | | 20,000 | | 20,000 | | 80,000 |
| | 100,000 | | 70,000 | | - | | - | | 170,000 |
| | 100,000 | | 70,000 | | - | | - | | 170,000 |
| | 50,000 | | 50,000 | | 50,000 | | 50,000 | | 200,000 |
| | 50,000 | | 50,000 | | 50,000 | | 50,000 | | 200,000 |
| | 100,000 | | 100,000 | | 100,000 | | 400,000 | | 800,000 |
| | 100,000 | | 100,000 | | 100,000 | | 400,000 | | 800,000 |
| | - | | - | | - | | - | | 330,000 |
| | - | | - | | - | | - | | 310,000 |
| | - | | - | | - | | - | | - |
| | - | | - | | - | | - | | 20,000 |
| \$ | - | \$ | - | \$ | - | \$ | - | \$ | - |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Infrastructure Projects

| Projects | Estimated Project Cost | Prior Appropriations | FY2008 Proposed Appropriations |
|--|-----------------------------------|---------------------------------|---|
| Forest Hill Avenue: Hathaway to Powhite Parkway | \$ 1,694,000 | \$ 2,274,000 | \$ (580,000) |
| Regional STP Funds (TEA-21) | 1,308,000 | 1,350,000 | (42,000) |
| State Urban Funds | 167,000 | 167,000 | - |
| State Urban Funds Prior Appropriations | (99,000) | - | (99,000) |
| Federal Urban Funds | 300,000 | 739,000 | (439,000) |
| General Obligation Bonds | 18,000 | 18,000 | - |
| TEA-21 Safety Improvements | 10,060,000 | 10,060,000 | - |
| TEA-21 Safety Funds | 10,060,000 | 10,060,000 | - |
| Virginia Capital Trail | 1,495,000 | 495,000 | 1,000,000 |
| General Obligation Bonds | 495,000 | 495,000 | - |
| Federal Enhancement Funds | 1,000,000 | - | 1,000,000 |
| Alley Repair - Gaston Storm Damage | 350,000 | 300,000 | 50,000 |
| General Obligation Bonds | 350,000 | 300,000 | 50,000 |
| Highland Park Roundabout | 500,000 | 325,000 | 175,000 |
| Transfer In Capital Projects Revenue Sharing | 100,000 | 100,000 | - |
| General Obligation Bonds | 400,000 | 225,000 | 175,000 |
| Martin Agency - Shockoe Slip Subsurface | 1,800,000 | 300,000 | 500,000 |
| General Obligation Bonds | 1,800,000 | 300,000 | 500,000 |
| Biotech Research park | 4,216,000 | 2,517,000 | 759,000 |
| Federal SAFETY Funds | 3,492,000 | 2,336,000 | 578,000 |
| State Urban Funds | 724,000 | 181,000 | 181,000 |
| Gilles Creek Bridge Replacement | 85,000 | 55,000 | 30,000 |
| General Obligation Bonds | 85,000 | 55,000 | 30,000 |
| Deep Water Terminal Road | 2,316,000 | 1,116,000 | - |
| State Urban Funds | 2,300,000 | 1,100,000 | - |
| General Obligation Bonds | 16,000 | 16,000 | - |
| Hull Street: Dixon Drive to Elkhardt Road -Urban | 13,618,158 | 7,279,158 | 2,170,000 |
| General Obligation Bonds | 213,158 | 87,158 | 43,000 |
| Federal Urban Funds | 11,050,000 | 5,978,000 | 1,736,000 |
| State Urban Funds | 2,355,000 | 1,214,000 | 391,000 |
| New Curb and Gutter Program Urban Funded | 1,728,000 | 1,228,000 | 500,000 |
| State Urban Funds Prior Appropriations | 728,000 | 728,000 | - |
| State Urban Funds | 1,000,000 | 500,000 | 500,000 |
| New Sidewalk Program Urban Funded | 1,100,000 | 900,000 | 200,000 |
| State Urban Funds Prior Appropriations | 700,000 | 700,000 | - |
| State Urban Funds | 400,000 | 200,000 | 200,000 |
| Sidewalk Improvement Program Urban Funded | 1,100,000 | 900,000 | 200,000 |
| State Urban Funds Prior Appropriations | 700,000 | 700,000 | - |
| State Urban Funds | \$ 400,000 | \$ 200,000 | \$ 200,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Infrastructure Projects

| Planning Years | | | | | | | Five-Year Total |
|----------------|-----------|--------|-----------|----|---------|----|-----------------|
| FY2009 | FY2010 | FY2011 | FY2012 | | | | |
| \$ | - | \$ | - | \$ | - | \$ | (580,000) |
| | - | | - | | - | | (42,000) |
| | - | | - | | - | | - |
| | - | | - | | - | | (99,000) |
| | - | | - | | - | | (439,000) |
| | - | | - | | - | | - |
| | - | | - | | - | | - |
| | - | | - | | - | | - |
| | - | | - | | - | | 1,000,000 |
| | - | | - | | - | | - |
| | - | | - | | - | | 1,000,000 |
| | - | | - | | - | | 50,000 |
| | - | | - | | - | | 50,000 |
| | - | | - | | - | | 175,000 |
| | - | | - | | - | | - |
| | - | | - | | - | | 175,000 |
| | 500,000 | | 500,000 | | - | | 1,500,000 |
| | 500,000 | | 500,000 | | - | | 1,500,000 |
| | 759,000 | | 181,000 | | - | | 1,699,000 |
| | 578,000 | | - | | - | | 1,156,000 |
| | 181,000 | | 181,000 | | - | | 543,000 |
| | - | | - | | - | | 30,000 |
| | - | | - | | - | | 30,000 |
| | 300,000 | | 300,000 | | 300,000 | | 1,200,000 |
| | 300,000 | | 300,000 | | 300,000 | | 1,200,000 |
| | - | | - | | - | | - |
| | 2,318,000 | | 1,851,000 | | - | | 6,339,000 |
| | 46,000 | | 37,000 | | - | | 126,000 |
| | 1,855,000 | | 1,481,000 | | - | | 5,072,000 |
| | 417,000 | | 333,000 | | - | | 1,141,000 |
| | - | | - | | - | | 500,000 |
| | - | | - | | - | | - |
| | - | | - | | - | | 500,000 |
| | - | | - | | - | | 200,000 |
| | - | | - | | - | | - |
| | - | | - | | - | | 200,000 |
| | - | | - | | - | | 200,000 |
| | - | | - | | - | | - |
| \$ | - | \$ | - | \$ | - | \$ | 200,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Infrastructure Projects

| Projects | Estimated Project Cost | Prior Appropriations | FY2008 Proposed Appropriations |
|--|-----------------------------------|---------------------------------|---|
| Pavement Rehabilitation Urban Funded | \$ 7,500,000 | \$ 5,000,000 | \$ 500,000 |
| State Urban Funds Prior Appropriations | 5,000,000 | 5,000,000 | - |
| State Urban Funds | 2,500,000 | - | 500,000 |
| Traffic Control Modernization Urban Funded | 3,800,000 | 1,300,000 | 500,000 |
| State Urban Funds Prior Appropriations | 1,000,000 | 1,000,000 | - |
| State Urban Funds | 2,800,000 | 300,000 | 500,000 |
| Mayo Bridge Conceptual Study | 1,704,000 | 1,600,000 | (338,000) |
| Federal Planning Funds | - | 1,600,000 | (1,600,000) |
| Federal SAFETY Planning Funds | 1,364,000 | | 1,092,000 |
| State Urban Funds | 340,000 | | 170,000 |
| General Street Lighting | 24,469,000 | 20,129,000 | 563,000 |
| General Obligation Bonds | 24,469,000 | 20,129,000 | 563,000 |
| Special Street Lighting | 5,646,500 | 4,084,000 | 839,500 |
| General Obligation Bonds | 5,646,500 | 4,084,000 | 839,500 |
| Total | \$ 173,802,817 | \$ 81,875,451 | \$ 21,743,280 |
| Funding Sources | | | |
| General Obligation Bonds | \$ 60,927,081 | \$ 41,817,581 | \$ 4,486,500 |
| Commercial Paper Credit - City of the Future | 56,773,366 | - | 11,960,280 |
| Regional STP Funds | 3,340,000 | 3,072,000 | 268,000 |
| TEA 21 Safety Funds | 10,060,000 | 10,060,000 | - |
| CMAQ Funds | 2,323,200 | 2,323,200 | - |
| State Urban Funds | 13,006,000 | 3,882,000 | 2,642,000 |
| State Urban Funds Prior Appropriations | 8,029,000 | 8,128,000 | (99,000) |
| Federal Urban Funds | 11,450,000 | 6,797,000 | 1,317,000 |
| Federal Enhancement Funds | 2,245,000 | 1,096,000 | 1,149,000 |
| Federal Safety Funds | 3,492,000 | 2,336,000 | 578,000 |
| Federal Safety Planning Funds | 1,364,000 | - | 1,092,000 |
| Capital Project Revenue Sharing | 412,420 | 412,420 | - |
| Windsor Farms Match | 270,000 | 190,000 | - |
| Federal Planning Funds | - | 1,600,000 | (1,600,000) |
| Old Dominion Society Contribution | - | 29,000 | (29,000) |
| Richmond Riverfront Corporation Match | 110,750 | 132,250 | (21,500) |
| Total | \$ 173,802,817 | \$ 81,875,451 | \$ 21,743,280 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Infrastructure Projects

| Planning Years | | | | | Five-Year Total |
|----------------------|----------------------|----------------------|----------------------|----------------------|-----------------|
| FY2009 | FY2010 | FY2011 | FY2012 | | |
| \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 2,500,000 | |
| - | - | - | - | - | |
| 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 | |
| 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 | |
| - | - | - | - | - | |
| 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 | |
| 357,000 | 85,000 | - | - | 104,000 | |
| - | - | - | - | (1,600,000) | |
| 272,000 | - | - | - | 1,364,000 | |
| 85,000 | 85,000 | - | - | 340,000 | |
| 777,000 | 1,000,000 | 1,000,000 | 1,000,000 | 4,340,000 | |
| 777,000 | 1,000,000 | 1,000,000 | 1,000,000 | 4,340,000 | |
| 723,000 | - | - | - | 1,562,500 | |
| 723,000 | - | - | - | 1,562,500 | |
| \$ 21,818,112 | \$ 19,013,636 | \$ 15,366,169 | \$ 13,986,169 | \$ 91,927,366 | |

| | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| \$ 4,026,000 | \$ 3,137,000 | \$ 4,420,000 | \$ 3,040,000 | \$ 19,109,500 |
| 13,084,112 | 12,476,636 | 9,626,169 | 9,626,169 | 56,773,366 |
| - | - | - | - | 268,000 |
| - | - | - | - | - |
| - | - | - | - | - |
| 1,983,000 | 1,899,000 | 1,300,000 | 1,300,000 | 9,124,000 |
| - | - | - | - | (99,000) |
| 1,855,000 | 1,481,000 | - | - | 4,653,000 |
| - | - | - | - | 1,149,000 |
| 578,000 | - | - | - | 1,156,000 |
| 272,000 | - | - | - | 1,364,000 |
| - | - | - | - | - |
| 20,000 | 20,000 | 20,000 | 20,000 | 80,000 |
| - | - | - | - | (1,600,000) |
| - | - | - | - | (29,000) |
| - | - | - | - | (21,500) |
| \$ 21,818,112 | \$ 19,013,636 | \$ 15,366,169 | \$ 13,986,169 | \$ 91,927,366 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Economic Development Projects

| Projects | Estimated Project Cost | Prior Appropriations | FY2008 Proposed Appropriations |
|-----------------------------|-----------------------------------|---------------------------------|---|
| Enterprise Zone Incentives | \$ 7,865,500 | \$ 7,215,500 | \$ 200,000 |
| General Obligation Bonds | 7,865,500 | 7,215,500 | 200,000 |
| Planning and Predevelopment | 2,041,069 | 891,069 | 250,000 |
| General Obligation Bonds | 2,041,069 | 891,069 | 250,000 |
| Total | \$ 9,906,569 | \$ 8,106,569 | \$ 450,000 |
| Funding Sources | | | |
| General Obligation Bonds | 9,906,569 | 8,106,569 | 450,000 |
| Total | \$ 9,906,569 | \$ 8,106,569 | \$ 450,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Economic Development Projects

| Planning Years | | | | | Five-Year Total |
|-------------------|-------------------|-------------------|-------------------|---------------------|-----------------|
| FY2009 | FY2010 | FY2011 | FY2012 | | |
| \$ 100,000 | \$ 100,000 | \$ 250,000 | \$ - | \$ 650,000 | |
| 100,000 | 100,000 | 250,000 | - | 650,000 | |
| 250,000 | 150,000 | 250,000 | 250,000 | 1,150,000 | |
| 250,000 | 150,000 | 250,000 | 250,000 | 1,150,000 | |
| <hr/> | | | | | |
| \$ 350,000 | \$ 250,000 | \$ 500,000 | \$ 250,000 | \$ 1,800,000 | |
| <hr/> | | | | | |
| 350,000 | 250,000 | 500,000 | 250,000 | 1,800,000 | |
| \$ 350,000 | \$ 250,000 | \$ 500,000 | \$ 250,000 | \$ 1,800,000 | |
| <hr/> | | | | | |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Neighborhood Development Projects

| <u>Projects</u> | <u>Estimated Project Cost</u> | <u>Prior Appropriations</u> | <u>FY2008 Proposed Appropriations</u> |
|--|-----------------------------------|---------------------------------|---|
| Neighborhoods in Bloom | 5,451,125 | 4,151,125 | 200,000 |
| General Obligation Bonds | 5,451,125 | 4,151,125 | 200,000 |
| Startford Hills Extra CARE | 150,000 | - | - |
| General Obligation Bonds | 150,000 | - | - |
| Jahnke Road CARE | 140,000 | - | - |
| General Obligation Bonds | 140,000 | - | - |
| Blackwell Conservation and Redevelopment Program | 5,125,043 | 3,825,043 | 800,000 |
| General Obligation Bonds | 5,125,043 | 3,825,043 | 800,000 |
| Building Demolition | 6,200,000 | 4,100,000 | 300,000 |
| General Obligation Bonds | 6,200,000 | 4,100,000 | 300,000 |
| Jackson Place | 9,619,000 | 8,869,000 | 500,000 |
| General Obligation Bonds | 9,619,000 | 8,869,000 | 500,000 |
| Dove Street Redevelopment | 500,000 | - | 500,000 |
| General Obligation Bonds | 500,000 | - | 500,000 |
| Westover Hills Extra CARE | 140,000 | - | - |
| General Obligation Bonds | 140,000 | - | - |
| North Jackson Ward Study Area | 850,000 | - | 250,000 |
| General Obligation Bonds | \$ 850,000 | \$ - | \$ 250,000 |
| Total | \$ 28,175,168 | \$ 20,945,168 | \$ 2,550,000 |
| <u>Funding Sources</u> | | | |
| General Obligation Bonds | 28,175,168 | 20,945,168 | 2,550,000 |
| Total | \$ 28,175,168 | \$ 20,945,168 | \$ 2,550,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of Neighborhood Development Projects

| | | Planning Years | | | | |
|-----------|--|------------------|-------------------|---------------------|---------------------|---------------------|
| | | FY2009 | FY2010 | FY2011 | FY2012 | Five-Year Total |
| | | 200,000 | 300,000 | 300,000 | 300,000 | 1,300,000 |
| | | 200,000 | 300,000 | 300,000 | 300,000 | 1,300,000 |
| | | - | 75,000 | 75,000 | - | 150,000 |
| | | - | 75,000 | 75,000 | - | 150,000 |
| | | - | 70,000 | 70,000 | - | 140,000 |
| | | - | 70,000 | 70,000 | - | 140,000 |
| | | 500,000 | - | - | | 1,300,000 |
| | | 500,000 | - | - | | 1,300,000 |
| | | 400,000 | 400,000 | 500,000 | 500,000 | 2,100,000 |
| | | 400,000 | 400,000 | 500,000 | 500,000 | 2,100,000 |
| | | 250,000 | - | - | - | 750,000 |
| | | 250,000 | - | - | - | 750,000 |
| | | - | - | - | - | 500,000 |
| | | - | - | - | - | 500,000 |
| | | - | 70,000 | 70,000 | - | 140,000 |
| | | - | 70,000 | 70,000 | - | 140,000 |
| | | 300,000 | - | - | 300,000 | 850,000 |
| \$ | | 300,000 | - | - | 300,000 | 850,000 |
| \$ | | 300,000 | - | - | 300,000 | 850,000 |
| | | <hr/> | | | | |
| \$ | | 1,650,000 | \$ 915,000 | \$ 1,015,000 | \$ 1,100,000 | \$ 7,230,000 |
| | | <hr/> | | | | |
| | | 1,650,000 | 915,000 | 1,015,000 | 1,100,000 | 7,230,000 |
| \$ | | 1,650,000 | \$ 915,000 | \$ 1,015,000 | \$ 1,100,000 | \$ 7,230,000 |
| | | <hr/> | | | | |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of City Facilities Projects

| Projects | Estimated Project Cost | Prior Appropriations | FY2008 Proposed Appropriations |
|--|-------------------------------|-----------------------------|---------------------------------------|
| Neighborhood Park Renovations - City of the Future | \$ 8,483,569 | \$ 1,106,000 | \$ 2,237,383 |
| Commercial Paper Credit - City of the Future | 8,483,569 | 1,106,000 | 2,237,383 |
| Major Parks Renovation - City of the Future | 11,244,392 | 450,000 | 1,448,598 |
| Commercial Paper Credit - City of the Future | 11,244,392 | 450,000 | 1,448,598 |
| Landmark Theater Renovation - City of the Future | 3,785,047 | - | - |
| Commercial Paper Credit - City of the Future | 3,785,047 | - | - |
| Carpenter Center - City of the Future | 25,000,000 | 2,300,000 | 14,000,000 |
| Commercial Paper Credit - City of the Future | 25,000,000 | 2,300,000 | 14,000,000 |
| Library Retrofit - City of the Future | 7,420,093 | - | 878,037 |
| Commercial Paper Credit - City of the Future | 7,420,093 | - | 878,037 |
| Specialized Math/Science & Technical/Vocational Schools - City of the Future | 85,046,729 | - | 4,672,897 |
| Commercial Paper Credit - City of the Future | 85,046,729 | - | 4,672,897 |
| Specialized Arts and Technical/ Vocational Schools | 83,644,859 | - | - |
| Commercial Paper Credit - City of the Future | 83,644,859 | - | - |
| Program Management Services - City of the Future | 17,838,945 | - | 1,483,805 |
| Commercial Paper Credit - City of the Future | 17,838,945 | - | 1,483,805 |
| Jefferson and Taylor park Hillside | 730,000 | 380,000 | 200,000 |
| General Obligation Bonds | 730,000 | 380,000 | 200,000 |
| Reserve for Permanent Public Improvements | - | - | - |
| Swimming Pools | 4,882,300 | 4,232,300 | 150,000 |
| General Obligation Bonds | 4,882,300 | 4,232,300 | 150,000 |
| Cemetery Improvements | 3,511,962 | 2,921,962 | 150,000 |
| General Obligation Bonds | 3,511,962 | 2,921,962 | 150,000 |
| James River Park System | 250,000 | 150,000 | - |
| General Obligation Bonds | 250,000 | 150,000 | - |
| Parks and Recreation Building Maintenance Projects | 4,409,801 | 2,250,000 | 609,801 |
| General Obligation Bonds | 4,409,801 | 2,250,000 | 609,801 |
| Park Road Improvements | 400,000 | 225,000 | 25,000 |
| General Obligations Bonds | 400,000 | 225,000 | 25,000 |
| Pumphouse in Byrd Park | 150,000 | - | 150,000 |
| General Obligations Bonds | \$ 150,000 | \$ - | \$ 150,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of City Facilities Projects

| | | Planning Years | | | | | |
|----|------------|----------------|------------|--------|------------|-----------------|------------|
| | | FY2009 | FY2010 | FY2011 | FY2012 | Five-Year Total | |
| \$ | 2,570,093 | \$ | 2,570,093 | \$ | - | \$ | 7,377,569 |
| | 2,570,093 | | 2,570,093 | | - | | 7,377,569 |
| | 4,672,897 | | 4,672,897 | | - | | 10,794,392 |
| | 4,672,897 | | 4,672,897 | | - | | 10,794,392 |
| | 467,290 | | 3,317,757 | | - | | 3,785,047 |
| | 467,290 | | 3,317,757 | | - | | 3,785,047 |
| | 8,700,000 | | - | | - | | 22,700,000 |
| | 8,700,000 | | - | | - | | 22,700,000 |
| | 3,271,028 | | 3,271,028 | | - | | 7,420,093 |
| | 3,271,028 | | 3,271,028 | | - | | 7,420,093 |
| | 28,037,383 | | 29,906,542 | | 22,429,907 | | 85,046,729 |
| | 28,037,383 | | 29,906,542 | | 22,429,907 | | 85,046,729 |
| | - | | 4,672,897 | | 26,168,224 | | 52,803,738 |
| | - | | 4,672,897 | | 26,168,224 | | 52,803,738 |
| | 3,647,197 | | 4,262,150 | | 4,075,700 | | 4,370,093 |
| | 3,647,197 | | 4,262,150 | | 4,075,700 | | 4,370,093 |
| | 150,000 | | - | | - | | - |
| | 150,000 | | - | | - | | - |
| | - | | - | | - | | - |
| | - | | 350,000 | | - | | 150,000 |
| | - | | 350,000 | | - | | 150,000 |
| | 440,000 | | - | | - | | - |
| | 440,000 | | - | | - | | - |
| | 100,000 | | - | | - | | - |
| | 100,000 | | - | | - | | - |
| | 350,000 | | 375,000 | | 450,000 | | 375,000 |
| | 350,000 | | 375,000 | | 450,000 | | 375,000 |
| | - | | 50,000 | | 25,000 | | 75,000 |
| | - | | 50,000 | | 25,000 | | 75,000 |
| | - | | - | | - | | - |
| | - | | - | | - | | - |
| \$ | - | \$ | - | \$ | - | \$ | - |
| | | | | | | | 150,000 |
| | | | | | | | 150,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of City Facilities Projects

| Projects | Estimated Project Cost | Prior Appropriations | FY2008 Proposed Appropriations |
|--|-------------------------------|-----------------------------|---------------------------------------|
| Byrd Park Roundhouse Facility Renovations | \$ 125,000 | \$ - | \$ - |
| General Obligation Bonds | 125,000 | - | - |
| Major Building Renovation Projects | 18,219,274 | 6,984,824 | 2,185,000 |
| General Obligation Bonds | 16,519,274 | 5,284,824 | 2,185,000 |
| Debt Service Re-appropriation | 1,000,000 | 1,000,000 | - |
| Reserve for Permanent Public Improvements | 700,000 | 700,000 | - |
| Fire Station Renovations | 4,800,000 | 1,450,000 | 700,000 |
| General Obligation Bonds | 4,800,000 | 1,450,000 | 700,000 |
| Replacement of Fire Station 17 | 5,300,000 | - | 50,000 |
| General Obligation Bonds | 5,300,000 | - | 50,000 |
| City Hall Building HVAC Upgrades | 4,644,500 | - | 458,500 |
| General Obligation Bonds | 4,644,500 | - | 458,500 |
| Oliver Hill Courts Renovation | 1,509,744 | 736,744 | - |
| General Obligation Bonds | 1,509,744 | 736,744 | - |
| City Jail Renovation | 11,664,219 | 10,218,219 | 1,446,000 |
| General Obligation Bonds | 11,664,219 | 10,218,219 | 1,446,000 |
| Oliver Hill Courts and Juvenile Detention Center Repair and Maintenance | 1,601,000 | 800,000 | 160,000 |
| General Obligation Bonds | 1,601,000 | 800,000 | 160,000 |
| City Hall Major Electrical Renovations | 2,365,000 | 260,000 | 1,125,000 |
| General Obligation Bonds | 2,365,000 | 260,000 | 1,125,000 |
| 4th Police Precinct | 4,814,000 | 4,019,000 | 795,000 |
| General Obligation Bonds | 3,722,000 | 2,927,000 | 795,000 |
| Reserve for Permanent Public Improvements | 1,092,000 | 1,092,000 | - |
| City Hall Interior Renovations | 2,556,000 | 456,000 | 100,000 |
| General Obligation Bonds | 2,556,000 | 456,000 | 100,000 |
| Replacement of Fire Station 12 | 661,000 | - | - |
| General Obligation Bonds | 661,000 | - | - |
| City Hall Public Address System | 225,000 | - | 225,000 |
| General Obligation Bonds | 225,000 | - | 225,000 |
| Customer Service Center - Community Development | 500,000 | - | 150,000 |
| General Obligation Bonds | 500,000 | - | 150,000 |
| Building renovation and Customer Service Improvements: Main Library | 1,265,200 | 859,200 | 206,000 |
| General Obligation Bonds | \$ 1,265,200 | \$ 859,200 | \$ 206,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of City Facilities Projects

| | | Planning Years | | | | |
|--------|-----------|----------------|-----------|-----------------|---------|------------|
| FY2009 | FY2010 | FY2011 | FY2012 | Five-Year Total | | |
| \$ | - | \$ | - | \$ | 125,000 | \$ 125,000 |
| | - | | - | | 125,000 | 125,000 |
| | 2,500,000 | 1,500,000 | 2,627,000 | 2,422,450 | | 11,234,450 |
| | 2,500,000 | 1,500,000 | 2,627,000 | 2,422,450 | | 11,234,450 |
| | - | - | - | - | | - |
| | - | - | - | - | | - |
| | 800,000 | 800,000 | 500,000 | 550,000 | | 3,350,000 |
| | 800,000 | 800,000 | 500,000 | 550,000 | | 3,350,000 |
| | 1,000,000 | 4,250,000 | - | - | | 5,300,000 |
| | 1,000,000 | 4,250,000 | - | - | | 5,300,000 |
| | 186,000 | - | - | 4,000,000 | | 4,644,500 |
| | 186,000 | - | - | 4,000,000 | | 4,644,500 |
| | 400,000 | 173,000 | - | 200,000 | | 773,000 |
| | 400,000 | 173,000 | - | 200,000 | | 773,000 |
| | - | - | - | - | | 1,446,000 |
| | - | - | - | - | | 1,446,000 |
| | - | - | - | 641,000 | | 801,000 |
| | - | - | - | 641,000 | | 801,000 |
| | 980,000 | - | - | - | | 2,105,000 |
| | 980,000 | - | - | - | | 2,105,000 |
| | - | - | - | - | | 795,000 |
| | - | - | - | - | | 795,000 |
| | - | - | - | - | | - |
| | 2,000,000 | - | - | - | | 2,100,000 |
| | 2,000,000 | - | - | - | | 2,100,000 |
| | - | - | - | 661,000 | | 661,000 |
| | - | - | - | 661,000 | | 661,000 |
| | - | - | - | - | | 225,000 |
| | - | - | - | - | | 225,000 |
| | 350,000 | - | - | - | | 500,000 |
| | 350,000 | - | - | - | | 500,000 |
| | 200,000 | - | - | - | | 406,000 |
| \$ | 200,000 | \$ | - | \$ | - | \$ 406,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of City Facilities Projects

| Projects | Estimated Project Cost | Prior Appropriations | FY2008 Proposed Appropriations |
|--|-------------------------------|-----------------------------|---------------------------------------|
| Emergency Operations and New Emergency Operations Center | \$ 500,000 | \$ - | \$ 500,000 |
| General Obligation Bonds | 500,000 | - | 500,000 |
| Total | \$ 317,547,634 | \$ 39,799,249 | \$ 34,106,021 |
| Funding Sources | | | |
| General Obligation Bonds | \$ 72,292,000.00 | \$ 33,151,249.00 | \$ 9,385,301.00 |
| Commercial Paper Credit - City of the Future | 242,463,634 | 3,856,000 | 24,720,720 |
| Debt Service Re-appropriation | 1,000,000 | 1,000,000 | - |
| Reserve for Permanent Public Improvements | 1,792,000 | 1,792,000 | - |
| Total | \$ 317,547,634 | \$ 39,799,249 | \$ 34,106,021 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of City Facilities Projects

| | | | | | | Planning Years | | | | | |
|-------|-------------------|----|-------------------|----|-------------------|----------------|-------------------|--------|--------------------|-----------------|---------|
| | | | | | | FY2009 | FY2010 | FY2011 | FY2012 | Five-Year Total | |
| \$ | | - | \$ | | - | \$ | | - | \$ | | 500,000 |
| | | - | | | - | | | - | | | 500,000 |
| <hr/> | | | | | | | | | | | |
| \$ | 60,821,888 | \$ | 60,171,364 | \$ | 56,275,831 | \$ | 66,373,281 | \$ | 277,748,385 | | |
| <hr/> | | | | | | | | | | | |
| \$ | 9,456,000.00 | \$ | 7,498,000.00 | \$ | 3,602,000.00 | \$ | 9,199,450.00 | \$ | 39,140,751.00 | | |
| | 51,365,888 | | 52,673,364 | | 52,673,831 | | 57,173,831 | | 238,607,634 | | |
| | - | | - | | - | | - | | - | | |
| | - | | - | | - | | - | | - | | |
| \$ | 60,821,888 | \$ | 60,171,364 | \$ | 56,275,831 | \$ | 66,373,281 | \$ | 277,748,385 | | |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of City Utilities Projects

| | Estimated Total | | FY2008 Proposed |
|--------------------|-----------------------------|-----------------------------|------------------------|
| | Estimated Total Cost | Prior Appropriations | Appropriation |
| Gas Utility | \$ 218,775,000 | \$ 95,653,000 | \$ 18,307,000 |
| Water Utility | 380,328,000 | 212,251,000 | 39,865,000 |
| Stormwater Utility | 4,597,000 | - | 400,000 |
| Wastewater Utility | 410,666,000 | 258,347,000 | 60,892,000 |
| Stores Division | 150,000 | 150,000 | - |
| Total | \$ 1,014,516,000 | \$ 566,401,000 | \$ 119,464,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of City Utilities Projects

| Planning Years | | | | |
|----------------------|----------------------|----------------------|----------------------|-----------------------|
| FY2009 | FY2010 | FY2011 | FY2012 | Five-Year Total |
| \$ 19,408,000 | \$ 26,988,000 | \$ 28,553,000 | \$ 29,866,000 | \$ 123,122,000 |
| 49,046,000 | 36,631,000 | 29,841,000 | 12,694,000 | 168,077,000 |
| 2,402,000 | 770,000 | 525,000 | 500,000 | 4,597,000 |
| 18,896,000 | 30,869,000 | 23,943,000 | 17,719,000 | 152,319,000 |
| - | - | - | - | - |
| \$ 89,752,000 | \$ 95,258,000 | \$ 82,862,000 | \$ 60,779,000 | \$ 448,115,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of City Utilities Projects

| Gas Utility | Estimated Total Cost | Prior Appropriations | FY2008 Proposed Appropriation |
|-------------------------|---------------------------------|---------------------------------|--|
| 1402 New Business | \$ 100,049,000 | \$ 62,399,000 | \$ 3,284,000 |
| 1403 System Replacement | 118,726,000 | 33,254,000 | 15,023,000 |
| Total | 218,775,000 | 95,653,000 | 18,307,000 |

| Water Utility | Estimated Total Cost | Prior Appropriations | FY2008 Proposed Appropriation |
|---------------------------------------|---------------------------------|---------------------------------|--|
| 1502 Distribution System Improvements | 67,498,000 | 26,134,000 | 7,600,000 |
| 1503 Transmission Main Improvements | 62,367,000 | 45,677,000 | 7,200,000 |
| 1590 Plant and Plumbing Improvements | 250,463,000 | 140,440,000 | 25,065,000 |
| Total | 380,328,000 | 212,251,000 | 39,865,000 |

| Stormwater Utility | Estimated Total Cost | Prior Appropriations | FY2008 Proposed Appropriation |
|---------------------------------|---------------------------------|---------------------------------|--|
| General Stormwater Improvements | 2,500,000 | - | 400,000 |
| Special Stormwater Improvements | 2,097,000 | - | - |
| Total | \$ 4,597,000 | \$ - | \$ 400,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of City Utilities Projects

| Planning Years | | | | Five-Year Total |
|----------------|--------------|---------------|---------------|--------------------|
| FY2009 | FY2010 | FY2011 | FY2012 | |
| \$ 3,481,000 | \$ 9,862,000 | \$ 10,400,000 | \$ 10,623,000 | \$ 37,650,000 |
| 15,927,000 | 17,126,000 | 18,153,000 | 19,243,000 | 85,472,000 |
| 19,408,000 | 26,988,000 | 28,553,000 | 29,866,000 | 123,122,000 |

| Planning Years | | | | Five-Year Total |
|----------------|------------|------------|------------|--------------------|
| FY2009 | FY2010 | FY2011 | FY2012 | |
| 8,266,000 | 8,152,000 | 8,492,000 | 8,854,000 | 41,364,000 |
| 7,300,000 | 2,190,000 | - | - | 16,690,000 |
| 33,480,000 | 26,289,000 | 21,349,000 | 3,840,000 | 110,023,000 |
| 49,046,000 | 36,631,000 | 29,841,000 | 12,694,000 | 168,077,000 |

| Planning Years | | | | Five-Year Total |
|----------------|------------|------------|------------|--------------------|
| FY2009 | FY2010 | FY2011 | FY2012 | |
| 600,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| 1,802,000 | 270,000 | 25,000 | - | 2,097,000 |
| \$ 2,402,000 | \$ 770,000 | \$ 525,000 | \$ 500,000 | \$ 4,597,000 |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of City Utilities Projects

| Wastewater Utility | Estimated Total Cost | Prior Appropriations | FY2008 Proposed Appropriation |
|------------------------------|---------------------------------|---------------------------------|--|
| 1701 Wastewater Treatment | 95,630,000 | 68,671,000 | - |
| 1760 Sanitary Sewer Upgrade | 134,358,000 | 13,241,000 | 60,892,000 |
| 1750 Combined Sewer Overflow | 180,678,000 | 176,435,000 | - |
| Total | \$ 410,666,000 | \$ 258,347,000 | \$ 60,892,000 |

| Stores Division | Estimated Total Cost | Prior Appropriations | FY2008 Proposed Appropriation |
|-------------------------------------|---------------------------------|---------------------------------|--|
| 1840 Upgrade Chiller-DPU Ops Center | 150,000 | 150,000 | - |
| Total | \$ 150,000 | \$ 150,000 | \$ - |

City of Richmond, Virginia
Capital Improvement Plan FY2008-FY2012
Summary of City Utilities Projects

| Planning Years | | | | Five-Year Total |
|----------------------|----------------------|----------------------|----------------------|-----------------------|
| FY2009 | FY2010 | FY2011 | FY2012 | |
| - | 16,545,000 | 9,194,000 | 1,220,000 | 26,959,000 |
| 18,896,000 | 13,081,000 | 13,249,000 | 14,999,000 | 121,117,000 |
| - | 1,243,000 | 1,500,000 | 1,500,000 | 4,243,000 |
| <u>\$ 18,896,000</u> | <u>\$ 30,869,000</u> | <u>\$ 23,943,000</u> | <u>\$ 17,719,000</u> | <u>\$ 152,319,000</u> |

| Planning Years | | | | Five-Year Total |
|----------------|--------|--------|--------|--------------------|
| FY2009 | FY2010 | FY2011 | FY2012 | |
| - | - | - | - | - |
| - | - | - | - | - |
| \$ - | \$ - | \$ - | \$ - | \$ - |



ENTERPRISE FUNDS



ENTERPRISE FUNDS

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.

