

FISCAL YEAR 2008-2009
ADOPTED

City of Charlottesville Operating & Capital Budget

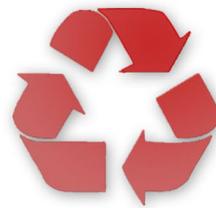


*A Great Place to Live
for All of Our Citizens*

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CITY OF CHARLOTTESVILLE
"A World Class City"

Office of The City Manager

P.O. Box 911 • Charlottesville, Virginia 22902
Telephone (434) 970-3101
Fax (434) 970-3890
www.charlottesville.org



July 1, 2008

Mayor and Members of City Council
City Hall
Charlottesville, VA 22902

Dear Mayor and Council:

I am proud to present the City Council Adopted Fiscal Year 2008-2009 City Budget, a total operating budget of **\$127,375,145**, a **4.27%** increase over the current year's budget. In addition to this, there is a designated portion of the budget, totaling \$13,617,376, which is funded from specific revenue sources, such as school funding for pupil transportation and building maintenance, City/County Revenue Sharing funds for the Capital Improvement Program, Equipment Replacement Fund and the Facilities Repair Fund, and a portion of Meals Tax revenue (1-cent) designated for Debt Service.

The adopted budget first and foremost moves Council's Strategic Vision forward, focusing on education, affordable housing, environmental sustainability, youth recreation and other quality services to the community. The FY 2008-2009 Budget also serves as a blueprint for the upcoming year, frames the City's future fiscal picture and continues to be presented in a format that details City services and programs in terms of costs, in a manner that is easy to read and understand. Actual cost allocations are shown in the individual departmental budgets. Finally, this budget is a work plan of objectives to be accomplished over the coming year.

FY 2008-2009 - Funding City Council's Course and Vision for the City

The FY 2009 Adopted Budget, like the FY 2008 Adopted Budget, continues to reflect many of the priorities found in the **City Council 2025 Vision for the City**. And, refinement continues to occur as City staff works with departments in developing business plans and performance measures that support this strategic Vision. These performance measures will measure success and progress of strategic initiatives and serve as useful tools that will support critical budget and resource allocation decisions that will need to be made.

2025 Vision for the City

Charlottesville: A Great Place to Live for All of Our Citizens

- A leader in innovation, environmental sustainability, and social and economic justice
- Flexible and progressive in anticipating and responding to the needs of our citizens
- Cultural and creative capital of Central Virginia

Under this vision, eight broad goal areas have been developed. The FY 2009 Council Adopted Budget supports each of these goal areas in several ways:

1. Economic Sustainability

Our community has an effective workforce development system that leverages the resources of the University of Virginia, Piedmont Virginia Community College, and our excellent schools to provide ongoing training and educational opportunities to our residents. We have a business-friendly environment in which employers provide well-paying, career-ladder jobs and residents have access to small business opportunities. The Downtown Mall, as the economic hub of the region, features arts and entertainment, shopping, dining, cultural events, and a vibrant City Market. The City has facilitated the development of significant infill commercial and mixed use sites within the City.

- Continues to support local economic development non-profits, including the Thomas Jefferson Regional Partnership for Economic Development and the Planning District Commission.
- Significantly expands, at a cost of \$63,242, the Summer Youth Internship Program for a second summer to provide 60 students, aged 14-18, with an opportunity to work and be exposed to job settings in City departments, City schools and various non-profit agencies.
- Supports workforce development initiatives in economic development.
- In partnership with other local public and private employers, this budget strengthens the City's ongoing commitment to attracting and maintaining a diverse workforce, by infusing an additional \$5,000 in funding, by reaching out to potential job applicants and communicating the attractiveness of Charlottesville as an ethnically, culturally and socially diverse community with strong commitments to a high quality of life for all members of the community.

2. A Center For Lifelong Learning

In Charlottesville, the strength of our education is measured not by the achievements of our best students, but by the successes of all our students. Here, an affordable, quality education is cherished as a fundamental right, and the community, City schools, Piedmont Virginia Community College and the University of Virginia work together to create an environment in which all students, and indeed all citizens, have the opportunity to reach their full potential.

- Continues strong support for the City schools, in the form of a total increase in funding of \$1,440,922, a 3.76% increase over FY 2008.
- Funds the City School's capital improvement program at \$1.94 M, and an additional \$150,000 to replace lighting at the girls' softball field during FY 2009.
- Supports local and regional non profit agencies dedicated to providing a wide range of educational opportunities for all ages, totaling \$1.6 million.
- Funds a new program at Computers for Kids, Computer Clubhouse, in the amount of \$15,000.
- Funds a new program, then African American Teaching Fellows, in the amount of \$7,500. This group provides scholarships for African American teachers to receive their teaching degree and become effective teachers within the City school system.

3. Quality Housing Opportunities for All

Our neighborhoods retain a core historic fabric while offering housing that is affordable and attainable for people of all income levels, life stages, and abilities. Our neighborhoods feature a variety of housing types, including higher density, pedestrian and transit-oriented housing at employment and cultural centers. We have revitalized public housing neighborhoods that include a mixture of income and housing types and enhanced community amenities. Our housing stock is connected with recreation facilities, parks, trails, and services.

- Continues funding for the Charlottesville Affordable Housing Investment Program, \$1.4 M in FY 2009 and \$1 M in future years, to meet the housing challenges facing our residents by dedicating, consolidating and expanding financial support for the preservation and production of affordable housing in our community.
- Maintains current Tax and Rent Relief for the Elderly programs with a total budget of over \$789,000.
- Increases the house value limit for the Charlottesville Tax Grant Relief Program to \$365,000, and the grant amounts to \$375 for those earning between \$25,000 and \$50,000 and \$525 for those earning less than \$25,000.

4. C'Ville Arts and Culture

Our community has world-class performing, visual, and literary arts reflective of the unique character, culture, and diversity of Charlottesville. Charlottesville cherishes and builds programming around the evolving research and interpretation of our historic heritage and resources. Through City partnerships and promotion of festivals, venues, and events, all have an opportunity to be a part of this thriving arts, cultural, and entertainment scene.

- Supports various arts and culture non profit agencies and area festivals, including a new festival, Festival of the Photograph. Many of these festivals also receive in-kind services from the City during their respective events.

- Provides additional funding to the Municipal Band, \$15,000, so that they may hold future City performances at The Paramount Theatre.
- Provides additional funds to the Piedmont Council for the Arts allowing them to increase their online art resource efforts, improving strategic partnership for arts and culture and increasing cultural tourism promotion.
- Fully funds the Charlottesville/Albemarle Convention and Visitors Bureau and their mission of promoting the region's culture, heritage and history.

5. A Green City

Charlottesville citizens live in a community with a vibrant urban forest, tree-lined streets, and lush green neighborhoods. We have an extensive natural trail system, along with healthy rivers and streams. We have clean air and water, we emphasize recycling and reuse, and we minimize storm-water runoff. Our homes and buildings are sustainably designed and energy efficient.

- Fully funds next year's needs and puts funds aside for the environmental remediation of the Ivy Landfill, total funding of \$1.5 M.
- Continues citywide effort to purchase hybrid and other alternative fuel vehicles whenever possible.
- Continues funding neighborhood and emergency draining projects in the amount of \$275,000 in FY 2009 in the capital budget.
- Continues investment in energy efficient buildings that will produce long term savings and sustainability.
- Fully funds the City's membership, at \$10,000 each, into the Thomas Jefferson Soil and Water Conservation District and Steamwatch.

6. America's Healthiest City

All residents have access to high-quality health care services. We have a community-wide commitment to personal fitness and wellness, and all residents enjoy our outstanding recreational facilities, walking trails, and safe routes to schools. We have a strong support system in place for families and for the elderly and disabled. Our emergency response system is among the nation's best.

- Continues funding of an EMS/ambulance service, at reduced staffing levels from the FY 2008 budget, with a total budget of \$752,925, which will supplement the important and high quality volunteer EMS services provided by the Charlottesville Albemarle Rescue Squad (CARS). This will be paired with a billing system in order to re-coup a portion of the cost of the operations (projected revenue for FY 2009 is \$414,375).
- By partnering the Health Department and Parks and Recreation, funds a community health program which will provide an opportunity for all citizens to learn about and develop habits in moving towards healthy lifestyles.
- Expands Parks and Recreation youth and family programs that encourage physical fitness, including summer camp and after school youth programs, a Lewis and Clark Summer Camp Program that will focus on arts/crafts and

native American cultural activities, a mobile aerobic group cycle program and a family camp-in at a local park.

- Increases operational hours at the Key and Carver Recreation Centers.
- Continues funding in the capital improvement program for trails and greenway development, tree preservation and planting, and parks and schools playgrounds.
- Funds area non profit agencies focused on providing services to children, youth and families, totaling over \$3.36 M.
- Continues to experience the benefits of progressive health and wellness initiatives offered to City employees with only a 2% increase in the health care premium cost to the City and enrolled employees.

7. A Connected Community

The City of Charlottesville is part of a comprehensive, regional transportation system that enables citizens of all ages and incomes to easily navigate our community. An efficient and convenient transit system supports mixed use development along our commercial corridors, while bike and pedestrian trail systems, sidewalks, and crosswalks enhance our residential neighborhoods. A regional network of connector roads helps to ensure that residential neighborhood streets remain safe and are not overburdened with cut-through traffic.

- Provides funding for expanded transit system service, at an additional cost to the City of \$380,000. This expanded service will add several new routes and services to the existing routes: **New Route 6** - Service between Downtown, Ridge Street, and UVA Hospital; **New Route 3** – Service between Downtown and Belmont; **New Route 9** - Service between Downtown, 10th & Page, UVA, Rose Hill Drive, Greenleaf, and CHS; **New Route 8** – Service between Downtown and Kmart via Preston Avenue and including service to Barracks Road Shopping Center; **Route 5 Night Service (funded by Albemarle County)** - Service between Barracks Road Shopping Center and Walmart via Fashion Square
- Adds new funding, \$100,000 in FY 2009, for ADA improvements to City sidewalks and curbs.
- Dedicates funding in the Capital Improvement Program and the operational budget for city wide traffic improvements and the Intelligent Transportation System implementation.
- Continues funding City's required match to replace Charlottesville Transit Service buses on schedule.
- Continues funding, in the amount of \$250,000, of the City's wayfinding initiatives that will assist both pedestrians and vehicular traffic navigate in and around the City's commercial corridors.
- Continues a dedicated source of funding for sidewalk repairs and new sidewalks to better address connectivity issues between neighborhoods.

8. Smart, Citizen Focused Government

The delivery of quality services is at the heart of Charlottesville's social compact with its citizens. Charlottesville's approach to customer service ensures that we have safe neighborhoods, strong schools, and a clean environment. We continually work to employ the optimal means of delivering services, and our decisions are informed at every stage by effective communication and active citizen involvement.

- Provides first year of funding, \$3.5 M, for a new fire station in the Ivy Road/Fontaine Research Park area of the City in order to improve response times in the southwestern portions of the City.
- Provides capital funds, \$10 M over two years, for the replacement of the existing Smith Recreation Center and Pool with a new facility at Buford School campus. This project, when complete, will better serve the community by being a modern aquatic facility that includes both competitive and recreational aquatic spaces that include components to meet the desires of all age segments for play, competition, instruction and therapy.
- Adds a new Building Inspector in Neighborhood Development Services, to be offset by increased building inspection fees. This additional Inspector will provide much needed support in all areas of protecting public health and safety, maintaining the City's Insurance Services Organization (ISO) certification, as well as the city's mission to provide excellent customer service.
- Continues funding for the preservation, appearance, improvement and maintenance of the City's buildings and infrastructure, especially in physical areas that experience a high volume of customer service transactions with citizens and visitors.
- Continues to fund park and school playground renovations to create a better play environment for the youngest of our community.
- Provides a competitive salary and benefits packages for the City's employees, including a 4% across the board salary increase effective July 1st and market rate adjustments for various positions.
- Due to smart investment decisions and strong fund performance, while maintaining the same benefits for both the Defined Benefit and Defined Contribution plans, this budget sees a decrease in the City's retirement rate for both general government and public safety employees.

The FY 2009 City Council Adopted Budget clearly continues to progressively fund many of City Council's top priorities and the **2025 Vision for the City**. This budget continues and enhances our high quality city services that help keep Charlottesville a World Class City.

Sincerely

A handwritten signature in black ink, appearing to read "Gary O'Connell". The signature is fluid and cursive, with a large initial "G" and "O".

Gary O'Connell
City Manager

FY 2009 Operating Revenue Changes
(Operating Budget FY 2008 to Operating Budget FY 2009)

Operating Revenue Increases

Real Estate Tax	2,717,908
Personal Property Tax (local portion)	399,000
Sales and Use Tax	200,000
Transient Room Tax	385,000
Meals Tax	223,250
Virginia Communications Sales and Use Tax	1,189,830
Vehicle Licensing Fees	100,000
Other Local Taxes	108,840
Other Intergovernmental Revenue	68,758
Reimbursement for Constitutional Officers	217,342
Parking Garage Revenue	450,000
Parks and Recreation Income	100,500
Payment in Lieu of Taxes: Utilities Funds	174,816
Building Permitting Fee Increases	100,000
EMS Ambulance Service/FY 2008 Carryover	551,747

Operating Revenue Reductions

Utility Taxes	(201,012)
Business License Tax	(176,000)
State Aid for Police Protection	(123,932)
City/County Revenue Sharing: Operating Budget	(264,024)
Fire Department Operations - Albemarle County Support	(200,000)
Waste Disposal Fees	(125,000)
Transfer from FY 2006 Fund Balance Surplus	(551,747)
ABC/Wine Taxes	(48,148)
Misc. Revenue, Taxes and Fees	(76,747)

Net Operating Revenue Changes **5,220,381**

FY 2009 Designated Revenue Changes
(Designated Budget FY 2008 to Designated Budget FY 2009)

Designated Revenue Increases

Contracted Services with City Schools (Building Maintenance and Pupil Transportation)	349,422
City/County Revenue Sharing: Transfer to Capital Improvement Program	888,623
City/County Revenue Sharing: Transfer to Facilities Repair Fund	50,000
Transfer to Debt Service Fund (Meals Tax Revenue Portion)	74,345

Designated Revenue Decreases

Transfer to Equipment Replacement Fund	(253,050)
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Net Designated Revenue Changes **1,109,340**

Total General Fund Operating and Designated Revenue Changes **6,329,721**

FY 2009 Operating Expenditure Changes
(Operating Budget FY 2008 to Operating Budget FY 2009)

Operating Expenditure Increases

City Schools

City Contribution to Schools 1,440,922

Contributions to Outside Agencies/Interagency Transfers

Contributions to Outside Agencies, Civic Organizations and Organizational Memberships 232,031
 Contribution to Jefferson/Madison Regional Library 35,046
 Transfer to Department of Social Services, Community Attention and Comprehensive Services Act 474,551
 Transfer to Charlottesville/Albemarle Convention and Visitor's Bureau 64,088
 In-Kind City Support for Dogwood Festival 25,000

New Initiatives/Expanded Services

Charlottesville Transit System Route Expansion and Improvements 380,000
 Community Health Program (partnership with Health Department) 10,000
 Diverse Workforce Initiatives 5,000
 Summer Youth Internship Program (expands program to 60 participants) 33,242

Expanded and New Parks and Recreation Initiatives (redirected funding from Smith Pool)

Recreation summer youth programs transportation 53,000
 Recreation summer camp staff/supplies/training 47,580
 After school/Trip Program 38,758
 Lewis and Clark Summer Camp Explore 7,384
 Mobile Aerobic Group Cycle Program 10,000
 Family Camp-In at Local Park 2,550
 Expansion of Key Recreation Center operational hours 2,704
 Expansion of Carver Recreation Center operational hours 1,352
 Blue Ridge Commons - Youth Center Programs 2,704
 Increase Therapeutic Programs 8,500

Salary, Benefits and Staffing

Neighborhood Development Services Building Inspector Position (salary and benefits) 79,800
 4% Salary Increase and Associated Benefits (effective July 1st) 1,446,960
 City Wide Market Rate Adjustments 350,000
 Health Care Contribution (2% increase to City's contribution) 87,003
 Advanced Life Service Stipends for EMS Medics (current and new medics) 140,000
 Life Insurance (City contribution) 14,733

Other Changes

Fixed Costs
 HVAC Fees 31,107
 Information Technology Support Services Fees 23,940
 Risk Management Fees (Workers Compensation and General Insurance) 43,227
 Vehicle Fuel, Maintenance and Wash Facility Support 35,145
 Warehouse Charges (6,045)
 Increased citizen communications (print and TV 10) 5,743
 Building maintenance for JDR Court building (expected occupancy January 2009) 102,642
 Green Cities Initiatives (funds moved from capital budget) 50,000
 City Building Utilities 16,922
 City Pool Utilities 49,500
 Intelligent Transportation System operational support 16,800
 Vehicle and Equipment Replacement (equipment/vehicles under \$50,000) 244,122
 Refuse Collection Fees/Tipping Fees (5% increase) 79,315
 Transfer to Debt Service Fund 218,000
 Weed and Seed Administration 25,000
 Fund Balance Target Adjustment 169,806
 Other City Departmental Budget Changes 179,445

Operating Expenditure Reductions

Aquatic Operations (resulting from closure of Smith Pool during construction period)	(200,035)
Rent/Tax Relief Programs/Homeowners Tax Grant Relief Program	(133,334)
Contributions to Regional Jail, ECC and Juvenile Detention Center	(88,335)
Retirement Fund (City contribution)	(242,258)
Landfill Remediation	(110,000)
City Manager's Office (elimination of Director of Customer Care position)	(70,037)
EMS Administration and Operations	(213,197)

<u>Net Operating Expenditure Changes</u>	5,220,381
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FY 2009 Designated Expenditure Changes
(Designated Budget FY 2008 to Designated Budget FY 2009)

Designated Expenditure Increases

Contracted Services with City Schools (Building Maintenance and Pupil Transportation)	349,422
Transfer to Capital Improvement Program	888,623
Transfer to Facilities Repair Fund	50,000
Transfer to Debt Service Fund (Meals Tax Revenue Portion)	74,345

Designated Expenditure Decreases

Transfer to Equipment Replacement Fund (equipment/vehicles over \$50,000)	(253,050)
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<u>Net Designated Expenditure Changes</u>	1,109,340
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<u>Total General Fund Operating and Designated Expenditure Changes</u>	6,329,721
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**City Council Amendments to the Manager's
FY 2009 Proposed Budget**

Manager's Recommended FY 09 Revenue Estimates **\$ 140,992,521**

Amendments to FY 09 Revenue Estimates

Increase Revenues

City/County Revenue Sharing: Operating Budget 75,000

Decrease Revenues

City/County Revenue Sharing: Transfer to Capital Improvement Program Fund (75,000)

Total Revenue Amendments **\$ _____ -**

Total Amended FY 09 Revenue Estimates **\$ 140,992,521**

Manager's Recommended FY 09 Expenditures **\$ 140,992,521**

Amendments to FY 09 Expenditures

Increase Expenditures

City Council Reserve 15,004

Annual Dues for Virginia Municipal League Membership 647

Children, Youth and Family Services - Real Dads Program 2,600

African American Teaching Fellows 7,500

TJ Soil and Water Conservation District 8,960

Streamwatch 10,000

JABA/Mountainside Assisted Living 1,661

Homeowners Tax Grant Program (grants increased to \$375 and \$525) 29,275

City In-Kind Support for Dogwood Festival 25,000

Decrease Expenditures

General Fund Transfer to Capital Improvement Program (75,000)

City Supported Special Events (25,000)

Employee Compensation and Training (647)

Total Expenditure Amendments **\$ _____ -**

Total Amended FY 09 Expenditures **\$ 140,992,521**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
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PRESENTED TO

**City of Charlottesville
Virginia**

For the Fiscal Year Beginning

July 1, 2007

Charles S. Cox

President

Jeffrey R. Egan

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Charlottesville, Virginia for the Annual Budget beginning July 01, 2007. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

Table of Contents

MANAGER’S BUDGET MESSAGE

Manager’s Budget Message..... i
FY 2009 Revenue Changes viii
FY 2009 Expenditure Changes ix
City Council Amendments to the Manager’s FY 2009 Proposed Budget xi

INTRODUCTION & SUMMARY

Introduction to the Budget 1
Contact Information 1
Charlottesville City Council Vision – 2025 2
FY 2008-2009 Budget Calendar 4
The Purpose of Budgeting..... 5
The City's Fund Structure 5
The Basis of Budgeting 6
The Budget Process 6
2025 Vision – Strategic Planning..... 7
Budget Adoption..... 7
Legal Budgeting Requirements 7
Budget Guidelines/Long Term Financial Policies (As Adopted by City Council) 8
Long Term Financial Policies 8
Major Expenditure Highlights of the Budget 9
New Initiatives and Expanded Services 10
Capital Improvement Program Highlights..... 11
Capital Improvement Program New Initiatives 12
General Fund Revenue Summary 13
General Fund Expenditure Summary 14
Explanation of Revenues 15
Major Local Revenues – Descriptions and Trend Data 16
Adopted Tax and Fee Rates 20
General Fund Revenue Detailed..... 21
Non General Funds Revenue Detailed..... 23
Expenditures Detailed 25

MANAGEMENT

Management Summary 27
Council Reserve 29
Mayor and City Council 30
Office of the City Manager/Administration and Communications 31
Office of the City Manager /Office of Economic Development..... 32
City Attorney..... 33
General Registrar 34
Organizational Memberships 35

NON DEPARTMENTAL ACTIVITIES

Non Departmental Activities37

DEBT SERVICE

Debt Service.....39

FUND BALANCE TARGET ADJUSTMENT

Fund Balance Target Adjustment.....41

EMPLOYEE COMPENSATION AND TRAINING

Employee Compensation and Training43

INTERNAL SERVICES

Internal Services Summary45

 Business Services47

 Finance Department: Purchasing/Risk Management/Warehouse48

 Human Resources.....49

 Information Technology50

FINANCIAL SERVICES

Financial Services Summary51

 Commissioner of the Revenue53

 Finance Department: Administrative/ Real Estate Assessment/

 Utility Billing Office.....54

 Treasurer.....55

HEALTHY FAMILIES & A HEALTHY COMMUNITY

Healthy Families & A Healthy Community Summary.....57

 Charlottesville/Albemarle Convention and Visitors Bureau.....59

 Comprehensive Services Act60

 Community Attention61

 Community Events and Festivals62

 Contributions to Children, Youth, and Family Oriented Programs.....63

 Contributions to Education and the Arts64

 Department of Social Services65

 Housing Programs and Tax Relief.....66

 Neighborhood Development Services67

 Parks and Recreation.....68

INFRASTRUCTURE & TRANSPORTATION

Infrastructure and Transportation Summary69

 Public Works: Administration/Facilities Management and Maintenance/

 HVAC Services.....71

 Public Works: Public Service/Fleet Management.....72

 Public Works: Transit/JAUNT73

 Public Works: Utilities.....74

PUBLIC SAFETY & JUSTICE

Public Safety and Justice Summary75

City Sheriff	77
Commonwealth’s Attorney	78
Contributions to Programs Promoting Public Safety and Justice	79
Courts and Other Support Services.....	80
Fire Department: Operations and EMS	81
Police Department.....	82
SCHOOL OPERATIONS	
School Operations.....	83
City/School Contracted Services	84
CAPITAL IMPROVEMENT PROGRAM	
Capital Improvement Program Fund	85
FY 2009 Capital Improvement Program Revenues & Expenditures.....	86
Description of Capital Projects	87
Operational Impact.....	89
FY 2009-2013 Capital Improvement Program	90
OTHER NON GENERAL FUNDS	
Equipment Replacement Fund.....	93
Facilities Repair Fund.....	94
Retirement Fund.....	95
Risk Management Fund	96
Debt Service Fund.....	97
Health Care Fund	98
Communications System Fund	99
SUPPLEMENTAL INFORMATION	
City Profile.....	101
City Awards	103
City Organizational Chart	104
City Wide Staffing (Full Time Equivalents)	105
Performance and Outcome Measures.....	107
GLOSSARY	115
INDEX	119

INTRODUCTION AND SUMMARY



Acknowledgements

As with many of the programs of the City of Charlottesville, the development of the budget is a team effort. The City Manager's Office develops the budget with the assistance of many other individuals in the City government. This acknowledgment identifies a number of the key individuals who shared in the development of this budget. Many others who assisted are not individually identified. We thank all of you.

City Manager	Gary B. O'Connell
COO/CFO	Aubrey V. Watts, Jr.
Director, Budget and Performance Management	Leslie M. Beauregard
Budget and Utilities Analyst	Ryan Davidson
Agency Budget Review Team	Robert Cox, III, Gretchen Ellis
City Manager's Office	Terry Bentley, Stephanie Blair
CAC Visitors Bureau	Mark Shore
Capital Improvement Program Ranking and Budget Development Committees	Brian Daly, Sheila Grissom, Jeanette Janiczek, William Lucy, Jason Pearson, David Shifflett, Chad Thorne, Bernard Wray
Circuit Court	Paul Garrett, Pat Young
City Attorney	Craig Brown, Barbara Ronan
City Sheriff	Sheriff Cornelia Johnson, Kara Thomas, Mike Baird
Clerk of Council	Jeanne Cox
Commissioner of the Revenue	Lee Richards, Rosalind Collins, Betty Graham, Servilla Kidd
Communications Department	Ric Barrick
Community Attention	Mike Murphy, Chip McElearney
Economic Development	Chris Engel, Blair Morris
Finance Department	Bernard Wray, Sharon O'Hare, Roosevelt Barbour, Judy Barlow, Monica Brumfield, Krisy Hammill, Gail Hassmer, Michael Heny, Jennifer Luchard, Beatrice Segal
Fire Department	Chief Charles Werner, Britt Grimm
General District Court	Mary Trimble
General Registrar	Sheri Iachetta
Human Resources	Galloway Beck
Information Technology	Kerry Goode, Barbara Sites
Juvenile & Domestic Relations Court/ Court Services Unit	Martha Carroll, Jody Shelley, Debra Terry
Parks and Recreation	Mike Svetz, Brian Daly, Linda Daly, Rion Summers
Magistrate's Office	Cheryl Thompson
Neighborhood Development Services	Jim Tolbert, Sharon Patterson
Social Services	Robert Cox, III, Diane Kuknyo
Police	Chief Timothy Longo, David Shifflett
Public Works	Judith Mueller, Lauren Hildebrand, Mary Kay Kotelec, Steve Lawson, Jim McClung, Mike Mollica, Lance Stewart, Chad Thorne, Bill Watterson
Treasurer	Jennifer Brown

Introduction to the Budget

This **Fiscal Year 2008-2009** budget for the City of Charlottesville is presented in a user-friendly style that easily explains the City's fund structure and budget allocations. An Introductory section is followed by sections detailing adopted expenditures for Management, Non Departmental Activities, Debt Service, Fund Balance Target Adjustment, Employee Compensation and Training, Internal Services, Financial Services, Healthy Families and Community, Infrastructure and Transportation, Public Safety and Justice, School Operations, the Capital Improvement Program, and Other Non General Funds.

In addition to these broad categories, an index is provided for quick and easy reference. We hope this document is easy to read, interpret, and use in understanding the City's budget for Fiscal Year 2008-2009. Our goal is to provide a straightforward document that provides the citizens of Charlottesville with a clear explanation of how their tax dollars are helping to support a variety of quality services and programs important to our World Class City.

Contact Information

City Council

Dave Norris, Mayor
Julian Taliaferro, Vice Mayor
David Brown
Holly Edwards
Satyendra Huja

cvilledave@hotmail.com
iafctreasurer@comcast.net
dbrowndc@gmail.com
hollye@charlottesville.org
huja1@comcast.net

City Council (All Members)

council@charlottesville.org

City Manager

Gary B. O'Connell
cityman@charlottesville.org

Clerk of Council

Jeanne Cox
(434) 970-3113
coxj@charlottesville.org

Mailing Address

P.O. Box 911
Charlottesville, VA 22902

Website

www.charlottesville.org/budget

If you have questions or desire more information about the budget, please contact the City Manager's Office at (434) 970-3101 between 8:00 a.m. and 5:00 p.m., Monday through Friday or anytime via the City Manager's e-mail address shown above.

CHARLOTTESVILLE CITY COUNCIL VISION - 2025

Charlottesville: A Great Place to Live for All of Our Citizens

- A leader in innovation, environmental sustainability, and social and economic justice
- Flexible and progressive in anticipating and responding to the needs of our citizens
- Cultural and creative capital of Central Virginia

Economic Sustainability

Our community has an effective workforce development system that leverages the resources of the University of Virginia, Piedmont Virginia Community College, and our excellent schools to provide ongoing training and educational opportunities to our residents. We have a business-friendly environment in which employers provide well-paying, career-ladder jobs and residents have access to small business opportunities. The Downtown Mall, as the economic hub of the region, features arts and entertainment, shopping, dining, cultural events, and a vibrant City Market. The City has facilitated the development of significant infill commercial and mixed use sites within the City.

A Center for Lifelong Learning

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Quality Housing Opportunities for All

Our neighborhoods retain a core historic fabric while offering housing that is affordable and attainable for people of all income levels, life stages, and abilities. Our neighborhoods feature a variety of housing types, including higher density, pedestrian and transit-oriented housing at employment and cultural centers. We have revitalized public housing neighborhoods that include a mixture of income and housing types and enhanced community amenities. Our housing stock is connected with recreation facilities, parks, trails, and services.

C'ville Arts and Culture

Our community has world-class performing, visual, and literary arts reflective of the unique character, culture, and diversity of Charlottesville. Charlottesville cherishes and builds programming around the evolving research and interpretation of our historic heritage and resources. Through City partnerships and promotion of festivals, venues, and events, all have an opportunity to be a part of this thriving arts, cultural, and entertainment scene.

A Green City

Charlottesville citizens live in a community with a vibrant urban forest, tree-lined streets, and lush green neighborhoods. We have an extensive natural trail system, along with healthy rivers and streams. We have clean air and water, we emphasize recycling and reuse, and we minimize stormwater runoff. Our homes and buildings are sustainably designed and energy efficient.

America's Healthiest City

All residents have access to high-quality health care services. We have a community-wide commitment to personal fitness and wellness, and all residents enjoy our outstanding recreational facilities, walking trails, and safe routes to schools. We have a strong support system in place for families and for the elderly and disabled. Our emergency response system is among the nation's best.

A Connected Community

The City of Charlottesville is part of a comprehensive, regional transportation system that enables citizens of all ages and incomes to easily navigate our community. An efficient and convenient transit system supports mixed use development along our commercial corridors, while bike and pedestrian trail systems, sidewalks, and crosswalks enhance our residential neighborhoods. A regional network of connector roads helps to ensure that residential neighborhood streets remain safe and are not overburdened with cut-through traffic.

Smart, Citizen-Focused Government

The delivery of quality services is at the heart of Charlottesville's social compact with its citizens. Charlottesville's approach to customer service ensures that we have safe neighborhoods, strong schools, and a clean environment. We continually work to employ the optimal means of delivering services, and our decisions are informed at every stage by effective communication and active citizen involvement.

FY 2008-2009 Budget Calendar

August 6, 2007	FY 2009 – 2013 Capital Improvement Submission Packets Distributed
August 26, 2007	Outside Agency Applications Distributed
September 10, 2007	Capital Improvement Program Requests Dues
October 1, 2007	FY 2009 Budget Submission Packages and Instructions Distributed to City Departments
October 16, 2007	Agency Budgets Due to City and County
October 20, 2007	Capital Improvement Program Community Budget Forum
October 29, 2007	FY 2009 Budget Submissions Due from City Departments
November 19, 2007	Financial Forecast/Budget Guidelines Presented to City Council
November – December	FY 2009 – 2013 Capital Improvement Program Presented to Planning Commission
November – January.....	FY 2009 Revenue Projection Meetings
December – January.....	Agency Budget Review with County and City Staff
December – January.....	Finalize City Manager's FY 2009 Proposed Budget
March 3, 2008.....	Proposed City and School Operating and Capital Budget Formally Presented to City Council
March 6, 2008.....	Council Budget Work Session
March 13, 2008.....	Council Budget Work Session
March 15, 2008.....	Community Budget Forum
March 17, 2008.....	First Public Hearing on Proposed Budget
March 18, 2008.....	Council Budget Work Session
April 1, 2008.....	Council Budget Work Session
April 7, 2008.....	Second Public Hearing and First Reading of Budget
April 15, 2008.....	Second Reading and Council Adoption of Budget

The Purpose of Budgeting

Budgeting has several major purposes. First and foremost, budgeting is a formal way to convert the City's long-range plans and policies into services and programs for the citizens of the City of Charlottesville. The budget also details these services and programs in terms of costs. The City's budget informs the City Council and the public of the City government's plans for the coming fiscal year (July 1, 2008 - June 30, 2009), and provides the Council with the opportunity to review and decide the level of services to be provided to our citizens.

Budgeting also outlines the revenues (taxes, fees, and others) that are needed to support the City's services, including the rate of taxation to be adopted for the coming fiscal year. Finally, the budget adopted by City Council becomes a work plan of objectives to be accomplished over the coming year.

The City's Fund Structure

The City's financial management system is divided into a number of funds. A separate sum of money is set aside for each fund. Funds are established for special program groups which usually have specific revenue sources associated with their expenditures. The City's major funds are:

1. General Fund (operating)
2. Enterprise Funds (Utilities and Golf Funds)
3. Capital Improvement Program Fund
4. Other Non General Funds

The **General Fund** is usually referred to as the operating fund and is used to finance the day-to-day operations of the City. It is the largest part of the City's total financial operation. Revenues for this fund are obtained from taxes, licenses and permits, intergovernmental revenue, charges for services, fines, interest, and Albemarle County Revenue Sharing funds.

The **Enterprise Funds** consist of the operating and capital budgets of the Gas, Water and Wastewater programs in the City and the Golf Course Fund. These funds account for each of their respective operations as if they were each a separate, self-supporting business.

The **Capital Improvement Program Fund** is used to account for all financial resources that are needed in the acquisition or construction of capital assets. Revenues for this fund are obtained from bond issues, a transfer from the General Fund, a contribution from the City Schools for their small capital projects program, and contributions from Albemarle County for shared projects.

Other Non General Funds include the following:

- **Equipment Replacement Fund** – Provides funding for a scheduled replacement program for 685 vehicles and pieces of equipment.
- **Facilities Repair Fund** – Provides funding to preserve the City's investment of over \$60 million in non-school facilities, which have annual maintenance requirements.
- **Retirement Fund** – This is a trust fund supported by contributions paid by the City, based on actuarial calculations, that provides City employees with a pension to supplement social security benefits upon retirement.

- **Risk Management Fund** – Provides accounting for the City's risk management program.
- **Debt Service Fund** – Provides necessary funds to retire the City's general government outstanding bond indebtedness and related costs.
- **Health Care Fund** – The Health Care Fund is the funding source for the City's health related benefits provided to participants in the City's health care programs.
- **Communications System Fund** – Provides funds for the City's phone system and mailroom operations.

The Basis of Budgeting

The basis of budgeting for the City of Charlottesville is the same as the basis of accounting used in the governmental fund financial statements. All budgets are presented on the modified accrual basis of accounting, under which revenues and related assets are recorded when measurable and available to finance operations during the year, and expenditures, other than compensated absences and interest on debt, are recorded as the related fund liabilities are incurred. Revenues considered prone to accrual consist primarily of property taxes, certain grants, and sales and utility taxes. Any property taxes that are not due as of June 30th are recorded as deferred revenues. Budgets for City and School operations, Utilities and Debt Service are adopted on an annual basis. Budgets for the Capital Projects Fund and Other Funds are continuing appropriations beyond the fiscal year. It is the intention of the City Council that appropriations for capital projects continue until completion of the project.

Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles (GAAP).

The Budget Processes

Capital Improvement Program (CIP)

The City's five-year capital improvement process begins in early fall of each year, when City departments are asked to submit their ranked requests for the five-year capital plan. CIP submissions are received by the Budget Office, which organizes and prepares the submissions for review. The CIP Staff Ranking Committee then meets several times to discuss and, if necessary, re-rank the requested projects based on various criteria adopted by the City Council and the Planning Commission. The CIP Staff Ranking Committee consists of staff members from Neighborhood Development Services, Public Works, Budget Office, Parks and Recreation, Public Safety, one member from a non-CIP requesting department, which for this year's process was the City Treasurer, and one member from the Planning Commission. The CIP is then forwarded to the Budget Development Committee, which reviews all projects and their criteria scoring, and develops a recommendation that is fiscally sound and reflects the overall priorities of the City and its needs. The CIP Budget Committee consists of the City Manager, COO/CFO, Finance Director, the Budget Director and one member of the Planning Commission. The final proposal from the Budget Development Committee then comes before the Planning Commission. Following Planning Commission consideration and approval, the revised five-year CIP are forwarded to the City Manager and then to City Council for inclusion in the annual budget.

