

CITY OF RICHMOND, VIRGINIA

PROPOSED AMENDMENTS TO THE

Biennial Fiscal Plan

FISCAL YEAR 2011



BUILDING A BETTER RICHMOND



THE RECONCILIATION TRIANGLE STATUE
AT RICHMOND, VIRGINIA



THE OFFICE OF THE MAYOR
presents

PROPOSED AMENDMENTS TO THE
BIENNIAL FISCAL PLAN
Fiscal Year 2011



The Honorable
DWIGHT C. JONES
Mayor
The City of Richmond, Virginia

BUILDING A BETTER RICHMOND

CITY OF RICHMOND, VIRGINIA

PROPOSED AMENDMENTS TO THE

Biennial Fiscal Plan

Fiscal Year 2011

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Richmond City Council

The Voice of the People

Richmond, Virginia

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Councilwoman



The Honorable Doug G. Conner, Jr.
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Councilman

Governing Body of Richmond, Virginia

Richmond City Council

2009-2012 ACTION PLAN: Goals/Priorities

February 24, 2009

1. AREA OF FOCUS - ANTI-POVERTY

Item	GOALS/PRIORITIES	ACTION STEPS	COMPLETION
a	Complete appointments to the newly established Richmond Anti-Poverty Commission.	<ul style="list-style-type: none"> Work collaboratively with City Admin/Mayor's Office and identified stakeholders to determine parameters for the commission's work and make-up Identify opportunities to establish a critical mass of funding for the work of the commission 	3.30.09
b	Reduce poverty in the City by 50 percent during the next three years.	<ul style="list-style-type: none"> Analyze key indicators Clearly identify effective steps to reduce City poverty 	2.24.12
c	Reduce Richmond poverty level below State average.	<ul style="list-style-type: none"> Identify specific percentage measures for long-term poverty reduction over the next three years Focus energy/effort on obtaining anti-poverty grants and initiatives Create detailed documentation of all anti-poverty funding efforts and policies Create measurement criteria and fully evaluate use of funding to ensure on-going reduction of poverty 	

2. AREA OF FOCUS - COMMUNITY DEVELOPMENT

Item	GOALS/PRIORITIES	ACTION STEPS	COMPLETION
a	Engage Richmond Department of Community Development in creating a master plan for the entire city (all districts) not just business/downtown development to effectively manage current out-dated zoning challenges and incorporate transportation issues. (three-year timeframe for completion)	<ul style="list-style-type: none"> Identify planning funds available during budget process to finance 3 yr. planning project Gain buy-in from Mayor/City Admin./Richmond Department of Community Development 	March 2010
b	Create a comprehensive anti-litter campaign to engage schools, neighborhoods and businesses in citywide cleanliness effort.	<ul style="list-style-type: none"> President of Council to draft letter to Mayor regarding full Council support of an anti-litter campaign Engage the Richmond Department of Public Works and Richmond Clean City Commission to identify and evaluate current programs and efforts underway Work collaboratively with Mayor/City Admin. to develop a plan for an enhanced anti-litter campaign 	March 2009-2010
c	Reduce blight in districts where issues exist.	<ul style="list-style-type: none"> Recommend consistent enforcement of current laws that relate to citywide cleanliness 	3.30.09

3. AREA OF FOCUS - ECONOMIC DEVELOPMENT

Item	GOALS/PRIORITIES	ACTION STEPS	COMPLETION
a	Proactively coordinate with Mayor/City Admin/other entities of economic development to create a more collaborative implementation of policies and activities.	<ul style="list-style-type: none"> • Explore reactivation of the Comprehensive Economic Development Strategy Committee • Identify alternative funding mechanism for economic development other than general operating dollars • Identify and implement action steps to attack the challenges at a policy level where we are creating deals differently • Be available resource to assist the Richmond Dept. of Economic Development in the implementation of identified and agreed upon goals. 	
b	Enhance City economic development opportunities and diversify revenue sources.	<ul style="list-style-type: none"> • Conduct an in-depth study to identify and evaluate current Tax revenue • Review Strategic plan created in 2002 as information reference • Council and Mayor/City Admin. to analyze current situation in preparation for the next City budget cycle • Work collaboratively with Richmond Dept. of Economic Development to create strategy/action steps to enhance diversity of the tax base. 	

4. AREA OF FOCUS - EDUCATION

Item	GOALS/PRIORITIES	ACTION STEPS	COMPLETION
a	Develop productive working relations between Richmond City Council and the Richmond Public Schools Board.	<ul style="list-style-type: none"> • Each Councilmember will establish consistent meetings with the Richmond Public Schools Board member from their District to stay informed • Complete review of combining the Council Office of the City Auditor with Schools auditors and analyze findings • Develop a productive working relationship between Richmond City Council Health, Human Services and Education Standing Committee and the Richmond Public Schools Board • Identify an individual member of the Richmond City Council Health, Human Services and Education Standing Committee to act as an educational liaison to Richmond Public Schools Board to attend their meetings and be responsible for sharing information via minutes etc. with individual Council members 	



MISSION STATEMENT

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

The City of Richmond At A Glance



The City of Richmond – History, Growth and Progress

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

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

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

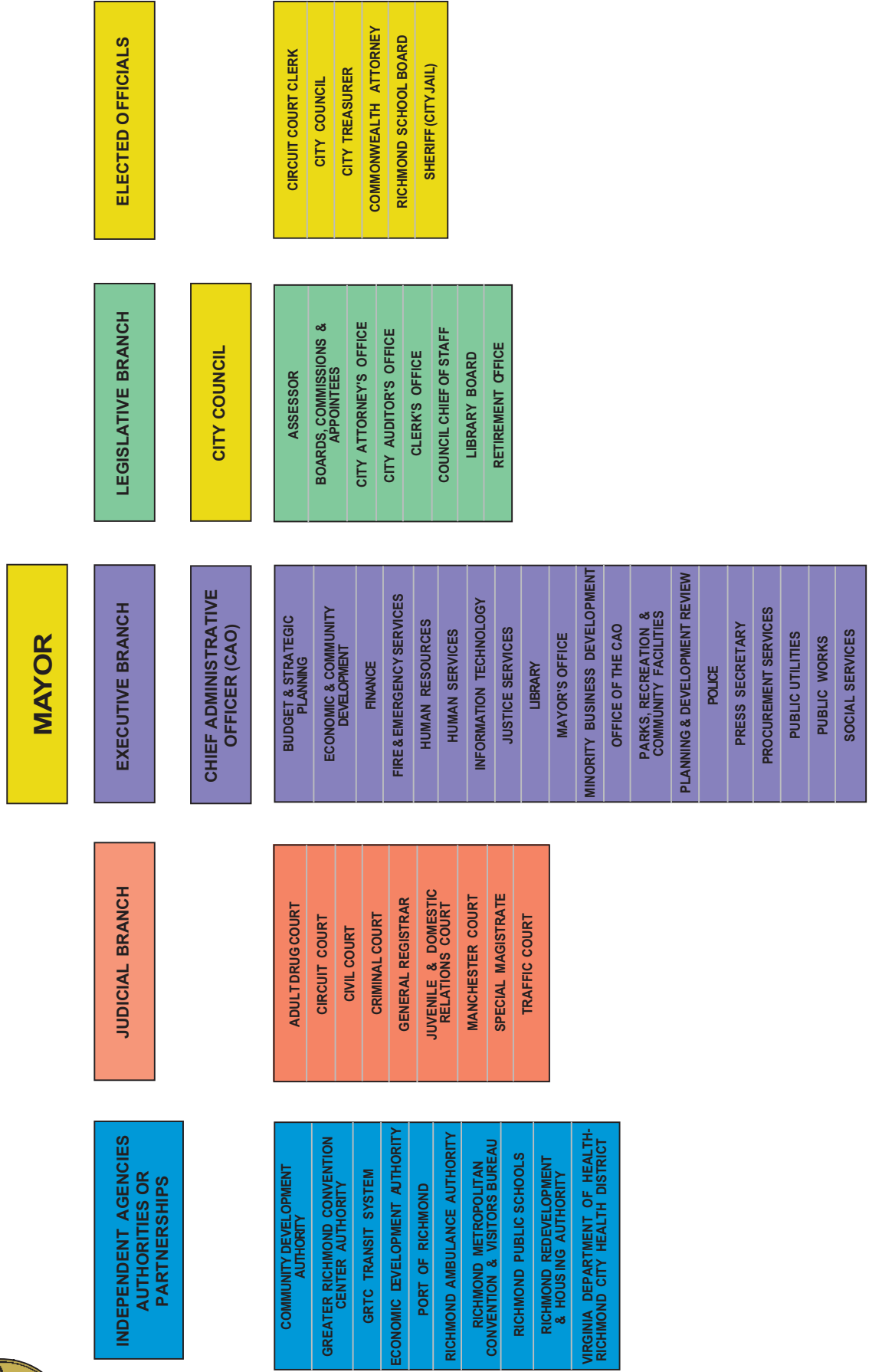
While evidence of a rich history is apparent throughout the capital city, Richmond is proud to offer modern-day opportunities to its estimated 199,991 citizens (Weldon Cooper Center for Public Service). Throughout its 62.5 square miles, the City offers a diversified employment base that extends from chemical, food and tobacco manufacturing to banking, biotechnology, semiconductors and high-tech fibers. Richmond consistently ranks among “Best Places to Live and Work in America” in several national publications. While offering easy access to the ocean, mountains and Washington, D.C., Richmond features a broad array of local attractions, including several museums, numerous sports and entertainment venues, outdoor pursuits throughout one of the nation’s largest river park systems, a vast array of historic landmarks, its own symphony, professional ballet and opera, as well as several prominent universities.

The City of Richmond continues to grow and look toward the future. With Mayor Dwight C. Jones’ plan, “Building a Better Richmond,” as the guideline for future growth, Richmond can look forward to improving the lives of its citizens by making advances in early childhood development, child and adolescent healthcare, school success, increased efficiency and coordination, youth and family success, public safety, neighborhoods, transportation and economic viability.

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



CITY OF RICHMOND ORGANIZATION OF LOCAL GOVERNMENT 2010 - 2011





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Richmond
Virginia**

For the Biennium Beginning

July 1, 2009

A handwritten signature in black ink, appearing to be 'H. R. Snow'.

President

A handwritten signature in black ink, appearing to be 'Jeffrey R. Snow'.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Richmond, Virginia** for its biennial budget for the biennium beginning **July 1, 2009**. 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 two years 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.

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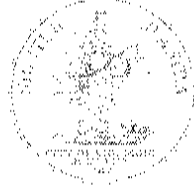
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MAYOR'S MESSAGE

City of Richmond



DWIGHT C. JONES
MAYOR

March 22, 2010

The Honorable City Council of Richmond, Virginia

Dear Colleagues

I respectfully submit amendments to the FY 2010-FY2011 Biennial Fiscal Plan. As I said last year, I take very seriously the responsibility of preparing a fair and balanced budget during these dire economic times.

We continue to look for ways to make Richmond City government a streamlined, efficient and effective organization. We have proposed several additional good business practices for City Council's review and adoption, to continue our efforts to perform at optimal capacity, and become a Tier One City.

Last year, I said that my theme for the biennium was "Making Efficient Decisions in Challenging Economic Times." I will expand upon that theme, and also discuss my Economic Recovery Strategy.

But first, let me express my sincere appreciation to each of you for the courtesies you have shown me and that you continue to show me, as we work together for our mutual goal: the betterment of the City of Richmond. I have been very impressed with your hard work and insights into the complexities of city government – and it is indeed complex. I believe that our hard work together has already made improvements in City Hall, with the Public School system, in the region, and with our state partners. I thank you!

Financial Backdrop

The budget is a two-year plan; however, I am focusing primarily on the second year of the plan FY 2011. In April we will come back to this body to make any needed adjustments to the FY2010 Budget. At that point we will have the benefit of three quarters of financial data.

Richmond is like other localities in that we are seeing slow or no growth in our tax revenues, especially in our real estate, personal property and sales taxes.

Compounding this, our main governmental partner – the Commonwealth of Virginia – has had its own very tight budget. Revenues to localities and the local school systems have been cut more severely than any time I can remember in my three decades of watching the State budget process. This budget is based on the State budget as adopted by the legislature at their regular session. We continue to monitor any amendments to that plan.

First, I must sound a warning bell when it comes to State funding. The State's main funding formula for education – the local composite index – has worked against this City for over two decades. During my tenure on the School Board, in the General Assembly, and now as Mayor, this formula has been a challenge for the City. The formula judges Richmond to be the most affluent in the immediate region. This distinction seems quite odd as we struggle with a poverty rate that hovers around 27% . . . the highest in the state! In addition, more than 75% of our children receive free or reduced lunch. The most recent update to composite index would have cost the City of Richmond school system \$11 million in each of the next two years.

Mercifully, the legislature softened the blow to the City schools in FY 2011, and we are very appreciative of that help. But we face the same problem in FY 2012. Even though no one likes to open up funding formulas, because changes result in winners and losers, it is time for the state to re-examine the local composite index. It has not been substantively changed since its inception in the early 1970s, and it is now seriously flawed. I call on the Governor and the legislature to use this opportunity to review the system of education funding, especially for cities facing the same challenges as Richmond. I ask for City Council's help in this, as well as help from our residents and business leaders.

Closing the Budget Gap

Our challenge has been to determine how to close a \$34 million budget gap for Fiscal Year 2011. That's the difference between our expected revenues and our expected costs.

We are not going to solve our problems by simply cutting services or raising taxes.

We will solve our problems by setting priorities and goals, making sacrifices in the short-term, and making strategic investments for our long-term growth.

I believe that this budget provides a proper framework for the upcoming years. It balances pain and bold improvements. But instead of discussing the budget in ways that we normally do, I want to focus on the outcomes we are going to achieve with the help of this budget plan.

City Council agreed with me last year that Richmond must strive for a AAA bond rating. The City's bond rating is vitally important to our ability to borrow money for important capital projects. Our bond rating also determines the interest rate at which we can

borrow. Perhaps most importantly, a strong bond rating is a clear signal to businesses that our city is well-managed, financially stable, and a great place to do business. This designation is the Gold Standard for a well-managed government. This budget includes good business practices that are necessary to move the pendulum in the direction of a Tier One - AAA bond-rated city.

The key areas are:

1. A Well-managed Government
 - Effectively managing our financial resources
 - Making strategic investments in our infrastructure
2. A Prosperous Economy
 - Investing in economic and community development
 - Investing in family and individual economic stability

Well-managed government

I am pleased to work with City Council to budget for outcomes. Going forward, this will be one of the most important changes we make to the way we budget. There will always be a line-item budget to underpin our programs, so that we can account for spending. But, there also needs to be an outcomes-based framework that determines what we want to achieve and how the money we spend helps to achieve our goals.

President Graziano, Vice President Robertson and I (along with key staff) met with bond rating agencies in New York City last fall about the types of improvements needed. We've kept them informed about our strategies and our priorities and, as a result, they reaffirmed our bond ratings. Sound financial management has to remain at the core of our daily operations.

✓ Instituting semi-annual real estate tax collections:

Right now we collect real estate taxes at the end of the budget year, on June 15. More than 40 years ago, this was not the case. The City collected real estate taxes semi-annually which provided a steady cash flow throughout the fiscal year. In the mid sixties, the City changed to once-a-year real estate tax collections as a one-time revenue boost and budget balancer. This one-time action has caused cash flow problems for the City for decades. We are forced to borrow money mid year in order to meet our cash flow needs. This means that each year (around December) we borrow money, through revenue anticipation notes (RAN) to meet payroll and keep operations running. This borrowing costs us almost \$2.0 million annually.

This is a bad business practice that pre-dates us by about forty years. It is time to bite the bullet and make the change to collect the same amount of money in two installments – in January and in June. We will work with residents and businesses alike to find easy ways to make this transition. Some may opt for a monthly payment plan through automatic payments, or other schedules. Our primary objective is to avoid this borrowing and save interest costs with the goal that no one will pay more in real estate taxes simply as a result

of this change. However, we will not stop here. We will make additional changes to ensure collections are timely and efficient, and that when Council sets a tax rate during budget deliberations, this tax rate is for the new budget year.

✓ *Implementing a comprehensive tax compliance plan:*

In addition to collecting real estate taxes semi-annually, we need to do a better job of effectively collecting taxes before they become delinquent. Through better training of our staff, improved software and a prioritizing of revenue collections, we plan to increase our collections by one percent each year for the next three years. This action alone will yield an additional \$2.7 million in FY2011.

✓ *Restructuring the Broad Street Community Development Authority (CDA):*

The Broad Street CDA is not financially viable. Because the CDA does not generate sufficient revenue, the City subsidizes the CDA annually from City coffers, and the CDA is unable to re-finance its existing debt (currently at 7.5%). The most direct way to address this situation is for the City to assume and improve the assets (parking decks), restructure the debt (savings of \$3 Million in FY 2011 and approximately \$1 million per year thereafter), and strategically manage the assets in conjunction with other government controlled parking.