This fiscal plan includes a proposed minimal budget for a new Parking Enterprise Fund that will be a part of the Department of Public Works. This new fund will be positioned to manage all of the City's on-street parking as well as city-owned parking lots and parking decks. In addition to managing those assets, the Parking Enterprise Fund will also manage the enforcement process including the booting program. Some of the revenue associated with parking and parking enforcement will be transferred from the General Fund to be used as a revenue source.

Public Utilities Enterprise Funds will be addressed in a separate section.

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). The PORT staff function as the facility manager 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.

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

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 public and private industries and terminals along the James River. 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.

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

PORT OF RICHMOND

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.

The Project Cooperation Agreement (PCA) between the U. S. Army Corps of Engineers and the City of Richmond will be signed in the spring of 2007, with the construction contract to be awarded in the fall. 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 \$614,000 and the Federal Government's estimated share of \$1,872,000. The City's cost share will be paid from the Port of Richmond Fund. The Port will also have to pay \$580,000, to prepare the dredge material placement site to receive the new construction dredge material. The Port of Richmond has requested funding assistance from the Virginia Port Authority's Aid to Local Port's Fund for partial reimbursement of these expenses.

The Port of Richmond is also working with the City of Richmond and others to expand the Deepwater Terminal Railroad for improved freight rail connectivity as part of its goals to improve its capability to handle domestic and international cargo and provide increased multi-modal distribution services in Central Virginia.

The Port of Richmond provides the following services:

- **Port of Richmond Management** –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 multi-modal 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 transshipment cargo and logistical services for import, export and domestic cargoes, including containers, break-bulk, 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. FMT's current Terminal Operating Agreement with the Port expires May 31, 2009, and has three five-year options for renewal.

PORT OF RICHMOND

- Major Imports and Exports** – The Port of Richmond handles over 400,000 tons of cargo each year, with a regular weekly service to Northern Europe and the United Kingdom, via Independent Container Line, Ltd. and with its new bi-monthly container and project cargo service to Nova Scotia, Newfoundland, and Iceland via Eimskip Shipping Line. Major imports are chemicals, pharmaceuticals, frozen seafood, bottled water, forest products, machinery, steel, steel products, and consumer goods. Major export cargoes include chemicals, textiles, vehicles, consumer goods, forest products, produce, refractory, project cargo, wire coils, wire rods, machinery and aplite. The Port also handles domestic rail shipments of steel, pipe and other commodities for regional distribution.

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|--------------------------|---------------------------|----------------------------|----------------------------|
| OPERATING REVENUES | | | | |
| Terminal Base Rent | \$ 237,000 | \$ 237,000 | \$ 237,000 | \$ 237,000 |
| Wharfage Fees | 634,656 | 698,000 | 725,000 | 736,000 |
| Dockage Fees | 73,833 | 75,000 | 100,000 | 110,000 |
| Storage Fees | 71,599 | 40,000 | 60,000 | 65,000 |
| 5% Gross Revenue Fee | 4,441 | 50,000 | 20,000 | 25,000 |
| Charge in Lieu of Wharfage | 12,440 | 10,000 | 25,000 | 30,000 |
| Truck Scaling Fees | 22,534 | 25,000 | 25,000 | 25,000 |
| Office Rental | 902 | - | - | - |
| TOTAL OPERATING REVENUES | \$1,057,405 | \$1,090,000 | \$1,200,000 | \$1,236,000 |
| <u>Administration</u> | | | | |
| Personal. Services & Fringe Benefits | \$ 370,611 | \$ 385,000 | \$ 385,000 | \$ 390,000 |
| Office Expenses | 18,881 | 22,000 | 22,000 | 22,000 |
| Equipment Rental | 3,906 | 4,000 | 4,000 | 4,000 |
| Overhead (City) | 72,447 | 100,000 | 100,000 | 100,000 |
| Travel Expenses | 5,472 | 6,000 | 6,000 | 6,000 |
| Insurance | 12,438 | 14,000 | 14,000 | 14,000 |
| Miscellaneous Expenses | 2,314 | 2,000 | 2,000 | 2,000 |
| Marketing & Public Relations | \$ 48,737 | \$ 55,000 | \$ 55,000 | \$ 55,000 |
| <u>Operations & Engineering</u> | | | | |
| Harbor Maintenance. Dredging | \$ 7,947 | \$ 50,000 | \$ 50,000 | \$ 35,000 |
| Repairs & Maintenance | 49,909 | 70,000 | 80,000 | 80,000 |
| Contract Services | 9,669 | 15,000 | 15,000 | 15,000 |
| Operating Supplies | 288 | 1,000 | 1,000 | 1,000 |
| TOTAL OPERATING EXPENSES BEFORE DEPRECIATION | \$ 602,600 | \$ 724,000 | \$ 734,000 | \$ 739,000 |
| Depreciation Expense | \$ 976,933 | \$ 950,000 | \$ 950,000 | \$ 1,000,000 |

PORT OF RICHMOND

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|--------------------------|---------------------------|----------------------------|----------------------------|
| OPERATING INCOME (LOSS) | \$ (522,148) | \$ (584,000) | \$ (484,000) | \$ (503,000) |
| NON-OPERATING REVENUES | | | | |
| Interest Income | \$ 155,899 | \$ 50,000 | \$ 140,000 | \$ 140,000 |
| Miscellaneous Revenues | (1,323) | - | - | - |
| Contributed Capital | - | 250,000 | 350,000 | - |
| Gain (Loss) on Disposal of Assets | - | - | - | - |
| TOTAL NON-OPERATING REVENUES | \$ 154,576 | \$ 300,000 | \$ 490,000 | \$ 140,000 |
| NET INCOME (LOSS) | \$ (367,572) | \$(284,000) | \$ 6,000 | \$ (363,000) |

ENTERPRISE FUNDS
PARKS, RECREATION, AND COMMUNITY FACILITIES
CEMETERIES

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------------------|------------------|-------------------|--------------------|--------------------|
| Operating Revenues | | | | |
| Charges for Goods and Services | | | | |
| Administrative Fees | \$ 3,389 | \$ 9,000 | \$ 9,180 | \$ 9,538 |
| Single Graves | 457,442 | 457,005 | 461,145 | 477,169 |
| Family Lots | 43,273 | 62,755 | 63,010 | 65,467 |
| Interments | 814,197 | 923,766 | 937,241 | 973,794 |
| Foundations | 131,191 | 153,184 | 154,848 | 160,887 |
| Other | 8,791 | 14,290 | 14,576 | 15,145 |
| Total Operating Revenues | 1,458,283 | 1,620,000 | 1,640,000 | 1,702,000 |
| Operating Expenses | | | | |
| Personnel | 1,003,484 | 1,224,309 | 1,221,236 | 1,264,048 |
| Operating Expenses | 354,510 | 321,343 | 376,147 | 391,073 |
| Depreciation | 24,912 | 74,348 | 42,617 | 46,879 |
| Total Operating Expenses | 1,382,906 | 1,620,000 | 1,640,000 | 1,702,000 |
| Operating Income (Loss) | 75,377 | - | - | - |
| Operating Transfer In | - | - | - | - |
| Net Income (Loss) | \$ 75,377 | \$ - | \$ - | \$ - |

ENTERPRISE FUNDS
PARKS, RECREATION, AND COMMUNITY FACILITIES
LANDMARK THEATER

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------------------|---------------------|-------------------|--------------------|--------------------|
| Operating Revenues | | | | |
| Charges for Goods and Services | | | | |
| General Property Rental | \$ 483,449 | \$ 365,000 | \$ 379,000 | \$ 385,000 |
| Handling Charges | 101,721 | 102,000 | 113,000 | 117,000 |
| Concessions | 9,605 | 40,000 | 42,500 | 43,284 |
| Miscellaneous | 271,488 | 220,646 | 240,000 | 255,000 |
| Total Operating Revenues | 866,263 | 727,646 | 774,500 | 800,284 |
| Operating Expenses | | | | |
| Personnel | 696,378 | 426,712 | 405,669 | 421,770 |
| Operating Expenses | 476,170 | 300,934 | 368,831 | 378,514 |
| Depreciation | 401,302 | - | - | - |
| Total Operating Expense | 1,573,850 | 727,646 | 774,500 | 800,284 |
| Operating Income (Loss) | (707,587) | - | - | - |
| Operating Transfer In | - | - | - | - |
| Net Income (Loss) | \$ (707,587) | \$ - | \$ - | \$ - |

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. 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 better 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 2006, DPU's MetroCare Program distributed \$84,965 for heating assistance to more than 237 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 104,691 residential, commercial and industrial customers via approximately 1796 miles of pipeline. Of the 1818 miles of gas mains, about 35% are cast iron and ductile iron, 28% are steel and the remaining 666 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 Classes 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 60,734 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 67 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 252 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.

PUBLIC UTILITIES

Wastewater Utility

The Wastewater Utility provides wastewater collection and treatment for approximately 57,708 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 1,500 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 1500 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 bio-solids applied to agricultural lands, to be reused.

Electric Utility

The Electric Utility purchases electricity from Virginia Power and distributes it to over 37,000 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 have been proposed for Department of Utilities for FY2008 and FY2009:

Gas Utility – FY08 = 0.0%, FY09 = 0.0%

The average monthly residential gas bill will increase \$0.00 in FY2008 and \$0.00 in FY2009.

Water Utility – FY08 = 6.0%, FY09 = 6.0%

The average monthly residential water bill will increase \$1.54 in FY2008 and \$1.63 in FY2009.

Wastewater Utility – FY08 = 5.5%, FY09 = 5.5%

The average monthly residential wastewater bill will increase \$2.07 in FY2008 and \$2.18 in FY2009.

Fiscal Plan

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-----------------------------|-----------------------------|----------------------------|----------------------------|----------------------------|
| Revenues | | | | |
| Gas Recovery Revenues | \$ 192,522,362 | \$ 220,263,724 | \$ 196,500,543 | \$ 198,538,513 |
| City Revenues | 152,909,913 | 172,307,595 | 172,181,410 | 177,267,187 |
| County Revenues (Contracts) | 17,051,383 | 14,600,500 | 19,259,300 | 22,090,100 |
| Interest Income & Other | 4,138,844 | 878,600 | 183,113 | 627,822 |
| Total Revenues | \$366,622,502 | \$408,050,419 | \$388,124,366 | \$398,513,622 |
| Expenses | | | | |
| Gas Costs | \$ 192,522,362 | \$ 220,263,724 | \$ 196,500,543 | \$ 198,538,513 |
| O&M Expense | 80,559,885 | 91,250,179 | 94,366,812 | 98,269,954 |
| Depreciation | 29,407,004 | 32,200,400 | 32,571,700 | 34,912,100 |
| Taxes | 20,893,221 | 21,230,534 | 21,273,828 | 21,511,858 |
| Interest Expense & Other | 33,332,354 | 34,008,110 | 34,498,310 | 37,948,700 |
| Total Expenses | \$356,714,826 | \$398,952,947 | \$379,211,193 | \$391,181,125 |
| Construction In Aid Revenue | 1,788,266 | 0 | 0 | 0 |
| Net Income | <u>\$ 11,695,942</u> | <u>\$ 9,097,472</u> | <u>\$ 8,913,173</u> | <u>\$ 7,332,497</u> |
| Total FTEs | 692 | 692 | 691 | 691 |

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 proposed program expenditures are **\$261,279,474** for **FY2008** and the proposed program expenditures are **\$265,485,841** for **FY2009**.

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 proposed program expenditures are **\$52,385,987** for **FY2008** and the proposed program expenditures are **\$56,437,894** for **FY2009**.

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 proposed program expenditures are **\$52,553,479** for **FY2008** and the proposed program expenditures are **\$55,839,490** for **FY2009**.

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 proposed program expenditures are **\$8,915,272** for **FY2008** and the proposed program expenditures are **\$9,281,221** for **FY2009**.

ENTERPRISE FUNDS

PUBLIC UTILITIES

GAS UTILITY

| | <u>Actual FY2006</u> | <u>Adopted FY2007</u> | <u>Proposed FY2008</u> | <u>Proposed FY2009</u> |
|--|--------------------------|---------------------------|----------------------------|----------------------------|
| REVENUES: | | | | |
| Customer Sales | \$ 60,016,879 | \$ 67,102,900 | \$ 67,963,157 | \$ 69,236,887 |
| Recovery of Purchased Gas | 192,522,362 | 220,263,724 | 196,500,543 | 198,538,513 |
| Rate Stabilization Fund | - | 1,000,000 | - | - |
| Interest on Investments | 1,084,482 | 610,600 | 176,513 | 663,453 |
| Construction In Aid Revenue | 124,334 | - | - | - |
| Other | | | | |
| TOTAL REVENUES | \$253,748,057 | \$288,977,224 | \$264,640,213 | \$268,438,853 |
| EXPENSES: | | | | |
| Operating Expenses: | | | | |
| Recovery of Purchased Gas | \$ 192,522,362 | \$ 220,263,724 | \$ 196,500,543 | \$ 198,538,513 |
| Operation and Maintenance | 26,403,059 | 32,357,033 | 31,466,252 | 32,686,085 |
| Stores (Gain) or Loss | - | - | - | - |
| Depreciation | 10,255,206 | 11,485,000 | 11,559,200 | 12,119,600 |
| Sums-in-Lieu of Taxes: | | | | |
| Income Tax | 1,295,497 | 1,579,400 | 1,731,300 | 1,521,300 |
| Gross Receipts | 1,578,186 | 1,602,700 | 1,712,400 | 1,790,400 |
| Real Estate & Per. Prop. | 3,812,421 | 3,969,900 | 4,058,700 | 4,234,200 |
| Social Security Taxes | 556,952 | 730,942 | 719,179 | 768,343 |
| Rate Stabilization Fund | - | - | - | - |
| Total Operating Expenses | \$ 236,423,683 | \$ 271,988,699 | \$ 247,747,574 | \$ 251,658,441 |
| Other Expenses: | | | | |
| Interest on Long-Term Debt | \$ 11,587,023 | \$ 13,097,618 | \$ 13,099,649 | \$ 13,425,379 |
| Interest on Customer Deposits | 12,397 | 12,397 | 12,397 | 12,397 |
| Allowance for Funds Used | | | | |
| During Construction | (540,849) | (100,000) | (100,000) | (100,000) |
| Amortization of Debt Discount and Expense | 3,728,500 | 912,485 | 519,854 | 489,624 |
| Total Other Expenses | \$ 14,787,071 | \$ 13,922,500 | \$ 13,531,900 | \$ 13,827,400 |
| | \$ 14,787,071 | | | |
| TOTAL EXPENSES | \$ 251,210,754 | \$ 285,911,199 | \$ 261,279,474 | \$ 265,485,841 |
| NET INCOME: | \$ 2,537,303 | \$ 3,066,025 | \$ 3,360,739 | \$ 2,953,012 |

ENTERPRISE FUNDS

PUBLIC UTILITIES

WATER UTILITY

| | <u>Actual FY2006</u> | <u>Adopted FY2007</u> | <u>Proposed FY2008</u> | <u>Proposed FY2009</u> |
|-------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| REVENUES: | | | | |
| City Sales | \$ 31,704,079 | \$ 34,159,100 | \$ 34,058,300 | \$ 36,054,200 |
| County Sales | 15,341,741 | 13,700,500 | 18,017,200 | 20,823,200 |
| Rate Stabilization Fund | - | 5,000,000 | 2,500,000 | 2,000,000 |
| Interest on Investments | 1,648,540 | (87,900) | (187,413) | (354,185) |
| Construction In Aid Revenue | 847,258 | - | - | - |
| Other | - | - | - | - |
| TOTAL REVENUES | \$49,541,618 | \$52,771,700 | \$54,388,087 | \$58,523,215 |
| EXPENSES: | | | | |
| Operating Expenses: | | | | |
| Operation and Maintenance | \$ 22,736,518 | \$ 26,579,708 | \$ 28,802,836 | \$ 30,226,741 |
| Stores (Gain) or Loss | - | - | - | - |
| Depreciation | 5,735,410 | 6,423,200 | 6,634,700 | 7,293,700 |
| Sums-in-Lieu of Taxes: | | | | |
| Income Tax | 1,542,099 | 1,344,700 | 1,031,300 | 1,074,300 |
| Gross Receipts | 896,068 | 1,056,300 | 1,090,600 | 1,176,700 |
| Real Estate & Per. Prop. | 2,688,034 | 2,874,700 | 2,774,000 | 2,945,000 |
| Social Security Taxes | 469,994 | 531,328 | 547,941 | 661,053 |
| Rate Stabilization Fund | 800,000 | - | - | - |
| Total Operating Expenses | <u>\$34,868,123</u> | <u>\$38,809,936</u> | <u>\$40,881,377</u> | <u>\$43,377,494</u> |
| Other Expenses: | | | | |
| Interest on Long-Term Debt | 8,691,944 | 10,737,756 | 11,252,337 | 12,831,630 |
| Allowance for Funds Used | | | | |
| During Construction | (1,126,468) | (100,000) | (100,000) | (100,000) |
| Amortization of Debt Discount | | | | |
| and Expense | <u>3,331,957</u> | <u>713,754</u> | <u>352,273</u> | <u>328,770</u> |
| Total Other Expenses | \$ 10,897,433 | \$ 11,351,510 | \$ 11,504,610 | \$ 13,060,400 |
| TOTAL EXPENSES | \$ 45,765,556 | \$ 50,161,446 | \$ 52,385,987 | \$ 56,437,894 |
| NET INCOME: | <u>\$ 3,776,062</u> | <u>\$ 2,610,254</u> | <u>\$ 2,002,100</u> | <u>\$ 2,085,321</u> |

ENTERPRISE FUNDS

PUBLIC UTILITIES

WASTEWATER UTILITY

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| REVENUES: | | | | |
| City Sales | \$ 49,079,572 | \$ 51,006,631 | \$ 52,667,800 | \$ 55,548,000 |
| County Sales | 1,709,642 | 900,000 | 1,242,100 | 1,266,900 |
| Rate Stabilization Fund | - | 1,000,000 | 2,000,000 | 1,000,000 |
| Interest on Investments | 1,405,823 | 355,900 | 194,013 | 318,553 |
| Construction In Aid Revenue | 738,962 | - | - | - |
| Other | | | | |
| TOTAL REVENUES | \$ 52,933,999 | \$ 53,262,531 | \$ 56,103,913 | \$ 58,133,453 |
| EXPENSES: | | | | |
| Operating Expenses: | | | | |
| Operation and Maintenance | \$ 24,094,187 | \$ 26,329,230 | \$ 27,406,305 | \$ 28,469,709 |
| Stores (Gain) or Loss | - | - | - | - |
| Depreciation | 8,787,025 | 8,932,800 | 9,787,400 | 10,758,300 |
| Sums-in-Lieu of Taxes: | | | | |
| Income Tax | 2,261,358 | 1,762,500 | 1,829,000 | 1,181,800 |
| Gross Receipts | 944,702 | 1,057,300 | 1,117,300 | 1,155,400 |
| Real Estate & Per. Prop. | 3,139,040 | 3,066,300 | 2,961,400 | 3,169,100 |
| Social Security Taxes | 518,841 | 549,908 | 574,474 | 612,281 |
| Rate Stabilization Fund | 865,000 | - | - | - |
| Total Operating Expenses | \$ 40,610,153 | \$ 41,698,038 | \$ 43,675,879 | \$ 45,346,590 |
| Other Expenses: | | | | |
| Interest on Long-Term Debt | \$ 7,957,452 | \$ 8,065,600 | \$ 8,848,286 | \$ 10,493,554 |
| Allowance for Funds Used | | | | |
| During Construction | (1,411,931) | (608,800) | (608,800) | (608,800) |
| Amortization of Debt Discount | | | | |
| and Expense | 706,684 | 686,500 | 638,114 | 608,146 |
| Total Other Expenses | \$ 7,252,205 | \$ 8,143,300 | \$ 8,877,600 | \$ 10,492,900 |
| TOTAL EXPENSES | \$ 47,862,358 | \$ 49,841,338 | \$ 52,553,479 | \$ 55,839,490 |
| NET INCOME: | \$ 5,071,641 | \$ 3,421,193 | \$ 3,550,434 | \$ 2,293,963 |

ENTERPRISE FUNDS

PUBLIC UTILITIES

ELECTRIC UTILITY

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|--------------------------|---------------------------|----------------------------|----------------------------|
| REVENUES: | | | | |
| Customer Sales | \$ 7,510,569 | \$ 7,807,456 | \$ 8,915,272 | \$ 9,281,221 |
| Other | | | | |
| Rate Stabilization | | | | |
| Construction In Aid Revenue | 77,040 | - | - | - |
| Interest on Investments | - | - | - | - |
| TOTAL REVENUES | \$ 7,587,609 | \$ 7,807,456 | \$ 8,915,272 | \$ 9,281,221 |
| EXPENSES: | | | | |
| Operating Expenses: | | | | |
| Operation and Maintenance | \$ 4,701,944 | \$ 5,113,843 | \$ 6,079,288 | \$ 6,241,116 |
| Stores (Gain) or Loss | - | - | - | - |
| Depreciation | 1,321,532 | 1,538,800 | 1,654,000 | 1,802,700 |
| Sums-in-Lieu of Taxes: | | | | |
| Income Tax | 127,200 | 106 | - | - |
| Gross Receipts | 152,766 | 155,400 | 178,000 | 184,900 |
| Real Estate & Per. Prop. | 291,841 | 322,000 | 319,100 | 376,600 |
| Social Security Taxes | 91,610 | 86,507 | 100,684 | 107,905 |
| Rate Stabilization Fund | - | - | - | - |
| Total Operating Expenses | \$ 6,686,893 | \$ 7,216,656 | \$ 8,331,072 | \$ 8,713,221 |
| Other Expenses: | | | | |
| Interest on Long-Term Debt | \$ 627,172 | \$ 595,772 | \$ 598,658 | \$ 582,443 |
| Allowance for Funds Used | | | | |
| During Construction | (122,907) | (12,300) | (12,300) | (12,300) |
| Amortization of Debt Discount | | | | |
| and Expense | 83,969 | 7,328 | (2,158) | (2,143) |
| Total Other Expenses | \$ 588,234 | \$ 590,800 | \$ 584,200 | \$ 568,000 |
| TOTAL EXPENSES | \$ 7,275,127 | \$ 7,807,456 | \$ 8,915,272 | \$ 9,281,221 |
| NET INCOME: | \$ 312,482 | \$ - | \$ - | \$ - |
| ***Total Payment from the General Fund for Streetlights, including repayment for prior years Capital Budget Appropriations*** | | | | |
| | \$ 8,347,468 | \$ 8,321,020 | \$ 10,439,549 | \$ 10,766,909 |

ENTERPRISE FUNDS

PUBLIC UTILITIES

STORES INTERNAL SERVICE FUND

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|-------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|
| REVENUES: | | | | |
| Service Charges | \$ 4,598,794 | \$ 5,231,508 | \$ 4,076,881 | \$ 4,136,879 |
| Construction In Aid Revenue | 692 | - | - | - |
| TOTAL REVENUES | \$ 4,599,486 | \$ 5,231,508 | \$ 4,076,881 | \$ 4,136,879 |
| EXPENSES: | | | | |
| Operating Expenses: | | | | |
| Operation and Maintenance | \$ 765,045 | \$ 870,365 | \$ 612,131 | \$ 646,303 |
| Stores Inventory Adjustment | - | - | - | - |
| Depreciation | 3,307,831 | 3,820,600 | 2,936,400 | 2,937,800 |
| Sums-in-Lieu of Taxes: | | | | |
| Income Tax | | | | |
| Gross Receipts | | | | |
| Real Estate & Per. Prop. | 495,197 | 495,800 | 498,130 | 521,042 |
| Social Security Taxes | 31,413 | 44,743 | 30,220 | 31,734 |
| Rate Stabilization Fund | | | | |
| Total Operating Expenses | \$ 4,599,486 | \$ 5,231,508 | \$ 4,076,881 | \$ 4,136,879 |
| Other Expenses: | | | | |
| Interest on Long-Term Debt | \$ - | \$ - | \$ - | \$ - |
| Allowance for Funds Used | | | | |
| During Construction | - | - | - | - |
| Amortization of Debt Discount | | | | |
| and Expense | - | - | - | - |
| Total Other Expenses | \$ - | \$ - | \$ - | \$ - |
| TOTAL EXPENSES | \$ 4,599,486 | \$ 5,231,508 | \$ 4,076,881 | \$ 4,136,879 |
| NET INCOME: | \$ - | \$ - | \$ - | \$ - |

PUBLIC UTILITIES

STORMWATER UTILITY

| | Actual FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------------------|------------------|-------------------|--------------------|--------------------|
| Operating Revenues | | | | |
| Charges for Goods and Services | | | | |
| Miscellaneous | \$ - | \$ - | \$ 7,000,000 | \$ 7,000,000 |
| Total Operating Revenues | - | - | 7,000,000 | 7,000,000 |
| Operating Expenses | | | | |
| Personnel | - | - | 2,121,567 | 2,147,444 |
| Operating Expenses | - | - | 4,087,733 | 4,079,012 |
| Depreciation | - | - | 290,700 | 299,421 |
| Total Operating Expense | - | - | 6,500,000 | 6,525,877 |
| Operating Income (Loss) | - | - | 500,000 | 474,123 |
| Debt Service | - | - | 500,000 | 474,123 |
| Net Income (Loss) | \$ - | \$ - | \$ - | \$ - |



INTERNAL SERVICE FUNDS



INTERNAL SERVICE FUNDS

INTERNAL SERVICE FUNDS

This section begins with a narrative about major items in each fund for the FY2008 budget. Following the narrative, is a summary of revenues, expenditures and net income for each fund. The Funds include Fleet Management, Public Works Stores, Radio Maintenance, 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 \$5.0 million for FY2008. Authorized positions remained at 56.

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 4.40.

Radio Maintenance 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. Radio Maintenance also repairs radios under contract for a number of state agencies. Authorized strength remains the same at 7.

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 FY2008 is four.

INTERNAL SERVICE FUNDS

FLEET MANAGEMENT

Statement of Income, Expenses and Changes in Fund Net Assets

| | Actual FY 2006 | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|--|---------------------|---------------------|---------------------|---------------------|
| Operating Revenues | | | | |
| Charges for Goods and Services | \$ 18,572,612 | \$ 17,454,940 | \$ 20,634,690 | \$ 22,246,910 |
| Operating Expenses | | | | |
| Cost of Goods and Services Sold | 9,833,481 | 8,164,275 | 10,783,778 | 12,092,171 |
| Salaries and Wages | 1,025,295 | 831,473 | 1,460,278 | 1,496,785 |
| Data Processing | 141,288 | 125,000 | 128,750 | 132,613 |
| Materials and Supplies | 132,079 | 98,720 | 191,629 | 197,380 |
| Rents and Utilities | 252,225 | 298,050 | 304,880 | 314,028 |
| Maintenance and Repairs | 100,995 | 125,500 | 70,830 | 72,955 |
| Depreciation and Amortization | 5,430,387 | 5,710,000 | 5,772,635 | 5,945,815 |
| Claims and Settlements | -- | -- | -- | -- |
| Miscellaneous Operating Expenses | 1,443,571 | 1,392,250 | 1,921,910 | 1,995,163 |
| Total Operating Expenses | 18,359,321 | 16,745,268 | 20,634,690 | 22,246,910 |
| Operating Income (Loss) | 213,291 | 709,672 | -- | -- |
| Non-Operating Revenues (Expenses) | | | | |
| Government Subsidies and Contributions | -- | -- | -- | -- |
| Interest on Long-Term Debt | (481,267) | (713,305) | (602,215) | (605,500) |
| Miscellaneous Revenue | 1,558,211 | 250,050 | 1,080,209 | 1,097,834 |
| Miscellaneous (Expense) | (249,589) | (246,417) | (477,994) | (492,334) |
| Total Non-Operating Revenues (Expenses) | 827,355 | (709,672) | -- | -- |
| Net Income (Loss) Before Transfers | 1,040,646 | -- | -- | -- |
| Change In Net Assets | 1,040,646 | -- | -- | -- |
| Net Assets - Beginning of Year | 8,633,512 | 9,674,158 | 9,674,158 | 9,674,158 |
| Net Assets - End of Year | \$ 9,674,158 | \$ 9,674,158 | \$ 9,674,158 | \$ 9,674,158 |

INTERNAL SERVICE FUNDS

PUBLIC WORKS STORES

Statement of Income, Expenses and Changes in Fund Net Assets

| | Actual FY 2006 | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|--|-------------------|---------------------|---------------------|---------------------|
| Operating Revenues | | | | |
| Charges for Goods and Services | \$ 1,280,285 | \$ 1,807,290 | \$ 1,821,713 | \$ 1,821,713 |
| Operating Expenses | | | | |
| Cost of Goods and Services Sold | 1,050,925 | 1,331,991 | 1,522,618 | 1,522,667 |
| Salaries and Wages | 152,548 | 212,450 | 207,610 | 209,911 |
| Data Processing | -- | -- | -- | -- |
| Materials and Supplies | 4,254 | 105,189 | 27,296 | 29,197 |
| Rents and Utilities | 36,010 | 82,174 | 21,628 | 21,437 |
| Maintenance and Repairs | 11,110 | 2,790 | -- | -- |
| Depreciation and Amortization | 183 | 181 | -- | -- |
| Claims and Settlements | -- | -- | -- | -- |
| Miscellaneous Operating Expenses | 9 | -- | -- | -- |
| Total Operating Expenses | <u>1,255,039</u> | <u>1,734,775</u> | <u>1,779,152</u> | <u>1,783,212</u> |
| Operating Income (Loss) | <u>25,246</u> | <u>72,515</u> | <u>42,561</u> | <u>38,501</u> |
| Non-Operating Revenues (Expenses) | | | | |
| Government Subsidies and Contributions | -- | -- | -- | -- |
| Interest on Long-Term Debt | -- | -- | -- | -- |
| Miscellaneous Revenue | -- | -- | 72,515 | -- |
| Miscellaneous (Expense) | -- | -- | -- | -- |
| Total Non-Operating Revenues (Expenses) | <u>--</u> | <u>--</u> | <u>72,515</u> | <u>--</u> |
| Net Income (Loss) Before Transfers | <u>25,246</u> | <u>72,515</u> | <u>115,076</u> | <u>38,501</u> |
| Change In Net Assets | <u>25,246</u> | <u>72,515</u> | <u>115,076</u> | <u>38,501</u> |
| Net Assets - Beginning of Year | <u>507,402</u> | <u>933,248</u> | <u>532,648</u> | <u>647,724</u> |
| Net Assets - End of Year | <u>\$ 532,648</u> | <u>\$ 1,005,763</u> | <u>\$ 647,724</u> | <u>\$ 686,225</u> |

INTERNAL SERVICE FUNDS

RADIO MAINTENANCE

Statement of Income, Expenses and Changes in Fund Net Assets

| | Actual FY 2006 | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|--|---------------------|---------------------|---------------------|---------------------|
| Operating Revenues | | | | |
| Charges for Goods and Services | \$ 789,177 | \$ 1,477,648 | \$ 1,228,216 | \$ 1,300,351 |
| Operating Expenses | | | | |
| Cost of Goods and Services Sold | 496,844 | 1,005,773 | 810,789 | 835,114 |
| Salaries and Wages | 149,115 | 111,403 | 124,690 | 130,031 |
| Data Processing | 5,435 | 26,394 | 25,625 | 28,001 |
| Materials and Supplies | 26,656 | 12,269 | 11,897 | 22,000 |
| Rents and Utilities | 37,758 | 26,140 | 25,132 | 26,140 |
| Maintenance and Repairs | 20,105 | 4,482 | 4,351 | 1,587 |
| Depreciation and Amortization | 4,438 | 256,882 | 29,283 | 30,333 |
| Claims and Settlements | -- | -- | -- | -- |
| Miscellaneous Operating Expenses | 67,244 | 34,305 | 196,449 | 227,145 |
| Total Operating Expenses | 807,595 | 1,477,648 | 1,228,216 | 1,300,351 |
| Operating Income (Loss) | (18,418) | -- | -- | -- |
| Non-Operating Revenues (Expenses) | | | | |
| Government Subsidies and Contributions | -- | -- | -- | -- |
| Interest on Long-Term Debt | -- | -- | -- | -- |
| Miscellaneous Revenue | -- | -- | -- | -- |
| Miscellaneous (Expense) | (19,077) | (79) | (81) | (84) |
| Total Non-Operating Revenues (Expenses) | (19,077) | (79) | (81) | (84) |
| Net Income (Loss) Before Transfers | (37,495) | (79) | (81) | (84) |
| Change In Net Assets | (37,495) | (79) | (81) | (84) |
| Net Assets - Beginning of Year | (368,790) | (416,297) | (406,285) | (406,366) |
| Net Assets - End of Year | \$ (406,285) | \$ (416,376) | \$ (406,366) | \$ (406,450) |

INTERNAL SERVICE FUNDS

RISK MANAGEMENT

Statement of Income, Expenses and Changes in Fund Net Assets

| Operating Revenues | Actual FY 2006 | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|--------------------------------------|-------------------|--------------------|---------------------|---------------------|
| General Fund | 9,173,754 | 9,000,000 | 8,632,170 | 8,761,796 |
| Utilities | 4,186,643 | 4,420,753 | 4,049,055 | 4,272,781 |
| Fleet Management | 496,752 | 496,752 | 513,427 | 543,232 |
| Port Authority | 12,438 | 12,613 | 6,193 | 6,193 |
| Richmond Ambulance Authority | 16,307 | 16,307 | 15,741 | 15,741 |
| Total Operating Revenues | 13,885,894 | 13,946,425 | 13,216,586 | 13,599,743 |
| Operating Expenses | | | | |
| Salaries and Fringe Benefits | 348,120 | 343,927 | 353,390 | 367,282 |
| Workers Compensation | 1,786,571 | 1,521,122 | 1,470,000 | 1,470,000 |
| Office Supplies | 311 | 2,500 | 995 | 2,500 |
| Printed Forms | - | 1,000 | 1,000 | 1,000 |
| Educational Supplies | 2,130 | 3,500 | 3,500 | 3,500 |
| Wearing Apparel | 169 | 405 | 405 | 405 |
| Fuel for Vehicles | 757 | 771 | 523 | 523 |
| Photo Supplies | - | 131 | 572 | 572 |
| Duplicating Supplies | 57 | 3,000 | 3,000 | 3,000 |
| Planning and Management Services | 407,993 | 515,000 | 515,000 | 515,000 |
| Temporary Personnel Services | 544 | 1,561 | 1,561 | 1,561 |
| Employee Injury Costs | 3,486,991 | 5,159,200 | 4,971,437 | 5,239,197 |
| Medical Services | 6,224 | 10,000 | 12,285 | 12,285 |
| Membership Dues | 2,085 | 1,100 | 1,100 | 1,100 |
| Telephone | 2,173 | 5,600 | 5,600 | 5,600 |
| Postage | 296 | 374 | 325 | 325 |
| Advertising | 381 | 1,000 | 1,000 | 1,000 |
| Pagers | 78 | - | - | - |
| Training | 7,920 | 9,500 | 9,500 | 9,500 |
| Public Liability Auto Insurance | - | 417,139 | 415,354 | 415,354 |
| Faithful Performance Bond insurance | 22,500 | 41,372 | 29,700 | 29,700 |
| Public Liability Insurance | 2,673,654 | 2,678,325 | 2,360,053 | 2,360,053 |
| Fire and Extended Coverage Insurance | 753,443 | 873,562 | 978,309 | 978,309 |
| Police Claims | 277 | - | - | - |
| Property Damage Claims | 82,618 | 100,000 | 125,000 | 125,000 |
| Auto Claims | 211,575 | - | - | - |
| 3rd Party Claims | 855,153 | - | - | - |
| Books | 339 | 400 | 400 | 400 |
| Magazine/News Subscriptions | 507 | 800 | 800 | 800 |
| Monthly Auto | 563 | 263 | 982 | 982 |
| Daily Rental | 178 | - | - | - |
| Vehicle Replacement | 534 | 766 | 1,057 | 1,057 |
| Depreciation | 2,292 | 2,499 | 2,238 | 2,238 |
| Office Maintenance | 733 | 1,000 | 1,000 | 1,000 |
| Radio Communication Signal Equip | 85 | - | - | - |

INTERNAL SERVICE FUNDS

RISK MANAGEMENT

Statement of Income, Expenses and Changes in Fund Net Assets

| Operating Revenues | Actual FY 2006 | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|---|---------------------|--------------------|---------------------|---------------------|
| Claims-Auto Liability | 784,971 | - | - | - |
| Vehicle Accident Repair Cost | - | 108 | - | - |
| Workers Compensation Tax | 31,477 | 47,500 | 47,500 | 47,500 |
| Claims-General Liability | 168,056 | 2,200,000 | 1,900,000 | 2,000,000 |
| Depreciation-Computer Hardware | - | 3,000 | 3,000 | 3,000 |
| Total Operating Expenses | 11,641,755 | 13,946,425 | 13,216,586 | 13,599,743 |
| Net Operating Income (Loss) | 2,244,139 | - | - | - |
| Non-Operating Revenue (Expenses) | | | | |
| Revenue Recoveries | 193,358 | - | - | - |
| Net Non-Operating Income (Loss) | 193,358 | - | - | - |
| Net Income (Loss) | 2,437,497 | - | - | - |
| Net Assets-Beginning of Year | (12,090,660) | (9,653,163) | (9,653,163) | (9,653,163) |
| Net Assets-End of Year | (9,653,163) | (9,653,163) | (9,653,163) | (9,653,163) |

◆ SPECIAL FUNDS

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.