Operating Budget

The City's operating budget process begins in the fall when departments prepare their budget requests and the City Manager presents the City's long-term financial forecast to City Council. Based upon this forecast, City Council formally adopts its budget guidelines (pg. 8) and assumptions for the upcoming fiscal year.

From late November to mid-December, departmental budget requests and agency budget requests are submitted to the City Manager's Office. In December and January, estimated revenue forecasts are prepared by a revenue team. Expenditure budgets are also finalized during this same time. The Manager's Proposed Budget, along with the School's Budget, is presented to City Council at the beginning of March. A series of City Council work sessions and public hearings are held during the months of March and April. The City and School budget is formally adopted by City Council each year by April 15th.

2025 Vision - Strategic Vision

In January 2006, City management and a team of staff began a process of developing the City's first comprehensive Strategic Plan. During a series of focus groups and meetings with a community driven Strategic Planning Steering Committee appointed by City Council, and the community at large, this group developed several strategic priority areas. Once these priority areas were refined and presented to City Council, Council developed them further at their Fall 2006 annual retreat. Over the course of several months, City Council shaped those priorities to reflect an overall **2025 Vision for the City** (see pages 2-3). While this proposed budget does reflect some of the priorities found in this **2025 Vision**, City departments will take these strategic priority areas and create strategic business plans that will align with the broader areas. In addition, performance measures will be developed that will measure success (or failure) of strategic initiatives. This budget continues the process of incorporating Council's Vision.

Budget Adoption

An annual operating budget is adopted for the General Fund. Within the General Fund, budgets are legally adopted at the departmental level. The City Manager is authorized to transfer the budget for personnel cost (salaries and fringe benefits), if necessary between departments; however, any other revisions that alter the total expenditures of any department or agency must be approved by City Council with an appropriation. Unexpended appropriations lapse at the end of the fiscal year unless carried over by Council action. Budgets for City and School operations, Utilities and Debt Service are adopted on an annual basis. Budgets for the Capital Projects Fund and Other Funds are continuing appropriations beyond the fiscal year. It is the intent of the City Council that appropriations for capital projects continue until completion of the project and that funds accumulated in the Debt Service Fund be dedicated to future debt service.

Legal Budgeting Requirements

City Code Sec. 11-1

The City Manager shall keep the Council fully advised of the City's financial condition and shall, on or before March fifteenth in each year, prepare and submit to the Council a tentative budget for the next fiscal year. Such budget shall be in conformity with the provisions of the Charter and of this Code and the general law, and shall contain estimates of the financial needs and resources of the city for such fiscal year and a program of activities which in the City Manager's judgment will best meet the needs of the City and its people, considering resources available.

City Code Sec. 11-2

The council shall cause to be prepared by the City Manager an annual budget containing all proposed expenditures and estimated revenues and borrowing for the ensuing year, and at least thirty (30) days thereafter shall order a city levy as provided for by state law and sections 14, 19 and 20 of the Charter. The Council shall adopt or approve the annual budget and shall make such city levy prior to April fifteenth in each year.

Budget Guidelines (As Adopted By City Council)

1. Maintain the current real estate and personal property tax rates.
2. Develop operational budgets within projected available revenues, with the increase to the General Fund budget targeted at 5%.
3. Focus on Council's Strategic Vision and Priorities:
 - Economic Sustainability
 - A Center for Lifelong Learning
 - Quality Housing Opportunities for All
 - Charlottesville Arts and Culture
 - A Green City
 - America's Healthiest City
 - A Connected Community
 - Smart, Citizen-Focused Government
4. Begin to incorporate the use of performance measures in making budget decisions that support budget priorities related to City Council's Strategic Vision and Priorities, the goal being to use measures as a management and decision making tool during the budget process.
5. Continue the strong commitment to education by allocating up to 40% of new City real estate and property tax revenue to schools.
6. Invest strategically in employees by providing adequate pay, benefits, training, technology resources, support, and appreciation.
7. Annually review the living wage ordinance "so that every City contract for the provision of non-professional services will require that the contractor pay each employee assigned to perform services a living wage equal to no less than the lowest starting salary for City employees."
8. Fund no new programs or major expansion of existing programs without fully offsetting revenues or reductions in expenditures.
9. Balance reinvestment in the City's existing infrastructure and facilities and creation of new opportunities for investing in the future of the City, and consider alternative methods of funding for these important strategic investments.
10. Conduct an agency review jointly with Albemarle County, the Commission on Children and Families, and the United Way to scrutinize agency requests for program congruence with Council's priority areas.
11. Transfer at least 3% of general fund operating expenditures to the Capital Improvement Fund (CIP), and increase the dollars dedicated to the Capital budget until a larger portion of the City/County Revenue Sharing funds is dedicated to the Capital Budget than the Operating Budget.
12. Budget a Council Reserve.
13. Budget a Fund Balance Target Adjustment pool of funds to help ensure that the City continues to meet the important financial policy of maintaining an unappropriated fund balance in the General Fund equal to 12% of the City's operating budget.

Long Term Financial Policies

1. Maintain a General Fund balance of 12% of operating expenditures.
2. Maintain sufficient working capital in the utilities (Water, Wastewater and Gas) and Golf funds.
3. Stabilize all non-general funds by ensuring they have a positive fund balance.
4. Transfer any excess funds from parking fines above the amount budgeted in the General Fund to the Capital Fund for future parking projects.
5. Maintain a debt service to general fund operating expenditure ratio of 8% or less.
6. Transfer 1-cent of the meals tax revenue to the Debt Service Fund to be reserved for debt service for future bond issues.

Major Expenditure Highlights of the Budget

- Fully funds the **City Schools'** request with an additional **\$1,440,922** for a total contribution of **\$39,781,531**, an increase of **3.76%** from FY08;
- Includes a **Council Reserve** budget of **\$40,004** for Council to use on contingencies and funding needs that occur during the fiscal year;
- **Employee Compensation and Training** pool includes the following: a **4% across the board salary increase** starting July 1st (**\$1.44 M**), a pool of funds for market rate salary adjustments as determined by a salary survey conducted (**\$350,000**), and continues to account for attrition savings that will occur during the year as vacancies occur and are not filled (**\$300,000 in savings**);
- Increases the local contribution to the **Comprehensive Services Act**, a State mandated program, by **\$139,912**, for a total budget of **\$2.4 million**;
- Reflects a decrease in the City's contribution for general government employee and public safety employees' retirement benefits, as required by the City's retirement actuary and accounting standards, due to strong fund performance (**savings of \$242,258**);
- Reflects a 2% increase to the City's contribution to health care, an increase of **\$87,003**;
- Includes increases in **fixed costs**, such as Information Technology User fees, general insurance, workers compensation, warehouse charges, HVAC fees, and vehicle maintenance and fuel charges, totaling **\$127,374**;
- Budgets a **\$6.05 million** General Fund contribution for debt service payments, which continues to include **\$350,000** dedicated to the replacement of fire apparatus. In addition, 25% of the **Meals Tax Revenue** is projected to contribute an additional **\$1.76 million** to the debt service fund, and **\$100,000** is dedicated to debt service from the **County Fire Service Fee Revenue** to pay off loans for previously purchased fire apparatus;
- Includes a contribution for environmental remediation of the **Ivy Landfill** of **\$1,500,000**, a required mandate by the State Department of Environmental Quality;
- Reflects a net decrease in funding to the **Regional Jail**, the **Emergency Communications Center** and the **Blue Ridge Juvenile Detention Center**, resulting in savings of **\$88,335**;
- Increases funding to various **arts, educational, human services agencies and civic organizations** by **\$267,077**;
- Reflects an increase in the **recycling and refuse collection contracts** in the amount of **\$79,315**;
- Includes a building maintenance budget for the new **Juvenile and Domestic Relations Court Building**, expected to be occupied by January 2009, in the amount of **\$102,642**, which is partly offset by revenues from Albemarle County and will cover their cost of occupying the building;

New Initiatives and Expanded Services

- Adds a new **Building Inspector** position in Neighborhood Development Services, at a total cost of **\$79,800**, to be offset by increases in building permitting fees. This additional Inspector will allow the department to provide consistent and uninterrupted inspections and plan review, provide much needed support in the areas of protecting public health and safety, as well as the City's mission to provide excellent customer service.
- Provides funding for expanded transit system service, at an additional **\$380,000**. This expanded service will add four new routes:
 - **New Route 3** – Service between Downtown and Belmont. This route will offer buses every 30 minutes Monday-Friday morning and afternoon and every 60 minutes at all other times Monday-Saturday. This is an increase in service compared to the current buses every 60 minutes. New Route 3 is budget neutral because it is a reallocation of funds being spent on current Route 3A and 6B.
 - **New Route 6** – Service between Downtown, Ridge Street, and UVA Hospital. Similar routing to night Route 22. This route will offer buses every 30 minutes Monday-Friday morning and afternoon and every 60 minutes at all other times Monday-Saturday. New Route 6 is budget neutral because it is a reallocation of funds being spent on the current Route 6A.
 - **New Route 8** – Service between Downtown, Kmart, and Seminole Square, including new service to Barracks Road Shopping Center. Buses will be available every 30 minutes Monday-Friday morning and afternoon and every 60 minutes at all other times Monday-Saturday. The New Route 8 replaces Route 6B and will cost an additional **\$380,000**.
 - **New Route 9** – Service between Downtown, 10th & Page, UVA, Rose Hill Drive, Greenleaf, and CHS. This route will offer buses every 60 minutes at all times Monday-Saturday. New Route 9 is budget neutral because it is a reallocation of funds being spent on the current Routes 3B and 6B.
- As a result of closing Smith Pool during the construction of the replacement facility, over **\$200,000** was saved out of the Aquatic Budget and has been reallocated within Parks and Recreation that expand current programs or provide new recreational programs for the community:
 - Recreation summer youth programs transportation, summer camp staff, supplies and training - **\$100,580**
 - After school/TRIP Program - **\$38,758**
 - Lewis and Clark Summer Explore Camp - **\$7,384**
 - Mobile Aerobic Group Cycle Program - **\$10,000**
 - Family Camp-In at Local Park - **\$2,550**
 - Expansion of Key Recreation and Carver Recreation Centers Hours - **\$4,056**
 - Youth Center Programs and Blue Ridge Commons - **\$2,704**
 - Increase offerings of Therapeutic Programs - **\$8,500**
- Increases the house value for the **Charlottesville Housing Affordability Tax Grant Program** to **\$365,000** and increases the grants provided depending on income limits (\$525 grant for eligible applicants making less than \$25,000 and \$375 for eligible applicants making \$25,000 to \$50,000).

- Continues for a third summer, and expands the **Summer Youth Internship Program** for **(\$63,242)**, providing 60 students, aged 14-18, with an opportunity to work and be exposed to different job settings with City departments, City schools and various non profit agencies.
- Provides funds for and develops, in partnership with the Health Department, a community wide health program, in the amount of **\$10,000**. This pilot Health and Wellness program will bring community agency members together in an effort to create synergy, cohesiveness, and action around City Council's vision of creating America's Healthiest City, by providing an opportunity to learn about and develop habits in moving towards healthy lifestyles.
- By partnering with other local public and private employers, this budget includes **\$5,000** to expand the City's diversity initiatives in the areas of human resources and personnel. The proposed funding will be used to increase the diversity of our applicant pools by reaching out to potential job applicants to communicate the attractiveness of Charlottesville as an ethnically, culturally and socially diverse community.

FY 2009 Capital Improvement Program Highlights

Revenue

- \$3,903,882 General Fund contribution
- \$900,000 General Fund contribution and an additional \$500,000 programmed from the FY 2007 fund balance surplus, for a total of \$1.4 million, dedicated to the Charlottesville Housing Fund
- \$5,000,000 programmed from the FY 2007 fund balance surplus dedicated to the Smith Pool project
- \$81,500 contribution from Albemarle County for a shared project (CATEC)
- \$200,000 contribution from the City schools for the small cap program, and
- \$18,737,000 in CY 2009 bonds

...for total FY 2009 Revenue of **\$29.32 million**

Expenditures

- \$1,942,566 million for City Schools capital projects
- \$1,522,417 for facilities capital projects
- \$3,500,000 for public safety
- \$4,838,289 for transportation and access
- \$9,010,500 for Parks and Recreation
- \$154,500 for Strategic Development Initiatives
- \$120,000 for neighborhood improvement projects
- \$275,000 for stormwater initiatives
- \$50,000 for technology infrastructure
- \$1,400,000 for the Charlottesville Housing Fund
- \$5,000,000 in reprogrammed expenditures for the Jefferson School, and
- \$1,509,110 in Contingency Funds

...for total FY 2009 Expenditures of **\$29.32 million**

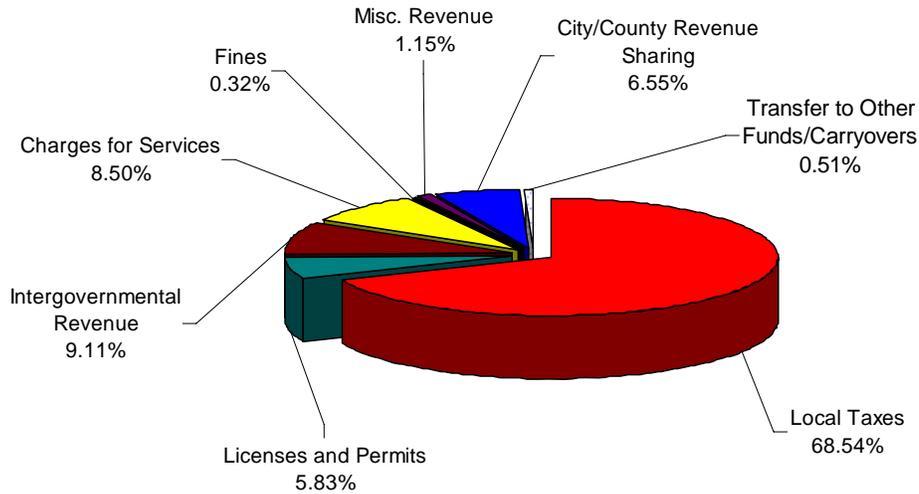
Capital Improvement Program New Initiatives

- **City Schools HVAC Replacement Plan - \$250,000** – Facilities Maintenance has developed a 20-year plan for the replacement of HVAC equipment within the City School buildings. Each piece of equipment has a predictable life cycle, beyond which failure becomes imminent. All aging equipment will be replaced with the most energy-efficient option available on the market. While this does not fully fund the request, this pool of funds will provide a starting point for future replacement of equipment.
- **West Main Streetscaping - \$350,000** - This initiative will allow the City to address design and construction of improvements to West Main Street by partnering with private developers. Over the next few years the City will have opportunities to partner with several development projects which will allow for continued streetscaping projects, similar to what the City has done in previous years in partnership with UVA. This project is being phased in accordance with potential coordination with private development efforts.
- **Smith Pool - \$5,000,000** – These funds will begin the process of replacing the existing Smith Recreation Center and Pool with a new facility on the Buford School campus. This project is being conducted in partnership with the Boys and Girls Club, leveraging design and construction resources to maximize the City's investment. The current facility no longer meets the needs of the community and needs to be replaced with a modern aquatic facility that includes both competitive and recreational aquatic spaces.
- **Parks and Recreation Facilities Improvements - \$500,000** – These funds are dedicated to the replacement of the existing building and restrooms at Forest Hills Park with a modern picnic shelter and new restrooms, and will allow for the renovation and replacement of playground equipment and athletic field amenities at Rives Park.
- **Citywide ADA Improvements – Sidewalks & Curbs - \$100,000** – The funding beginning in FY 2009 will provide handicapped accessibility at various locations throughout the City, allowing the City to meet federally required guidelines for handicapped access.
- **CHS Girls Softball Field Lighting - \$150,000** – This pool of funds will install athletic field lighting to meet both the City Lighting Ordinance and National foot-candle standards for girl's softball. The boy's baseball field is illuminated, while the girl's softball field is not. While there is a dedicated field for girls, it is not the same as what is provided for the boys by virtue of the absence of illumination.
- **Charlottesville Housing Fund (CHF) - \$1,400,000** - The FY 2009 funding is the second year of this program. The mission of this Fund, as adopted by City Council's Housing Advisory Committee in November 2006, is to meet the housing challenges facing our residents by dedicating, consolidating and expanding financial support for the preservation and production of affordable housing in our community.

General Fund Revenue Summary

	FY 2006-2007 Actual	FY 2007-2008 Budget	FY 2008-2009 Budget	Increase/ (Decrease)	% Change
General Fund Revenue					
Local Taxes	\$79,080,596	\$82,278,044	\$87,300,360	\$5,022,316	6.10%
Licenses and Permits	7,352,864	7,401,130	7,425,630	24,500	0.33%
Intergovernmental Revenue	11,590,271	11,714,482	11,604,740	(109,742)	-0.94%
Charges for Services	9,904,230	10,250,165	10,830,046	579,881	5.66%
Fines	483,859	405,000	405,000	0	0.00%
Misc. Revenue	1,778,356	1,463,054	1,462,504	(550)	-0.04%
City/County Revenue Sharing	6,369,816	7,959,142	7,695,118	(264,024)	-3.32%
Transfer to Other Funds/Carryovers	264,000	683,747	651,747	(32,000)	-4.68%
TOTAL OPERATING BUDGET	\$116,823,992	\$122,154,764	\$127,375,145	\$5,220,381	4.27%

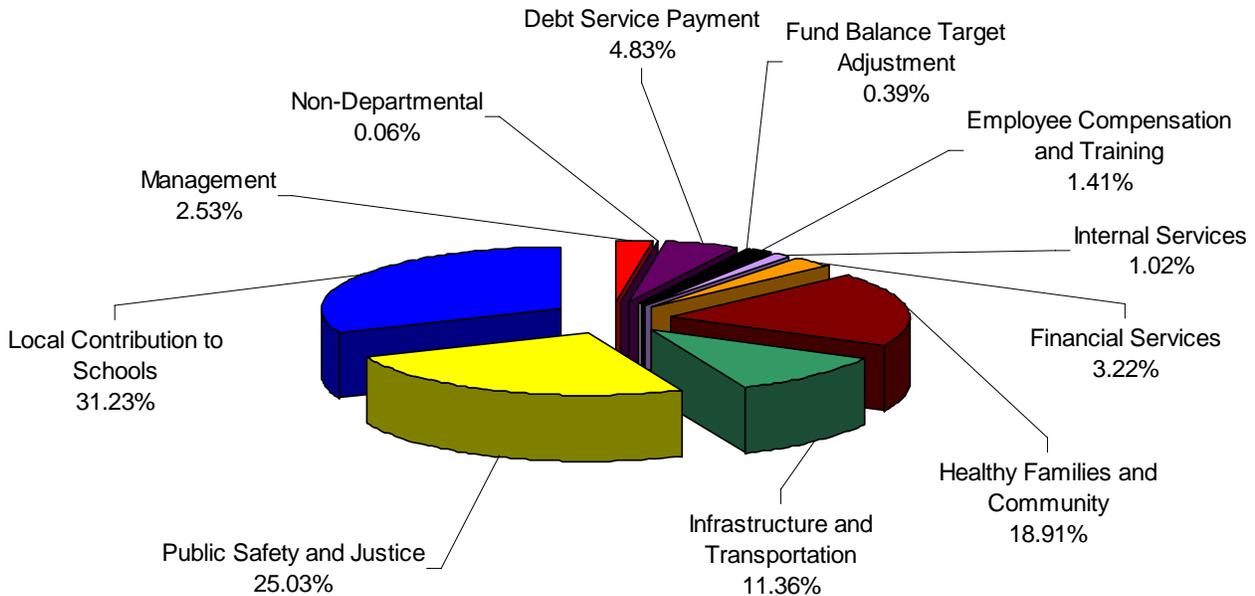
General Fund Revenues



General Fund Expenditure Summary

	FY2006-2007 Actual	FY2007-2008 Budget	FY2008-2009 Budget	Increase/ (Decrease)	% Change
General Fund Expenditures					
Management	\$2,725,651	\$3,077,641	\$3,227,844	\$150,203	4.88%
Non-Departmental	50,000	5,000	80,000	75,000	1500.00%
Debt Service Payment	6,024,381	5,932,000	6,150,000	218,000	3.67%
Fund Balance Target Adjustment	0	330,194	500,000	169,806	51.43%
Employee Compensation and Training	125,455	1,817,064	1,791,960	(25,104)	-1.38%
Internal Services	1,092,736	1,204,404	1,305,324	100,920	8.38%
Financial Services	3,697,235	3,934,675	4,095,991	161,316	4.10%
Healthy Families and Community	19,435,390	22,769,985	24,088,316	1,318,331	5.79%
Infrastructure and Transportation	10,590,438	13,423,256	14,466,193	1,042,937	7.77%
Public Safety and Justice	29,166,098	31,319,936	31,887,986	568,050	1.81%
Local Contribution to Schools	34,012,025	38,340,609	39,781,531	1,440,922	3.76%
TOTAL OPERATING BUDGET	\$106,919,409	\$122,154,764	\$127,375,145	\$5,220,381	4.27%

General Fund Expenditures



Explanation of Revenues

Services provided by the City of Charlottesville are funded by a variety of revenue sources: local, state, federal, and other Intergovernmental revenue. When preparing revenue estimates for the budget, a team of staff reviewed prior year revenue activity, current year to date activity, and future factors that will affect the City’s economic vitality. City staff uses four different revenue projection techniques in order to ensure the accuracy of the revenue projections.

- Informed/Expert Judgment (e.g. the advice of a department head)
- Deterministic Techniques (e.g. formulaic revenues)
- Time Series Techniques (e.g. moving averages and predictive statistics)
- Estimates from the Commonwealth of Virginia (e.g. transfer payments)

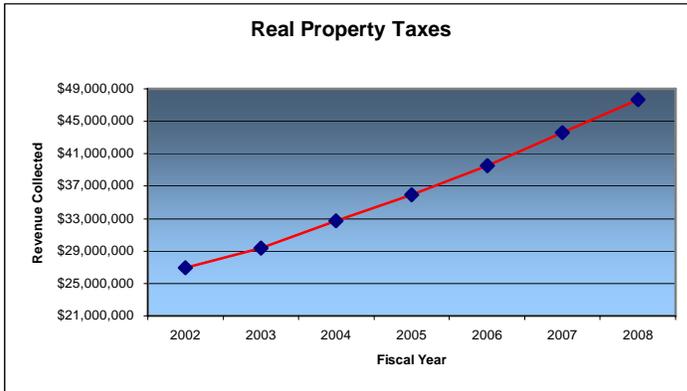
In practice, most revenue projections combine two or more of these techniques. Generally, the amount of revenue available to the City depends on current and future economic activity. Below is a listing of the major revenue sources for the City of Charlottesville, which make up 86.14% of the total General Fund revenues collected by the City of Charlottesville.

<u>Revenue Source</u>	<u>FY 2009 Projection</u>	<u>% of General Fund Total Revenues</u>
Real Estate Taxes	\$ 50,372,908	35.73%
City/County Revenue Sharing	13,633,950	9.67%
Sales & Use Taxes	10,500,000	7.45%
Other State Assistance	7,083,325	5.02%
Meals Tax	7,025,000	4.98%
Personal Property Taxes	6,700,000	4.75%
Business & Professional Licenses	5,800,000	4.11%
Payment in Lieu of Taxes: Utilities	4,868,644	3.45%
Utility Tax	4,662,810	3.31%
PPTRA	3,498,256	2.48%
Virginia Communications Sales & Use Tax	3,451,270	2.45%
Transient Room Tax	2,695,000	1.91%
Public Service Corporation Taxes	<u>1,154,780</u>	<u>0.82%</u>
TOTAL	\$ 121,445,943	86.14%

In the following section, a graph has been presented for each of the major revenues listed in the above chart. This provides a graphical representation of the trend data that was used when the revenue projections were made for Fiscal Year 2009. The data in the graphs represents the amount of actual revenue collected for Fiscal Years 2002 – 2007, and the appropriated amounts for Fiscal Year 2008, all of which were important factors in projecting the revenues for Fiscal Year 2009.

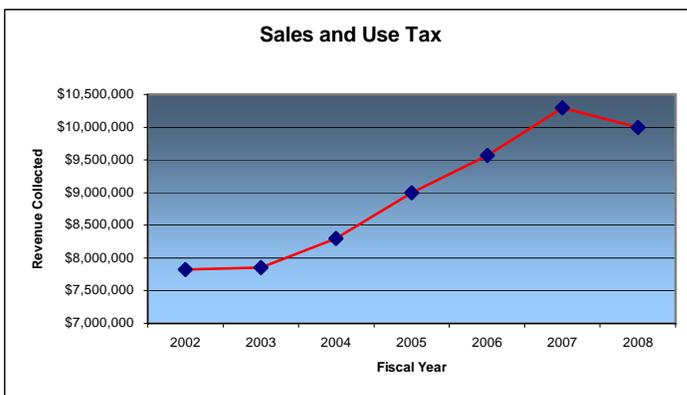
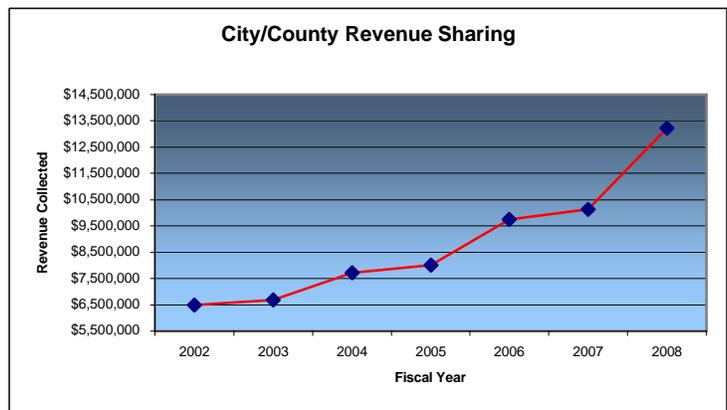
Beginning in January 2007, the E-911 Fee, Cable Franchise Fee, and Utility Taxes (Telephone and Cable) were rolled into one revenue stream called the Virginia Communications Sales and Use Tax. This is a State administered tax and the City is reimbursed on a monthly basis. This consolidation of taxes has resulted in inaccurate trend data for the Utility Tax and Virginia Communications Sales and Use Tax revenue items and, therefore, those trends are not included in the following graphs.

Major Local Revenue – Descriptions and Trend Data

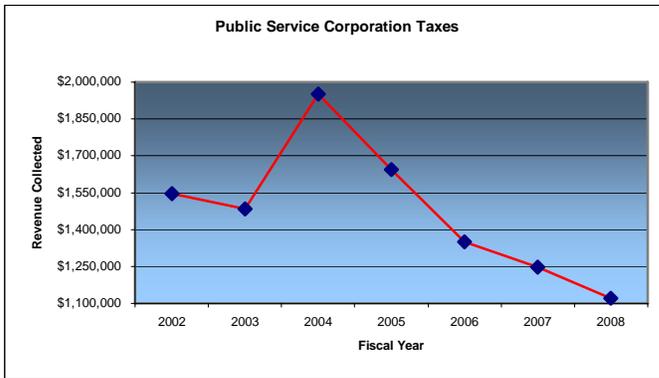


Real Property Taxes are the largest source of revenue for the City. They are *ad valorem* taxes based on the assessed value of real property owned by businesses, individuals, and corporations. They are assessed at 100% valuation, with tax rates being applied per \$100 of assessed value. **The adopted tax rate for FY 2009 is \$.95 per \$100 of assessed value.**

City/County Revenue Sharing is based on an agreement between the City of Charlottesville and the County of Albemarle dated February 17, 1982. The agreement requires the County to contribute a portion of its real property tax base to the City in exchange for the City's agreement to forgo annexation of any County property. The amount from the County is equal to 1/10 of 1% of the County's total assessed property values in the preceding fiscal year.

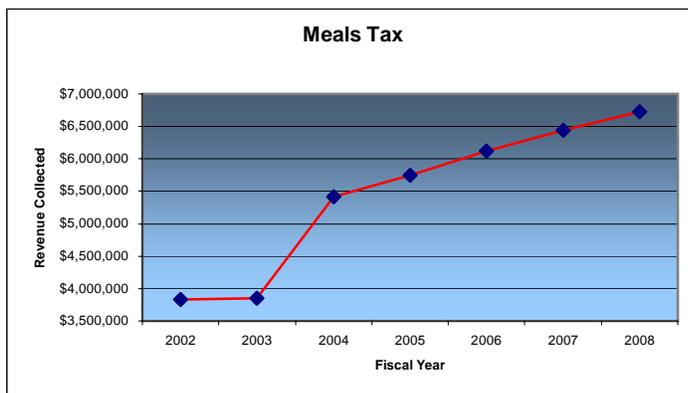
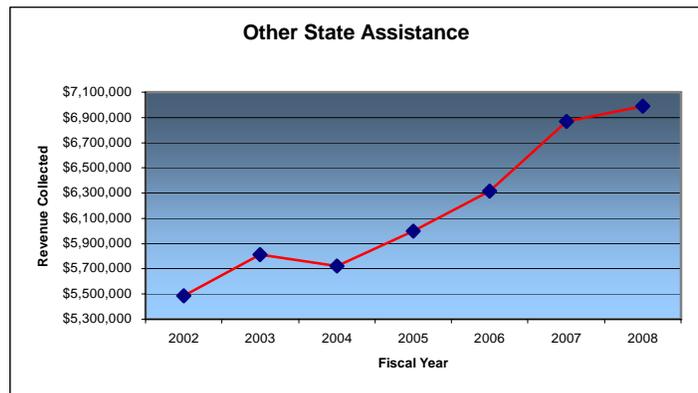


Sales and Use Taxes are revenues received by the City from 1 cent of the 5-cent State sales tax generated within the City. Historically this revenue has been a very strong performer, resulting in the large increases for prior fiscal years. However, due to economic trend data in FY 2009 this revenue only project for a 1.94% increase over FY 2008. **The current Sales Tax rate is 5% for general sales purchases and 2.5% for non-prepared foods (implemented July 1, 2005).**

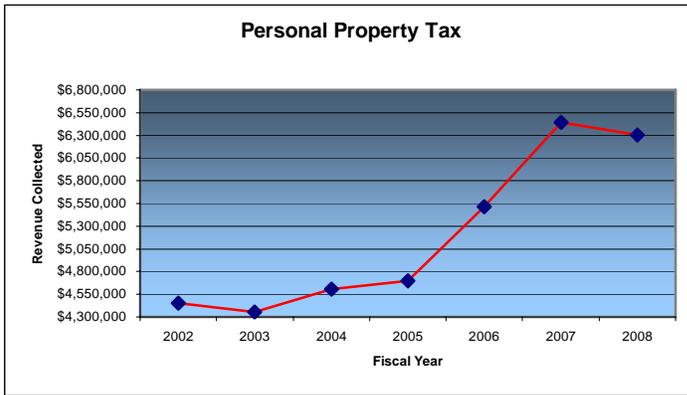


Public Service Corporation Taxes are levied on the real estate and tangible property owned by railroads, utilities, pipelines, and other businesses required to register with the State Corporation Commission. These revenues are expected to experience little to no growth due to adjustments made to the depreciation method for computer equipment, furniture and office equipment, and central office equipment, which then decreased the assessments over the prior year.

Other State Assistance consists of three major revenue items, which are: **Constitutional Officer Reimbursement**, which is determined by the State Compensation Board on an annual basis as funds for the elected official offices, including the Treasurer, Commissioner of Revenue, Sheriff, Clerk of the Circuit Court, and Commonwealth's Attorney; **State Highway Assistance** is highway maintenance funds received from the State, and are based on a formula approved by the General Assembly which includes road type, lane miles, and rate of pavement per lane mile; and, **State Aid for Police Protection**, where the amount of revenue received by the localities is based upon a proportional formula that uses the adjusted crime rate index for the locality as its base. The FY 2009 amount that the City will receive for Police Protection has been frozen at a reduced level resulting in a loss of almost \$124,000 in revenue.

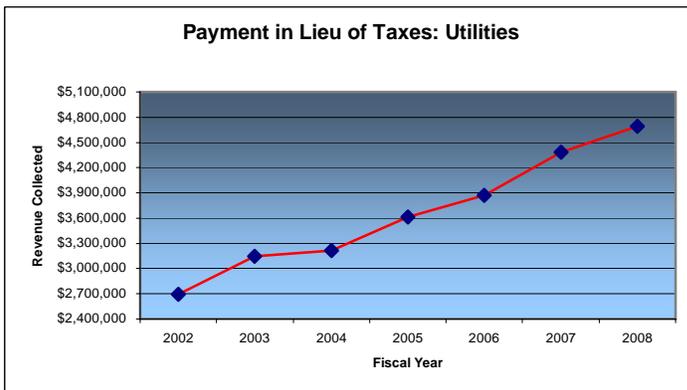
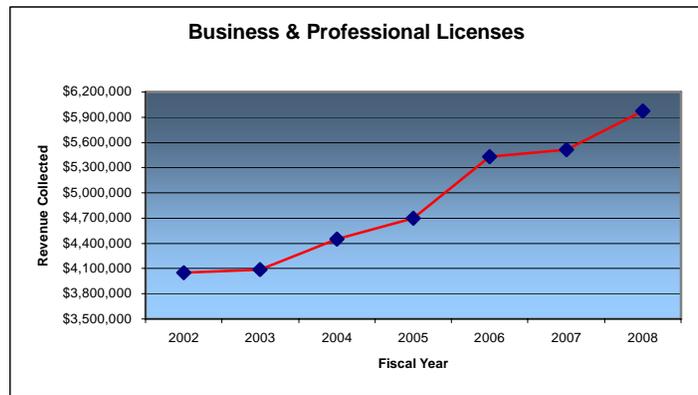


Meals Tax is assessed on the sales price of prepared food and beverages sold in the City. Twenty-five cents of each dollar collected is dedicated to the Debt Service Fund to pay off the future debt of bond issuances used to pay for capital projects. The remaining \$.75 of each dollar is dedicated to the General Fund. **The current rate is 4%.**

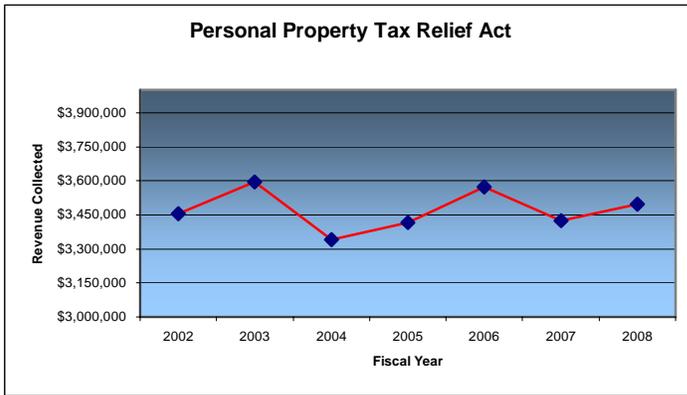


Personal Property Taxes are levied on vehicles owned by individuals and businesses, as well as tangible property owned by businesses. In the fall of 2005, City Council approved changing the valuation method of personal property from average loan value to trade in value, resulting in an additional \$500,000 of revenue in FY 2007. **The adopted tax rate for FY 2009 is \$4.20 per \$100 of assessed value.**

Licenses and Permits are revenues collected from permits and privilege fees required by the City. The largest of these sources is the **Business and Professional Licenses**, which is estimated to bring in over \$5.8 M in FY 2009.

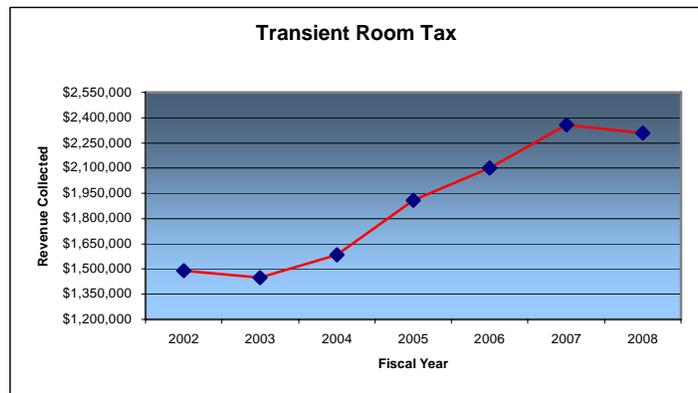


Payment in Lieu of Taxes: Utilities covers the property taxes and business licenses that city-owned water, sewer, and gas operations would pay if they were private businesses. The payment in lieu of taxes for the utilities is calculated by a predetermined formula. In FY 2009 this revenue item is estimated to generate approximately \$4.9 million in revenue.