✓ *Updating the City's financial management policies and practices:*

The City will revise its financial management policies and practices to broaden their scope to include best practices. The adoption of these practices will bring additional discipline to the City's already strong debt management policies.

This process is already taking place. As you may be aware, last fall your staff and my staff began the process of identifying best practices in the area of financial management and economic development. Last week, my executive staff presented several issue papers in these areas to Council's Finance & Economic Development Standing Committee. I believe this first step was well-received. I look forward to working with the Council committee and staff so that the Administration can implement these needed measures over the next several months.

✓ *Joint Purchase of Health Care Benefits with Richmond Public Schools:*

Combined, the City and Schools will spend close to \$65 million for health care benefits in FY 2010. Assuming the status quo, this cost was expected to increase to more than \$70 million in FY 2011.

Earlier this year, the City and Schools issued a joint request for proposals to provide health care benefits for our employees. The plan is intended to focus on wellness and prevention.

The City and Schools are jointly reviewing the responses and have found that savings will result. The City's savings are expected to be \$3 million in FY 2011. By combining all employees and retirees into one plan, buying power is leveraged.

In addition to cost, a decision must be made on whether to be fully insured or self-insured. We expect negotiations to be completed and contracts to be executed in time for the open enrollment period this spring.

✓ *Increasing annual funding for pension liabilities:*

Our financial staff has been working closely with the Richmond Retirement System to pave a way to improve the fiscal picture of our retirement system. This budget reflects an appropriate level of payment. The General Fund alone will increase its contribution to the system by almost \$8 Million. This expenditure is by far the largest expenditure increase in the FY 2011 amendments. However, it is an increase that is necessary if the City wants to be identified as a well managed government. We cannot shun this responsibility.

✓ *Streamlining government through consolidations and elimination of duplication:*

This budget merges the office of Emergency Management into the Department of Fire and Emergency Services. This merger not only forges a closer working relationship between these two emergency services entities, but provides greater synergy between the two as it allows each to better educate first responders and the public regarding how to respond during natural or other emergencies. In addition, over \$100,000 in salaries savings will be realized annually.

The Department of General Services is also being abolished and its functions are being allocated to the Department of Public Utilities (311/Citizen Request System); Department of Information Technology (Print Shop); Department of Public Works (Fleet Services, Facilities, Radio Shop, and Parking). Animal Care and Control (AC&C) will temporarily become a stand-alone office reporting directly to a Deputy Chief Administrative Officer. During the next few months we will examine Animal Care and Control, and each of the other functions being transferred will also be evaluated to determine, using best management practices, the correct program measures, outcome measures, and delivery methods. We will also look for the best agency in which to locate AC&C.

Prosperous Economy

- Economic and Community Development Developing an Economic Recovery Strategy

Economic development is an essential component of any community's vitality and well-being. To ensure a sound quality of life for local residents, we must pursue a comprehensive set of programs that will build on the city's competitive advantages to create and retain jobs, stimulate investment in neighborhoods and businesses, and generate the revenues necessary to fund vital municipal services.

We are embracing economic development as a core, *foundational* service.

Our City has one of the highest poverty rates in the state – at about 27%. Yet we know that the only way we are going to have a great region is to have healthy core. Richmond is this region’s core. Last Friday, I met with a group of business advisors. In that meeting some members made it clear that a vibrant downtown is not only important to the City, but a vibrant downtown is also important to Henrico, Hanover, Chesterfield, and any of the surrounding localities that call the Richmond metropolitan area home.

We have to take a long view on how we strengthen our core and position ourselves for future growth. We cannot continue to do the same things and expect anything other than the same results. It is time to set things in motion that will bring about change.

Steps I have proposed along these lines have already been evident in the reorganization that was initiated last fall. By combining two integral functions, our Department of Economic and Community Development is now positioned to operate in a more comprehensive fashion. We have already taken strategic steps like initiating the GRTC Cary Street Property acquisition plan, the Comprehensive Economic Development Study (CEDs), and the economic development implementation strategy for Shockoe Bottom.

In this budget, we invest in both retaining and attracting businesses through a plan to develop gateways and commercial corridors as catalysts for both neighborhood and economic revitalization. These corridors include: Nine Mile Road/25th Street in the East End; Jefferson Davis Highway on the Southside; the Boulevard at the edges of the Fan and Museum Districts, Scott’s Addition and into Northside; Hull Street in the Manchester area on Southside; Brookland Park Boulevard in the Northside; and Broad Street from the convention center to Belvidere.

We will develop marketing and outreach strategies that capitalize upon Richmond’s competitive advantages to attract companies in key industry sectors (e.g., health care; professional, scientific and technical services; information; transportation and warehousing; finance and insurance).

We will strengthen the Office of Minority Business Development to become a value-added resource for facilitating access to public and private sector opportunity for disadvantaged businesses.

We will facilitate and support the development and subsidization of residential units for low- and moderate income families (i.e. mixed-income projects, thereby de-concentrating poverty; work with RRHA to advance the Dove Street redevelopment; and develop model policies that encourage private and philanthropic sector involvement in workforce housing).

We will support targeted catalytic projects that will have a transformational impact on the city; these include, but are not limited to, the Cary Street redevelopment; continued build out of Main Street Station (and support efforts to construct on nearby parcels an

important museum commemorating this nation's African presence); and facilitating the redevelopment of the former Reynolds site near Canal Walk.

We will take key actions to promote increased Downtown development including: 1) working with key stakeholders to complement efforts to make Broad Street a bona fide arts district; 2) pro-actively promoting expansion of hotel "infrastructure"; and 3) working with private sector and civic partners to study the feasibility of redeveloping or constructing a new coliseum.

We will provide tools that will help to develop small and minority-owned businesses, as well as other Richmond-based under-utilized enterprises. I propose to fully fund existing business development programs for the first time in several years. I am also proposing to establish two new revolving loan funds, to support entrepreneurship and business development for local enterprises. One fund will provide seed capital for business expansion, while the other, collateralized by contracts a business has secured, will help subcontractors with cash flow. It is important to note that these two revolving loan funds will be established through reprogramming funds, not new dollars.

These changes will help our City and region recover from this economic downturn, and emerge stronger and more vibrant.

- Family and Individual Economic Stability

In this budget we invest in the health and stability of our families by increased quality early learning opportunities for children from birth to age five. All children must be ready to learn before they enter school.

We also take an intentional approach to youth development to make sure that our young people can develop into healthy adults. We strive to create meaningful work opportunities for young people through our Summer Works Initiative. We also must promote physical health.

I want to point out that the seed money that we put in this budget for our Summer Works Initiative is existing funding re-programmed to establish a comprehensive approach to helping our youth. We are going to need the support of the business community, and the faith-based and non-profit partners to fully succeed with this effort.

Keeping young people on the right track and developing them for future leadership is a strategic investment. If a youth is in detention, we pay in excess of \$7,000 per month or about \$85,000 per year (not including educational costs). This summer program is an investment of only \$600 a month (\$1,200 for eight weeks), and the return on that investment will not only save our City money, but also help to develop the City's leadership for the next generation.

We recognize that the non-profit sector is a critical partner in providing services to the community. Many organizations enhance the quality of life in the City of Richmond and

the region. Because of the importance of these organizations, we are providing level funding, at 2010 amounts, for organizations funded through our Non-Departmental accounts.

We will, between now and the time we submit our budget for the FY2012-2013 Biennium, establish performance measures to ensure that the City is purchasing services designed to achieve the City's stated goals; and that we are receiving the intended return on investment of taxpayer dollars. However, just as we are doing with our City operations, we must also assess the goals and outcomes of the outside organizations we fund. We also believe that greater collaboration may be called for among and between the funded entities.

Strategic Investment in our Infrastructure

Lastly, I want to emphasize the importance of addressing the infrastructure needs of the city. During economic downturns, governments often make the mistakes of cutting corners with maintenance, and not investing in infrastructure.

I don't intend to make that mistake.

The administration spent a good deal of time last fall "scrubbing" the CIP to ensure that 1) the balances in previously funded projects were still required, and 2) that projects in the five-year proposed CIP were still priorities. This effort yielded savings strategies and allowed the administration to redirect these funds to higher priorities . . . basic infrastructure; life, health and safety issues, and key economic development initiatives.

For FY 2011, our CIP totals \$90.2 million, and the CIP five-year plan totals some \$351.62 million and includes few new projects.

The FY 2011 CIP includes an additional \$11.1 million for improvements to roads, streets, and bridges. This is more than double the amount of money in the budget for this work and you will see a visible difference. In fact, 25% of neighborhood streets will be repaved over the next 5 years. We will also budget for improvements to major arterials such as Broad Street, Midlothian Turnpike, Hull Street, and Jefferson Davis Highway.

The CIP also includes a continued commitment to infrastructure improvements to the Coliseum, as well as Parks, Recreation Centers, libraries, and other government office buildings. There is \$4.3 million set aside for schools to serve as community assets. With these new funds, the newly constructed and renovated schools will have a funding source to provide for additional amenities.

In addition, this budget continues our commitment to the construction or renovation of four schools which will serve as a community anchors. Two of these schools will break ground this calendar year.

School projects have been maintained at \$150 million. While this is less than revised figures discussed last fall, strategies to contain costs have decreased the estimates, back in line with earlier amounts.

The City will build its first fire station in 16 years. This investment is a combination of \$1.4 million in General Fund dollars, and \$3.3 million in stimulating dollars. We have been aggressive and successful in our efforts to secure stimulus funds. To date we have been awarded over \$16 million which will allow us to make important investments City-wide.

Going forward, I have spent a good deal of time discussing what these budget amendments provide; however, I have not touched upon what these budget amendments do not provide.

While I was not able to provide a salary increase in these amendments; I did focus on preserving jobs. These amendments include limited layoffs and no furloughs. While furloughs provide for a shared sacrifice in closing a budget gap, they are one-time in nature and create a structural imbalance for future budgets. The layoffs in this budget are program driven and will create efficiencies in the future.

Conclusion

While we have made significant progress in this biennial budget period to get control of costs, become more efficient and be better stewards of the resources with which we have been entrusted, we still have much more to accomplish. This budget assumes further streamlining of the government and intended savings as a result of the Department of General Services being dissolved. In addition, to the immediate savings resulting from elimination of a director and a deputy director position, we expect that there will be savings associated with efficiencies from operational reviews of services such as fleet, print shop and 311/customer response system.

We also will be working with Richmond Public Schools to evaluate several other areas where consolidation and collaboration can result in savings, cost avoidance and/or efficiencies. The next areas we will explore are fleet services, procurement, financial management systems, and information technology.

Both independent of and in conjunction with our collaborations with RPS we will continue to seek savings and greater efficiencies through optimization of business processes, consolidations, managed competition and outsourcing. Among the services we will examine during FY2011 are leaf collection, refuse collection, job readiness training, and parking operations, all of which are multi-million dollar service elements.

In addition we are still in the process of evaluating the more than 650 ideas generated by employees who participated in the Common Cents program where other savings are certain to be found.

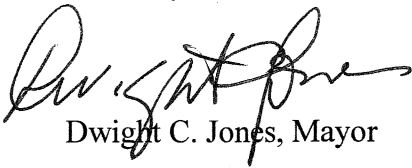
I came into office during the height of one of the worst economic downturns in modern history. I have worked closely with each of you to use this challenge as an opportunity. Together we have been creative in our approach to running this government, and re-assessing our priorities.

I know that the future is bright for our City and this region. I look forward to our continued work together the City administration, City Council and the Schools, working together to Build a Better Richmond.

I commend my team on their hard work in developing this budget, especially Chief Administrative Officer Byron C. Marshall, Deputy CAOs Marcus D. Jones, Christopher L. Beschler, Peter H. Chapman, and Carolyn N. Graham, and Budget Director Rayford Harris. Their hard work is evident in this document.

Please let me know how I can address your questions in the coming weeks.

Sincerely,

A handwritten signature in black ink, appearing to read "Dwight C. Jones". The signature is fluid and cursive, with a large initial "D" and "J".

Dwight C. Jones, Mayor

FINANCIAL & BUDGET POLICIES

DESCRIPTION OF THE BUDGET PROCESS

Charter Requirements

The City Charter governs the City's budget process. The process begins with preparation of the Capital Budget followed by preparation of the General Fund and other fund budgets. The Proposed Capital Improvement Program Plan is submitted by the Mayor to the City Planning Commission prior to submittal to City Council. After the Planning Commission completes its review, the Mayor's Proposed Capital Improvement Plan is submitted along with the Proposed Biennial Fiscal Plan to City Council by March 6th of each year. The City Charter requires that the operating budget be adopted by City Council no later than May 31st; otherwise, the Mayor's recommended budget becomes effective for the fiscal year that begins July 1st.

Budgetary Systems

The objective of the City's budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by City Council. A final budget is required no later than the close of the fiscal year (June 30th). Activities of the General Fund, Debt Service Fund, and School Board General Fund are included in the budget. Project-length financial plans are adopted for the Capital Projects Fund. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is established at the department level and function within an individual fund. The requisition encumbrances are converted to either purchase orders or contract encumbrances when a third party obligation is incurred. Open requisition encumbrances are canceled at year's end, while open purchase orders and contract encumbrances are immediately re-appropriated for the subsequent fiscal year.

Budget Preparation

While the Budget and Strategic Planning Department is the lead agency in budget preparation, the Department works closely with every City agency to ensure the most essential program services are appropriately funded. Each agency submits a budget to their appropriate budget analyst, who examines the submissions for completeness. The analyst works closely with the agency directors to understand the agencies' issues and budget impact on program services. The senior budget staff, the budget director, and the Chief Administrator Officer (CAO) prioritize services based on the Mayor, City Council and the administration's priorities. Those services deemed most critical to achieving the priorities receive a higher funding consideration. Once the prioritized services have been determined, the level of funding for each service is finalized based on the available projected revenue, which is determined by the citywide revenue forecast.

DESCRIPTION OF THE BUDGET PROCESS

The Mayor's proposed budget is submitted to City Council no earlier than the second Monday of February and no later than the seventh day of April, the date mandated by the Richmond City Charter, §6.02. Budgets for City-owned utilities, internal service funds and special funds are prepared and reviewed during the same timeframe and submitted in the same format as the department budgets.

Furthermore, the City Charter allows the Mayor or City Council to provide a lump sum appropriation for each agency versus adopting by categories or line items. Richmond Public Schools details shown in the document are originated and prepared by the Schools' administration. Expenditures among categories may vary as approved by the School Board.

Budget Execution

On July 1st of each fiscal year, the adopted budget is implemented. Concurrently, an analysis of the previous year's actual expenditures is conducted. During this analysis, financial issues impacting budgetary decision making are identified and reconciled. Problematic matters that have an impact on the current year are closely monitored. Moreover throughout the year, expenditures and revenues are forecasted and performance data are monitored in order to ensure the successful implementation of the City's services.

Budget Amendment

As conditions change or circumstances are altered, the budget process allows for amendments. Because the Budget is an ordinance adopted by the City Council, the amendment process is similar to that used to amend other ordinances. Therefore, the City Council may adopt by ordinance to amend the budget with at least six affirmative votes.

Budget Mid-year Reviews

City governments typically adopt annual budgets to cover each year. The City fiscal year runs from July 1 through June 30. Although there is constant monitoring of expenditures and revenues to ensure a balanced budget, most localities do not formally re-appropriate agency budgets as the fiscal year progresses.

One method to more aggressively manage local finances is to conduct a formal mid-year review. This review tracks the first five month's expenditures and revenues and then projects expenses and revenues for each agency for the final seven months of the fiscal year. This mid-year review process serves to identify any budget shortfalls early in the year so corrective action can be taken. Formal agency re-appropriations can be made in early January. This also can set a new base budget for the following fiscal year. Finally, this process identifies any discretionary dollars that can be redirected to meet the City's top priorities.

FINANCIAL FUND STRUCTURE

The City's financial transactions are budgeted and recorded in separate funds. A fund is an independent financial and accounting entity; it is a set of interrelated accounts used to record revenues and expenditures associated with a specific purpose. A fund balances a set of accounts and records, cash, and other financial resources in conjunctions with all related liabilities and residual equities, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations or restrictions. Funds are classified into three basic types: governmental funds, proprietary funds, and fiduciary funds.

GOVERNMENTAL FUNDS

These funds are used to finance the majority of governmental functions. Specifically, the acquisitions, usage, and balances of the City's expendable financial resources as well as the related current liabilities are accounted for through governmental funds.

General Fund

The General Fund is the City's primary operating fund, which accounts for all revenues and expenditures that are not accounted for in specific purpose funds. It provides for general purpose governmental activities. The funding sources include but are not limited to property taxes; revenue from licenses, permits, and fees; fines and forfeitures; intergovernmental revenue from the State, Federal, or other governmental entities; and charges for goods and services. The revenues and activities that are not required by law or administrative decision must be accounted for in a special fund.

Special Revenue Funds

Special Revenue Funds are also generically known as Special Funds. These funds are typically federal, state, or "private" grants. These funds have designated uses and are often used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes. The source of the funds or City Council can restrict the uses.