Each agency or department prepared and submitted a fund budget. The City's Adopted Special Fund budget for FY2008 totals \$89,232,594 and FY2009 totals \$86,719,214 with total positions of 218.28 in FY2008 and 205.28 in FY2009.

SPECIAL FUNDS

SUMMARY

| <u>Fund Number</u> | <u>Fund Name</u> | <u>Proposed FY2008</u> | <u>Proposed FY2009</u> |
|-------------------------------------|---|----------------------------|----------------------------|
| Chief Administrative Officer | | | |
| NEW | Cable Communications | \$ 595,000 | \$ 610,000 |
| | Total Agency Special Funds | \$ 595,000 | \$ 610,000 |
| City Attorney | | | |
| 221 | Delinquent Tax Sales | \$ 623,446 | \$ 638,226 |
| 563 | Juvenile and Domestic Relations (Legal Services) | 605,343 | 614,672 |
| | Total Agency Special Funds | \$ 1,228,789 | \$ 1,252,898 |
| Community Development | | | |
| 025 | Community Development Block Grant (CDBG) | \$ 5,680,647 | \$ 5,680,647 |
| 026 | Home Investment Partnership (HOME) | 2,307,385 | 2,127,385 |
| 028 | Emergency Shelter Grant (ESG) | 221,285 | 221,285 |
| 029 | Housing Opportunities for Persons with AIDS (HOPWA) | 665,000 | 665,000 |
| | Total Agency Special Funds | \$ 8,874,317 | \$ 8,694,317 |
| Economic Development | | | |
| 238 | Brownfields Pilot Site Assessment Project | \$ 375,000 | \$ 375,000 |
| 239 | Economic Development Authority (EDA) | 108,000 | 111,000 |
| 283 | VOR Marking Grant | 17,421 | 17,241 |
| 560 | 17th Street Farmers' Market | 80,000 | 80,000 |
| NEW | USEDA Grants | 90,587 | 161,587 |
| NEW | Section 108 Grants | 19,980,000 | 19,960,000 |
| NEW | Interpreting America's Historic Places Grant | 69,000 | 69,000 |
| | Total Agency Special Funds | \$ 20,720,008 | \$ 20,773,828 |
| Emergency Management | | | |
| 588 | Emergency Management | \$ 1,450,000 | \$ 1,450,000 |
| | Total Agency Special Funds | \$ 1,450,000 | \$ 1,450,000 |
| Finance | | | |
| 223 | Riverfront Special Assessment (for DPW) | \$ 350,000 | \$ 350,000 |
| 236 | Downtown Special Assessment (for DPW) | 1,150,000 | 1,200,000 |
| 280 | CDA Special Assessment | 510,000 | 510,000 |
| | Total Agency Special Funds | \$ 2,010,000 | \$ 2,060,000 |

SPECIAL FUNDS

SUMMARY

| <u>Fund Number</u> | <u>Fund Name</u> | <u>Proposed FY2008</u> | <u>Proposed FY2009</u> |
|-------------------------|--|----------------------------|----------------------------|
| Fire & EMS | | | |
| 375 | State Fire Program | \$ 575,000 | \$ 650,000 |
| 385 | Emergency Medical Services (Four-for-Life) | 140,000 | 150,000 |
| | Total Agency Special Funds | \$ 715,000 | \$ 800,000 |
| | | | |
| Judiciary | | | |
| 243 | Special Assessment-Courthouse Maintenance | \$ 400,000 | \$ 400,000 |
| 246 | Technology Trust Fund | 570,000 | 125,000 |
| 251 | State Asset Forfeiture | 142,600 | 148,304 |
| 252 | Victim Witness | 479,813 | 499,006 |
| | Total Agency Special Funds | \$ 1,592,413 | \$ 1,172,310 |
| | | | |
| Justice Services | | | |
| 240 | Community Correction Supervision Fees | \$ 93,690 | \$ 93,690 |
| 240 | Community Correction (Programming) | 978,125 | 978,125 |
| 260 | Juvenile Detention Home-USDA | 92,000 | 92,000 |
| 342 | Drug Court Byrne /Juvenile Treatment | 133,000 | 133,000 |
| 470 | Title IV-E Revenue Maximization Project | 337,806 | 275,612 |
| 514 | Juvenile Accountability Incentive Block Grant (JAIBG) | 97,685 | 97,685 |
| 527 | Crime Analysis | 64,812 | 64,812 |
| 524 | Drug Court IV-E / 13th District CSU | 4,041 | - |
| 564 | Truancy Intervention Project | 99,606 | 99,606 |
| 596 | The Lipman Foundation | 67,455 | 56,255 |
| NEW | Detention Center Donations | 5,000 | 5,000 |
| | Total Agency Special Funds | \$ 1,973,220 | \$ 1,895,785 |
| | | | |
| Library | | | |
| 200 | Gift to the Library | \$ 75,000 | \$ 75,000 |
| 209 | Bell Atlantic Grant -(Verizon - USF E-Rate) | 110,000 | 110,000 |
| 241 | Public Law Library | 650,000 | 650,000 |
| 571 | Library Foundation | 100,000 | 100,000 |
| 572 | Friends of the Library | 75,000 | 75,000 |
| 576 | Phillip Morris Employee Community Fund | 75,000 | 75,000 |
| | Total Agency Special Funds | \$ 1,085,000 | \$ 1,085,000 |

SPECIAL FUNDS

SUMMARY

| <u>Fund Number</u> | <u>Fund Name</u> | <u>Proposed FY2008</u> | <u>Proposed FY2009</u> |
|---|--|----------------------------|----------------------------|
| Office of the Deputy CAO for Human Services (formerly the Human Services Commission) | | | |
| 535 | Richmond Americorps | \$ 350,000 | \$ 350,000 |
| 539 | Richmond Disability Services Board | 7,750 | 7,750 |
| | Total Agency Special Funds | \$ 357,750 | \$ 357,750 |
| | | | |
| Parks, Recreation, and Community Facilities | | | |
| 405 | Sports and Athletics | \$ 40,000 | \$ 50,000 |
| 406 | James River Park | 7,000 | 10,000 |
| 425 | Carillon Renovation Fund | 200,000 | 250,000 |
| 431 | Swim / Water / Adult Sustaining Swimming Classes | 170,000 | 200,000 |
| 433 | Camps | 250,000 | 300,000 |
| 434 | Fee-based Activities | 700,000 | 750,000 |
| 439 | Summer Food Program | 3,000,000 | 3,100,000 |
| 440 | After School Evening Meal Program | 1,500,000 | 1,800,000 |
| | Total Agency Special Funds | \$ 5,867,000 | \$ 6,460,000 |
| | | | |
| Police | | | |
| 283 | BJA Congressionally Mandated Award | \$ 2,181,481 | \$ - |
| 351 | Federal Asset Forfeiture | 120,000 | 125,000 |
| 353 | State Asset Forfeiture | 400,000 | 250,000 |
| 454 | Justice Assistance Grant | 175,000 | - |
| 455 | Richmond Gang Reduction & Intervention Program | 441,200 | - |
| 494 | DUI/DUID Enforcement Safety | 96,300 | 75,000 |
| 503 | COPS in Schools | 117,600 | - |
| 507 | Bulletproof Vest Program | 50,000 | 50,000 |
| 510 | Emergency Communications | 3,700,040 | 3,700,040 |
| 592 | COPS Universal Hiring Program | 30,800 | - |
| NEW | TRIAD | 2,500 | 2,500 |
| NEW | The G.R.E.A.T. Program | 50,000 | - |
| NEW | Public Housing Safety Imitative | 300,000 | - |
| | Total Agency Special Funds | \$ 7,664,921 | \$ 4,202,540 |
| | | | |
| Public Works | | | |
| 311 | Litter Control Grant | \$ 25,000 | \$ 25,000 |
| 330 | Transportation Engineering Training | 30,000 | 30,000 |
| 338 | Richmond Employee Trip Generation Reduction | 203,399 | 222,927 |
| 388 | 800 MHZ System - System Maintenance | 886,055 | 867,772 |
| 388 | 800 MHZ System - Emergency Telephone | 1,650,000 | 1,650,000 |
| 534 | Winter Storm Events | 750,000 | 750,000 |
| 557 | Main Street Station Operating Account | 961,363 | 849,475 |
| | Total Agency Special Funds | \$ 4,505,817 | \$ 4,395,174 |

SPECIAL FUNDS

SUMMARY

| <u>Fund Number</u> | <u>Fund Name</u> | <u>Proposed FY2008</u> | <u>Proposed FY2009</u> |
|-------------------------|---|----------------------------|----------------------------|
| Retirement | | | |
| 218 | Richmond Supplemental Retirement System | \$ 1,161,194 | \$ 1,158,612 |
| | Total Agency Special Funds | \$ 1,161,194 | \$ 1,158,612 |
| | | | |
| Sheriff and Jail | | | |
| 558 | State Asset Forfeiture | \$ 26,000 | \$ 32,000 |
| NEW | Byrne Memorial Grant | 199,728 | - |
| | Total Agency Special Funds | \$ 225,728 | \$ 32,000 |
| | | | |
| Social Services | | | |
| 276 | Healthy Families | \$ 130,000 | \$ 140,000 |
| 301 | Independent Living-Admin & Purchased Services | 98,000 | 98,000 |
| 303 | Shelter Plus Care | 1,450,000 | 1,550,000 |
| 304 | Supportive Housing Grant-Assessment | 95,000 | 100,000 |
| 309 | Richmond Healthy Start Initiative | 1,350,000 | 1,450,000 |
| 458 | Comprehensive Services Act | 24,800,000 | 26,800,000 |
| 459 | Child Care Initiative | 75,000 | 80,000 |
| 465 | Independent Living - Demonstration Project | 42,000 | 42,000 |
| 466 | Independent Living - Education and Training Vouchers | 57,000 | 59,000 |
| NEW | Treatment Foster Care (TFC) Program | 109,437 | - |
| | Total Agency Special Funds | \$ 28,206,437 | \$ 30,319,000 |
| | | | |
| Natural Disaster | | | |
| 599 | Tropical Storm Gaston | \$ 1,000,000 | \$ - |
| | Total Gaston Special Fund | \$ 1,000,000 | \$ - |
| | | | |
| | Grand Total Special Funds | \$ 89,232,594 | \$ 86,719,214 |

SPECIAL FUNDS

AGENCY NAME: Chief Administrative Officer

SPECIAL FUND ACCOMPLISHMENTS:

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

PROGRAM NAME: Cable Communications

SPECIAL FUND PROGRAM OBJECTIVES:

This special fund provides for the City's Public, Educational, and Governmental (PEG) cable television program. The funding is provided by a PEG fee paid by cable television providers in the City, and supports staffing and operation of a new City television studio.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|----------------------|----------------|------------|--------|---------|------------|--------|------------|------|
| | | | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| New | Cable Communications | PEG Fee | \$ - | \$ - | \$ - | \$ 595,000 | 5.0 | \$ 610,000 | 5.0 |
| Total Program | | | \$ - | \$ - | \$ - | \$ 595,000 | 5.0 | \$ 610,000 | 5.0 |
| Total Agency | | | \$ - | \$ - | \$ - | \$ 595,000 | 5.0 | \$ 610,000 | 5.0 |

SPECIAL FUNDS

AGENCY NAME: City Attorney's Office

SPECIAL FUND ACCOMPLISHMENTS:

PROGRAM NAME: Delinquent Tax Sales

SPECIAL FUND PROGRAM OBJECTIVES:

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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|----------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 221 | Delinquent Tax Sales | City | \$ - | \$ 745,194 | \$ 575,540 | \$ 623,446 | 1.75 | \$ 638,226 | 1.75 |
| Total Program | | | \$ - | \$ 745,194 | \$ 575,540 | \$ 623,446 | 1.75 | \$ 638,226 | 1.75 |

PROGRAM NAME: Juvenile and Domestic Relations - Legal Services

SPECIAL FUND PROGRAM OBJECTIVES:

This 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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|--|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 563 | Juvenile & Domestic Relations - Legal Services | DSS | \$ - | \$ 560,076 | \$ 577,954 | \$ 605,343 | 7.0 | \$ 614,672 | 7.0 |
| Total Program | | | \$ - | \$ 560,076 | \$ 577,954 | \$ 605,343 | 7.0 | \$ 614,672 | 7.0 |

Total Agency \$ - \$ 1,305,270 \$ 1,153,494 \$ 1,228,789 8.75 \$ 1,252,898 8.75

SPECIAL FUNDS

AGENCY NAME: Community Development

SPECIAL FUND ACCOMPLISHMENTS:

The Department of Community Development oversees the administration of Community Development Block Grant, Home Investment Partnership, Emergency Shelter Grant and Housing Opportunities for Persons with Aids funds. A detailed listing of the programs funded under these grants can be found following this summary. Due to the uncertainty of the Federal Entitlement Budget at this time, the Proposed FY 2008 budget cannot be determined.

PROGRAM NAME: Community Development Block Grant

SPECIAL FUND PROGRAM OBJECTIVES:

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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 25 | CDBG | Federal | \$ - | \$ 5,880,189 | \$ 6,031,000 | \$ 5,680,647 | 22.2 | \$ 5,680,647 | 22.2 |
| | Total Program | | \$ - | \$ 5,880,189 | \$ 6,031,000 | \$ 5,680,647 | 22.2 | \$ 5,680,647 | 22.2 |

PROGRAM NAME: Home Investment Partnership

SPECIAL FUND PROGRAM OBJECTIVES:

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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 26 | HOME | Federal | \$ - | \$ 2,803,956 | \$ 2,558,000 | \$ 2,307,385 | 1.4 | \$ 2,127,385 | 1.4 |
| | Total Program | | \$ - | \$ 2,803,956 | \$ 2,558,000 | \$ 2,307,385 | 1.4 | \$ 2,127,385 | 1.4 |

SPECIAL FUNDS

AGENCY NAME: Community Development

PROGRAM NAME: Emergency Shelter Grant

SPECIAL FUND PROGRAM OBJECTIVES:

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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 28 | ESG | Federal | \$ - | \$ 219,806 | \$ 217,934 | \$ 221,285 | 0.0 | \$ 221,285 | 0.0 |
| Total Program | | | \$ - | \$ 219,806 | \$ 217,934 | \$ 221,285 | 0.0 | \$ 221,285 | 0.0 |

PROGRAM NAME: Housing Opportunities for Persons with AIDS

SPECIAL FUND PROGRAM OBJECTIVES:

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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 29 | HOPWA | Federal | \$ - | \$ 633,561 | \$ 665,000 | \$ 665,000 | 0.0 | \$ 665,000 | 0.0 |
| Total Program | | | \$ - | \$ 633,561 | \$ 665,000 | \$ 665,000 | 0.0 | \$ 665,000 | 0.0 |

PROGRAM NAME: Scattered-Site Housing Repair

SPECIAL FUND PROGRAM OBJECTIVES:

This project will provide housing rehabilitation for 14 homes owned and occupied by low/moderate income households that were storm or flood damaged the remnants of Tropical Storm Gaston. The City will contract with Elder Homes Corporation to conduct the rehabilitation.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|-------------------------------------|----------------|--------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 553 | VHDHCD 2005 Disaster Recovery Grant | Pass-Through | \$ 2,005,781 | \$ - | \$ 197,988 | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ 2,005,781 | \$ - | \$ 197,988 | \$ - | 0.0 | \$ - | 0.0 |

Total Agency \$ 2,005,781 \$ 9,537,512 \$ 9,669,922 \$ 8,874,317 23.6 \$ 8,694,317 23.6

Special Fund Detail

CDBG, HOME, ESG and HOPWA Budgets

CDBG

| | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|--|---------------------|---------------------|---------------------|
| CDBG Entitlement Grant | \$ 5,130,647 | \$ 5,130,647 | \$ 5,130,647 |
| CDBG Program Revenue | 550,000 | 550,000 | 550,000 |
| CDBG Prior Year Program Surplus | 350,353 | - | - |
| Available funds | \$ 6,031,000 | \$ 5,680,647 | \$ 5,680,647 |

| Project Name | Agency | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|---|-----------|---------------------|---------------------|---------------------|
| <u>Housing & Neighborhood Preservation</u> | | | | |
| Battery Park Acquisition (City) | RES | \$ - | \$ 100,000 | \$ - |
| Bellemeade Revitalization Project | SCDHC | - | 150,000 | 150,000 |
| Blackwell NiB | RRHA | 100,000 | 200,000 | 200,000 |
| Blackwell Revitalization Project NiB | SCDHC | 306,000 | 100,000 | 150,000 |
| Carver Newtowne-West Revitalization | SCDHC | 120,000 | - | - |
| Carver Newtowne-West NiB | RRHA | 500,000 | 200,000 | 250,000 |
| Church Hill Central NiB | EHC | - | 75,000 | - |
| Church Hill Central NiB | RAH | 250,000 | 150,000 | 250,000 |
| Church Hill Central NiB/Fairmount Avenue | RAH | - | 200,000 | 200,000 |
| Church Hill Central NiB | SCDHC | - | 150,000 | 150,000 |
| Citywide Code/Emergency Repair | EHC | 250,000 | 300,000 | 300,000 |
| Environmental Code Enforcement | DCD | 300,000 | 248,165 | 246,424 |
| Highland Park NiB (HP Plaza Revitalization Effort) | HPCDC | 300,000 | - | - |
| Housing Code Enforcement | DCD | 450,000 | 550,000 | 600,000 |
| NiB Concentrated Code Enforcement | DCD | 130,000 | 100,000 | 100,000 |
| NiB Spot Blight Acquisitions | RRHA | 215,000 | - | - |
| North Avenue Vacant Bldg & Spot Blight Acq | RRHA/City | 100,000 | - | - |
| North Jackson Ward | RRHA/City | - | 110,000 | 160,000 |
| Proactive Blight Abatement | DCD | - | 100,000 | 150,000 |
| Randolph Urban Renewal Completion | RRHA | 30,000 | 30,000 | 30,000 |
| Richmond Metro Efficiency Apartments | VSH | - | 250,000 | - |
| Section 108 Loan Repayment | Finance | 500,000 | 500,000 | 500,000 |
| Southern Barton Heights NiB | RRHA | 200,000 | - | - |
| Swansboro NiB | RRHA | - | 100,000 | 100,000 |
| Swansboro Revitalization Project | SCDHC | - | 150,000 | 150,000 |
| 25th Street/Nine Mile Road Redev. Area | RRHA | 125,000 | 150,000 | 225,000 |
| Vacant Blding and Spot Blight Acq. City-wide | RES | 200,000 | - | - |
| Vacant Building Registration | DCD | - | 200,000 | 200,000 |
| Sub-Total - Housing & Neigh Pres. | | \$ 4,076,000 | \$ 4,113,165 | \$ 4,111,424 |
| <u>Economic Development</u> | | | | |
| Highland Park Corner Store Revitalization | HPCDC | | | |
| Neighborhood Economic Development | DED | \$ 140,000 | \$ 140,000 | \$ 140,000 |
| NiB Commercial Loan Fund | DED | 150,000 | - | - |
| North Avenue Vacant Bldg & Spot Blight Acq | DED | 100,000 | - | - |
| Sub-total - Economic Dev. | | \$ 390,000 | \$ 140,000 | \$ 140,000 |

Special Fund Detail

CDBG, HOME, ESG and HOPWA Budgets

CDBG

| Project Name | <u>Agency</u> | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|--|---------------|---------------------|---------------------|---------------------|
| <u>Planning & Administration</u> | | | | |
| Block Grant Administration and Housing | DCD | \$ 266,000 | \$ 265,945 | \$ 267,686 |
| Finance/Monitoring | Finance | 114,000 | 120,000 | 120,000 |
| Historic Review | DCD | 95,000 | 95,000 | 95,000 |
| Neighborhood Planning | DCD | 330,000 | 250,000 | 250,000 |
| Rehabilitation Loan Management and Servicing | RRHA | 120,000 | 100,000 | 100,000 |
| Sub-Total - Planning & Admin. | | \$ 925,000 | \$ 830,945 | \$ 832,686 |
| <u>Public Facilities</u> | | | | |
| Replacement Facility - Adult Day Services | Circle Ctr | \$ 60,000 | \$ - | \$ - |
| Sub-Total - Public Facilities | | \$ 60,000 | \$ - | \$ - |
| <u>Public Services</u> | | | | |
| Community Housing Empower. NiB DPA Plus | H.O.M.E | \$ 120,000 | \$ 120,000 | \$ 120,000 |
| Housing Code Enforcement Counseling Program | DSS | 75,000 | 100,000 | 100,000 |
| Housing Information and Counseling | H.O.M.E | 150,000 | 150,000 | 150,000 |
| Lead Safe Richmond Program | DPH | 80,000 | 91,537 | 91,537 |
| Residential Support for Homeless Families | RBHA | 80,000 | 85,000 | 85,000 |
| Virginia Supportive Housing-SRO | VSH | 75,000 | 50,000 | 50,000 |
| Sub-Total - Public Services | | \$ 580,000 | \$ 596,537 | \$ 596,537 |
| Total CDBG Budget | | \$ 6,031,000 | \$ 5,680,647 | \$ 5,680,647 |

Special Fund Detail

CDBG, HOME, ESG and HOPWA Budgets

HOME

| | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|--|---------------------|---------------------|---------------------|
| HOME Entitlement Grant | \$ 2,007,848 | \$ 2,007,848 | \$ 2,007,848 |
| HOME Program Revenue | 300,000 | 300,000 | 300,000 |
| HOME Prior Year Program Surplus | 250,152 | - | - |
| TOTAL HOME Budget | \$ 2,558,000 | \$ 2,307,848 | \$ 2,307,848 |

| Project Name | Agency | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|--|----------|---------------------|---------------------|---------------------|
| HOME Projects | | | | |
| Bellemeade Housing Rehabilitation | EHC | \$ 220,000 | \$ - | \$ - |
| Bellemeade Revitalization Project | SCDHC | - | 150,000 | 150,000 |
| Blackwell NiB | RRHA | 170,000 | 100,000 | 100,000 |
| Blackwell Revitalization Project | SCDHC | 250,000 | 150,000 | 150,000 |
| Carver Newtowne-West NiB | RRHA | 140,000 | - | - |
| Church Hill Central NiB | EHC | - | 80,000 | - |
| Church Hill Central NiB--RAH | RAH | 125,000 | 125,000 | 125,000 |
| Church Hill Central NiB-SCDHC | SCDHC | 125,000 | 125,000 | 125,000 |
| City of Richmond Builds | Habitat | - | 50,000 | 50,000 |
| City-Wide Community Improvement Program | EHC | 220,000 | 250,000 | 250,000 |
| Community Housing Empowerment NiB DPA | H.O.M.E. | 125,000 | 125,000 | 125,000 |
| Highland Park NiB (HP Plaza Revitalization Effort) | HPCDC | 170,000 | 100,000 | - |
| Home Match Program | VIS | 64,000 | - | - |
| HOME Program Administration | DCD | 90,000 | 102,385 | 102,385 |
| Keystone Program City-wide DPA | H.O.M.E. | 279,000 | 300,000 | 300,000 |
| NIB Target Areas Rehab | EHC | 480,000 | 400,000 | 400,000 |
| Oregon Hill Neighborhood Development | OHHIC | 100,000 | - | - |
| Swansboro Revitalization Project | SCDHC | - | 150,000 | 150,000 |
| 25th Street/Nine Mile Road Redev. Area | RRHA | - | 100,000 | 100,000 |
| TOTAL HOME BUDGET | | \$ 2,558,000 | \$ 2,307,385 | \$ 2,127,385 |

Special Fund Detail

CDBG, HOME, ESG and HOPWA Budgets

EMERGENCY SHELTER GRANT

| | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|-------------------------|--------------------|---------------------|---------------------|
| ESG Entitlement Grant | \$ 217,934 | \$ 221,285 | \$ 221,285 |
| TOTAL ESG Budget | \$ 217,934 | \$ 221,285 | \$ 221,285 |

| Project Name | Agency | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|---|---------|--------------------|---------------------|---------------------|
| <u>Emergency Shelter Grant</u> | | | | |
| Emergency Financial Assistance Program | DSS | \$ 20,000 | \$ 21,185 | \$ 21,185 |
| Emergency/Short-term Transitional Shelter | ESI | 35,000 | 35,000 | 35,000 |
| ESG Program Administration | DCD | 6,734 | 7,100 | 7,100 |
| Family Focus Program | CARITAS | 15,400 | 16,000 | 16,000 |
| Freedom House--Community Shelter | FH | 28,000 | 28,000 | 28,000 |
| Homeless Single Adult Program | CARITAS | 30,000 | 30,000 | 30,000 |
| Homeless Veterans Transitional Program | ESI | 26,400 | 27,000 | 27,000 |
| Overflow Shelter | DSS | 10,000 | 10,000 | 10,000 |
| YWCA Domestic Violence Program | YWCA | 17,000 | 17,000 | 17,000 |
| YWCA Homeless Child Care Program | YWCA | 29,400 | 30,000 | 30,000 |
| TOTAL ESG BUDGET - adopted | | \$ 217,934 | \$ 221,285 | \$ 221,285 |

HOPWA

| | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|----------------------------|--------------------|---------------------|---------------------|
| HOPWA Entitlement Grant | \$ 665,000 | \$ 665,000 | \$ 665,000 |
| TOTAL: HOPWA Budget | \$ 665,000 | \$ 665,000 | \$ 665,000 |

| Project Name | | Adopted FY 2007 | Proposed FY 2008 | Proposed FY 2009 |
|---|----------|--------------------|---------------------|---------------------|
| <u>Housing Opportunities for Persons with AIDS</u> | | | | |
| AIDS Housing Project | Fan Free | \$ 388,445 | \$ 334,000 | \$ 334,000 |
| Bliley Manor Stratford House | VSH | 163,000 | 163,000 | 163,000 |
| Comprehensive Housing Assistance | H.O.M.E | 10,000 | - | - |
| HOPWA Data Management | VCU | 17,000 | 17,000 | 17,000 |
| HOPWA Finance Monitoring | Finance | 5,000 | 5,000 | 5,000 |
| HOPWA Program Administration | DCD | 13,000 | 13,000 | 13,000 |
| HOPWA Rental Assistance | WBCH | 68,555 | 133,000 | 133,000 |
| TOTAL HOPWA BUDGET | | \$ 665,000 | \$ 665,000 | \$ 665,000 |

SPECIAL FUNDS

AGENCY NAME: Economic Development

SPECIAL FUND ACCOMPLISHMENTS:

The Department of Economic Development receives grant funding from the Environmental Protection Agency (EPA) and state funds to accomplish the following: 1). Under the Brownfields Site Assessment grant the Department has executed five sites for Phase I Environmental Site Assessment and created a Quality Assurance Plan Program (QAPP). 2). State funding assists DED with updating its programs brochures and creating marketing packages for exhibits, trade shows, the business community and the general public.

PROGRAM NAME: Brownfields Site Assessment Grant

SPECIAL FUND PROGRAM OBJECTIVES:

The funding of this grant is provided by the U.S. Environmental Protection Agency (EPA) for the site assessment of vacant and underutilized commercial and industrial properties contaminated by petroleum products.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|----------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 238 | Brownfield Site Assessment | Federal | \$ - | \$ 13,044 | \$ 390,000 | \$ 375,000 | 0.08 | \$ 375,000 | 0.08 |
| Total Program | | | \$ - | \$ 13,044 | \$ 390,000 | \$ 375,000 | 0.08 | \$ 375,000 | 0.08 |

PROGRAM NAME: Governor's Opportunity Funds

SPECIAL FUND PROGRAM OBJECTIVES:

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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|---------------------------|----------------|--------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 597 | Governor Opportunity Fund | State | \$ 3,000,000 | \$ 3,000,000 | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ 3,000,000 | \$ 3,000,000 | \$ - | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Economic Development Authority

SPECIAL FUND PROGRAM OBJECTIVES:

The Economic Development Authority (EDA) special fund is to provide payroll for two positions, Administrative Project Analyst 100% support and the Administrative Program Support Assistant 40% support.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|-------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 239 | Economic Dev. Authority | EDA | \$ - | \$ 49,954 | \$ - | \$ 108,000 | 1.40 | \$ 111,000 | 1.40 |
| Total Program | | | \$ - | \$ 49,954 | \$ - | \$ 108,000 | 1.40 | \$ 111,000 | 1.40 |

SPECIAL FUNDS

AGENCY NAME: Economic Development

PROGRAM NAME: 17th Street Farmers Market

SPECIAL FUND PROGRAM OBJECTIVES:

The 17th Street Farmers Market Special Fund supports marketing initiatives and special programs from fees generated through Parking, ATM and Vendors.

| FUND | GRANT NAME | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|---------------------------|-------------------------------|-------|-----------|-----------|-----------|--------|-----------|------|
| | | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 560 | 17th Street Farmer Market | ATM, Vendor, and Parking Fees | \$ | \$ 37,326 | \$ 35,000 | \$ 80,000 | 0.0 | \$ 80,000 | 0.0 |
| Total Program | | | \$ - | \$ 37,326 | \$ 35,000 | \$ 80,000 | 0.0 | \$ 80,000 | 0.0 |

PROGRAM NAME: VOR Marketing Grant

SPECIAL FUND PROGRAM OBJECTIVES:

The purpose of this grant is to assist the Department of Economic Development with design and production of exhibition of printed materials to market the City to new and prospective developers, businesses, and the interest of the general public.

| FUND | GRANT NAME | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|---------------------|---------|----------|-----------|-----------|-----------|--------|-----------|------|
| | | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 283 | VOR Marketing Grant | State | \$ 5,000 | \$ 12,579 | \$ 15,000 | \$ 17,421 | 0.0 | \$ 17,241 | 0.0 |
| Total Program | | | \$ 5,000 | \$ 12,579 | \$ 15,000 | \$ 17,421 | 0.0 | \$ 17,241 | 0.0 |

PROGRAM NAME: USEDA Grant

SPECIAL FUND PROGRAM OBJECTIVES:

The purpose of this grant is to assist the Department of Economic Development with development of an economic strategic plan for the City of Richmond.

| FUND | GRANT NAME | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|-------------------------------|---------|-----------|--------|---------|-----------|--------|------------|------|
| | | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| NEW | USEDA Economic Strategy Grant | Federal | \$ 20,587 | \$ - | \$ - | \$ 90,587 | 0.0 | \$ 161,587 | 0.0 |
| Total Program | | | \$ 20,587 | \$ - | \$ - | \$ 90,587 | 0.0 | \$ 161,587 | 0.0 |

PROGRAM NAME: Section 108 - Loan Program

SPECIAL FUND PROGRAM OBJECTIVES:

This project will enhance the economic vitality of Richmond's business community by providing loans for any and /or all of the allowable Section 108 activities. This program will benefit projects specific.

SPECIAL FUNDS

AGENCY NAME: Economic Development

| FUND | GRANT NAME | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|----------------------------|---------|-------|--------|---------------|---------------|--------|---------------|------|
| | | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| NEW | Section 108 - Loan Program | Federal | \$ | \$ - | \$ 20,000,000 | \$ 19,980,000 | 0.0 | \$ 19,960,000 | 0.0 |
| Total Program | | | \$ - | \$ - | \$ 20,000,000 | \$ 19,980,000 | 0.0 | \$ 19,960,000 | 0.0 |

PROGRAM NAME: Interpreting America's Historic Places Grant

SPECIAL FUND PROGRAM OBJECTIVES:

The purpose of this program is to implement fully planned and developed interpretive projects at places of historic significance. This program seeks to facilitate the implementation of projects that educate and engage the public in humanities themes at historically significant places. Projects may focus on a single historic site or house, a series of sites, an entire neighborhood, a town community, or a larger geographic region.

| FUND | GRANT NAME | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|--|---------|--------------|--------------|---------------|---------------|--------|---------------|------|
| | | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| NEW | Interpreting America's Historic Places Grant | Federal | \$ | \$ - | \$ - | \$ 69,000 | 0.0 | \$ 69,000 | 0.0 |
| Total Program | | | \$ - | \$ - | \$ - | \$ 69,000 | 0.0 | \$ 69,000 | 0.0 |
| Total Agency | | | \$ 3,025,587 | \$ 3,112,903 | \$ 20,440,000 | \$ 20,720,008 | 1.48 | \$ 20,773,828 | 1.48 |

SPECIAL FUNDS

AGENCY NAME: Emergency Management

SPECIAL FUND ACCOMPLISHMENTS:

The Office of Emergency Management (OEM) is in its second full year of operation and has expanded its operational capabilities by hiring additional staff to support emergency preparedness objectives for the City of Richmond. The U. S. Department of Homeland Security conducted a review of the City of Richmond's Emergency Operations Plan during March 2006. This Nationwide Plan Review was a prerequisite for receipt of Fiscal Year 2006 DHS grant funds. Overall, the EOP was rated "Partially Sufficient" on adequacy and "Partially Sufficient" on acceptability. Of the five cities participating in the review, the City of Richmond received an overall "Sufficient" rating in the adequacy, feasibility and acceptability of the EOP.