PPTRA is the State reimbursement to the localities for those vehicles that qualify for reduced personal property tax rates under the Personal Property Tax Relief Act. Recent legislation, SB 5005, establishes what amounts to a fixed, annual block grant to localities, the proceeds of which must be used to provide relief to the owners of qualifying vehicles. The State's obligation is capped and made certain and localities are provided greater flexibility in determining how relief is to be distributed.

Transient Room Tax, often called the lodging tax, consists of taxes assessed on the use of rooms in hotels, motels, and boarding houses. This revenue has also seen a strong performance in recent years, with some months showing a 90% occupancy rate. **The adopted tax rate is 6%.**



Adopted Tax and Fee Rates

	Adopted Fiscal Year 2008-2009	Adopted Fiscal Year 2007-2008
Real Estate Tax	\$0.95/\$100 Assessed Value	\$0.95/\$100 Assessed Value
Personal Property Tax	\$4.20/\$100 Assessed Value	\$4.20/\$100 Assessed Value
Machinery and Tools Tax	\$4.20/\$100 Assessed Value	\$4.20/\$100 Assessed Value
Mobile Home Tax	\$0.95/\$100 Assessed Value	\$0.95/\$100 Assessed Value
Sales Tax - General ⁽¹⁾	5.0%	5.0%
Sales Tax - Food (Excludes prepared food) ⁽²⁾	2.5%	2.5%
Restaurant/Meals Tax	4.0%	4.0%
Lodging Tax	6%	6%
Cigarette Tax	\$.35 per pack	\$.35 per pack
E-911 Fee ⁽³⁾	\$.75/phone line	\$.75/phone line
Cable Franchise Fee ⁽³⁾	5%	5%
PEG Fee (Cable)	\$.35/month	\$.35/month
Utility Taxes (Gas, Water, Wastewater, Electric)	10%	10%
Utility Taxes (Telephone and Cable) ⁽³⁾	5%	5%
Refuse Collection		
Trash Sticker Fee	13 Gallon - \$1.05 each 32 Gallon - \$2.10 each	13 Gallon - \$1.05 each 32 Gallon - \$2.10 each
Trash Decal Fees ⁽⁴⁾		
32 Gallon Can	\$94.50 Annually	\$94.50 Annually
45 Gallon Can ⁽⁵⁾	\$125.00 Annually	Not Offered
64 Gallon Can ⁽⁵⁾	\$189.00 Annually	Not Offered
96 Gallon Can	\$283.50 Annually	\$283.50 Annually
Large Item Pickup Fee	\$25.00 per occurrence	\$25.00 per occurrence
Motor Vehicle License Fee	Up to 4,000 lbs. - \$28.50 4,000 - 6,500 lbs. - \$33.50 Over 6,500 lbs. - \$33.50 Motorcycles - \$8.50	Up to 4,000 lbs. - \$28.50 4,000 - 6,500 lbs. - \$33.50 Over 6,500 lbs. - \$33.50 Motorcycles - \$8.50
Courthouse Maintenance Fee	\$2.00 per court case	\$2.00 per court case
Courtroom Security Fee	\$10.00 per conviction	\$10.00 per conviction

(1) Of this 5% collected by the State, 1% is returned to the locality to support public education.

(2) This second Sales Tax rate for non-prepared foods (i.e., grocery stores) was adopted by the State as of July 1, 2005.

(3) Starting in January 2007, these taxes are rolled into one revenue stream called the **Virginia Communications Sales and Use Tax**. The tax rates are set by the State in an effort to streamline communications taxes. The revenue is also collected by the State and the City is reimbursed on a monthly basis. It is still considered a local tax.

(4) These rates are based on purchasing the decals after July 1st and prior to September 30th of each year. If purchased after September 30th the City offers prorated rates based upon date of purchase.

(5) Starting July 1, 2008, the City of Charlottesville will offer 45 gallon and 64 gallon annual trash decals.

General Fund Revenue Detailed

	FY 2006-2007	FY 2007-2008	FY 2008-2009	Increase/ (Decrease)	% Change
	Actual	Budget	Budget		
LOCAL TAXES					
Real Estate Taxes	\$43,610,928	\$47,655,000	\$50,372,908	\$2,717,908	5.70%
Personal Property Tax	6,446,955	6,301,000	6,700,000	399,000	6.33%
Public Service Corporation Tax	1,246,613	1,119,900	1,154,780	34,880	3.11%
Penalty/Interest on Delinquent Taxes	375,260	350,000	350,000	0	0.00%
Utility Taxes (City Utilities and Electric)	7,440,974	4,863,822	4,662,810	(201,012)	-4.13%
Virginia Communications Sales and Use Tax	0	2,261,440	3,451,270	1,189,830	52.61%
Franchise Taxes (See <i>VA Communications Sales and Use Tax</i>)	238,552	0	0	0	0.00%
Tax on Bank Stock	569,324	500,000	540,000	40,000	8.00%
Tax on Wills & Deeds	718,396	550,000	550,000	0	0.00%
Sales & Use Tax	10,298,470	10,300,000	10,500,000	200,000	1.94%
Rolling Stock Tax	17,653	16,694	16,000	(694)	-4.16%
Transient Room Tax	2,356,436	2,310,000	2,695,000	385,000	16.67%
Meals Tax	4,831,141	5,045,500	5,268,750	223,250	4.42%
Short-Term Rental Tax	64,309	55,340	64,000	8,660	15.65%
Cigarette Tax	579,317	695,000	695,000	0	0.00%
Recordation Tax Receipts	161,826	154,148	154,842	694	0.45%
Vehicle Daily Rental Tax	124,442	100,200	125,000	24,800	24.75%
Taxes Subtotal	\$79,080,596	\$82,278,044	\$87,300,360	\$5,022,316	6.10%
LICENSES AND PERMITS					
Business & Professional Licenses	\$5,514,900	\$5,976,000	\$5,800,000	(\$176,000)	-2.95%
Vehicle Licenses	831,844	780,000	880,000	100,000	12.82%
Dog Licenses	5,154	4,500	5,000	500	11.11%
Electrical, Heating and Mechanical Permits	173,103	140,000	150,000	10,000	7.14%
Building and Plumbing Permits	396,736	330,630	390,630	60,000	18.15%
Other Permits	431,127	170,000	200,000	30,000	17.65%
Licenses and Permits Subtotal	\$7,352,864	\$7,401,130	\$7,425,630	\$24,500	0.33%
INTERGOVERNMENTAL REVENUE					
Revenue from Federal Agencies					
Federal Assistance (CDBG Admin., etc.)	\$0	\$60,000	\$0	(\$60,000)	-100.00%
Revenue from State Agencies					
PPTRA Revenue (State Personal Property Tax)	3,425,887	3,498,256	3,498,256	0	0.00%
State Highway Assistance	3,063,093	3,190,414	3,190,414	0	0.00%
Reimbursement/Constitutional Offices	1,424,537	1,282,658	1,500,000	217,342	16.94%
ABC Board*	48,148	48,147	0	(48,147)	-100.00%
State Aid for Police Protection	2,381,980	2,516,843	2,392,911	(123,932)	-4.92%
Trailer Title	4,869	2,500	2,500	0	0.00%
Other State Assistance: Misc Rev	39,766	40,000	40,000	0	0.00%
Revenue from Other Intergovernmental Sources					
Jefferson Area Drug Enforcement (JADE)	54,000	48,000	54,000	6,000	12.50%
School Resource Officers (City Schools)	197,561	230,663	236,046	5,383	2.33%
Regional Library Administrative Fee	107,837	103,556	106,000	2,444	2.36%
Fire Department Ops (Albemarle County)	391,609	268,000	100,000	(168,000)	-62.69%
Juvenile & Domestic Relations Court Operations (Albemarle County)	50,051	54,111	56,659	2,548	4.71%
Juvenile & Domestic Relations Court Building Maint. (Albemarle County)	0	0	55,985		
Magistrate's Office (Albemarle County)	5,285	5,450	4,800	(650)	-11.93%
Commission on Children and Families (Albemarle County)	86,366	83,558	85,727	2,169	2.60%
Payments In Lieu Of Taxes (Housing Authority)	17,024	15,000	15,000	0	0.00%
Fire Department Ops (UVA)	173,644	182,326	191,442	9,116	5.00%
Service Charge (UVA)	18,614	35,000	25,000	(10,000)	-28.57%
Trolley Assistance (UVA)	50,000	0	0	0	0.00%
Property Maintenance (UVA)	50,000	50,000	50,000	0	0.00%
Intergovernmental Revenue Subtotal	\$11,590,271	\$11,714,482	\$11,604,740	(\$109,742)	-0.94%

* As adopted in the State's 2008 – 2010 Biennial Budget, revenues collected for ABC purchases will no longer be distributed to cities and counties.

	FY 2006-2007 Actual	FY 2007-2008 Budget	FY 2008-2009 Budget	Increase/ (Decrease)	% Change
CHARGES FOR SERVICE					
Property Transfer Fees	\$1,341	\$1,100	\$1,100	\$0	0.00%
City Sheriff's Fees	5,308	6,200	6,200	0	0.00%
Zoning Appeal Fees	1,550	750	750	0	0.00%
Court Revenue (Circ/Genl Dist Cts)	598,309	800,000	800,000	0	0.00%
Parking Meter Receipts	97,935	100,000	100,000	0	0.00%
Parking Garage Revenue	1,182,497	800,000	1,250,000	450,000	56.25%
Internal City Services	918,531	936,912	911,477	(25,435)	-2.71%
Utility Cut Permits	179,108	150,000	150,000	0	0.00%
Recreation Income	596,011	657,000	757,500	100,500	15.30%
E-911 Service Charge (See <i>VA Communications Sales & Use Tax</i>)	242,584	0	0	0	0.00%
Cemetery Income	36,095	0	0	0	0.00%
Reimbursable Overtime	197,518	215,000	215,000	0	0.00%
Parking Permit Fees	70,930	50,000	55,000	5,000	10.00%
Payment in Lieu of Taxes: Utilities	4,366,888	4,693,828	4,868,644	174,816	3.72%
Indirect Cost Recovery	245,233	200,000	200,000	0	0.00%
Waste Disposal Fees	1,051,184	1,125,000	1,000,000	(125,000)	-11.11%
EMS/Ambulance Service	0	414,375	414,375	0	0.00%
Other Charges and Fees for Services	113,208	100,000	100,000	0	0.00%
Charges for Service Subtotal	\$9,904,230	\$10,250,165	\$10,830,046	\$579,881	5.66%
FINES					
Parking Fines	\$483,859	\$405,000	\$405,000	\$0	0.00%
Fines Subtotal	\$483,859	\$405,000	\$405,000	\$0	0.00%
MISCELLANEOUS REVENUE					
Interest Earned	\$1,055,643	\$700,000	\$700,000	\$0	0.00%
Rent	212,310	276,759	220,152	(56,607)	-20.45%
Hedgerow Property Revenue (Parking and Rent)	164,610	171,295	177,352	6,057	3.54%
Refund of Prior Years' Expenditures	29,332	30,000	30,000	0	0.00%
Parking Garage Maintenance	50,000	0	50,000	50,000	100.00%
Other Miscellaneous Revenue	266,461	285,000	285,000	0	0.00%
Miscellaneous Revenue Subtotal	\$1,778,356	\$1,463,054	\$1,462,504	(\$550)	-0.04%
COUNTY FIRE SERVICE FEES TRANSFERED TO DEBT SERVICE FUND	\$264,000	\$132,000	\$100,000	(\$32,000)	-24.24%
FY 2006 FUND BALANCE SURPLUS (EMS/AMBULANCE SERVICE)	\$0	\$551,747	\$0	(\$551,747)	-100.00%
FY 2008 CARRYOVER (EMS/AMBULANCE SERVICE)	\$0	\$0	\$551,747	\$551,747	100.00%
CITY/COUNTY REVENUE SHARING: OPERATING BUDGET	\$6,369,816	\$7,959,142	\$7,695,118	(\$264,024)	-3.32%
OPERATING BUDGET TOTAL	\$116,823,992	\$122,154,764	\$127,375,145	\$5,220,381	4.27%
DESIGNATED REVENUE					
Contractual Services: Pupil Transportation	\$2,630,687	\$2,423,951	\$2,539,087	\$115,136	4.75%
Contractual Services: School Building Maintenance	2,985,851	3,148,921	3,383,207	234,286	7.44%
City/County Revenue Sharing: Transfer to Capital Improvement Program Fund	3,315,000	3,665,259	3,903,882	238,623	6.51%
City/County Revenue Sharing: Transfer to Capital Improvement Program Fund (Charlottesville Housing Fund)	0	250,000	900,000	650,000	260.00%
City/County Revenue Sharing: Transfer to Facilities Repair Fund	450,000	500,000	550,000	50,000	10.00%
City/County Revenue Sharing: Transfer to Equipment Replacement Fund	0	838,000	584,950	(253,050)	-30.20%
Meals Tax Revenue: Transfer to Debt Service Fund	1,610,380	1,681,905	1,756,250	74,345	4.42%
DESIGNATED REVENUE TOTAL	10,991,918	12,508,036	13,617,376	\$1,109,340	8.87%
TOTAL CITY BUDGET	\$127,815,910	\$134,662,800	\$140,992,521	\$6,329,721	4.70%
CITY SCHOOLS BUDGET					
	FY 2006-2007 Actual	FY 2007-2008 Budget	FY 2008-2009 Budget	Increase/ (Decrease)	% Change
SCHOOL OPERATIONS (SCHOOL GENERAL FUND)					
Local Contribution	\$34,012,025	\$38,340,609	\$39,781,531	\$1,440,922	3.76%
State Funds	16,446,943	16,188,724	16,986,955	798,231	4.93%
Federal Funds	144,879	159,020	159,020	0	0.00%
Misc. Revenue	1,118,219	1,221,115	1,134,170	(86,945)	-7.12%
TOTAL SCHOOL OPERATIONS BUDGET	\$51,722,066	\$55,909,468	\$58,061,676	\$2,152,208	3.85%

Non General Funds Revenue Detailed

	FY 2006-2007 Actual	FY 2007-2008 Budget	FY 2007-2009 Budget	Increase/ (Decrease)	% Change
GOLF COURSE FUND					
Sales and Concessions	\$93,950	\$129,500	\$150,000	\$20,500	15.83%
Greens Fees, Lessons, Etc.	591,611	826,990	803,497	(23,493)	-2.84%
Cart Rentals	258,369	315,000	315,000	0	0.00%
Annual Memberships	106,953	92,500	149,734	57,234	61.87%
First Tee Fees	48,757	0	104,000	104,000	100.00%
Misc. Revenue	0	20,000	16,636	(3,364)	-16.82%
GOLF COURSE FUND REVENUE TOTAL	\$1,099,640	\$1,383,990	\$1,538,867	\$154,877	11.19%
DEPARTMENT OF SOCIAL SERVICES FUND					
Intergovernmental Revenue	\$9,839,792	\$10,763,408	\$10,901,529	\$138,121	1.28%
Transfer from General Fund	2,540,274	3,255,236	3,577,677	322,441	9.91%
DEPARTMENT OF SOCIAL SERVICES FUND REVENUE SUBTOTAL	\$12,380,066	\$14,018,644	\$14,479,206	\$460,562	3.29%
COMMUNITY ATTENTION FUND					
Intergovernmental Revenue	\$209,541	\$598,850	\$597,834	(\$1,016)	-0.17%
Welfare Revenue	2,013,793	1,560,123	1,669,005	108,882	6.98%
Misc. Revenue	19,666	0	0	0	0.00%
Transfer from General Fund	171,541	171,192	216,632	45,440	26.54%
COMMUNITY ATTENTION FUND REVENUE SUBTOTAL	\$2,414,541	\$2,330,165	\$2,483,471	\$153,306	6.58%
WATER (OPERATIONAL AND DEBT SERVICE FUNDS)					
Water Sales Revenue	\$7,952,480	\$8,349,689	\$8,634,227	\$284,538	3.41%
Water Connection Fees	134,072	129,000	135,000	6,000	4.65%
Other Fees	51,554	65,000	65,000	0	0.00%
Bond Proceeds	0	1,500,000	3,244,000	1,744,000	116.27%
Transfer from Other Funds	1,002,940	875,000	860,000	(15,000)	-1.71%
WATER FUND REVENUE TOTAL	\$9,141,046	\$10,918,689	\$12,938,227	\$2,019,538	18.50%
WASTEWATER (OPERATIONAL AND DEBT SERVICE FUNDS)					
Wastewater Sales Revenue	\$6,826,076	\$7,325,046	\$7,670,838	\$345,792	4.72%
Wastewater Connection Fees	520	20,000	20,000	0	0.00%
Wastewater Charge	80,667	56,000	65,000	9,000	16.07%
Other Fees	21,796	0	0	0	0.00%
Bond Proceeds	0	1,500,000	5,331,000	3,831,000	255.40%
Transfer from Other Funds	616,689	430,000	430,000	0	0.00%
WASTEWATER REVENUE TOTAL	\$7,545,748	\$9,331,046	\$13,516,838	\$4,185,792	44.86%
GAS (OPERATIONAL AND DEBT SERVICE FUNDS)					
Gas Sales Revenue	\$37,674,535	\$34,586,285	\$35,526,106	\$939,821	2.72%
Other Fees	288,503	325,000	325,000	0	0.00%
Miscellaneous Revenue	38,427	0	0	0	0.00%
Transfer from Other Funds	940,000	940,000	1,150,000	210,000	22.34%
GAS REVENUE TOTAL	\$38,941,465	\$35,851,285	\$37,001,106	\$1,149,821	3.21%

	FY 2006-2007 Actual	FY 2007-2008 Budget	FY 2007-2009 Budget	Increase/ (Decrease)	% Change
TRANSIT FUND					
Intergovernmental Revenue (Transit Operations)	\$2,783,262	\$2,835,544	\$3,427,874	\$592,330	20.89%
Intergovernmental Revenue (Transit Bus Replacement)	641,972	1,555,738	327,580	(1,228,158)	-78.94%
Transfer from Capital Improvement Program (Local Match)	8,450	230,637	62,397	(168,240)	-72.95%
Charges for Services	656,659	671,762	713,464	41,702	6.21%
Transfer from General Fund	1,176,447	1,594,126	1,965,371	371,245	23.29%
Misc. Revenue	66,409	52,908	52,908	0	0.00%
TRANSIT FUND REVENUE TOTAL	\$5,333,199	\$6,940,715	\$6,549,594	(\$391,121)	-5.64%
FLEET MANAGEMENT FUND					
Charges for Services	\$2,042,954	\$1,014,705	\$1,065,512	\$50,807	5.01%
FLEET MANAGEMENT FUND REVENUE TOTAL	\$2,042,954	\$1,014,705	\$1,065,512	\$50,807	5.01%
HVAC FUND					
Charges for Services	\$354,612	\$360,892	\$431,547	\$70,655	19.58%
HVAC FUND REVENUE TOTAL	\$354,612	\$360,892	\$431,547	\$70,655	19.58%
INFORMATION TECHNOLOGY FUND					
Charges for Services - IT Operations	\$1,769,713	\$1,915,640	\$2,024,311	\$108,671	5.67%
Charges for Services - GIS Operations	0	37,391	37,391	0	0.00%
Computer Replacement Pool	126,117	157,092	157,092	0	0.00%
Infrastructure Replacement Pool	186,094	188,104	198,732	10,628	5.65%
Transfer from Gas Fund (City Link Operations)	1,200,000	1,250,000	1,300,000	50,000	4.00%
Transfer from Non General Funds (City Link Operations)	200,000	200,000	200,000	0	0.00%
Other Misc. Revenue (City Link Infrastructure)	4,582,505	0	0	0	0.00%
INFORMATION TECHNOLOGY FUND REVENUE TOTAL	\$8,064,429	\$3,748,227	\$3,917,526	\$169,299	4.52%
WAREHOUSE FUND					
Charges for Services	\$269,586	\$141,531	\$145,480	\$3,949	2.79%
WAREHOUSE FUND REVENUE TOTAL	\$269,586	\$141,531	\$145,480	\$3,949	2.79%
C'VILLE/ALBEMARLE VISITORS CENTER FUND					
Intergovernmental Revenue	\$424,796	\$476,181	\$545,720	\$69,539	14.60%
Charges for Services	70,791	83,000	65,100	(17,900)	-21.57%
Transfer from General Fund	477,385	525,021	589,109	64,088	12.21%
Misc. Revenue	120	2,000	0	(2,000)	-100.00%
VISITOR'S CENTER FUND REVENUE TOTAL	\$973,092	\$1,086,202	\$1,199,929	\$113,727	10.47%
CITY SCHOOLS BUDGET					
	FY 2006-2007 Actual	FY 2007-2008 Budget	FY 2008-2009 Budget	Increase/ (Decrease)	% Change
SCHOOL OPERATIONS (NON GENERAL FUNDS)					
State Revenue	\$3,477,909	\$3,843,514	\$4,236,253	\$392,739	10.22%
Federal Revenue	5,264,321	5,610,375	5,731,628	121,253	2.16%
Misc. Revenue	1,686,262	1,492,678	1,495,045	2,367	0.16%
SCHOOL OPERATIONS (NON GENERAL FUND) REVENUE TOTAL	\$10,428,492	\$10,946,567	\$11,462,926	\$516,359	4.72%

Expenditures Detailed

	FY2006-2007 General Fund Actual	FY2007-2008 General Fund Budget	FY2008-2009 General Fund Budget	FY2006-2007 Other Funds Actual	FY2007-2008 Other Funds Budget	FY2008-2009 Other Funds Budget
MANAGEMENT						
Council Reserve	\$10,421	\$21,884	\$40,004	\$0	\$0	\$0
Mayor and City Council	186,332	226,691	251,858	0	0	0
Office of the City Manager/Administration and Communications	1,066,902	1,120,055	1,153,676	0	0	0
Office of the City Manager/ Office of Economic Development	502,114	542,853	587,766	0	0	0
City Attorney	538,362	680,862	682,491	0	0	0
General Registrar	306,782	368,121	376,192	0	0	0
Organizational Memberships	114,738	117,175	135,857	0	0	0
MANAGEMENT SUBTOTAL	\$2,725,651	\$3,077,641	\$3,227,844	\$0	\$0	\$0
NON-DEPARTMENTAL						
Non-Departmental Activities	\$50,000	\$5,000	\$80,000	\$0	\$0	\$0
NON-DEPARTMENTAL SUBTOTAL	\$50,000	\$5,000	\$80,000	0	0	\$0
DEBT SERVICE PAYMENT						
General Fund Contribution	\$5,510,381	\$5,450,000	\$5,700,000	\$0	\$0	\$0
General Fund Contribution - Fire Apparatus	250,000	350,000	350,000	0	0	0
County Fire Service Fee Contribution	264,000	132,000	100,000	0	0	0
DEBT SERVICE PAYMENT SUBTOTAL	\$6,024,381	\$5,932,000	\$6,150,000	\$0	\$0	\$0
FUND BALANCE TARGET ADJUSTMENT						
Fund Balance Target Adjustment	\$0	\$330,194	\$500,000	\$0	\$0	\$0
FUND BALANCE TARGET ADJUSTMENT	\$0	\$330,194	\$500,000	\$0	\$0	\$0
EMPLOYEE COMPENSATION AND TRAINING						
Compensation - 4% Salary Increase and Associated Benefits	\$0	\$1,320,754	\$1,446,960	\$0	\$0	\$0
City Wide Attrition Savings	0	(300,000)	(300,000)	0	0	0
City Wide Market Rate Adjustments	0	250,000	350,000	0	0	0
Police Department Adjustments	0	145,000	0	0	0	0
Fire Department Adjustments	0	125,000	0	0	0	0
Unemployment Compensation	11,680	60,000	60,000	0	0	0
Corporate Training Fund	14,714	35,000	35,000	0	0	0
Miscellaneous Expenses	99,061	181,310	200,000	0	0	0
EMPLOYEE COMPENSATION AND TRAINING SUBTOTAL	\$125,455	\$1,817,064	\$1,791,960	\$0	\$0	\$0
INTERNAL SERVICES						
Business Services	\$239,800	\$0	\$0	\$0	\$0	\$0
Finance Department: Purchasing/Risk Management/Warehouse	75,653	238,076	271,183	2,185,267	2,313,585	2,474,864
Human Resources	777,283	966,328	1,034,141	0	0	0
Information Technology	0	0	0	3,928,513	3,748,227	3,917,526
INTERNAL SERVICES SUBTOTAL	\$1,092,736	\$1,204,404	\$1,305,324	\$6,113,780	\$6,061,812	\$6,392,390
FINANCIAL SERVICES						
Commissioner of the Revenue	\$925,542	\$957,857	\$1,021,431	\$0	\$0	\$0
Finance Department: Administrative/Real Estate Assessment/ Utility Billing Office	1,683,596	1,889,673	1,939,820	1,215,787	1,475,424	1,494,719
Treasurer	1,088,097	1,087,145	1,134,740	0	0	0
FINANCIAL SERVICES SUBTOTAL	\$3,697,235	\$3,934,675	\$4,095,991	\$1,215,787	\$1,475,424	\$1,494,719

	FY2006-2007 General Fund Actual	FY2007-2008 General Fund Budget	FY2008-2009 General Fund Budget	FY2006-2007 Other Funds Actual	FY2007-2008 Other Funds Budget	FY2008-2009 Other Funds Budget
HEALTHY FAMILIES & COMMUNITY						
Charlottesville Albemarle Convention & Visitors Bureau	\$477,385	\$525,021	\$589,109	\$557,871	\$561,181	\$610,820
Comprehensive Services Act	2,095,818	2,260,146	2,400,058	5,950,010	6,105,426	6,782,951
Community Attention	171,541	171,192	216,632	2,022,623	2,158,973	2,266,839
Community Events and Festivals	80,496	61,900	101,700	0	0	0
Contributions to Children, Youth and Family Programs	2,837,021	3,243,942	3,364,543	286,662	0	0
Contributions to Education and the Arts	1,471,184	1,534,018	1,603,440	0	0	0
Department of Social Services	2,540,274	3,255,236	3,577,677	9,839,792	10,763,408	10,901,529
Housing Programs and Tax Relief	1,118,934	1,689,091	1,565,960	0	0	0
Neighborhood Development Services	2,396,806	2,729,571	2,898,102	0	0	0
Parks and Recreation	6,245,931	7,299,868	7,771,095	1,203,874	1,383,990	1,538,867
HEALTHY FAMILIES & COMMUNITY SUBTOTAL	\$19,435,390	\$22,769,985	\$24,088,316	\$19,860,832	\$20,972,978	\$22,101,006
INFRASTRUCTURE AND TRANSPORTATION						
Public Works: Administration, Facilities Management & Maintenance, HVAC Services	\$2,058,970	\$2,274,460	\$2,563,155	\$321,387	\$341,938	\$393,233
Public Works: Public Service	6,663,755	8,779,077	9,145,848	2,117,175	1,014,705	1,065,512
Public Works: Transit/JAUNT	1,867,713	2,369,719	2,757,190	4,132,830	5,346,589	4,584,223
Public Works: Utilities	0	0	0	48,584,139	55,089,513	61,773,038
INFRASTRUCTURE AND TRANSPORTATION SUBTOTAL	\$10,590,438	\$13,423,256	\$14,466,193	\$55,155,531	\$61,792,745	\$67,816,006
PUBLIC SAFETY AND JUSTICE						
City Sheriff	\$920,211	\$950,772	\$983,708	\$0	\$0	\$0
Commonwealth's Attorney	696,628	892,785	954,057	0	0	0
Contributions to Programs Supporting Public Safety & Justice	5,852,586	6,734,809	6,660,601	0	0	0
Courts and Other Support Services	926,838	989,236	995,648	0	0	0
Fire Department: Operations and EMS	8,145,597	9,050,488	9,196,297	0	0	0
Police Department	12,624,238	12,701,846	13,097,675	0	0	0
PUBLIC SAFETY SUBTOTAL	\$29,166,098	\$31,319,936	\$31,887,986	\$0	\$0	\$0
LOCAL CONTRIBUTION TO SCHOOLS						
Local Contribution to Schools	\$34,012,025	\$38,340,609	\$39,781,531	\$0	\$0	\$0
SCHOOLS SUBTOTAL	\$34,012,025	\$38,340,609	\$39,781,531	\$0	\$0	\$0
TOTAL CITY OPERATIONS	\$106,919,409	\$122,154,764	\$127,375,145	\$82,345,930	\$90,302,959	\$97,804,121
DESIGNATED EXPENDITURES						
Contractual Services: Pupil Transportation	\$2,325,812	\$2,423,951	\$2,539,087	\$0	\$0	\$0
Contractual Services: School Building Maintenance	2,967,269	3,148,921	3,383,207	0	0	0
Transfer to Capital Improvements Program Fund	11,804,867	3,665,259	3,903,882	0	0	0
Transfer to Capital Improvements Program Fund (Charlottesville Housing Fund)	0	250,000	900,000	0	0	0
Transfer to Facilities Repair Fund	450,000	500,000	550,000	0	0	0
Transfer to Debt Service Fund (1% of Meals Tax Revenue)	1,550,000	1,681,905	1,756,250	0	0	0
Transfer to Equipment Replacement Fund	0	838,000	584,950	0	0	0
Transfer to Misc. Funds	124,728	0	0	0	0	0
DESIGNATED EXPENDITURES TOTAL	\$19,222,676	\$12,508,036	\$13,617,376	\$0	\$0	\$0
TOTAL CITY BUDGET	\$126,142,085	\$134,662,800	\$140,992,521	\$82,345,930	\$90,302,959	\$97,804,121
CITY SCHOOLS BUDGET						
	FY2006-2007 General Fund Actual	FY2007-2008 General Fund Budget	FY2008-2009 General Fund Budget	FY2006-2007 Other Funds Actual	FY2007-2008 Other Funds Budget	FY2008-2009 Other Funds Budget
SCHOOL OPERATIONS						
School Operations	\$51,722,066	\$55,909,468	\$58,061,676	\$10,428,492	\$10,946,567	\$11,462,926
TOTAL SCHOOL OPERATIONS BUDGET	\$51,722,066	\$55,909,468	\$58,061,676	\$10,428,492	\$10,946,567	\$11,462,926

MANAGEMENT



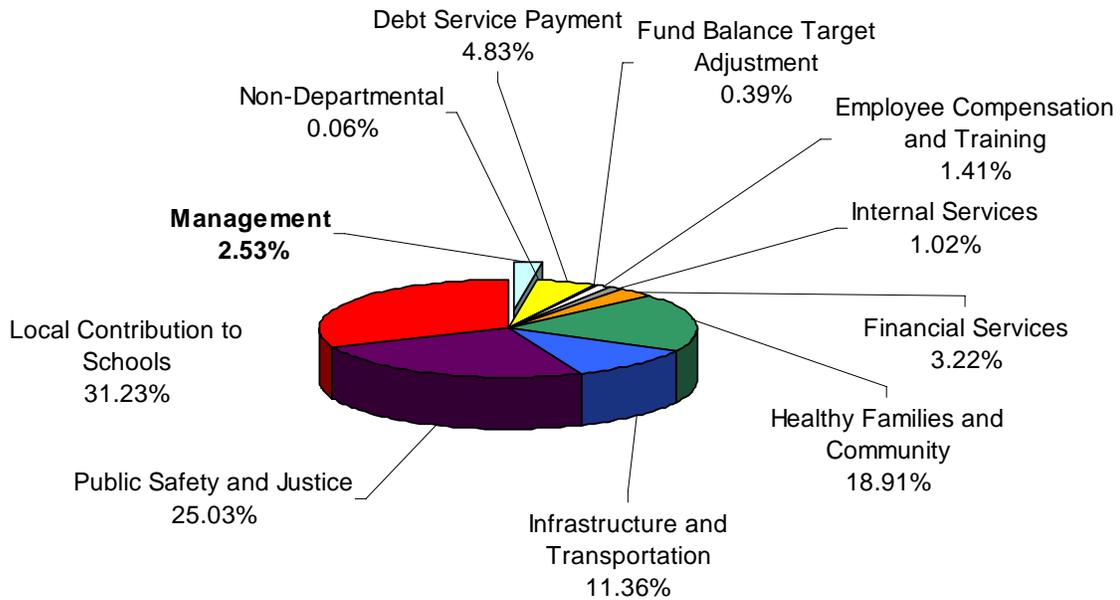
Management Summary

	FY2006-2007 General Fund Actual	FY2007-2008 General Fund Budget	FY2008-2009 General Fund Budget	FY2006-2007 Other Funds Actual	FY2007-2008 Other Funds Budget	FY2008-2009 Other Funds Budget
MANAGEMENT						
Council Reserve	10,421	21,884	40,004	0	0	0
Mayor and City Council	186,332	226,691	251,858	0	0	0
City Manager's Office/Administration and Communications	1,066,902	1,120,055	1,153,676	0	0	0
City Manager's Office/ Office of Economic Development	502,114	542,853	587,766	0	0	0
City Attorney	538,362	680,862	682,491	0	0	0
General Registrar	306,782	368,121	376,192	0	0	0
Organizational Memberships	114,738	117,175	135,857	0	0	0
MANAGEMENT SUBTOTAL	\$2,725,651	\$3,077,641	\$3,227,844	\$0	\$0	\$0

2008-09 General Fund Budget	\$3,227,844
2007-08 General Fund Budget	\$3,077,641
Increase/(Decrease)	\$150,203
Percentage Change	4.88%

Management

As a percentage of operating budget





Council Reserve

A reserve of \$40,004 is set aside for City Council to fund various budget and agency requests that Council wishes to grant during the fiscal year.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Council Reserve	<u>\$10,421</u>	<u>\$21,884</u>	<u>\$40,004</u>	<u>\$18,120</u>	<u>82.80%</u>
General Fund Total	\$10,421	\$21,884	\$40,004	\$18,120	82.80%

Mayor and City Council

City Council establishes policies for the City government, including neighborhood planning and services, education funding, human services, economic development, utilities, transportation, public safety, and other community and service issues. The Council is responsible for adopting the annual budget and passes laws to ensure the public's safety and welfare. The Council appoints members to over 30 boards and commissions, including governing boards for many community agencies. The Mayor (or the Vice-Mayor in the Mayor's absence) presides over and sets the agenda for meetings, calls special meetings, and serves as the ceremonial head of government. Regular Council meetings are held twice a month. Councilors participate in joint public hearings with the Planning Commission once a month, meet with the School Board once a month, and hold special meetings and work sessions as needed.

The Clerk of Council serves as staff to the City Council, maintains official Council records, serves as a liaison between Council and the public, notifies citizens of Council action, and coordinates Council meetings and appointments to boards and commissions. The Clerk is involved in a variety of efforts to provide public information about City government to citizens and represents the City on certain boards and commissions.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$138,979	\$140,221	\$172,636	\$32,415	23.12%
Other Expenditures	<u>47,353</u>	<u>86,470</u>	<u>79,222</u>	<u>(7,248)</u>	<u>-8.38%</u>
General Fund Total	\$186,332	\$226,691	\$251,858	\$25,167	11.10%
General Fund FTEs	1.0	1.0	1.0	0.0	

Explanation of Changes: The increase in Salaries and Benefits can be attributed to a salary increase Council approved to be effective July 1, 2008. The decrease in Other Expenditures is the result of removing a one time expenditure for new furniture and a filing system for the Clerk of Council's Office that was completed during FY 2008.

Office of the City Manager/Administration and Communications

The City Manager, appointed by the City Council, is the Chief Executive Officer for the City. This office is responsible for implementing the policies and directives of the City Council throughout the various City departments and agencies. The City Manager's Office is also charged with recommending, implementing, and monitoring policies and procedures that maintain the financial well-being of City government. This office directs, monitors, reviews, and evaluates a wide array of programs and services conducted on behalf of the City, is responsible for the development of the City's operating and capital budgets, and citywide communications through the Office of Communications.

The Office of Communications serves as a liaison between the City and our citizens by coordinating media, public and community relations, and by encouraging citizen involvement in their government through a variety of informational sources including, but not limited to, the region's media outlets, the City's monthly newsletter "City Notes", the City's website www.charlottesville.org, print advertisements, public appearances, and public service announcements. This office also manages and operates Government Access Channel 10, Public Access Channel 13, and Educational Access Channel 14.

In the coming year, the City Manager's Office will place an emphasis on a new approach in citizen involvement and the quality delivery and efficiency of City services. The City Manager's Office will follow the 2025 Vision adopted by City Council by finding appropriate ways to implement and promote programs that follow City Council's clear directive.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$836,738	\$915,936	\$945,613	\$29,677	3.24%
Other Expenditures	<u>230,164</u>	<u>204,119</u>	<u>208,063</u>	<u>3,944</u>	<u>1.93%</u>
General Fund Total	\$1,066,902	\$1,120,055	\$1,153,676	\$33,621	3.00%
General Fund FTEs	8.0	8.0	7.0	(1.0)	
Other Funded FTEs	1.0	1.0	1.0	0.0	

Explanation of Changes: The net increase in Salaries and Benefits can be attributed to a 4% salary increase and market rate adjustments granted in FY 2008 and the elimination of the salaries and benefits associated with the Director of Customer Care in the City Manager's Office, resulting in over \$70,000 in savings.