Capital Improvement Plan Funds

Capital Funds are used for the acquisition or construction of major capital facilities, which ultimately become City fixed assets. Sources of these funds include but are not limited to General Obligation Bonds (debt proceeds), Federal transportation funds (streets), State funds (Virginia Department of Transportation), and EPA Grants (Public Utility Projects).

Debt Service Fund

The Debt Service Funds accounts for the accumulation of resources for and the payment of, general long-term liability principal, interest, and related costs on outstanding bonds and notes.

Proprietary Funds

Proprietary funds are used to account for the ongoing activities of the City which are similar to those often found in the private sector. All assets, liabilities, equities, revenues, expenses and transfers relating to the City's business and quasi-business activities are

FINANCIAL FUND STRUCTURE

accounted for through proprietary funds. The measurement focus is upon determination of net income, financial position, and changes in financial position. Two types of proprietary funds used by the City are:

Enterprise Funds

Enterprise Funds are used to account for activities that are financed and operated in a manner similar to private business enterprises wherein the expenses (including depreciation) incurred in providing goods or services to the general public on a continuing basis are financed or recovered primarily through user fees. The periodic determination of revenues earned, expenses incurred, and/or net income derived from these self-supporting funds is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Internal Service Funds

Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City or other governments, on cost-reimbursement bases.

Non-Major Proprietary Funds

Non-Major Proprietary Funds are used for operations (a) that are financed and operated in a manner similar to private business enterprise when the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the City has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Fiduciary Funds

Fiduciary Funds are used to account for resources held for the benefit of parties outside the government. The city maintains two Fiduciary Funds: 1) Trust Funds and 2) Agency Funds. Fiduciary Funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the city's own programs.

Trust Funds

The Richmond Retirement System provides retirement and disability benefits for all vested permanent full-time employees. The System provides two retirement plans to its employees: 1) a cost-sharing multiple-employer defined benefit plan and 2) a non-contributory defined contribution plan.

Agency Funds

Agency Funds are custodial in nature and do not present results of operations or have a measurement focus. The Agency Funds consist of the assets and liabilities of several organizations for which the city serves as fiscal agent.

FINANCIAL POLICIES

Debt Management Policy

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

General Obligation Debt

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

- The amount of general fund supported debt service will not exceed 10% of the total general fund budget.
- Per capita general fund supported debt will not exceed 7% of per capita income.
- The City will not incur general obligation debt in excess of 7.5% of its total taxable real estate value. (This control provides that debt will be not exceed three-quarters of the legal debt margin of 10%.)
- To the extent that general obligation issued and authorized debt does not exceed 7.5% of the total assessed valuation of the City, the general obligation authority may be used for enterprise fund capital projects. When the general obligation authority is used in lieu of revenue bonds, coverage will be maintained and provisions of capitalized interest will be met as though the bonds held parity with the outstanding revenue bonds.
- The City will issue general fund supported debt with an average life that is consistent with the useful life of the project with a maximum maturity of 30 years.
- General fund supported debt will be structured in a manner such that not less than 60% of the outstanding debt will be retired within 10 years.

Fund Balance Policy

The Council adopted a Fund Balance Policy on March 14, 1988, which established major policy goals. On October 26, 1992 and again on November 26, 2001, the Council amended the Fund Balance Policy, raising the required level of the undesignated fund balance from 3% to 5%, and from 5% to 7%, respectively, as a percent of budgeted General Fund expenditures over a period of years. The Fund Balance Policy provides that:

- 1) The Mayor will prepare and administer General Fund budgets that will provide operating surpluses of 0.5% of expenditures until the Undesignated Fund Balance reaches at least 7% of budgeted expenditures.
- 2) The Council, in the adoption of a General Fund budget, will provide that General Fund budget operating surpluses be no less than those recommended by the Mayor in the submission of the General Fund budget.
- 3) No appropriations will be made from the Undesignated Fund Balance until the 7% goal has been reached.
- 4) The City will not appropriate any amount from the Undesignated Fund Balance until at least one year after the accumulation of the 7% Undesignated Fund Balance and then only if faced with an unusual, unanticipated, and otherwise seemingly insurmountable hardship.

FINANCIAL POLICIES

Cash Management and Investment Policy

The City pools its cash in order to maximize its investment opportunities, resulting in greater flexibility and, consequently, a better investment return. Investments consist primarily of repurchase agreements, U.S. government obligations, and U.S. government guaranteed investments. All repurchase agreements are collateralized by United States government securities. Interest earned on pooled cash is allocated to the various participating funds based upon their net annual equity in pooled cash.

Cash balances in the concentration account are monitored on a daily basis by the Debt and Investment Manager to ensure that a minimum balance is maintained in order to meet the ongoing financial obligations of the City. Excess funds in the concentration account are invested under the general objectives, standards of care, and legal investments presented in this policy. The Finance Director may make exceptions to this general policy in accordance with the authority vested with him, if he believes it is in the best interest of the City to do so.

General Objectives

1. Safety of the principal is the foremost objective of the investment program. Investments are undertaken in a manner that ensures the preservation of capital in the overall portfolio. Investments are diversified so that exposure to market fluctuations is limited.
2. The investment portfolio remains sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Because all cash demands cannot be anticipated, the portfolio should consist exclusively of securities with active secondary markets.
3. An acceptable portion of the investment portfolio is placed with the Local Government Investment Pool as established by section 2.1-234.8 of the Virginia Code.
4. The investment portfolio is designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account investment risk constraints and liquidity needs. The core of investments is limited to relatively low risk securities in anticipation of earning a fair market return relative to the risk being assumed.
5. Securities are not sold prior to maturity unless to minimize loss of principal with a security of declining credit, to improve the quality, yield, or target duration of the investment portfolio with a security swap, or to meet unanticipated liquidity needs.

Standards of Care

1. Authority to manage the City's investment portfolio is granted to the Debt and Investment Manager. The Debt and Investment Manager acts in accordance with this policy and with established professional standards in the management of the City's investment portfolio.
2. The Debt and Investment Manager is responsible for establishing and maintaining an internal control structure designed to ensure that investments are protected from loss, theft, and misuse. Investment activity is authorized by the Finance Director or his designee and is subject to review annually by an external auditor.
3. All trades, when applicable, are executed by delivery versus payment to ensure that securities are deposited in the City's financial institution prior to the release of funds. Securities are held by the City's financial institution as documented by safekeeping receipts.
4. Risks to safety and liquidity are mitigated through diversifying the types and the maturities of securities purchased. No investment maturity or duration shall exceed five years.

FINANCIAL POLICIES

Legal Investments

The City of Richmond is subject to sections 2.1-328, 2.1-328.1, 2.1-328.15, and 2.1-328-3 of the Virginia Code that provide the legal investments for public funds. The Debt and Investment Manager shall only invest funds in the following investment instruments approved by statutory law:

1. Obligations of the Commonwealth—stocks, bonds, notes, and other evidences of indebtedness of the Commonwealth of Virginia.
2. Obligations of the United States—stocks, bonds, treasury notes, and other evidences of indebtedness of the United States.
3. Obligations of other states—stocks, bonds, notes, and other evidences of indebtedness of any state of the United States.
4. Obligations of Virginia counties and cities—stocks, bonds, notes, and other evidences of indebtedness of any county, city, town, district, authority, or other public body in the Commonwealth of Virginia.
5. Obligations of cities and counties of other states—legally authorized stocks, bonds, notes, and other evidences of indebtedness of any city, county, town, or district situated in any one of the states of the United States.
6. Prime quality commercial paper, with a maturity of 270 days or less, of issuing corporations organized under the laws of the United States, or of any state thereof including paper issued by banks and bank holding companies. No more than thirty-five percent of total funds available for investment may be invested in commercial paper, and not more than five percent of the total funds available for investment may be invested in commercial paper of any one issuing corporation.
7. Commercial paper other than “prime quality” commercial paper provided that: (1) prior written approval is obtained from the governing board, committee, or other entity that determines investment policy; and a written internal credit review justifying the creditworthiness of the issuing corporation is prepared in advance and made part of the purchase file.
8. Certificates of deposit and bank deposit notes of domestic banks and domestic offices of foreign banks with a rating of at least A-1 by Standards & Poor’s and P-1 by Moody’s Investor Service, Incorporated, for maturities of one year or less, and a rating of at least AA by Standard & Poor’s and Aa by Moody’s Investor Service, Incorporated, for maturities over one year and not exceeding five years.
9. Bankers’ acceptances.

Capital Assets

Capital Assets and improvements include substantially all land and works of art/historical treasures, buildings, equipment, water distribution and sewage collection systems, and other elements of the City’s infrastructure having a minimal useful life of three years and having an initial cost of more than \$5,000. Capital assets, which are used for general governmental purposes and are not available for expenditure, are accounted for and reported in the City’s government-wide financial statements of the Comprehensive Annual Financial Report. Infrastructure elements include the roads, bridges, curbs and gutters, streets and sidewalks, parkland and improvements.

Capital assets are stated at historical cost or estimated historical cost based on appraisals or on other acceptable methods when historical cost is not available. Infrastructure acquired prior to fiscal years ended after June 30, 1980 is reported. Donated capital assets are stated at their fair market value as of the date of donation. Capital leases are classified as capital assets in amounts equal to the lesser of fair market value or the discounted present value of net minimum lease payments at the inception of the lease. Accumulated depreciation and amortization are reported as reductions of capital assets.

FINANCIAL POLICIES

Revenue Recognition

Revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the fiscal period. Revenues from taxes are generally considered available if received within two months after the fiscal year end. Revenue from categorical and other grants are generally considered available when all eligibility criteria have been met and if received within one year. Expenditures are recorded when the related liability is incurred and payment is due, except for principal and interest on long-term debt and compensated absences.

Basis of Accounting

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

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

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

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

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

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

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

FINANCIAL POLICIES

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

Budgets and Budgetary Accounting

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

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

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

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

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

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

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

Encumbrances

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

BUDGET POLICIES

The policies that govern the City of Richmond budget process are derived from the City Charter, chapter 116 of the 1948 Acts of General Assembly, approved March 5, 1948, as amended through XXXX. The section that pertains to the City budget is Chapter 29, Section 6. Following is an outline of these policies:

Budget Process Regulations:

Submission: The City Council establishes the date when the Mayor is to submit the Budget. Currently, it is the second Monday in February or March 6th. The Charter states that the submission date can be no earlier than the second Monday of February and no later than April 7th. The Mayor is required to submit a Budget Message; current expense budgets for the City, schools, and each utility; and a capital budget.

At the same time, the Mayor may choose to submit an appropriation ordinance, if required, as well as any ordinance altering the personal property or real estate tax rates required by the budget.

Public Hearings: Council shall hold public hearings on the budget. It must give five days notice in advance of the hearing and advertise the hearing through citywide media.

Council Amendments: After the public hearing, Council may amend the budget to include new expenditure items or increase, decrease, or strike out existing expenditure items; with the following exceptions:

- No debt service expenditure, or any other expenditure required by law, may be reduced or deleted.
- Receipt (revenue) estimates included in the budget may not be altered.
- Total expenditures as recommended by the mayor shall not be increased unless Council first holds another public hearing, with five days advance notice made through citywide media.
- Council shall not adopt a budget in which expenditures exceed revenues, unless at the same time it passes additional measures to provide the additional required revenue (Balanced Budget).

Budget Adoption: Not later than May 31st, Council must adopt the amended budget, the appropriation ordinances, and any ordinances required for additional revenue necessary to balance the budget. If Council fails to adopt the budget and ordinances by this date, the Mayor's proposed budget and ordinances will automatically take effect without any Council amendments.

Mayor's Veto: Within 14 days of adoption, the mayor may veto any particular item or items included in the budget ordinance(s). Council will then have 14 days from the date of veto notification to override the veto(s); veto overrides must be approved by at least six Council members.

Budget Passage: Once adopted, the budget is effective for one fiscal year. Every appropriation, except capital expenditures, special fund (multi-year) expenditures, and encumbrances (obligated funds) lapses at the close of the fiscal year.

Budget Document: The budget is a publicly available document, and the City must print copies and have them accessible at suitable places in the City.

BUDGET POLICIES

Budget Scope and Preparation:

Scope: The budget shall present a comprehensive financial plan of all funds and activities for the ensuing fiscal year. It shall be structured as the mayor and council require. It shall:

- begin with a clear general summary of its contents;
- show in detail all estimated revenue;
- indicate the proposed property tax;
- show all proposed expenditures, including debt service;
- display current comparative figures for actual and estimated revenues and expenditures for the current fiscal year and actual amounts from the preceding fiscal year.

Balanced Budget: As noted above in the budget process, the City of Richmond budget must be balanced. Proposed expenditures shall not exceed estimated revenues.

Preparation: The directors of all departments, agencies, school board, or any office or agency supported by the city must submit revenue and expenditure forecasts to the mayor. The mayor shall ask for these estimates to be delivered, in the form he chooses, at any time. Upon departmental submission, the mayor may hold any amount of meetings determined necessary to evaluate the budgets. The mayor may make revisions to any departmental budget as he/she sees fit, except in the case of schools where he may only make revision recommendations as allowed by the City Charter and the Code of Virginia.

Capital Budget

Submission: At the same time the mayor submits the expense budgets, the mayor shall submit to council the Capital Improvement Plan. This plan shall have been previously submitted to and reviewed by the city planning commission on capital projects. Included in the capital budget shall be proposed projects for the ensuing fiscal year and the next four fiscal years. For the ensuing fiscal year projects, the mayor must include recommendations for financing the proposed capital improvements.

Council Amendments: Council may accept the submitted capital improvements plan and/or associated financing recommendations with or without amendments, or reject it outright. It may also during the fiscal year amend the approved capital improvement plan, provided that the amendments pass by at least six affirmative votes; have been recommended by the mayor; have been submitted to the city planning commission for review; and are capable of being funded through available financing.

Project Duration: No approved capital improvement appropriation shall lapse until the project is finished or abandoned.

Fund Transfer: The mayor can transfer the portion of unused funds from a completed capital project to an incomplete project. If no transfer of unused funds is made, the money will remain available for appropriation and allocation in subsequent capital improvement plans.

Abandoned Projects: Any project is considered abandoned if three fiscal years elapse without expending funds. Council shall have the power to abandon or reduce the scope of any capital project if funds are unexpended and unencumbered.

Fund Balance Policy

The City Council adopted a Fund Balance Policy on March 14, 1988, which established major policy goals. On October 26, 1992, the City Council amended the Fund Balance Policy, raising the required level of the undesignated fund balance from 3% to 5% of budgeted General Fund expenditures over a period of years. Implementation of the increased fund balance goal began July 1, 1993. On November 26, 2001, the City Council approved a further increase of the required level of undesignated fund balance to 7% General Fund expenditures. The Fund Balance Policy states:

- The Mayor will prepare and administer General Fund budgets that will provide operating surpluses on one-half of one percent of expenditures until the Undesignated Fund Balance reaches at least 7% of budgeted expenditures. As of June 30, 2009, Undesignated Fund Balance was \$48.6 million, which is 7.7% of the Adopted FY2010 General Fund expenditures.
- The City Council, in adoption of a General Fund budget, will provide that General Fund budget operating surpluses be no less than those recommended by the City Mayor in the submission of the General Fund budget.
- The City will not appropriate any amount from the Undesignated Fund Balance until at least one year subsequent to the accumulation of the 7% undesignated fund Balance, and then only if faced with an unusual, unanticipated and otherwise seemingly insurmountable hardship.

The table below represents actual fund balances for all government funds for fiscal years 2005 thru 2009.

Fund Balances of Governmental Funds (Modified Accrual Basis of Accounting)

Source: *City of Richmond, Virginia Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2009 (p. 125)*

Fiscal Years	2009	2008	2007	2006	2005
General Fund					
Reserved	\$2,094,186	\$16,908,547	\$15,894,601	\$16,144,418	\$22,216,671
Undesignated	48,644,484	47,638,753	47,507,086	45,442,420	45,278,440
Total General Fund	\$50,738,670	\$64,547,300	\$63,401,687	\$61,586,838	\$67,495,111
All Other Governmental Funds					
Reserved	\$17,029,761	\$25,399,353	\$48,645,510	\$22,277,282	\$50,413,044
Unreserved:					
Special Fund	8,385,421	7,478,784	7,502,105	9,080,430	11,473,432
Capital Project Fund	(67,443,896)	-	-	-	-
Debt Service Fund	-	-	-	(8,058)	11,461
Total All Other Governmental Funds	(\$42,028,714)	\$32,878,137	\$56,147,615	\$31,349,654	\$61,897,937
Total Combined Ending Fund Balances	\$8,709,956	\$97,425,437	\$119,549,302	\$92,936,492	\$129,393,048

BUDGET PROCESS TIMETABLE

BIENNIAL BUDGET CYCLE

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

BUDGET PROCESS TIMETABLE

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

ANNUAL AMENDMENT CYCLE

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

PERFORMANCE MANAGEMENT POLICIES

BACKGROUND

The City of Richmond has been following the performance measurement and activity-based costing movements for several years, and in FY2008, initiated the process of developing Citywide initiatives, department goals, objectives, measures and targets. In addition, the City has developed employee objectives as part of its employee performance appraisal system. The foundation of this effort was the **AMS BRASS** budget system, which integrates programs, activities, and corresponding costs and performance measures. In this manner, the budget will not only show how a program is performing but also the cost of the program. This allows better program evaluation in terms of efficiency and effectiveness. The result is a transparent organization in which citizens can easily identify how their tax dollars are being spent.