PROGRAM NAME: Emergency Preparedness

SPECIAL FUND PROGRAM OBJECTIVES:

As funding from the federal government is decreasing; the competition for the dollars becomes more competitive. This proposed position is vital to the sustainability of the overall preparedness and readiness in the city and the commonwealth. Emergency Services funding sources are derived from: 1)federal government agencies such as: Department of Homeland Security, FEMA 2)the state government agencies: Virginia Department of Emergency Management, State Homeland and Public Safety and the Office of Commonwealth Preparedness, and 3)other public/private partnership and grant funding opportunities. As our efforts to respond to disasters (Isabel, Gaston, Ernesto, Battery Park, etc) equipment, training, interoperability and mitigation are necessary. Proper pursuit of grants and grant management are a must.

| FUND | GRANT NAME | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|---------------------|----------------------|---------|-------------|-------------------|-------------------|---------------------|------------|---------------------|------------|
| | | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 218 | Emergency Management | Federal | \$ - | \$ 652,671 | \$ 750,000 | \$ 1,450,000 | 0.0 | \$ 1,450,000 | 0.0 |
| | Total Program | State | \$ - | \$ 652,671 | \$ 750,000 | \$ 1,450,000 | 0.0 | \$ 1,450,000 | 0.0 |
| Total Agency | | | \$ - | \$ 652,671 | \$ 750,000 | \$ 1,450,000 | 0.0 | \$ 1,450,000 | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Finance

SPECIAL FUND ACCOMPLISHMENTS:

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

PROGRAM NAME: Downtown Special Assessment

SPECIAL FUND PROGRAM OBJECTIVES:

The Downtown Special Assessment Fund raises funds from owners of real property in the Downtown area to support the promotion and development of downtown commerce.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|-----------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 236 | Downtown Special Assessment | Special Tax | \$ - | \$ 720,000 | \$ 925,000 | \$ 1,150,000 | 0.0 | \$ 1,200,000 | 0.0 |
| | Total Program | | \$ - | \$ 720,000 | \$ 925,000 | \$ 1,150,000 | 0.0 | \$ 1,200,000 | 0.0 |

PROGRAM NAME: Riverfront Special Assessment

SPECIAL FUND PROGRAM OBJECTIVES:

This fund accounts for the special assessment tax for improvements along the riverfront.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|-----------------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 223 | Riverfront Special Assessment Tax | Special Tax | \$ - | \$ 196,241 | \$ 300,000 | \$ 350,000 | 0.0 | \$ 350,000 | 0.0 |
| | Total Program | | \$ - | \$ 196,241 | \$ 300,000 | \$ 350,000 | 0.0 | \$ 350,000 | 0.0 |

PROGRAM NAME: Community Development Authority

SPECIAL FUND PROGRAM OBJECTIVES:

This fund accounts for the special assessment tax for CDA improvements in downtown Richmond.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|---------------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 280 | Community Development Authority | Special Tax | \$ - | \$ 111,663 | \$ 510,000 | \$ 510,000 | 0.0 | \$ 510,000 | 0.0 |
| | Total Program | | \$ - | \$ 111,663 | \$ 510,000 | \$ 510,000 | 0.0 | \$ 510,000 | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Finance

PROGRAM NAME: Richmond Centre Expansion

SPECIAL FUND PROGRAM OBJECTIVES:

This special fund was established for the Richmond Centre Expansion. The 8% lodging tax historically has been transferred to the Richmond Centre Authority (GRCCA) from this fund. Beginning in FY2007, lodging taxes are appropriated in the General Fund before being transferred to GRCCA, along with a supplement from other General Fund revenue sources.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FTEs | FY2009 PROPOSED | FTEs |
|----------------------|---------------------------|----------------|------------|---------------|----------------|-----------------|------|-----------------|------|
| 224 | Richmond Centre Expansion | Lodging Tax | \$ - | \$ 6,332,155 | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 6,332,155 | \$ - | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Prepared Food Tax Fund for the Performing Arts

SPECIAL FUND PROGRAM OBJECTIVES:

This special fund was established to support the Performing Art Center. An additional 1% tax on prepared food was previously authorized by City Council to be transferred in support the Performing Arts Center. Beginning in FY2007, these collections have been appropriated in the General Fund to support debt service expenditures related to the City of the Future initiative.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FTEs | FY2009 PROPOSED | FTEs |
|----------------------|--|----------------|------------|---------------|----------------|-----------------|------|-----------------|------|
| 222 | Prepared Food Tax Fund for the Performing Arts | Meals Tax | \$ - | \$ 5,139,478 | \$ 4,950,000 | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 5,139,478 | \$ 4,950,000 | \$ - | 0.0 | \$ - | 0.0 |

Total Agency \$ - \$ 12,499,537 \$ 6,685,000 \$ 2,010,000 0.0 \$ 2,060,000 0.0

SPECIAL FUNDS

AGENCY NAME: Fire & Emergency Services

SPECIAL FUND ACCOMPLISHMENTS:

The Department of Fire and Emergency Services received grant funding from the United States Department of Homeland Security through the Assistance to Firefighters Fire Prevention and Safety Program. These funds allow the Department to (1) provide fire prevention education to the City's population that is at increased risk of injury and loss due to fire, and (2) enhance an aggressive code enforcement program through the training and certification of additional staff as fire inspectors.

PROGRAM NAME: Fire Prevention
Assistance to Firefighters Fire Prevention and Safety Program

SPECIAL FUND PROGRAM OBJECTIVES:

The Special Fund objective of the Department's Fire Prevention Program is to leverage City funds in an effort to expand fire prevention programs, resulting in prevention of injury, loss of life, and loss of property.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|------------------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 382 | Assistance to Fire Fighter Program | Federal | \$ - | \$ 512,513 | | | 0.0 | \$ - | 0.0 |
| | Total Program | | \$ - | \$ 512,513 | \$ - | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Fire Suppression
Two for Life

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.

SPECIAL FUND PROGRAM OBJECTIVES:

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 cannot 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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 385 | Two for Life | State | \$ - | \$ 67,869 | | \$ - | 0.0 | \$ - | 0.0 |
| | Total Program | | \$ - | \$ 67,869 | \$ - | \$ - | 0.0 | \$ - | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Fire & Emergency Services

PROGRAM NAME: Fire Suppression
 Four for Life

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 \$30,000.00 annually, of the allocated Four For Life Funds, to purchase equipment.

SPECIAL FUND PROGRAM OBJECTIVES:

The Four-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 cannot be used to supplant local funds. The four-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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | FY2007 | FY2008 | FY2009 |
|----------------------|---------------|----------------|------------|------------|------------|------------|----------------|
| | | | | ACTUAL | ADOPTED | PROPOSED | PROPOSED |
| 385 | Four for Life | State | | \$ 112,664 | \$ 115,172 | \$ 140,000 | \$ 150,000 |
| Total Program | | | \$ - | \$ 112,664 | \$ 115,172 | \$ 140,000 | 0.0 \$ 150,000 |

PROGRAM NAME: Fire Suppression
 State Fire Programs

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 fighting 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.

SPECIAL FUNDS

AGENCY NAME: Fire & Emergency Services

SPECIAL FUND PROGRAM OBJECTIVES:

The Special Fund objective of the Department's Fire Suppression Program is to leverage City funds in an effort to purchase new and additional equipment for all emergencies and specialised training for Fire Dept. Personnel.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | | FY2007 | | FY2008 | | FY2009 | |
|----------------------|---------------------|----------------|------------|------------|------------|------------|------|------------|------|--------|-----|
| | | | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs | | |
| 375 | State Fire Programs | State | | \$ 448,110 | \$ 479,749 | \$ 575,000 | | \$ 650,000 | | | |
| Total Program | | | \$ - | \$ 448,110 | \$ 479,749 | \$ 575,000 | 0.0 | \$ 650,000 | | | 0.0 |

PROGRAM NAME: Fire Suppression
Metropolitan Medical Response Contract

The Metropolitan Medical Response grant provide funds to develop a Metropolitan Medical Response System for the City of Richmnd. This grant also will be use to purchase Chemical/Biological Pharmaceuticals . These funds cannot be utilized to support budgeted funds.

SPECIAL FUND PROGRAM OBJECTIVES:

To establish in the Metropolitan region a Emergency Medical Response System to coordinate all facets of patient healthcare and to ensure resources, expertise, communications, and that personnel are available to respond to incidents involving a large number of casualties.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | | FY2007 | | FY2008 | | FY2009 | |
|----------------------|---------------|----------------|------------|------------|---------|----------|------|----------|------|--------|-----|
| | | | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs | | |
| 376 | MMRS Contract | | | 880,000 | | | | | | | |
| Total Program | | | \$ - | \$ 880,000 | \$ - | \$ - | 0.0 | \$ - | | | 0.0 |

PROGRAM NAME: Fire Suppression
Metropolitan Medical Response Grant

The Metropolitan Medical Response grant provide funds to develop a Metropolitan Medical Response System for the City of Richmnd. This grant also will be use to purchase Chemical/Biological Pharmaceuticals . These funds cannot be utilized to support budgeted funds.

SPECIAL FUNDS

AGENCY NAME: Fire & Emergency Services

SPECIAL FUND PROGRAM OBJECTIVES:

To establish in the Metropolitan region a Emergency Medical Response System to coordinate all facets of patient healthcare and to ensure resources, expertise, communications, and that personnel are available to respond to incidents involving a large number of casualties.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | | FY2007 | | FY2008 | | FY2009 | |
|----------------------|------------|----------------|------------|--------------|------------|------------|------|------------|------|--------|--|
| | | | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs | | |
| 376 | MMRS Grant | Federal | | \$ 400,000 | \$ - | | | | | | |
| Total Program | | | \$ - | \$ 400,000 | \$ - | \$ - | 0.0 | \$ - | - | 0.0 | |
| Total Agency | | | \$ - | \$ 2,421,156 | \$ 594,921 | \$ 715,000 | 0.0 | \$ 800,000 | | 0.0 | |

SPECIAL FUNDS

AGENCY NAME: Judiciary- Circuit Court

SPECIAL FUND ACCOMPLISHMENTS:

The Circuit Court Clerk maintains a special fund to utilize the Technology Trust Fund. The General Assembly established the Technology Trust Fund to promote remote access to the land records of the various Circuit Courts in Virginia. The Technology Trust Fund is funded by recording fees and clerk's fees collected by Circuit Court Court Clerks. The State Compensation Board reimburses localites from the Fund for technology expenses of the Circuit Court Clerks used to achieve this goal. Over the last few years, the Clerk of the Circuit Court of the City of Richmond has expended TTF funds to obtain hardware and software to build an infrastructure to allow remote access to the land records of the Richmond Circuit Court. To date, the Clerk has used this funding to update the office scanning system, to implement the backfile conversion of records dating to 1965, and to have the land records scanning system web-enabled.

PROGRAM NAME: Secure Remote Access to Land Records

SPECIAL FUND PROGRAM OBJECTIVES:

Over the next year, the Clerk of Court will continue the back-file conversion of all remaining land records, implement a plan to redact personal information from accessible records, and will provide secure remote access on a subscription basis to the land records as mandated by the General Assembly.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|-----------------------|--------------------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 246 | Technology Trust Fund | State Compensation Board | \$ - | \$ 45,015 | \$ 200,000 | \$ 570,000 | 0.0 | \$ 125,000 | 0.0 |
| Total Program | | | \$ - | \$ 45,015 | \$ 200,000 | \$ 570,000 | 0.0 | \$ 125,000 | 0.0 |
| Total Agency | | | \$ - | \$ 45,015 | \$ 200,000 | \$ 570,000 | - | \$ 125,000 | - |

SPECIAL FUNDS

AGENCY NAME: Judiciary - Commonwealth Attorney

SPECIAL FUND ACCOMPLISHMENTS:

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

PROGRAM NAME: Project Exile

SPECIAL FUND PROGRAM OBJECTIVES:

The purpose of this Project Exile program 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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FTEs | FY2009 PROPOSED | FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|------|-----------------|------|
| 520 | Project Exile | City | \$ - | \$ 119,557 | \$ 260,676 | | | | |
| | | | \$ - | \$ - | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| | Total Program | | \$ - | \$ 119,557 | \$ 260,676 | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Project Sentry

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this program is to increase the conviction rate of juveniles who violate federal and state firearms laws through a better coordinated efforts to identify and appropriately prosecute, and punish juveniles who violate federal and state firearms laws.

| FUND | GRANT NAME | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
|------|----------------------|--------|-------|------------|------------|----------|------|----------|------|
| 523 | Project Sentry | City | \$ - | \$ 217,316 | \$ 218,748 | | | | |
| | Total Program | | \$ - | \$ 217,316 | \$ 218,748 | \$ - | 0.0 | \$ - | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Judiciary - Commonwealth Attorney

SPECIAL FUND ACCOMPLISHMENTS:

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

PROGRAM NAME: Project Safe Neighborhood

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this program is to provide funding for four prosecutors who are dedicated to prosecution of firearm related crime cases and other violations of gun statutes by Adults.

| FUND | OTHER SPECIAL FUNDS DESCRIPTION | FUNDING SOURCE | CASH | | FY2006 | FY2007 | FY2008 | | FY2009 | |
|----------------------|------------------------------------|-------------------|-------|------|------------|------------|----------|------|----------|------|
| | | | MATCH | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 522 | Project Safe Neighborhood | City | \$ - | \$ - | \$ 264,749 | \$ 229,952 | | | | |
| Total Program | | | \$ - | \$ - | \$ 264,749 | \$ 229,952 | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Domestic Violence

SPECIAL FUND PROGRAM OBJECTIVES:

This program objective is to develop, implement, and expand the services to female domestic violence and stalking victims at the Domestic Relations Court to increase the safety of victims and their children, and provide the support necessary for victims of domestic violence.

| FUND | GRANT NAME | FUNDING SOURCE | CASH | | FY2006 | FY2007 | FY2008 | | FY2009 | |
|----------------------|--------------------------|-------------------|-------|------|-----------|-----------|----------|------|----------|------|
| | | | MATCH | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 519 | Domestic Violence V-Stop | City | \$ - | \$ - | \$ 40,656 | \$ 55,000 | | | | |
| Total Program | | | \$ - | \$ - | \$ 40,656 | \$ 55,000 | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Victim Witness (252)

SPECIAL FUND PROGRAM OBJECTIVES:

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 efficeincy of the criminal justice process to increase the number of successful prosecutions.

| FUND | GRANT NAME | FUNDING SOURCE | CASH | | FY2006 | FY2007 | FY2008 | | FY2009 | |
|----------------------|----------------|-------------------|-----------|-----------|------------|------------|------------|------|------------|------|
| | | | MATCH | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 252 | Victim Witness | State | \$ 45,900 | \$ 45,900 | \$ 432,852 | \$ 479,813 | \$ 479,813 | 11.0 | \$ 499,006 | 11.0 |
| Total Program | | | \$ 45,900 | \$ 45,900 | \$ 432,852 | \$ 479,813 | \$ 479,813 | 11.0 | \$ 499,006 | 11.0 |

SPECIAL FUNDS

AGENCY NAME: Judiciary - Commonwealth Attorney

SPECIAL FUND ACCOMPLISHMENTS:

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

PROGRAM NAME: Asst Forfeiture (251)

SPECIAL FUND PROGRAM OBJECTIVES:

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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FTEs | FY2009 PROPOSED | FTEs |
|----------------------|------------------|----------------|------------|---------------|----------------|-----------------|------|-----------------|------|
| 251 | Asset Forfeiture | State | \$ - | \$ 103,615 | \$ 142,600 | \$ 142,600 | 0.0 | \$ 148,304 | 0.0 |
| Total Program | | | \$ - | \$ 103,615 | \$ 142,600 | \$ 142,600 | 0.0 | \$ 148,304 | 0.0 |
| Total Agency | | | \$ 45,900 | \$ 1,178,744 | \$ 1,386,789 | \$ 622,413 | 11.0 | \$ 647,310 | 11.0 |

SPECIAL FUNDS

AGENCY NAME: Judiciary - Courthouse Maintenance

SPECIAL FUND ACCOMPLISHMENTS:

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 the costs for renovations, utilities, maintenance, and construction of courthouses.

PROGRAM NAME: Special Assessment-Courthouse Maintenance

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|------------------------|----------------|------------|------------|------------|------------|--------|------------|------|
| | | | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 243 | Courthouse Maintenance | Fees | \$ - | \$ 350,000 | \$ 404,381 | \$ 400,000 | 0.0 | \$ 400,000 | 0.0 |
| Total Program | | | \$ - | \$ 350,000 | \$ 404,381 | \$ 400,000 | 0.0 | \$ 400,000 | 0.0 |
| Total Agency | | | \$ - | \$ 350,000 | \$ 404,381 | \$ 400,000 | 0.0 | \$ 400,000 | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Justice Services

SPECIAL FUND ACCOMPLISHMENTS:

The Gang Reduction Intervention Program consist of several progams, two of which are the the One Stop Office and Community Day. The One Stop office serves as the primary hub for service delivery referrals and program marketing for the GRIP program. Since opening in Fall 2005 it has received over 40 referrals and 100 waik-ins and/or telephone inquiries. The Community Day event, "Imagine Festival", had over 300 attendees and approximately 55-60 vendors. The purpose of the event was to raise public awareness about the threat of gang violence in the community.

The Community Corrections Program assumed the direct management and responsibility of the Adult Pretrial and Probation Services in mid- FY06. Dispite the challenges of relocating the program twice and the staff turnover during the transition to the City, Probation Services maintained a 55% successful closure rate on a total of 1,441 misdemeanants placed on supervision. Pretrial Services maintained an 84% successful closure rate for misdemeanor placements and a 73% successful closure rate for felony placements on a total of 829 defendants placed on pretrial supervision.

The C.O.R.T.I.P. Program worked with a total of 28 families during the 2006 school year. Through the great partnership with the Case Manager from The Department of Justice Services and The School Attendance Social Worker we were able to maintain a 93%-95% attendance rate at Albert Hill Middle School. Because of this accomplishment we were able to expand the program to Thompson Middle School at the beginning of the second nine weeks of school. The Y.O.G.I. Program, beacuse of their success rate, was featured at the annual State Department of Criminal Justice Services-Board Meeting on June 28, 2006. Our Functional Families Program provided services which assisted several mothers with no prior employment history to find employment with several local companies ranging from Americorp to the VA Park Services.

PROGRAM NAME: Gang Reduction Intervention Program

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Gang Reduction Intervention Program is to significantly reduce gang activity in specified neighborhoods. It's goal is to stabilize and build pro-social influences in the target communities.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | FY2007 | FY2008 | | FY2009 | |
|----------------------|--------------------------|----------------|------------|------------|------------|----------|------|----------|------|
| | | | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 550 | Community Day (GRIP) | Federal | \$ - | \$ 3,866 | \$ 4,000 | \$ - | 0.0 | \$ - | 0.0 |
| 550 | Intervention Team (GRIP) | Federal | \$ - | \$ 20,893 | \$ 50,000 | \$ - | 0.0 | \$ - | 0.0 |
| 550 | One Stop Office (GRIP) | Federal | \$ - | \$ 75,651 | \$ 92,500 | \$ - | 0.0 | \$ - | 0.0 |
| 550 | Offender Re-entry (GRIP) | Federal | \$ - | \$ 10,441 | \$ 19,808 | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 110,851 | \$ 166,308 | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Community Corrections

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Community Corrections Program is to provide court ordered pre-trial and probation services.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | FY2007 | FY2008 | | FY2009 | |
|----------------------|-----------------------|----------------|------------|------------|--------------|--------------|------|--------------|------|
| | | | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 240 | Supervision Fees | | \$ - | \$ 25,887 | \$ 93,690 | \$ 93,690 | 0.0 | \$ 93,690 | 0.0 |
| 240 | Community Corrections | | \$ - | \$ 851,184 | \$ 932,422 | \$ 978,125 | 21.2 | \$ 978,125 | 21.2 |
| Total Program | | | \$ - | \$ 877,070 | \$ 1,026,112 | \$ 1,071,815 | 21.2 | \$ 1,071,815 | 21.2 |

SPECIAL FUNDS

AGENCY NAME: Justice Services

PROGRAM NAME: Strengthening Families

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Strengthening Families program was to promote positive youth development and family cohesion.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|------------------------|----------------|------------|-----------|---------|----------|--------|----------|------|
| | | | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 529 | Strengthening Families | Federal | \$ - | \$ 63,383 | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 63,383 | \$ - | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Young Juvenile Offender Program

SPECIAL FUND PROGRAM OBJECTIVES:

The object of the YOGI program was to provide intensive case management and community support for youth at the time of adjudication for delinquency.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|----------------|----------------|------------|-----------|---------|----------|--------|----------|------|
| | | | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 526 | Young Offender | Federal | \$ 50,718 | \$ 69,547 | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ 50,718 | \$ 69,547 | \$ - | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Juvenile Accountability Block Grant

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Juvenile Accountability Block Grant program is to provide case-management for adjudicated delinquents and to provide an educational program for youth on short term school suspension.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|------------|----------------|------------|-----------|-----------|-----------|--------|-----------|------|
| | | | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 514 | JABG | Federal | \$ 9,768 | \$ 97,685 | \$ 35,167 | \$ 87,917 | 1.5 | \$ 87,917 | 1.5 |
| Total Program | | | \$ 9,768 | \$ 97,685 | \$ 35,167 | \$ 87,917 | 1.5 | \$ 87,917 | 1.5 |

PROGRAM NAME: Juvenile Detention Home USDA

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Juvenile Detention Home USDA program is to provide the National School Lunch Program to school age children and to encourage the domestic consumption of nutritious agricultural commodities.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|------------|----------------|------------|-----------|-----------|-----------|--------|-----------|------|
| | | | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 260 | USDA | Federal | \$ - | \$ 75,193 | \$ 92,000 | \$ 92,000 | 0.0 | \$ 92,000 | 0.0 |
| Total Program | | | \$ - | \$ 75,193 | \$ 92,000 | \$ 92,000 | 0.0 | \$ 92,000 | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Justice Services
PROGRAM NAME: Crime Analysis and Criminal Justice Improvements

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Crime Analysis and Criminal Justice Improvement grant is to increase the agency's juvenile crime analysis and reporting capabilities. It will enable effective decision making based on local trends.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|----------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 527 | Crime Analysis | Federal | \$ 16,203 | \$ 71,752 | | \$ 64,812 | 0.0 | \$ 64,812 | 0.0 |
| Total Program | | | \$ 16,203 | \$ 71,752 | \$ - | \$ 64,812 | 0.0 | \$ 64,812 | 0.0 |

PROGRAM NAME: City Of Richmond Truancy Intervention Program

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the CORTIP program is to address the problem of habitual truancy. It target students with a pattern of non-attendance and motivate them to attend school and improve there school performance.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 564 | CORTIP | Federal | \$ 49,753 | \$ 76,338 | \$ 74,780 | \$ 44,803 | 1.0 | \$ 24,901 | 1.0 |
| Total Program | | | \$ 49,753 | \$ 76,338 | \$ 74,780 | \$ 44,803 | 1.0 | \$ 24,901 | 1.0 |

PROGRAM NAME: Juvenile Drug Court Byrne

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Juvenile Drug Court Byrne grant is to reduce recidivism and drug related crimes.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 342 | BRYNE | State | \$ - | \$ 133,000 | \$ 133,000 | \$ 133,000 | 2.00 | \$ 133,000 | 2.00 |
| Total Program | | | \$ - | \$ 133,000 | \$ 133,000 | \$ 133,000 | 2.00 | \$ 133,000 | 2.00 |

PROGRAM NAME: 13th District Court

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the 13th District Court program is to provide Intensive Surveillance for youth who are involve in the Juvenile Drug Court system.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|-----------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 524 | Drug Court IV E | | \$ - | \$ - | \$ 28,407 | \$ 4,041 | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ - | \$ 28,407 | \$ 4,041 | 0.0 | \$ - | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Justice Services

PROGRAM NAME: Drug Court Enhancement

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Drug Court Enhancement grant was to provide two full time positions which improve coordination of treatment services for the Juvenile Drug Court participants.

| FUND | GRANT NAME | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|------------|---------|-------|-----------|---------|----------|--------|----------|------|
| | | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 595 | BJA | Federal | \$ - | \$ 99,984 | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 99,984 | \$ - | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Title IV E

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Title IV E program is to expand the City's preplacement prevention program.

| FUND | GRANT NAME | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|------------|---------|-------|-----------|------------|------------|--------|------------|------|
| | | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 470 | Title IV E | | \$ - | \$ 62,194 | \$ 400,000 | \$ 337,806 | 0.0 | \$ 275,612 | 0.0 |
| Total Program | | | \$ - | \$ 62,194 | \$ 400,000 | \$ 337,806 | 0.0 | \$ 275,612 | 0.0 |

| FUND | OTHER SPECIAL FUNDS | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|---------------------|---------|-------|-----------|-----------|-----------|--------|-----------|------|
| | DESCRIPTION | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 596 | Lipman | | \$ - | \$ 11,212 | \$ 59,463 | \$ 67,455 | 0.0 | \$ 56,255 | 0.0 |
| Total Program | | | \$ - | \$ 11,212 | \$ 59,463 | \$ 67,455 | 0.0 | \$ 56,255 | 0.0 |

| FUND | OTHER SPECIAL FUNDS | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|----------------------------|---------|-------|--------|---------|----------|--------|----------|------|
| | DESCRIPTION | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| | Detention Center Donations | | \$ - | \$ - | \$ - | \$ 5,000 | 0.0 | \$ 5,000 | 0.0 |
| Total Program | | | \$ - | \$ - | \$ - | \$ 5,000 | 0.0 | \$ 5,000 | 0.0 |

Total Agency \$ 126,442 \$ 1,748,209 \$ 1,986,830 \$ 1,904,608 25.7 \$ 1,811,312 25.7

SPECIAL FUNDS

AGENCY NAME: Richmond Public Library

SPECIAL FUND ACCOMPLISHMENTS:

Richmond Public Library has been able to acquire grant funds and special funds to enhance library programs and activities; purchase books and other library materials; replace/install furniture and equipment; defray the costs for telecommunication services, planning and management services, and other miscellaneous library needs.

PROGRAM NAME: Adult and Family Services

SPECIAL FUND PROGRAM OBJECTIVES:

The special fund goals and objectives for the Adult and Family Services Program are to acquire funds from philanthropic foundations, community organizations, and individuals to enhance library programs and activities; purchase books and other library materials; replace/install furniture and equipment; defray the costs for telecommunication services, planning and management services, and a variety of other designated costs.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|--|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 200 | Gifts to the Library | Donations | \$ - | \$ 84,481 | \$ 75,000 | \$ 75,000 | 0.0 | \$ 75,000 | 0.0 |
| | | Vending | | | | | | | |
| 207 | Library Staff Association | Sales | \$ - | \$ - | \$ 2,400 | \$ - | 0.0 | \$ - | 0.0 |
| 572 | Friends of the Library | Donations | \$ - | \$ 21,227 | \$ 75,000 | \$ 75,000 | 0.0 | \$ 75,000 | 0.0 |
| 571 | Library Foundation | Donations | \$ - | \$ 34,452 | \$ 100,000 | \$ 100,000 | 0.0 | \$ 100,000 | 0.0 |
| | Library Materials Recovery Fund - Unique Management Services, Inc. | Collection | \$ - | \$ - | \$ 50,000 | \$ - | 0.0 | \$ - | 0.0 |
| 208 | Childcare Outreach Grant | DSS Grant | \$ - | \$ - | \$ 125,000 | \$ - | 0.0 | \$ - | 0.0 |
| | | Private Grant | \$ - | \$ 50,908 | \$ 75,000 | \$ 75,000 | 0.0 | \$ 75,000 | |
| 576 | Philip Morris Grant | Federal Grant | \$ 50,000 | \$ 50,097 | \$ 125,000 | \$ 110,000 | 0.0 | \$ 110,000 | 0.0 |
| 209 | Verizon-Erate USF Grant | Court Fees | \$ - | \$ - | \$ 649,579 | \$ 650,000 | 1.0 | \$ 650,000 | 1.0 |
| 241 | Public Law Library | State Grant | \$ - | \$ - | \$ 9,766 | \$ - | 0.0 | \$ - | 0.0 |
| New | Gang Reduction Intervention Grant (GRIP) | | | | | | | | |

Total Agency

\$ 50,000 \$ 241,165 \$ 1,286,745 \$ 1,085,000 1.0 \$ 1,085,000 1.0

SPECIAL FUNDS

Office of the Deputy City Administrator for Human Services

AGENCY NAME:

SPECIAL FUND ACCOMPLISHMENTS:

Americorp has engaged 1,620 youth ages 14-22 who have participated in our Job Readiness Training; 585 youth have been placed in employment, and 68 businesses or organizations have volunteered with job readiness training in the areas of presenters and mock interview facilitators for our program. Through community revitalization, we have two new constructions that have been completed through the Habitat for Humanity program, and 40 homes have been rehabbed through Elder Homes. Neighborhood Safety has gained fifty-five volunteers from recruitment for bus monitoring, elderly visitation and community clean-up projects

PROGRAM NAME: Americorp Program

SPECIAL FUND PROGRAM OBJECTIVES:

The goal of the Americorp 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 public safety initiatives to create a revitalized, safe and economically healthy Richmond community.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|--------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 535 | Richmond Americorp Grant | Federal | \$ 83,629 | \$ 233,550 | \$ 350,047 | \$ 350,000 | 1.0 | \$ 350,000 | 1.0 |
| | Total Program | | \$ 83,629 | \$ 233,550 | \$ 350,047 | \$ 350,000 | 1.0 | \$ 350,000 | 1.0 |

PROGRAM NAME: Richmond Disability Service Board

SPECIAL FUND PROGRAM OBJECTIVES:

The Office of the Deputy CAO for Human Services serves as the Disability Board for the State of Virginia to serve the City of Richmond's disabled 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 to supplement staff salaries.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|------------------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 539 | Richmond Disability Services Board | State | \$ - | \$ 7,750 | \$ 7,750 | \$ 7,750 | 0.0 | \$ 7,750 | 0.0 |
| | Total Program | | \$ - | \$ 7,750 | \$ 7,750 | \$ 7,750 | 0.0 | \$ 7,750 | 0.0 |

SPECIAL FUNDS

**Office of the Deputy City Administrator for
Human Services**

AGENCY NAME:

PROGRAM NAME: Various Contributions and Donations

SPECIAL FUND PROGRAM OBJECTIVES:

The office formerly known as the Human Services Commission assisted in determining the priority of providing services for Richmond's special population. The funds were used to enhance the daily operations of various committees.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|---------------------|----------------------|----------------|------------------|-------------------|-------------------|-------------------|-------------|-------------------|-------------|
| 538 | | Donations | \$ - | \$ 15,537 | \$ 25,000 | \$ - | 0.0 | \$ - | 0.0 |
| | Total Program | | \$ - | \$ 15,537 | \$ 25,000 | \$ - | 0.0 | \$ - | 0.0 |
| Total Agency | | | \$ 83,629 | \$ 256,837 | \$ 382,797 | \$ 357,750 | 1.00 | \$ 357,750 | 1.00 |

SPECIAL FUNDS

AGENCY NAME: Parks, Recreation & Community Facilities

SPECIAL FUND ACCOMPLISHMENTS:

The Department of Parks, Recreation and Community Facilities Special Funds consist of two types of funds: those supported by grants and/or donated funds and those supported by fees. These funds have allowed the department to establish programs to provide nutritious meals to eligible youth during the school year in various after-school programs, as well as in the summer to all eligible youths. These funds are also used to supplement various payments not covered by general fund allocations.

PROGRAM NAME: Sports & Athletics

SPECIAL FUND PROGRAM OBJECTIVES:

Funds are donated by community athletic groups to cover the costs of youth insurance and physicals, which are required to participate in City sponsored athletics. Funds are also used to purchase awards and trophies.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2009 PROPOSED | FTEs | FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-----------------|------|------|
| 405 | Sports & Athletics | Donations | \$ - | \$ - | \$ 10,000 | \$ 40,000 | \$ 50,000 | | |
| | Total Program | | \$ - | \$ - | \$ 10,000 | \$ 40,000 | \$ 50,000 | | |

PROGRAM NAME: James River Park

SPECIAL FUND PROGRAM OBJECTIVES:

Funds are donated for the support and improvement of the James River Park System.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2009 PROPOSED | FTEs | FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-----------------|------|------|
| 406 | James River Park | Donations | \$ - | \$ - | \$ 4,000 | \$ 7,000 | \$ 10,000 | | |
| | Total Program | | \$ - | \$ - | \$ 4,000 | \$ 7,000 | \$ 10,000 | | |

PROGRAM NAME: Carillon Renovation Fund

SPECIAL FUND PROGRAM OBJECTIVES:

Fees are collected at events held at the Carillon facility and grounds. The funds are used for improvements to the Carillon building and grounds.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2009 PROPOSED | FTEs | FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-----------------|------|------|
| 425 | Carillon Renovation | Fees | \$ - | \$ 17,306 | \$ 140,804 | \$ 200,000 | \$ 250,000 | | |
| | Total Program | | \$ - | \$ 17,306 | \$ 140,804 | \$ 200,000 | \$ 250,000 | | |

SPECIAL FUNDS

AGENCY NAME: Parks, Recreation & Community Facilities

PROGRAM NAME: Swim/Water/Adult Adult Swimming Classes

SPECIAL FUND PROGRAM OBJECTIVES:

Funds are collected from fee based classes, of which 70% are used to pay instructors and 30% used to defray other expenses such as registration fees for swim meets, music for water aerobics and materials for classes.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2009 PROPOSED | FTEs | FTEs |
|----------------------|------------------------|----------------|------------|---------------|----------------|-----------------|-----------------|------|------|
| 431 | Adult Swimming Classes | Fees | \$ - | \$ 33,237 | \$ 105,916 | \$ 170,000 | \$ 200,000 | | |
| Total Program | | | \$ - | \$ 33,237 | \$ 105,916 | \$ 170,000 | \$ 200,000 | | |

PROGRAM NAME: Camps

SPECIAL FUND PROGRAM OBJECTIVES:

Funds are collected from participants in summer camps in order to defray cost to the department for providing camps with comprehensive environments and recreational programs for youth in designated areas.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2009 PROPOSED | FTEs | FTEs |
|----------------------|------------|----------------|------------|---------------|----------------|-----------------|-----------------|------|------|
| 433 | Camps | Fees | | \$ 33,500 | \$ 182,038 | \$ 250,000 | \$ 300,000 | | |
| Total Program | | | \$ - | \$ 33,500 | \$ 182,038 | \$ 250,000 | \$ 300,000 | | |

PROGRAM NAME: Fee Based Activities

SPECIAL FUND PROGRAM OBJECTIVES:

Donations and fees are collected for activities, classes and events sponsored by the department. This fund also includes funds donated by tournament or event sponsors. Fees collected for classes are applied to pay instructors (70%) and to defray operating costs (30%).

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2009 PROPOSED | FTEs | FTEs |
|----------------------|----------------------|--------------------|------------|---------------|----------------|-----------------|-----------------|------|------|
| 434 | Fee Based Activities | Fees and donations | | \$ 409,927 | \$ 519,474 | \$ 700,000 | \$ 750,000 | | |
| Total Program | | | \$ - | \$ 409,927 | \$ 519,474 | \$ 700,000 | \$ 750,000 | | |

SPECIAL FUNDS

AGENCY NAME: Parks, Recreation & Community Facilities

PROGRAM NAME: Summer Food Program

SPECIAL FUND PROGRAM OBJECTIVES:

This is a federally funded program established to provide nutritious meals to eligible youth at departmental sites and other locations around the City.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 439 | Summer Food Program | Federal Grant | | \$ 600,391 | \$ 2,750,634 | \$ 3,000,000 | 2.0 | \$ 3,100,000 | 2.0 |
| | Total Program | | \$ - | \$ 600,391 | \$ 2,750,634 | \$ 3,000,000 | 2.0 | \$ 3,100,000 | 2.0 |

PROGRAM NAME: After School Evening Meal Program

SPECIAL FUND PROGRAM OBJECTIVES:

This is a federal program established to provide nutritious meals to eligible youth at the Department's sites at schools, during after-school hours.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|---------------------|-----------------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 440 | After School Evening Meal Program | Federal Grant | | \$ 199,690 | \$ 1,117,045 | \$ 1,500,000 | | \$ 1,800,000 | |
| | Total Program | | \$ - | \$ 199,690 | \$ 1,117,045 | \$ 1,500,000 | | \$ 1,800,000 | |
| Total Agency | | | \$ - | \$ 1,294,051 | \$ 4,829,911 | \$ 5,867,000 | 2.0 | \$ 6,460,000 | 2.0 |

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

SPECIAL FUND ACCOMPLISHMENTS:

Ultimately the goal of the Richmond Police Department is to lower the rate of crime and the fear of crime. A primary goal as stated by the department is a focus on youth and to address some of those underlying issues that affect crime. Additionally, RPD utilizes a comprehensive strategy that includes community policing, alternative policing, community engagement and prevention methods. Grant programs are critical in providing supporting resources to the department's stated goals and objectives. The grants below have been successful in addressing those needs.