This section combines two departmental budgets that net the overall increase of 3.00%. The City Manager's Office budget is only increasing by \$4,297, or 0.52%, and the Office of Communications overall budget is increasing by 10.11%, or \$29,324. The increase for the Communications Department is primarily due to increased hours for a contractual employee to help with Channel 10 production and increased efforts in community engagement.

	FY 09 Budget
<u>FY 09 Services</u>	
Administration	\$834,351
Communications	<u>319,325</u>
Total	\$1,153,676

Office of the City Manager/Office of Economic Development

The Office of Economic Development is the City’s primary vehicle for economic development services. Its mission is to serve as a catalyst for public and private initiatives that promote the long-term economic vitality of Charlottesville.

The Economic Development staff works to expand the tax base and to provide quality job opportunities for citizens through new business development, retention/expansion initiatives, and workforce training. The Office also coordinates and administers the functions of the Charlottesville Economic Development Authority (CEDA). The Authority issues revenue bonds and assists with front-end capital for projects.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$425,238	\$452,060	\$492,933	\$40,873	9.04%
Other Expenditures	<u>76,876</u>	<u>90,793</u>	<u>94,833</u>	<u>4,040</u>	<u>4.45%</u>
General Fund Total	\$502,114	\$542,853	\$587,766	\$44,913	8.27%
General Fund FTEs	4.0	4.0	4.0	0.0	

Explanation of Changes: The increase in Salaries and Benefits is a result of fully realizing the 4% salary increase, market rate adjustments and promotions granted in FY 2008. The increase in Other Expenditures can be attributed to increases in fixed costs and annual equipment rental of a new copier in this office.

City Attorney

The City Attorney's Office is staffed with four attorneys and two paralegal positions. Formal and informal opinions, reports, ordinances, resolutions, and City contracts are drafted, reviewed, and negotiated by this office. Zoning, procurement, insurance, and Freedom of Information Act (FOIA) matters are handled by the office, and personnel issues (workers' compensation, terminations, and grievances) account for an increasing share of the workload. Social Services and other litigation continue to demand significant attorney time. The City Attorney's Office provides legal counsel to the City Council, Planning Commission, Airport Authority, Charlottesville Economic Development Authority, and Charlottesville Redevelopment and Housing Authority, their managers and employees.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$471,939	\$585,309	\$618,114	\$32,805	5.60%
Other Expenditures	<u>66,423</u>	<u>95,553</u>	<u>64,377</u>	<u>(31,176)</u>	<u>-32.63%</u>
General Fund Total	\$538,362	\$680,862	\$682,491	\$1,629	0.24%
General Fund FTEs	6.0	6.0	6.0	0.0	

Explanation of Changes: The increase in Salaries and Benefits reflects the 4% salary increase granted in FY 2008, as well as increases in retirement costs. Other Expenditures are decreasing due to the elimination of one time expenditures for projects completed in FY 2008, \$10,000 for the replacement of furniture and \$18,000 for a high density file storage system, and a reduction in printing and duplicating costs.

General Registrar

The Charlottesville Office of General Registrar is responsible for matters pertaining to: voter registration and comprehensive list maintenance; certification of candidate declarations and campaign finance management; ballot development and administration of absentee voting; Officer of Election database management; maintenance and preparation of voting equipment and supplies; polling place management; public and media relations related to the electoral process; and effective implementation of legislative mandates and policy directives within the scope of operations.

In addition, this office administers primary and special elections, as called. Officer of Election appointments, polling place recommendations, and certifications of election results are conducted by the Charlottesville Electoral Board, for which this office provides all administrative support. In order to conduct the required functions of this office in full accordance with federal, state and local laws, it is imperative that all staff receive comprehensive initial training and participate in on-going continuous education efforts to stay abreast of often changing legal dictates and policy requirements. Numerous training opportunities are provided through the State Board of Elections, the statewide professional associations of General Registrars and Electoral Boards, voting equipment user groups and other professional organizations within the industry.

The Office of the General Registrar has two full time employees located in the City Hall Annex and a part time employee at the Division of Motor Vehicles office on Pantops. Additionally, a number of assistant registrars, election officials and part time election workers are employed as required by the State Board of Elections.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$197,844	\$241,858	\$252,565	\$10,707	4.43%
Other Expenditures	<u>108,938</u>	<u>126,263</u>	<u>123,627</u>	<u>(2,636)</u>	<u>-2.09%</u>
General Fund Total	\$306,782	\$368,121	\$376,192	\$8,071	2.19%
General Fund FTEs	2.5	2.5	2.5	0.0	

Explanation of Changes: The increase in Salaries and Benefits is a result of fully realizing the 4% salary increase granted in FY 2008, and a slight increase in overtime to expand the hours that the Election Office is open for absentee voting as mandated by the Federal Government. Increases in postage and phone service, along with decreases in Information Technology fees and equipment rental resulted in a net decrease of 2.09% in Other Expenditures.

Organizational Memberships

The **Virginia Municipal League** is an advocate for Virginia towns and cities. It represents the City's interests before the General Assembly and provides legal, technical, and management information.

The **Charlottesville Regional Chamber of Commerce** is the local organization that represents the business community on issues pertaining to relations between the public and businesses.

The **Thomas Jefferson Planning District Commission (TJPDC)** is the regional planning agency created by Charlottesville and the counties of Albemarle, Fluvanna, Louisa, Greene, and Nelson, under the Virginia Area Development Act, which provides planning and technical assistance to member governments through planning on a regional level.

The **Virginia Institute of Government**, established in 1994 by the Virginia General Assembly, provides programs that increase the training, technical services and information resources available to the Commonwealth's local governments.

The **Alliance for Innovation** is a non-profit organization who partners with the International City/County Management Association and the University of Arizona, with a membership base of 430 city, town and county governments from 28 states, which provides city and county governments with the tools and information to improve productivity, and save time and money.

The **Virginia First Cities Coalition** is a statewide coalition of 15 cities that provides lobbying services and fiscal analysis for its member cities.

The **Thomas Jefferson Regional Partnership for Economic Development** is a public/private organization committed to retaining business, expanding employment opportunities and "growing" the economy of the region in a manner consistent with local plans, policies, and needs.

The **Thomas Jefferson Soil and Water Conservation District** works in partnership with various local, state and federal agencies to provide comprehensive and efficient natural resource assistance.

Streamwatch collects data and assesses stream conditions to assist watershed management efforts in the Rivanna Basin. Their monitoring is designed to support a "whole watershed" approach.

The **International City/County Management Association Performance Measurement Consortium** helps local governments compare and improve the effectiveness and efficiency of public services through the collection, analysis and application of performance information. Over 160 local governments participate across the nation.

The **Central Virginia Small Business Development Center** provides management, marketing, planning, operational, and financial and other assistance to existing and pre-venture small and mid-sized businesses in the region.

Funding Summary	FY06-07 Actual	FY07-08 Budget	FY08-09 Budget	Increase/ (Decrease)	% Change
Virginia Municipal League	\$12,142	\$12,596	\$13,447	\$851	6.76%
Chamber of Commerce	1,260	2,500	2,500	0	0.00%
Thomas Jefferson Planning District Commission	44,621	46,860	46,860	0	0.00%
TJPDC Workforce One Stop Center	15,771	0	0	0	N/A
Virginia Institute of Government	2,500	2,500	2,500	0	0.00%
Alliance for Innovation	2,500	2,500	2,500	0	0.00%
Virginia First Cities Coalition	17,194	17,819	18,000	181	1.02%
Thomas Jefferson Regional Partnership for Economic Dev.	12,500	12,500	12,500	0	0.00%
Thomas Jefferson Soil and Water Conservation District	1,000	1,000	10,000	9,000	900.00%
Streamwatch	0	0	10,000	10,000	100.00%
ICMA Performance Measurement Consortium	5,250	8,900	7,550	(1,350)	-15.17%
Central Virginia Small Business Development Center	0	10,000	10,000	0	0.00%
General Fund Total Contributions	\$114,738	\$117,175	\$135,857	\$18,682	15.94%



NON DEPARTMENTAL ACTIVITIES



Non-Departmental Activities

Non-Departmental Activities are multi-purpose appropriations that cannot be assigned to a specific City Department or they span across departmental functions.

Funds for **Sister City Committee** supports the City’s activities to enhance and develop relationships with its Sister Cities: Poggio a Caiano, Italy; Besancon, France; Long Beach, Washington and Plevin, Bulgaria.

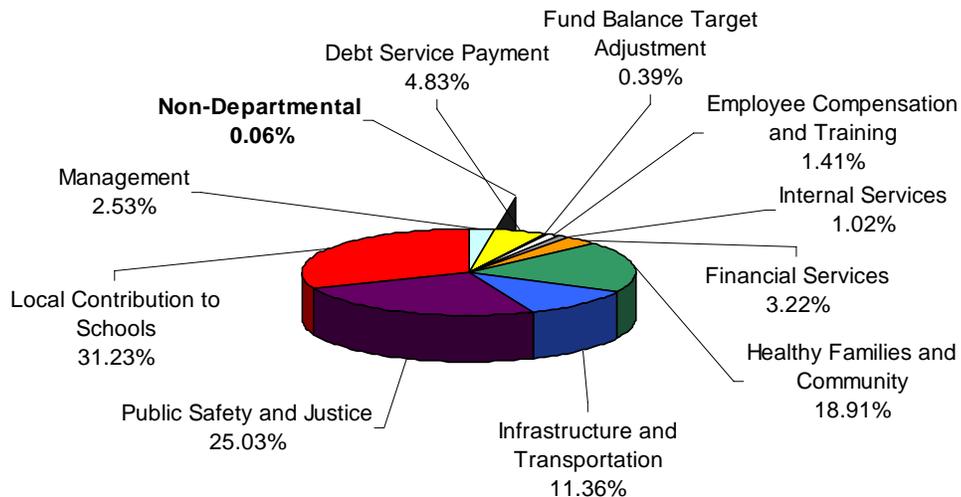
Green City Initiatives, previously budgeted in the FY 2008 Capital Improvement Program, now appears in the General Fund. These funds are primarily used to support the Citizens Committee on Environmental Sustainability (CCoES). Examples of funding usage include a public education campaign focused on energy efficiency, joining the Streamwatch partnership to gather and analyze stream health data for the City, and sponsoring an environmental conference.

Weed and Seed Administration formerly funded with Community Development Block Grant Funds is now funded through the General Fund. Charlottesville Weed and Seed Network is a federal, state and local grant strategy sponsored by the U.S. Attorney for the Western District of Virginia, designed to help to reduce illicit, open-air drug trafficking (weeding), through coordinated prevention, intervention and treatment opportunities, community policing, and neighborhood restoration (seeding). Initiatives that help strengthen families include educational programs for youth and adults through partnerships with adult and technical education centers, Buford Middle School, National College, and Piedmont Virginia Community College.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Sister City Committee	\$0	\$5,000	\$5,000	\$0	0.00%
Green City Initiatives	0	0	50,000	50,000	100.00%
Weed and Seed Administration	0	0	25,000	25,000	100.00%
Citywide Reserve	<u>50,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
General Fund Total	\$50,000	\$5,000	\$80,000	\$75,000	1500.00%

Non-Departmental Activities

As a percentage of operating budget







DEBT SERVICE

Debt Service Payment

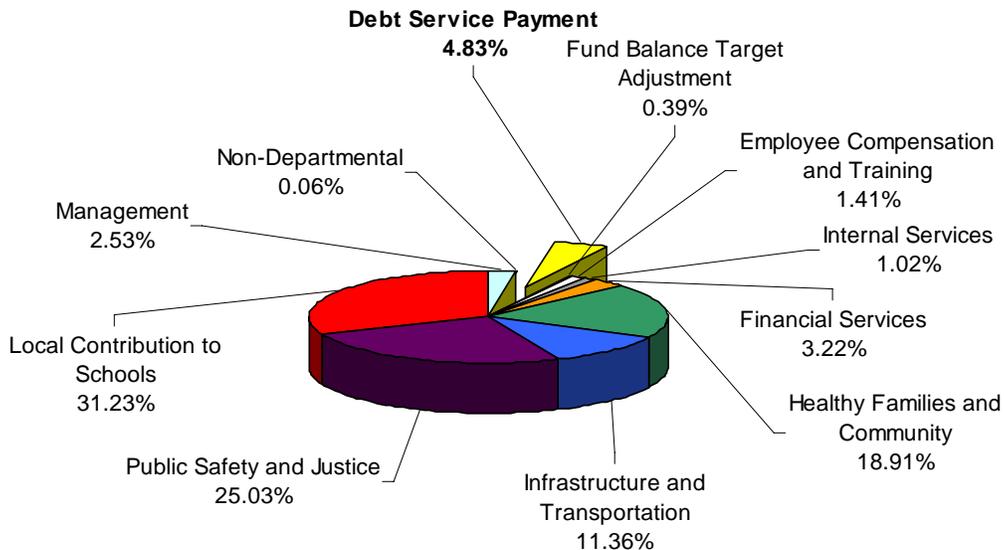
The General Fund contribution to the City’s annual debt service payments on general purpose, school, and literary bonds is shown in this part of the budget. The City has several major, long-term capital needs, such as School and City building maintenance, Downtown Mall infrastructure improvements, Fire Station construction, neighborhood improvements, transportation needs, and Parks and Recreation improvements. It is anticipated that in future years the amount of funds going to debt service will need to increase in order to finance the City’s increasing capital needs (see Capital Improvement Program Fund on page 90 and Debt Service Fund detail on page 97).

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
General Fund Contribution	\$5,510,381	\$5,450,000	\$5,700,000	\$250,000	4.59%
General Fund Contribution - Fire Apparatus	250,000	350,000	350,000	0	0.00%
General Fund contribution - County					
Fire Service Fee	<u>264,000</u>	<u>132,000</u>	<u>100,000</u>	<u>(32,000)</u>	<u>-24.24%</u>
General Fund Total	\$6,024,381	\$5,932,000	\$6,150,000	\$218,000	3.67%

In addition to the funding shown above, there is \$1.75 million in Meals Tax revenue allocated to this fund which appears under the Designated Expenditures portion of the General Fund.

Debt Service Payment

As a percentage of operating budget





FUND BALANCE TARGET ADJUSTMENT



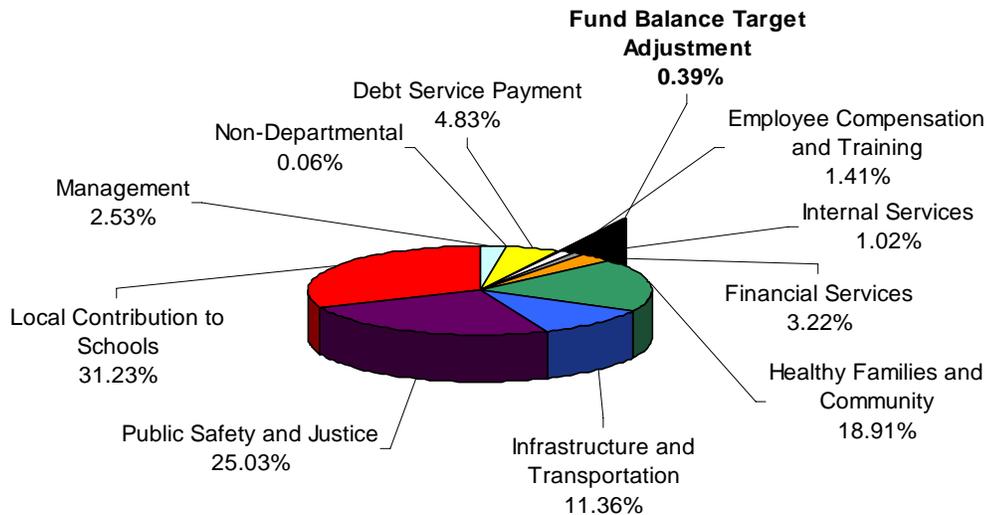
Fund Balance Target Adjustment

One of the key factors in retaining the City's AAA bond rating is the City's 12% fund balance policy. This policy states that the City will maintain an unappropriated fund balance in the General Fund equal to 12% of the City's operating budget. As the operating budget grows over time, this target fund balance must be adjusted. This account, created in FY 2005, is adjusted each year to help ensure that the City continues to meet this important financial policy.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Fund Balance Target Adjustment	\$0	\$330,194	\$500,000	\$169,806	51.43%
General Fund Total	\$0	\$330,194	\$500,000	\$169,806	51.43%

Fund Balance Target Adjustment

As a percentage of operating budget





EMPLOYEE COMPENSATION AND TRAINING



Employee Compensation and Training

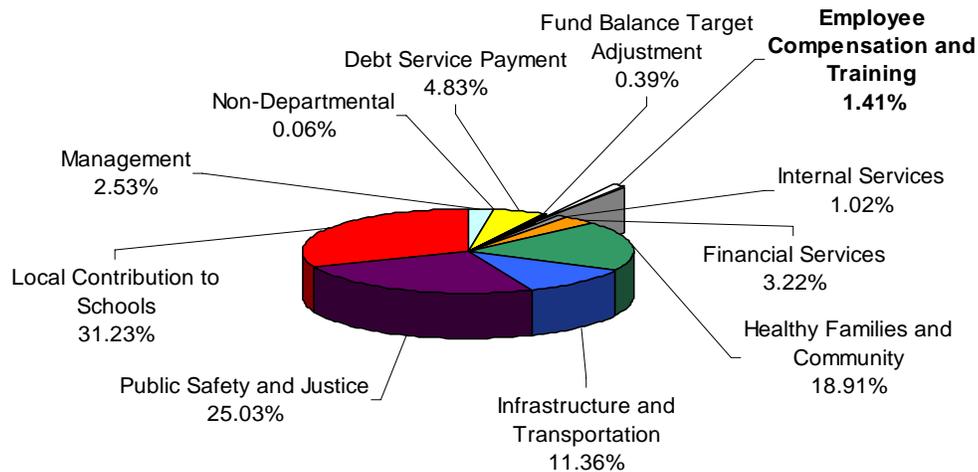
This pool provides funds for a 4% across-the-board salary increase starting July 1st, and \$350,000 for market rate salary adjustments, which will bring the salaries of identified positions more in line with current market standards and help with the retention and recruitment of top quality employees. The City has also budgeted \$300,000 in savings to be realized in the form of citywide attrition, which simply demonstrates up front the savings associated with keeping vacancies open for a period of time.

A pool of funds has been set aside for Public Safety. In the Police Department, \$25,000 will be used to help retain officers beyond the critical 3-7 year tenure range when most turnover tends to occur. The Fire Department will use \$25,000 to enhance career development.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Compensation - 4% Salary Increase	\$0	\$1,320,754	\$1,396,960	\$76,206	5.77%
Citywide Attrition Savings	0	(300,000)	(300,000)	0	0.00%
Citywide Market Rate Adjustments	0	250,000	350,000	100,000	40.00%
Police Department Adjustments	0	145,000	25,000	(120,000)	-82.76%
Fire Department Adjustments	0	125,000	25,000	(100,000)	-80.00%
Unemployment Compensation	11,680	60,000	60,000	0	0.00%
Corporate Training Fund	14,714	35,000	35,000	0	0.00%
Miscellaneous Expenses	<u>99,061</u>	<u>181,310</u>	<u>200,000</u>	<u>18,690</u>	<u>10.31%</u>
General Fund Total	\$125,455	\$1,817,064	\$1,791,960	(\$25,104)	-1.38%

Employee Compensation and Training

As a percentage of operating budget







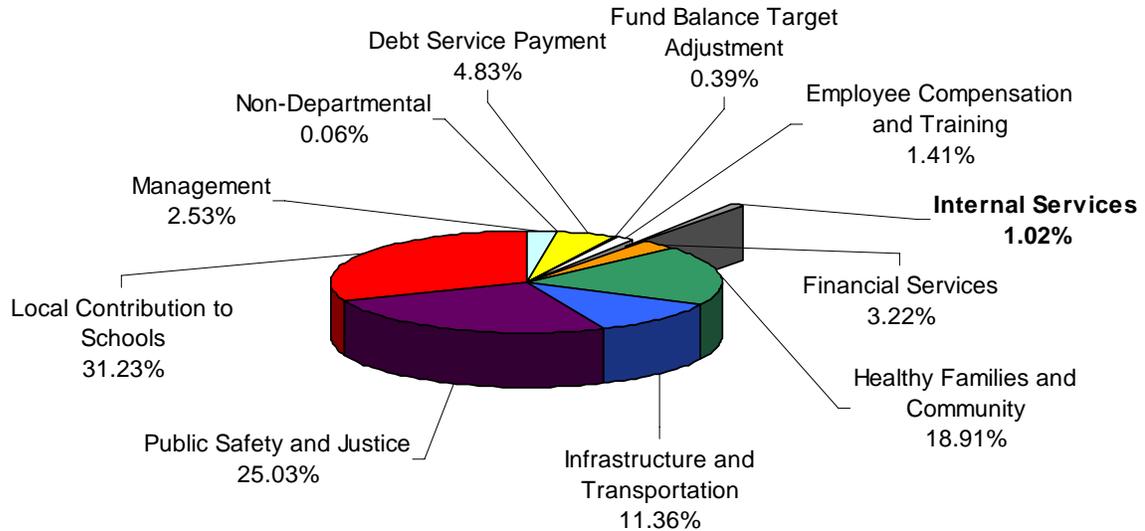
INTERNAL SERVICES

Internal Services Summary

	FY2006-2007 General Fund Actual	FY2007-2008 General Fund Budget	FY2008-2009 General Fund Budget	FY2006-2007 Other Funds Actual	FY2007-2008 Other Funds Budget	FY2008-2009 Other Funds Budget
INTERNAL SERVICES						
Business Services	\$239,800	\$0	\$0	\$0	\$0	\$0
Finance Department: Purchasing/Risk Management/Warehouse	75,653	238,076	271,183	2,185,267	2,313,585	2,474,864
Human Resources	777,283	966,328	1,034,141	0	0	0
Information Technology	0	0	0	3,928,513	3,748,227	3,917,526
INTERNAL SERVICES SUBTOTAL	\$1,092,736	\$1,204,404	\$1,305,324	\$6,113,780	\$6,061,812	\$6,392,390
2008-09 General Fund Budget	\$1,305,324					
2007-08 General Fund Budget	\$1,204,404					
Increase/(Decrease)	\$100,920					
Percentage Change	8.38%					

Internal Services

As a percentage of operating budget





Business Services

FY 2009 will be the second year that the City has not used the now retired HP-3000 financial system, which was replaced by City Link. Therefore, these expenditures continue to be spread out and included as part of the departmental Information Technology User Fees to support the cost of general operations of supporting the City's complex information technology system.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Business Services	<u>\$239,800</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>N/A</u>
General Fund Total	\$239,800	\$0	\$0	\$0	N/A

Finance Department
Purchasing
Risk Management
Warehouse

Purchasing has overall responsibility for the City’s purchasing system, develops regulations to ensure compliance with state and local laws, provides purchasing training to all City staff with procurement responsibilities, is responsible for the disposal of all City surplus property and manages the City’s Disadvantaged Business Enterprises program.

Risk Management coordinates overall risk management services for the City including managing the City’s casualty insurance programs and providing targeted safety training to all City employees.

The **Warehouse** provides inventory management and operates the Central Warehouse, as well as providing a central shipping and receiving point for City agencies.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$368,252	\$374,631	\$412,428	\$37,797	10.09%
Other Expenditures	<u>1,892,668</u>	<u>2,177,030</u>	<u>2,333,619</u>	<u>156,589</u>	<u>7.19%</u>
Total	\$2,260,920	\$2,551,661	\$2,746,047	\$194,386	7.62%
General Fund Total	\$75,653	\$238,076	\$271,183	\$33,107	13.91%
Non-General Fund Total	<u>2,185,267</u>	<u>2,313,585</u>	<u>2,474,864</u>	<u>161,279</u>	<u>6.97%</u>
Total	\$2,260,920	\$2,551,661	\$2,746,047	\$194,386	7.62%
General Fund FTEs	2.0	3.5	3.5	0.0	
Non-General Fund FTEs	4.0	2.5	2.5	0.0	

Explanation of Changes: Increases in Salaries and Benefits can be attributed to market rate adjustments, retention raises and the 4% salary increase granted during FY 2008. In Other Expenditures, increases occurred in fixed costs and insurance premiums for City departments in the Risk Management budget.

<u>FY 09 Services</u>	<u>FY 09 Budget</u>
Purchasing	\$271,183
Risk Management	2,329,384
Warehouse	<u>145,480</u>
Total	\$2,746,047

Human Resources

Human Resources functional service areas include recruitment, employee relations, training, organizational development, employee benefits, workers' compensation, human resources information systems, and human resources administration. The department's key goals for FY 2008-09 are to: (1) Continue emphasis on training and development related to the City's diversity initiatives; (2) Work with departments to develop responses to the findings from the Employee Survey; (3) Continue emphasis on wellness initiatives as part of the City's health care cost containment strategy; (4) Help ensure that an open, honest, positive relationship exists between City employees and City management. This relationship is characterized by trust, openness, honest communication, mutual respect, appreciation of the value of our diversity, and a work environment that encourages and rewards creativity and teamwork, as well as individual performance, to enable the City to be an "Employer of Choice"; and, (5) Continue to evaluate and revise department business processes to maximize the utility of the new Human Resources/Payroll system with particular emphasis on improvement to customer service.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$569,206	\$625,010	\$682,171	\$57,161	9.15%
Other Expenditures	<u>208,077</u>	<u>341,318</u>	<u>351,970</u>	<u>10,652</u>	<u>3.12%</u>
General Fund Total	\$777,283	\$966,328	\$1,034,141	\$67,813	7.02%
General Fund FTEs	8.0	8.0	8.0	0.0	

Explanation of Changes: The increase in Salaries and Benefits can be attributed to the 4% salary increase granted during FY 2008 and increased funding for temporary employees. Within Other Expenditures, fixed costs increased, as well as additional funding for a diversity marketing initiative and an increase in travel funding for Human Resource's employees associated with enhanced recruitment initiatives and employee development.

Information Technology

The Department of Information Technology (IT) is an internal services division of the City of Charlottesville. IT's primary mission is to assist all other City departments and divisions by centrally supporting the City's computer and telecommunications systems and providing technical support to City employees. IT is responsible for evaluating, recommending, purchasing, installing, and supporting all of the City's computer systems and communications networks for both voice and data. This department evaluates, integrates and supports innovative technologies to help internal and external customers achieve their goals, while effectively maximizing return on resources and providing cost effective methods for citizens, businesses, vendors and others to easily access information and conduct business with the City.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$1,260,098	\$1,554,309	\$1,686,262	\$131,953	8.49%
Other Expenditures	1,265,937	1,749,172	1,790,662	\$41,490	2.37%
Technology Capital Investments	<u>1,402,479</u>	<u>444,746</u>	<u>440,602</u>	<u>(4,144)</u>	<u>-0.93%</u>
Non-General Fund Total	\$3,928,513	\$3,748,227	\$3,917,526	\$169,299	4.52%
Non-General Fund FTEs	18.00	18.00	18.00	0.0	

Explanation of Changes: The increase in Salaries and Benefits can be attributed to a 4% salary increase granted in FY 2008, and increased funding for Interns. There were also several market rate increases associated with the hiring of several new employees. Other Expenditures is increasing as a result of additional funds for maintenance support contracts, and increased debt service costs associated with payment for the City Link loan from the Utilities funds.

The Technology Capital Investments include funds for replacement of desktop computers and citywide infrastructure and system replacement needs.

The total budget for City Link is \$1,500,000, which is funded from contributions by the Gas Fund and all Non General Fund departments that utilize the City Link system. This budget funds the salaries and benefits of two ABAP Programmers, an operational budget, a citywide City Link training budget, debt payment for the City Link loan to Utilities and capital funds for City Link servers scheduled to be replaced in FY 2009.

The Information Technology operational budget is offset by revenues generated from IT User fees charged out to departments, GIS user fees, and fees received from outside agencies, such as the library and jail for IT service provided. Additionally, each department makes contributions to the Computer Replacement and the Technology Infrastructure Replacement pools.

	FY 09 Budget
FY 09 Services	
Information Technology Operations	\$2,024,311
City Link Operations	1,500,000
GIS Operations	37,391
Computer Replacement Pool	157,092
Technology Infrastructure Replacement Pool	<u>198,732</u>
Total	\$3,917,526



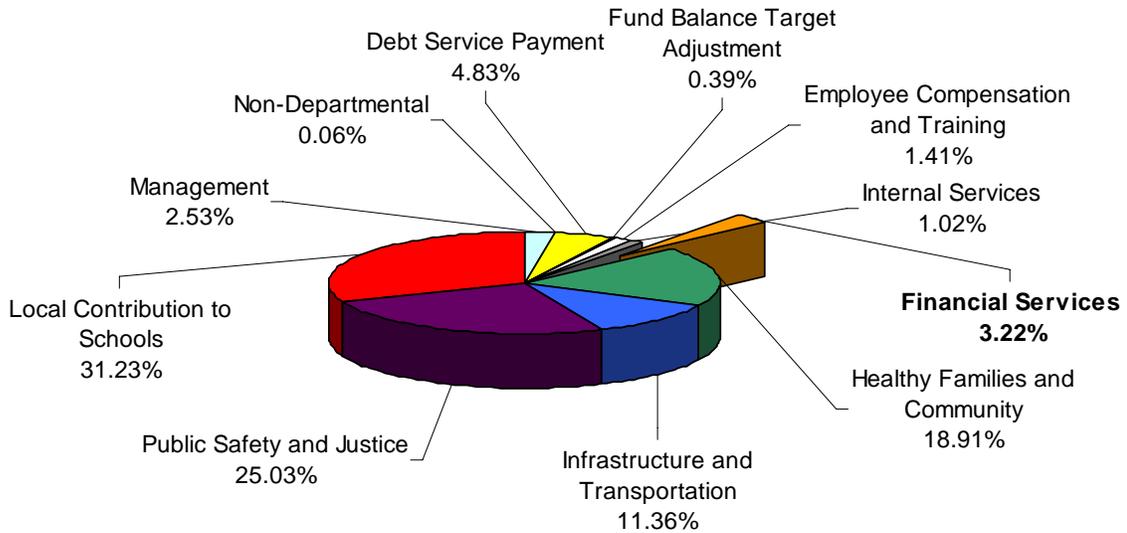
FINANCIAL SERVICES

Financial Services Summary

	FY2006-2007 General Fund Actual	FY2007-2008 General Fund Budget	FY2008-2009 General Fund Budget	FY2006-2007 Other Funds Actual	FY2007-2008 Other Funds Budget	FY2008-2009 Other Funds Budget
FINANCIAL SERVICES						
Commissioner of the Revenue	\$925,542	\$957,857	\$1,021,431	\$0	\$0	\$0
Finance Department: Administrative/Real Estate	1,683,596	1,889,673	1,939,820	1,215,787	1,475,424	1,494,719
Assessment/Utility Billing Office						
Treasurer	1,088,097	1,087,145	1,134,740	0	0	0
FINANCIAL SERVICES SUBTOTAL	\$3,697,235	\$3,934,675	\$4,095,991	\$1,215,787	\$1,475,424	\$1,494,719
2008-09 General Fund Budget	\$4,095,991					
2007-08 General Fund Budget	\$3,934,675					
Increase/(Decrease)	\$161,316					
Percentage Change	4.10%					

Financial Services

As a percentage of operating budget





Commissioner of the Revenue

The Commissioner of the Revenue is responsible for the fair, accurate and legal assessment of tangible personal property, and for administering ordinances relating to Personal Property Tax Relief, Public Service Corporation Tax, Bank Stock Tax, Vehicle Daily Rental, Business, Professional and Occupational Licenses, Meals Tax, Transient Lodging Tax, Consumer Utility Tax, Consumption Tax and Short-term Daily Rental Tax. This office is authorized to facilitate dealer compliance with state sales tax laws by assisting with the completion of reports and accepting reports/payments of sales taxes collected. The Commissioner of the Revenue and staff assist those who require help with filing required Virginia Income Tax Returns, assist with refund requests for taxes paid in error for local or state taxes, and assist applicants with affidavits necessary for Real Estate Tax Relief and Rental Relief for the Elderly and Disabled programs. For these services, the City receives reimbursement for a portion of the Commissioner of Revenue’s budget from the Commonwealth of Virginia.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$761,657	\$769,897	\$808,886	\$38,989	5.06%
Other Expenditures	<u>163,885</u>	<u>187,960</u>	<u>212,545</u>	<u>24,585</u>	<u>13.08%</u>
General Fund Total	\$925,542	\$957,857	\$1,021,431	\$63,574	6.64%
General Fund FTEs	13.0	13.0	13.0	0.0	

Explanation of Changes: The increase in Salaries and Benefits are due to increases in overtime market rate adjustments and the 4% salary increase granted during FY 2008. The increase in Other Expenditures can be attributed to fixed costs, \$13,000 for increased cost of the EGTS maintenance and support, and increases in the cost and volume of advertising.

Finance Department
Administrative
Real Estate Assessment
Utility Billing Office

The **Administrative** office of Finance provides comprehensive financial management, accounting, and reporting services; pays all City employees and City bills; provides debt management services; is responsible for implementation of the Living Wage Ordinance; prepares a number of specialized technical reports including the annual utility rate study, official statements and prospectuses for bond issues, the City’s annual reports, the state mandated comparative cost report transmittal forms, and a variety of grant reports.

Real Estate Assessment is responsible for assessing 14,800 parcels in the City annually; maintains assessments for tax purposes at fair market value; and provides various services to homeowners, prospective homebuyers/sellers, realtors, title researchers, attorneys, land surveyors, other City departments, etc. This office is also responsible for the Tax Abatement and Supplemental Assessment Programs.

The **Utility Billing Office** is responsible for maintaining, billing and collecting over \$53 million in utility payments each year for gas, water and sewer service. They also handle requests to stop and start services, answer customer inquiries concerning their accounts and handle all billing maintenance entries necessary to send accurate and timely bills. The office handles over 50,000 customer inquiries annually and administers the Gas Assistance Program which distributed over \$73,000 in fuel assistance in FY 2007.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$2,058,094	\$2,383,776	\$2,506,309	\$122,533	5.14%
Other Expenditures	<u>841,289</u>	<u>981,321</u>	<u>928,230</u>	<u>(53,091)</u>	<u>-5.41%</u>
Total	\$2,899,383	\$3,365,097	\$3,434,539	\$69,442	2.06%
General Fund Total	\$1,683,596	\$1,889,673	\$1,939,820	\$50,147	2.65%
Non General Fund Total	<u>1,215,787</u>	<u>1,475,424</u>	<u>1,494,719</u>	<u>19,295</u>	<u>1.31%</u>
Total	\$2,899,383	\$3,365,097	\$3,434,539	\$69,442	2.06%
General Fund FTEs	20.0	20.0	20.0	0.0	
Non General Fund FTEs	13.0	13.0	14.0	1.0	

Explanation of Changes: The increase in Salaries and Benefits represents an increase in temporary salaries in order to handle increased billing inquiries, market rate adjustments and a 4% salary increase granted during FY 2008. For FY 2009 a new Customer Service Representative is being added to the Utility Billing Office, which will be fully funded through the utility rates. Other Expenditures in Finance/Administrative reflects a decrease in the cost of the annual audit, in the Utility Billing Office reflects decreased cost for the rate report consultant contract.

	FY 09 Budget
<u>FY 09 Services</u>	
Administrative	\$1,219,037
Real Estate Assessment	720,783
Utility Billing Office	<u>1,494,719</u>
Total	\$3,434,539

Treasurer

The Treasurer's Office serves Charlottesville citizens by collecting, investing and ensuring the safekeeping of all City revenues. The office is the citizen's first point of contact for many City services requested of other departments, and as the collection point for all fees and taxes generated by or within the City, including utility bills, personal property, real estate, and state income taxes, vehicle license fees, business licenses, meals tax, trash decals, dog licenses and all other revenues collected by the City. The office is responsible for preparing and mailing personal property and real estate bills semi-annually, for collecting all tax payments, and for aggressively pursuing collection of delinquent revenues.