RICHMONDWORKS

RichmondWorks, a collaboration and management tool designed to provide systematic monitoring, measurement and analysis of the City's performance on a department-by-department basis, was formally implemented during the summer of 2007. RichmondWorks is loosely derived from the CitiStat methodology successfully implemented by the Cities of Baltimore, Cleveland, and Buffalo, as well as other localities across the country. RichmondWorks focuses on business process improvements, resulting in improved customer service and a more strategic deployment of resources to foster improved efficiency, improved performance and cost savings. It is augmented by the use of information technology, especially Geographic Information Systems (GIS), which helps to provide spatial context to data analysis. Each department involved in RichmondWorks has measures focused upon the most important aspects of the services they provide. Wherever possible, RichmondWorks attempts to build upon previous efforts in developing departmental goals, objectives, measures and targets.

Because RichmondWorks is being implemented with a phased approach, not all departments or functions are represented in the program at this time. Departments not yet participating in RichmondWorks still utilize performance data developed within their own units through earlier performance measurement initiatives.

In the summer of 2009, the City assessed RichmondWorks in light of a new administration taking office. Although departments involved in RichmondWorks continue to report results on a monthly basis, the periodic RichmondWorks meetings have been suspended. Resumption of these meetings will be revisited at a later date. At the same time, the City has embarked on a more focused effort to identify high-level strategic goals for the organization as well as associated measures. These measures, in turn, will guide the refinement of measures currently deployed by departments involved in RichmondWorks, as well as the refinement of measures as remaining City agencies come under the umbrella of RichmondWorks performance management. Ultimately, our goal is to capture, analyze, present and act upon performance data at the operational, tactical and strategic levels.

FUND SUMMARIES & REVENUE TRENDS

SUMMARY OF EXPENDITURES AND POSITIONS

ALL FUNDS

Expenditures	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
General Fund *	\$ 491,706,853	\$ 494,819,879	\$ 476,747,691	\$ 488,254,920
Capital Improvement Plan	177,814,479	210,045,161	208,742,178	147,872,956
Special Funds	64,235,444	61,233,129	101,150,819	123,704,314
Enterprise Funds	341,364,067	350,963,356	363,741,489	330,564,428
Internal Service Funds	37,292,207	38,606,681	42,164,697	37,911,635
School Board	260,570,418	259,555,240	259,927,938	246,552,450
Total Expenditures	\$ 1,372,983,468	\$ 1,415,223,446	\$ 1,452,474,812	\$ 1,374,860,703

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

Positions	Adopted FY2008	Adopted FY2009	Adopted FY2010	Proposed FY2011
General Fund	4,012.63	4,027.72	3,881.55	3,867.50
Capital Improvement Plan	35.00	29.65	29.70	29.70
Special Funds	218.23	206.33	207.28	207.28
Enterprise Funds	724.00	724.00	801.00	801.00
Internal Service Funds	72.40	70.40	73.40	73.40
School Board	3,384.00	3,392.90	3,309.80	3,169.80
Total Positions	8,446.26	8,451.00	8,302.73	8,148.68

GENERAL FUND

SUMMARY OF FINANCIAL SOURCES and EXPENDITURES

	General Fund			
	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011
Beginning Fund Balance *	\$ 63,401,687	\$ 64,547,300	\$ 50,738,665	\$ 50,738,665
General Fund Sources				
Taxes	435,695,263	427,338,579	408,991,117	420,176,173
Licenses, Permits and Fees	35,514,380	36,190,387	36,851,317	36,512,178
Intergovernmental Revenue	119,954,254	116,625,327	120,614,716	115,112,934
Fines and Forfeits	10,706,246	9,246,563	9,297,296	10,685,190
Payments to the General Fund	20,516,161	20,768,928	23,317,280	24,488,837
Other Utility Payments	6,430,115	6,651,796	6,932,814	5,581,198
Charges for Goods and Services	21,668,342	21,451,492	23,074,181	22,298,603
Miscellaneous	703,082	541,022	384,242	676,275
Other Financing Sources	523,297	1,352,965	525,000	1,722,879
Total General Fund Sources	651,711,140	640,167,059	629,987,963	637,254,267
Increase to Undesignated Fund Balance	\$ -	\$ -	\$ -	\$ -
Total Available Funding	\$ 715,112,827	\$ 704,714,359	\$ 680,726,628	\$ 687,992,932
General Fund Expenditures:				
Debt	\$ 56,653,684	\$ 52,132,779	\$ 56,501,361	\$ 49,844,745
General Government	62,729,224	78,930,400	76,250,588	66,350,480
Safety and Judiciary	164,690,078	174,040,052	162,117,080	168,329,196
Public Works	60,669,900	43,890,410	45,861,811	58,396,223
Human Services	74,886,951	75,833,915	73,369,410	75,487,116
Culture and Recreation	20,803,517	21,280,882	19,806,702	21,055,336
Schools	158,858,678	159,155,815	153,240,272	148,999,347
Non-Departmental	51,273,499	48,711,441	42,840,739	48,791,824
Reserve/Re-Appropriations	-	-	-	-
Total General Fund Expenditures	650,565,531	653,975,694	629,987,963	637,254,267
End of Year Fund Balance *	\$ 64,547,300	\$ 50,738,665	\$ 50,738,665	\$ 50,738,665

* Source: City of Richmond, Virginia Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2009 (p.89)

CITY OF RICHMOND, VIRGINIA

SCHEDULE OF DEBT

	Fiscal Year	Debt at Beginning of Year	Bonds Issued in Year	Bonds Retired or Defeased in Year	Debt at End of Year
Actual	2001-02	\$ 850,004,265	\$ 255,415,000	\$ 164,603,245	\$ 940,816,020
Actual	2002-03	940,816,020	147,475,000	138,208,209	950,082,811
Actual	2003-04	950,082,811	84,912,167	58,151,832	976,843,146
Actual	2004-05	976,843,146	76,191,671	46,834,551	1,006,200,266
Actual	2005-06	1,006,200,266	159,899,392	209,597,270	956,502,388
Actual	2006-07	956,502,388	372,897,728	281,347,604	1,048,052,512
Actual	2007-08	1,048,052,512	7,269,767	56,371,622	998,950,657
Actual	2008-09	998,950,657	210,277,611	52,800,858	1,156,427,410
Projected	2009-10	1,156,427,410	238,008,584	175,424,904	1,219,011,090
Projected	2010-11	1,219,011,090	72,000,000	57,227,543	1,233,783,547

Schedule of Legal Debt Margin For the Fiscal Year Ended June 30, 2009

Legal Debt Limit

10% of Assessed Value of Taxable Real Estate as of
January 1, 2009 (\$21,099,029,043)

\$2,109,902,904

Deduct

Bonds and Notes Payable (Constitutional Debt)

605,137,771 ⁽¹⁾

Legal Margin for Creating Additional Debt

\$1,504,765,133

⁽¹⁾ Does not include \$551,289,644 of self supporting Public Utility Revenue Bonds, which by State law are not required to be included in calculations for legal margin for creation of additional debt .

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

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

General Obligation Bond Credit Rating

Moody's Investor's Service	Aa2
Standard and Poors Rating Group	AA
Fitch Ratings Ltd.	AA+

Utility Revenue Bond Credit Rating

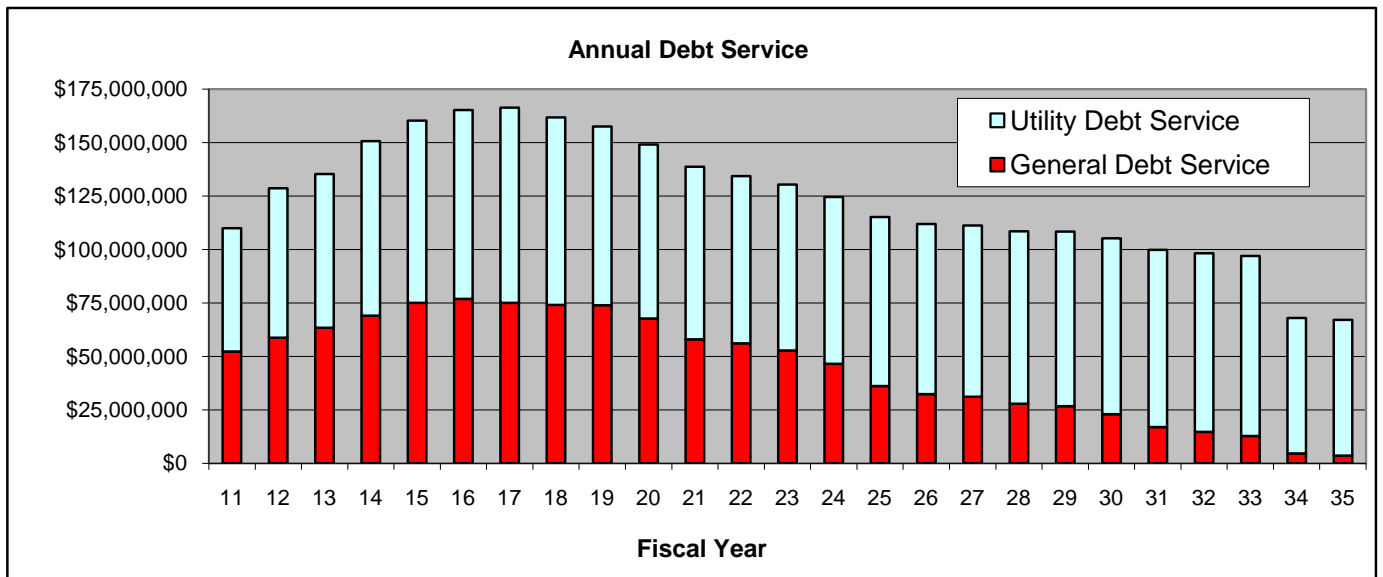
Moody's Investor's Service	Aa2
Standard and Poors Rating Group	AA
Fitch Ratings Ltd.	AA

ANNUAL DEBT SERVICE REQUIREMENTS

Fiscal Years 2011-2035

Fiscal Year	General Debt		Utilities Debt		Total		Total Debt Service	
	Principal	Interest	Principal	Interest	Principal	Interest	General Debt	Utility Debt
11	28,214,736	24,093,325	22,740,600	34,931,975	50,955,336	59,025,300	52,308,061	57,672,575
12	30,542,371	28,208,787	30,708,746	39,219,302	61,251,117	67,428,089	58,751,158	69,928,048
13	33,008,825	30,402,142	31,964,363	39,964,156	64,973,188	70,366,298	63,410,967	71,928,519
14	34,182,100	34,891,717	39,357,151	42,295,366	73,539,251	77,187,083	69,073,817	81,652,517
15	38,035,618	37,037,965	47,625,566	37,628,756	85,661,184	74,666,721	75,073,583	85,254,322
16	42,189,466	34,714,592	52,298,928	36,078,280	94,488,394	70,792,872	76,904,058	88,377,208
17	40,317,488	34,746,340	55,701,375	35,633,804	96,018,863	70,380,144	75,063,828	91,335,179
18	41,747,320	32,363,509	54,037,319	33,674,134	95,784,639	66,037,643	74,110,829	87,711,453
19	42,948,545	31,012,647	51,994,726	31,623,195	94,943,271	62,635,842	73,961,192	83,617,921
20	42,599,400	25,140,726	51,240,853	30,160,267	93,840,253	55,300,993	67,740,126	81,401,120
21	40,974,732	17,020,371	52,044,711	28,701,087	93,019,443	45,721,458	57,995,103	80,745,798
22	41,166,065	14,970,086	50,846,433	27,383,312	92,012,498	42,353,398	56,136,151	78,229,745
23	39,836,065	12,940,008	51,551,859	26,083,578	91,387,924	39,023,586	52,776,073	77,635,437
24	35,485,000	11,052,050	53,332,912	24,733,563	88,817,912	35,785,613	46,537,050	78,066,475
25	26,660,000	9,490,800	55,628,348	23,443,858	82,288,348	32,934,658	36,150,800	79,072,206
26	24,180,000	8,188,100	57,605,150	21,983,715	81,785,150	30,171,815	32,368,100	79,588,865
27	24,180,000	6,955,200	59,659,264	20,465,638	83,839,264	27,420,838	31,135,200	80,124,902
28	22,100,000	5,766,500	61,781,632	18,887,047	83,881,632	24,653,547	27,866,500	80,668,679
29	22,100,000	4,622,000	64,433,280	17,251,679	86,533,280	21,873,679	26,722,000	81,684,959
30	19,500,000	3,477,500	66,740,228	15,548,779	86,240,228	19,026,279	22,977,500	82,289,007
31	14,500,000	2,450,000	69,138,536	13,777,676	83,638,536	16,227,676	16,950,000	82,916,212
32	13,000,000	1,697,500	71,629,292	11,935,273	84,629,292	13,632,773	14,697,500	83,564,565
33	11,750,000	1,020,000	74,203,620	10,018,509	85,953,620	11,038,509	12,770,000	84,222,129
34	4,250,000	370,625	55,337,678	8,024,754	59,587,678	8,395,379	4,620,625	63,362,432
35	3,500,000	96,250	57,172,660	6,325,750	60,672,660	6,422,000	3,596,250	63,498,410

* Represents principal and interest on existing long term bond debt, debt to finance the FY2010 and prior CIP Budgets, and future debt that will be issued to finance the City's five-year 2011-2015 Capital Improvement Plan. Does not include interest on short term debt or other costs associated with the issuance of debt. Utility Debt includes principal and interest payments of the Gas, Water Wastewater and Electric Utilities.



GENERAL FUND
SUMMARY OF REVENUE, APPROPRIATIONS
AND FUND BALANCE

	<u>Actual FY2008</u>	<u>Actual FY2009</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
Estimated Beginning Fund Balance*	\$ 63,401,687	\$ 64,547,300	\$ 50,738,665	\$ 50,738,665
Adopted General Fund Revenue	651,711,142	640,167,059	629,987,963	637,254,267
Available Balance	<u>715,112,829</u>	<u>704,714,359</u>	<u>680,726,628</u>	<u>687,992,932</u>
LESS:				
Adopted General Fund Appropriations	<u>650,565,529</u>	<u>653,975,694</u>	<u>629,987,963</u>	<u>637,254,267</u>
Appropriation to Increase Fund Balance	-	-	-	-
Estimated Ending Fund Balance	<u><u>\$ 64,547,300</u></u>	<u><u>\$ 50,738,665</u></u>	<u><u>\$ 50,738,665</u></u>	<u><u>\$ 50,738,665</u></u>

* Fund Balance totals are reported in the Comprehensive Annual Financial Report for Fiscal Year 2009 (p. 89).