PROGRAM NAME: POLICE TRAINING

SPECIAL FUND PROGRAM OBJECTIVES:

Police Training is to provide required and continuous education programs to sworn personnel so that they may develop skills and meet DCJS mandates and certifications. Conduct specialized citizen crime prevention training targeting educational awareness for members of neighborhood watch programs.

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. This grant requires a match: Year 1 - 25%; Year 2: 50%; Year 3: 75%; Year 4: 100%. Beginning Oct. 2007 RPD is required to pay for 7-FTEs 100% of the officers' salary and benefits.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 592 | Universal Hiring | Federal | \$ 92,400 | \$ 338,941 | \$ 331,000 | \$ 30,800 | 7.0 | \$ - | 0.0 |
| | Total Program | | \$ 92,400 | \$ 338,941 | \$ 331,000 | \$ 30,800 | 7.0 | \$ - | 0.0 |

PROGRAM NAME: CRIME INTERVENTION

SPECIAL FUND PROGRAM OBJECTIVES:

Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. 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 School Resource 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. This grant ends Aug. 31, 2007. Beginning Oct. 2007 RPD is required to pay for 5-FTEs 100%

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 503 | COPS in Schools | Federal | \$ - | \$ 232,128 | \$ 200,000 | \$ 117,600 | 5.0 | \$ - | 0.0 |
| | Total Program | | \$ - | \$ 232,128 | \$ 200,000 | \$ 117,600 | 5.0 | \$ - | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

PROGRAM NAME: CRIME INTERVENTION

SPECIAL FUND PROGRAM OBJECTIVES:

Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. 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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 586 | Violence Against Women | Federal | \$ - | \$ 155,684 | \$ 275,000 | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 155,684 | \$ 275,000 | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: VIOLENT CRIME REDUCTION

SPECIAL FUND PROGRAM OBJECTIVES:

Reduce violent crime through the use of various strategies, creating a dedicated homicide unit and cold case squad, increase clearance rates, increase number of fugitive arrests and surpass the national average on clearance rates for rapes. 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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|--|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 493 | 2004 Local Law Enforcement Block Grant | Federal | \$ - | \$ 124,071 | \$ 25,500 | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 124,071 | \$ 25,500 | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: NARCOTICS ENFORCEMENT

SPECIAL FUND PROGRAM OBJECTIVES:

Create focused narcotics directing the Department's efforts toward violent drug groups, offenders, open air drug markets and street level narcotics sales. The Virginia Department of Criminal Justice Services awarded the Richmond Police Department to facilitate a community wide gang intervention program that will center on four distinct strategies. They are 1)Reduction 2)Intervention 3)Diversion and 4)Education. RPD will partner with community resources to implement the various strategies.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|-------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 455 | Gangs in Virginia | State | \$ - | \$ 43,283 | \$ 90,000 | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 43,283 | \$ 90,000 | \$ - | 0.0 | \$ - | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

PROGRAM NAME: COMMUNITY POLICING / CRIME INTERVENTION

SPECIAL FUND PROGRAM OBJECTIVES:

Meet with community associations, establish monthly advisory panels, work to increase number of deployment hours in the communities, improve working relationship with Housing Authority and reduce amount of truancy in target areas. Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. 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).

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|-------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 365 | Weed & Seed | Federal | \$ - | \$ 35,944 | \$ 15,000 | | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 35,944 | \$ 15,000 | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: CRIME INTERVENTION / NARCOTICS ENFORCEMENT

SPECIAL FUND PROGRAM OBJECTIVES:

Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. Create focused narcotics directing the Department's efforts toward violent drug groups, offenders, open air drug markets and street level narcotics sales. The Office of the Attorney General's Richmond Gang Reduction and Intervention Program (GRIP) is funded through a grant from the U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention. The purpose of the grant is to significantly reduce gang activity in targeted neighborhoods through the integration of local, state and federal resources. The program aims to incorporate state-of-the-art practices in prevention, intervention, and suppression with existing program activities and acquisition of resources to stabilize and build pro-social influences in the target community.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|--|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 455-9267 | Richmond Gang Reduction & Intervention Program | Federal | \$ - | \$ 147,162 | \$ 75,000 | \$ - | 0.0 | \$ - | 0.0 |
| 455-9387 | Richmond Gang Reduction & Intervention Program | Federal | \$ - | \$ - | \$ - | \$ 191,200 | 0.0 | \$ - | 0.0 |
| NEW | Richmond Gang Reduction & Intervention Program | Federal | \$ - | \$ - | \$ - | \$ 250,000 | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 147,162 | \$ 75,000 | \$ 441,200 | 0.0 | \$ - | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

PROGRAM NAME: CRIME INTERVENTION / NARCOTICS ENFORCEMENT

SPECIAL FUND PROGRAM OBJECTIVES:

Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. Create focused narcotics directing the Department's efforts toward violent drug groups, offenders, open air drug markets and street level narcotics sales. The United States Department of Justice, Bureau of Justice Assistance has awarded RPD funds to implement youth programs, purchase equipment for alternative policing efforts and crime analysis. RPD will leverage community resources and continue to utilize department programs to complement this grant program. NEW -- The United States Department of Justice will provides funding to RPD for programs to be determined by the Chief of Police.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 283 | BJA Congressionally Mandated Award | Federal | \$ - | \$ - | \$ - | \$ 750,000 | 0.0 | \$ - | 0.0 |
| New | BJA Congressionally Mandated Award | Federal | \$ - | \$ - | \$ - | \$ 1,431,481 | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ - | \$ - | \$ 2,181,481 | 0.0 | \$ - | 0.0 |

PROGRAM NAME: CRIME INTERVENTION

SPECIAL FUND PROGRAM OBJECTIVES:

Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. The United States Department of Justice Services awarded funds in support of the Bulletproof Vest Partnership Grant. The Richmond Police Department is to purchase bulletproof vests. The new vests will provide additional protection to law enforcement personnel.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|--------------------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 507 | Bulletproof Vest Partnership Program | Federal | \$ - | \$ 14,798 | \$ 79,943 | \$ - | 0.0 | \$ - | 0.0 |
| NEW | Bulletproof Vest Partnership Program | Federal | \$ 50,000 | \$ - | \$ - | \$ 50,000 | 0.0 | \$ 50,000 | 0.0 |
| Total Program | | | \$ 50,000 | \$ 14,798 | \$ 79,943 | \$ 50,000 | 0.0 | \$ 50,000 | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

PROGRAM NAME: AREA I / AREA II

SPECIAL FUND PROGRAM OBJECTIVES:

The Virginia Department of Motor Vehicles awarded grant funds to support overtime, training and equipment for the enforcement to reduce DUI/DUID and Crash Investigations.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|---|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 494 | DMV Traffic Enforcement & Safety Initiative | State | \$ - | \$ 43,092 | \$ 90,000 | \$ 21,300 | 0.0 | \$ - | 0.0 |
| NEW | DMV Traffic Enforcement & Safety Initiative | State | \$ 15,000 | \$ - | \$ - | \$ 75,000 | 0.0 | \$ 75,000 | 0.0 |
| Total Program | | | \$ 15,000 | \$ 43,092 | \$ 90,000 | \$ 96,300 | 0.0 | \$ 75,000 | 0.0 |

PROGRAM NAME: CRIME INTERVENTION

SPECIAL FUND PROGRAM OBJECTIVES:

Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states, tribes, and local governments to support a board range of activities to prevent and control crime based on their own local needs and conditions. Grant funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice for any one or more of the following purpose areas: 1)law enforcement programs; 2)prosecution and court programs; 3)prevention and education programs; 4)corrections and community corrections programs; 5)drug treatment programs; and 6)planning, evaluation, and technology improvement programs. Funding was appropriated to support the Richmond Adult Drug Court and the Richmond Police Department for the purpose of providing equipment and technology.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|---|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 454 | Edward Byrne Justice Assistance Grant (JAG) | Federal | \$ - | \$ 314,677 | \$ - | \$ 75,000 | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 314,677 | \$ - | \$ 75,000 | 0.0 | \$ - | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

PROGRAM NAME: CRIME INTERVENTION / NARCOTICS ENFORCEMENT

SPECIAL FUND PROGRAM OBJECTIVES:

Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. Create focused narcotics directing the Department's efforts toward violent drug groups, offenders, open air drug markets and street level narcotics sales. The United States Department of Justice, Office of Justice Programs has award RPD funds for equipment and technology, along with Juvenile Drug Treatment Court to employ a Program Coordinator and contractual service for an Outreach Counselor, and Commonwealth Attorney Office for training.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|---|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 454 | Edward Byrne Justice Assistance Grant (JAG) | Federal | \$ - | \$ - | \$ 296,000 | \$ 100,000 | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ - | \$ 296,000 | \$ 100,000 | 0.0 | \$ - | 0.0 |

PROGRAM NAME: COMMUNITY POLICING

SPECIAL FUND PROGRAM OBJECTIVES:

Meet with community associations, establish monthly advisory panels, work to increase number of deployment hours in the communities, improve working relationship with Housing Authority and reduce amount of truancy in target areas. The Department of Criminal Justice Service provided funding to RPD for crime prevention activities. The activities include monthly meetings, field trips, training and dissemination of literature for seniors.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| NEW | TRIAD | State | \$ 500 | \$ - | \$ - | \$ 2,500 | 0.0 | \$ 2,500 | 0.0 |
| Total Program | | | \$ 500 | \$ - | \$ - | \$ 2,500 | 0.0 | \$ 2,500 | 0.0 |

PROGRAM NAME: COMMUNITY POLICING / VIOLENT CRIME REDUCTION

SPECIAL FUND PROGRAM OBJECTIVES:

Meet with community associations, establish monthly advisory panels, work to increase number of deployment hours in the communities, improve working relationship with Housing Authority and reduce amount of truancy in target areas. Reduce violent crime through the use of various strategies, creating a dedicated homicide unit and cold case squad, increase clearance rates, increase number of fugitive arrests and surpass the national average on clearance rates for rapes. United States Attorney's Office - Eastern District of Virginia/Department of Justice has provided funding to RPD for targeted enforcement and community policing in Gilpin and Hillside communities.

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|----------------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| NEW | Public Housing Safety Initiative | State | \$ - | \$ - | \$ - | \$ 300,000 | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ - | \$ - | \$ 300,000 | 0.0 | \$ - | 0.0 |

PROGRAM NAME: COMMUNITY POLICING / CRIME INTERVENTION

SPECIAL FUND PROGRAM OBJECTIVES:

Meet with community associations, establish monthly advisory panels, work to increase number of deployment hours in the communities, improve working relationship with Housing Authority and reduce amount of truancy in target areas. Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. The Department of Justice provided funds for gang resistance and education for youth in the City of Richmond Public Schools.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| NEW | The G.R.E.A.T. Program | Federal | \$ 13,788 | \$ - | \$ - | \$ 50,000 | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ 13,788 | \$ - | \$ - | \$ 50,000 | 0.0 | \$ - | 0.0 |

SPECIAL FUND ACCOMPLISHMENTS:

Funds from the Federal and State Asset Forfeiture Program are used by the Richmond Police Department for the enhancement of future investigations; law enforcement training; law enforcement equipment and operations; law enforcement facilities; drug education and awareness programs. Funds from Federal and State Asset Forfeiture must be used to increase or supplement and not supplant or replace the resources of the receiving state or local law enforcement agency.

PROGRAM NAME: CHIEF OF POLICE / Federal Asset Forfeiture

SPECIAL FUND PROGRAM OBJECTIVES:

This fund was established to permit the Richmond Police Department to participate in the United States 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 Richmond Police Department, federal law enforcement and any other local or state agencies participating in the investigations.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|--------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 351 | Federal Asset Forfeiture | Federal | \$ - | \$ 23,966 | \$ 100,000 | \$ 120,000 | 0.0 | \$ 125,000 | 0.0 |
| Total Program | | | \$ - | \$ 23,966 | \$ 100,000 | \$ 120,000 | 0.0 | \$ 125,000 | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

PROGRAM NAME: CHIEF OF POLICE / State Asset Forfeiture

SPECIAL FUND PROGRAM OBJECTIVES:

This fund was established to permit the Richmond Police Department to participate in the Virginia Department of Criminal Justice Service Program to share assets seized as a result of investigations of drug related crimes. Funds are distributed on a percentage basis to the Richmond Police Department, federal law enforcement and any other local or state agencies participating in the investigations.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 353 | State Asset Forfeiture | State | \$ - | \$ 173,898 | \$ 260,000 | \$ 400,000 | 0.0 | \$ 250,000 | 0.0 |
| Total Program | | | \$ - | \$ 173,898 | \$ 260,000 | \$ 400,000 | 0.0 | \$ 250,000 | 0.0 |

PROGRAM NAME: EMERGENCY COMMUNICATIONS

SPECIAL FUND PROGRAM OBJECTIVES:

The purpose of this fund is to collect revenue earmarked for the installation, 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.

Ordinance #94-76-107 provides for a \$2.00 surcharge on each monthly residential telephone bill to support E911. 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 under ordinance 98-44-164, adopted May 26, 1998 and effective July 1, 1998. This portion of the revenue will be budgeted to the 800 Mhz account in the Department of Public works Emergency Telephone Service special fund budget.

| FUND | FUND NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|--------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 510 | Emergency Communications | Tax | \$ - | \$ 4,477,015 | \$ 3,503,006 | \$ 3,700,040 | 94.0 | \$ 3,700,040 | 94.0 |
| Total Program | | | \$ - | \$ 4,477,015 | \$ 3,503,006 | \$ 3,700,040 | 94.0 | \$ 3,700,040 | 94.0 |

Total Agency \$ 171,688 \$ 6,124,659 \$ 5,340,449 \$ 7,664,921 106.0 \$ 4,202,540 94.0

SPECIAL FUNDS

AGENCY NAME: Public Works

SPECIAL FUND ACCOMPLISHMENTS:

Public Works participated in 73 days of training and conference sessions utilizing several DMV grants. Also, a VDRPT grant provided funding to service local businesses during lunch time via free GRTC bus service. Participation in the Employee Trip program remained at 23%. We finalized the rental of 3 floors in Main Street Station and rented parking to VCU resulting in new revenue for the station. Our major accomplishment was the \$5 million repair to 31st & Grace Street, the largest damage resulting from Tropical Storm GASTON.

PROGRAM NAME: Lunch Time Express

SPECIAL FUND PROGRAM OBJECTIVES:

The Virginia Department of Rail and Public Transportation provided grant funding for bus service in the downtown area to local businesses during lunch time. This service is provided by GRTC for the city. Additional grants will be provided to continue this service for FY08 and FY09 as well as an expansion in FY08 to provide a tourist circulator for the upcoming Jamestown celebration. However, beginning in FY08 GRTC will become the direct grantee for the expanded service as well as the continued original program (funds will be included in the city's support via non-departmental fund).

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 227 | Lunch Time Express | State | \$ - | \$ 101,250 | \$ 128,250 | \$ - | 0.0 | \$ - | 0.0 |
| | Lunch Time Express | Local | \$ - | \$ - | \$ 6,750 | \$ - | 0.0 | \$ - | 0.0 |
| | Total Program | | \$ - | \$ 101,250 | \$ 135,000 | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Employee Trip Generation Reduction Program

SPECIAL FUND PROGRAM OBJECTIVES:

This is a 3-year grant approved as a pilot program to provide GRTC transit passes as well as vanpool subsidies for City of Richmond employees. Participation rate is 23% of city employees.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|------------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 338 | Generation Reduction Program | Federal | \$ - | \$ 135,542 | \$ 144,000 | \$ 162,719 | 0.5 | \$ 16,726 | 0.5 |
| | | State | | \$ 33,886 | \$ 36,000 | \$ 40,680 | | \$ 4,181 | |
| | | Local | \$ 202,020 | | | | | \$ 202,020 | |
| | Total Program | | \$ 202,020 | \$ 169,428 | \$ 180,000 | \$ 203,399 | 0.5 | \$ 222,927 | 0.5 |

SPECIAL FUNDS

AGENCY NAME: Public Works

PROGRAM NAME: Parking Management

SPECIAL FUND PROGRAM OBJECTIVES:

This special fund has been inactivated but continues to receive revenue from Standard Parking for the VA Biotech Deck to cover the costs of the ongoing booting program (appropriated via mid year ordinance). This revenue continues to be recorded here until a decision is made on establishing a parking enterprise fund.

| FUND | GRANT NAME | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|-----------------------------|----------------------|---------|-------|------------|---------|----------|--------|----------|------|
| | | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 339 | Parking Management * | Local | \$ - | \$ 193,453 | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 193,453 | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| * mid-year ord. (\$300,000) | | | | | | | | | |

PROGRAM NAME: Main Street Station Operations

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this special fund is to provide funding assistance for the operation of Main Street Station. The management is provided by RMA. Finalized Right Minds lease of Floors 3,4, 5 and rented parking to VCU, resulting in \$23,000 a month in revenue.

| FUND | GRANT NAME | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|-------------------------------|---------|------------|------------|------------|------------|--------|------------|------|
| | | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 557 | Main Street Station Operating | Federal | \$ - | \$ 164,906 | \$ 125,865 | \$ 400,000 | 0.0 | \$ 250,000 | 0.0 |
| | | State | | \$ 357,525 | \$ 125,335 | \$ 455,123 | | \$ 519,040 | |
| | | Local | \$ 889,861 | \$ 3,186 | \$ 700,000 | \$ 106,240 | | \$ 80,435 | |
| Total Program | | | \$ 889,861 | \$ 525,617 | \$ 951,200 | \$ 961,363 | 0.0 | \$ 849,475 | 0.0 |

PROGRAM NAME: Litter Control Grant

SPECIAL FUND PROGRAM OBJECTIVES:

The purpose of this grant is to address the problem of litter in the city. Funding is based on city population and used for in-school education, citywide promotional activities and neighborhood cleanups.

| FUND | GRANT NAME | FUNDING | CASH | FY2006 | FY2007 | FY2008 | FY2009 | | |
|----------------------|--------------------------|---------|-------|-----------|-----------|-----------|--------|-----------|------|
| | | SOURCE | MATCH | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs |
| 311 | Litter Control Act Grant | State | \$ - | \$ 34,574 | \$ 25,000 | \$ 25,000 | 0.0 | \$ 25,000 | 0.0 |
| Total Program | | | \$ - | \$ 34,574 | \$ 25,000 | \$ 25,000 | 0.0 | \$ 25,000 | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Public Works

PROGRAM NAME: Works - Vending Machines

SPECIAL FUND PROGRAM OBJECTIVES:

This special fund is inactive as of FY07 per Finance's directive that all revenues from vending machines go the general fund.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 314 | Works-Vending Machines | Local | \$ - | \$ 1,050 | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 1,050 | \$ - | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Tranportation Engineering Training

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this special fund is to provide funds for training of the Transportation Engineering managerial staff to enhance their expertise and improve their technical knowledge. This fund is a consolidated fund made up of numerous training grants (several grants awarded annually).

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|-------------------------|------------------------------|---------------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 330 | Traffic Engineering Training | Federal (pass thru) | \$ - | \$ 15,742 | \$ - | \$ 30,000 | 0.0 | \$ 30,000 | 0.0 |
| Total Program | | | \$ - | \$ 15,742 | \$ - | \$ 30,000 | 0.0 | \$ 30,000 | 0.0 |
| * Match is in-kind only | | | | | | | | | |

PROGRAM NAME: Greater Richmond Convention Center Authority

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this funding was to provide compensation for participating members of a regional authority to expand the Richmond Convention Center. The City continues to provide Administrative oversight to the project but will receive no additional funding.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 334 | GRCCA | Regional | \$ - | \$ 9,641 | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 9,641 | \$ - | \$ - | 0.0 | \$ - | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Public Works

PROGRAM NAME: Telecommunication Franchise Fees

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this special fund is to defray the legal expenses incurred during the development of telecommunications franchise agreements. No funding is expected for future budget years.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 337 | Telecommunication Fees | Local | \$ - | \$ 4,910 | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 4,910 | \$ - | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Winter Storm Events

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this special fund is to provide funding for costs associated with a full snow response during winter storms. Public Works is the key department to clear the right of way after a storm and the treat streets with sand and salt during ice storms. The general fund is the source of revenue funds.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|---------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 534 | Winter Storm Events | Local | \$ - | \$ 255,511 | \$ 750,000 | \$ 750,000 | 0.0 | \$ 750,000 | 0.0 |
| Total Program | | | \$ - | \$ 255,511 | \$ 750,000 | \$ 750,000 | 0.0 | \$ 750,000 | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Public Works

PROGRAM NAME: GASTON

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this special fund is to provide funding for costs associated with projects reimbursed by FEMA for the GASTON. The city pays a 3% local cash match for all eligible expenses. The Budget office is overriding expenses without an appropriation until all work is complete and a final appropriation (need) can be adopted.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 599 | GASTON | Federal | \$ - | \$ 4,742,684 | \$ - | | 0.0 | \$ - | 0.0 |
| | | State | | \$ 1,391,187 | \$ - | | | \$ - | |
| | | Local | | \$ 189,707 | \$ - | | | \$ - | |
| Total Program | | | \$ - | \$ 6,323,579 | \$ - | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: 911 Emergency Telephone

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the special fund is to provide funding to pay off the debt service for financing the 800 mhz radio system and to provide funds for a maintenance budget and operating funds for the 800 mhz operations manager. Funds come from a \$1.00 phone tax and tower leases from those communication companies who rent space on the 800 mhz tower.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|-----------------------------|-------------------------|------------------|--------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 388 | 911 Emergency Telephone | Local | \$ - | \$ 1,534,111 | \$ 1,605,000 | \$ 1,650,000 | 0.0 | \$ 1,650,000 | 0.0 |
| 388 | 911-Maintenance | Local | | \$ 678,396 | \$ 711,762 | \$ 886,055 | 1.0 | \$ 867,772 | 1.0 |
| 388 | 911 - expansion * | Private | | \$ 24,478 | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 2,236,986 | \$ 2,316,762 | \$ 2,536,055 | 1.0 | \$ 2,517,772 | 1.0 |
| * Mid-year Ordinance | | \$300,000 | (reimbursed) | | | | | | |

SPECIAL FUNDS

AGENCY NAME: Public Works

PROGRAM NAME: Equipment Management - Vending Machines

SPECIAL FUND PROGRAM OBJECTIVES:

This special fund is inactive as of FY07 per Finance's directive that all revenues from vending machines go the general fund.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|----------------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 285 | Equip. Mgt. - Vending Mach | Local | \$ - | \$ 2,200 | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 2,200 | \$ - | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Strategic Master Plan for Transportation

SPECIAL FUND PROGRAM OBJECTIVES:

This project will update the transportation element of the City Master Plan and create a new Richmond Strategic Transportation Plan, an all inclusive plan that will provide the basis for present and future planning efforts in the city. This grant and the Downtown Transit Center will be combined into one plan called the Richmond Multimodal Strategic Transportation Plan and the term of the grant extended into FY08.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|----------------------|-----------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 338 | Strategic Master Plan | Federal | \$ - | \$ - | \$ - | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ - | \$ - | \$ - | 0.0 | \$ - | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Public Works

PROGRAM NAME: Downtown Transit Center Need and Location Study

SPECIAL FUND PROGRAM OBJECTIVES:

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. This grant and the Strategic Master Plan for Transportation will be combined into one plan called the Richmond Multimodal Strategic Transportation Plan and the term of the grant extended into FY08.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 | | FY2007 | | FY2008 | | FY2009 | |
|----------------------|-------------------------|----------------|------------|--------|---------|----------|------|----------|------|--------|--|
| | | | | ACTUAL | ADOPTED | PROPOSED | FTEs | PROPOSED | FTEs | | |
| 598 | Downtown Transit Center | Federal | \$ - | \$ - | \$ - | \$ - | 0.0 | \$ - | 0.0 | | |
| | | State | \$ - | | | | | | | | |
| | | Local | \$ 1,000 | | | | | | | | |
| Total Program | | | \$ 1,000 | \$ - | \$ - | \$ - | 0.0 | \$ - | 0.0 | | |

TOTAL AGENCY 9,873,942 4,357,962 4,505,817 1.5 4,395,174 1.5

SPECIAL FUNDS

AGENCY NAME: Richmond Retirement System

SPECIAL FUND ACCOMPLISHMENTS:

The mission of the Richmond Retirement System is to provide quality customer service to its members in an efficient, timely and caring manner, and ensure security, stability and continued growth of the System's assets for member benefits.

PROGRAM NAME: Richmond Retirement System Operating

SPECIAL FUND PROGRAM OBJECTIVES:

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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|--|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 218 | Richmond Retirement System - Operating | Members | \$ - | \$ 888,248 | \$ 1,027,371 | \$ 1,161,194 | 13.0 | \$ 1,158,612 | 13.0 |
| | Total Program | | \$ - | \$ 888,248 | \$ 1,027,371 | \$ 1,161,194 | 13.0 | \$ 1,158,612 | 13.0 |

Total Agency \$ - \$ 888,248 \$ 1,027,371 \$ 1,161,194 13.0 \$ 1,158,612 13.0

SPECIAL FUNDS

AGENCY NAME: Richmond City Sheriff's Office

SPECIAL FUND ACCOMPLISHMENTS:

assisting in the elimination of gangs. We have been able to identify and communicate our findings to help in housing of these inmates to keep separate and not allow the gang mentality to continue to grow while incarcerated. Along those lines, asset forfeiture funds are confiscated and utilized to assist in creating a safer environment and serve as an aid in investigations. The new Byrne Grant will offer technological support.

PROGRAM NAME: Asset Forfeiture - Investigative Division

SPECIAL FUND PROGRAM OBJECTIVES:

The Special Fund objective of the Sheriff's Office Asset Forfeiture is seize assets from illegal activity and utilize the confiscated assets for law enforcement purposes.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 558 | Asset Forfeiture | Com of Va. | \$ - | \$ 13,742 | \$ 13,686 | \$ 26,000 | 0.0 | \$ 32,000 | 0.0 |
| | Total Program | | \$ - | \$ 13,742 | \$ 13,686 | \$ 26,000 | 0.0 | \$ 32,000 | 0.0 |

SPECIAL FUND PROGRAM OBJECTIVES:

The Gang Grant is utilized in assisting in the combating of gangs in Virginia.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| 288 | Gang Grant | DCJS | \$ - | \$ 25,485 | \$ 35,000 | \$ - | 0.0 | \$ - | 0.0 |
| | Total Program | | \$ - | \$ 25,485 | \$ 35,000 | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Administration/Technology

SPECIAL FUND PROGRAM OBJECTIVES:

The Special Fund objective of the Sheriff's Office Bryne Grant is implement and develop information systems designed to facilitate detection, apprehension, prosecution, adjudication, detention and rehabilitation of offenders.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|------|----------------------|----------------|------------|---------------|----------------|-----------------|-------------|-----------------|-------------|
| New | Byrne Memorial Grant | DCJS | \$ 49,932 | \$ - | \$ - | \$ 199,728 | 0.0 | \$ - | 0.0 |
| | Total Program | | \$ 49,932 | \$ - | \$ - | \$ 199,728 | 0.0 | \$ - | 0.0 |

Total Agency \$ 49,932 \$ 39,227 \$ 48,686 \$ 225,728 0.0 \$ 32,000 0.0

SPECIAL FUNDS

AGENCY NAME: Department of Social Services

PROGRAM NAME: Healthy Families

SPECIAL FUND PROGRAM OBJECTIVES:

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

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FTEs | FY2009 PROPOSED | FTEs |
|----------------------|------------------|----------------------|------------------------------|---------------|----------------|-----------------|------|-----------------|------|
| 276 | Healthy Families | Federal pass-through | In-Kind General Fund, .5 FTE | \$ 103,792 | \$ 120,000 | \$ 130,000 | 3.0 | \$ 140,000 | 3.0 |
| Total Program | | | \$ - | \$ 103,792 | \$ 120,000 | \$ 130,000 | 3.0 | \$ 140,000 | 3.0 |

PROGRAM NAME: Richmond Healthy Start Initiative

SPECIAL FUND PROGRAM OBJECTIVES:

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. At the request of the City administration, Health and Human Services transferred this grant from the Richmond Department of Public Health to the Department of Social Services beginning in FY 2007. The project period extends to May 31, 2009

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FTEs | FY2009 PROPOSED | FTEs |
|----------------------|-----------------------------------|----------------|------------|---------------|----------------|-----------------|------|-----------------|------|
| 309 | Richmond Healthy Start Initiative | Federal | \$ - | \$ - | \$ 1,232,406 | \$ 1,350,000 | 5.0 | \$ 1,450,000 | 5.0 |
| Total Program | | | \$ - | \$ - | \$ 1,232,406 | \$ 1,350,000 | 5.0 | \$ 1,450,000 | 5.0 |

PROGRAM NAME: Independent Living (IL)

SPECIAL FUND PROGRAM OBJECTIVES:

This program's various components are funded by the federal government to local social service agencies through the Virginia Department of Social Services. The Administration and Purchased Services and Demonstration Project components provide funding for program administration and services to assist eligible children (ages 16 and over) to make a transition from foster care to independent living. The Education and Training Component provides 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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FTEs | FY2009 PROPOSED | FTEs |
|----------------------|--|----------------------|---------------------|---------------|----------------|-----------------|------|-----------------|------|
| 301 | IL Administration & Purchased Services | Federal pass-through | \$ - | \$ 28,422 | \$ 95,000 | \$ 98,000 | 0.0 | \$ 98,000 | 0.0 |
| 466 | IL Education & Training | Federal pass-through | In-kind CSA expense | \$ 26,218 | \$ 55,000 | \$ 57,000 | 0.0 | \$ 59,000 | 0.0 |
| 465 | IL Demonstration Project | Federal pass-through | In-kind CSA expense | \$ 14,282 | \$ 40,000 | \$ 42,000 | 1.0 | \$ 42,000 | 1.0 |
| Total Program | | | \$ - | \$ 68,922 | \$ 190,000 | \$ 197,000 | 0.0 | \$ 199,000 | 0.0 |

SPECIAL FUNDS

AGENCY NAME: Department of Social Services

PROGRAM NAME: Supportive Housing Grants

SPECIAL FUND PROGRAM OBJECTIVES:

The Shelter Plus grant from the Virginia Department of Housing & Community Development helps to provide affordable rental housing to homeless individuals and families from the City of Richmond. The Supportive Housing grant from the Virginia Department of Housing & Community Development provides outreach and needs assessment services for the City of Richmond's homeless population

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FTEs | FY2009 PROPOSED | FTEs | |
|----------------------|------------------------------|----------------|------------|---------------|----------------|-----------------|------|-----------------|------|--|
| | Shelter Plus Care Supportive | | | | | | | | | |
| 303 | Housing | Federal | \$ - | \$ 657,420 | \$ 1,350,000 | \$ 1,450,000 | 0.0 | \$ 1,550,000 | 0.0 | |
| 304 | Assessment | Federal | \$ - | \$ 62,215 | \$ 90,000 | \$ 95,000 | 2.0 | \$ 100,000 | 2.0 | |
| Total Program | | | \$ - | \$ 719,635 | \$ 1,440,000 | \$ 1,545,000 | 2.0 | \$ 1,650,000 | 2.0 | |

PROGRAM NAME: Child Day Care

SPECIAL FUND PROGRAM OBJECTIVES:

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 upon the number of children in poverty and the number of children receiving Temporary Assistance to Needy Families. Contractors operate these initiatives

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FTEs | FY2009 PROPOSED | FTEs |
|----------------------|-------------------------------|----------------------|------------|---------------|----------------|-----------------|------|-----------------|------|
| 459 | Child Care Quality Initiative | Federal pass-through | \$ - | \$ 65,982 | \$ 175,000 | \$ 75,000 | 0.0 | \$ 80,000 | 0.0 |
| Total Program | | | \$ - | \$ 65,982 | \$ 175,000 | \$ 75,000 | 0.0 | \$ 80,000 | 0.0 |

PROGRAM NAME: Comprehensive Services Act (CSA)

SPECIAL FUND PROGRAM OBJECTIVES:

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. CSA 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.

SPECIAL FUNDS

AGENCY NAME: Department of Social Services

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FTEs | FY2009 PROPOSED | FTEs |
|----------------------|------------|-----------------------------------|--------------|---------------|----------------|-----------------|------|-----------------|------|
| 458 | CSA | State and Richmond Public Schools | \$ 5,657,059 | \$ 19,490,483 | \$ 23,000,000 | \$ 24,800,000 | 7.0 | \$ 26,800,000 | 7.0 |
| Total Program | | | \$ 5,657,059 | \$ 19,490,483 | \$ 23,000,000 | \$ 24,800,000 | 7.0 | \$ 26,800,000 | 7.0 |

PROGRAM NAME: Title IV-E Revenue Maximization Project

SPECIAL FUND PROGRAM OBJECTIVES:

The goal of the Title IV-E Revenue Maximization program is to enhance case management services to youth and their families at risk for out-of-home placements; to expand accessibility to clients in the community and to fund other innovative service programs. The Virginia Department of Social Services suspended the project in 2006. No DSS funds will be expended on FY 07.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FTEs | FY2009 PROPOSED | FTEs |
|----------------------|---|----------------------|------------|---------------|----------------|-----------------|------|-----------------|------|
| 470 | Title IV-E Revenue Maximization Program | Federal pass-through | \$ - | \$ 135,557 | \$ 600,000 | \$ - | 0.0 | \$ - | 0.0 |
| Total Program | | | \$ - | \$ 135,557 | \$ 600,000 | \$ - | 0.0 | \$ - | 0.0 |

PROGRAM NAME: Treatment Foster Care

SPECIAL FUND PROGRAM OBJECTIVES:

The goal of the Treatment Foster Care Program is to reduce the number of children in residential placements and to begin the transition to a system of care that focuses upon prevention. These services are delivered in partnership with the Richmond Behavioral Health Authority (RBHA.)

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FTEs | FY2009 PROPOSED | FTEs |
|----------------------|-----------------------|-------------------|------------|---------------|----------------|-----------------|------|-----------------|------|
| - | Treatment Foster Care | State of Virginia | \$ 37,334 | \$ - | \$ 87,257 | \$ 109,437 | 1.0 | \$ - | 0.0 |
| Total Program | | | \$ 37,334 | \$ - | \$ 87,257 | \$ 109,437 | 1.0 | \$ - | 0.0 |

Total Agency \$ 5,694,393 \$ 20,584,371 \$ 26,844,663 \$ 28,206,437 18.0 \$ 30,319,000 17.0

SPECIAL FUNDS

AGENCY NAME: Natural Disaster

SPECIAL FUND ACCOMPLISHMENTS:

This special fund was set up as a result of Tropical Storm Gaston.