The Treasurer's Office is responsible for the administration and court process of parking tickets and the zone permit parking system, including the upkeep and maintenance of its applicable computer systems. The Treasurer invests all City reserve operational funds, bond funds and school funds to obtain the highest yield with minimal risk. The Treasurer's Office ensures the safekeeping of City revenues by balancing all cash received on a daily basis and reconciling all bank accounts on a monthly basis. The Treasurer also serves as the fiscal agent for the City Schools and the Charlottesville Albemarle Technical Education Center. The Treasurer also acts as the custodian for the City Retirement Fund, including the management of the individual managers, payments for the Fund's expenses, and preparing monthly reports for the Retirement Commission.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$743,015	\$795,773	\$839,481	\$43,708	5.49%
Other Expenditures	<u>345,082</u>	<u>291,372</u>	<u>295,259</u>	<u>3,887</u>	<u>1.33%</u>
General Fund Total	\$1,088,097	\$1,087,145	\$1,134,740	\$47,595	4.38%
General Fund FTEs	13.0	13.0	13.0	0.0	

Explanation of Changes: The increase in Salaries and Benefits can be attributed to market rate adjustments and a 4% salary increase granted during FY 2008. Within Other Expenditures, increases are the result of additional funding for EGTS maintenance and support and increases in fixed costs.



HEALTHY FAMILIES & COMMUNITY



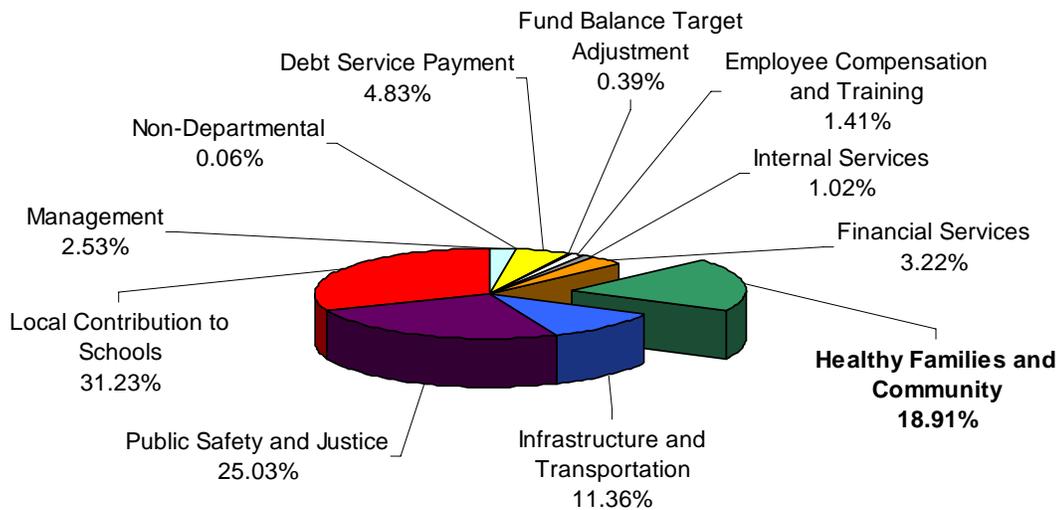
Healthy Families & Community Summary

	FY2006-2007 General Fund Actual	FY2007-2008 General Fund Budget	FY2008-2009 General Fund Budget	FY2006-2007 Other Funds Actual	FY2007-2008 Other Funds Budget	FY2008-2009 Other Funds Budget
HEALTHY FAMILIES & COMMUNITY						
Charlottesville Albemarle Convention & Visitors Bureau	\$477,385	\$525,021	\$589,109	\$557,871	\$561,181	\$610,820
Comprehensive Services Act	2,095,818	2,260,146	2,400,058	5,950,010	6,105,426	6,782,951
Community Attention	171,541	171,192	216,632	2,022,623	2,158,973	2,266,839
Community Events and Festivals	80,496	61,900	101,700	0	0	0
Contributions to Children, Youth and Family Programs	2,837,021	3,243,942	3,364,543	286,662	0	0
Contributions to Education and the Arts	1,471,184	1,534,018	1,603,440	0	0	0
Department of Social Services	2,540,274	3,255,236	3,577,677	9,839,792	10,763,408	10,901,529
Housing Programs and Tax Relief	1,118,934	1,689,091	1,565,960	0	0	0
Neighborhood Development Services	2,396,806	2,729,571	2,898,102	0	0	0
Parks and Recreation	6,245,931	7,299,868	7,771,095	1,203,874	1,383,990	1,538,867
HEALTHY FAMILIES & COMMUNITY SUBTOTAL	\$19,435,390	\$22,769,985	\$24,088,316	\$19,860,832	\$20,972,978	\$22,101,006

2008-09 General Fund Budget	\$24,088,316
2007-08 General Fund Budget	\$22,769,985
Increase/(Decrease)	\$1,318,331
Percentage Change	5.79%

Healthy Families and Community

As a percentage of operating budget





Charlottesville Albemarle Convention & Visitors Bureau

The Charlottesville Albemarle Convention & Visitors Bureau (CACVB) is a regional program funded by the City, County and by revenues generated from the private sector. The CACVB operates two visitor centers, one on Route 20 South of Charlottesville and one on the East end of the Downtown Mall. The CACVB is responsible for marketing area tourism assets to leisure travelers, group tours and meeting planners to increase the economic benefits of tourism in the community.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$436,497	\$576,581	\$639,748	\$63,167	10.96%
Other Expenditures	<u>598,759</u>	<u>509,621</u>	<u>560,181</u>	<u>50,560</u>	<u>9.92%</u>
Total	\$1,035,256	\$1,086,202	\$1,199,929	\$113,727	10.47%
General Fund Total	\$477,385	\$525,021	\$589,109	\$64,088	12.21%
Non General Fund Total	<u>557,871</u>	<u>561,181</u>	<u>610,820</u>	<u>49,639</u>	<u>8.85%</u>
Total	\$1,035,256	\$1,086,202	\$1,199,929	\$113,727	10.47%
Non General Fund FTEs	10.00	9.85	10.85	1.0	

Explanation of Changes: Salaries and benefits are increasing due to the addition of two part time Travel Specialists and the 4% salary increase granted during FY 2008. The additional part time Travel Specialists will allow the CACVB to maintain the current high level of service to the community and its visitors, by providing information on the area to both visitors and community members, promoting and booking hotels, and responding to visitor inquiries either through the mail or over the telephone, both at the Downtown and Route 20 Visitor Center locations. The net increase in Other Expenditures is the result of increases in fixed costs, advertising and marketing expenditures, and decreases in phone charges and other contractual services.

Per agreements with the County and City, the CACVB receives a contribution from each equal to 25% of lodging tax revenues, based on the 5% tax rate, realized in FY 2007. (The Lodging Tax rate is 6% but the CACVB receives revenue based on 5%, which was the Lodging Tax rate when the agreement was adopted.)

Comprehensive Services Act

The Comprehensive Services Act (CSA), established in 1992 by the General Assembly, is a state-mandated interagency program that serves children who are in foster care or at risk of going into foster care, have certain special education needs, are involved in the Juvenile Court system and/or have serious emotional or behavioral problems. The latter two groups are not mandated by the State but can be served by CSA. The CSA created a state pool of funds, previously funded by several different funding streams that went to separate agencies, and established a formula for local matching funds. Charlottesville’s CSA match rate is 31%.

CSA funds and services are administered by local interagency boards.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
General Fund Total	\$2,095,818	\$2,260,146	\$2,400,058	\$139,912	6.19%
Non General Fund Total	<u>5,950,010</u>	<u>6,105,426</u>	<u>6,782,951</u>	<u>677,525</u>	<u>11.10%</u>
Total	\$8,045,828	\$8,365,572	\$9,183,009	\$817,437	9.77%

Note: The Non General Fund portion of this budget represents the State funded portion of CSA, \$6,036,217, and the City School’s portion, \$746,734.

Community Attention

Community Attention provides a range of services including residential and community-based components. This agency strives to provide cost effective, user friendly, and clinically sound services in the context of interagency collaboration and active family involvement and responsibility. Community Attention attempts to individualize services for each client as needed, including making referrals to and coordinating with community services outside the agency. The program is primarily funded by the Virginia Juvenile Community Crime Control Act (VJCCCA) and the Comprehensive Services Act (CSA). Referrals may begin with any service component and transition to alternative or supplementary services.

- The Attention Home is a co-ed group home located at 414 4th St. N.E. in Charlottesville serving boys and girls ages 12-18 for both crisis and long-term residential placement. The program provides 24-hour supervision, case management, educational support, recreational activities, specialized topic and life-skill groups, and an option for supplemental services.
- Family Group Homes is a treatment foster care system of foster families for boys and girls age 8-21 in Charlottesville, Albemarle, and surrounding counties with the ability to accept emergency placements and provide long term foster care leading to permanency.
- Teens GIVE is a Service-Learning, Character Education and Life Skills training program placing children ages 9–18 in relationship-based community agencies and volunteer projects. Supervised volunteer activities are supplemented with services that include mentoring, tutoring, character education, case management, counseling, reflection, and recreation activities.
- The Community Supervision Program provides case management, counseling, assessment, diversion, and supervisory services for community-based youth. Services include employment coaching and supervision, coordination of therapeutic services, transportation, and court-directed Electronic Monitoring. Community Attention also offers a series of skill building and life skill training groups for children ages 10-18. Topics include anger management, conflict resolution, job readiness, educational support, other relevant life skills and character education topics for at-risk youth.
- Teens GIVE also coordinates a Summer Youth Internship Program for City of Charlottesville youth ages 14 to 18. The program teaches workplace readiness skills and provides participants with an opportunity to work and be exposed to a variety of job settings. Participants are taught how to effectively work with others in a group and provide additional help to City Departments, non-profits, local businesses, and the City schools.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$1,569,087	\$1,634,561	\$1,722,463	\$87,902	5.38%
Other Expenditures	<u>625,077</u>	<u>695,604</u>	<u>761,008</u>	<u>65,404</u>	<u>9.40%</u>
Total	\$2,194,164	\$2,330,165	\$2,483,471	\$153,306	6.58%
General Fund Total	\$171,541	\$171,192	\$216,632	\$45,440	26.54%
Non General Fund Total	<u>2,022,623</u>	<u>2,158,973</u>	<u>2,266,839</u>	<u>107,866</u>	<u>5.00%</u>
Total	\$2,194,164	\$2,330,165	\$2,483,471	\$136,001	6.20%
Non General Fund FTEs	26.00	26.00	26.00	0.0	

Explanation of Changes: The net increase in Salaries and Benefits can be attributed to a 4% salary increase and market rate adjustments made during FY 2008. The increase in Other Expenditures is due mainly to additional stipends for new foster parents, increased costs associated the purchase of a replacement van for the Teens GIVE program, and the expansion of the Summer Youth Internship Program, which plans to expand from 30 to 60 youth for FY 2009. Of the total General Fund increase, \$33,242 will fund an expanded Summer Youth Internship Program. In FY08 this program served 32 youth, in FY09 it will serve 60 youth.

	FY 09 Budget
<u>FY 09 Services</u>	
Administration	\$321,366
Family and Juvenile Justice Services	<u>2,162,105</u>
Total	\$2,483,471

Community Events and Festivals

City Council appropriates funds to various **Community Events and Festivals** that contribute to the City’s commitment to arts and culture, economic base, and overall quality of life.

Agency	FY06-07 Actual	FY07-08 Budget	FY08-09 Budget	Increase/ (Decrease)	% Change
Virginia Film Festival	\$14,500	\$15,000	\$15,600	\$600	4.00%
Virginia Festival of the Book	14,500	15,000	15,600	600	4.00%
Jefferson's Thanksgiving Festival	4,900	4,900	5,000	100	2.04%
First Night Virginia	2,500	2,500	2,500	0	0.00%
Historical Society Spirit Walk	5,000	5,000	5,000	0	0.00%
Lewis and Clark Festival	10,145	0	0	0	0.00%
Heritage Repertory Theatre	3,500	0	3,500	3,500	100.00%
African American Festival	3,000	3,000	3,000	0	0.00%
Juneteenth Celebration	1,500	1,500	1,500	0	0.00%
Festival of the Photograph	0	0	10,000	10,000	100.00%
Dogwood Festival (City Support)	0	0	25,000	25,000	100.00%
City Supported Events	<u>20,951</u>	<u>15,000</u>	<u>15,000</u>	<u>0</u>	<u>0.00%</u>
General Fund Total Contributions	\$80,496	\$61,900	\$101,700	\$39,800	64.30%

Explanation of Changes: Recommended contributions to area festivals are shown above. The **Heritage Repertory Theatre**, which did not request funds for FY 2008 because they did not have a 2007 season, will receive FY 2009 funding for its summer 2008 season. A new festival, the **Festival of the Photograph** draws visitors to the Downtown area with world-class photography exhibits and workshops with expert photographers. Funding for the City Support for the **Dogwood Festival** will pay for City services provided to the festival, including transportation, Police support and services provided by Parks and Recreation. **City Supported Events** represents funds for various City supported community events for example, transit service during the 4th of July fireworks event and First Night Virginia. These funds will also be used for unanticipated events that arise during the year.

Contributions to Children, Youth and Family Oriented Programs

The City of Charlottesville provides funding for various agencies which contribute health and social service benefits to the community. Among these, the **Soccer Organization of Charlottesville and Albemarle** and the **Music Resource Center** reach young people through their interests in sports and music to attain higher goals. The **Virginia Extension Service** offers programs in agriculture and natural resources, 4-H, home economics, and community resource development. The **Charlottesville-Albemarle Health Department** and **Blue Ridge Medical Center** provide services for protecting and promoting the health of the public. **Computers 4 Kids** provides computer training for students. **Monticello Area Community Action Agency (MACAA)** is a local anti-poverty agency created to serve low-income persons in Planning District Ten. **Madison House** recruits, trains and places University of Virginia student volunteers in 16 programs serving area residents. **Sexual Assault Resource Agency (SARA)** provides crisis intervention, confidential emotional support, information and referrals to sexual assault victims. **Shelter for Help in Emergency (SHE)** provides services to women and children who are victims/survivors of domestic violence within Planning District Ten. **Region Ten Community Services Board (CSB)** provides mental health, mental retardation, and substance abuse services. The **Jefferson Area Board for the Aging (JABA)** provides for the planning and coordination of services for the elderly. The **United Way Child Care** provides child care subsidies for children of low-income working parents. **Children, Youth and Family Services** encourages the positive growth and development of children. The **Charlottesville Commission on Children and Families (CCF)** provides oversight, coordination and evaluation of children and youth programs. The **Charlottesville Free Clinic** provides free primary medical and dental care services to the working poor. The **Partnership for Children** is a collaboration of 14 agencies that provide services to families with children age 0-6. Its mission is to build a supportive community where all children are nurtured in healthy families and arrive at school ready to learn. The **AIDS/HIV Services Group (ASG)** provides comprehensive support services to persons with AIDS/HIV. The mission of **Abundant Life Ministries** is to bring together members of the Prospect Ave neighborhood and the local Christian community in order to empower residents to flourish in all aspects of life. The **Boys and Girls Club** strives to inspire and enable all young people to realize their full potential as productive, responsible and caring citizens. The **Alliance for Community Choice in Transportation** is dedicated to promoting balanced transportation options through education and leadership. The **Blue Ridge Medical Latino Lay Health Promotion Program** seeks to increase access to primary and preventative health care for local Spanish-speaking residents. Funding is dedicated for a **Teen Pregnancy Program** in order to fund an unmet need in the Charlottesville area, with the proper provider to be determined at the beginning of the fiscal year.

Agency	FY06-07 Actual	FY07-08 Budget	FY08-09 Budget	Increase/ (Decrease)	% Change
Soccer Org. of C'Ville/Albemarle	\$9,939	\$9,641	\$10,123	\$482	5.00%
Music Resource Center	44,584	46,800	46,800	0	0.00%
Virginia Extension Service	40,936	42,940	43,273	333	0.78%
C'Ville/Albemarle Health Department	437,186	496,653	510,524	13,871	2.79%
Computers 4 Kids	10,600	11,130	26,687	15,557	139.78%
Monticello Area Community Action Agency	260,833	274,403	228,286	(46,117)	-16.81%
Madison House	7,400	7,992	8,392	400	5.01%
Sexual Assault Resource Agency	24,494	23,000	23,690	690	3.00%
Shelter for Help in Emergency	91,502	98,822	108,323	9,501	9.61%
Region Ten Community Services Board	757,795	881,067	959,365	78,298	8.89%
Jefferson Area Board for Aging/Mountainside Assisted Living	253,340	288,574	296,173	7,599	2.63%
United Way Child Care	126,804	166,304	172,831	6,527	3.92%
Teensight Child Care Scholarships	22,716	22,716	0	(22,716)	-100.00%
Children, Youth and Family Services	44,145	67,728	71,443	3,715	5.49%
Charlottesville Commission on Children and Families	272,474	293,810	305,562	11,752	4.00%
Juvenile Justice Services (CCF)	39,194	83,558	87,736	4,178	5.00%
Free Clinic	14,274	15,416	16,187	771	5.00%
Partnership for Children	321,431	344,621	363,364	18,743	5.44%
AIDS/HIV Services Group	12,190	12,922	13,310	388	3.00%
Abundant Life Ministries	22,464	23,362	24,530	1,168	5.00%
Boys and Girls Club	12,720	13,483	13,887	404	3.00%
Alliance for Community Choice in Transportation	0	6,500	6,500	0	0.00%
Blue Ridge Medical - Latino Lay Health Promotion Program	0	5,000	4,850	(150)	-3.00%
Thomas Jefferson Youth Football League	10,000	7,500	0	(7,500)	-100.00%
Teen Pregnancy Program	<u>0</u>	<u>0</u>	<u>22,707</u>	<u>22,707</u>	<u>100.00%</u>
General Fund Total Contributions	\$2,837,021	\$3,243,942	\$3,364,543	\$120,601	3.72%
Other Fund Total	\$286,662	\$0	\$0	\$0	0.00%

Contributions to Education and the Arts

The City of Charlottesville provides funding for organizations to support educational and/or artistic contributions to the community. **Jefferson-Madison Regional Library** serves residents by providing circulation of current material, offering reference and information services and allowing residents to access the Internet. The **Charlottesville Contemporary Center for the Arts** provides a home for three non-profit arts and educational groups: Live Arts, Second Street Gallery and Light House, each dedicated to providing the community with experiences and education in the arts. **Piedmont Virginia Community College** is a two-year, non-residential institution of higher learning that offers occupational-technical, college transfer, continuing adult education and general education programs. The **McGuffey Art Center**, housed in a converted City school, provides studio space to local artists and offers a variety of classes to area residents. The **Charlottesville Municipal Band** is a volunteer organization that performs 15-20 free concerts throughout the year, including a summer concert series on the Downtown Mall. **WVPT** and **WHTJ** are noncommercial television stations that broadcast a diverse schedule of informational, cultural, and educational programs. **Piedmont Council for the Arts** is dedicated to promoting, coordinating and serving the arts that enrich the lives of residents and visitors to Charlottesville. The **Virginia Discovery Museum** is a dynamic, educational museum, filled with interactive exhibits for young people and adults, which fosters cooperation and understanding among generations and encourages children and adults to learn together. **The Literacy Volunteers of America Charlottesville/Albemarle** promotes increased literacy for adult learners in the area through the effective use of volunteers, support services to volunteers and learners, and collaboration with others desiring to foster increased literacy. The **Ash Lawn-Highland Summer Festival** offers a cultural opportunity for outdoor theater. The **Historic Preservation Task Force** is a group of interested citizens appointed by the Mayor to promote and help educate the community about the City's historic resources. **Urban Vision** is an educational advancement program directed at children from low income households between the ages of 5 and 14, which encourages the involvement of the parents while bringing educators and principals to the neighborhoods of the students that they teach. The **African American Teaching Fellows'** mission is to recruit, retain, support and develop a cadre of African Americans who are pursuing the necessary academic and licensure requirements to become effective teachers in the local city schools.

Agency	FY06-07 Actual	FY07-08 Budget	FY08-09 Budget	Increase/ (Decrease)	% Change
Jefferson Madison Regional Library	\$1,236,424	\$1,287,467	\$1,322,513	\$35,046	2.72%
C'Ville Contemporary Center for the Arts	31,408	31,331	31,958	627	2.00%
Piedmont Virginia Community College	15,552	34,250	34,250	0	0.00%
McGuffey Art Center	46,392	22,815	23,499	684	3.00%
Municipal Band	49,678	55,659	72,885	17,226	30.95%
WVPT	2,249	2,384	2,480	96	4.03%
WHTJ	2,249	2,384	2,480	96	4.03%
Piedmont Council for the Arts	14,236	15,090	21,590	6,500	43.07%
Virginia Discovery Museum	5,535	5,588	5,812	224	4.01%
Literacy Volunteers of America	31,335	36,050	37,853	1,803	5.00%
Ash Lawn-Highland Summer Festival	9,826	10,000	10,400	400	4.00%
Historic Preservation Task Force	300	5,000	5,000	0	0.00%
Urban Vision	26,000	26,000	25,220	(780)	-3.00%
African American Teaching Fellows	0	0	7,500	7,500	100.00%
General Fund Total Contributions	\$1,471,184	\$1,534,018	\$1,603,440	\$69,422	4.53%

Explanation of Changes: There are several large increases worth noting for a few agencies. The increase in funding for the Municipal Band will enable the organization to move their Summer Concert series from the Pavilion to the indoor venue of the Paramount Theater. The increase in funding for Piedmont Council for the Arts will allow them to enhance online art resources, improve strategic partnerships for arts and culture, and increase efforts in cultural tourism promotion.

Department of Social Services

Social Services provides state and federal income support, employment, and social work service programs that work to alleviate poverty and other social problems. Programs include Temporary Assistance to Needy Families (TANF), the Virginia Initiative for Employment Not Welfare (VIEW), Medicaid, Food Stamps, Auxiliary Grants, Low-Income Energy Assistance, Refugee Assistance, State and Local Hospitalization, General Relief, Family Access to Medical Insurance Security (FAMIS), Child and Adult Protective Services, Foster Care and Adoption, Child Day Care, Family Services and Adult Services.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$5,823,943	\$6,586,685	\$6,831,633	\$244,948	3.72%
Other Expenditures	<u>6,556,123</u>	<u>7,431,959</u>	<u>7,647,573</u>	<u>215,614</u>	<u>2.90%</u>
Total	\$12,380,066	\$14,018,644	\$14,479,206	\$460,562	3.29%
General Fund total	\$2,540,274	\$3,255,236	\$3,577,677	\$322,441	9.91%
Non General Fund Total	<u>9,839,792</u>	<u>10,763,408</u>	<u>10,901,529</u>	<u>138,121</u>	<u>1.28%</u>
Total	\$12,380,066	\$14,018,644	\$14,479,206	\$460,562	3.29%
Non General Fund FTE	105.175	106.175	104.925	(1.3)	

Explanation of Changes: The increase in Salaries and Benefits includes a 4% cost-of-living salary increase for FY 2009 and market rate adjustments for Social Workers made during FY 2008. The increase in Other Expenditures is due mainly to increases in City IT Department fees and increases in IV-E Foster Care and Adoption services. IV-E Foster Care and Adoption services require no General Fund match; these services are entirely Federal and State funded.

The net decrease in FTE's for FY 2009 is the result of the following: an Accounting Support Specialist position was decreased from full time to half time; a Smart Beginnings grant funded Social Worker was added at Johnson Elementary School; a Benefit Programs Specialist position was increased from three-quarters time to full time; an Independent Living Social Worker position will move to Albemarle County in FY 2009; and the Child Welfare Field Instructor position was eliminated due to grantee funding cuts. These positions are Non-General funded.

	FY 09 Budget
<u>FY 09 Services</u>	
Administration	\$6,931,279
Direct Assistance	4,655,308
Day Care Purchased Services	1,441,909
Purchased Services	124,242
Grants	<u>1,326,468</u>
Total	\$14,479,206

Housing Programs and Tax Relief

The **Rent Relief Programs** for the elderly and the disabled are designed to provide relief from the expense of rent to those on fixed incomes. In order to qualify, applicants must meet eligibility requirements established by City ordinance.

The **Tax Relief Programs** for the elderly and disabled provide those qualifying individuals 65 or older, who own their own homes, with real estate tax assistance. Applicants must meet the eligibility requirements established by City ordinance in order to qualify.

The **Charlottesville Housing Affordability Tax Grant Program (CHAP)** targets homeowners, regardless of age, who need and qualify for assistance in paying their real estate taxes during the year. The relief comes in the form of a tax grant on the homeowner's bill.

The **Albemarle Housing Improvement Program (AHIP)** assists low-income City residents living in substandard housing to make necessary repairs and improvements to their homes as part of the rehabilitation process. AHIP provides counseling on home maintenance, taxes, credit and legal matters to ensure that the improvements made will be long lasting.

Piedmont Housing Alliance (PHA) is a regional organization dedicated to improving the lives of low and moderate-income families and individuals by creating housing and community development opportunities.

The **Charlottesville Community Design Center** leads an interactive public design process for individuals, neighborhoods, and public and private organizations to achieve the highest equitable, sustainable and aesthetic benefits to the community.

Funding Summary	FY06-07 Actual	FY07-08 Budget	FY08-09 Budget	Increase/ (Decrease)	% Change
Rent Relief for the Elderly	\$12,287	\$15,314	\$15,314	\$0	0.00%
Rent Relief for the Disabled	51,555	78,460	119,424	40,964	52.21%
Tax Relief for the Elderly	535,563	666,617	570,060	(96,557)	-14.48%
Tax Relief for the Disabled	96,041	84,924	84,924	0	0.00%
Charlottesville Housing Affordability Tax Grant Program	191,482	588,767	511,026	(77,741)	-13.20%
Albemarle Housing Improvement Program	86,669	91,869	95,546	3,677	4.00%
Piedmont Housing Alliance	120,337	136,640	142,106	5,466	4.00%
Charlottesville Community Design Center	<u>25,000</u>	<u>26,500</u>	<u>27,560</u>	<u>1,060</u>	<u>4.00%</u>
General Fund Total	\$1,118,934	\$1,689,091	\$1,565,960	(\$123,131)	-7.29%

Explanation of Changes: The reduction in funding for the **Charlottesville Housing Affordability Tax Grant Program** reflects the actual cost of the program based upon estimated participation levels. For FY 2009 the grant amounts will be increased to \$525 for income less than \$25,000 and \$375 for income of less than \$50,000 and over \$25,000. The maximum house value is being increased to \$365,000 for FY 2009, up from \$350,000.

This budget does not change the eligibility requirements for the **disabled and elderly tax relief programs** that are set in place by Council: income limit of \$50,000 and no more than \$125,000 in assets. The reduction in the budget simply reflects the actual cost of the program benefits.

All of the tax relief programs being offered by the City total over \$1.27 million, which equates to over 2 cents of the real estate tax rate.

Neighborhood Development Services

Functional areas within Neighborhood Development Services include neighborhood planning, zoning enforcement, housing code enforcement, engineering, surveying, GIS and mapping, building permits and inspections, bridge inspections, transportation planning, traffic engineering, traffic calming, stormwater design, sidewalk design, water and wastewater design, contract and specification writing, construction management and inspection, VDOT projects technical liaison, historic preservation, neighborhood preservation, community development, development processes, urban design and site plan review and approvals. Additional duties include overseeing grants and federally funded programs, such as the Community Development Block Grant (CDBG), as well as coordinating staffing for the City Planning Commission, Board of Architectural Review, and various other city boards and task forces.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$1,988,683	\$2,254,871	\$2,421,642	\$166,771	7.40%
Other Expenditures	<u>408,123</u>	<u>474,700</u>	<u>476,460</u>	<u>1,760</u>	<u>0.37%</u>
General Fund Total	\$2,396,806	\$2,729,571	\$2,898,102	\$168,531	6.17%
General Fund FTEs	28.0	28.0	29.0	1.0	
Other Funded FTEs	3.5	4.5	4.5	0.0	

Explanation of Changes: This budget reflects one new position: a new **Building Inspector**. This position will provide assistance and support to the City's existing inspection staff, and allow them to keep up with the growing workload of inspections due to the increases in the amount of construction throughout the City. The cost of this position will be offset 100% by increased building permit fees. Other factors that increase Salaries and Benefits include the annualization of the 4% salary increase given during FY 2008 and an increase in temporary salaries to reflect additional intern hours.

Other Expenditures is increasing mainly due to an adjusted vehicle use allowance to cover the transportation needs of the new building inspector.

Parks and Recreation

Recreation is composed of the following units: Administration, Athletics, Aquatics, Therapeutic Programs, Youth Programs, Centers, City Market, Special Programs, and Parks Maintenance. The goal of Recreation is to work as a team to provide a wide variety of quality recreation services to the community.

Parks & Grounds provides services to the citizens of Charlottesville for the management and maintenance of parks, the Downtown Mall, cemeteries, city and school grounds, major thorough-fares, neighborhood rights-of-way, and entryways to neighborhoods. The City also shares an operational cost with Albemarle County for **Darden Towe Park**.

The Golf Fund is fully funded by its own fees and revenue and provides the administration and coordination of all services and maintenance at the 18 hole Meadowcreek Golf Course at Pen Park and the 9 hole McIntire Golf Course.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$5,112,991	\$5,525,580	\$5,766,434	\$240,854	4.36%
Other Expenditures	2,336,814	2,864,688	3,244,478	379,790	13.26%
Capital Maintenance	<u>0</u>	<u>293,590</u>	<u>299,050</u>	<u>5,460</u>	<u>1.86%</u>
Total	\$7,449,805	\$8,683,858	\$9,309,962	\$626,104	7.21%
General Fund Total	\$6,245,931	\$7,299,868	\$7,771,095	\$471,227	6.46%
Non General Fund Total	<u>1,203,874</u>	<u>1,383,990</u>	<u>1,538,867</u>	<u>154,877</u>	<u>11.19%</u>
Total	\$7,449,805	\$8,683,858	\$9,309,962	\$626,104	7.21%
General Fund FTE	66.63	66.00	66.00	0.0	
Non General Fund FTE	8.75	9.00	9.00	0.0	

Explanation of Changes: The increase in Salaries and Benefits can be attributed to 4% salary increases and market rate adjustments granted in FY 2008, and expanded temporary salaries dedicated to daily maintenance of the area near the University, known as The Corner.

For FY 2009, there are expected savings in the area of Aquatics of over \$200,000, primarily from reduced utility costs, due to the closure of Smith Pool. Smith Pool will be closing in order for the current structure to be replaced by a new more modern facility that will better meet the needs of the community. The majority of these savings are being reprogrammed within the Parks and Recreation budget in order to expand after school and summer youth programs – expanded hours at the Key and Carver Recreation Centers; expansion of the current Summer Camp program including more staff, training, supplies, and transportation options; a partnership with the Charlottesville City Schools to provide after school activities to lower income youth; and other summer camp programs including the Lewis and Clark Summer Camp and the Family Camp-In program.

	FY 09 Budget
FY 09 Services	
Parks and Recreation Administration	\$684,659
Athletics	332,864
Youth Programs	583,387
Aquatics	988,037
Therapeutics and Seniors	291,832
Centers and Playgrounds	585,376
Special Programs	191,746
City Market	62,526
Parks Maintenance	3,984,250
Shared Parks Operations (Darden Towe Park)	66,418
Golf Course Operations	<u>1,538,867</u>
Total	\$9,309,962

INFRASTRUCTURE & TRANSPORTATION

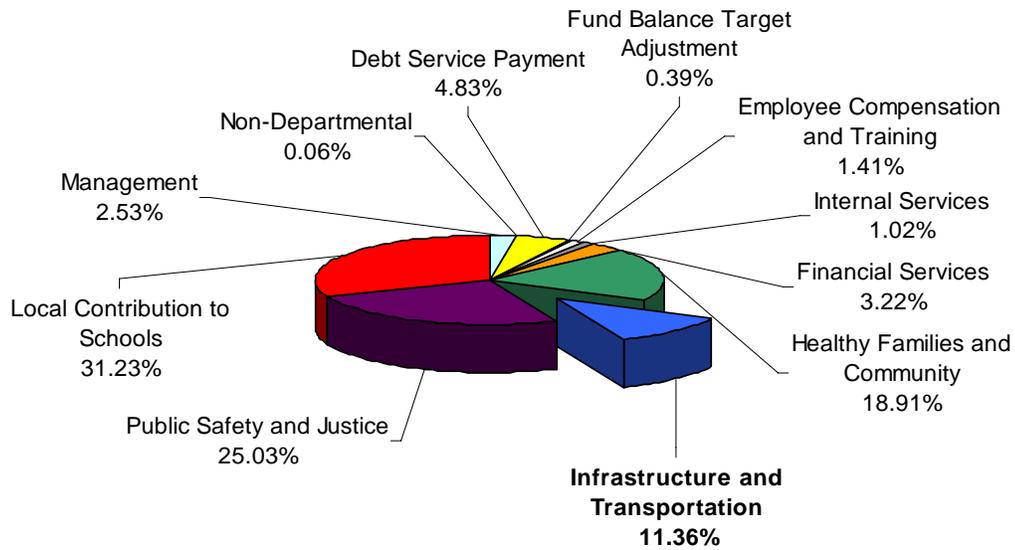


Infrastructure & Transportation Summary

	FY2006-2007 General Fund Actual	FY2007-2008 General Fund Budget	FY2008-2009 General Fund Budget	FY2006-2007 Other Funds Actual	FY2007-2008 Other Funds Budget	FY2008-2009 Other Funds Budget
INFRASTRUCTURE AND TRANSPORTATION						
Public Works: Administration/Facilities Management & Maintenance/HVAC Services	\$2,058,970	\$2,274,460	\$2,563,155	\$321,387	\$341,938	\$393,233
Public Works: Public Service/Fleet	6,663,755	8,779,077	9,145,848	2,117,175	1,014,705	1,065,512
Public Works: Transit/JAUNT	1,867,713	2,369,719	2,757,190	4,132,830	5,346,589	4,584,223
Public Works: Utilities	0	0	0	48,584,139	55,089,513	61,773,038
INFRASTRUCTURE AND TRANSPORTATION SUBTOTAL	\$10,590,438	\$13,423,256	\$14,466,193	\$55,155,531	\$61,792,745	\$67,816,006
2008-09 General Fund Budget	\$14,466,193					
2007-08 General Fund Budget	\$13,423,256					
Increase/(Decrease)	\$1,042,937					
Percentage Change	7.77%					

Infrastructure and Transportation

As a percentage of operating budget





**Public Works: Administration/Facilities Management
& Maintenance/HVAC Services**

Public Works Administration is responsible for the planning, organization, direction, and budgetary/financial control of the seven divisions of Public Works. The goal of the division is to foster the safe, reliable, responsive and cost-effective provision of services to both the citizens of Charlottesville and internal customers.

Facilities Management is directly responsible for the planning, procurement and construction of all facility-related capital projects undertaken by the City and the Public Schools. Building on the goal of the Public Works Administration group, the on-going goal of the Facilities Management division is to improve the quality of our service by employing effective management principles and practices, innovative technology, improved communications, teamwork and fiscal responsibility.

Facilities Maintenance provides routine repair and preventive maintenance services to 39 buildings either owned or leased by the City. Custodial Services are also provided to 8 City-owned facilities. The goal of Facilities Maintenance is to provide clean, safe, and pleasing facilities for the enjoyment of Charlottesville’s general citizenry and to protect the City’s over \$70 million infrastructure investment. This service area also provides contracted services to all City School buildings. The budget and narrative for these contracts are on page 84.

HVAC Services provides, maintains, and repairs all heating, ventilation and air conditioning systems and equipment for City operated/owned facilities. This team also performs troubleshooting of electrical, pneumatic, and other mechanical equipment to ensure equipment is operating at optimal performance and provides recommendations for possible energy saving opportunities.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$1,194,766	\$1,226,253	\$1,318,966	\$92,713	7.56%
Other Expenditures	<u>1,185,591</u>	<u>1,390,145</u>	<u>1,637,422</u>	<u>247,277</u>	<u>17.79%</u>
Total	\$2,380,357	\$2,616,398	\$2,956,388	\$339,990	12.99%
General Fund Total	\$2,058,970	\$2,274,460	\$2,563,155	\$288,695	12.69%
Non General Fund Total	<u>321,387</u>	<u>341,938</u>	<u>393,233</u>	<u>51,295</u>	<u>15.00%</u>
Total	\$2,380,357	\$2,616,398	\$2,956,388	\$339,990	12.99%
General Fund FTEs	14.00	13.75	13.75	0.0	
Non General Fund FTEs	2.00	2.50	2.50	0.0	

Explanation of Changes: The increase in this budget is attributed to a 4% salary increase and market rate adjustments granted during FY 2008. Other Expenditures is increasing due to fixed costs and an 8% increase in the City’s custodial services contract as a result of moving towards green cleaning methods and materials. Utilities costs are budgeted for a 10% increase in order to cover the higher than anticipated increase for FY 2008 and the additional estimated increase of 5% for FY 2009. The HVAC Fund budget provides for a small contingency account to help absorb those emergencies that occur during the year and to build up a reserve for future events, and part of the increase is offset by revenue from third party agencies that are billed for maintenance services.