CAPITAL IMPROVEMENT PLAN

FY2011-FY2015

SUMMARY OF CIP

CATEGORIES AND FUNDING SOURCES

	FY2011	Planning Years				Five Year Total
	Proposed Appropriations	FY2012	FY2013	FY2014	FY2015	
CIP Categories						
Schools	\$ 3,572,480	\$ 3,400,550	\$ 3,500,000	\$ 1,000,000	900,000	\$ 12,373,030
Infrastructure	11,711,243	7,100,000	6,870,000	4,420,000	3,550,000	33,651,243
Economic & Neighborhood Development	6,217,000	6,450,000	3,016,978	1,100,000	850,000	17,633,978
City Facilities	68,710,233	78,274,348	73,831,033	48,350,553	18,800,000	287,966,167
Subtotal	90,210,956	95,224,898	87,218,011	54,870,553	24,100,000	351,624,418
Public Utilities						
Gas Utility	21,684,000	28,057,000	31,683,000	32,607,000	33,900,000	147,931,000
Water Utility	18,279,000	49,472,000	71,297,000	26,375,000	14,925,000	180,348,000
Wastewater Utility	14,199,000	22,299,000	16,881,000	13,344,000	13,700,000	80,423,000
Stormwater Utility	3,500,000	3,500,000	3,500,000	27,558,000	15,285,000	53,343,000
Stores Division	-	-	-	-	-	-
Subtotal	57,662,000	103,328,000	123,361,000	99,884,000	77,810,000	462,045,000
Total	147,872,956	198,552,898	210,579,011	154,754,553	101,910,000	813,669,418
Funding Sources						
General Obligation Bonds/Commercial Paper Credit	79,094,343	95,024,898	87,218,011	54,870,553	24,100,000	340,307,805
General Obligation Bonds/Commercial Paper Credit - Prior Appropriations	4,050,370	-	-	-	-	4,050,370
State Urban Funds	1,501,625	-	-	-	-	1,501,625
Federal Urban Funds	(2,997,125)	-	-	-	-	(2,997,125)
TEA-21 SAFETY Projects	966,664	-	-	-	-	966,664
RSTP Regional Surface Transportation Funds	2,344,279	200,000	-	-	-	2,544,279
VDOT Revenue Sharing Funds	1,000,000	-	-	-	-	1,000,000
CMAQ	1,035,800	-	-	-	-	1,035,800
Federal (Smithsonian)	690,000	-	-	-	-	690,000
RR11A Contribution	1,258,000	-	-	-	-	1,258,000
Reserve for Permanent Public Improvements	1,267,000	-	-	-	-	1,267,000
Utility Revenue Bonds	54,162,000	99,828,000	119,861,000	96,384,000	74,310,000	444,545,000
Stormwater Revenue	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	17,500,000
Total	\$ 147,872,956	\$ 198,552,898	\$ 210,579,011	\$ 154,754,553	\$ 101,910,000	\$ 813,669,418

SUMMARY OF ENTERPRISE FUNDS

(EXCLUDES PUBLIC UTILITIES)

	Actuals FY2008	Actuals FY2009	Adopted FY2010	Proposed FY2011
Port of Richmond (1)				
Revenue	\$ 1,816,878	\$ 1,040,108	\$ 976,000	\$ 1,006,200
Expenditures	1,662,401	1,416,239	1,931,500	2,644,000
Net Income (Loss)	154,477	(376,131)	(955,500)	(1,637,800)
FTE's	5.00	5.00	5.00	5.00
Richmond's Cemeteries				
Revenue	1,438,301	1,368,588	1,589,729	1,350,000
Expenditures	1,287,417	1,445,137	1,589,729	1,350,000
Net Income (Loss)	150,884	(76,549)	-	-
FTE's	28.00	28.00	28.00	28.00
Total Enterprise Funds				
Revenue	3,255,179	2,408,696	2,565,729	2,356,200
Expenditures	2,949,818	2,861,376	3,521,229	3,994,000
Net Income (Loss)	\$ 305,361	\$ (452,680)	\$ (955,500)	\$ (1,637,800)
FTE's	33.00	33.00	33.00	33.00

(1) See Enterprise Fund Section for Port of Richmond on pages 182 through 185 for details.

SUMMARY OF ENTERPRISE FUNDS - PUBLIC UTILITIES

(Revenue Includes Construction-In-Aid Funds)

	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Gas Utility				
Revenue	\$224,810,650	\$230,118,446	\$229,166,950	\$193,629,169
Expenditures	220,840,543	226,568,826	226,103,830	190,998,571
Net Income (Loss)	\$ 3,970,107	\$ 3,549,620	\$ 3,063,120	\$ 2,630,598
FTE's	253.00	253.00	262.00	262.00
Water Utility				
Revenue	\$ 52,926,004	\$ 57,262,256	\$ 61,313,863	\$ 62,424,893
Expenditures	50,254,518	53,980,501	58,809,229	58,515,341
Net Income (Loss)	\$ 2,671,486	\$ 3,281,755	\$ 2,504,634	\$ 3,909,552
FTE's	195.00	196.00	193.00	193.00
Wastewater Utility				
Revenue	\$ 62,903,999	\$ 66,712,255	\$ 70,039,643	\$ 85,056,885
Expenditures	54,926,649	56,558,950	56,168,085	58,775,794
Net Income (Loss)	\$ 7,977,350	\$ 10,153,305	\$ 13,871,558	\$ 26,281,091
FTE's	195.00	200.00	202.00	202.00
Electric Utility				
Revenue	\$ 9,213,066	\$ 9,488,413	\$ 9,319,573	\$ 9,666,993
Expenditures	8,323,575	8,104,299	8,736,009	9,083,429
Net Income (Loss)	\$ 889,491	\$ 1,384,114	\$ 583,564	\$ 583,564
FTE's	34.00	31.00	33.00	33.00
Stores Utility				
Revenue	\$ 3,744,115	\$ 2,889,404	\$ 4,163,107	\$ 3,812,893
Expenditures	3,744,115	2,889,404	4,163,107	3,812,893
Net Income (Loss)	\$ -	\$ -	\$ -	\$ -
FTE's	14.00	11.00	6.00	6.00
Stormwater Utility				
Revenue	\$ -	\$ -	\$ 7,800,000	\$ 7,858,200
Expenditures	-	-	6,240,000	5,384,400
Net Income (Loss)	\$ -	\$ -	\$ 1,560,000	\$ 2,473,800
FTE's	-	-	72.00	72.00
Total Utility				
Revenue	\$ 353,597,834	\$ 366,470,774	\$ 381,803,136	\$ 362,449,033
Expenditures	338,089,400	348,101,980	360,220,260	326,570,428
Net Income (Loss)	\$ 15,508,434	\$ 18,368,794	\$ 21,582,876	\$ 35,878,605
FTE's	691.00	691.00	768.00	768.00

SUMMARY OF INTERNAL SERVICE FUNDS

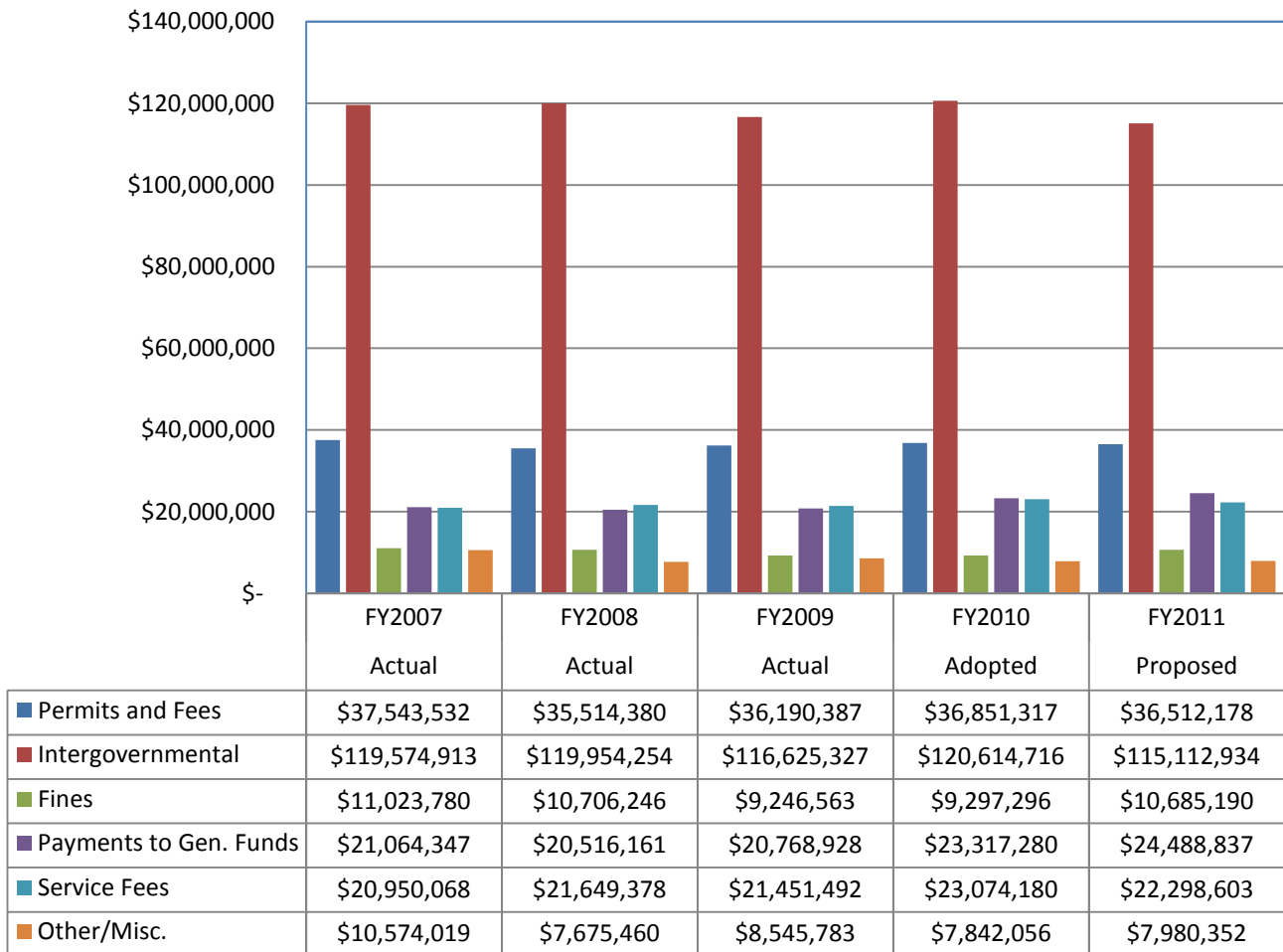
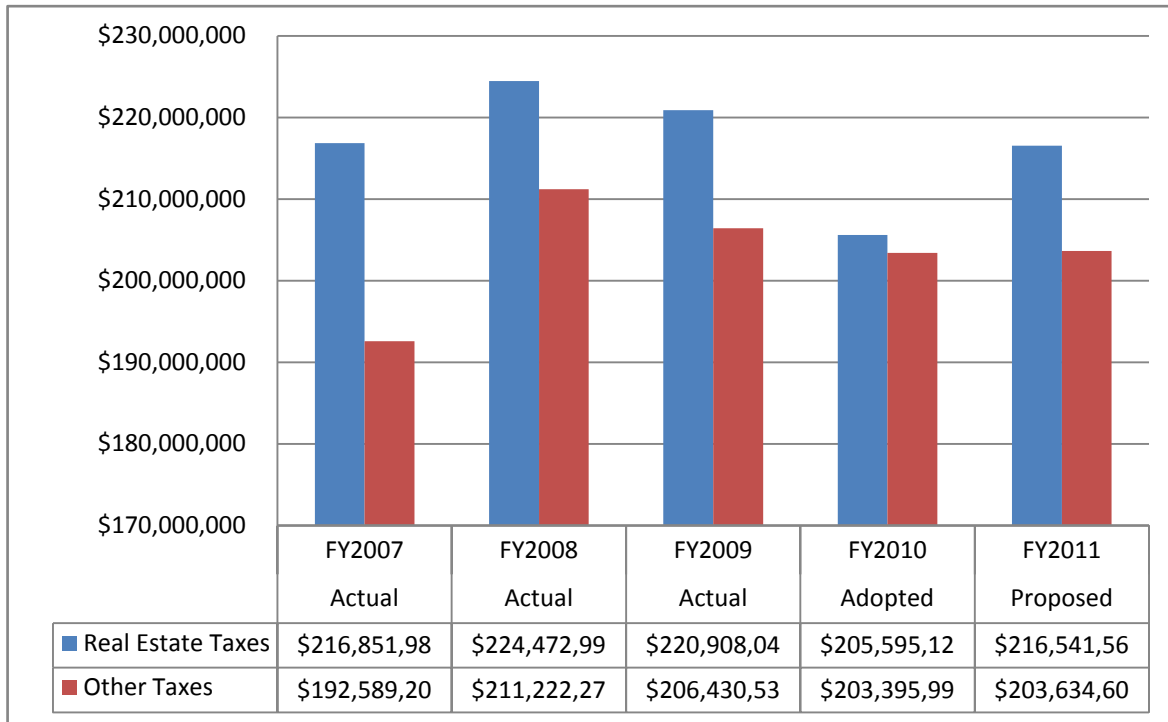
	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Fleet Management Fund				
Revenue	\$ 21,618,622	\$ 22,218,724	\$ 23,453,547	\$ 20,884,118
Expenditures	22,692,174	21,628,624	23,453,547	20,295,999
Net Income (Loss)	(1,073,552)	590,100	-	588,119
FTE's	56.00	56.00	56.00	56.00
Public Works - Stores				
Revenue	938,007	1,771,890	1,782,741	1,531,273
Expenditures	1,136,908	1,771,890	1,782,741	1,531,273
Net Income (Loss)	(198,901)	-	-	-
FTE's	4.40	3.40	3.40	3.40
Radio Maintenance				
Revenue	654,367	1,500,000	1,992,937	800,000
Expenditures	1,795,609	1,696,424	1,993,024	1,128,682
Net Income (Loss)	(1,141,242)	(196,424)	(87)	(328,682)
FTE's	8.00	7.00	10.00	10.00
Risk Management				
Revenue	13,287,724	13,509,743	13,446,854	13,852,447
Expenditures	11,667,516	13,509,743	13,446,854	13,973,334
Net Income (Loss)	1,620,208	-	-	(120,887)
FTE's	4.00	4.00	4.00	4.00
Advantage Richmond Corp.				
Revenue	-	-	2,409,000	2,409,000
Expenditures	-	-	1,488,531	982,347
Net Income (Loss)	-	-	920,469	1,426,653
FTE's	-	-	-	-
Total Internal Service Funds				
Revenue	36,498,720	39,000,357	43,085,079	39,476,838
Expenditures	37,292,207	38,606,681	42,164,697	37,911,635
Net Income (Loss)	\$ (793,487)	\$ 393,676	\$ 920,382	\$ 1,565,203
FTE's	72.40	70.40	73.40	73.40

SUMMARY OF SPECIAL FUNDS

EXPENDITURES BY AGENCY

<u>Agency</u>	<u>Actual FY2008</u>	<u>Actual FY2009</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
Chief Administrative Officer	8,532	1,123	350,000	-
City Attorney	917,208	1,001,782	1,345,201	1,382,777
Economic and Community Development	11,669,165	9,592,662	31,102,348	36,361,556
Emergency Management	506,579	351,360	1,916,309	-
Finance	2,431,135	2,269,218	2,110,000	1,796,280
Fire & EMS	574,666	1,160,927	966,600	4,977,752
General Services	736,081	2,673,019	2,356,148	-
Judiciary	1,272,730	1,305,409	1,515,795	1,732,350
Justice Services	1,886,862	1,654,937	1,565,126	1,679,003
Library	541,117	576,255	760,200	1,224,000
Office of the DCAO-Human Services	280,704	190,636	306,896	385,496
Office of the Press Secretary	-	-	-	250,000
Parks, Recreation and Community Facilitie	1,587,675	1,450,941	6,630,000	2,736,000
Planning and Development Review	303,938	70,379	225,000	565,057
Police	7,371,997	7,786,572	8,112,000	14,568,756
Public Works	1,018,026	1,555,515	1,649,543	10,635,668
Retirement	1,109,742	1,102,077	1,286,384	1,304,752
Sheriff and Jail	20,566	162,735	494,265	1,409,500
Social Services	31,850,662	28,099,843	38,459,004	42,990,367
Natural Disaster	148,060	227,738	-	-
Total Special Fund	\$ 64,235,444	\$ 61,233,129	\$ 101,150,819	\$ 123,999,314

GENERAL FUND REVENUE TRENDS



FY2011 GENERAL FUND REVENUE

The Proposed General Fund revenue for FY2011 is estimated to be \$637,254,267, an increase of \$199,815 over the Proposed FY2011 budget. The primary changes from the FY2011 budget include increases from Taxes, Licenses Permits and Fees, Fines and Forfeits, as well as a one-time payment to the General Fund from the Richmond Redevelopment Housing Authority. Offsetting these increases are decreases from substantial revenue reductions from the State, utility Payments In Lieu of Taxes, and Commercial Dumping Fees.

	Approved FY2011	Proposed FY2011
Taxes	\$415,998,687	\$420,176,173
Licenses, Permits, and Fees	35,424,843	36,512,178
Intergovernmental	121,582,104	115,112,934
Fines and Forfeits	9,767,016	10,685,190
Payments to General Fund	24,452,273	24,488,837
Other Utility Payments	5,581,198	5,581,198
Charges for Goods and Services	23,343,975	22,298,603
Miscellaneous	379,356	676,275
Other Financing Sources	<u>525,000</u>	<u>1,722,879</u>
Total	\$637,054,452	\$ 637,254,267

Taxes

The FY2011 estimate for all City taxes is \$420,176,173, an increase of \$4,177,486 from the Approved FY2010 Budget. This represents a 1.0 percent increase in General Fund tax revenue. City taxes, the revenue category most closely tied to economic conditions, are expected to continue to reflect the result of the slow recovery of the economy.

Real Estate Tax collections are estimated to increase by \$8.6 million over the Approved Budget, with over \$800 thousand of the increase to be offset by increased Rehabilitation Credits. This increase is the result of smaller than expected decreases to the Land Book Value in FY2010 carried over to FY2011 resulting from new construction. In addition, improvement in the collection rate from the comprehensive tax compliance plan is expected to generate an additional \$2.7 million in current real estate taxes. The FY2011 Budget presumes a continuation of the tax rate of \$1.20 per \$100 assessed value adopted by City Council in the FY2010 budget.