PROGRAM NAME: Tropical Storm Gaston

SPECIAL FUND PROGRAM OBJECTIVES:

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.

| FUND | GRANT NAME | FUNDING SOURCE | CASH MATCH | FY2006 ACTUAL | FY2007 ADOPTED | FY2008 PROPOSED | FY2008 FTEs | FY2009 PROPOSED | FY2009 FTEs |
|---------------------|-----------------------|------------------------------|---------------------|---------------------|---------------------|---------------------|-------------|-----------------|-------------|
| 599 | Tropical Storm Gaston | Federal, State and Insurance | \$ 1,500,000 | \$ 6,323,579 | \$ 1,630,932 | \$ 1,000,000 | 0.0 | \$ - | 0.0 |
| | Total Program | | \$ 1,500,000 | \$ 6,323,579 | \$ 1,630,932 | \$ 1,000,000 | 0.0 | \$ - | 0.0 |
| Total Agency | | | \$ 1,500,000 | \$ 6,323,579 | \$ 1,630,932 | \$ 1,000,000 | 0.0 | \$ - | 0.0 |

PERSONNEL
COMPLEMENT

POSITION SUMMARY

| Agency | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Assessor | 39.00 | 40.00 | 40.00 | 40.00 |
| Budget and Strategic Planning | 15.00 | 16.80 | 16.80 | 16.80 |
| Chief Administrative Officer | 11.00 | 11.00 | 11.00 | 11.00 |
| City Attorney | 25.50 | 25.75 | 26.75 | 26.75 |
| City Auditor | 15.00 | 12.00 | 12.00 | 12.00 |
| City Clerk | 28.00 | 7.00 | 7.00 | 7.00 |
| City Council | - | 25.00 | 23.00 | 23.00 |
| City Treasurer | 3.00 | 3.00 | 3.00 | 3.00 |
| Community Development | 109.81 | 107.75 | 109.05 | 109.05 |
| Deputy CAO for Human Services | 6.00 | 14.00 | 17.00 | 17.00 |
| Economic Development | 13.98 | 12.64 | 15.67 | 15.67 |
| Emergency Management | - | - | 6.00 | 8.00 |
| Finance | 114.50 | 112.70 | 115.70 | 115.70 |
| Fire and Emergency Services | 426.00 | 427.00 | 427.00 | 427.00 |
| General Registrar | 9.20 | 11.20 | 11.70 | 11.70 |
| General Services - Mail and Printing Services | 14.50 | - | - | - |
| Human Resources | 48.00 | 38.00 | 37.00 | 37.00 |
| Information Technology | 85.00 | 87.00 | 90.00 | 90.00 |
| Judiciary | 109.00 | 113.50 | 128.50 | 128.50 |
| Justice Services | 102.25 | 121.50 | 128.51 | 128.51 |
| Juvenile and Domestic Relations Court | 2.00 | 2.00 | 2.00 | 2.00 |
| Legislative Services | - | 2.00 | 4.00 | 4.00 |
| Library | 82.55 | 83.05 | 84.42 | 84.42 |
| Mayor's Office | 11.00 | 11.00 | 11.00 | 11.00 |
| Minority Business Development | - | 5.00 | 5.00 | 5.00 |
| Parks, Recreation, and Community Facilities | 229.43 | 236.03 | 233.44 | 233.44 |
| Police | 832.50 | 886.50 | 913.50 | 923.50 |
| Press Secretary | 7.00 | 7.00 | 7.00 | 7.00 |
| Procurement Services | 18.00 | 13.00 | 16.00 | 16.00 |
| Public Health | 93.00 | - | - | - |
| Public Works | 512.98 | 572.60 | 542.25 | 542.25 |
| Real Estate Services | 3.00 | 4.00 | 5.00 | 5.00 |
| Sheriff and Jail | 466.00 | 466.00 | 466.00 | 466.00 |
| Social Services | 464.50 | 471.30 | 486.30 | 486.30 |
| Total General Fund | 3,896.69 | 3,945.32 | 4,001.58 | 4,013.58 |

POSITION SUMMARY

| Agency | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|-------------------|-------------------|--------------------|--------------------|
| Other Funds | | | | |
| Capital Budget | 31.40 | 31.40 | 31.00 | 31.00 |
| Enterprise Funds | 56.13 | 41.00 | 42.00 | 42.00 |
| Internal Service Funds | 71.40 | 71.40 | 72.40 | 72.40 |
| Public Utilities | 692.00 | 692.00 | 743.00 | 743.00 |
| Special Funds | 0.00 | 217.33 | 0.50 | 0.50 |
| Total Other Funds | 850.93 | 1,053.13 | 888.90 | 888.90 |
| Total All Positions Except Schools | 4,747.62 | 4,998.45 | 4,890.48 | 4,902.48 |
| Total School Board | 3,548.15 | 3,516.30 | 3,384.50 | 3,384.50 |
| Total All Positions - All Funds | 8,295.77 | 8,514.75 | 8,274.98 | 8,286.98 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Assessor | | | | |
| Administrative Project Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| Appraiser II | 5.00 | 5.00 | 5.00 | 5.00 |
| Appraiser III | 14.00 | 15.00 | 15.00 | 15.00 |
| Appraiser IV | 1.00 | 1.00 | 1.00 | 1.00 |
| Business Analysis Manager | 2.00 | 1.00 | 1.00 | 1.00 |
| City Assessor | 1.00 | 1.00 | 1.00 | 1.00 |
| Customer Service Representative II | 3.00 | 3.00 | 1.00 | 1.00 |
| Customer Service Representative III | 2.00 | 1.00 | 2.00 | 2.00 |
| Deputy Director I | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant III | 1.00 | 1.00 | 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 | 1.00 | 1.00 |
| Real Property Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Customer Service Representative | 1.00 | 1.00 | 1.00 | 1.00 |
| Supervising Appraiser | 2.00 | 3.00 | 4.00 | 4.00 |
| Title Examiner I | - | 1.00 | 1.00 | 1.00 |
| Title Examiner II | 1.00 | 1.00 | 1.00 | 1.00 |
| Assessor Total | 39.00 | 40.00 | 40.00 | 40.00 |
| Budget and Strategic Planning | | | | |
| City Capital Budget Coordinator | - | - | 1.00 | 1.00 |
| City Economist | - | 0.80 | 0.80 | 0.80 |
| Deputy Director I | 1.00 | 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 | 1.00 |
| Grant Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Grant Writer | 3.00 | 3.00 | 2.00 | 2.00 |
| Management Analyst I | 1.00 | 2.00 | 1.00 | 1.00 |
| Management Analyst II | 2.00 | 3.00 | 5.00 | 5.00 |
| Senior Budget and Management Analyst | 5.00 | 4.00 | 3.00 | 3.00 |
| Budget and Strategic Planning Total | 15.00 | 16.80 | 16.80 | 16.80 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Chief Administrative Officer | | | | |
| Administrative Program Support Specialist | 1.00 | 1.00 | - | - |
| Assistant to the Chief Administrative Officer | 1.00 | 1.00 | - | - |
| Cabinet Secretary | 3.00 | - | - | - |
| Chief Administrative Officer | 1.00 | 1.00 | 1.00 | 1.00 |
| Chief Financial Officer | - | 1.00 | 1.00 | 1.00 |
| Customer Service Representative III | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy Chief Administrative Officer | - | 2.00 | 2.00 | 2.00 |
| Executive Assistant II (1 never created in TEMS) | 1.00 | 1.00 | 2.00 | 2.00 |
| Executive Assistant III | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant IV | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Staff Assistant-Legislative Support | 1.00 | 1.00 | - | - |
| Senior Assistant to the Chief Administrative Officer | - | - | 2.00 | 2.00 |
| Chief Administrative Officer Total | 11.00 | 11.00 | 11.00 | 11.00 |
| City Attorney | | | | |
| Assistant City Attorney I | 8.50 | 8.50 | 8.50 | 8.50 |
| Assistant City Attorney II | 1.00 | 1.00 | 2.00 | 2.00 |
| City Attorney | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant III | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant IV | 1.00 | 1.00 | 1.00 | 1.00 |
| Paralegal | 6.00 | 6.25 | 6.25 | 6.25 |
| 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 | 25.50 | 25.75 | 26.75 | 26.75 |
| City Auditor | | | | |
| Administrative Project Analyst | 1.00 | - | 1.00 | 1.00 |
| Auditor II | 7.00 | 3.00 | 4.00 | 4.00 |
| Auditor III | 4.00 | 4.00 | 3.00 | 3.00 |
| Auditor IV | 2.00 | 3.00 | 3.00 | 3.00 |
| City Auditor | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Legal Secretary | - | 1.00 | - | - |
| City Auditor Total | 15.00 | 12.00 | 12.00 | 12.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|-------------------|-------------------|--------------------|--------------------|
| City Clerk's Office | | | | |
| Administrative Assistant to the Clerk | 1.00 | 1.00 | - | - |
| Assistant City Clerk | 4.00 | 1.00 | - | - |
| City Clerk | 1.00 | 1.00 | 1.00 | 1.00 |
| Council Liaison | 9.00 | - | - | - |
| Council Member | 7.00 | - | - | - |
| Deputy City Clerk | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant I | 1.00 | 1.00 | 2.00 | 2.00 |
| Executive Assistant II | - | 1.00 | 2.00 | 2.00 |
| Executive Assistant III | - | 1.00 | 1.00 | 1.00 |
| Executive Assistant to City Council | 1.00 | - | - | - |
| Marketing and Public Relations Specialist | 1.00 | - | - | - |
| President of the Council | 1.00 | - | - | - |
| Vice President of the Council | 1.00 | - | - | - |
| City Clerk's Office Total | 28.00 | 7.00 | 7.00 | 7.00 |
| City Council | | | | |
| Council Administrative Project Analyst | - | 2.00 | 1.00 | 1.00 |
| Council Chief of Staff | - | 1.00 | 1.00 | 1.00 |
| Council Fiscal Analyst | - | 1.00 | 1.00 | 1.00 |
| Council Liaison | - | 9.00 | 9.00 | 9.00 |
| Council Member | - | 7.00 | 7.00 | 7.00 |
| Council Policy Analyst | - | 1.00 | - | - |
| Council Public Information Manager | - | 1.00 | 1.00 | 1.00 |
| Executive Assistant I to City Council | - | 1.00 | 1.00 | 1.00 |
| Council President | - | 1.00 | 1.00 | 1.00 |
| Council Vice President | - | 1.00 | 1.00 | 1.00 |
| City Council Total | - | 25.00 | 23.00 | 23.00 |
| City Treasurer | | | | |
| City Treasurer | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy Treasurer | 2.00 | 2.00 | 2.00 | 2.00 |
| City Treasurer Total | 3.00 | 3.00 | 3.00 | 3.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|-------------------|-------------------|--------------------|--------------------|
| Community Development | | | | |
| Administrative Program Support | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Project Analyst | - | - | 1.00 | 1.00 |
| CAPS Program Manager | - | - | 1.00 | 1.00 |
| Commissioner of Buildings | 1.00 | 1.00 | 1.00 | 1.00 |
| Construction Inspector I | 7.00 | 7.00 | 8.00 | 8.00 |
| 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 | - | - | - |
| Director of Community Development | 1.00 | 1.00 | 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 II | 9.00 | 8.40 | 8.40 | 8.40 |
| Engineer III | 3.00 | 3.00 | 3.00 | 3.00 |
| Executive Assistant III | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Staff Assistant | 1.00 | - | - | - |
| Geographic Information Systems Technician | 3.00 | 2.00 | 2.00 | 2.00 |
| Mechanical Inspector I | 2.00 | 2.00 | 2.00 | 2.00 |
| Office Support Specialist II | 5.00 | 5.00 | 5.50 | 5.50 |
| Planner I | 2.00 | 3.00 | 3.00 | 3.00 |
| Planner II | 10.15 | 10.15 | 9.15 | 9.15 |
| Planner III | 3.50 | 3.50 | 4.30 | 4.30 |
| Plans Examiner | 3.00 | 4.00 | 4.00 | 4.00 |
| Plumbing Inspector I | 5.00 | 4.00 | 4.00 | 4.00 |
| Plumbing Inspector II | 1.00 | 1.00 | - | - |
| Program Manager | 1.00 | 1.00 | - | - |
| Project Management Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| Property Maintenance Inspector I | 5.00 | 5.00 | 4.00 | 4.00 |
| Property Maintenance Inspector II | 14.00 | 13.10 | 13.10 | 13.10 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Community Development (Continued) | | | | |
| Property Maintenance Inspector III | 2.00 | 3.00 | 4.00 | 4.00 |
| Property Maintenance Manager | 1.00 | 0.60 | 0.60 | 0.60 |
| Senior Customer Service Representative | 6.16 | 7.00 | 7.00 | 7.00 |
| Zoning Officer | 9.00 | 9.00 | 8.00 | 8.00 |
| Community Development Total | 109.81 | 107.75 | 109.05 | 109.05 |
| Deputy CAO for Human Services | | | | |
| Administrative Program Support Assistant | - | - | 1.00 | 1.00 |
| Administrative Project Analyst | 1.00 | 1.00 | 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 | 2.00 | 1.00 | 2.00 | 2.00 |
| Customer Service Representative | - | - | 1.00 | 1.00 |
| Customer Service Representative IV | - | 2.00 | - | - |
| Customer Service Supervisor | - | 1.00 | - | - |
| Director of Human Services Commission | 1.00 | 1.00 | - | - |
| Early Childhood Development Manager | - | 1.00 | 1.00 | 1.00 |
| Executive Staff Assistant | - | 1.00 | - | - |
| Executive Assistant II | - | 1.00 | - | - |
| Executive Assistant III | - | - | 1.00 | 1.00 |
| Human Services Administrator | - | 1.00 | 2.00 | 2.00 |
| Human Services Coordinator I | - | - | 2.00 | 2.00 |
| Human Services Coordinator II | - | - | 1.00 | 1.00 |
| Management Analyst II | - | - | 1.00 | 1.00 |
| Marketing & Public Relations Specialist | - | - | 1.00 | 1.00 |
| Office Support Specialist | - | - | 1.00 | 1.00 |
| Project Management Analyst | - | 1.00 | - | - |
| Youth & Workforce Development Division Chief | - | 1.00 | 1.00 | 1.00 |
| DCAO for Human Services Total | 6.00 | 14.00 | 17.00 | 17.00 |
| Economic Development | | | | |
| Administrative Program Support Assistant | 0.88 | 0.88 | 1.50 | 1.50 |
| Administrative Project Analyst | 3.88 | 2.88 | 1.90 | 1.90 |
| Business Management Officer | - | - | 1.00 | 1.00 |
| Commercial Development Coordinator | - | 1.43 | 2.47 | 2.47 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Economic Development (Continued) | | | | |
| Deputy Director I | 1.74 | 0.80 | 1.00 | 1.00 |
| Deputy Director II | - | - | 0.80 | 0.80 |
| Director of Economic Development | 1.00 | 0.95 | 1.00 | 1.00 |
| Econ Development Programs Administrator | - | - | 2.00 | 2.00 |
| Maintenance Worker I | 0.60 | 0.60 | 1.00 | 1.00 |
| Marketing Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Neighborhood Development Manager | - | 0.10 | - | - |
| Office Support Specialist II | 1.00 | 1.00 | 1.00 | 1.00 |
| Project Development Manager | 2.00 | 3.00 | 1.00 | 1.00 |
| Project Management Analyst | 1.88 | - | - | - |
| Economic Development Total | 13.98 | 12.64 | 15.67 | 15.67 |
| Emergency Management | | | | |
| Administrative Program Support Assistant | - | - | - | 1.00 |
| Administrative Project Analyst | - | - | 2.00 | 2.00 |
| Coordinator of Emergency Management | - | - | 1.00 | 1.00 |
| Deputy Director | - | - | 1.00 | 1.00 |
| Executive Assistant III | - | - | 1.00 | 1.00 |
| Grant Coordinator | - | - | 1.00 | 1.00 |
| Public Information Officer | - | - | - | 1.00 |
| Emergency Management Total | - | - | 6.00 | 8.00 |
| Finance | | | | |
| Account Investigator | 1.00 | 1.00 | 1.00 | 1.00 |
| Account Specialist II | 2.00 | 3.00 | 3.00 | 3.00 |
| Accountant I | 1.00 | 1.00 | 1.00 | 1.00 |
| Accountant II | 11.00 | 11.00 | 12.00 | 12.00 |
| Accountant III | 1.00 | 1.00 | 3.00 | 3.00 |
| Accounting Manager | 3.00 | 4.00 | 5.00 | 5.00 |
| Administrative Program Support Assistant | 6.00 | 6.00 | 7.00 | 7.00 |
| Administrative Project Analyst | 7.00 | 7.00 | 5.00 | 5.00 |
| Assistant Controller | 1.00 | 1.00 | 2.00 | 2.00 |
| Business Analysis Manager | 4.00 | 4.00 | 4.00 | 4.00 |
| Chief of Revenue Administration | 1.00 | 1.00 | 1.00 | 1.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Finance (Continued) | | | | |
| Chief of Tax Enforcement | 1.00 | 1.00 | 1.00 | 1.00 |
| City Economist | - | 0.20 | 0.20 | 0.20 |
| Controller | 1.00 | 1.00 | 1.00 | 1.00 |
| Customer Service Representative II | 14.50 | 14.50 | 12.50 | 12.50 |
| Customer Service Representative IV | 3.00 | 3.00 | - | - |
| Customer Service Supervisor | 2.00 | 2.00 | 2.00 | 2.00 |
| Deputy Director II | 1.00 | 1.00 | 1.00 | 1.00 |
| Director of Finance | 1.00 | - | - | - |
| Executive Assistant III | 1.00 | 1.00 | 1.00 | 1.00 |
| Financial Pre-Auditor | 1.00 | 1.00 | 1.00 | 1.00 |
| Financial Pre-Auditor Manager | 1.00 | - | - | - |
| Financial and Statistical Analyst | 2.00 | 2.00 | 2.00 | 2.00 |
| Information Services Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Investigative Coordinator | 4.00 | 4.00 | 7.00 | 7.00 |
| Investment and Debt Portfolio Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| License and Tax Auditor | 7.00 | 7.00 | 7.00 | 7.00 |
| Office Specialist II | 5.00 | 4.00 | - | - |
| Office Support Specialist II | - | - | 3.00 | 3.00 |
| Operations Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Payroll Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Project Management Analyst | - | - | 1.00 | 1.00 |
| Revenue Manager | 5.00 | 5.00 | 5.00 | 5.00 |
| 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 | 1.00 | 1.00 | 1.00 |
| Tax Enforcement Officer III | - | - | 1.00 | 1.00 |
| Tax Representative | 12.00 | 12.00 | 12.00 | 12.00 |
| Finance Total | 114.50 | 112.70 | 115.70 | 115.70 |
| Fire and Emergency Services | | | | |
| Accountant I | - | - | 1.00 | 1.00 |
| Administrative Coordinator II | 1.00 | - | - | - |
| Administrative Program Support Assistant | 3.00 | 3.00 | 3.00 | 2.00 |
| Administrative Project Analyst | 2.00 | 3.00 | 2.00 | 3.00 |
| Administrative Services Manager | - | 1.00 | 1.00 | 1.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Fire and Emergency Services (Continued) | | | | |
| Administrative Support Representative | - | - | 1.00 | 1.00 |
| Agency Human Resources Manager | 1.00 | - | - | - |
| Business Analysis Manager | - | - | 1.00 | 1.00 |
| Chief of Fire and Emergency Services | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy Director II | 1.00 | - | - | - |
| Engineer II | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant III | 1.00 | 1.00 | 1.00 | 1.00 |
| Fire Battalion Chief I | 2.00 | 4.00 | 2.00 | 2.00 |
| Fire Battalion Chief II | 4.00 | 7.00 | 8.00 | 8.00 |
| Fire Battalion Chief III | 4.00 | - | 1.00 | 1.00 |
| Fire Captain I | 19.00 | 15.00 | 12.00 | 12.00 |
| Fire Captain II | 3.00 | 6.00 | 8.00 | 8.00 |
| Fire Captain III | 2.00 | 4.00 | 4.00 | 4.00 |
| 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 | 90.00 | 63.00 | 50.00 | 50.00 |
| Fire Fighter II | 87.00 | 94.00 | 94.00 | 94.00 |
| Fire Fighter III | 45.00 | 55.00 | 70.00 | 70.00 |
| Fire Fighter IV | 21.00 | 24.00 | 26.00 | 26.00 |
| Fire Lieutenant I | 37.00 | 23.00 | 20.00 | 20.00 |
| Fire Lieutenant II | 7.00 | 23.00 | 26.00 | 26.00 |
| Fire Lieutenant III | 10.00 | 9.00 | 7.00 | 7.00 |
| Fire Lieutenant IV | 12.00 | 11.00 | 13.00 | 13.00 |
| Fire Recruit | - | 6.00 | - | - |
| Maintenance Technician II | 2.00 | 1.00 | - | - |
| Maintenance Worker II | - | - | 1.00 | 1.00 |
| Master Fire Fighter | 61.00 | 62.00 | 64.00 | 64.00 |
| Network Engineer | - | - | 1.00 | 1.00 |
| Project Management Analyst | - | - | 1.00 | 1.00 |
| System Operations Analyst | 1.00 | 1.00 | - | - |
| Total Fire Department | 425.00 | 424.00 | 427.00 | 427.00 |
| Office of Emergency Management | | | | |
| Administrative Program Support Assistant | - | 1.00 | - | - |
| Deputy Director II | - | 1.00 | - | - |
| Emergency Services Coordinator | 1.00 | 1.00 | - | - |
| Total Office of Emergency Management | 1.00 | 3.00 | - | - |
| Fire and Emergency Services Total | 426.00 | 427.00 | 427.00 | 427.00 |