	FY 09 Budget
<u>FY 09 Services</u>	
Administration / Facilities Management	\$774,047
Facilities Maintenance	1,789,108
HVAC Services	<u>393,233</u>
Total	\$2,956,388

Public Works: Public Service/Fleet Management Operations

Public Service functions consist of Refuse Collection, Streets and Sidewalks, Stormwater Maintenance, and Traffic Operations. Refuse Collection is responsible for administering and monitoring the City's contract with a private firm for collection of domestic refuse/recyclables. Streets and Sidewalks is responsible for maintenance of City streets and sidewalks, City owned parking lots, leaf collection, emergency weather response, and data collection that assures continued annual VDOT maintenance funding. Stormwater Maintenance is responsible for maintenance of stormwater infrastructure. Traffic Operations maintains signs, signals, publicly owned street lighting systems, parking meters, and pavement markings. It also is responsible operationally for the Intelligent Transportation System.

Fleet Management Operations is responsible for repairs to City-owned vehicles and equipment, and for management of the fuel system and the vehicle wash facility.

The City's contribution of **\$1,500,000** for the environmental remediation of the **Ivy Landfill** is also included.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$3,332,351	\$3,592,243	\$3,808,874	\$216,631	6.03%
Operating Expenditures	<u>5,448,579</u>	<u>6,201,539</u>	<u>6,402,486</u>	<u>200,947</u>	<u>3.24%</u>
Total	\$8,780,930	\$9,793,782	\$10,211,360	\$417,578	4.26%
General Fund Total	\$6,663,755	\$8,779,077	\$9,145,848	\$366,771	4.18%
Non General Fund Total	<u>2,117,175</u>	<u>1,014,705</u>	<u>1,065,512</u>	<u>50,807</u>	<u>5.01%</u>
Total	\$8,780,930	\$9,793,782	\$10,211,360	\$417,578	4.26%
General Fund FTEs	51.0	51.0	51.0	0.0	
Non General Fund FTEs	12.0	12.0	12.0	0.0	

Explanation of Changes: The increase in Salaries and Benefits can be attributed to a 4% salary increase and market rate adjustments made during FY 2008, and increases in overtime related to snow removal and Saturday refuse supervision. The net increase in Other Expenditures is due to fixed costs, the addition of replacement funds for future purchase of two leaf collectors, three pick-up trucks and one small roller, and a 5% increase in the Rivanna tipping fee charged to the City, as well as the inclusion of tipping fees for construction related spoils. Fleet Management Operations, which is the Non General Fund portion of this budget, is only increasing slightly in Other Expenditures due to increases in fixed costs.

	FY 09 Budget
FY 09 Services	
Administration	\$486,678
Streets and Sidewalk Services	3,210,522
Stormwater Maintenance	503,506
Refuse Collection Services	1,976,382
Contribution to Ivy Landfill	1,500,000
Traffic Operations	730,167
Street Lighting Operations	738,593
Fleet Management Operations	966,692
Fuel and Wash Facility	<u>98,820</u>
Total	\$10,211,360

Public Works: Transit/JAUNT

Charlottesville Transit Service’s (CTS) goal is to provide dependable, efficient, convenient, clean, and safe transportation alternatives to the single occupant vehicle for the citizens and visitors of the greater Charlottesville area. Functions include Charlottesville Transit Service, Greyhound Station Operations, and the Downtown Transit Station. Pupil Transportation is also a function of the Transit Division, but the budget and narrative is shown on page 84.

CTS provides fixed-route bus service Monday through Saturday from 6:00 a.m. to midnight throughout Charlottesville. In FY 2008, CTS began to offer limited service during the day on Sunday. CTS offers free trolley service between Downtown and the University, special event service such as First Night Virginia, LINK demand response service Monday through Friday, and fare-free service to those displaying valid photo identification from the University. Based on funding, CTS also provides fixed-route service in the urbanized areas of Albemarle County. In addition to City funds, CTS expenses are covered by federal and state subsidies and passenger fares. In FY 2009, the City’s contribution to CTS is \$1,965,371.

CTS also operates the **Downtown Transit Station** as part of its overall transit operations. On the Water Street level, this facility provides CTS passengers an indoor-waiting area, public restrooms, and a place for learning more about CTS services. In addition, on the Pedestrian Mall level, the Charlottesville Albemarle Convention and Visitors Bureau (CACVB) occupies office and lobby space to distribute visitor information.

The **Greyhound Intercity Bus Terminal** serves eleven buses daily, seven days a week, with express service to Richmond and service to Atlanta, Dallas, New York City, and points in between.

JAUNT is a regional transit system that carries the general public, agency clients, the elderly, and people with disabilities throughout Central Virginia. The City’s FY 2009 contribution to JAUNT is \$791,819.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$3,088,315	\$3,405,383	\$4,137,854	\$732,471	21.51%
Other Expenditures	1,592,862	1,748,957	2,021,763	272,806	15.60%
Transit Bus Replacement	650,422	1,786,375	389,977	(1,396,398)	-78.17%
Contribution to JAUNT	<u>668,944</u>	<u>775,593</u>	<u>791,819</u>	<u>16,226</u>	<u>2.09%</u>
Total	\$6,000,543	\$7,716,308	\$7,341,413	(\$374,895)	-4.86%
General Fund Total	\$1,867,713	\$2,369,719	\$2,757,190	\$387,471	16.35%
Non General Fund Total	<u>4,132,830</u>	<u>5,346,589</u>	<u>4,584,223</u>	<u>(762,366)</u>	<u>-14.26%</u>
Total	\$6,000,543	\$7,716,308	\$7,341,413	(\$374,895)	-4.86%

Non General Fund FTEs 66.0 70.5 81.5 11.0

Explanation of Changes: The increase in Salaries and Benefits can be attributed to a 4% salary increase in FY 2008, market rate adjustments, an increase in overtime, and additional funding for Route 5 night service and for a new Route 8. The increase in Other Expenditures is due to increases in fixed cost, increases in fuel costs, and CTS radio system maintenance, costs associated with Route 5 night service, and costs associated with the new Route 8. The night service for Route 5 is being funded through increased contribution from the County and increases in Federal funding, while the new Route 8 is being funded through and increase in the General Fund contribution to Transit. Funds are included to replace one CTS bus, 4 diesel engine packs, acquire 46 800 MHz mobile radios, and replace 10 passenger shelters – 84 percent of the cost is covered by federal and state grants, with a 16 percent local match requirement. This match of \$62,397 is included in the Adopted FY 2009 Capital Improvement Program budget.

	FY 09 Budget
FY 09 Services	
Transit System Operations	\$5,989,133
Greyhound Station Operations	170,484
Transit Bus Replacement	389,977
Contribution to JAUNT	<u>791,819</u>
Total	\$7,341,413

Public Works: Gas, Water and Wastewater Utilities

Public Utilities operates and maintains the water, wastewater, and natural gas distribution systems. The goal of the Utilities is to provide authorized service in a safe, reliable, responsive, and cost effective manner.

The Gas, Water and Wastewater budgets are funded by the utility rates and include funding for administration, operations, and maintenance of the three systems as well as funding for infrastructure improvements, technology advances, stormwater, environmental, and debt payments. The billing/collection functions of the City’s utilities are performed by the Finance Department’s Utility Billing Office. The utility budgets are separate from the General Fund and are not supported by taxes. These budgets and the respective rates are considered and adopted by the City Council in May of each year.

	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$4,417,747	\$5,443,326	\$5,937,489	\$494,163	9.08%
Other Expenditures	43,569,312	43,973,120	44,682,247	709,127	1.61%
Capital Projects	(219,323)	3,314,150	8,901,716	5,587,566	168.60%
Debt Service	<u>816,402</u>	<u>2,358,917</u>	<u>2,251,586</u>	<u>(107,331)</u>	<u>-4.55%</u>
Non General Fund Total	\$48,584,139	\$55,089,513	\$61,773,038	\$6,683,525	12.13%
Non General Fund FTEs	89.0	90.0	93.0	3.0	

Explanation of Changes: The net increase in Salaries and Benefits includes 4% raises granted and market rate adjustments granted during FY 2008, and the addition of three new FTE’s: a Construction Inspector in Water, a Regulatory Compliance Administrator in Wastewater, and an Environmental Educator in Gas. Other Expenditures are increasing due to several fixed costs increases; increased funding for the replacement of ERTs; increases in debt service costs, and engineering costs.

The Utilities budgets also includes a \$5.58 million increase to Capital Projects to address issues associated with the aging water and wastewater infrastructure throughout the City.

Included in this budget are authorized contributions to City Link: \$1.3 million from the Gas Fund and smaller contributions from the Water and Wastewater Funds.

The Utility budgets are reviewed and approved by Council during the Utility Rate Study which occurs in May and June of each year. At that time the Utility operations budget, including any new programmatic requests, and the Utility capital improvement program budget are reviewed and may amended.

	FY 09 Budget
FY 09 Services	
Gas Operations	\$34,954,275
Wastewater Operations	12,787,894
Water Operations	11,779,283
Utilities Debt Service	<u>2,251,586</u>
Total	\$61,773,038

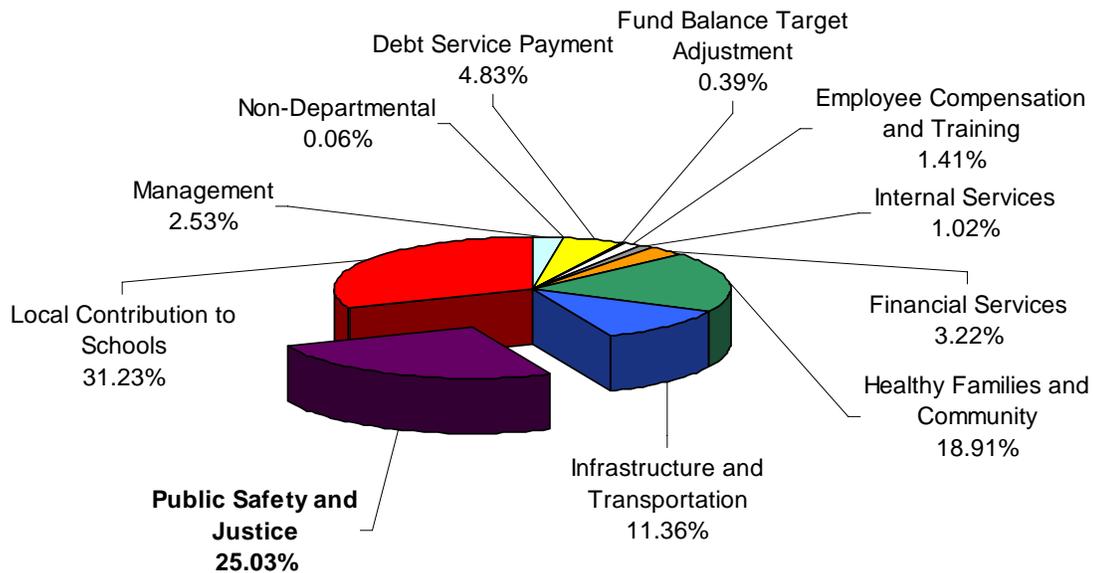
PUBLIC SAFETY & JUSTICE



Public Safety and Justice Summary	FY2006-2007	FY2007-2008	FY2008-2009	FY2006-2007	FY2007-2008	FY2008-2009
	General Fund Actual	General Fund Budget	General Fund Budget	Other Funds Actual	Other Funds Budget	Other Funds Budget
PUBLIC SAFETY AND JUSTICE						
City Sheriff	\$920,211	\$950,772	\$983,708	\$0	\$0	\$0
Commonwealth's Attorney	696,628	892,785	954,057	0	0	0
Contributions to Programs Supporting Public Safety & Justice Programs	5,852,586	6,734,809	6,660,601	0	0	0
Courts and Other Support Services	926,838	989,236	995,648	0	0	0
Fire Department: Operations and EMS	8,145,597	9,050,488	9,196,297	0	0	0
Police Department	12,624,238	12,701,846	13,097,675	0	0	0
PUBLIC SAFETY AND JUSTICE SUBTOTAL	\$29,166,098	\$31,319,936	\$31,887,986	\$0	\$0	\$0
2008-09 General Fund Budget	\$31,887,986					
2007-08 General Fund Budget	\$31,319,936					
Increase/(Decrease)	\$568,050					
Percentage Change	1.81%					

Public Safety and Justice

As a percentage of operating budget





City Sheriff

The Sheriff's Office is responsible for providing security at the Circuit Court and General District Court to all employees, jurors, witnesses, inmates, and visitors. The office must comply with mandates stated in the Virginia State Code for court security, civil process, and transportation of prisoners and patients pursuant to governor's warrants and court orders from the civil/chancery side of the courts' docket. Additionally, the office summons both grand and petit jurors, responds to questions, and manages their court schedule.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$738,473	\$770,045	\$795,319	\$25,274	3.28%
Other Expenditures	<u>181,738</u>	<u>180,727</u>	<u>188,389</u>	<u>7,662</u>	<u>4.24%</u>
General Fund Total	\$920,211	\$950,772	\$983,708	\$32,936	3.46%
General Fund FTEs	11.0	11.0	11.0	0.0	

Explanation of Changes: This budget reflects a 4% salary increase granted during FY 2008, increases in fixed costs, an increase in Other Contractual Services to cover the cost of Juror parking and newly required funds for the Auditor of Public Accounts.

Commonwealth’s Attorney

The Office of the Commonwealth’s Attorney prosecutes criminal cases in Charlottesville’s Circuit, General District, and Juvenile and Domestic Relations courts. The office provides on-going legal advice and guidance not only to the Charlottesville Police Department concerning investigations and matters of law enforcement policy, but also to other City of Charlottesville departments that have law enforcement responsibilities. While maintaining appropriate constitutional independence, the Commonwealth’s Attorney and staff collaborate with community and governmental agencies in the furtherance of public safety, the well-being of crime victims, and the health of Charlottesville as a community.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$609,061	\$827,337	\$889,684	\$62,347	7.54%
Other Expenditures	<u>87,567</u>	<u>65,448</u>	<u>64,373</u>	<u>(1,075)</u>	<u>-1.64%</u>
General Fund Total	\$696,628	\$892,785	\$954,057	\$61,272	6.86%
General Fund FTEs	10.0	10.0	10.0	0.0	
Grant Funded FTEs	3.5	3.5	3.5	0.0	

Explanation of Changes: Salaries and Benefits are also increasing as a result of the 4% salary increase and market rate adjustments granted in FY 2008. The decrease in Other Expenditures is due to reductions in Information Technology fixed costs.

Contributions to Programs Promoting Public Safety and Justice

The **Piedmont Court Appointed Special Advocates** is a nonprofit agency that trains and supervises volunteers to serve as court advocates for abused and neglected children in Charlottesville and Albemarle County and to promote the best interests of the child.

The Legal Aid Society confronts the causes and effects of poverty through the creation and development of comprehensive responses to the problems of the poor using innovative legal advocacy, community legal education, and client involvement.

The **Albemarle/Charlottesville/Nelson Regional Jail** houses prisoners from the City of Charlottesville, Albemarle County, Nelson County and, when space is available, from state and federal facilities. Costs not reimbursed by the State are divided between the City and Counties based upon actual usage.

The **Blue Ridge Juvenile Detention Home**, opened in 2002 near the Joint Security Complex, allows youth to be closer to their homes and families in Charlottesville, and have access to a full range of pre- and post-disposition services.

The **911/Emergency Communications Center**, located on Ivy Rd., is responsible for processing all 911 calls made in the area, the dispatching of police officers, fire, and emergency medical services. Emergency services functions related to local disaster preparedness and response are coordinated through the Center.

Offender Aid and Restoration assists individuals when arrested, imprisoned or released from incarceration to gain and retain self-respecting, self-sustaining and crime-free lifestyles.

The **Charlottesville-Albemarle Society for the Prevention of Cruelty to Animals (SPCA)** serves as the City pound, provides care and shelter for stray animals, promotes animal welfare, adoptions and educates the public about animal care.

Agency	FY06-07 Actual	FY07-08 Budget	FY08-09 Budget	Increase/ (Decrease)	% Change
Piedmont Court Appointed Special Advocates	\$7,400	\$8,500	\$8,925	\$425	5.00%
Legal Aid Society	53,424	55,561	57,966	2,405	4.33%
Regional Jail	3,001,955	3,719,677	3,803,749	84,072	2.26%
Blue Ridge Juvenile Detention	1,006,617	952,614	848,341	(104,273)	-10.95%
Emergency Communications Center	1,559,829	1,740,206	1,672,072	(68,134)	-3.92%
Offender Aid and Restoration	194,061	223,325	230,548	7,223	3.23%
Society for the Prevention of Cruelty to Animals	<u>29,300</u>	<u>34,926</u>	<u>39,000</u>	<u>4,074</u>	<u>11.66%</u>
General Fund Total Contributions	\$5,852,586	\$6,734,809	\$6,660,601	(\$74,208)	-1.10%

Explanation of Changes: The increases to **Offenders Aid and Restoration, Piedmont Court Appointed Special Advocates, and the Legal Aid Society** can be attributed to cost of living increases given to these agencies, as recommended by the Agency Budget Review Team (ABRT). Funding for **SPCA** is based upon a contractual funding formula utilized by all member jurisdictions. The decrease in funding to the **Emergency Communications Center** reflects increased funding from the Virginia Wireless Board and an increase in the number of users in the 800 MHz radio system, which decreases the percentage of the budget that is contributed by the City. For the **Albemarle Charlottesville Regional Jail**, the budgeted census for both Charlottesville and Albemarle shows an increase, but the overall actual usage has shifted, Albemarle being up 4.3% and Charlottesville down 3.3%. Charlottesville's portion of the FY 2009 budget has an overall increase compared to the previous budget of 2.26%, mainly due to increases in compensation and benefits. The merger of Culpeper into the **Blue Ridge Juvenile Detention Authority** reduced the percentage of debt service and operational expenses paid by the other member jurisdictions.

Courts and Other Support Services

The City of Charlottesville is served by several courts. The **General District Court** enforces criminal laws of the Commonwealth of Virginia and handles civil disputes within the Court's jurisdiction. The **Circuit Court** is the court of record and has sole jurisdiction in criminal felony cases and civil cases involving large sums, and final jurisdiction in all civil and criminal cases. The Clerk of the Circuit Court is responsible for recording documents pertaining to the transfer of title to land, the probate of wills, the collection of the state and city recordation fees associated with the recordation, and the indexing of those documents. Judgments rendered in this court, as well as in other courts within and outside the state and in federal court, are docketed in this office. This court also hears appeals of State administrative cases. The **Juvenile & Domestic Relations Court** handles violations of the law committed by and against juveniles. It is also responsible for trying family and other domestic-related cases. The **Court Services Unit** serves the Juvenile & Domestic Relations Court by facilitating the rehabilitation or treatment of those who come before the court and whose functions include intake or case review, investigation of case background information, probation supervision, after-care supervision of juveniles recently released from state institutional care, and domestic care of juveniles being held in detention or shelter care homes. The **Office of the Magistrate** is usually a person's first contact with the judicial process. This office issues arrest warrants and determines admittance to bail or commitment to detention of accused parties. The Magistrate also serves as conservator of the peace.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$550,095	\$575,115	\$587,648	\$12,533	2.18%
Other Expenditures	<u>376,743</u>	<u>414,121</u>	<u>408,000</u>	<u>(6,121)</u>	<u>-1.48%</u>
General Fund Total	\$926,838	\$989,236	\$995,648	\$6,412	0.65%
General Fund FTEs	11.0	11.0	11.0	0.0	

Explanation of Changes: The increase in Salaries and Benefits can be attributed to 4% salary increases granted during FY 2008. Other Expenditures are decreasing due to mainly to removal of one time funding in FY 2008 for small equipment and furniture purchases.

	FY 09 Budget
<u>FY 09 Services</u>	
Clerk of Circuit Court	\$625,390
Circuit Court Judge	89,686
General District Court	31,210
Juvenile and Domestic Relations Court	234,212
Court Services Unit	5,550
Magistrate	<u>9,600</u>
Total	\$995,648

Fire Department: Operations/EMS

The Fire Department consists of six divisions: Administration, Fire Fighting, Fire Prevention, Maintenance, Training and Technology, and EMS/Ambulance Operations. Administration seeks input from members of the Department, other City departments, and citizens to develop and coordinate the Fire Department's mission. Fire Fighting responds to over 6,400 requests for fire suppression and emergency medical service annually. Fire Prevention is responsible for enforcement of the Fire Prevention Code, plans review, fire investigations, and public fire education. Training and Technology provides administrative, technical, communication and training support for the Department's programs.

Due to population growth, increased traffic congestion, the introduction of new large entertainment venues and other influences, emergency medical service responses in the City and County have grown enormously. 24 hour career fire department staff ambulance service will supplement the already high level of services provided by Charlottesville/Albemarle Rescue Squad (CARS). In addition, an ambulance billing mechanism will be put into place to provide revenue recovery to limit the impact on the general fund budget.

The Fire Department was accredited in 2001, and again in 2007, through the Commission on Fire Accreditation International. This makes it one of only 83 such fire departments around the world. The Department is one of four ISO Class 2 departments in Virginia, and is the only ISO Class 2 in the state that is also accredited. It is currently working on gaining an ISO 1 classification.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$6,505,169	\$7,610,733	\$7,803,293	\$192,560	2.53%
Other Expenditures	<u>1,640,428</u>	<u>1,439,755</u>	<u>1,393,004</u>	<u>(46,751)</u>	<u>-3.25%</u>
General Fund Total	\$8,145,597	\$9,050,488	\$9,196,297	\$145,809	1.61%
General Fund FTEs	89.0	98.0	96.0	(2.0)	

Explanation of Changes: The increase in Salaries and Benefits is a result of the 4% salary increase granted during FY 2008 and adjustments to the pay for supervisory ranks in order to alleviate compression issues within the department. The decrease in FTE's is attributed to the reduction of 2 Fire fighter/Medics resulting from a revised EMS Operations budget.

Besides the increases in fixed costs, the net decrease in Other Expenditures can be attributed to the reduction of the EMS operations budget due mainly to reductions in medical supply costs, contractual services, and removal of the lease payment for ambulances. Ambulance lease payments will be made using existing funding previously designated for ambulance purchases.

In addition, there are funds for the replacement of the Ivy Road/Fontaine Area Station contained in the **FY 2009 Capital Improvement Program**, totaling **\$3,500,000**.

FY 09 Services	FY 09 Budget
Administration	\$620,380
Fire Fighting/Suppression Services	7,822,992
EMS/Ambulance Operations	<u>752,925</u>
Total	\$9,196,297

Police Department

The Police Department's mission is to improve the quality of life of citizens living, working or visiting within the City. The Police Department is committed to providing the citizens of the City of Charlottesville with a modern and professional department, which protects life and property; preserves law and order; enforces criminal, traffic, and regulatory laws; and, provides essential public safety services to our community. The Charlottesville Police Department is equally committed to the infusion of community policing throughout the community. The Police Department's philosophy of community policing requires common trust and embraces citizen partnerships. It focuses on arresting problems in neighborhoods, reducing crime and the fear of crime, solving on-going problems rather than treating the symptoms that plague communities, and improving the quality of life for our citizens. The Police Department provides comprehensive law enforcement and consists of a Patrol Bureau, General Investigations Bureau, Neighborhood Services Bureau, Administrative Services Bureau, Forensic Unit, Traffic Unit, as well as SWAT and Crisis Negotiation teams. This department is also responsible for the administration and operational control of the multi-jurisdictional Jefferson Area Drug Enforcement (JADE) task force. In cooperation with federal, state, and other local law enforcement agencies, the detectives and supervisors of JADE are effectively reducing the flow of drugs and guns into our community.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$10,207,723	\$10,649,209	\$10,926,173	\$276,964	2.60%
Other Expenditures	<u>2,416,515</u>	<u>2,052,637</u>	<u>2,171,502</u>	<u>118,865</u>	<u>5.79%</u>
General Fund Total	\$12,624,238	\$12,701,846	\$13,097,675	\$395,829	3.12%
General Fund FTEs	146.43	146.43	146.43	0.0	

Explanation of Changes: Salaries and Benefits reflects a 4% salary adjustment granted during FY 2008, increases in overtime and career development, and adjustments made to supervisor salaries in order to alleviate compression issues. Other Expenditures are increasing as a result of fixed costs, funds for future replacement of vehicles, as well as lease payments for current and future lease payments for Police vehicles.

SCHOOL OPERATIONS



School Operations

High quality education is provided for approximately 4,069 students (projected for 2008-2009 school year) in grades K-12 in seven elementary schools, one middle school and one high school under the direction of the Charlottesville School Board. Education programs for adults are also offered through evening classes at Charlottesville High School, the Adult Basic Education Learning Center and the Charlottesville-Albemarle Technical Education Center.

The course offerings in the system include special programs such as: learning disability, programs for the emotionally disturbed, an enrichment program for gifted and exceptional students, an alternative program for school drop-outs, vocational and technical education, and homebound instruction. The system also provides counseling services in health, guidance, and psychological and social programs. The school budget is formulated by the School Board. The budget is formally presented to City Council in March and is appropriated with the City's Operating Budget in April.

Additionally, approximately 31% of the City's debt service payment from the general fund is for school projects. And, in the Adopted FY 2009 CIP, there is approximately **\$1.9 million** dedicated to the schools capital projects (page 90).

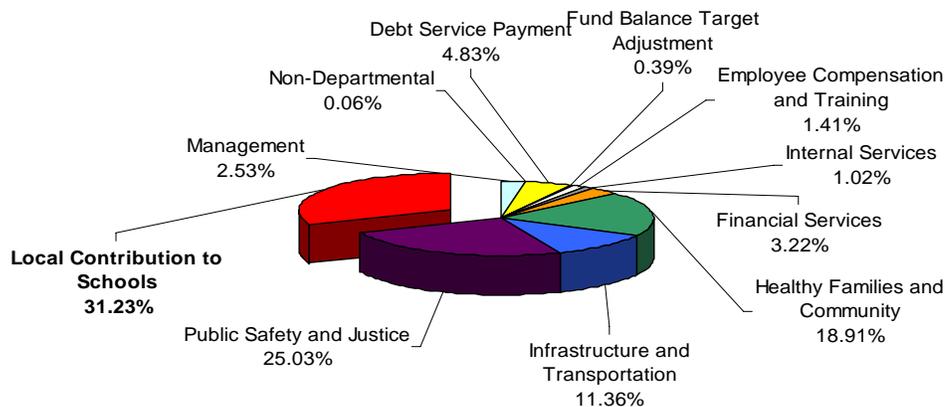
The table below represents the entire school operational budget for FY 2009, for both the Schools General and Non General Funds.

Funding Summary

	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Local Contribution	\$34,012,025	\$38,340,609	\$39,781,531	\$1,440,922	3.76%
State Funds	19,924,852	20,032,238	21,223,208	1,190,970	5.95%
Federal Funds	5,409,199	5,769,395	5,890,648	121,253	2.10%
Misc. Funds	<u>2,804,482</u>	<u>2,713,793</u>	<u>2,629,215</u>	<u>-84,578</u>	<u>-3.12%</u>
Total	\$62,150,558	\$66,856,035	\$69,524,602	\$2,668,567	3.99%
Schools General Fund Total	\$51,722,066	\$55,909,468	\$58,061,676	\$2,152,208	3.85%
Schools Non General Fund Total	<u>10,428,492</u>	<u>10,946,567</u>	<u>11,462,926</u>	<u>516,359</u>	<u>4.72%</u>
Total	\$62,150,558	\$66,856,035	\$69,524,602	\$2,668,567	3.99%

Local Contribution to Schools

As a percentage of operating budget



City/School Contracted Services

Reflected below are the cost of services and personnel to meet common objectives in the areas of school building maintenance and energy efficiencies, and pupil transportation.

School Building Maintenance/Energy Management/HVAC Services - Established via a 1997 Building and Grounds Maintenance Agreement, Schools Maintenance, a Public Works division, provides routine repair and preventive maintenance services to 9 Charlottesville Public School campuses and the Central Administration. Those services include Electrical, Mechanical, Plumbing, Carpentry, Roofing and Painting. A variety of "Small Capital Projects" are executed by Schools Maintenance and by Public Works Facilities Management. Regulatory compliance is assured for all building, public safety and accessibility codes and mandates. Utilities for each facility are carefully monitored by staff, and paid from a separate budget. The goal of the division is to provide safe, secure, functional and aesthetically pleasing facilities for Charlottesville Public Schools students and staff.

Pupil Transportation - Pupil Transportation is a section of the Transit Division of Public Works. Pupil Transportation provides student transportation services to and from the City schools and several alternative education sites, activity bus service, and field trip service under contract to the Charlottesville City Schools. The Pupil Transportation fleet consists of 44 school buses. To maintain a safe and reliable fleet, school buses are replaced after ten years. Six school buses in the fleet are equipped with wheelchair lifts to service children with special needs.

Funding Summary	FY 06-07 Actual	FY 07-08 Budget	FY 08-09 Budget	Increase/ (Decrease)	% Change
Salaries and Benefits	\$2,184,909	\$2,293,810	\$2,462,225	\$168,415	7.34%
Other Expenditures	<u>3,108,172</u>	<u>3,279,062</u>	<u>3,460,069</u>	<u>181,007</u>	<u>5.52%</u>
General Fund Total	\$5,293,081	\$5,572,872	\$5,922,294	\$349,422	6.27%
School Funded FTEs	36.5	46.0	46.0	0.0	

Explanation of Changes: Increases in Salaries and Benefits can be attributed to the annualization of the 4% salary raise granted in FY 2008. Other Expenditures are increasing due to increases in fixed costs and utilities along with an increase in the contribution for the replacement of school buses.

The School funded portion of school building maintenance, HVAC and energy maintenance is \$3,375,207. The remainder of this budget is funded by billed services to other City departments and agencies.

The School funded portion of pupil transportation is \$2,359,087. The remainder of this budget is funded through billed services for private charter services, approximately \$180,000 in projected revenue.

	FY 09 Budget
<u>FY 09 Services</u>	
Pupil Transportation	\$2,539,087
School Building Maintenance	<u>3,383,207</u>
Total	\$5,922,294

CAPITAL IMPROVEMENT PROGRAM



Capital Improvement Program Fund

The Capital Improvement Program Fund (CIP) provides funding for streets, public buildings, land and other capital assets, which generally have a useful life of 5 years or more and cost more than \$50,000. City Council, in their Adopted Budget Guidelines, has set a policy to allocate at least 3% of the General Fund operating budget for capital improvements, and to shift a larger portion of the City/County Revenue Sharing dollars away from the operating budget to the CIP.

The annual capital budget is part of the City's multi-year Capital Improvements Plan (CIP), which is designed to coordinate the planning, financing, and construction of capital projects. As part of the capital improvement process, it has been recognized that funding needs to be set aside for the maintenance of City facilities. Separate funding is adopted in the General Fund budget for smaller maintenance projects in the Facilities Repair Fund.

There are several factors that must be taken into consideration during the development of the capital budget. Charlottesville's public facilities are aging, there is no significant growth in population, and the set boundaries of the City make capital budgeting an important part of the annual budget process. For these reasons, the City must respond to the capital needs of the community with investments aimed at revitalizing and maintaining the existing facilities and infrastructure of the City.

The City's CIP process is designed to coordinate and align capital projects with City priorities and strategies. As departments are preparing their CIP requests, they are asked to score their projects based upon a set of eight weighted criteria. These criteria not only help the department think about the type of requests they are submitting, but serve as a key factor when the CIP Budget Development Committee begins to discuss the projects as a whole, since, in general requests far outweigh available funding.

CIP submissions are received by the Budget Office, which organizes and prepares the submissions for review. Next the CIP Staff Ranking Committee begins meetings to discuss, and if necessary re-rank the requested projects. The CIP Staff Ranking Committee consists of staff members from Neighborhood Development Services, Public Works, Budget, Parks and Recreation, Public Safety, a member of the Planning Commission, and one member from a non-CIP requesting department, which for this year's process was the Treasurer's Office. The CIP then goes to the Budget Development Committee, which reviews all projects and their criteria scoring, and develops a recommendation that is fiscally sound and reflects the overall priorities of the City and its needs. The CIP Budget Development Committee consists of the City Manager, COO/CFO, Finance Director, the Director of Budget and Performance Management, and one member of the Planning Commission.

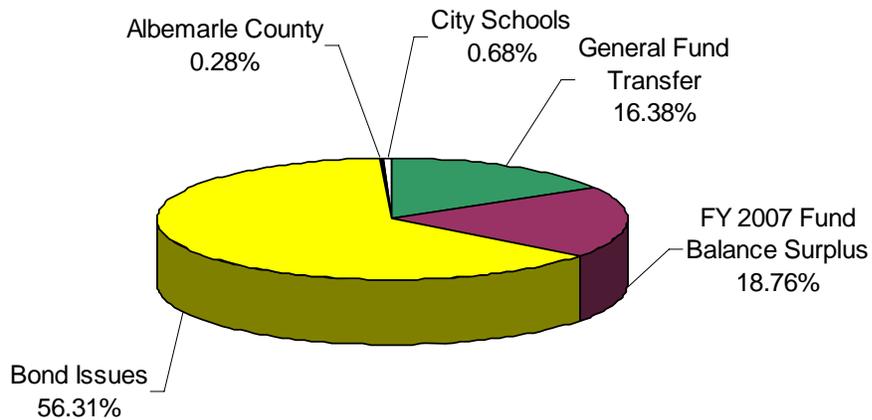
The final proposal from the Budget Development Committee is then presented to the Planning Commission. Following Planning Commission consideration and approval, the annual budget and revised five-year CIP are forwarded to the City Manager and then to City Council for inclusion in the annual budget.

FY 2009 Capital Improvement Program Revenues and Expenditures

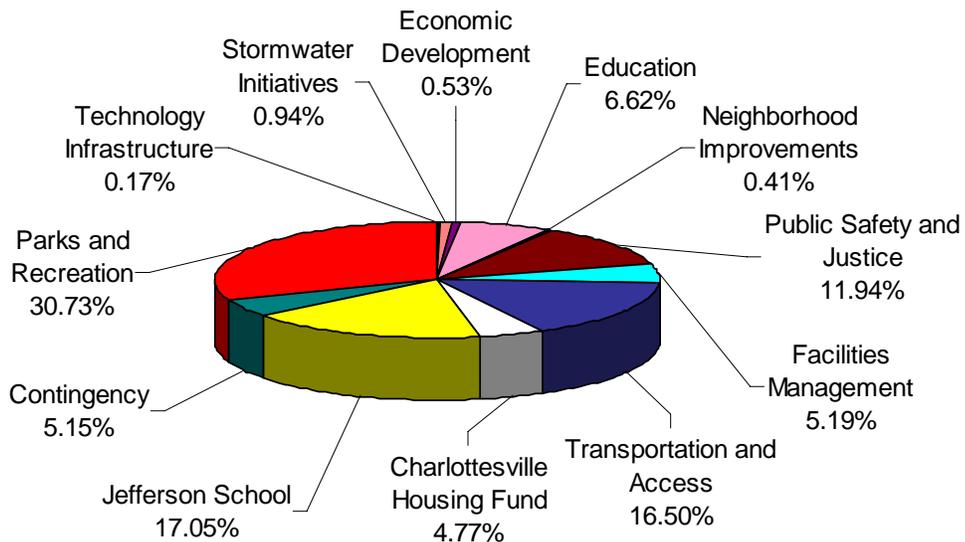
Given the need for capital projects that exists in the community, the **FY 2009-2013** Capital Improvement Program recommends the use of approximately **\$67.7 million** in long-term debt to finance a portion of the **\$103.5 million** multi-year program. The balance will be funded with transfers of funds from the General Fund, through the revenue sharing agreement with Albemarle County, usage of one-time surplus money, and with contributions from Albemarle County and the City Schools.

The Capital Improvement Program for **FY 2008-2009** contains projects totaling **\$27.8 million**, as well as a capital projects contingency account totaling **\$1.51 million**, for a total capital improvement program budget equaling **\$29.3 million**.

Revenues



Expenditures



Description of Capital Projects**Bondable Projects****Education**

For FY 2009, the City of Charlottesville allocates \$1.94 million to the City schools for various large and small capital improvements. Some of the projects covered by this sum include: System wide ADA improvements; Greenbrier roof replacement; Jackson Via restroom renovations; and CHS Fine Arts Improvements. This funding also provides for initial phases of the schools HVAC replacement plan.

Facilities Capital Projects

Facilities Capital Projects has been allocated \$1.49 million. This funding covers the annual facilities lump sum projects that funds improvements and repairs to various City owned facilities. These include the replacement of various air handlers and HVAC components; roof replacements and repairs; fire alarm and fire sprinkler repairs; and any other repairs deemed to be necessary in order to preserve the City's properties.