Personal Property Taxes are projected to increase by approximately \$1.5 million over the FY2011 Approved budget. Revenue from assessments on vehicles forecasted at \$13.6 million based on recovery from the sharp decreases in vehicle assessments in FY2009. Revenue from business personal property is estimated at \$15 million. Personal property tax relief from the State will remain flat at \$16.7 million.

Machinery and Tools Taxes are estimated to exceed the Approved Budget by \$2.8 million FY2011, due to substantial new capital investments within the City in FY2010. Collections from this source are expected to remain relatively flat to this increase in FY2010 due to projected significant new investments offset by depreciation in manufacturing equipment.

Local Option Sales Tax revenue of 1% on applicable sales in the City is projected to decrease by \$5.8 million from the proposed budget. This decrease is due to worse than projected statewide economic conditions as well as lost revenue resulting from zip code name changes from Richmond to Henrico, Virginia resulting in significantly

FY2011 GENERAL FUND REVENUE

less projected revenue in FY2010. The FY2011 Proposed budget projects moderate growth from FY2010 commensurate with projected moderate growth in the state and local economy.

State Shared Sales Tax for Education revenue related to Richmond Public Schools' estimated share of 1% of applicable statewide sales is also projected to decrease by over \$2.5 million over the Approved budget, based on the March projected distribution figures from the Virginia Department of Education. The decline are a result of the downward revision to the Commonwealth's sales tax forecast. This entire source of revenue is expended from the City's General Fund to support Richmond Public Schools.

State Communications Taxes in the General Fund are projected to decline by \$432 thousand to \$17.8 million in the Proposed FY2011 Budget, due to downward revisions in forecasted revenue in FY2010 and FY2011. Additional communication tax revenues go directly to Special Funds to support Emergency Communications.

Prepared Food (Meals) Tax revenue is projected to further decline in FY2011 to \$23.0 million, as discretionary consumer activity is predicted to continue to decline through FY2011. From this source, one sixth of the 6% tax directly supports debt service costs related to cultural and educational facilities.

Lodging (Transient Occupancy) Tax revenue, all of which is directly appropriated to the Greater Richmond Convention Center Authority along with a supplement from other sources in the Non-Departmental budget, is expected to decline an additional \$1.0 million from the Approved FY2011 based on a forecast of continued decreases in tourism and associated spending.

Admissions Tax revenue, assessed on applicable events in the City, is expected to be \$1,428,609 in FY2011 based on collection experience.

Delinquent Real Estate and Personal Property revenue is expected to increase by over \$1.0 million from the Approved Budget based on FY2010 experience.

Licenses, Permits, and Fees

Revenue from Licenses, Permits, and Fees is budgeted to increase in the FY2011 Proposed budget by \$1,087,335 over the Approved budget. The increase is largely a result of a projected \$800 thousand increase in collections from delinquent license fees.

Intergovernmental Revenue

Intergovernmental revenue is estimated to decrease approximately \$6.5 million (-5.3%) from the Approved budget to a total of \$115,112,934 as the likely adopted State budget passed on substantial reductions to its localities in order to balance its budget. As an additional balancing measure, the State not only did not eliminate its provision which reduced State Aid to Localities, but instead increased the size of the reduction.

Social Services State Revenue was adjusted down from the FY2011 Approved budget by almost \$1.2 million, reflecting both the experience of FY2010 as well as a share of the cuts in Aid to Localities. As the revenue comes from reimbursements from the State, the decrease is partially offset by expenditure decreases to the Social Services expenditure budget.

FY2011 GENERAL FUND REVENUE

State House Bill 599 (HB599) revenues are expected to be \$13,619,012 in FY2011, reflecting both reductions in the base funding as well as a share of the reduction of the Aid to Localities reduction.

State Revenue from Other Sources is also estimated to be \$3.0 million (-5.9%) lower than the Approved budget. The decreases are primarily from downward revisions to reimbursements for Compensation Board salaries and benefits, and state Per Diems. In addition, projected increases in state revenues for street maintenance were adjusted to be flat relative to FY2010 rather than the projected increase in the Approved budget.

Fines and Forfeitures

The budget for Fines and Forfeitures was increased to \$10,685,190, an increase from the Approved budget of \$918,174 (9.4 percent). The increase is attributable to expected increase in Parking Violations revenue.

Payments to the General Fund

Payments to the General Fund are estimated to be relatively flat as compared to the Approved budget, as a \$400,000 decrease in forecasted Payments in Lieu of Taxes is offset by a \$431,000 increase in Administrative Payments.

Other Utility Payments

Other Utility Payments, from the Department of Public Utilities for services provided by the City are unchanged from the Approved Budget amount of \$5,581,198.

Charges for Goods and Services

Charges for Goods and Services are projected to decrease to just under \$23.0 million.

Building Service Charges are budgeted to increase by \$40,353 to \$815,695 due to an expected increase in economic activity.

Refuse Collection Fees are the monthly charges households in the City pay for refuse collection. Revenues are forecasted to decline by approximately \$100 thousand based on current collection experience.

Commercial Dumping Fees revenue was reduced from \$2 million in the Approved Budget to \$1 million.

Inspection Fees from building, mechanical, elevator, and plumbing inspections are estimated to decline by - 10.4% from the Approved FY2011 Budget to \$4.1 million, based on moderate growth in FY2011 following the large decline in FY2010.

Other Financing Sources

Revenue from Other Financing Sources increased by \$1.2 million in the Proposed FY2011 budget due to a one-time payment to the General Fund from the Richmond Redevelopment Housing Authority to be used to for revolving Loan fund in the Department of Economic and Community Development.

SUMMARY OF GENERAL FUND REVENUE BY AGENCY

Agency	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Assessor	\$ 109,918	\$ 66,136	\$ 66,769	\$ 81,659
Budget and Strategic Planning	15	-	-	-
City Treasurer	170,925	166,361	184,344	162,169
Debt Service	4,129,602	3,768,004	5,551,831	5,549,095
Economic and Community Development *	12,579	-	-	1,487,130
Finance	1,550,411	1,560,175	1,635,630	1,685,734
Fire and Emergency Services	58,525	69,875	56,000	60,220
General Registrar	179,694	97,467	101,010	86,046
General Services	-	1,429,556	669,981	-
Information Technology	1,041,052	1,134,274	1,125,000	1,239,660
Judiciary	10,530,085	8,876,608	8,753,356	8,893,088
Justice Services	2,044,602	1,954,168	1,927,557	1,823,317
Juvenile and Domestic Relations Court	16,272	8,781	13,341	10,242
Library	319,978	305,547	319,302	288,983
Parks, Recreation, and Community Facilities	166,651	218,393	173,162	173,007
Planning & Development Review #	4,976,038	5,078,845	5,107,368	4,876,034
Police	353,600	418,025	312,000	321,719
Procurement Services	(1,835)	458	2,100	1,558
Public Health	3,029	-	-	-
Public Works	37,835,662	37,278,749	40,447,818	39,349,573
Real Estate Services *	309,820	191,656	187,130	-
Revenue Not Department Specific	513,583,523	508,448,299	489,257,946	500,123,454
Sheriff and Jail	21,307,093	21,702,552	21,312,437	19,436,710
Social Services	53,013,901	48,980,895	52,783,881	51,604,869
Total	\$ 651,711,140	\$ 641,754,824	\$ 629,987,963	\$ 637,254,267

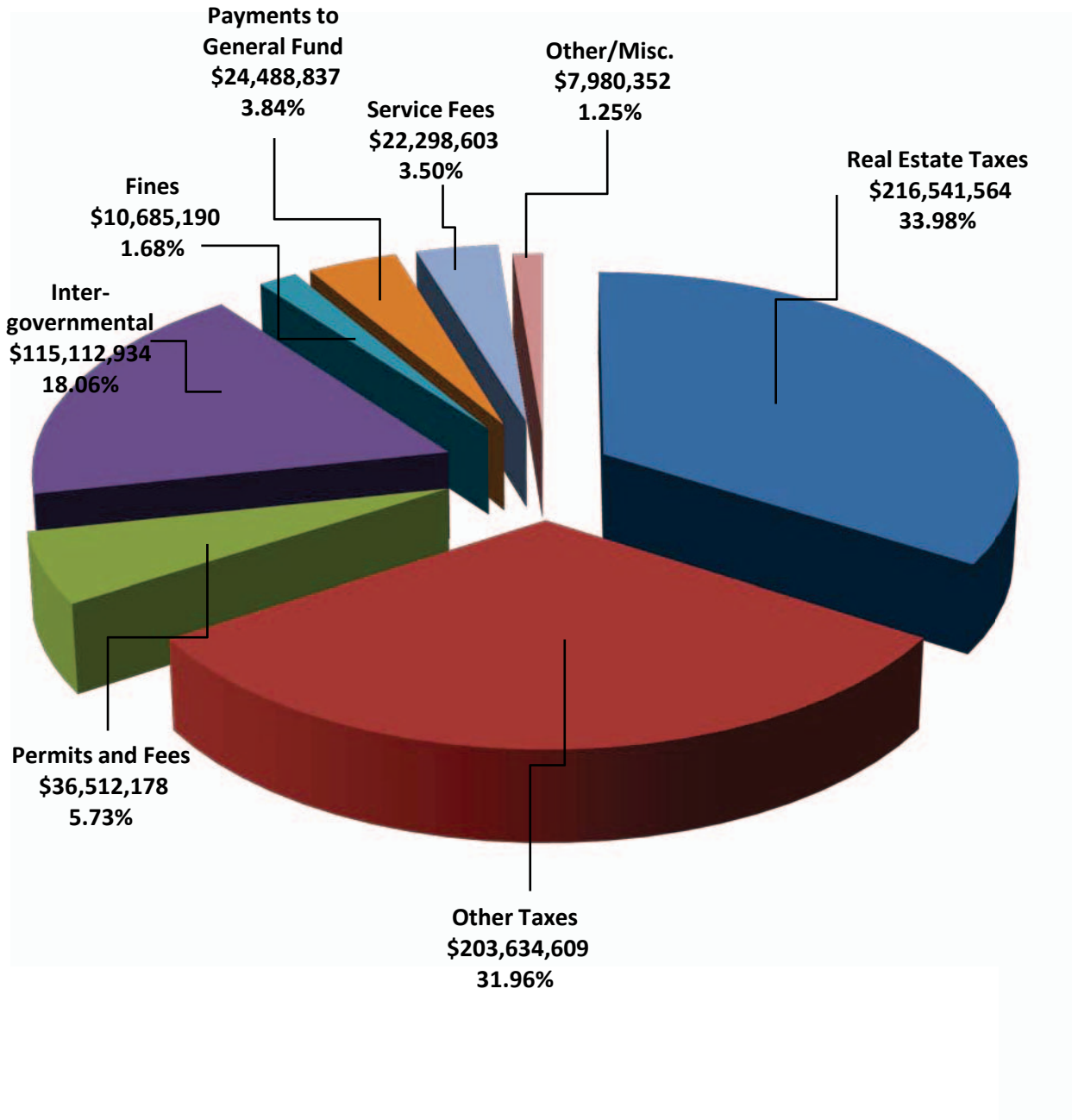
* Economic Development and Real Estate Services are now part of Economic and Community Development
Community Development was renamed to Planning and Development Review.

GENERAL FUND REVENUES

by TYPE

TOTAL REVENUES: \$637,254,267

PROPOSED FY2011



SUMMARY OF GENERAL FUND REVENUE BY TYPE

	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Taxes				
Real Estate	\$ 237,047,576	\$ 239,185,421	\$ 224,595,124	\$ 236,866,732
Rehabilitation Tax Credits	(\$16,735,340)	(\$18,277,381)	(\$19,000,000)	(\$20,325,168)
Personal Property	44,734,218	44,671,092	43,830,882	45,339,085
Machinery and Tools	13,679,043	14,265,110	14,157,980	17,145,000
Penalty and Interest	3,657,510	4,570,205	3,138,702	4,999,998
Local Option Sales Tax	31,274,790	30,935,300	31,931,406	27,367,500
State Shared Sales Tax	26,959,337	25,312,005	26,138,004	24,897,079
State Communications Tax*	19,313,022	17,447,020	17,576,852	17,811,926
Telephone Consumer*	303,375	2,791	-	2,791
Electric Consumer	12,705,827	12,633,330	12,518,561	12,534,660
Gas Consumer	4,795,886	5,170,604	5,151,334	5,015,184
Bank Franchise	3,317,298	4,494,835	4,000,000	4,000,000
Prepared Food	24,076,647	24,489,056	23,810,985	23,049,095
Lodging	5,984,286	5,366,015	4,970,778	4,915,590
Admission	2,447,670	1,604,377	1,716,470	1,486,965
Utility Pole and Conduit Tax	95,186	96,164	94,900	96,164
Vehicle Rental Tax	889,582	626,040	859,630	610,000
State Recordation Tax	954,315	710,115	755,331	670,000
1% Property Rental	126,334	126,534	121,621	121,534
Motor Home Title Tax	9,014	10,635	6,000	8,600
Telephone Commissions	477,935	449,292	450,000	450,000
Delinquent Real Estate	15,228,783	7,013,189	7,001,238	6,519,511
Delinquent Personal Property	4,352,967	6,436,830	5,165,318	6,593,927
Total Taxes	\$ 435,695,263	\$ 427,338,579	\$ 408,991,117	\$ 420,176,173

Licenses, Permits and Fees

Business License*	\$ 28,783,917	\$ 29,829,132	\$ 30,898,851	\$ 30,000,000
Vehicles License	3,603,324	3,014,723	3,500,000	3,250,000
Parking Meter Fees	744,855	712,077	600,000	590,000
Utility Right-of-Way Fees	677,886	688,986	689,839	679,878
Other Licenses, Permits, and Fees	1,704,398	1,945,469	1,162,627	1,992,300
Total Licenses, Permits and Fees	\$ 35,514,380	\$ 36,190,387	\$ 36,851,317	\$ 36,512,178

SUMMARY OF GENERAL FUND REVENUE By Type

	Actual FY2008		Actual FY2009		Adopted FY2010		Proposed FY2011
<u>Intergovernmental Revenue</u>							
Federal Revenue	\$ 479,115	\$	1,002,484	\$	947,000	\$	1,002,484
Social Services State Revenue	52,962,862		48,011,406		52,728,794		51,553,460
State House Bill 599 Funds	16,518,963		15,208,717		15,898,022		13,619,602
Other State Revenue	49,993,314		52,402,720		51,040,900		48,937,388
Total Intergovernmental Revenue	\$ 119,954,254	\$	116,625,327	\$	120,614,716	\$	115,112,934

Note: Some subtotals have changed relative to the FY2003 budget document, as some types have been recategorized.