Proposed Fiscal Plan FY2008 & FY2009

City of Richmond, Virginia

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|-------------------|-------------------|--------------------|--------------------|
| General Registrar | | | | |
| Assistant Registrar I | 3.60 | 3.60 | 4.60 | 4.60 |
| Assistant Registrar II | 2.00 | 2.00 | 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 | - | - |
| Warehouse Supervisor | - | - | 0.50 | 0.50 |
| Warehouse Technician / Voting Machines | - | 2.00 | 2.00 | 2.00 |
| General Registrar Total | 9.20 | 11.20 | 11.70 | 11.70 |
| General Services - Mail and Printing | | | | |
| Accountant I | 2.00 | - | - | - |
| Accountant II | 1.00 | - | - | - |
| Administrative Officer | 2.00 | - | - | - |
| Administrative Services Coordinator | 2.00 | - | - | - |
| Business Management Officer | 1.00 | - | - | - |
| Graphics Designer II | 1.00 | - | - | - |
| Human Resources Representative | - | - | - | - |
| Offset Press Operator II | 1.00 | - | - | - |
| Production Manager | 1.00 | - | - | - |
| Production Technician I | 1.50 | - | - | - |
| Senior Services Coordinator | 2.00 | - | - | - |
| General Services Total | 14.50 | - | - | - |
| Human Resources | | | | |
| Administrative Program Support Assistant | 5.00 | 6.00 | 8.00 | 8.00 |
| Administrative Project Analyst | 3.00 | 1.00 | 1.00 | 1.00 |
| Agency Human Resources Manager | 6.00 | - | - | - |
| Customer Service Representative II | 4.00 | - | - | - |
| Customer Service Representative IV | 1.00 | - | - | - |
| Customer Service Supervisor | 2.00 | - | - | - |
| Deputy Director II | - | 1.00 | 1.00 | 1.00 |
| Director of Human Resources | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant II | 1.00 | - | - | - |
| Executive Assistant III | - | 1.00 | 1.00 | 1.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|-------------------|-------------------|--------------------|--------------------|
| Human Resources (Continued) | | | | |
| Human Resources Consultant | 17.00 | 19.00 | 18.00 | 18.00 |
| Human Resources Division Chief | - | 6.00 | 6.00 | 6.00 |
| Human Resources Manager | 4.00 | - | - | - |
| Human Resources Representative | 2.00 | 1.00 | - | - |
| Office Specialist II | 2.00 | 2.00 | - | - |
| Systems Operations Analyst II | - | - | 1.00 | 1.00 |
| Human Resources Total | 48.00 | 38.00 | 37.00 | 37.00 |
| Information Technology | | | | |
| Administrative Support Representative | 3.00 | 3.00 | 4.00 | 4.00 |
| Computer Operator | 9.00 | 9.00 | 7.00 | 7.00 |
| Database Manager | 2.00 | 2.00 | 3.00 | 3.00 |
| Director of Information Technology | 1.00 | 1.00 | 1.00 | 1.00 |
| Information Technology Manager | 5.00 | 5.00 | 5.00 | 5.00 |
| Information Technology Specialist II | - | - | 1.00 | 1.00 |
| Network Engineer | 6.00 | 6.00 | 9.00 | 9.00 |
| 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 | 26.00 | 26.00 | 25.00 | 25.00 |
| Systems Developer Lead | 17.00 | 17.00 | 17.00 | 17.00 |
| Systems Engineer | 8.00 | 8.00 | 10.00 | 10.00 |
| Systems Operations Analyst I | - | 2.00 | - | - |
| Telecommunications System Technician | 3.00 | 3.00 | 3.00 | 3.00 |
| Information Technology Total | 85.00 | 87.00 | 90.00 | 90.00 |
| Judiciary | | | | |
| Commonwealth's Attorney | | | | |
| Administrative Assistant | 4.00 | 4.00 | 5.00 | 5.00 |
| Assistant Commonwealth Attorney | 31.00 | 31.00 | 39.00 | 39.00 |
| Commonwealth's Attorney | 1.00 | 1.00 | 1.00 | 1.00 |
| Paralegal - Commonwealth Attorney | 6.00 | 6.00 | 9.00 | 9.00 |
| Secretary Commonwealth Attorney | 13.00 | 13.00 | 13.00 | 13.00 |
| Commonwealth's Attorney Total | 55.00 | 55.00 | 67.00 | 67.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Judiciary (Continued) | | | | |
| 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 |
| General Office Clerk - Circuit Court | - | 1.50 | 1.50 | 1.50 |
| Secretary to Judge of the Circuit Court | 8.00 | 8.00 | 8.00 | 8.00 |
| Senior Legal Secretary | - | - | - | - |
| Circuit Court Total | 54.00 | 55.50 | 55.50 | 55.50 |
| Adult Drug Court | | | | |
| Adult Drug Court Coordinator | - | 1.00 | 1.00 | 1.00 |
| Adult Drug Court Specialist | - | 2.00 | 5.00 | 5.00 |
| Adult Drug Court Total | - | 3.00 | 6.00 | 6.00 |
| Judiciary Total | 109.00 | 113.50 | 128.50 | 128.50 |
| Justice Services | | | | |
| Administrative Program Support Assistant | 3.00 | 3.00 | 4.00 | 4.00 |
| Administrative Project Analyst | - | 2.00 | 1.00 | 1.00 |
| Administrative Services Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant Superintendent II | 1.00 | 1.00 | 2.00 | 2.00 |
| 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 III | - | 1.00 | 1.00 | 1.00 |
| Executive Assistant IV | 1.00 | 1.00 | 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 | 3.00 | 3.00 | 3.00 |
| Intake Clerk | - | - | 1.00 | 1.00 |
| Juvenile Home Registered Nurse | 1.00 | 1.00 | 2.00 | 2.00 |
| Licensed Practical Nurse | 1.00 | 1.00 | - | - |
| Maintenance Worker I | 1.00 | 1.00 | 1.00 | 1.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Justice Services (Continued) | | | | |
| Office Specialist II | 5.00 | 4.00 | - | - |
| Office Support Specialist II | - | - | 4.00 | 4.00 |
| Outreach Case Manager II | - | 12.00 | 12.01 | 12.01 |
| Outreach Counselor/Juvenile Detention | 7.75 | 9.50 | 9.50 | 9.50 |
| Pretrial Probation Officer | - | - | 5.00 | 5.00 |
| Program Manager | - | 1.00 | 1.00 | 1.00 |
| Security Control Specialist | 3.00 | 3.00 | 3.00 | 3.00 |
| Senior Pretrial Probation Officer | - | - | 1.00 | 1.00 |
| Senior Service Coordinator | 1.50 | - | - | - |
| Social Services Case Manager | 6.00 | 10.00 | 8.00 | 8.00 |
| Social Work Specialist | 2.00 | 2.00 | 3.00 | 3.00 |
| Systems Operations Analyst I | 1.00 | - | 1.00 | 1.00 |
| Youth Counselor | 47.00 | 45.00 | 46.00 | 46.00 |
| Youth Counselor Supervisor I | 5.00 | 5.00 | 5.00 | 5.00 |
| Youth Counselor Supervisor II | 1.00 | 3.00 | 2.00 | 2.00 |
| Justice Services Total | 102.25 | 121.50 | 128.51 | 128.51 |
| Juvenile and Domestic Relations Court | | | | |
| Administrative Project Analyst | 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 |
| Legislative Services | | | | |
| Council Administrative Project Analyst | - | - | 1.00 | 1.00 |
| Council Fiscal Analyst | - | 1.00 | - | - |
| Council Policy Analyst | - | - | 2.00 | 2.00 |
| Director of Legislative Services | - | 1.00 | 1.00 | 1.00 |
| Legislative Services Total | - | 2.00 | 4.00 | 4.00 |
| Library | | | | |
| Administrative Program Support Assistant | 4.00 | 3.00 | 2.00 | 2.00 |
| Administrative Project Analyst | 1.00 | 1.00 | 4.00 | 4.00 |
| Assistant Director | 1.00 | 2.00 | 2.00 | 2.00 |
| Assistant Systems Operations Analyst | - | 1.00 | 1.00 | 1.00 |
| City Records Manager | 1.00 | 1.00 | 1.00 | 1.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Library (Continued) | | | | |
| Librarian I | 11.48 | 11.48 | 10.47 | 10.47 |
| Librarian II | 1.00 | 1.00 | 3.00 | 3.00 |
| Library Aide | 2.40 | 2.38 | 2.40 | 2.40 |
| Library Assistant I | 2.38 | 2.38 | 2.38 | 2.38 |
| Library Assistant II | 20.70 | 20.21 | 20.20 | 20.20 |
| Library Assistant III | 13.00 | 13.00 | 13.00 | 13.00 |
| Library Associate I | 10.60 | 10.60 | 9.98 | 9.98 |
| Library Associate II | 3.00 | 3.00 | 2.00 | 2.00 |
| Library Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Library Unit Manager I | 8.00 | 8.00 | 8.00 | 8.00 |
| Program Management Analyst | 1.00 | 1.00 | - | - |
| Project Management Analyst | - | - | 1.00 | 1.00 |
| Systems Operations Analyst II | 1.00 | 1.00 | 1.00 | 1.00 |
| Library Total | 82.55 | 83.05 | 84.42 | 84.42 |
| Mayor's Office | | | | |
| Chief of Staff - Mayor's Office | 1.00 | 1.00 | 1.00 | 1.00 |
| City Beautification Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Customer Service Representative III | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant III | 2.00 | 2.00 | 3.00 | 3.00 |
| Executive Assistant IV | 2.00 | 2.00 | 1.00 | 1.00 |
| Executive Staff Assistant to the Mayor | 1.00 | 1.00 | 1.00 | 1.00 |
| Legislative and Strategic Planning Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Mayor | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Policy Advisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Mayor's Office Total | 11.00 | 11.00 | 11.00 | 11.00 |
| Minority Business Development | | | | |
| Administrative Program Support Assistant | - | 1.00 | 1.00 | 1.00 |
| Deputy Director II | - | 1.00 | 1.00 | 1.00 |
| MBD Administrator | - | 1.00 | 1.00 | 1.00 |
| MBD Contract Compliance Specialist | - | 1.00 | 1.00 | 1.00 |
| Program Manager | - | 1.00 | 1.00 | 1.00 |
| Minority Business Development Total | - | 5.00 | 5.00 | 5.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|-------------------|-------------------|--------------------|--------------------|
| Parks, Recreation, and Community Facilities | | | | |
| Accountant II | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Coordinator I | 1.00 | - | - | - |
| Administrative Program Support Assistant | 8.00 | 9.00 | 7.00 | 7.00 |
| Administrative Project Analyst | 3.00 | 4.00 | 3.00 | 3.00 |
| Administrative Services Manager | - | 1.00 | 1.00 | 1.00 |
| Air Condition Refrigeration and Heating Mechanic | 1.00 | 1.00 | 1.00 | 1.00 |
| Architect I | 0.10 | 0.10 | 0.10 | 0.10 |
| Construction Inspector I | - | - | 1.00 | 1.00 |
| Cross-Connection Specialist I | 1.00 | 1.00 | 1.00 | 1.00 |
| Custodian | - | 1.00 | 1.00 | 1.00 |
| Customer Service Representative III | 1.00 | - | 1.00 | 1.00 |
| Customer Service Representative IV | 1.00 | 1.00 | - | - |
| Deputy Director II | 2.00 | 1.00 | 1.00 | 1.00 |
| 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 |
| Equipment Operator I | 5.00 | 3.00 | 3.00 | 3.00 |
| Equipment Operator II | 2.00 | 2.00 | 3.00 | 3.00 |
| Financial and Statistical Analyst | 1.00 | 1.00 | - | - |
| Head Lifeguard | 1.00 | 1.00 | 1.00 | 1.00 |
| Labor Crew Chief | 8.00 | 8.00 | 6.00 | 6.00 |
| Lifeguard | 2.50 | 2.50 | 2.50 | 2.50 |
| Maintenance Technician I | 7.00 | 8.00 | 8.00 | 8.00 |
| Maintenance Technician II | 11.00 | 11.00 | 10.00 | 10.00 |
| Maintenance Technician III | 3.00 | 4.00 | 4.00 | 4.00 |
| Maintenance Technician IV | 1.00 | 1.00 | 1.00 | 1.00 |
| Maintenance Worker I | 12.50 | 12.50 | 13.50 | 13.50 |
| Maintenance Worker II | 1.00 | 2.00 | 3.00 | 3.00 |
| Management Analyst I | - | - | 1.00 | 1.00 |
| Marketing and Public Relations Specialist | 1.00 | 1.00 | 2.00 | 2.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Parks, Recreation, and Community Facilities (Continued) | | | | |
| Marketing Specialist | 1.00 | 1.00 | - | - |
| Master Plumber | 2.00 | 2.00 | 2.00 | 2.00 |
| Office Support Specialist I | - | - | 1.00 | 1.00 |
| Office Support Specialist II | - | - | 1.50 | 1.50 |
| Project Management Analyst | 1.00 | 2.00 | 2.00 | 2.00 |
| Recreation Aide | 25.40 | 21.50 | 18.40 | 18.40 |
| Recreation Center Supervisor | 26.00 | 29.00 | 27.50 | 27.50 |
| Recreation Instructor I | 45.00 | 49.50 | 49.50 | 49.50 |
| Recreation Instructor II | 8.00 | 11.00 | 11.00 | 11.00 |
| Recreation Program Coordinator | 5.00 | 5.00 | 5.00 | 5.00 |
| Recreation Program Specialist I | 16.50 | 17.00 | 18.50 | 18.50 |
| 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 | - | - | - |
| Special Bus Operator | 4.43 | 2.93 | 2.94 | 2.94 |
| Superintendent of Accounting | 1.00 | - | - | - |
| Superintendent of Facilities | 1.00 | 1.00 | 1.00 | 1.00 |
| Swimming Pool Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Systems Developer | 1.00 | 1.00 | 1.00 | 1.00 |
| Trades Superintendent | 1.00 | 1.00 | 1.00 | 1.00 |
| Trades Supervisor I | 2.00 | 2.00 | 2.00 | 2.00 |
| Trades Technician Supervisor II | 1.00 | 1.00 | 1.00 | 1.00 |
| Parks, Recreation, and Community Facilities Total | 229.43 | 236.03 | 233.44 | 233.44 |
| Richmond Police Department | | | | |
| 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 |
| Master Police Officer | 90.00 | 103.00 | 137.00 | 137.00 |
| Police Captain | 14.00 | 13.00 | 15.00 | 15.00 |
| Police Lieutenant | 33.00 | 36.00 | 37.00 | 37.00 |
| Police Major | 5.00 | 5.00 | 6.00 | 6.00 |
| Police Officer I | 149.00 | 127.00 | 206.00 | 206.00 |
| Police Officer II | 72.00 | 67.00 | 72.00 | 72.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Police Sworn (Continued) | | | | |
| Police Officer III | 134.00 | 117.00 | 70.00 | 70.00 |
| Police Officer IV | 97.00 | 104.00 | 108.00 | 108.00 |
| Police Recruit | 15.00 | 71.00 | - | - |
| Police Sergeant | 92.00 | 92.00 | 95.00 | 95.00 |
| Police Total Sworn | 703.00 | 737.00 | 748.00 | 748.00 |
| Police Civilian | | | | |
| Accounting Supervisor | 2.00 | 2.00 | 2.00 | 2.00 |
| Administrative Program Support Assistant | 23.00 | 29.00 | 30.00 | 30.00 |
| Administrative Project Analyst | 7.00 | 9.00 | 10.00 | 10.00 |
| Administrative Services Manager | 1.00 | 1.00 | - | - |
| Crime Analyst I | - | - | 1.00 | 1.00 |
| Crime Analyst II | 6.00 | 7.00 | 5.00 | 5.00 |
| Crime Analyst Supervisor | - | - | 1.00 | 1.00 |
| Deputy Chief of Police/Administration | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Advisor | - | - | 1.00 | 1.00 |
| Executive Assistant III | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant IV | 1.00 | 1.00 | 1.00 | 1.00 |
| Farrier | 1.00 | 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 | 2.00 | 2.00 |
| Human Resources Division Chief | - | 1.00 | 1.00 | 1.00 |
| Information Services Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Marketing & Public Relations Specialist | - | 1.00 | 2.00 | 2.00 |
| Materials Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Materials Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Occupational Safety and Health Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Specialist II | 38.00 | 36.00 | - | - |
| Office Support Specialist II | - | - | 37.00 | 37.00 |
| Operations Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Organized Crime and Financial Investigation Specialist | 1.00 | 1.00 | - | - |
| Outreach Case Manager II | - | 9.00 | 9.00 | 9.00 |
| Photographic Laboratory Technician | 1.00 | 1.00 | 1.00 | 1.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|-------------------|-------------------|--------------------|--------------------|
| Police Civilian (Continued) | | | | |
| Police Cadet | - | - | 10.00 | 20.00 |
| 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 | 3.00 | 3.00 |
| Procurement Technician | 2.00 | 2.00 | 2.00 | 2.00 |
| Program Manager | 5.00 | 4.00 | 5.00 | 5.00 |
| Project Management Analyst | 3.00 | 2.00 | 4.00 | 4.00 |
| Property Evidence Technician | 3.00 | 4.00 | 4.00 | 4.00 |
| Public Information Officer | 2.00 | 1.00 | 1.00 | 1.00 |
| Senior Services Coordinator | - | 3.00 | 3.00 | 3.00 |
| Senior Training Specialist (Ag) | 1.00 | 2.00 | 2.00 | 2.00 |
| Stable Attendant | 0.50 | 0.50 | 0.50 | 0.50 |
| Systems Operations Administrator | 1.00 | 1.00 | 2.00 | 2.00 |
| Systems Operations Analyst II | 7.00 | 7.00 | 6.00 | 6.00 |
| Training Specialist I | 1.00 | - | - | - |
| Police Total Civilian | 129.50 | 149.50 | 165.50 | 175.50 |
| Police Total | 832.50 | 886.50 | 913.50 | 923.50 |
| Press Secretary | | | | |
| Administrative Coordinator II | 1.00 | 1.00 | - | - |
| Administrative Program Support Assistant | - | - | 1.00 | 1.00 |
| Marketing and Public Relations Specialist | 2.00 | 2.00 | 3.00 | 3.00 |
| Press Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Project Management Analyst | - | - | 1.00 | 1.00 |
| Public Information Officer | 2.00 | 2.00 | 1.00 | 1.00 |
| Senior Event Manager | 1.00 | 1.00 | - | - |
| Press Secretary Total | 7.00 | 7.00 | 7.00 | 7.00 |
| Procurement | | | | |
| Administrative Program Support Assistant | - | - | 2.00 | 2.00 |
| Administrative Project Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant Director | 1.00 | - | - | - |
| Construction Procurement Officer | 1.00 | 1.00 | - | - |
| Construction Senior Procurement Officer | 1.00 | 1.00 | - | - |
| Contracts Administrator | 1.00 | 1.00 | 4.00 | 4.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Procurement (Continued) | | | | |
| Contracts Specialist | 1.00 | 1.00 | 8.00 | 8.00 |
| Director of Procurement Services | 1.00 | 1.00 | 1.00 | 1.00 |
| MBE Administrative Program Support Assistant | 1.00 | - | - | - |
| MBE Administrator | 1.00 | - | - | - |
| MBE Contract Compliance Specialist | 1.00 | - | - | - |
| MBE Program Manager | 1.00 | - | - | - |
| Procurement Officer I | 4.00 | 4.00 | - | - |
| Procurement Technician | 2.00 | 2.00 | - | - |
| Senior Procurement Officer | 1.00 | 1.00 | - | - |
| Procurement Total | 18.00 | 13.00 | 16.00 | 16.00 |
| Public Health | | | | |
| Account Specialist II | 2.00 | - | - | - |
| Administrative Program Support Assistant | 3.00 | - | - | - |
| Administrative Project Analyst | 3.00 | - | - | - |
| Animal Control Officer I | 5.00 | - | - | - |
| Animal Control Officer II | 2.00 | - | - | - |
| Business Management Officer | 1.00 | - | - | - |
| Certified Nurse Practitioner | 2.00 | - | - | - |
| Certified Nurse Practitioner Manager | 1.00 | - | - | - |
| Community Services Representative | 2.00 | - | - | - |
| Customer Service Representative II | 3.00 | - | - | - |
| Customer Service Representative IV | 1.00 | - | - | - |
| Deputy Director of Public Health | 1.00 | - | - | - |
| Director of Public Health | 1.00 | - | - | - |
| Dispatcher | 1.00 | - | - | - |
| Environmental Health Inspector I | 10.00 | - | - | - |
| Environmental Health Inspector II | 1.00 | - | - | - |
| Epidemiology Health Counselor | 3.00 | - | - | - |
| Epidemiology Health Counselor Supervisor | 1.00 | - | - | - |
| Fitness Instructor | 2.00 | - | - | - |
| Human Services Administrator | 1.00 | - | - | - |
| Kennel Assistant | 3.00 | - | - | - |
| Kennel Master | 1.00 | - | - | - |
| Laboratory Technician | 1.00 | - | - | - |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Public Health (Continued) | | | | |
| Maintenance Worker I | 1.00 | - | - | - |
| Medical Assistant | 1.00 | - | - | - |
| Office Support Specialist I | 2.00 | - | - | - |
| Office Support Specialist II | 6.00 | - | - | - |
| Operations Manager | 1.00 | - | - | - |
| Outreach Case Manager I | 4.00 | - | - | - |
| Outreach Case Manager II | 1.00 | - | - | - |
| Physician | 1.00 | - | - | - |
| Program Manager | 6.00 | - | - | - |
| Property Maintenance Inspector II | 2.00 | - | - | - |
| Public Health Nurse | 10.00 | - | - | - |
| Public Health Nurse Case Manager | 1.00 | - | - | - |
| Public Health Nurse Case Manager Supervisor | 2.00 | - | - | - |
| Public Health Nurse Epidemiologist | 2.00 | - | - | - |
| Systems Operations Analyst I | 1.00 | - | - | - |
| Warehouse Technician | 1.00 | - | - | - |
| Public Health Total | 93.00 | - | - | - |
| Public Works | | | | |
| Account Specialist II | 1.80 | 1.80 | 2.80 | 2.80 |
| Accountant I | 0.80 | 1.00 | 1.00 | 1.00 |
| Accountant II | 2.00 | 3.00 | 3.00 | 3.00 |
| Administrative Officer | - | 1.00 | - | - |
| Administrative Program Support Assistance | 7.00 | 9.80 | 12.80 | 12.80 |
| Administrative Project Analyst | 3.00 | 5.00 | 6.00 | 6.00 |
| Administrative Services Coordinator I | - | 2.00 | - | - |
| Administrative Services Manager | - | 1.00 | 1.00 | 1.00 |
| Air Condition Refrigeration and HVAC Specialist | 7.00 | 7.00 | 6.50 | 6.50 |
| Animal Control Officer I | - | 6.00 | 6.00 | 6.00 |
| Animal Control Officer II | - | 2.00 | 2.00 | 2.00 |
| Arborist | 2.00 | 2.00 | 2.00 | 2.00 |
| Architect II | 0.60 | 0.60 | 0.30 | 0.30 |
| Assistant City Traffic Engineer | 0.80 | 0.80 | 1.00 | 1.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--------------------------------------|-------------------|-------------------|--------------------|--------------------|
| Public Works (Continued) | | | | |
| Bridge Inspector | 1.00 | 1.00 | 1.00 | 1.00 |
| Business Analysis Manager | - | - | 1.00 | 1.00 |
| Business Management Officer | - | 2.00 | 1.00 | 1.00 |
| Capital Project Manager | 0.10 | 0.50 | 3.90 | 3.90 |
| Chief Capital Projects Manager | - | - | 1.00 | 1.00 |
| Chief of Construction and Inspection | 0.95 | 0.95 | 0.95 | 0.95 |
| City Engineer | 1.00 | 1.00 | - | - |
| City Traffic Engineer | 1.00 | 1.00 | 1.00 | 1.00 |
| Construction Inspector II | 7.00 | 6.00 | 6.00 | 6.00 |
| Construction Inspector III | 0.25 | 0.25 | 0.50 | 0.50 |
| Custodial Services Superintendent | 1.00 | 1.00 | 1.00 | 1.00 |
| Custodian | 28.00 | 28.00 | 23.00 | 23.00 |
| Custodian Crew Chief | 2.00 | 2.00 | 2.00 | 2.00 |
| Customer Service Representative I | 1.00 | - | - | - |
| Customer Service Representative II | 2.00 | 5.00 | 2.00 | 2.00 |
| Customer Service Representative III | 7.00 | 2.00 | 5.00 | 5.00 |
| Customer Service Representative IV | - | 6.00 | 5.00 | 5.00 |
| Customer Service Supervisor | 1.00 | 2.00 | 1.00 | 1.00 |
| Deputy Director II | 3.00 | 3.00 | 4.00 | 4.00 |
| Director of Public Works | 1.00 | 1.00 | 1.00 | 1.00 |
| Dispatcher | - | 1.00 | 1.00 | 1.00 |
| Drafting Technician I | 1.48 | 0.85 | - | - |
| Drafting Technician II | 1.95 | 2.95 | 3.30 | 3.30 |
| Electrician I | 2.00 | 2.00 | 3.00 | 3.00 |
| Electrician II | 1.00 | 1.00 | - | - |
| Engineer I | 1.05 | 1.05 | 1.10 | 1.10 |
| Engineer II | 4.60 | 6.95 | 5.00 | 5.00 |
| Engineer III | 1.95 | 4.45 | 2.15 | 2.15 |
| Engineer IV | 1.50 | 2.50 | 1.55 | 1.55 |
| Environmental Technician II | 1.00 | 1.00 | - | - |
| Equipment Operator I | 24.00 | 26.00 | 25.00 | 25.00 |
| Equipment Operator II | 45.00 | 43.00 | 35.00 | 35.00 |
| Equipment Operator III | 40.00 | 45.00 | 41.00 | 41.00 |
| Equipment Operator IV | 7.50 | 9.00 | 10.00 | 10.00 |
| Executive Assistant III | 1.00 | 1.00 | 3.00 | 3.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|-------------------|-------------------|--------------------|--------------------|
| Public Works (Continued) | | | | |
| Facilities Maintenance Manager | 3.00 | 3.00 | 8.00 | 8.00 |
| Financial/Statistical Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| Fiscal Analyst | 0.50 | 0.50 | - | - |
| Gardener | 6.00 | 6.00 | 6.00 | 6.00 |
| Geographic Information Systems | 3.00 | 3.00 | 3.00 | 3.00 |
| GIS Project Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Graphics Designer II | - | 1.00 | 1.00 | 1.00 |
| Kennel Assistant | - | 5.00 | 6.00 | 6.00 |
| Kennel Master | - | 1.00 | 1.00 | 1.00 |
| Labor Crew Chief | 18.50 | 19.00 | 15.00 | 15.00 |
| Lead Equipment Operator | 9.50 | 10.00 | 9.00 | 9.00 |
| Lead Mason | 2.00 | 2.00 | 2.00 | 2.00 |
| Lead Security Officer | - | - | 1.00 | 1.00 |
| Light Equipment Mechanic | 2.00 | 2.00 | 1.50 | 1.50 |
| Maintenance Claims Examiner | 1.00 | 1.00 | 1.00 | 1.00 |
| Maintenance Technician I | 8.00 | 7.00 | 4.00 | 4.00 |
| Maintenance Technician II | 4.00 | 6.00 | 4.00 | 4.00 |
| Maintenance Technician III | 10.00 | 14.00 | 13.00 | 13.00 |
| Maintenance Technician IV | 9.00 | 9.00 | 9.00 | 9.00 |
| Maintenance Worker I | 39.00 | 38.00 | 19.00 | 19.00 |
| Maintenance Worker II | 2.00 | 2.00 | 1.00 | 1.00 |
| Management Analyst II | - | - | 0.50 | 0.50 |
| Mason | 6.00 | 7.00 | 6.00 | 6.00 |
| Master Plumber | 4.00 | 2.00 | 2.00 | 2.00 |
| Occupational Safety and Health Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Support Specialist II | 3.00 | 6.00 | 7.00 | 7.00 |
| Offset Press Operator I | - | 1.00 | 1.00 | 1.00 |
| Operations Manager | 4.30 | 5.80 | 7.80 | 7.80 |
| Parking Meter Shop Supervisor | - | 1.00 | - | - |
| Planner III | 1.00 | 1.00 | 1.00 | 1.00 |
| Production Manager | - | 1.00 | 1.00 | 1.00 |
| Production Technician I | - | 2.50 | 1.00 | 1.00 |
| Production Technician II | - | - | 1.50 | 1.50 |
| Program Manager | - | 1.00 | 1.00 | 1.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Public Works (Continued) | | | | |
| Project Management Analyst | 0.50 | 0.50 | 2.00 | 2.00 |
| Property Maintenance Inspector I | 3.00 | 3.00 | 3.00 | 3.00 |
| Public Information Manager I | 1.00 | 1.00 | 1.00 | 1.00 |
| Public Information Officer | - | - | 1.00 | 1.00 |
| Refuse Collector | 31.00 | 30.00 | 29.00 | 29.00 |
| Refuse Truck Operator | 48.00 | 47.00 | 45.00 | 45.00 |
| Security Manager | - | - | 1.00 | 1.00 |
| Security Officer | - | - | 8.00 | 8.00 |
| Senior Capital Projects Manager | - | - | 1.80 | 1.80 |
| Senior Services Coordinator | - | 1.00 | 1.00 | 1.00 |
| 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 | 1.60 | 1.60 | 1.65 | 1.65 |
| Survey Party Chief | 1.60 | 1.60 | 1.65 | 1.65 |
| Survey Technician | 1.60 | 1.60 | 1.60 | 1.60 |
| Surveys Superintendent | 0.95 | 0.95 | 0.95 | 0.95 |
| Trades Superintendent | 4.50 | 4.00 | 2.00 | 2.00 |
| Trades Supervisor I | 12.70 | 12.20 | 13.20 | 13.20 |
| Trades Supervisor II | 10.50 | 12.00 | 10.00 | 10.00 |
| Trades Technician Supervisor I | 2.00 | 2.00 | 2.00 | 2.00 |
| Traffic Operations Engineer | 2.40 | 2.40 | 2.70 | 2.70 |
| Traffic Planning Technician | - | - | 0.05 | 0.05 |
| Traffic Sign Fabricator | 2.00 | 2.00 | 2.00 | 2.00 |
| Traffic Signal Specialist I | 6.50 | 6.50 | 5.50 | 5.50 |
| Traffic Signal Specialist II | 3.00 | 4.00 | 4.00 | 4.00 |
| Traffic Signal Specialist III | - | 1.00 | 2.00 | 2.00 |
| Traffic Signal Technician Supervisor | 1.00 | - | - | - |
| Tree Maintenance Specialist I | 10.00 | 10.00 | 10.00 | 10.00 |
| Tree Maintenance Specialist II | 8.00 | 8.00 | 11.00 | 11.00 |
| Tree Maintenance Specialist IV | 1.00 | 1.00 | 1.00 | 1.00 |
| Warehouse Technician | 2.00 | 2.00 | 2.00 | 2.00 |
| Public Works Total | 512.98 | 572.60 | 542.25 | 542.25 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Real Estate Services | | | | |
| Administrative Program Support Assistant | - | - | 1.00 | 1.00 |
| Administrative Project Analyst | - | 1.00 | - | - |
| Business Management Officer | - | - | 1.00 | 1.00 |
| 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 |
| Real Estate Services Total | 3.00 | 4.00 | 5.00 | 5.00 |
| Sheriff and Jail | | | | |
| Administrative Accounting/Records Clerk | 2.00 | 2.00 | 3.00 | 3.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Services Coordinator II | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant Education Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant IT Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant Medical Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Budget Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Captain | 6.00 | 6.00 | 6.00 | 6.00 |
| Chief Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 |
| Chief Inspector | 1.00 | 1.00 | - | - |
| Chief Investigator | 1.00 | 1.00 | - | - |
| Chief of Staff | - | - | 1.00 | 1.00 |
| Classification Officer | 8.00 | 8.00 | 9.00 | 9.00 |
| Computer Technician | 2.00 | 2.00 | 3.00 | 3.00 |
| Correctional Services Manager | 1.00 | 1.00 | - | - |
| Court Deputy | 69.00 | 69.00 | 66.00 | 66.00 |
| Dental Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Education Manager | 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 | - | - |
| Human Resource Assistant | 3.00 | 3.00 | 2.00 | 2.00 |
| Human Resources Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Investigators | 4.00 | 4.00 | 6.00 | 6.00 |
| 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 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|-------------------|-------------------|--------------------|--------------------|
| Sheriff and Jail (Continued) | | | | |
| 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 | 8.00 | 8.00 |
| Major | 1.00 | 1.00 | 3.00 | 3.00 |
| Medical Clerk | 1.00 | 1.00 | 1.00 | 1.00 |
| Medical Manager | 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 | 4.00 | 4.00 |
| Private | 278.00 | 278.00 | 277.00 | 277.00 |
| Program Manager | 1.00 | 1.00 | - | - |
| Program Planner | 1.00 | 1.00 | - | - |
| Public Relations | - | - | 1.00 | 1.00 |
| Recreation Instructor | - | - | 1.00 | 1.00 |
| Recreation Manager | 2.00 | 2.00 | 1.00 | 1.00 |
| Secretary | 2.00 | 2.00 | - | - |
| Sergeant | 17.00 | 17.00 | 28.00 | 28.00 |
| Sheriff | 1.00 | 1.00 | 1.00 | 1.00 |
| Teaching Assistant | 1.00 | 1.00 | - | - |
| Training Manager | 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 | 10.00 | 9.00 | 7.00 | 7.00 |
| Accountant II | 2.00 | - | - | - |
| Administrative Clerk | - | 1.00 | 1.00 | 1.00 |
| Administrative Program Support Assistant | 9.00 | 10.00 | 11.00 | 11.00 |
| Administrative Project Analyst | 5.00 | 6.00 | 6.00 | 6.00 |
| Administrative Services Manager | 1.00 | 3.00 | 2.00 | 2.00 |
| Assistant Director of Social Services | 1.00 | 1.00 | - | - |
| Benefit Programs Specialist | 129.00 | 129.00 | 129.00 | 129.00 |
| Benefit Programs Supervisor | 17.00 | 17.00 | 17.00 | 17.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|-------------------|-------------------|--------------------|--------------------|
| Social Services (Continued) | | | | |
| Customer Service Representative II | 17.00 | 17.00 | 16.00 | 16.00 |
| Customer Service Representative III | 1.00 | - | 1.00 | 1.00 |
| Customer Service Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy Director II | - | - | 3.00 | 3.00 |
| Director of Social Services | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant III | 2.00 | 1.00 | 1.00 | 1.00 |
| Financial/Statistical Analyst | 1.00 | - | - | - |
| Human Services Coordinator I | 1.00 | 1.00 | 1.00 | 1.00 |
| Human Services Coordinator II | 1.00 | 1.00 | 1.00 | 1.00 |
| Human Services Manager | 4.00 | 4.00 | 3.00 | 3.00 |
| 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 Support Specialist I | 4.00 | 3.00 | 3.00 | 3.00 |
| Office Support Specialist II | 21.00 | 21.00 | 24.00 | 24.00 |
| Paralegal | 0.50 | 0.50 | 0.50 | 0.50 |
| Program Manager | - | 2.00 | 3.00 | 3.00 |
| Project Management Analyst | 1.00 | - | - | - |
| Social Services Case Manager | 16.00 | 16.00 | 20.00 | 20.00 |
| Social Services Case Manager Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Social Services Program Trainer | 2.00 | 2.00 | 2.00 | 2.00 |
| Social Work Specialist | 21.00 | 22.80 | 24.00 | 24.00 |
| Social Worker | 107.00 | 109.00 | 113.80 | 113.80 |
| Social Worker Supervisor | 14.00 | 14.00 | 13.00 | 13.00 |
| Superintendent of Accounting | 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 | 3.00 | 3.00 | 1.00 | 1.00 |
| Systems Operations Analyst II | 2.00 | - | 2.00 | 2.00 |
| Warehouse Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Warehouse Technician | 3.00 | 3.00 | 4.00 | 4.00 |
| Welfare Case Aide | 2.00 | 2.00 | 4.00 | 4.00 |
| Welfare Fraud Investigator | 3.00 | 10.00 | 10.00 | 10.00 |

PERSONNEL COMPLEMENT

General Fund

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---------------------------------------|-------------------|-------------------|--------------------|--------------------|
| Social Services (Continued) | | | | |
| 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 | 464.50 | 471.30 | 486.30 | 486.30 |
| | | | | |
| General Fund Total | 3,896.69 | 3,945.32 | 4,001.58 | 4,013.58 |

PERSONNEL COMPLEMENT

Capital Improvement Plan

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Capital Improvement Plan (CIP) | | | | |
| Air Condition Refrigeration & Heating Mechanic | - | - | 0.50 | 0.50 |
| Architect I | 0.90 | 0.90 | 0.90 | 0.90 |
| Architect II | 1.40 | 1.40 | 0.70 | 0.70 |
| Assistant City Traffic Engineer | 0.20 | 0.20 | - | - |
| Capital Project Manager | 1.90 | 2.50 | 2.10 | 2.10 |
| Chief of Construction and Inspection | 0.05 | 0.05 | 0.05 | 0.05 |
| Construction Inspector III | 4.75 | 4.75 | 4.50 | 4.50 |
| Drafting Technician I | 2.15 | 2.15 | - | - |
| Drafting Technician II | 1.05 | 1.05 | 2.95 | 2.95 |
| Engineer I | 0.95 | 0.95 | 0.90 | 0.90 |
| Engineer II | 7.65 | 7.05 | 5.55 | 5.55 |
| Engineer III | 4.55 | 4.55 | 4.30 | 4.30 |
| Engineer IV | 0.50 | 0.50 | 1.45 | 1.45 |
| Fiscal Analyst | 0.50 | 0.50 | - | - |
| Operations Manager | 0.20 | 0.20 | 0.20 | 0.20 |
| Senior Capital Projects Manager | - | - | 1.20 | 1.20 |
| Project Management Analyst | 0.50 | 0.50 | - | - |
| Survey Instrument Technician | 0.40 | 0.40 | 0.35 | 0.35 |
| Survey Party Chief | 0.40 | 0.40 | 0.35 | 0.35 |
| Survey Technician | 0.40 | 0.40 | 0.40 | 0.40 |
| Surveys Superintendent | 0.05 | 0.05 | 0.05 | 0.05 |
| Trades Supervisor I | 0.80 | 0.80 | 0.80 | 0.80 |
| Traffic Operations Engineer | 0.60 | 0.60 | 2.30 | 2.30 |
| Traffic Planning Technician | - | - | 0.95 | 0.95 |
| Traffic Signal Specialist I | 0.50 | 0.50 | 0.50 | 0.50 |
| Traffic Signal Specialist II | 1.00 | 1.00 | - | - |
| Total Capital Improvement Plan | 31.40 | 31.40 | 31.00 | 31.00 |

PERSONNEL COMPLEMENT

Enterprise Funds

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|-------------------|-------------------|--------------------|--------------------|
| 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 | 7.00 | 7.00 | 7.00 |
| Office Specialist II | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Administrative Officer | 1.00 | - | - | - |
| Total Cemeteries Positions | 31.00 | 28.00 | 28.00 | 28.00 |
| 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 | - | - | - |
| Maintenance Worker I | 3.00 | 3.00 | 2.00 | 2.00 |
| Theater Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Total Landmark Positions | 9.00 | 8.00 | 6.00 | 6.00 |
| Port of Richmond | | | | |
| Accountant I | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Coordinator II | 1.00 | 1.00 | - | - |
| Administrative Program Support Assistant | - | - | 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 | - | - |
| Project Management Analyst | - | - | 1.00 | 1.00 |
| Total Port Positions | 5.00 | 5.00 | 5.00 | 5.00 |

PERSONNEL COMPLEMENT

Enterprise Funds

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|---|-------------------|-------------------|--------------------|--------------------|
| Public Works-Parking | | | | |
| Administrative Project Analyst | - | - | 1.00 | 1.00 |
| Operations Manager | - | - | 1.00 | 1.00 |
| Trades Supervisor II | - | - | 1.00 | 1.00 |
| Total Parking Positions | - | - | 3.00 | 3.00 |
| Public Works-Stormwater Utility | | | | |
| Drafting Technichian I | 0.38 | - | - | - |
| Engineer II | 0.75 | - | - | - |
| Engineer III | 0.50 | - | - | - |
| Equipment Operator II | 2.00 | - | - | - |
| Equipment Operator III | 3.00 | - | - | - |
| Equipment Operator IV | 0.50 | - | - | - |
| Labor Crew Chief | 0.50 | - | - | - |
| Lead Equipment Operator | 0.50 | - | - | - |
| Maintenance Worker I | 1.00 | - | - | - |
| Operations Manager | 0.50 | - | - | - |
| Trades Superintendent | 0.50 | - | - | - |
| Trades Supervisor I | 0.50 | - | - | - |
| Trades Suprvisor II | 0.50 | - | - | - |
| Total Stormwater Utility Positions | 11.13 | - | - | - |
| Public Utilities | | | | |
| Gas Utility | 271.00 | 271.00 | 253.00 | 253.00 |
| Water Utility | 181.00 | 181.00 | 195.00 | 195.00 |
| Wastewater Utility | 191.00 | 191.00 | 195.00 | 195.00 |
| Electric Utility | 34.00 | 34.00 | 34.00 | 34.00 |
| Stores Utility | 15.00 | 15.00 | 14.00 | 14.00 |
| Stormwater Utility | - | - | 52.00 | 52.00 |
| Total Public Utilities Positions | 692.00 | 692.00 | 743.00 | 743.00 |
| Total Enterprise Fund | 748.13 | 733.00 | 785.00 | 785.00 |

PERSONNEL COMPLEMENT

Internal Service Funds

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Fleet Services | | | | |
| Account Specialist II | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Program Support Assistant | 1.00 | 1.00 | - | - |
| Administrative Project Analyst | 3.00 | 3.00 | 3.00 | 3.00 |
| Auto Attendant | 2.00 | 2.00 | 2.00 | 2.00 |
| Auto Mechanic I | 3.00 | 3.00 | 3.00 | 3.00 |
| Auto Mechanic II | 28.00 | 28.00 | 28.00 | 28.00 |
| Auto Mechanic Supervisor | 4.00 | 4.00 | 4.00 | 4.00 |
| Body & Fender Repair Specialist | 2.00 | 2.00 | 2.00 | 2.00 |
| Customer Service Representative IV | 1.00 | 1.00 | 1.00 | 1.00 |
| Facilities Maintenance Manager | - | - | 1.00 | 1.00 |
| Fire Equipment Mechanic | 4.00 | 4.00 | 4.00 | 4.00 |
| Fleet Services Administrator | 1.00 | 1.00 | - | - |
| Operations Manager | - | - | 1.00 | 1.00 |
| Parking & Fleet Management Officer | 2.00 | 2.00 | 2.00 | 2.00 |
| Project Management Analyst | 1.00 | 1.00 | 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 | 56.00 | 56.00 | 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 |
| Project Management Analyst | - | - | 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 | 4.00 | 4.00 | 4.00 | 4.00 |
| Public Works Stores | | | | |
| Account Specialist II | 0.20 | 0.20 | 0.20 | 0.20 |
| Accountant I | 0.20 | 0.20 | - | - |
| Administrative Program Support Assistant | - | - | 0.20 | 0.20 |
| Equipment Operator III | 2.00 | 2.00 | 2.00 | 2.00 |
| Materials Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Materials Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Public Works Stores Total | 4.40 | 4.40 | 4.40 | 4.40 |

PERSONNEL COMPLEMENT

Internal Service Funds

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Radio Shop | | | | |
| Administrative Program Support Assistant | - | - | 1.00 | 1.00 |
| 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 |
| Telecom Systems Analyst | - | - | 1.00 | 1.00 |
| Radio Shop Total | 7.00 | 7.00 | 8.00 | 8.00 |
| | | | | |
| Total Internal Service Fund | 71.40 | 71.40 | 72.40 | 72.40 |

PERSONNEL COMPLEMENT

Special Funds

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Chief Administrative Officer | | | | |
| Marketing & Public Relations Specialist | - | - | 1.00 | 1.00 |
| Public Information Manager III | - | - | 1.00 | 1.00 |
| Public Information Officer | - | - | 3.00 | 3.00 |
| Chief Administrative Officer Total | - | - | 5.00 | 5.00 |
| City Attorney | | | | |
| Assistant City Attorney I | 4.00 | 4.00 | 3.00 | 3.00 |
| Assistant City Attorney II | 1.00 | 1.00 | 2.00 | 2.00 |
| Legal Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Paralegal | 2.00 | 1.75 | 1.75 | 1.75 |
| Senior Legal Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| City Attorney Total | 9.00 | 8.75 | 8.75 | 8.75 |
| Community Development | | | | |
| Accountant II (Finance) | 2.00 | 2.00 | 2.00 | 2.00 |
| Administrative Program Support Assistant (Economic Development) | 0.12 | 0.12 | 0.10 | 0.10 |
| Administrative Project Analyst (Economic Development) | 0.12 | 0.12 | 0.10 | 0.10 |
| Commercial Development Coordinator (Economic Development) | - | 0.45 | 0.45 | 0.45 |
| Deputy Director II (Economic Development) | - | - | 0.20 | 0.20 |
| Deputy Director I (Economic Development) | 0.26 | 0.20 | - | - |
| Director (Economic Development) | - | 0.05 | - | - |
| Econ Development Programs Administrator (Economic Development) | - | - | 1.00 | 1.00 |
| Engineer II | 1.00 | 1.00 | 0.60 | 0.60 |
| Housing Counselor (Social Services) | - | 2.00 | - | - |
| Human Services Administrator (Health Department) | 1.00 | - | - | - |
| Human Services Coordinator I (Health Department) | 1.00 | - | - | - |
| Neighborhood Development Manager (Economic Development) | 1.00 | 0.90 | - | - |
| Office Support Specialist II | 2.00 | 2.00 | 1.50 | 1.50 |
| Planner I | 2.00 | 1.00 | 1.00 | 1.00 |
| Planner II | 6.85 | 7.00 | 6.85 | 6.85 |
| Planner III | 2.50 | 3.00 | 1.70 | 1.70 |
| Project Management Analyst | - | 1.00 | 1.00 | 1.00 |
| Property Maintenance Inspector I | 2.00 | 2.00 | 1.00 | 1.00 |
| Property Maintenance Inspector II | 9.00 | 10.00 | 9.90 | 9.90 |
| Property Maintenance Inspector III | 1.00 | - | - | - |
| Property Maintenance Manager | - | - | 0.40 | 0.40 |
| Senior Customer Service Representative | 0.84 | - | - | - |
| Community Development Total | 32.69 | 32.84 | 25.80 | 25.80 |

PERSONNEL COMPLEMENT

Special Funds

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Economic Development | | | | |
| Administrative Program Support Assistant | - | - | 0.40 | 0.40 |
| Administrative Project Analyst | - | - | 1.00 | 1.00 |
| Commercial Development Coordinator | - | 0.12 | 0.08 | 0.08 |
| Project Management Analyst | 1.12 | - | - | - |
| Economic Development Total | 1.12 | 0.12 | 1.48 | 1.48 |
| Office of Emergency Management | | | | |
| Community Services Representative | - | 1.50 | - | - |
| Office of Emergency Management Total | - | 1.50 | - | - |
| Office of the Deputy CAO for Human Services | | | | |
| Community Services Representative | 1.00 | 1.00 | - | - |
| Office DCAO Human Services Total | 1.00 | 1.00 | - | - |
| Judiciary | | | | |
| Assistant Commonwealth Attorney | - | - | - | - |
| Attorney | 10.00 | 10.00 | - | - |
| Data Analysis | 1.00 | - | - | - |
| Detective | 1.00 | 1.00 | - | - |
| Librarian | 1.00 | - | - | - |
| Paralegal | 2.00 | 1.00 | - | - |
| Senior Pretrial Probation Officer | - | - | - | - |
| Victim Witness Assistants | 11.00 | 11.00 | 11.00 | 11.00 |
| Judiciary Total | 26.00 | 23.00 | 11.00 | 11.00 |
| Justice Services | | | | |
| Administrative Assistant/Pretrial Probation | - | 1.00 | 2.00 | 2.00 |
| C A Assistant | 0.37 | 0.37 | - | - |
| Case Manager | 1.00 | 1.00 | - | - |
| Family Manager II | - | - | - | - |
| Human Services Administrator | - | - | - | - |
| Human Services Coordinator I | - | - | 1.00 | 1.00 |
| Intake Clerk/Pretrial Probation | - | 1.00 | 1.00 | 1.00 |
| Office Support Specialist II | - | - | 1.00 | 1.00 |
| Outreach Counselor | - | 1.00 | - | - |
| Pretrial Probation Manager | - | 2.00 | 2.00 | 2.00 |
| Pretrial Probation Officer | - | 15.00 | 15.25 | 15.25 |