Public Safety and Justice

In FY 2009, \$3.5 million has been allocated for Public Safety and Justice capital improvement projects. The entire funding allocation for FY 2009 will be used for the final design and initial construction phases of the Ivy Road/Fontaine Area Fire Station replacement project. In FY 2010 and FY 2011, \$3.2 million and \$3 million respectively, have been projected to fund the final phases of construction.

Transportation and Access

For FY 2009, a total of \$3.2 million is allocated to Transportation and Access for various capital improvement projects, including \$1.5 million for Major Downtown Mall/Side Street reconstruction, \$946,000 for street reconstruction throughout the City; \$100,000 for the undergrounding of utilities; and \$350,000 for West Main Streetscaping. The remaining \$300,000 is allocated for the construction of new sidewalks, trails and bike lanes throughout the City of Charlottesville.

Parks and Recreation

For FY 2009 the Parks and Recreation Department is allocated \$8.5 million. The majority of this funding, \$5 million, is for the replacement of the Smith Pool facility. Onesty Pool Replacement will require \$3 million in FY09 funding. The Rives Park Renovations project is allocated \$250,000 and the remaining \$250,000 allocated to Parks and Recreation is designated for the Forest Hills Restroom and Park Shelter renovations project.

Non-Bondable Projects

Economic Development

The Department of Economic Development is allocated \$154,500 for the purpose of carrying out economic development initiatives. These funds are to be used to assist in long-term strategic improvements, to grow and expand the City's tax base, and for workforce development.

Neighborhood Improvements

\$120,000 is allocated to Neighborhood Improvements for non-bondable projects, which would allow 18 city neighborhoods the ability to select their own CIP projects. These funds represent the second year of a three year funding cycle.

Facilities Capital Projects

In FY 2009 \$29,851 has been allocated to Facilities Management for the CATEC general facility maintenance projects, which are made up of various minor repairs and renovations.

Transportation and Access

Transportation and Access receives \$62,397 in grant match funds for CTS Transit bus replacement; \$309,000 for sidewalk repair; \$250,000 for citywide traffic improvements and \$120,000 for the intelligent transportation system; \$500,000 for State bridge and highway priorities; \$250,000 for wayfinding initiatives; \$100,000 for Citywide ADA improvements to sidewalks and curbs throughout the City; and \$50,000 to be used as the required 2% matching funds for various grant funded projects such as the Jefferson Park Avenue (JPA) Bridge Repair and Meadowcreek Parkway projects. Total funding for this area is \$1.64 million.

Parks and Recreation

The Parks and Recreation Department is allocated an additional \$510,500 for non-bondable projects, which include: \$154,500 for improvements to City and School playgrounds; \$103,000 for Trails and Greenway development; \$103,000 for urban tree preservation and planting; and \$150,000 to install lighting at the CHS Girls Softball field.

Stormwater Initiatives

Stormwater initiatives are allocated funds totaling \$275,000. These projects include \$175,000 for Neighborhood Drainage projects and \$100,000 for Citywide Emergency Drainage Projects.

Technology Infrastructure

Technology Infrastructure projects are allocated \$50,000. The Communications Technology Account/Public Access Television project will allow the City to continue upgrading and improving its cable network services and programming to the citizens by providing technology equipment and maintenance of that equipment to the Public Access Offices at CATEC and to Channel 10 located in City Hall.

Other General Government Commitments

The Charlottesville Housing Fund, whose mission is to meet the housing challenges facing our residents by dedicating, consolidating and expanding financial support for the preservation and production of affordable housing in our community. This program is allocated \$1.4 million. Other General Governmental Commitments is also allocated \$5 million for the Jefferson School, which is a re-appropriation of expenditures previously authorized in FY 2006 and FY 2007.

Operational Impact

In the FY 2009 Capital Improvement Program (CIP), eight projects were identified as significant nonroutine capital expenditures. For the purposes of this analysis, significant nonroutine capital expenditures are those projects which will cost more than \$250,000, are not routine maintenance, such as street and sidewalk reconstruction or facilities maintenance, and are not yearly recurring projects. The operational impacts of these projects are discussed below.

Operational Impacts of Projects

<u>Project</u>	<u>FY09 CIP Cost</u>	<u>Operational Impacts</u>	<u>Operational Increases/Savings</u>
Ivy Rd/Fontaine Area Fire Station Replacement	\$ 3,500,000	Increased utility costs, possible increased equipment costs, no increase in personnel costs	Increased utility cost of approximately \$4.41 per square foot.
Major Downtown Mall/Sidestreet Reconstruction	\$ 1,500,000	Decreased maintenance costs and certain utility savings upon substantial completion	The exact amount of savings unknown at this time due to project being in the early stages of the project design phase.
New Sidewalks	\$ 300,000	Increase in overall annual sidewalk maintenance costs	\$10 per square foot of new sidewalk constructed.
West Main Streetscape	\$ 350,000	Possible decreased maintenance costs	Unknown until design phase is completed.
Onesty Pool Replacement	\$ 3,000,000	Savings in utility costs and ability to generate additional revenue	Utility savings unknown at this time, but there is the possibility to double the amount of revenue currently being collected in by pool, which is approximately \$13,000 per year.
Smith Pool	\$ 5,000,000	Decreased maintenance and utility costs, no increase in personnel, possible increase ability to generate revenue	The closure of Smith Pool for part of FY 2009, will result in approximately \$200,000 in savings for the City. Amounts of future operational increases/savings will be unknown until the final design of the new Smith Pool facility is completed.
Charlottesville Housing Fund	\$ 1,400,000	Increased personnel costs associated with the administration of the program.	Approximately 215 staff hours per year are required to administer this program.

FY 2009-2013 Capital Improvement Program

	<u>Adopted FY09</u>	<u>Projected FY10</u>	<u>Projected FY11</u>	<u>Projected FY12</u>	<u>Projected FY13</u>	<u>5 Year Total</u>
Revenues						
Transfer from General Fund	3,903,882	4,185,400	4,763,380	5,364,319	5,739,820	23,956,801
Transfer from General Fund (Dedicated to CAHIP)	900,000	1,000,000	1,000,000	1,000,000	1,000,000	4,900,000
FY 2007 Fund Balance Surplus	5,500,000	0	0	0	0	5,500,000
Contribution from Albemarle County (Levy Building)	0	212,500	0	0	0	212,500
Contribution from Albemarle County (CATEC)	81,500	91,000	37,500	12,500	0	222,500
Contribution from Schools (Small Cap Program)	200,000	200,000	200,000	200,000	200,000	1,000,000
CY 2009 Bond Issue	13,737,000	0	0	0	0	13,737,000
CY 2009 Bond Issue (Transfer of bonds previously authorized in FY 2006 and FY 2007)	5,000,000	0	0	0	0	5,000,000
CY 2010 Bond Issue	0	17,251,966	0	0	0	17,251,966
CY 2011 Bond Issue	0	0	12,250,000	0	0	12,250,000
CY 2012 Bond Issue	0	0	0	13,975,000	0	13,975,000
CY 2013 Bond Issue	0	0	0	0	5,500,000	5,500,000
TOTAL AVAILABLE REVENUES	\$29,322,382	\$22,940,866	\$18,250,880	\$20,551,819	\$12,439,820	\$103,505,767
Expenditures						
BONDABLE PROJECTS						
EDUCATION						
<u>Project</u>	<u>Adopted FY09</u>	<u>Projected FY10</u>	<u>Projected FY11</u>	<u>Projected FY12</u>	<u>Projected FY13</u>	<u>5 Year Total</u>
Lump Sum to Schools (City Contribution)	1,492,566	1,537,343	1,583,463	1,630,967	1,679,896	7,924,235
School Small Capital Improvements Program	200,000	200,000	200,000	200,000	200,000	1,000,000
Charlottesville High School Improvements	0	800,000	0	0	0	800,000
City Schools HVAC Replacement Plan	250,000	500,000	750,000	1,000,000	1,000,000	3,500,000
Charlottesville High School Football Bleachers	0	0	0	1,200,000	0	1,200,000
SUBTOTAL	\$1,942,566	\$3,037,343	\$2,533,463	\$4,030,967	\$2,879,896	14,424,235
FACILITIES CAPITAL PROJECTS						
<u>Project</u>	<u>Adopted FY09</u>	<u>Projected FY10</u>	<u>Projected FY11</u>	<u>Projected FY12</u>	<u>Projected FY13</u>	<u>5 Year Total</u>
Lump Sum to Facilities Capital Projects	1,492,566	1,537,343	1,583,463	1,630,967	1,679,896	7,924,306
Levy HVAC Component Replacements	0	425,000	0	0	0	425,000
Central Library Renovations	0	0	0	0	500,000	500,000
SUBTOTAL	\$1,492,566	\$1,962,343	\$1,583,463	\$1,630,967	\$2,179,967	\$8,849,306
PUBLIC SAFETY AND JUSTICE						
<u>Project</u>	<u>Adopted FY09</u>	<u>Projected FY10</u>	<u>Projected FY11</u>	<u>Projected FY12</u>	<u>Projected FY13</u>	<u>5 Year Total</u>
Bypass Fire Station Replacement	0	0	0	4,150,000	0	4,150,000
My Road/Fontaine Area Fire Station Replacement/Access Road	3,500,000	3,200,000	3,000,000	0	0	9,700,000
SUBTOTAL	\$3,500,000	\$3,200,000	\$3,000,000	\$4,150,000	\$0	\$13,850,000
TRANSPORTATION AND ACCESS						
<u>Project</u>	<u>Adopted FY09</u>	<u>Projected FY10</u>	<u>Projected FY11</u>	<u>Projected FY12</u>	<u>Projected FY13</u>	<u>5 Year Total</u>
Major Downtown Mall Reconstruction	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	7,500,000
Undergrounding Utilities	100,000	100,000	100,000	100,000	100,000	500,000
New Sidewalks	300,000	300,000	300,000	300,000	300,000	1,500,000
West Main Streetscape	350,000	350,000	350,000	350,000	350,000	1,750,000
Street Reconstruction	946,892	975,229	1,004,558	1,034,694	1,065,735	5,027,108
Old Lynchburg Road	0	500,000	1,000,000	1,500,000	0	3,000,000
SUBTOTAL	\$3,196,892	\$3,725,229	\$4,254,558	\$4,784,694	\$3,315,735	\$19,277,108
PARKS AND RECREATION						
<u>Project</u>	<u>Adopted FY09</u>	<u>Projected FY10</u>	<u>Projected FY11</u>	<u>Projected FY12</u>	<u>Projected FY13</u>	<u>5 Year Total</u>
Onesty Pool Replacement (Meade Park)	3,000,000	0	0	0	0	3,000,000
Washington Park Bathhouse	0	0	1,000,000	1,500,000	0	2,500,000
Smith Pool	5,000,000	5,000,000	0	0	0	10,000,000
Rives Park Renovations	250,000	250,000	0	0	0	500,000
Azalea Park Renovations	0	300,000	0	0	0	300,000
McIntire Park - Master Plan Implementation	0	0	375,000	250,000	250,000	875,000
Forest Hills Park Shelter and Restroom	250,000	250,000	0	0	0	500,000
SUBTOTAL	\$8,500,000	\$5,800,000	\$1,375,000	\$1,750,000	\$250,000	\$17,675,000
GENERAL GOVERNMENT INFRASTRUCTURE AND OTHER COMMITMENTS						
<u>Project</u>	<u>Adopted FY09</u>	<u>Projected FY10</u>	<u>Projected FY11</u>	<u>Projected FY12</u>	<u>Projected FY13</u>	<u>5 Year Total</u>
YMCA Pool (City Share)	0	0	1,125,000	0	0	1,125,000
SUBTOTAL	\$0	\$0	\$1,125,000	\$0	\$0	\$1,125,000
SUBTOTAL BONDABLE PROJECTS	\$18,632,024	\$17,724,915	\$13,871,484	\$16,346,628	\$8,625,598	\$75,200,649
Bondable Contingency	\$1,326,423	\$1,135,744	\$722,504	\$1,008,014	\$624,687	\$4,817,372
TOTAL BONDABLE PROJECTS	\$19,958,447	\$18,860,659	\$14,593,988	\$17,354,642	\$9,250,285	\$80,018,021

FY 2009-2013 Capital Improvement Program

NONBONDABLE PROJECTS						
ECONOMIC DEVELOPMENT	Adopted	Projected	Projected	Projected	Projected	5 Year
<u>Project</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>Total</u>
Economic Development (Strategic) Initiatives	154,500	159,135	163,909	168,826	173,891	820,261
SUBTOTAL	\$154,500	\$159,135	\$163,909	\$168,826	\$173,891	\$820,261
NEIGHBORHOOD IMPROVEMENTS	Adopted	Projected	Projected	Projected	Projected	5 Year
<u>Project</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>Total</u>
Neighborhood CIP Funds	120,000	120,000	0	0	0	240,000
SUBTOTAL	\$120,000	\$120,000	\$0	\$0	\$0	\$240,000
FACILITIES CAPITAL PROJECTS	Adopted	Projected	Projected	Projected	Projected	5 Year
<u>Project</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>Total</u>
CATEC - General Facility Maintenance	29,851	30,747	31,669	32,619	33,598	158,484
SUBTOTAL	\$29,851	\$30,747	\$31,669	\$32,619	\$33,598	\$158,484
TRANSPORTATION & ACCESS	Adopted	Projected	Projected	Projected	Projected	5 Year
<u>Project</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>Total</u>
Sidewalk Repair	309,000	318,270	327,818	337,653	347,783	1,640,524
State Bridge and Highway Priorities	500,000	300,000	300,000	300,000	300,000	1,700,000
Meadowcreek Parkway - 2% Match	40,000	0	0	0	0	40,000
JPA Bridge 2% Match	10,000	0	0	0	0	10,000
CTS Transit Bus Replacement Match	62,397	752,455	592,907	178,816	268,748	1,855,323
Intelligent Transportation System	120,000	120,000	120,000	120,000	0	480,000
City Wide Traffic Improvements	250,000	200,000	200,000	200,000	200,000	1,050,000
Wayfinding Initiative	250,000	0	0	0	0	250,000
Citywide ADA Improvements - Sidewalks and Curbs	100,000	100,000	100,000	100,000	100,000	500,000
SUBTOTAL	\$1,641,397	\$1,790,725	\$1,640,725	\$1,236,469	\$1,216,531	\$7,525,847
PARKS & RECREATION	Adopted	Projected	Projected	Projected	Projected	5 Year
<u>Project</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>Total</u>
Parks and Schools Playground Renovations	154,500	159,135	0	0	0	313,635
Trails and Greenway Development	103,000	106,090	109,273	112,551	115,927	546,841
Urban Tree Preservation and Planting	103,000	106,090	109,273	112,551	115,927	546,841
Charlottesville High School Girls Softball Field Lighting	150,000	0	0	0	0	150,000
SUBTOTAL	\$510,500	\$371,315	\$218,546	\$225,102	\$231,854	\$1,557,317
STORMWATER INITIATIVES	Adopted	Projected	Projected	Projected	Projected	5 Year
<u>Project</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>Total</u>
Neighborhood Drainage Projects	175,000	175,000	175,000	175,000	175,000	875,000
Emergency Drainage Projects (City Wide)	100,000	100,000	100,000	100,000	100,000	500,000
SUBTOTAL	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$1,375,000
TECHNOLOGY INFRASTRUCTURE	Adopted	Projected	Projected	Projected	Projected	5 Year
<u>Project</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>Total</u>
Communications Technology Account/Public Access	50,000	50,000	50,000	50,000	50,000	250,000
SUBTOTAL	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
OTHER GOVERNMENTAL COMMITMENTS						
Charlottesville Housing Fund	1,400,000	1,000,000	1,000,000	1,000,000	1,000,000	5,400,000
Jefferson School (Transfer of expenditures previously authorized in FY 2006 and FY 2007)	5,000,000	0	0	0	0	5,000,000
SUBTOTAL	\$6,400,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$10,400,000
SUBTOTAL NONBONDABLE PROJECTS	\$9,181,248	\$3,796,922	\$3,379,849	\$2,988,016	\$2,980,874	\$22,326,909
Non Bondable Contingency	\$182,687	\$283,285	\$277,043	\$209,161	\$208,661	\$1,160,837
TOTAL NONBONDABLE PROJECTS	\$9,363,935	\$4,080,207	\$3,656,892	\$3,197,177	\$3,189,535	\$23,487,746
TOTAL PROJECT EXPENDITURES	\$29,322,382	\$22,940,866	\$18,250,880	\$20,551,819	\$12,439,820	\$103,505,767



OTHER NON GENERAL FUNDS



Equipment Replacement Fund

The City's fleet consists of 685 vehicles and pieces of equipment. The Equipment Replacement Fund is targeted at reducing the operating costs of the City's fleet through preventive maintenance programs and a scheduled replacement program. It has three major objectives:

1. To objectively evaluate equipment purchases from an economic perspective (maintenance costs versus capitalization of new vehicles).
2. To stabilize the fluctuations in the annual budget due to equipment and vehicle purchases.
3. To function as a major component in the City's comprehensive fleet management program. This program includes an annual evaluation of the replacement needs of the City's fleet and annual budgeting of the funds necessary to accomplish this replacement.

<u>Fund Detail</u>	<u>FY 07-08 Budget</u>	<u>FY 08-09 Budget</u>
Beginning Fund Balance	\$681,257	\$681,257
<u>Revenues</u>		
Transfer from General Fund	1,868,913	1,897,985
Total Revenues	\$ 1,868,913	\$ 1,897,985
<u>Expenditures</u>		
Equipment/Vehicle Replacement	<u>1,868,913</u>	<u>1,897,985</u>
Total Expenditures	\$ 1,868,913	\$ 1,897,985
Net Gain/Loss	0	0
Ending Fund Balance	\$681,257	\$681,257

Note: There are several vehicles/pieces of equipment, under \$50,000, being purchased in FY 2009, including leaf collectors, a van, sedans, pick up trucks, and a roller for Streets and Sidewalks. For equipment \$50,000 and more, there is a pool of funds budgeted under Designated Expenditures, totaling **\$584,950**, for the replacement of several dump trucks, a bucket truck, a refuse truck, and a backhoe, all of which have been determined to be beyond their useful life in accordance with the City of Charlottesville and national replacement standards. These funds will be transferred from the General Fund and into the Equipment Replacement Fund, and are reflected in the revenues shown above.

Facilities Repair Fund

The Facilities Repair Fund provides funding to preserve the City's investment of over \$60 million in non-school facilities, which have annual maintenance requirements. A schedule of routine preventive maintenance/repair and minor facility rehabilitation reduces the need for future, more expensive replacement. The budget proposes a plan of action to limit major expenses or major inconveniences in the near future. This annual funding is based upon three to five-year replacement schedules developed by City staff. The repair of the taxpayer's investment in the City's facilities remains the best defense against the enormous cost of total construction/renovation of the City's aging, but still very valuable, public facilities.

<u>Fund Detail</u>	<u>FY07-08 Budget*</u>	<u>FY08-09 Budget</u>
Beginning Fund Balance	\$631,551	\$7,902
<u>Revenue</u>		
Transfer from General Fund	<u>500,000</u>	<u>550,000</u>
Total Revenues	\$500,000	\$550,000
<u>Expenditures</u>		
Facilities Repair	873,649	267,823
Parks and Recreation Allocation	<u>250,000</u>	<u>250,000</u>
Total Expenditures	\$1,123,649	\$517,823
Net Gain/Loss	(623,649)	32,177
Ending Fund Balance	\$7,902	\$40,079

* Revised FY 2008 Budget.

Retirement Fund

The Charlottesville Supplemental Retirement Fund, or Pension Plan, is designed to provide City employees with a valuable pension to supplement social security benefits upon retirement. City employees who work at least twenty hours per week for a minimum of thirty-six weeks per year are enrolled in the plan, although they are not vested until they have completed five years of service. The City also offers new employees a choice to opt into a Defined Contribution plan rather than the City's pension plan.

The Retirement Fund is a trust fund supported by contributions paid by the City. No employee contributions are made. The City's rate of contribution into the fund for FY 2008-2009 is 25.74% for general government and 33.42% of public safety employees' salaries.

The Charlottesville Pension Plan is administered by a 9-member commission, which consists of one City Council member, the City Manager, department heads specified by the City Code, three employee-at-large members, and a City retiree.

<u>Fund Detail</u>	<u>FY 07-08 Budget</u>	<u>FY 08-09 Budget</u>
Beginning Fund Balance	\$84,805,588	\$86,234,645
<u>Revenues</u>		
Investment Income	1,800,000	1,800,000
Contributions from All Funds	<u>9,436,654</u>	<u>0</u>
Contributions from plan members		
Total Revenues	\$11,236,654	\$1,800,000
<u>Expenditures</u>		
Payments to Retirees	7,351,276	7,677,383
Life Insurance payment to benefit retirees	53,000	125,000
VRS transfer of vested retirement benefits	0	60,000
Human Resource shared expenses	88,165	81,461
City Attorney Fees	6,053	6,215
Investment Counsel Fees	385,000	385,000
Actuarial Study and Services	40,000	40,000
Health care costs	1,734,123	1,800,000
Disability insurance	114,000	125,000
Life insurance	0	51,000
City Link Recurring Costs	25,980	31,380
Miscellaneous	<u>10,000</u>	<u>7,500</u>
Total Expenditures	\$9,807,597	\$10,389,939
Ending Fund Balance	\$86,234,645	\$77,644,706

Risk Management Fund

The City maintains a Risk Management Fund to account for all insurance revenues and expenditures. Premium costs are allocated to the various operating funds and accounts (for example, General Fund operating departments, such as Police, Fire, Public Works, etc.), and are distributed within each department/division budget under the "Insurance" and "Workers Compensation" line items. The Risk Management Fund has the following objectives:

1. Protect the City of Charlottesville, to the extent possible, by eliminating or reducing conditions that could result in financial loss.
2. Preserve the City's assets and public service capabilities from loss, destruction, or depletion.
3. Minimize the total long-term cost to the City of all activities related to the identification, prevention, and control of accidental losses and their consequences.
4. Maintain procedures to identify, analyze, and predict exposures to financial loss, and employ proven risk management techniques to minimize and provide funding for losses.
5. Establish an exposure-free work and service environment in which City personnel, as well as members of the public, can enjoy safety and security in the course of their daily pursuits.
6. Centralize and coordinate all costs associated with the City's risk management program.
7. Maintain a comprehensive risk financing program to review liability and risk transfer opportunities and determine the feasibility of self-insurance in lieu of the purchase of traditional insurance coverages.

<u>Fund Detail</u>	<u>FY 07-08 Budget*</u>	<u>FY 08-09 Budget</u>
Beginning Fund Balance	\$441,642	\$391,828
<u>Revenue</u>		
Contributions from Other Funds	2,129,351	2,201,278
Total Revenues	\$2,129,351	\$2,201,278
<u>Expenditures</u>		
Insurance premium cost	991,843	1,037,423
Workers compensation claim payments and reserves	987,529	1,086,282
Administrative costs	199,792	205,678
Total Expenditures	\$2,179,165	\$2,329,384
Net Gain/Loss	(49,814)	(128,106)
Ending Fund Balance	\$391,828	\$263,722

* Revised FY 2008 Budget.

City Code Section 11-127 requires the Risk Management Fund maintain a fund balance of \$250,000.

Debt Service Fund

The City's Debt Service Fund provides the funds necessary to retire the City's general government outstanding bonded indebtedness. General obligation bonds are used to pay the cost of various public improvements.

The City's current level of bonded indebtedness (at June 30, 2007) is indicated by four key financial indicators: net bonded debt of \$44,287,990, a ratio of debt to assessed value of 0.92%, net bonded debt per capita of \$1,087, and a ratio of Debt Service to total General Fund expenditures of 6.55%. All of these indicators of the City's debt position are very positive and consequently the City has received the highest bond rating (AAA) from the two major rating agencies, Moody's and Standard & Poors. Both Moody's and Standard & Poors confirmed this AAA bond rating in October 2006.

The City's legal debt limit, as authorized by the Code of Virginia, is 10% of the total assessed value of real estate subject to local taxation. In 2007, the legal debt limit was \$482,699,140. The City's current general obligation indebtedness is \$67,005,577, which includes debt being repaid by the City's utility funds. The City also has a financial policy of maintaining a debt service to general fund operating expenditure ratio of 8% or less, as adopted by Council with the budget guidelines (page 8).

<u>Fund Detail</u>	<u>FY07 - 08</u> <u>Budget*</u>	<u>FY08 - 09</u> <u>Budget</u>		
Beginning Fund Balance	\$ 5,541,445	\$ 7,258,635		
Revenues				
General Fund Transfer	5,800,000	6,050,000		
CIDA-SNL Loan	461,906	150,000		
Meals Tax Revenue	1,681,905	1,756,250		
Fire Department Transfer	20,000	20,000		
Police Department Transfer - ERF	70,876	141,751		
County Fire Service Fees	132,000	100,000		
City Link Loan - Transfer from City Link	352,679	408,482		
Total revenues	\$ 8,519,366	\$ 8,626,483		
Expenditures				
Bonds-	<u>Total</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>
1996	262,750	0		
1998	797,835	766,398	585,000	181,398
2000	354,563	339,188	300,000	39,188
2001	208,232	203,194	130,000	73,194
2003	1,712,356	1,711,681	1,380,000	331,681
2004	1,526,158	1,499,858	876,667	623,192
2006	1,112,500	1,087,500	625,000	462,500
2008	0	1,540,000	770,000	770,000
Subtotal	\$ 5,974,394	\$ 7,147,819	\$ 4,666,667	\$ 2,481,153
Literary Loans-				
Greenbrier	8,194	7,870	6,500	1,370
Johnson	14,001	13,519	9,656	3,863
Burnley-Moran	15,543	15,026	10,362	4,664
Subtotal	\$ 37,738	\$ 36,415	\$ 26,518	\$ 9,897
Lease-purchase agreements	131,868	0		
CityLink Loan from Utilities	352,680	408,482	317,992	34,686
Fire Truck (2007)	100,025	100,026	86,654	13,372
Fire Brush Truck (2007)	34,596	34,596	29,493	5,103
Police Cars	70,875	141,750	131,056	10,693
Administrative Costs	100,000	100,000	0	0
Subtotal	\$ 790,044	\$ 784,854	\$ 565,195	\$ 63,854
Total Expenditures	\$ 6,802,176	\$ 7,969,089		
Net Gain/Loss	1,717,190	657,394		
Ending Fund Balance	\$ 7,258,635	\$ 7,916,029		

* Revised FY 2008 Budget

Health Care Fund

The Health Care Fund is the funding source for the City's health related benefits provided to participants in the City's health care programs. The City self-insures its medical and dental insurance plans. This means that the City is responsible for paying all claims and expenses generated by the program participants. Each year an actuarial analysis is conducted to determine the expected revenue requirements for the next fiscal year. The analysis evaluates prior year claims, participation levels, and any proposed plan design changes, to determine the required level of funding to cover claims costs. The Fund also pays for the associated Wellness Initiatives, which are an integral part of the City's medical cost containment strategy. One goal for the Fund is to maintain a minimum fund balance as a reserve to cover claims cost if they exceed the projected amount. For FY 2009, health care costs, both the City and employee contributions, are increasing by only 2%.

<u>Fund Detail</u>	<u>FY 07-08 Budget</u>	<u>FY 08-09 Budget</u>
Beginning Fund Balance	\$ 2,349,128	\$ 2,707,345
<u>Revenues</u>		
Cost Center Contributions	5,209,029	5,426,852
Employee/Retiree HC payroll deductions	2,365,928	2,300,000
Retirement fund contribution	1,734,123	1,800,000
Agencies and individuals	1,087,792	1,109,548
Employee and retiree payments for Physical Fitness Clubs	145,000	152,000
Flexible spending account forfeitures	2,500	0
Total Revenues	\$ 10,544,372	\$ 10,788,400
<u>Expenditures</u>		
<u>Medical expenses</u>		
Southern Health	8,894,654	9,017,704
HMO - Health Reimbursement	58,275	52,875
Delta Dental	564,718	621,190
Total Medical and Dental Expenditures	9,517,647	9,691,769
<u>Other expenses</u>		
Temporary Staffing	0	25,000
City contribution for Fitness Program	300,000	315,000
Employee Assistance Program	20,000	20,000
Health Care Consultants (Wachovia)	65,000	80,000
Health Screening	60,000	60,000
Flu Shots	15,000	15,000
On-site nurse program	7,000	7,000
Wellness Program operating expenses and suppl	4,000	4,500
Wellness Initiatives	15,000	15,000
Medical Insurance Opt-out payment	30,000	30,000
Flex-Ben (Flexible and COBRA administration)	25,000	25,000
Human Resource Staff	92,328	86,008
City Link Recurring Cost	33,680	32,580
Telephone charges	1,500	1,500
Total Other Expenditures	\$668,508	716,588
Total Expenditures	\$ 10,186,155	\$ 10,408,357
Net Gain/Loss	358,217	380,043
Ending Fund Balance	\$ 2,707,345	\$ 3,087,388
Palmer Cay Recommended Reserve	\$1,200,000	\$1,200,000

Communications System Fund

The Communications System Fund provides the necessary funding for the operation of the City of Charlottesville’s citywide phone system and the City’s mailroom operations throughout the fiscal year. The citywide phone system is managed by the Department of Information Technology and funded through user fees. This portion of the Communications System Fund includes base rates for phones, long distance, maintenance contracts, and any software upgrades related to the phone system.

Mailroom operations are also included in the Communications System Fund. Mailroom expenses include the cost of postage and maintenance contracts for postage meter machines. This portion of the Communications System Fund is funded by the departments through fees for usage of the postage machines.

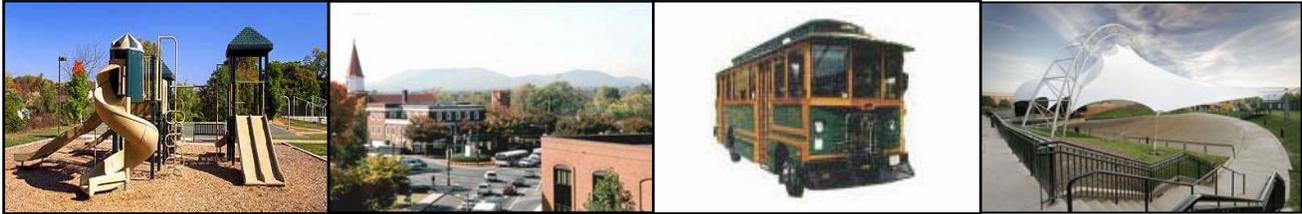
<u>Fund Detail</u>	<u>FY07 - 08 Budget</u>	<u>FY08 - 09 Budget</u>
Beginning Fund Balance	(\$35,421)	(\$35,421)
 <u>Revenues</u>		
Phone Fees	312,286	331,776
Postage Revenue	<u>90,286</u>	<u>73,957</u>
Total Revenues	\$402,572	\$405,733
 <u>Expenditures</u>		
Salaries	52,818	42,121
Telephone Services	169,074	192,763
Service Contracts	60,875	67,000
Postage Expenditures	75,000	55,000
Other Expenditures	<u>44,805</u>	<u>48,849</u>
Total Expenditures	\$402,572	\$405,733
Net Gain/Loss	0	0
Ending Fund Balance	(\$35,421)	(\$35,421)



SUPPLEMENTAL INFORMATION



City Profile



Date of Incorporation	1888
Form of Government	Council-Manager
Current Population Estimate (2006 Census Update)	40,315
Land Area (square miles)	10.4
Population Density (population/square mile)	3,918
University Students Residing within City (2007)	9,000
Unemployment Rate (December 2007)	3.0%
Total Real Estate Property Values (2007)	\$4,948,334,488
Taxable Sales (2006)	\$854,623,000
Median Household Income (2000 Census)	\$32,785
Building Permits (2007)	2,445
City School Students (2008)	4,069
Miles of Streets	156
Number of Acres of Parks and Playgrounds	987
Number of Libraries	3
Number of Streetlights	5,960
Public Utilities (number of customers)	
Gas	17,745
Water	13,709
Sewer	13,546
Number of Registered Voters	23,059
Bond Rating (General Obligation Bonds)	Moody's Investor Services Aaa Standard & Poor's Corporation AAA
Number of Employees (FTE's):	
City	931
Schools	790

Sources:

City of Charlottesville Comprehensive Annual Financial Report for the fiscal year ending June 30, 2007 Virginia Employment Commission - Labor Market Statistics; Weldon C. Cooper Center for Public Service; University of Virginia.

City Profile
“A World Class City”

BACKGROUND

The City of Charlottesville encompasses 10.4 square miles and has a population of 40,315. Its rich history began with the town’s establishment in 1762, and it was named for Queen Charlotte, wife of King George III of England. Charlottesville was incorporated as a city in 1888.



Centrally situated in the foothills of the Blue Ridge Mountains just 120 miles from the nation’s capital, Washington, D.C., and 70 miles from the state capital, Richmond, Charlottesville and surrounding Albemarle County is an area rich with culture and deeply rooted in history. However, Charlottesville may best be known as the home of Thomas Jefferson and his mountaintop estate Monticello, as well as the University of Virginia, founded by Jefferson and consistently ranked one of the top public universities in the nation. Both Monticello and the University of Virginia are listed on the World Heritage Foundation list of prized cultural or natural assets, making them two of the area’s top attractions.

NATIONAL RANKINGS & AWARDS

The City has built a reputation as one of the best places to live in the United States. In 2004, Charlottesville was chosen as the best place to live in America by Frommer’s Cities Ranked and Rated. Other national rankings include **“Best Small City in the South”** (Money Magazine), #3 **“The Best Small Cities”** (Men’s Journal), one of **“Top Ten Places to Raise a Family”** (Reader’s Digest), **“One of the Best Small Places for Business and Career”** (Forbes/Milken Institute), **“Best Tennis Town”** (Tennis Magazine), **“#2 Healthiest Place to Live in America”** (Kiplinger’s Personal Finance), one of **“Seven Dream Towns that Have it All”** (Outside Magazine), **“Most Energetic City in the Country”** (USA Weekend), **“Best Retirement City for Golfers”** (Golf Digest), and the list goes on and on.



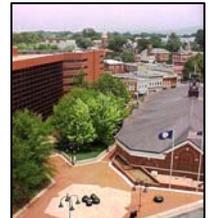
CITY GOVERNMENT

The City operates under the Council/Manager form of government with legislative powers vested in a 5 member Council elected at-large for four-year, staggered terms. The Mayor and Vice-Mayor are elected from within the Council for two-year terms. Administrative and executive duties are performed by the Council-appointed City Manager. There are approximately 931 City full-time equivalent employees.



BUSINESS

With its small-town charm and historical setting, Charlottesville attracts new business each year. Charlottesville provides a strategic location for many major high-tech employers, including the largest employer, the University of Virginia, where there are approximately 11,000 University employees, 7,000 hospital employees, and 20,000 students. Other major employers in the area include Albemarle County, Martha Jefferson Hospital, Wal-Mart, State Farm Insurance, and Northrup Grumman-Sperry Marine. The grape business is currently the fastest growing agricultural industry in the region and local wines and vineyards have been nationally recognized ever since Jefferson earned the title “Father of American Wine.” All of this has resulted in the City’s unemployment rate being consistently one of the lowest in the nation, averaging around 3.0% for 2007.



Top Ten Employers in the City of Charlottesville:¹

- | | | |
|-----------------------------------|------------------------------|----------------------------|
| 1) UVA Medical Center | 2) Martha Jefferson Hospital | 3) City of Charlottesville |
| 4) Charlottesville City Schools | 5) Aramark Campus | 6) Region Ten CSB |
| 7) Pharmaceutical Research Assoc. | 8) U.S. Postal Service | 9) Matthew Bender & Co. |
| 10) SNL Security LP | | |

¹ Source: Adapted from the Virginia Employment Commission Labor Market Information for the Charlottesville MSA (Second Quarter 2007).

What People Are Saying...