<u>Fines and Forfeits</u>							
Courts Fines and Fees	\$ 7,467,765	\$	5,725,672	\$	5,407,168	\$	5,872,986
Parking Violations	3,090,099		3,379,027		3,750,000		4,676,900
Overdue Book Fines	56,792		68,422		53,000		66,800
Other Fines and Charges	91,590		73,442		87,128		68,503
Total Fines and Forfeits	\$ 10,706,246	\$	9,246,563	\$	9,297,296	\$	10,685,190

<u>Payments to the General Fund</u>							
Payments in Lieu of Taxes	\$ 19,357,177	\$	19,234,943	\$	20,254,427	\$	21,289,420
Administrative Payments	1,065,293		1,437,483		2,726,853		2,857,915
Internal Service Fund Payments	93,691		96,502		336,000		341,502
Total Payments to the General Fund	\$ 20,516,161	\$	20,768,928	\$	23,317,280	\$	24,488,837

<u>Other Utility Payments</u>							
Payment for Collection Services	\$ 592,130	\$	591,534	\$	641,737	\$	672,823
Payment for Administrative Services	2,865,016		2,879,490		2,879,490		2,879,490
DPU Dividends	2,972,969		3,180,772		3,411,587		2,028,885
Total Other Utility Payments	\$ 6,430,115	\$	6,651,796	\$	6,932,814	\$	5,581,198

<u>Miscellaneous</u>							
Other Sales							
Sundry	\$ 703,082	\$	541,022	\$	384,242	\$	676,275
Total Miscellaneous	\$ 703,082	\$	541,022	\$	384,242	\$	676,275

SUMMARY OF GENERAL FUND REVENUE BY TYPE

	Actual FY2008		Actual FY2009		Adopted FY2010		Proposed FY2011
<u>Charges for Goods and Services</u>							
Building Service Charges	\$ 681,636	\$	682,783	\$	713,986	\$	815,695
Rental of Property	661,673		213,200		451,036		451,036
Safety Related Charges	434,349		649,475		410,000		620,703
False Alarm Fee							
Other Service Charges	1,823,931		1,887,459		1,803,614		1,894,582
Adult Confinement							
State Prisoner Maintenance							
Refuse Collection Fees	11,625,689		11,596,903		11,644,989		11,588,243
Commercial Dumping Fees	-		-		2,000,000		1,000,000
Recycling Proceeds	1,522,282		1,511,983		1,400,000		1,400,000
Inspection Fees	4,392,497		4,441,129		4,445,651		4,122,244
Health Related Charges	96,487		56,842		61,000		61,000
Other Sales	197,005		87,365		50,100		50,100
Printing and Telecomm Charges	232,795		324,353		93,804		295,000
Total Charges for Goods and Services	\$ 21,668,342	\$	21,451,492	\$	23,074,181	\$	22,298,603
<i>Note: Some subtotals have changed relative to the FY2003 budget document, as some types have been recategorized.</i>							
<u>Other Finance Sources</u>							
Operating Transfers In	\$ 523,297	\$	355,750	\$	525,000	\$	1,722,879
Prior Year/Fund Balance Transfer			997,215				
Total Other Finance Sources	\$ 523,297	\$	1,352,965	\$	525,000	\$	1,722,879
Total General Fund	\$ 651,711,140	\$	640,167,059	\$	629,987,963	\$	637,254,267

SUMMARY OF GENERAL FUND EXPENDITURES BY AGENCY

Agency	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Assessor	\$ 2,903,694	\$ 2,995,405	\$ 2,791,768	\$ 2,924,130
Board of Review	32,515	26,137	-	-
Budget & Strategic Planning	1,077,183	1,036,007	996,845	1,126,002
Chief Administrative Officer	1,358,166	1,221,530	1,057,373	1,015,211
City Attorney	2,415,052	2,371,791	2,225,130	2,367,939
City Auditor	1,035,583	1,778,387	1,629,186	1,588,791
City Clerk	679,009	750,602	753,051	752,921
City Council	1,272,704	1,435,174	1,194,789	1,119,000
City Treasurer	190,623	189,543	191,344	206,847
Council Chief of Staff	676,390	1,017,652	995,608	881,524
Debt Service	56,653,684	52,132,779	56,501,361	49,844,745
Economic & Community Development	1,291,750	1,855,485	1,661,869	3,798,841
Emergency Management	338,965	757,851	1,014,744	-
Finance	8,594,219	8,494,277	7,683,304	8,363,056
Fire & Emergency Services	39,168,500	42,487,707	39,204,734	40,034,228
General Registrar	1,077,410	1,406,641	1,470,467	1,340,231
General Services	-	16,651,379	15,145,739	-
Human Resources	2,991,792	2,989,152	2,738,776	2,620,755
Information Technology	15,774,437	14,815,063	15,514,312	17,591,518
Judiciary	8,688,018	9,380,944	9,099,959	9,184,181
Justice Services	7,203,414	7,214,527	7,471,081	7,484,488
Juvenile & Domestic Relations Court	453,435	405,999	408,940	472,499
Library	5,183,785	5,192,718	4,906,365	5,138,908
Mayor's Office	995,801	990,885	915,350	1,038,697
Minority Business Development	451,245	407,728	308,752	448,564
Non-Departmental	51,273,499	48,711,441	42,840,739	48,791,824
Office Deputy CAO for Human Services	1,560,128	1,429,173	1,494,592	1,472,996
Parks, Recreation & Community Facilities	15,619,732	16,088,164	14,900,337	15,916,428
Planning & Development Review	8,013,227	8,610,726	7,536,791	8,057,346
Police	80,139,067	83,180,599	74,920,994	80,023,441
Press Secretary	495,088	436,319	539,117	485,506
Procurement Services	1,167,250	1,233,596	1,142,425	1,174,474
Public Health	3,103,688	3,422,814	3,296,406	3,210,906

SUMMARY OF GENERAL FUND EXPENDITURES BY AGENCY

Agency	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Public Works	60,669,900	43,890,410	45,861,811	58,396,223
Real Estate Services	1,693,916	541,334	471,569	-
Richmond Public Schools	158,858,678	159,155,815	153,240,272	148,999,347
Risk Management & Self-Insurance	8,542,170	7,675,587	9,287,023	9,449,127
Sheriff and Jail	28,698,679	30,612,425	29,996,628	31,130,359
Social Services	70,223,135	70,981,928	68,578,412	70,803,214
Total General Fund Expenditures	\$ 650,565,531	\$ 653,975,694	\$ 629,987,963	\$ 637,254,267

SUMMARY OF GENERAL FUND EXPENDITURES BY MAJOR CATEGORY

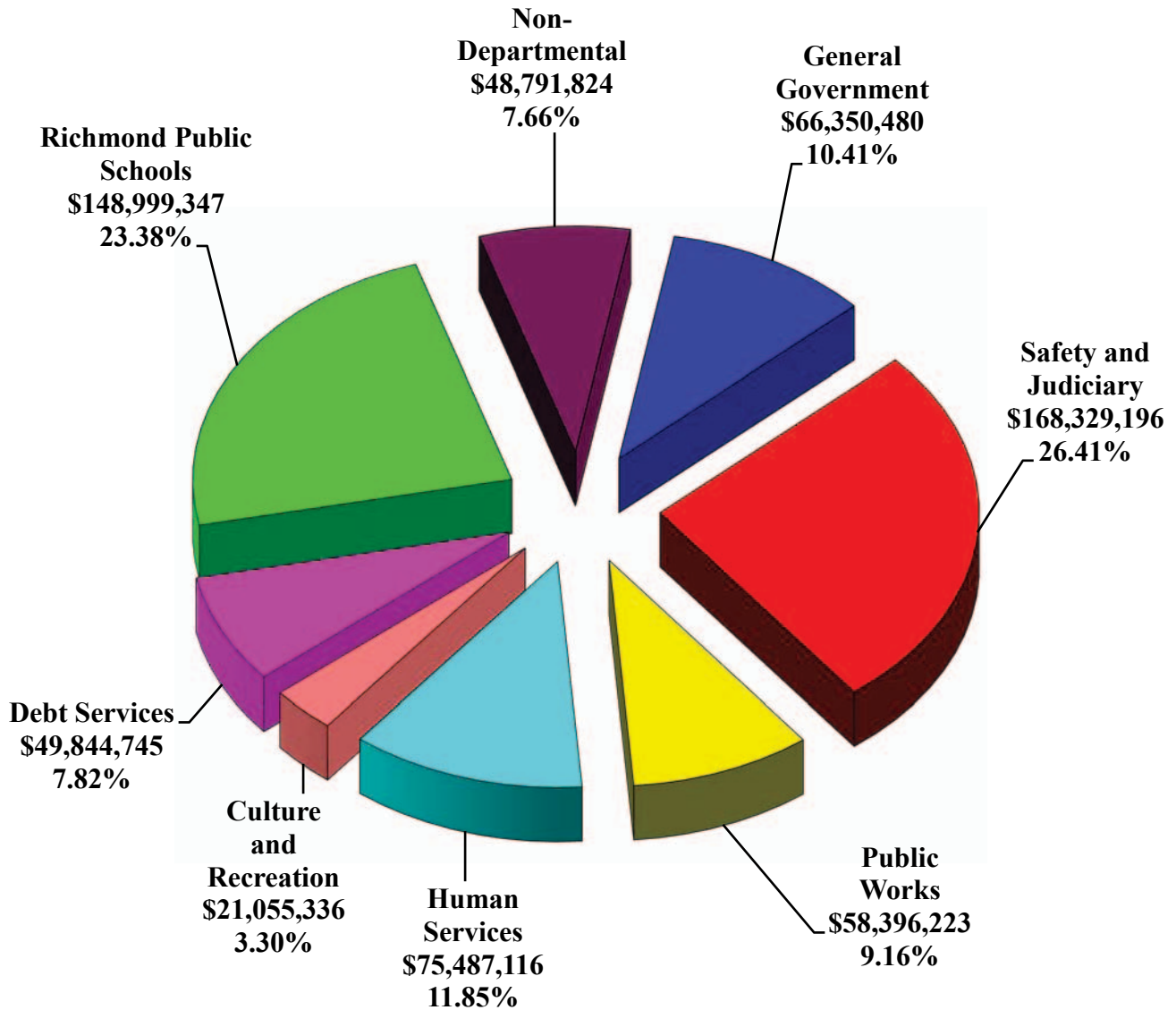
	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
General Government				
Assessor	\$ 2,903,694	\$ 2,995,405	\$ 2,791,768	\$ 2,924,130
Board of Review	32,515	26,137	-	-
Budget & Strategic Planning	1,077,183	1,036,007	996,845	1,126,002
Chief Administrative Officer	1,358,166	1,221,530	1,057,373	1,015,211
City Attorney	2,415,052	2,371,791	2,225,130	2,367,939
City Auditor	1,035,583	1,778,387	1,629,186	1,588,791
City Clerk	679,009	750,602	753,051	752,921
City Council	1,272,704	1,435,174	1,194,789	1,119,000
City Treasurer	190,623	189,543	191,344	206,847
Council Chief of Staff	676,390	1,017,652	995,608	881,524
Economic & Community Development	1,291,750	1,855,485	1,661,869	3,798,841
Finance	8,594,219	8,494,277	7,683,304	8,363,056
General Registrar	1,077,410	1,406,641	1,470,467	1,340,231
General Services	-	16,651,379	15,145,739	-
Human Resources	2,991,792	2,989,152	2,738,776	2,620,755
Information Technology	15,774,437	14,815,063	15,514,312	17,591,518
Mayor's Office	995,801	990,885	915,350	1,038,697
Minority Business Development	451,245	407,728	308,752	448,564
Planning & Development Review	8,013,227	8,610,726	7,536,791	8,057,346
Press Secretary	495,088	436,319	539,117	485,506
Procurement Services	1,167,250	1,233,596	1,142,425	1,174,474
Real Estate Services	1,693,916	541,334	471,569	-
Risk Management & Self-Insurance	8,542,170	7,675,587	9,287,023	9,449,127
Total General Government	\$ 62,729,224	\$ 78,930,400	\$ 76,250,588	\$ 66,350,480
Safety and Judiciary				
Emergency Management	\$ 338,965	\$ 757,851	\$ 1,014,744	\$ -
Fire & Emergency Services	39,168,500	42,487,707	39,204,734	40,034,228
Judiciary	8,688,018	9,380,944	9,099,959	9,184,181
Justice Services	7,203,414	7,214,527	7,471,081	7,484,488
Juvenile & Domestic Relations Court	453,435	405,999	408,940	472,499
Police	80,139,067	83,180,599	74,920,994	80,023,441
Sheriff and Jail	28,698,679	30,612,425	29,996,628	31,130,359
Total Safety and Judiciary	\$ 164,690,078	\$ 174,040,052	\$ 162,117,080	\$ 168,329,196

SUMMARY OF GENERAL FUND EXPENDITURES BY MAJOR CATEGORY

	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Total Public Works	\$ 60,669,900	\$ 43,890,410	\$ 45,861,811	\$ 58,396,223
Human Services				
Office of Deputy CAO for Human Services	\$ 1,560,128	\$ 1,429,173	\$ 1,494,592	\$ 1,472,996
Public Health	3,103,688	3,422,814	3,296,406	3,210,906
Social Services	70,223,135	70,981,928	68,578,412	70,803,214
Total Human Services	\$ 74,886,951	\$ 75,833,915	\$ 73,369,410	\$ 75,487,116
Culture and Recreation				
Library	\$ 5,183,785	\$ 5,192,718	\$ 4,906,365	\$ 5,138,908
Parks, Recreation & Community Facilities	15,619,732	16,088,164	14,900,337	15,916,428
Total Culture and Recreation	\$ 20,803,517	\$ 21,280,882	\$ 19,806,702	\$ 21,055,336
Total Debt Services	\$ 56,653,684	\$ 52,132,779	\$ 56,501,361	\$ 49,844,745
Total Richmond Public Schools	\$ 158,858,678	\$ 159,155,815	\$ 153,240,272	\$ 148,999,347
Non-Departmental				
Total Non-Departmental	\$ 51,273,499	\$ 48,711,441	\$ 42,840,739	\$ 48,791,824
Total General Fund Expenditures	\$ 650,565,531	\$ 653,975,694	\$ 629,987,963	\$ 637,254,267

GENERAL FUND EXPENDITURES by MAJOR CATEGORY

TOTAL EXPENDITURES: \$637,254,267 PROPOSED FY2011



Millions of Dollars

GENERAL FUND AGENCIES

ASSESSOR

Mission Statement

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

Agency Overview - This office reassesses all real estate within the corporate limits to ascertain the market value as of January first of each year. The reassessment objective is to maintain an equitable assessment-sales ratio on all classes of property, correct property description errors and include all new construction value each year. Additional responsibilities include: creating and maintaining the land book; administering the Rehabilitation Program; maintenance of property database information; maintenance of current property ownership files; and maintenance of GIS layer information.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$2,088,868	\$2,210,154	\$1,919,751	\$1,919,751	\$2,028,589	\$108,838
Fringes	614,369	629,789	604,907	626,860	647,422	20,562
Operating Expenses	200,457	155,461	267,110	242,989	248,119	5,130
Total Expenditures	2,903,694	2,995,405	2,791,768	2,789,600	2,924,130	134,530
Total Revenues	109,918	66,136	66,769	51,864	81,659	29,795
Net City Costs	\$2,793,776	\$2,929,270	\$2,724,999	\$2,737,736	\$2,842,471	\$104,735
Total Positions	40.00	35.00	35.00	35.00	35.00	-

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves vacant positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.

ASSESSOR

Operating

- The budget reflects additional funding in FY2011 for software licenses.

Revenue

- The budget reflects additional anticipated revenue in FY2011 from building service charges.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Administrative Support	\$518,560	\$499,139	\$445,571	\$490,242
Technical Support & Customer Service	597,135	605,438	557,884	546,920
Board of Review	-	-	44,104	44,104
Residential Assessments	1,965	-	-	60,864
Commercial Assessments	685	-	-	-
New & Rehab Assessments	111	-	-	-
Property Appraisal	1,785,238	1,890,829	1,744,209	1,782,000
Total Program Expenditures	\$2,903,694	\$ 2,995,406	\$2,791,768	\$2,924,130

BUDGET AND STRATEGIC PLANNING

Mission Statement

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

Agency Overview -The Department of Budget and Strategic Planning monitors expenditures and revenues to ensure that the City is in alliance with its annual plan. It also provides recommendations and financial management strategies for the administration, departments, and agencies; directs the amendment of the budget and transfers of appropriations; and performs fiscal impact analysis as required. In addition, the department's Management Analysts perform broader, cross-agency analyses that are more in depth and lengthy. The results of those analyses usually result in improved processes and efficiencies in external and internal service delivery. Staff also maintains the capital projects administrative procedures and oversees budgetary and financial reporting of the City's Capital Improvement Plan (CIP). The Grants unit oversees Citywide grant applications, ensures compliance with grant requirements, matching fund requirements, and the City's comprehensive grants process. Assistance is also provided to agencies that do not have the capacity for writing and submitting grant proposals.

Other duties include the preparation and management of the City's biennial fiscal plan along with compiling and publishing the City's general fund budget and the five year Capital Improvement Plan. The Agency is also available to provide seminars on the City's budget processes.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$808,166	\$768,888	\$718,188	\$718,188	\$810,678	\$92,490
Fringes	196,554	206,267	204,653	210,449	239,270	28,821
Operating Expenses	72,464	60,851	74,004	76,054	76,054	-
Total Expenditures	1,077,183	1,036,007	996,845	1,004,691	1,126,002	121,311
Total Revenues	15	-	-	-	-	-
Net City Costs	\$1,077,168	\$1,036,007	\$996,845	\$1,004,691	\$1,126,002	\$121,311
Total Positions	11.80	11.80	10.80	10.80	10.80	-

BUDGET AND STRATEGIC PLANNING

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves a majority of full-time vacant positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.

Operating

- The budget reflects no changes from approved FY2011 to successive years.

General Fund Budget By Program

<u>Agency Programs</u>	<u>Actual FY2008</u>	<u>Actual FY2009</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
Budget Formulation & Analysis	\$550,467	\$508,910	\$430,526	\$553,420
Strategic Performance Planning	330,110	284,060	296,938	348,580
Grants Writing Coordination	196,607	243,037	269,381	224,002
Total Program Expenditures	\$1,077,183	\$1,036,007	\$996,845	\$1,126,002

Agency Accomplishments

- The Government of Finance Officers Associations (GFOA) of the United States presented the department with a "Certificate of Recognition" for being instrumental in our government unit in preparing Fiscal Year 2010 budget according to program standards.
- Fifteen departments utilized grant-related technical services including grant research, grant writing, significant rewriting, application submissions, document editing, preparation of federal appropriation requests, O&R assistance, collaboration assistance, and resolution of grant-related conflicts.
- Formulated and articulated a revision to the Grants Policies and Procedures to include the Department of Procurement Services in the award review process.
- Wrote or significantly contributed to 26 grant applications that were subsequently awarded for a current total of \$3.2 million, with several others that awaiting and award decision. Staff has submitted, and continues to prepare, grant applications during the first and second quarters of FY2010.
- The Grants Unit success rate for FY2009 grants, in which a known funding decision has been made, was 68%.