PERSONNEL COMPLEMENT

Special Funds

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Justice Services (Continued) | | | | |
| Senior Pretrial Probation Officer | - | - | 1.00 | 1.00 |
| Social Services Case Manager | - | - | 1.75 | 1.75 |
| Social Work Specialist | - | - | - | - |
| Social Worker | 0.75 | 0.75 | - | - |
| Youth Counselor | - | 1.00 | 0.75 | 0.75 |
| Justice Services Total | 2.12 | 23.12 | 25.75 | 25.75 |
| Library | | | | |
| Law Librarian | - | 1.00 | 1.00 | 1.00 |
| Library Total | - | 1.00 | 1.00 | 1.00 |
| Parks, Recreation, and Community Facilities | | | | |
| Project Management Analyst | 1.00 | 1.00 | 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 |
| Police | | | | |
| Administrative Program Support Assistant | - | 1.00 | 1.00 | 1.00 |
| Administrative Project Analyst | - | 1.00 | - | - |
| Assistant Communications Officer | - | - | 8.00 | 8.00 |
| Assistant Supervisor Communications Officer | 9.00 | 9.00 | - | - |
| Communications Officer I | 7.00 | 7.00 | 38.00 | 38.00 |
| Communications Officer II | 54.00 | 54.00 | 35.00 | 35.00 |
| Communications Officer Supervisor | 4.00 | 4.00 | 4.00 | 4.00 |
| Geographic Informations Systems | - | - | 1.00 | 1.00 |
| Master Police Officer | - | - | - | - |
| Operations Manager | - | - | - | - |
| Police Captain | - | 1.00 | 1.00 | 1.00 |
| Police Lieutenant | - | - | 2.00 | 2.00 |
| Police Officer I | 7.00 | 7.00 | 7.00 | - |
| Police Officer II | - | 2.00 | 2.00 | - |
| Police Officer III | - | 2.00 | 2.00 | - |
| Police Officer IV | - | 1.00 | 1.00 | - |
| Police Recruit | - | 2.00 | - | - |
| Program Manager | - | 1.00 | 1.00 | 1.00 |
| Police Sergeant | - | - | 2.00 | 2.00 |
| School Resource Officers | 5.00 | - | - | - |
| Systems Operations Analyst II | - | - | 1.00 | 1.00 |
| Police Total | 86.00 | 92.00 | 106.00 | 94.00 |

PERSONNEL COMPLEMENT

Special Funds

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Public Health | | | | |
| Administrative Coordinator I | 1.00 | - | - | - |
| Administrative Program Support Assistant | 1.00 | - | - | - |
| Community Services Representative | 2.00 | - | - | - |
| Customer Service Representative II | 4.00 | - | - | - |
| Fitness Instructor | 1.00 | - | - | - |
| Human Services Administrator | 1.00 | - | - | - |
| Human Services Coordinator | 1.00 | - | - | - |
| Nutritional Assistant | 4.50 | - | - | - |
| Nutritionist I | 3.50 | - | - | - |
| Nutritionist II | 2.00 | - | - | - |
| Office Specialist II | 2.00 | - | - | - |
| Outreach Case Manager | 2.00 | - | - | - |
| Outreach Case Manager I | 1.00 | - | - | - |
| Outreach Case Manager II | 2.00 | - | - | - |
| Public Health Nurse Case Manager | 6.00 | - | - | - |
| Public Information Representative | 2.00 | - | - | - |
| Social Worker (Resource Mothers) | 1.00 | - | - | - |
| Public Health Total | 37.00 | - | - | - |
| Public Works | | | | |
| Engineer III | 1.00 | - | - | - |
| Operations Manager | 2.00 | 1.00 | - | - |
| Parking Meter Shop Supervisor | 1.00 | - | - | - |
| Public Works Total | 4.00 | 1.00 | - | - |
| Retirement | | | | |
| Administrative Coordinator II | 1.00 | 1.00 | - | - |
| Administrative Services Coordinator III | 1.00 | 1.00 | - | - |
| Executive Assistant III | - | - | 1.00 | 1.00 |
| Executive Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Management Analyst II | - | - | 1.00 | 1.00 |
| Marketing & Public Relations Specialist | - | - | 1.00 | 1.00 |
| Office Assistant II | 1.00 | 1.00 | - | - |
| Office Support Specialist I | - | - | 1.00 | 1.00 |
| Retirement Accounting Manager | 1.00 | 1.00 | 1.00 | 1.00 |

PERSONNEL COMPLEMENT

Special Funds

| Agency and Job Class | Adopted FY2006 | Adopted FY2007 | Proposed FY2008 | Proposed FY2009 |
|--|-------------------|-------------------|--------------------|--------------------|
| Retirement (Continued) | | | | |
| Retirement Benefits Coordinator | 5.00 | 5.00 | 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 | 12.00 | 13.00 | 13.00 |
| Social Services | | | | |
| Administrative Program Support Assistant | 1.00 | 1.00 | 3.00 | 3.00 |
| Administrative Services Coordinator I | 1.00 | 3.00 | - | - |
| Benefit Program Specialist | 3.00 | 3.00 | - | - |
| Family Manager I | 3.00 | 3.00 | 3.00 | 3.00 |
| Family Manager II | 2.00 | 2.00 | 2.00 | 2.00 |
| Human Services Administrator | - | - | 1.00 | 1.00 |
| Human Services Coordinator I | - | - | 2.00 | 2.00 |
| Human Services Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Specialist II | 1.00 | 1.00 | - | - |
| Office Support Specialist II | 1.00 | 1.00 | 2.00 | 2.00 |
| Social Services Case Manager | 2.00 | 2.00 | 2.00 | 2.00 |
| Social Worker | 1.00 | 1.00 | 2.00 | 1.00 |
| Social Worker Supervisor | 1.00 | 1.00 | - | - |
| Social Services Total | 17.00 | 19.00 | 18.00 | 17.00 |
| Transportation | | | | |
| Office Support Specialist II | - | - | 0.50 | 0.50 |
| Transportation Total | - | - | 0.50 | 0.50 |
| Special Fund Total | 229.93 | 217.33 | 218.28 | 205.28 |

PERFORMANCE
MEASUREMENTS BY
AGENCIES

PERFORMANCE MEASURES

Presented below are performance measures for each department, including FY06 actual results and FY07 targets.

During FY08, the City's performance measurement effort will undergo a major revitalization with the implementation of the Mayor's Management Agenda (MMA.) The MMA is a strategic tool to measure, manage and communicate performance, thereby improving the organization's business results. The FY08 and FY09 objectives, measures and targets developed for the MMA will be presented in the Adopted Amendments to the Biennial Fiscal Plan for 2007 – 2008, which will be published in the spring of 2008.

PERFORMANCE MEASURES

Assessor

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|---|--|--------------------------|--------------------------|
| <i>Residential Property Assessments</i> | <i>To maintain an assessment to sales ratio of 95%</i> | 95.3% | 95% |
| <i>Residential Property Assessments</i> | <i>To maintain a coefficient of dispersion between 10% and 15%</i> | 15.7% | 15% |
| <i>Commercial Property Assessments</i> | <i>To maintain an assessment to sales ratio of 95%</i> | 98.4% | 95% |
| <i>Commercial Property Assessments</i> | <i>To maintain a coefficient of dispersion between 10% and 15%</i> | 9.5% | 15% |

Budget & Strategic Planning

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|---------------------------------------|--|--------------------------|--------------------------|
| <i>Budget Formulation</i> | <i>Achieve a balanced or surplus budget by year-end (Actual Revenue minus Actual Expenditures)</i> | \$7.4m | \$0 |
| <i>Strategic Performance Planning</i> | <i>Percent of actual expenditures forecasted year end to come within +/- 3 percent</i> | 0.3% | +/-3% |
| <i>Strategic Performance Planning</i> | <i>Percent of agencies' performance measures monitored and analyzed</i> | 95% | 95% |
| <i>Grants Writing Coordination</i> | <i>Percent of Grant applications awarded for City agencies</i> | 74% | 75% |

PERFORMANCE MEASURES

Chief Administrative Officer

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|--|---|--------------------------|--------------------------|
| <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> | N/A | 85% |

City Attorney

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|------------------------|--|--------------------------|--------------------------|
| <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> | 100% | 100% |
| <i>Legal Counsel</i> | <i>Percent of Risk Management Claims processed within 1 to 3 days of receipt</i> | 100% | 100% |
| <i>Legal Counsel</i> | <i>Percent of Civil Cases opened versus number of cases closed</i> | 73% | 80% |
| <i>Legal Counsel</i> | <i>Percent of Code Enforcements Cases opened versus number of cases closed</i> | 57% | 80% |
| <i>Legal Counsel</i> | <i>Percent of City Council Ordinances, Resolutions and Legal Opinions prepared within the prescribed timeframe</i> | 100% | 100% |

PERFORMANCE MEASURES

City Auditor

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|--|--|--------------------------|--------------------------|
| <i>Internal Audit</i> | <i>Percent of audits completed per the audit plan adjusted for special requests</i> | 67% | 85% |
| <i>Internal Audit</i> | <i>Percent of all open audit recommendations implemented by agencies</i> | 76% | 70% |
| <i>Internal Audit</i> | <i>Percent of audit recommendations implemented by agencies within one-year of audit</i> | 78% | 75% |
| <i>Internal Audit</i> | <i>Percent of historical recommendations issued by agencies</i> | 72% | 45% |
| <i>Administration of the External Audit Contract</i> | <i>Meet targeted date for sign-off City-Wide Financial Statements</i> | 12-10-06 | 10-30-07 |

Community Development

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|--|--|--------------------------|--------------------------|
| <i>Building Construction and Land Development Regulation</i> | <i>Percent of customers rating Permits and Inspections services as good or better</i> | 89.5% | 85% |
| <i>Codes Compliance</i> | <i>Properties brought into compliance within established time frames</i> | 10,415 | 8,000 |
| <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> | 4.32 | 3.75 |

PERFORMANCE MEASURES

Community Development

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|--|---|--------------------------|--------------------------|
| <i>Housing and Neighborhood Preservation</i> | <i>Evaluate alternatives for 400 vacant buildings per year</i> | 315 | 400 |
| <i>Housing and Neighborhood Preservation</i> | <i>Percent of permits issued within five working days based on 80% staffing</i> | 70% | 70% |
| <i>Building Construction and Land Development Regulation</i> | <i>Percent of inspections completed within one working day of the requested day</i> | 96% | 90% |

Economic Development

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|---|---|--------------------------|--------------------------|
| <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> | 134 | 160 |
| <i>Business and Project Development</i> | <i>Number of new jobs created in the City</i> | 772 | 1,500 |
| <i>Business and Project Development</i> | <i>Amount of new business investment in the City</i> | \$95.7m | \$50m |
| <i>17th Street Farmers' Market</i> | <i>Number of annual visitors to the 17th Street Market</i> | 40,861 | 70,000 |
| <i>Neighborhood Development</i> | <i>Number of neighborhood businesses retained and recruited through the CARE, NIB, and Growth the Ward program</i> | 89 | 70 |

PERFORMANCE MEASURES

Finance

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|-----------------------------|--|--------------------------|--------------------------|
| <i>Financial Management</i> | <i>Maintenance or improvement of current bond rating</i> | Maintained | Maintain or Improve |
| <i>General Accounting</i> | <i>Receipt of Unqualified Audit Opinion</i> | Yes | Yes |
| <i>Disbursements</i> | <i>Percent of checks issued within 15 days of documentation received</i> | 90% | 85% |
| <i>Revenue Collections</i> | <i>Actual revenue collected as percent of budgeted revenue</i> | 98.4% | 100% |
| <i>Revenue LATA</i> | <i>Percent of bills mailed within 14 days of due date</i> | 100% | 100% |
| <i>General Accounting</i> | <i>Percent of reconciliations completed within 45 days after month end</i> | 90% | 90% |
| <i>Revenue Collections</i> | <i>Percent of each day's receipts deposited within one business day</i> | 90% | 90% |

Fire

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|------------------------|---|--------------------------|--------------------------|
| <i>Fire Prevention</i> | <i>Number of fire related deaths</i> | 3 | 0 |
| <i>Fire Prevention</i> | <i>Percent of inspections conducted within prescribed time frames</i> | 100% | 99% |
| <i>Fire Prevention</i> | <i>Number of community programs coordinated and participated in</i> | 465 | 598 |

PERFORMANCE MEASURES

Fire

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|-------------------------|---|--------------------------|--------------------------|
| <i>Fire Training:</i> | <i>Percent of sworn Fire personnel attending or participating in training</i> | 100% | 100% |
| <i>Fire Training:</i> | <i>Percent of Fire Recruits completing training</i> | 100% | 100% |
| <i>Fire Training:</i> | <i>Number of Customer Service Academies conducted</i> | 2 | 4 |
| <i>Fire Suppression</i> | <i>Percent of incidents responded to within 4 minutes</i> | 40% | 85% |
| <i>Fire Suppression</i> | <i>Number of responses to emergency incidents</i> | 27,940 | 33,246 |
| <i>Fire Suppression</i> | <i>Number of Home Safety Survey visits annually</i> | 221 | 2,500 |
| <i>Fire Admin.</i> | <i>Percent of program and departmental annual outcomes accomplished</i> | 98% | 97% |

General Registrar

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual 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% |

PERFORMANCE MEASURES

General Registrar

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|--|--|--------------------------|--------------------------|
| <i>Electoral Board and Office of the General Registrar</i> | <i>Voter Registration Transactions</i> | 32,062 | 35,648 |
| <i>Electoral Board and Office of the General Registrar</i> | <i>Registered Voters</i> | 101,716 | 101,000 |
| <i>Electoral Board and Office of the General Registrar</i> | <i>Average Cost per Election Conducted</i> | \$106,635 | \$95,000 |
| <i>Electoral Board and Office of the General Registrar</i> | <i>Elections Conducted</i> | 2 | 2 |

Human Resources

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|--|--|--------------------------|--------------------------|
| <i>Employee Relations</i> | <i>Percent of employee grievances resolved before passing from management control</i> | 54% | 85% |
| <i>Benefits Administration</i> | <i>Percent of eligible employees electing medical coverage</i> | 77% | 80% |
| <i>Benefits Administration</i> | <i>Percent of employees surveyed rating benefits as good or excellent</i> | N/A | 80% |
| <i>Classification and Compensation</i> | <i>Percent of job classes evaluated annually and found to be within market</i> | 91% | 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> | N/A | 80% |
| <i>Recruitment, Selection, and Retention</i> | <i>Percent of customers rating Recruitment and Selection services as good or excellent</i> | N/A | 80% |

PERFORMANCE MEASURES

Human Resources

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|--|--|---------------------------------|---------------------------------|
| <i>Classification and Compensation</i> | <i>Number of occupied positions requesting reclassification</i> | 44 | 30 |
| <i>Classification and Compensation</i> | <i>Percent of salary surveys completed within 30 days</i> | 93% | 85% |
| <i>Training and Development</i> | <i>Percent of employee performance reviews that were completed on schedule</i> | 93% | 95% |

Information Technology

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|--|---|---------------------------------|---------------------------------|
| <i>Administration</i> | <i>Percent of program and departmental annual outcomes accomplished</i> | N/A | 90% |
| <i>Systems Engineering</i> | <i>Percent of uptime all systems are operational</i> | N/A | 99% |
| <i>Applications Development</i> | <i>Percent of systems developed and maintained in accordance with established performance standards</i> | N/A | 95% |
| <i>Computer Operations</i> | <i>Percent of operational services delivered on schedule</i> | N/A | 99% |
| <i>Telecommunications and Network Team</i> | <i>Percent of Uptime</i> | N/A | 99% |
| <i>Systems Engineering</i> | <i>Percent of Effectiveness Measures met or exceeded for Help Desk Problem Calls</i> | N/A | 95% |
| <i>Systems Engineering</i> | <i>Percent of Effectiveness Measures met or exceeded for Infrastructure Support</i> | N/A | 99% |
| <i>Applications Development</i> | <i>Percent of Effectiveness Measures met or exceeded for Help Desk Problem Calls</i> | N/A | 100% |

PERFORMANCE MEASURES

Information Technology

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|--|---|--------------------------|--------------------------|
| <i>Applications Development</i> | <i>Percent of Effectiveness Measures met or exceeded for Information Service Requests</i> | N/A | 90% |
| <i>Computer Operations</i> | <i>Percent of Effectiveness Measures met or exceeded for Infrastructure Support</i> | N/A | 99% |
| <i>Computer Operations</i> | <i>Percent of Effectiveness Measures met or exceeded for Help Desk Calls Dispatched</i> | N/A | 100% |
| <i>Telecommunications and Network Team</i> | <i>Percent of Effectiveness Measures met or exceeded for Help Desk Problem Calls</i> | N/A | 90% |
| <i>Telecommunications and Network Team</i> | <i>Percent of Effectiveness Measures met or exceeded for Work Order Requests</i> | N/A | 92% |
| <i>Telecommunications and Network Team</i> | <i>Percent of Effectiveness Measures met or exceeded for Telecom Systems Infrastructure Support</i> | N/A | 99% |

Justice Services

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|-----------------------------|---|--------------------------|--------------------------|
| <i>Community Monitoring</i> | <i>Percent of clients achieving "fair" or "higher" for their performance goals</i> | 82% | 75% |
| <i>Community Service</i> | <i>Percent of clients who complete their court ordered service hours within prescribed timeframes</i> | 86% | 90% |
| <i>Family Ties</i> | <i>Percent of clients achieving "fair" or "higher" for their performance goals</i> | 74% | 75% |
| <i>Diversion services</i> | <i>Number of truant students who are returned to school with a service plan and follow-up support</i> | 1,573 | 2,000 |

PERFORMANCE MEASURES

Justice Services

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|-------------------------|--|--------------------------|--------------------------|
| <i>Secure Detention</i> | <i>Number of youth provided safe and secure housing while awaiting trial</i> | 830 | 900 |

Library

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|--|--|--------------------------|--------------------------|
| <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> | N/A | 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> | N/A | 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> | N/A | 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> | N/A | 80% |
| <i>Adult and Family Services</i> | <i>Number of visitors to the main library subject departments</i> | 210,346 | 195,000 |
| <i>Children and Family Services</i> | <i>Number of students using after school library assistance</i> | 896 | 5,000 |
| <i>Children and Family Services</i> | <i>Number of children's books circulated</i> | 201,234 | 75,000 |
| <i>Children and Family Services</i> | <i>Number of children/teens enrolled in the summer reading program</i> | 777 | 1,300 |

PERFORMANCE MEASURES

Library

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|---------------------------------|--|--------------------------|--------------------------|
| <i>Overall Library Services</i> | <i>Number of public access computer sessions used by Library customers</i> | 178,265 | 180,000 |
| <i>Overall Library Services</i> | <i>Number of library materials borrowed</i> | 693,343 | 700,000 |
| <i>Overall Library Services</i> | <i>Number of library visitors</i> | 732,658 | 730,000 |
| <i>Children/Family Services</i> | <i>Number of Children's Programs</i> | 1,857 | 1,874 |
| <i>Children/Family Services</i> | <i>Number of Children Attending Programs</i> | 46,247 | 46,566 |

*Estimate

Mayor's Office

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

PERFORMANCE MEASURES

Minority Business Development

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|--------------------------------------|--|---------------------------------|---------------------------------|
| <i>Minority Business Development</i> | <i>Number of new minority firms registered with the City</i> | 122 | 5% increase |
| <i>Minority Business Development</i> | <i>Dollar value of minority firms contracts awarded to minority subcontractors</i> | \$7.1M | 2% increase |

Office of Deputy CAO for Human Services

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|-----------------------------------|--|---------------------------------|---------------------------------|
| <i>Administration</i> | <i>Increase in customer satisfaction across the portfolio</i> | Baseline | 10% |
| <i>Administration</i> | <i>Increase in grant funding to improve human services initiatives</i> | Baseline | 20% |
| <i>Vision 2020 Implementation</i> | <i>Increase the number of contacts for information made by senior and disabled client.</i> | Baseline | 20% |
| <i>Vision 2020 Implementation</i> | <i>Increase access to family life education and adolescent health services</i> | Baseline | 10% |
| <i>Vision 2020 Implementation</i> | <i>Increase the number of individuals participating in parent education workshops</i> | Baseline | 10% |
| <i>Hispanic Liaison Office</i> | <i>Increase awareness and accessibility of City services by Latino residents.</i> | Baseline | 20% |
| <i>Hispanic Liaison Office</i> | <i>Increase the number of City documents translated into Spanish</i> | Baseline | 20% |

PERFORMANCE MEASURES

Office of Deputy CAO for Human Services

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|--|---|--------------------------|--------------------------|
| <i>Youth and Workforce Development</i> | <i>Increase the number of private sector summer job slots</i> | <i>Baseline</i> | <i>20%</i> |

Parks, Recreation & Community Facilities

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|--------------------------------------|---|--------------------------|--------------------------|
| <i>Administration</i> | <i>Percent of departmental and administration annual outcomes accomplished</i> | <i>80%</i> | <i>100%</i> |
| <i>Park Maintenance</i> | <i>Percent of customers who rate parks maintenance as good to excellent</i> | <i>85%</i> | <i>100%</i> |
| <i>Infrastructure Maintenance</i> | <i>Percent of parks infrastructure rated in satisfactory condition</i> | <i>80%</i> | <i>100%</i> |
| <i>Hickory Hill Community Center</i> | <i>Percent of customers rating programs and amenities at the center as good or excellent</i> | <i>90%</i> | <i>100%</i> |
| <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> | <i>80%</i> | <i>100%</i> |
| <i>Special Recreation Services</i> | <i>Percent of participants rating recreation programs as good or excellent</i> | <i>97%</i> | <i>100%</i> |
| <i>General Recreation</i> | <i>Percent of participants rating recreation programs as good or excellent</i> | <i>90%</i> | <i>100%</i> |
| <i>James River Parks</i> | <i>Percent of customers who rate James River Park maintenance and amenities as good-to-excellent</i> | <i>80%</i> | <i>100%</i> |

PERFORMANCE MEASURES

Parks, Recreation & Community Facilities

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|-------------------------------|---|---------------------------------|---------------------------------|
| <i>Marketing</i> | <i>Percent of customers who rate department communications as good to excellent</i> | 85% | 100% |
| <i>Cultural Arts</i> | <i>Percent of cultural program participants rating the service as good or excellent</i> | 85% | 100% |

Police

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|---|---|---------------------------------|---------------------------------|
| <i>Personnel</i> | <i>Reduce RPD's vacancy rate to 10% annually</i> | N/A | 5% |
| <i>Detective Services</i> | <i>Percent of cases cleared</i> | N/A | 80% |
| <i>Financial Management</i> | <i>Percent of all departmental organizations ending the fiscal year in a balance position</i> | N/A | 100% |
| <i>Records and Technology</i> | <i>Percent of data available to officers, staff, and public within 24 hours</i> | N/A | 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% |
| <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 | 95% |
| <i>Training</i> | <i>Number of training class hours officers attend during a fiscal year</i> | N/A | 1,300 |
| <i>Field Services</i> | <i>Percent of all Emergency calls for service that are responded to within 7 minutes</i> | N/A | 100% |

PERFORMANCE MEASURES

Press Secretary's Office

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual 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> | N/A | 80% |
| <i>Communications, Media Relations and Marketing</i> | <i>Percent of publications produced on schedule</i> | 100% | 100% |
| <i>Communications, Media Relations and Marketing</i> | <i>Percent of City-related media stories covered</i> | 100% | 100% |
| <i>Communications, Media Relations and Marketing</i> | <i>Percent of presentations evaluated as "good" or above</i> | 100% | 100% |
| <i>Communications, Media Relations and Marketing</i> | <i>Percent of marketing plan activities completed</i> | 100% | 100% |

Procurement Services

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|--------------------------------|---|---------------------------------|---------------------------------|
| <i>Solicitation Processing</i> | <i>Percent of bids/proposals processed within established cycle time</i> | 80% | 85% |
| <i>Contract Administration</i> | <i>Percent of City procurement contracts in compliance with applicable policies and regulations</i> | 98% | 98% |
| <i>Solicitation Processing</i> | <i>Percent of persons receiving training rating the training as good or excellent</i> | 75% | 75% |
| <i>Contract Administration</i> | <i>Percent of contracts renewed before expiration</i> | 90% | 95% |
| <i>Contract Administration</i> | <i>Percent of contract protests favorably resolved</i> | 80% | 85% |

PERFORMANCE MEASURES

Public Utilities

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|-------------------------------|---|---------------------------------|---------------------------------|
| <i>Natural Gas</i> | <i>Average cost to repair gas leaks</i> | \$2,776 | \$2,443 |
| <i>Natural Gas</i> | <i>Percent of gas meters with accurate readings</i> | 99.9% | 99.9% |
| <i>Natural Gas</i> | <i>Average cost per foot to install gas mains</i> | \$21.09 | \$22.36 |
| <i>Water</i> | <i>Percent of days meeting demand and in compliance with potable water regulatory standards</i> | 100% | 100% |
| <i>Water</i> | <i>Average cost to repair water main and water services leak</i> | \$1,208 | \$1,762 |
| <i>Water</i> | <i>Average cost to replace water mains</i> | \$26.05 | \$21.85 |
| <i>Water</i> | <i>Average cost to replace water services</i> | \$1,356 | \$1,500 |
| <i>Water</i> | <i>Percent of water meters with accurate readings</i> | 99.9% | 99.9% |
| <i>Wastewater</i> | <i>Operating and maintenance costs per millions of gallons per day treated</i> | \$323.41 | \$351.67 |
| <i>Wastewater</i> | <i>Average cost per foot to rehab sanitary sewer main</i> | \$128.81/ft | \$77.67/ft |
| <i>Electric Light</i> | <i>Average installation cost for street light (non-ornamental)</i> | \$1,293 | \$1,304 |
| <i>Electric Light</i> | <i>Average cost to repair or replace a street light</i> | \$106 | \$112 |

PERFORMANCE MEASURES

Public Works

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|--|---|---------------------------------|---------------------------------|
| <i>Facilities Management</i> | <i>Percent of customers who rate facility related services as good or excellent</i> | 87% | 85% |
| <i>Solid Waste Management</i> | <i>Percent of customers who rate solid waste management as good or excellent</i> | No survey | 85% |
| <i>Develop Transportation Systems</i> | <i>Construction Project Cost Growth ((Final Cost-Initial Cost)/Initial Cost) X 100 (Initial Target: 7%)</i> | 5.5% | 7% |
| <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> | 97% | 40% |
| <i>Administration</i> | <i>Percent of calls answered within 12 seconds</i> | 97% | 98% |
| <i>Facilities Management</i> | <i>Percent of maintenance work orders completed on schedule</i> | 55% | 85% |
| <i>Surface Cleaning</i> | <i>Street Cleaning - Lane miles of streets swept</i> | 20,363 | 24,000 |
| <i>Surface Cleaning</i> | <i>Percent of street sweeping routes completed on schedule</i> | 99% | 99% |
| <i>Surface Cleaning</i> | <i>Leaf Collection - Tons of leaves removed from City streets</i> | 15,800 | 15,500 |
| <i>Surface Cleaning</i> | <i>Cost per ton of leaves collected</i> | \$72.52 | \$67.00 |
| <i>Surface Cleaning</i> | <i>Percent of leaf collection routes completed on schedule</i> | 93% | 95% |
| <i>Maintain Transportation</i> | <i>Lane miles of pavement maintained</i> | 195 | 175 |
| <i>Maintain Transportation</i> | <i>Miles of sidewalk maintained</i> | 7.5 | 3.5 |
| <i>Transportation Services</i> | <i>Number of parking tickets issues</i> | 107,906 | 100,000 |

PERFORMANCE MEASURES

Public Works

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|---|---|--------------------------|--------------------------|
| <i>Grounds Management</i> | <i>Percent of locations maintenance on schedule</i> | 80% | 95% |
| <i>Geographic Information Systems (GIS)</i> | <i>Data hours of development and editing</i> | 1,500 | 2,100 |
| <i>Employee Trip Reduction Program</i> | <i>Percent of Employees Enrolled</i> | 23% | 23% |
| <i>Parking Management</i> | <i>Percent of parking revenue increased</i> | 16% | 5% |
| <i>Public Transportation</i> | <i>Percent of total ridefinders increased</i> | 90% | 2% |
| <i>Printing Services</i> | <i>Percent of customers who rate printing services as good or excellent</i> | 90% | 90% |
| <i>Mail Services</i> | <i>Percent of customers who rate mail services as good or excellent</i> | 90% | 90% |
| <i>Animal Control</i> | <i>Percent of calls responded to in a timely and appropriate manner</i> | 85% | 90% |
| <i>Animal Control</i> | <i>Percent of placement of adoptable animals</i> | 61% | 25% |

Real Estate Services

| Agency Programs | Program Measures | Actual FY2006 | Target FY2007 |
|-----------------------------|--|--------------------------|--------------------------|
| <i>Real Estate Services</i> | <i>Amount of revenue generated from sales and leases</i> | \$1,395,459 | \$500,000 |
| <i>Real Estate Services</i> | <i>Percent of acquisitions initiated and completed within specified time frame</i> | 90% | 90% |
| <i>Real Estate Services</i> | <i>Number of tax delinquent properties sold and returned to the tax rolls</i> | 85 | 140 |

PERFORMANCE MEASURES

Real Estate Services

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|-------------------------------|---------------------------------------|---------------------------------|---------------------------------|
| <i>Real Estate Services</i> | <i>Cost per acquisition completed</i> | 15% | 15% of project acquisition cost |

Sheriff & Jail

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|-------------------------------|---|---------------------------------|---------------------------------|
| <i>Jail Administration</i> | <i>Percent of Administration and departmental annual outcomes accomplished</i> | 100% | 100% |
| <i>Jail Operations</i> | <i>Investigated and cleared all inmate-on-inmate assault reports within ten working days</i> | 98% | 100% |
| <i>Jail Human Services</i> | <i>Meet State recreation standards for inmates at all times (unless restrictions prohibit doing so)</i> | 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% |
| <i>Jail Operations</i> | <i>Classify all inmates within 72 hours of arraignment</i> | 98% | 100% |
| <i>Jail Human Services</i> | <i>Increase the number of inmates completing GED requirements by 5 percent</i> | 8% | 5% |
| <i>Court Administration</i> | <i>Increase the level of training/ cross training and certifications held by deputies and supervisors</i> | 5 | 12 |

PERFORMANCE MEASURES

Social Services

| <i>Agency Programs</i> | <i>Program Measures</i> | <i>Actual FY2006</i> | <i>Target FY2007</i> |
|-----------------------------------|--|--------------------------|--------------------------|
| <i>Adoption</i> | <i>Percent of children achieving permanency through adoption</i> | 12.5% | 15% |
| <i>Child Protective Services</i> | <i>Percent of families receiving no additional abuse complaints 90 days after initial investigation by Child Protective Services</i> | 97% | 97% |
| <i>Comprehensive Services Act</i> | <i>Percent of state performance standards achieved</i> | 0 | 50% |
| <i>Adult Protective Services</i> | <i>Percent of cases with no additional complaints 90 days after interventions are provided</i> | 95% | 96% |
| <i>VIEW</i> | <i>Percent of participants enrolled in work activities within 30 days</i> | 74% | 75% |
| <i>VIEW</i> | <i>The percent of VIEW customers who remain employed for at least three months after their initial employment date</i> | 65% | 75% |
| <i>VIEW</i> | <i>Average monthly wage for a VIEW participant</i> | \$1,070 | \$ 946 |
| <i>VIEW</i> | <i>The percent of employed customers enrolled in the VIEW program (VIEW Percent Employed)</i> | 65% | 50% |
| <i>Adoption</i> | <i>Average time (years) children are in Adoption Unit</i> | 1.3 | 1.1 |
| <i>Adoption</i> | <i>Percent of adoptive home placements with no disruptions</i> | 95% | 97% |
| <i>Child Protective Services</i> | <i>Percent of investigations completed within 45 days</i> | 97% | 97% |
| <i>Comprehensive Services Act</i> | <i>Cost per child served</i> | \$24,448 | \$26,000 |
| <i>Comprehensive Services Act</i> | <i>Percent of Medicaid eligible cases (residential, therapeutic foster care, group homes) authorized for Medicaid funding upon admission</i> | 90% | 95% |

APPENDICES

DEMOGRAPHICS

| <u>Year</u> | <u>Population</u> | <u>Municipal Employees</u> | <u>School Enrollment</u> | <u>Unemployment Rate</u> |
|-------------|-------------------|----------------------------|--------------------------|--------------------------|
| 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 | 8,499 | 26,136 | 6.2 |
| 2003-04 | 195,300 | 8,269 | 25,372 | 6.1 |
| 2004-05 | 195,300 | 8,464 | 25,069 * | 6.4 |
| 2005-06 | 193,777 | 8,526 | 24,733 * | 5.6 |
| 2006-07 | 192,490 | 8,515 | 24,247 * | 2.8 ** |
| 2007-08 | 192,490 | 8,493 | 23,987 * | 2.8 ** |
| 2008-09 | 192,490 | 8,492 | 23,987 * | 2.8 ** |

*Enrollment Figures included Pre-Kindergarten

**Unemployment Rate as of December 2006
Virginia Employment Commission

Statistics

Ethnicity:

56% African American Alone
41% White Alone
1% Asian Alone
2% Other and two or more races
(2005, Weldon Cooper Center,
www.coopercenter.org)

Median Age:

34 Years (2005 Virginia Economic
Development Partnership)

Civilian Labor Force:

100,044 (Updated December 2005,
Virginia Employment Commission)

Registered Voters:

101,716 (December 2006, City General
Registrar)

Assessed Value:

\$16.7 billion (January 1, 2006, City
Assessor)

Total Construction Value:

\$628,904,232 (2005-06 Department of
Community Development)

Taxable Sales:

\$2,099,959,966 (2005, Virginia
Department of Taxation)

Per Capita Household Income:

\$36,638 (2004 Kid's Count,
www.vakids.org)

Median Household Income:

\$31,620 (2003 Census Bureau,
www.census.gov)

TAX RATES

Real Estate

| | |
|-----------|--------------------------------------|
| \$1.25 | per \$100 Assessed Value - 2007-2008 |
| \$1.29 | per \$100 Assessed Value - 2006 |
| \$1.33 | per \$100 Assessed Value - 2005 |
| \$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 |

Tangible Personal Property

| | |
|--------|--------------------------------------|
| \$3.70 | per \$100 Assessed Value - 1992-2008 |
| \$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 - 1992-2008 |
| \$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

Commercial Electric

\$2.75 plus \$.016462 per kilowatt hour

Industrial Electric

\$2.75 plus .11952 per kilowatt hour

TAX RATES

Utility Consumers' Tax (continued)

Residential Gas

\$1.78 plus \$.10091 per 100 CCF not to exceed \$4.00 per month

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

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

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

TAX RATES

Sales Tax

4 % State and 1% Local - 2006-2008
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

Lodging Tax

A tax of 8% of the charge made for each room rented by a transient in a hotel or motel, which directly supports the 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.

Amendment- Any change to the revenue and/or expenditure of a previously adopted budget. Amendments may be recommended by the mayor or City Council. The director of finance must certify that the city has the required funds for each amendment. Amendments are considered by City Council and approved (adopted) or rejected by a minimum of six affirmative votes.

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.

GLOSSARY

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.

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.

Effectiveness Measure – Effectiveness measures address service quality and/or timeliness.

Efficiency Measure – Efficiency measures express the ratio of inputs to outputs, or how well the program converts inputs to outputs. They are often expressed as unit costs.

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.

GLOSSARY

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.

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.

GLOSSARY

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.

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.

Program Outcome Measure – Program Outcome Measures are used to capture the performance of programs. They describe the impact of a program, benefits or changes for participants resulting from program activities or the ultimate benefit provided to customers by a program. They address the issue of *why* funding and staff has been provided to the program.

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).

GLOSSARY

Veto – The Mayor may veto any amendment(s) made by City Council to the Mayor’s budget as originally submitted to City Council. The Mayor must indicate his or her intention to veto the amendment(s) within 14 days of the date that City Council takes action on the amendment(s).

Veto Over-ride – City Council may over-ride the Mayor’s veto of budget amendments by means of a vote to do so with a two-thirds majority. Over-rides must be done within 14 days of receipt of the Mayor’s vetoes.

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.

NOTES

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