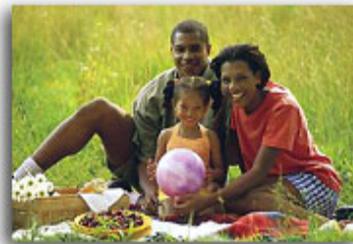
Folks that have lived here for a long time are aware of our City's benefits and the high quality of life in our "World Class" City. Here is also what some other well-known sources are saying about life here in Charlottesville:



- **Frommer's Cities Ranked and Rated** – Charlottesville Ranked Best Place to Live in America! (2004)
- *Men's Journal* — #3 Best Small City to Live (2004)

- # 1 Municipal Website – National Association of Government Webmaster & City County Communications Management Association (2006)
- *Money Magazine* — Best Places to Live (1999 & 2000)
- *Outside Magazine* — One of the Best Places to be Found 1995 & 1999, also one of Seven Dream Towns That Have it All

- *Kiplinger's Personal Finance* — #2 Healthiest Place to Live in America
- *Reader's Digest* — Top Ten Places in the Country to Raise a Family (#7 out of 50)
- *American Health* — Top Ten Healthiest Cities for Women (#6)
- *Golf Digest* — Best Retirement City for Golfers (#1)
- *Tennis Magazine* — Best Tennis Town (#1)



- *Americas Best Places to Retire 2007* – Best College Towns (#5), Best Four-Season Towns (#3)
- *Department of Transportation* – Best Workplace for Commuters

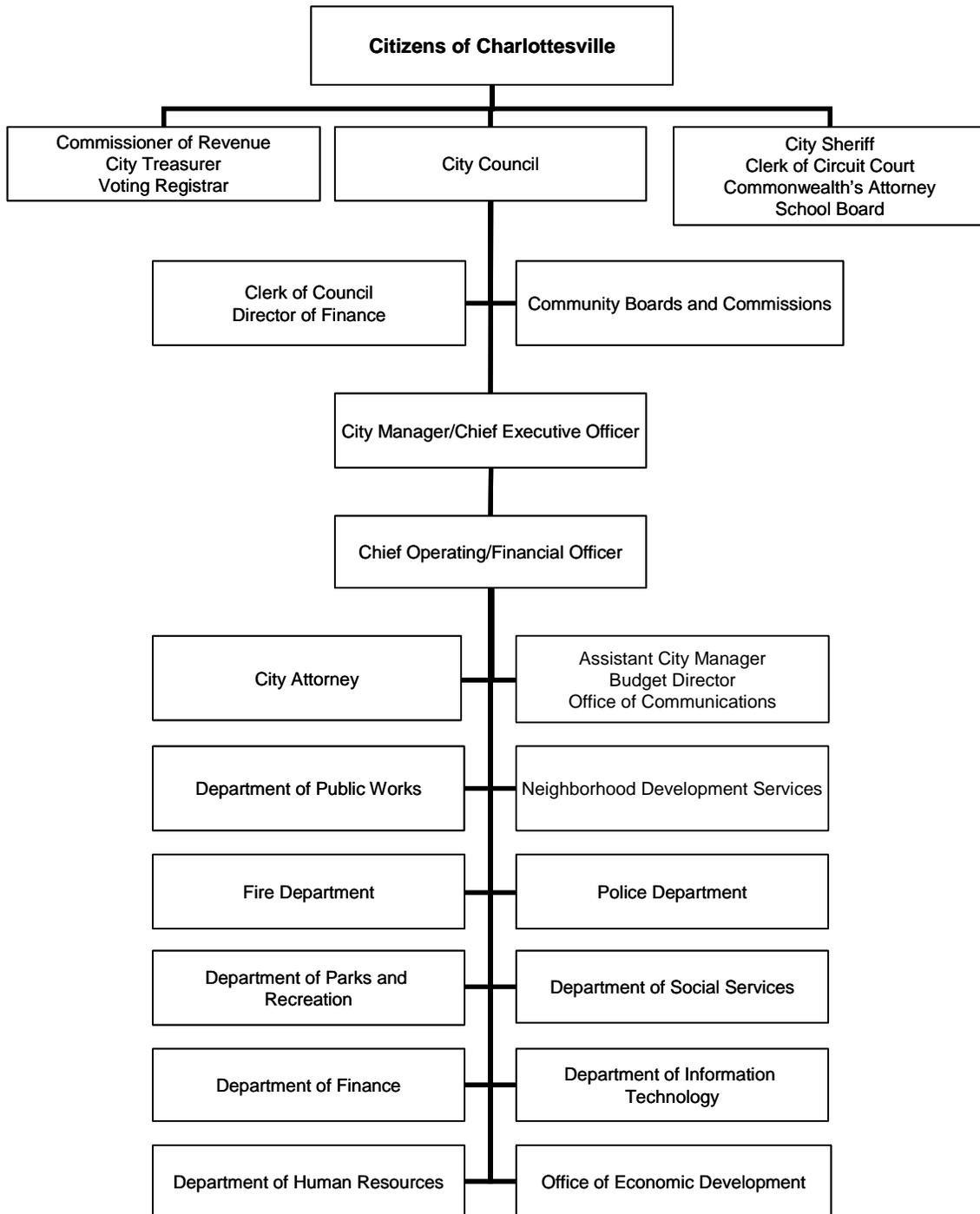
- *Arts and Entertainment Television* — One of the Best Places to Live in America (#6)
- *Business 2.0 Magazine* — Fastest Growing Business Markets with a population under 1 million (#2)
- *E-Podunk.com* — Best Small College Town (#1)



- *Life Magazine* – The Best New Place to Drink Wine
- *Southern Business & Development Magazine* - #1 Really Cool Small Southern Markets
- *National Trust for Historic Preservation* – Distinctive Dozen Destinations

- *Modern Maturity Magazine* — Most Alive Places to Live (#2 College Town)
- *Forbes/Milken Institute* — Best Small Places for Business and Career 2001 (#12)
- *Expansion Magazine* — Best Metro Areas for Overall Quality of Public Schools 2004 (#3)

City Organizational Chart



City Wide Staffing (Full Time Equivalent)

<u>Department/Cost Center</u>	<u>FY 06-07</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>General Fund Change</u>	<u>Non General Funds Change</u>	<u>Explanation of Changes</u>
Management						
Mayor/Council	1.00	1.00	1.00	0.00	0.00	
City Manager's Office/Administration and Office of Communications	9.00	9.00	8.00	(1.00)	0.00	This reduction represents the elimination of the vacant Director of Customer Care position. While this position's funding was split between the City Manager's Office and Utility Billing, the entire FTE appeared in the City Manager's Office.
City Manager's Office/Office of Economic Development	4.00	4.00	4.00	0.00	0.00	
City Attorney	6.00	6.00	6.00	0.00	0.00	
Voting Registrar	2.50	2.50	2.50	0.00	0.00	
Total	22.50	22.50	21.50	(1.00)	0.00	
Internal Services						
Finance Department: Purchasing/Risk Management/Warehouse	6.00	6.00	6.00	0.00	0.00	
Human Resources	8.00	8.00	8.00	0.00	0.00	
Information Technology	18.00	18.00	18.00	0.00	0.00	
Total	32.00	32.00	32.00	0.00	0.00	
Financial Services						
Commissioner of Revenue	13.00	13.00	13.00	0.00	0.00	
Finance Department: Management/Real Estate Assessment/Utility Billing Office	33.00	33.00	34.00	0.00	1.00	This increase can be attributed to a new Customer Service Representative in the Utility Billing Office. The salary and benefits for this position is fully supported by utility rates and therefore is not funded by the General Fund.
Real Estate	0.00			0.00		
Treasurer	13.00	13.00	13.00	0.00	0.00	
Total	59.00	59.00	60.00	0.00	1.00	
Healthy Families & Community						
Community Attention/JCAC	26.00	26.00	26.00	0.00	0.00	
Commission on Children and Families	1.00	1.00	1.00	0.00	0.00	
Department of Social Services	105.175	106.175	104.925	0.00	(1.25)	In FY 2007, a grant funded position was eliminated when the Adoption Grant expired and a half time Accounting Support Specialist was cut due to budget reductions. In FY 2008, City Council approved a New Virginia Public Guardian Grant position. The net decrease in FY 2009 is the result of the following: an Accounting Support staff position that was full time but then hired at half time; a new Smart Beginnings grant funded social worker at Johnson Elementary; a 3/4 time position increasing to full time; one Independent Living position moving to the Albemarle Department of Social Services in FY 2009; and a Child Welfare Field Instructor eliminated due to grantee funding cuts. These positions are Non-General funded.

<u>Department/Cost Center</u>	<u>FY 06-07</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>General Fund</u>	<u>Non General</u>	<u>Explanation of Changes</u>
				<u>Change</u>	<u>Funds Change</u>	
CDBG/HOME Grant Coordinator (Grant Funded)	1.00	1.00	1.00	0.00	0.00	This position has not previously been included on the staffing report. It is fully funded by CDBG/HOME Funds.
Parks and Recreation: Parks Maintenance	40.00	40.00	40.00	0.00	0.00	
Parks and Recreation: Recreation	26.63	26.00	26.00	0.00	0.00	The reduction in FTE hours that occurred in FY 2008 is the result of departmental reorganization.
Parks and Recreation: Golf Courses	8.75	9.00	9.00	0.00	0.00	During FY 2008, an Assistant Manager was made full time from a 3/4 time position. This is a Non-General Fund department.
Total	239.055	240.675	240.425	1.00	(1.25)	
Infrastructure/Transportation						
Public Works: Administration, Facilities Management and Maintenance	16.00	16.25	16.25	0.00	0.00	During FY 2008, a full time Building Trades Supervisor position was eliminated and two half time Custodian II positions were approved to produce some budget savings and departmental efficiencies. These are positions funded by the General Fund.
Public Works: School Building Maintenance	13.00	14.00	14.00	0.00	0.00	In FY 2008, one school position was brought over to the City pool when a retirement occurred, per the agreement between the City and Schools. These positions are supported 100% by the City Schools.
Public Works: Fleet Management	12.00	12.00	12.00	0.00	0.00	
Public Works: Public Service	51.00	51.00	51.00	0.00	0.00	
Public Works: CTS/Greyhound Operations	66.00	70.50	81.50	0.00	11.00	During FY 2008, Albemarle County infused an additional \$250,000 in transit funding to enhance County route service, which increased the number of FTE hours required. The additional FTE hours are fully supported by the County. There are several transit system improvements being proposed for FY 2009, which will require 11 additional FTEs.
Public Works: Pupil Transportation	23.50	32.00	32.00	0.00	0.00	In FY 2008, this reflects the actual number of FTE hours purchased by the Schools, which pay for this contracted service 100%.
Public Works: Utilities	89.00	90.00	93.00	0.00	3.00	The increase in FTE's represents three new positions supported by the utility rates: a Construction Inspector, a Regulatory Compliance Inspector an Environmental Program Coordinator.
Total	270.50	285.75	299.75	0.00	14.00	
Public Safety & Justice						
City Sheriff	11.00	11.00	11.00	0.00	0.00	
Commonwealth's Attorney	13.50	13.50	13.50	0.00	0.00	
Courts and Other Support Service	11.00	11.00	11.00	0.00	0.00	
Fire Department: EMS and Ambulance Services	0.00	9.00	7.00	0.00	(2.00)	The reduction in FTE's can be attributed to the revised ambulance service which will include only 6 new medics rather than 8 which were in the original service plan.
Fire Department: Operations	89.00	89.00	89.00	0.00	0.00	
Police Department	146.43	146.43	146.43	0.00	0.00	
Total	270.93	279.93	277.93	0.00	(2.00)	
City-Wide Total	893.99	919.86	931.61	0.00	11.75	

Note: Full Time Equivalent (FTE) refers to the number of hours an employee works. For example, a regular FTE works 40 hours per week and is counted as one FTE. A part time employee that works only 20 hours per week is counted as .5 FTE. The position totals in this budget only include **full or part time regular positions**, and NOT temporary or seasonal employees due to the turnover rate of those categories, and the fact that the numbers of these employees can vary greatly in any given year. The two exceptions are Pupil Transportation and CTS/Greyhound who regularly employ temporary and relief drivers and whose numbers remain steady during the year.

Performance and Outcome Measures

Parks and Recreation

Council Vision Element: Center for Lifelong Learning

Increase the financial effectiveness of The First Tee of Charlottesville Program by recovering a greater percentage of operating expenses through grants, fundraising and user fees

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. Expenses	NA	NA	\$90,000	\$90,000	\$160,000	\$160,000	\$165,977
B. Revenues	NA	NA	\$25,000	\$25,000	\$65,000	\$65,000	\$109,000
C. Profit/Loss	NA	NA	(\$65,000)	(\$65,000)	(\$95,000)	(\$95,000)	(\$51,487)
D. Cost Recovery	NA	NA	28%	28%	41%	41%	67%

Comments/Other Data

Park and Recreation Strategic Element: Levels of Service

Objective: Provide balance and consistency in the delivery of core recreation programs and services to the community and the region by meeting the needs of all ages and interests through new and fresh programs, incorporating a family and education ethic and accessible year-round facilities

Council Vision Element: Center for Lifelong Learning

Increase the number of youth participants in Parks and Recreation programs, summer camps and visitation at neighborhood centers, thereby enhancing the opportunities for physical activity levels and life skill development.

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. School Year Program Participants	1,000	1,039	2,000	2,032	2,710	2,710	2,940
B. Summer Camp Attendance	300	293	550	616	660	660	750
C. Recreation Center Attendance	80,000	90,000	100,000	90,000	110,000	100,000	120,000
D. Therapeutic Program Attendance	13,000	13,024	13,500	13,814	14,600	14,600	15,900

Comments/Other Data

Objective: Provide balance and consistency in the delivery of core recreation programs and services to the community and the region by meeting the needs of all ages and interests through new and fresh programs, incorporating a family and education ethic and accessible year-round facilities

Council Vision Elements: A Green City; America's Healthiest City; A Connected Community

Improve the conditions of parks and recreation infrastructure to modern standards

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. Number of Capital Projects Initiated	2	2	11	11	19	19	7
B. Number of Capital Projects Completed	2	2	11	11	15	15	11

Comments/Other Data

Park and Recreation Strategic Element: Community Values—Community Mandate

Objective: Upgrade existing park and recreation infrastructure to modern standards

Community Attention

Council Vision Element: America's Healthiest City; Smart, Citizen Focused Government

Child avoids any new adjudicated charges while in program

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. 90% of participants accepted into the regular program will have no additional criminal charges while receiving services that are subsequently adjudicated as guilty. This will not include probation violations.	90%	93.53%	95%	87.71%	90%	90%	90%

Council Vision Element: America's Healthiest City; Smart, Citizen Focused Government

Child avoids any new adjudicated charges 1 year after discharge

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. 85% of participants accepted into the regular program will have no additional criminal charges in period 1 year after discharge from services that are subsequently adjudicated as guilty. This will not include probation violations.	80%	83.41%	85%	86.21%	85%	85%	85%

Council Vision Element: America's Healthiest City; Smart, Citizen Focused Government

Child completes the program and transitions to a less restrictive environment

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. 85 % of participants accepted into the regular program will be able to transition to a less restrictive environment.	80%	87.32%	90%	87.07%	85%	85%	85%

Council Vision Element: America's Healthiest City; Smart, Citizen Focused Government

Child Stabilizes in safe structured environment

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. 95% of participants expected to stay longer than 30 days are accepted into program.	95%	100%	95%	100%	95%	95%	95%

Council Vision Element: America's Healthiest City; Smart, Citizen Focused Government

Child completes community service hours

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. 80% of participants accepted into the regular program will complete 100% of court ordered hours given by attending the Teens GIVE program.	85%	84.62%	85%	70.80%	80%	80%	80%

Public Works/Public Service

Council Vision Element: A Green City

Increase City recycling related to curbside and multifamily collection of recyclables compared to curbside trash collection.

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Actual	Target
A. increase recycling tonnage.	none set	2,104.86 tons recycling	none set	2,115.49 tons recycling	2500 tons	Monthly tonnage average through 5 months equates to 2,500 ton estimate for fy	
B. curbside trash tonnage	none set	8,697.15 tons trash	none set	7,835.56 tons trash	none set	TBD	none set
C. % of recycling tonnage compared to trash tonnage	none set	19.48% recycling	none set	21.25%	25%	TBD	30%

Comments/Other Data

recycling tonnage does not include McIntire Recycling Center, brush or white goods recycled from Large Item program, leaves collected during Leaf Season, or asphalt recycled during paving season.

Council Vision Elements: A Green City; A Connected Community

Improve physical condition/rideability of City streets.

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Actual	Target
Increase % of City streets in satisfactory or better condition.	none set	87.70%	90%	87.10%	90%	TBD	90%
B.							
C.							

Comments/Other Data

All City streets are inspected and assigned a rating annually, in the spring. Increased asphalt costs (mostly related to increased fuel costs) accounted for the drop in fy 07. Another factor was increased construction work in the street.

Public Works/Fleet

Council Vision Element: A Green City; Smart, Citizen Focused Government

Purchase E-85 Flex Fueled vehicles for the fleet.

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Actual	Target
A. Prurchase vehicles that can use alternative fuels (25% of Fleet by 2012)	0	0	0	0	3	3	9

Council Vision Element: A Green City; Smart, Citizen Focused Government

Purchase Hybrid vehicles for the city fleet.

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. Purchase vehicles that gets best fuel mileage (25% of Fleet by 2012)	4	4	5	5	4	4	4

Public Works/Facilities Maintenance

Council Vision Element: A Green City

Reduce energy consumption in City and City Schools buildings. (As expressed in 1,000 BTU's per Square Foot, to reflect a combined measure for both electricity and natural gas.)

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. 1,000 BTU Per Square Foot - City Buildings	n/a	0.075	0.068	0.067	0.060	n/a	0.054
B. 1,000 BTU Per Square Foot - Schools Buildings	n/a	0.068	0.061	0.060	0.057	n/a	0.051

Comments/Other Data

Major mechanical renovations of City Hall Annex and Circuit Court complete during FY 07 account for majority of overall FY 07 decrease, carry over to FY 08 over 12 months. FY 07 decrease in schools due to Schools Environmental Initiatives, ongoing improvements in building automation systems. FY 09 City and Schools, targets assume execution of Energy Performance Contract.

Council Vision Element: Smart, Citizen Focused Government

Control utility costs in City and City School buildings. (As expressed in total cost per Square Foot, for water, natural gas and electricity.)

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. Cost Per Square Foot - City Buildings	n/a	\$ 1.31	\$ 1.24	\$ 1.13	\$ 1.09	n/a	\$ 1.03
B. Cost Per Square Foot - School Buildings	n/a	\$ 1.44	\$ 1.36	\$ 1.26	\$ 1.42	n/a	\$ 1.35

Comments/Other Data

FY 08 utility rates increases were significantly more than expected: 16-17% electricity; 8% water/wastewater; 8% natural gas; net 13% increase. FY 09 targets assume modest 5% rate increases. FY 09 targets based on consumption reduction goals described in Outcome #1 Comments.

Council Vision Element: Smart, Citizen Focused Government

Work within available operating budgets for maintenance/operations, of City and City School buildings. (As expressed in Repair Expenditures per Square Foot; excludes administrative costs.)

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. Repair Expenditures Per SF - City Buildings	\$ 1.39	\$ 1.34	\$ 1.40	\$ 1.40	\$ 1.46	n/a	\$ 1.53
B. Repair Expenditures Per SF - School Buildings	\$ 2.08	\$ 2.08	\$ 2.22	\$ 2.16	\$ 2.37	n/a	\$ 2.49
C. Custodial Expenditures Per SF - City Buildings	\$ 2.22	\$ 2.18	\$ 2.41	\$ 2.34	\$ 2.54	n/a	\$ 2.67

Social Services

Council Vision Element: America's Healthiest City; Smart, Citizen Focused Government

Children in foster care are placed in stable settings with high quality care and returned home or to another permanent care arrangement in the shortest possible time.

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. Children have no more than 2 placements in the first 12 months of foster care.		78%		89%	90%		90%
B. Children returned to parents' custody were in foster care less than 12 months.		45%		53%	60%		65%
C.							

Comments/Other Data

No target was established for FY 06 or 07.

Council Vision Element: America's Healthiest City; Smart, Citizen Focused Government

Families with children at high risk of foster care placement are stabilized so that foster care is not necessary.

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. Children of families receiving foster care prevention services do not enter foster care in that year.	80%	86%	80%	81%	80%		80%
B. Fewer children are placed in foster care than in the prior year.		-3.40%		-9.60%	-5%		-5%
C.							

Comments/Other Data

No target was established for Indicator B. for FY 06 or 07.

Council Vision Element: America's Healthiest City; Smart, Citizen Focused Government

Recipients of Temporary Assistance for Needy Families prepare for and obtain employment.

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. TANF recipients receiving employment services participate in designated work activities at least 35 hours per week.			50%	48%	65%		75%
B. TANF recipients receiving employment services get jobs.		78%		60%	65%		70%
C. TANF recipients receiving employment services who get jobs retain employment at least 3 months.		71%		63%	70%		75%

Comments/Other Data

The 35 hours per week requirement was established in FY 07 with federal reauthorization of the TANF program. Under the reauthorized program, TANF recipients with disabilities and other barriers to employment who had been exempt from the work requirements became mandatory participants. Because it is more difficult for them to successfully work, employment and job retention rates dropped.

City Treasurer

Council Vision Element: Economic Sustainability; Smart, Citizen Focused Government

Collect Revenue for current and delinquent taxes to maintain current and future service levels to citizens and departments of the city.

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. Percentages of taxes billed and collected for Real Estate Taxes	98%	99.44%	98%	99.51%	98%	99%	98%
B. Percentages of taxes billed and collected for Personal	96%	96.38%	96%	97.19	96%	99%	96%

Finance/Utility Billing Office

Council Vision Element: A Green City; Quality Housing Opportunities for All

Administer assistance and rebate programs

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. Gap program : participants	300	296 (99%)	300	284 (95%)	300	300	300
\$ granted	n/a	\$ 86,411	n/a	\$ 69,174	n/a	\$ 80,000	\$ 80,000
B. Thermostat rebate program : participants	n/a	129	n/a	65	n/a	75	75
\$ granted	n/a	\$ 11,711	n/a	\$ 5,847	n/a	\$ 15,000	\$ 15,000
C. Toilet rebate program : participants	n/a	224	n/a	194	n/a	225	225
\$ granted	n/a	\$ 25,514	n/a	\$ 23,562	n/a	\$ 30,000	\$ 30,000

Council Vision Element: Smart, Citizen Focused Government

Provide superior customer service to gas, water, and waste water customers

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. Call volume	n/a	22,129	n/a	46,627	n/a	45,000	50,000
call answer rate	n/a	63%	n/a	65%	n/a	75%	85%
average wait time (m:s)	n/a	2:48	n/a	1:36	n/a	1:30	1:15
B. Total Customer contacts (SAP)	n/a	49,396	n/a	26,611	n/a	27,500	27,500
C. Customer investigations of account info	n/a	174	n/a	316	n/a	375	375

Comments/Other Data

FY06 figures are from January 2006 until June 30 2006. FY07 figures are for calendar year 2007 for customer contacts only. Supports City Council Vision Strategies of a Smart, Citizen-Focused Government.

Council Vision Element: Smart, Citizen Focused Government

Reduce outstanding balance of delinquent accounts

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. # of accounts with delinquent balances	n/a	1,611	n/a	1,335	n/a	1,300	1,300
B. dollar volume of delinquent accounts	n/a	\$ 362,283	n/a	\$ 241,344	n/a	\$ 250,000	\$ 250,000
C. # of accounts on budget plan	n/a	1,272	n/a	1,233	n/a	1,275	1,275

Comments/Other Data

Supports City Council Vision Strategies of a Smart, Citizen-Focused Government.

Council Vision Element: Smart, Citizen Focused Government

Manage customer billing for water, wastewater, and gas.

Indicators	FY06		FY07		FY08		FY09
	Target	Actual	Target	Actual	Target	Revised	Target
A. # of gas customers	n/a	17,518	n/a	17,745	n/a	17,900	18,000
gas volume (MCF) billing	n/a	2,413,100 (99.96%)	n/a	2,709,107 (99.99%)	n/a	100%	100%
gas loss (illegal consumption)	n/a	862	n/a	1	n/a	0	0
B. # of water customers	n/a	13,665	n/a	13,709	n/a	13,750	13,750
total volume of billings (MCF)	n/a	227,689	n/a	222,733	n/a	200,460	200,460
water loss (MCF)	n/a	45,137 (16.34%)	n/a	39,788 (14.95%)	n/a	17%	17%
C. # of waste water customers	n/a	13,502	n/a	13,546	n/a	13,613	13,613
waste water billing (CF)	n/a	213,906	n/a	209,945	n/a	190,437	190,437





GLOSSARY

Glossary

Adopted Budget	The budget as formally approved by City Council for the upcoming fiscal year.
Ad Valorem Tax	A direct tax calculated according to value of property. Ad valorem tax is normally the one substantial tax that may be raised or lowered by a local governing body without the sanction of superior levels of government (although statutory restrictions such as tax rate limitations may exist on the exercise of this right).
Appropriation	Legal authorization of funds approved by City Council for budget revenues and expenditures.
Assessed Value	Dollar value assigned to property, as determined by an Assessor, for the purposes of assessing taxes.
Budget	Plan of financial operation for the City. Includes estimated income (revenues) and expenses (expenditures) matched with various municipal services.
Capital Improvement	A plan for future capital expenditures which identifies each Program (CIP) capital project, its anticipated start and completion, and the cost per year.
Commitment - Item	A budgetary account representing a specific object of expenditure. The 400000 account codes represent the revenue commitment items and the 500000 account codes represent the expenditure commitment items. Examples include commitment item 510010 – Full-time salaries, commitment item 520010 – Office Supplies, and commitment item 520901 – Computer Software.
Debt Service	Payment of principal and interest related to the City's long-term borrowing, according to a predetermined payment schedule.
Enterprise Fund	A separate fund used to account for operations that are financed and operated in a manner similar to private business enterprises where it is the intent that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. For the City of Charlottesville, the water, sewer, and gas funds comprise the enterprise funds.
Expenditures	The cost of goods delivered or services rendered by the City.
Fiscal Year (FY)	A twelve-month period during which the annual operating budget applies. In the City of Charlottesville, the fiscal year is July 1 through June 30.
Full Time Equivalent (FTE)	A means to determine the number of employees in the organization as measured by number of hours worked – 1 FTE = 40 hours per week, 0.5 FTE = 20 hours per week, etc.
Fund	An accounting term to describe the City's major financial accounts: general fund, utilities, and capital improvements fund.

Fund Balance	The accumulated revenues and other financing sources over expenditures and other uses.
Fund Balance Target	An account created to help ensure that the City continues to meet the Adjustment following financial policy: the City will maintain an unappropriated fund balance in the General Fund equal to 12% of the City's operating budget.
General Fund	A fund used to account for all revenue and expenditures applicable to general operations of City departments and other agencies, not properly accounted for in another fund.
Intergovernmental Revenue	Revenue collected by one government and distributed in the form of grants, shared revenues, or payments in lieu of taxes.
Internal Service Fund	Funds which account for those activities supplied by one department to another on a cost-reimbursement basis. Fleet Maintenance, Risk Management and Information Technology are internal service funds.
Modified Accrual	Governmental accounting method where revenue is recognized when it becomes available and measurable and expenditures are typically recognized in the period in which the liability is incurred, with some exceptions. Most governmental funds follow the modified accrual method.
Operating Budget	A financial plan that represents proposed expenditures for a given period and estimates of revenue to finance them. Excludes expenditures for capital assets, such as capital improvements, equipment replacement, and facility repair.
Other Expenses	A category of recurring expenses other than salaries and capital equipment costs that are required for a department to function. Examples include office supplies, data processing charges, education and training, and contractual services.
Salaries and Benefits Expenses	A category of expenditures consisting primarily of the salaries, wages, and fringe benefits of the employees.
Proposed Budget	The budget formally submitted by the City Manager to the City Council for its consideration.
Revenue	The yield from various sources of income, such as taxes and permits, that the City collects and receives into the treasury for public use.
Revenue Sharing	The process by which one unit of government levies revenue and shares it with another unit of government. In this case, Albemarle County shares some of its revenue with the City of Charlottesville.

Transfers to Other Funds	An allocation of appropriations used to reimburse a fund for expenses it incurred on behalf of the transferring fund or to record the transfer of revenue from one fund to assist in funding the operation of another. In the recipient fund, a matching amount is reflected in estimated revenues under the title of "Transfer From Other Funds".
User-Fee	Payment of a fee for direct receipt of a public service by the party benefiting from the service.

Acronyms

ADA	Americans with Disabilities Act – is a wide-ranging civil rights law that prohibits, under certain circumstances, discrimination based on disability.
CARS	Charlottesville-Albemarle Rescue Squad – is a volunteer organization that provides primary rescue and emergency medical transport service to the City of Charlottesville, the University of Virginia and half of Albemarle County.
CATEC	Charlottesville Albemarle Technical Education Center – is a jointly owned and operated facility of Charlottesville City and Albemarle County that provides technical education to high school students and adults.
CHS	Charlottesville High School – is the high school operated by the City of Charlottesville School System.
CTS	Charlottesville Transit Service – provides fixed-route bus service Monday through Saturday from 6:00 a.m. to midnight throughout Charlottesville, and Sundays from 7:45 a.m. to 5:30 p.m.
EGTS	Enhanced Governmental Tax System – the Personal Property and Real Estate tax system used by the Commissioner of Revenue and Treasurer's Offices to assess personal property and to bill both personal property and real estate taxes.
GFOA	Government Finance Officers Association – is a professional organization that enhances and promotes the professional management of governments for the public benefit by identifying and developing financial policies and practices and promoting them through education, training and leadership.
GAAP	Generally Accepted Accounting Principals – is the standard framework of guidelines for financial accounting. It includes the standards, conventions, and rules accountants follow in recording and summarizing transactions, and in the preparation of financial statements.
HVAC	Heat Ventilation and Air Conditioning – for the City of Charlottesville the HVAC operation, a division of Public Works, provides, maintains, and repairs all heating, ventilation and air conditioning systems and equipment for City operated/owned facilities.

- JADE Jefferson Area Drug Enforcement – is a regional narcotics task force made up of officers from the Charlottesville Police Department, Albemarle County Police Department, University of Virginia Police Department, Virginia State Police and agents of the Federal Drug Enforcement Administration.
- PPTRA Personal Property Tax Relief Act – The Personal Property Tax Relief Act of 1998 provides tax relief for passenger cars, motorcycles, and pickup or panel trucks having a registered gross weight of less than 7,501 pounds, owned by an individual and used less than 50% for business purposes. PPTRA revenue is received by the City from the State.
- UVA University of Virginia – is a public university, located mainly within the City limits, that was founded by Thomas Jefferson in 1819.
- VDOT Virginia Department of Transportation – State agency responsible for building, maintaining, and operating the State’s roads, bridges, and tunnels.



INDEX

Index

A

Abundant Life Ministries, 63
 African American Festival, 62
 African American Teaching Fellows, 64
 AHIP, 66
 AIDS/HIV Services Group, 63
 Alliance for Community Choice in
 Transportation, 63
 Ashlawn-Highland Summer Festival, 64

B

Basis of Budgeting, 6
 Blue Ridge Juvenile Detention Home, 79
 Blue Ridge Medical Latino Promotion
 Program, 63
 Boys and Girls Club, 63
 Budget Adoption, 7
 Budget Guidelines, 8
 Budget Process, 6
 Business Services, 47
 Budget Calendar, 4

C

Capital Improvement Program (FY 09-13), 90
 Capital Improvement Program Fund, 85
 Capital Improvement Program Highlights, 11
 Capital Improvement Program Initiatives, 12
 Capital Improvement Program
 Revenue and Expenditures Graph, 86
 Chamber of Commerce, 35
 Charlottesville-Albemarle Convention
 and Visitors Bureau, 59
 Charlottesville-Albemarle Health
 Department, 63
 Charlottesville City Council
 Vision – 2025, 2
 Charlottesville Community Design Center, 66
 Charlottesville Contemporary Center
 for the Arts, 64
 Charlottesville Housing Affordability Tax
 Grant Program, 66
 Charlottesville Housing Fund, 12, 88
 Children, Youth and Family Services, 63
 City Council Amendments to Manager's FY 2009
 Proposed Budget, xi
 Circuit Court, 80
 City Attorney, 33
 City Awards, 103
 City Link Operations, 50
 City Manager's Office/Administration and Communications, 31
 City Manager's Office/Office of Economic Development, 32
 City Profile, 101
 City/School Contracted Services
 School Building Maintenance, 84

Pupil Transportation, 84
 City Wide Staffing (Full Time Equivalent), 105
 Commission on Children and Families, 63
 Commissioner of the Revenue, 53
 Commonwealth's Attorney, 78
 Communications System Fund, 99
 Community Events and Festivals, 62
 Community Attention, 61
 Comprehensive Services Act, 60
 Computers for Kids, 63
 Contact Information, 1
 Contributions to Children, Youth,
 and Family Oriented Programs, 63
 Contributions to Education and the
 Arts, 64
 Contributions to Programs Promoting
 Public Safety and Justice, 79
 Council Reserve, 29
 Courts and Other Support Services, 80
 Court Services Unit, 80

D

Debt Service, 39
 Debt Service Fund, 97
 Description of FY 2009 Capital
 Projects, 87

E

E-911 Emergency Communications
 Center, 79
 Employee Compensation and Training, 43
 Equipment Replacement Fund, 93
 Expenditure Changes, FY 2009, ix
 Expenditures Detailed, 25
 Explanation of Revenues, 15

F

Facilities Repair Fund, 94
 Festival of the Photograph, 62
 Free Clinic, 63
 Financial Services Summary, 51
 Finance Department, 48, 54
 Management, 54
 Purchasing, 48
 Real Estate Assessment, 54
 Risk Management, 48
 Gas and Water Collections, 54
 Warehouse, 48
 Fire Department, 81
 EMS/Ambulance Service, 81
 Operations, 81
 First Night Virginia, 62
 Fund Balance Target Adjustment, 41
 Fund Structure, 5

G

General District Court, 80
 General Fund Expenditure Summary, 14
 General Fund Revenue Detailed, 21
 General Fund Revenue Summary, 13
 General Registrar, 34
 Glossary, 107
 Golf, 68
 Green City Initiatives, 37

H

Health Care Fund, 98
 Healthy Families and a Healthy
 Community Summary, 57
 Historic Preservation Task Force, 64
 Housing Affordability Tax Grant Program, 66
 Housing Programs and Tax Relief, 66
 Human Resources, 49

I

ICMA Performance Consortium, 35
 Information Technology, 50
 Infrastructure and Transportation
 Summary, 69
 Internal Services Summary, 45
 Introduction to the Budget, 1

J

JAUNT, 73
 Jefferson Area Board for the Aging,
 63
 Jefferson-Madison Regional
 Library, 64
 Jefferson Regional Partnership for
 Economic Development, 35
 Joint Security Complex, 79
 Juneteenth Celebration, 62
 Juvenile and Domestic Relations
 District Court, 80

L

Legal Aid Society, 79
 Legal Budgeting Requirements, 7
 Literacy Volunteers, 64

M

MACAA, 63
 Madison House, 63
 Major Expenditure Highlights of the Budget, 9
 Major Local Revenues – Descriptions and Trend
 Data, 16
 Management Summary, 27
 Manager’s Budget Message, i
 Mayor and City Council, 30
 McGuffey Art Center, 64

Municipal Band, 64
 Music Resource Center, 63

N

Neighborhood Development Services, 67
 New Initiatives and Expanded Services, 10
 Non Departmental Expenditures, 37
 Non General Fund Revenue Detailed, 23

O

Offender Aid and Restoration, 79
 Office of the Magistrate, 80
 Organizational Chart, 104
 Organizational Memberships, 35

P

Parks & Recreation, 68
 Partnership for Children, 63
 Performance and Outcome Measures, 107
 Piedmont CASA, 79
 Piedmont Council of the Arts, 64
 Piedmont Housing Alliance, 66
 Piedmont Virginia Community
 College, 64
 Police Department, 82
 Public Works, 71 - 74
 Public Works: Administration/Facilities
 Management and Maintenance, 71
 Public Works: Public Service/Fleet, 72
 Public Works: Transit/JAUNT, 73
 Public Works: Utilities, 74
 Public Safety and Justice Summary, 75
 Purchasing, 48
 Purpose of Budgeting, 5

R

Region Ten, 63
 Retirement Fund, 95
 Revenue Changes, FY 2009, viii
 Risk Management Fund, 96

S

School Operations, 83
 Sexual Assault Resource Agency, 63
 Shelter for Help in Emergency, 63
 Sheriff, 77
 Sister City Committee, 37
 Soccer Organization of Charlottesville-
 Albemarle, 63
 Social Services, 65
 Society for the Prevention of
 Cruelty to Animals (SPCA), 79
 Streamwatch, 35
 Summer Youth Internship Program, 61

T

- Tax and Fee Rates, 20
- Tax & Rent Relief for Elderly and Disabled, 66
- Teensight Child Care, 63
- Teen Pregnancy Program, 63
- Thomas Jefferson Planning District Commission, 35
- Thomas Jefferson Planning District Commission Workforce One Stop Center, 35
- Thomas Jefferson Soil and Water Conservation District, 35
- Treasurer, 55

U

- United Way Child Care, 63
- Urban Vision, 64
- Utility Billing Office, 54

V

- Virginia Cooperative Extension, 63
- Virginia Discovery Museum, 64
- Virginia Festival of the Book, 62
- Virginia Film Festival, 62
- Virginia First Cities, 35
- Virginia Innovations Group, 35
- Virginia Institute of Government, 35
- Virginia Municipal League, 35

W

- Weed and Seed Administration, 37
- WHTJ-TV, 64
- WVPT-TV, 64