CHIEF ADMINISTRATIVE OFFICER

Mission Statement

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

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$851,999	\$558,221	\$704,625	\$704,625	\$609,358	(\$95,267)
Fringes	209,036	150,312	160,203	164,574	168,308	3,734
Operating Expenses	297,130	512,998	192,545	192,545	237,545	45,000
Total Expenditures	1,358,166	1,221,530	1,057,373	1,061,744	1,015,211	(46,533)
Total revenues R	-	-	-	-	-	-
Net City Costs	\$1,358,166	\$1,221,530	\$1,057,373	\$1,061,744	\$1,015,211	(\$46,533)
Total Positions	9.00	10.00	8.00	8.00	8.00	-

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Special Fund	\$8,532	\$1,123	\$350,000	-

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

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.

CHIEF ADMINISTRATIVE OFFICER

Personnel

- Anticipated healthcare savings are reflected in these budget adjustments.
- Personnel costs reflect a reduction of two positions: a Deputy Chief Administrative Officer (DCAO) for Human Services and Deputy Chief Administrative Officer for Economic and Community Development.

Operating

- The operating budget includes funding for the day-to-day operations of the office. Funds are also included for City memberships in Virginia First Cities, Virginia Institute of Government, ICMA (International City Managers Association), and other memberships.
- The budget reflects the addition of \$45,000 to assist Richmond Public Schools fund and develop a Strategic Plan.
- Many other costs were reduced and some of those include advertising, conferences and conventions, replacement of office furniture and fixtures, and training.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
City-wide Leadership, Administration and Management	\$1,358,166	\$1,221,530	\$1,057,373	\$1,015,211
Total Program Expenditures	\$1,358,166	\$1,221,530	\$1,057,373	\$1,015,211

Agency Accomplishments

The City of Richmond continues to make dramatic progress toward the Mayor's vision of a tier-one City.

- All three major bond rating agencies continue to affirm Richmond's high bond credit ratings, lauding the strong fiscal policies executed by the Administration. As a result of strong fiscal policies and well managed organization the City's utility's bond rating was upgraded from AA- to AA.
- Fiscal practices led to the successful closing of a \$28.5 million budget gap in FY2010, without harming core services and without disproportionately burdening any one area.
- In the development of the FY2011 fiscal plan a \$34 million budget gap was closed without harming core services and addressing long standing issues. In FY2011 the Administration will focus on implementing two-time a year real estate tax collections, the consolidation of Health

CHIEF ADMINISTRATIVE OFFICER

Agency Accomplishments

- Benefits with the Richmond Public Schools system, and address the long term solvency of the Broad Street CDA.
- The City continues several support programs to assist qualifying citizens with increases in fuel costs, including SeniorCare, MetroCare and Heating Assistance Program.
- Launched an urban blight initiative to ensure the backlog of overgrown lots were handled and that a systematic approach to mowing and upkeep would be dispatched going forward.
- The City of Richmond received its first green certification award and has begun mapping its greenhouse gas inventory with plans to make Richmond greener and more environmentally friendly.
- City administration in conjunction with its quasi-governmental partners worked through the initial stages of developing the City's Strategic plan that will align our collective goals and missions. The Strategic study will focus on Multi-Modal Transportation, A Prosperous Economy, Broad-base Education System, A Safe Environment, Regional Collaboration, A Competitive Cost of Living and A Vibrant Downtown.
- In conjunction with the Strategic plan the City has begun the process of investing in its core infrastructure, roads, sidewalks, and economic development to ensure that the City is on pace to become one of the east coast's prime "destination cities".
- In FY2010, the City made a significant investment in the Richmond Coliseum that addressed long standing concerns. In FY2011, the City will work with the business community on determining the future of the Coliseum. Collectively the group will evaluate replacing the Coliseum with a new Arena, determine size, location and explore funding streams for a regional facility.

CITY ATTORNEY

Mission Statement

The Office of the City Attorney serves a key role in the Mayor's vision for the City of Richmond to become a Tier One City in the areas of: 1) Timely and Accurate Legal Advice; 2) Policy and Legal Compliance; 3) Blight Removal and Neighborhood Improvement; 4) Economic Development; 5) Revenue Collection and Enhancements; 6) Policy Development; and 7) Human Services Delivery to Families.

Agency Overview - 1) Provide legal advice and services to the City Council, the Mayor, the Chief Administrative Officer and all departments, boards, commissions and agencies of the City in all matters affecting the City. 2) Accept service of legal process on behalf of the City. 3) Defend the City, the Council or any member thereof, or any officer or employee of the City, or any trustee or member of any board or commission appointed by the City Council in any legal proceeding where they may be named as a defendant. 4) Render legal opinions in writing when requested. 5) Participate in bond authorizations and bond issuances as authorized by ordinance. 6) Prepare ordinances for introduction and to render legal opinions as to the form and legality thereof.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$1,770,905	\$1,700,964	\$1,546,029	\$1,546,029	\$1,659,757	\$113,728
Fringes	477,245	466,881	506,478	518,421	528,523	10,102
Operating Expenses	166,902	203,945	172,623	179,659	179,659	-
Total Expenditures	2,415,052	2,371,791	2,225,130	2,244,109	2,367,939	123,830
Total Revenues	-	-	-	-	-	-
Net City Costs	\$2,415,052	\$2,371,791	\$2,225,130	\$2,244,109	\$2,367,939	\$123,830
Total Positions	26.75	26.75	24.25	24.25	24.25	-

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Special Fund	\$917,208	\$1,001,782	\$1,345,201	\$1,382,777

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

CITY ATTORNEY

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves a majority of full-time vacant positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.

General Fund Budget By Program

<u>Agency Programs</u>	<u>Actual FY2008</u>	<u>Actual FY2009</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
Legal Counsel	\$2,415,052	\$2,371,791	\$2,225,130	\$2,367,939
Total Program Expenditures	\$2,415,052	\$2,371,791	\$2,225,130	\$2,367,939

Agency Accomplishments

Office Administration

- **City Code.** The Office of the City Attorney continues to maintain, update and provide supplements of the City Code. Prepared approximately 30 code amendments and completed a review of newly adopted codes for the distribution of Supplement 4 of the City Code.

Legislative Process Administration

- Prepared 472 ordinances and resolutions for introduction at City Council meetings.
- Fully staffed all of the City Council Standing Committees and provided assistance to Committee members and the City Administration as needed.

Transactional Matters

- Worked closely with the City Administration and other constituent parts of the City on a number of non-litigation, transactional matters to include:
- Drafted ordinance amending Chapter 98 of the City Code for the purpose of providing partial tax exemption in redevelopment or conservation areas or rehabilitation districts.
- Prepared preclearance submission to the United States Department of Justice requesting preclearance of the City's November 2009 Special Election for the vacant 7th District Council seat.
- ²Provided legal advice and guidance to the Richmond Charter Review Commission.

CITY ATTORNEY

Agency Accomplishments

Litigation Accomplishments

During 2009, the City received favorable decisions in numerous cases handled by the City Attorney's Office, including:

- **Angela Williams v. City of Richmond** – This case involved a \$5,000,000 claim against the City, in which the plaintiff claimed fraudulent home inspection, fraudulent utility billings, and fraudulent rescission of offer of employment. Pursuant to the Code of the City of Richmond, a plaintiff cannot sue for damages for lack of supply of gas and water utilities. The City Attorney's Office has notified the plaintiff's counsel of the statutory bar to the damages he seeks. The plaintiff's attorney filed a Motion to Amend Complaint and the City Attorney's Office answered the Complaint on March 26, 2009.
- **Swann v. City of Richmond** – In this matter, the plaintiff sought \$4.4 million in damages, plus attorneys' fees. The plaintiff and a passenger tried to run over two officers who shot into the car wounding him. The cases were severed from the City and each officer retained his own attorney. Judge Payne granted the officers' Motion for Summary Judgment, which was appealed to the 4th Circuit Court. A three judge panel issued an order affirming Judge Payne's granting of Summary Judgment against ALL defendants.
- **Estate of Santanna Olavarria v. City of Richmond** – This case involved an action for Declaratory Judgment against the City with respect to insurance coverage and indemnity of the Defendant, Michael Couture, a police officer who was convicted of manslaughter for the shooting of Santanna Olavarria. The City Attorney's Office successfully argued a demurrer and motion to dismiss in this Bill of Complaint for Declaratory Judgment action. The plaintiff attempted to have the court declare the City liable despite sovereign immunity. The final order in this matter has been received and the plaintiffs failed to appeal.

Code Enforcement

- City Attorney's Office represented the City on 263 building code enforcement and CAPS cases in the Richmond General District Court and the Richmond Circuit Court and acquired 781 charges and motions to show cause.

Delinquent Tax Sale Program

- Approximately 150 tax sale actions were initiated since January 1, 2009 and over 30 Complaints have been filed with the Richmond Circuit Court to allow for the judicial sale of tax delinquent real estate.
- \$1,187,894.34 in delinquent real estate taxes, fees and costs from 29 auction sales was collected.

Juvenile and Domestic Relations

- Approximately 421 new Juvenile and Domestic Relations cases have been opened since January 1, 2009 with the City Attorney's Office representing the Richmond Department of Social Services at approximately 850 hearings during 2009.

Legal Opinions

- Listed are Opinions issued in 2009 of a variety of topics and issues relevant to the operation of city government.
- Definitions of Charitable and Non-Profit Organizations
- Special District Charges and Interest
- Mayor's Authority to Ban Contractors from Receiving Contracts due to Litigation
- City's Imposition of Service Charges
- Hilton Garden Inn Rehabilitation Project
- Admissions Tax for complimentary Tickets
- City's imposition of service charges on the Virginia Biotechnology Research Park Authority
- Public Safety Building Title Restrictions
- Reallocation of A. P. Roundabout Funds
- Real Estate Tax Delq. - 5801 Glenway Drive
- Moral Turpitude - Cameo Cosby
- Necessity of ADA Compliance for Roundabout Road Improvements
- Use of Undesignated Fund Balance
- Potential Financial Exposure of City Resulting from the Exercise of a Purchase Option Granted to Restaurateur, Inc.
- Exemption status of Bolling Haxall House Foundation property 211 East Franklin Street.
- Advisory referendum on location and financing of baseball stadium
- City's Legal Authority to Bill citizens for Police Service Calls
- Registrar Employees
- Comments on City Attorney Issues for City Charter Review Commission's City Attorney Committee
- Options for Increasing Minority Participation in School Design Contracts.
- Effect of Stating Real Estate Powers in Charter Section 4.02
- City Council's Ability to dissolve the Advisory Board of Recreation and Parks
- Richmond Coliseum – Stickers

CITY AUDITOR

Mission Statement

The mission of the City Auditor's Office is to provide independent auditing and investigative services to promote accountability over resources, efficiencies in operations, effectiveness of programs, and compliance with laws, regulations and policies. The objective of these services is to make City government transparent to the citizens through audit and investigative reports.

Agency Overview-The department conducts performance, operational and information system audits to assess the accountability, controls, efficiency and integrity of business practices within City operations; conducts follow-up reviews to ensure the resolution of audit recommendations; conducts special analyses, investigations, and advisory projects requested by City Council and City Administration; serves as advisors to departments regarding system controls in the operation and development of policies, procedures and automation; staffs an Office of the Inspector General to investigate fraud, waste and abuse; and facilitates the annual audit of the City of Richmond's financial statements.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$689,115	\$964,025	\$1,014,366	\$1,014,366	\$977,278	(\$37,088)
Fringes	184,325	238,791	271,810	280,207	275,769	(4,438)
Operating Expenses	162,143	575,571	343,010	390,466	335,744	(54,722)
Total Expenditures	1,035,583	1,778,387	1,629,186	1,685,039	1,588,791	(96,248)
Total Revenues	-	-	-	-	-	-
Net City Costs	\$1,035,583	\$1,778,387	\$1,629,186	\$1,685,039	\$1,588,791	(\$96,248)
Total Positions	12.00	14.00	14.00	14.00	14.00	-

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.

Operating

- The budget includes reductions in Audit Services resulting from contract Audit services savings, and other miscellaneous operating cost savings.

CITY AUDITOR

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Internal Audit	\$913,998	\$1,343,811	\$1,218,990	\$1,178,817
Administration of the External Audit Contract	72,031	225,690	219,417	224,000
Office of the Inspector General	49,554	208,886	190,779	185,974
Total Program Expenditures	\$1,035,583	\$1,778,387	\$1,629,186	\$1,588,791

Agency Accomplishments

Accountability Measures: Require a “Lessons Learned: session at the end of every audit to improve productivity and processes going forward.

Building a Team: Developed a diverse staff of audit professionals encompassing varied backgrounds in Information Technology, Fraud Investigation, and including government as well as private enterprise auditing experience.

Achievement: Awarded “Full Compliance” (the highest rating awarded) by the Association of Local Government Auditors Peer Review.

Use of Technology in Auditing: Hired staff with skills sets to accommodate the City’s need for Information Technology Auditing; trained staff on software for automating the audit process in order to conduct more extensive and complete audits, contributing increased value to the City.

Inspector General’s Office Outreach: Partnered with Human Resources in presenting at Leadership Training classes, introducing the role of the Inspector General concerning the investigation of fraud, waste and abuse.

Hotline Initiative: Continual promotion of the City’s Fraud, Waste and Abuse Hotline.

Website: Redesigned the City Auditor’s webpage for better access to information.

Services Efforts and Accomplishments Report: Published 2nd annual report to gauge citizen satisfaction.

Improved Communications: Established protocols to improve communication between the City Auditor’s Office and the City Administration.

CITY CLERK'S OFFICE

Mission Statement

The mission of the Office of the Richmond City Clerk is to ensure the preservation, integrity and accessibility of the City's official record through the shared management of the legislative process, to provide administrative and technical support to the City Council, to disseminate accurate information concerning legislative decisions and policies, and to protect the City Seal.

Agency Overview- The Office of the City Clerk is a user-friendly agency, committed to providing prompt, professional and courteous service. It is the duty of the City Clerk to: maintain the official record of legislation considered by Council; preserve an accurate and concise journal of all City Council proceedings; function as the filing officer for various regulations, protests, petitions, statements of economic interest; assure proper notification to citizens of impending legislations, traffic studies and agreements; perform Oaths of Office for City Officials; process Mayoral vetoes; maintain comprehensive information on Boards, Authorities, Commissions and Committees by managing the database which contains information on the various entities; timely process board applications and information to aid Council and the Mayor in fulfilling appointments and certify official documents of the City.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$343,961	\$389,994	\$366,232	\$366,232	\$353,935	(\$12,297)
Fringes	99,009	114,503	124,446	127,613	136,113	8,500
Operating Expenses	236,039	246,105	262,373	262,873	262,873	-
Total Expenditures	679,009	750,602	753,051	756,718	752,921	(3,797)
Total Revenues	-	-	-	-	-	-
Net City Costs	\$679,009	\$750,602	\$753,051	\$756,718	\$752,921	(\$3,797)
Total Positions	7.00	7.00	7.00	7.00	7.00	-

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.

CITY CLERK'S OFFICE

Personnel

- Anticipated healthcare savings are reflected in these budget adjustments..

General Fund Budget By Program

<u>Agency Programs</u>	<u>Actual FY2008</u>	<u>Actual FY2009</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
Office of the City Clerk	\$679,009	\$750,602	\$753,051	\$752,921
Total Program Expenditures	\$679,009	\$750,602	\$753,051	\$752,921

Agency Accomplishments

- Worked with Department of Information Technology to update the City Clerk website making it more user-friendly
- Developed a "withdrawal of legislation" action and thereby streamlined the legislative process
Implemented digital recording and uploading of audio to City Clerk website giving users more immediate access to Council proceedings
- Maintained exemplary support to Council (accurate recordkeeping, dissemination of information, timely public notices, agenda development)
- Successfully tracked, filed and advertised 263 ordinances and 204 resolutions as required
- Immediately uploaded legislation so that citizens and other agencies were informed of changes
- Provided staff support for boards to include coordinating the Greater Richmond Transit Company, City Planning Commission and Charter Review Commission appointments
- Coordinated process for filling 7th District Council seat vacancy (both for interim appointment and elected official)
- Supported newly created Commission of Architectural Review Task Force
- Increased SharePoint access requests (website which houses and stores documents distributed to Council)
- Worked with the City Attorney's office in developing a procedural guide on notice requirements for special use permits and rezoning
- Consulted with city and state librarians to assess record-keeping system and to develop a plan of action to ensure preservation of the City's legislative records in the event of an emergency
- Increased cost efficiencies: increased electronic communication thereby decreasing standard practice of e-mailing documents vs. postal mailing (i.e. board applications, board communications to applicants)
- Increased recycling efforts

CITY COUNCIL

Mission Statement

The mission of Richmond City Council is to represent citizens in creating and amending local laws, providing government policy and oversight, and approving the city budget.

Agency Overview-The City Council governs through its legislative and financial authority over City functions, deriving its powers and authority from the City Charter. All powers vested in the City shall be exercised by City Council except as otherwise provided by the City's Charter. The Council levies taxes, enacts ordinances and resolutions, and exercises budgetary and policy control over the City. Ordinances are adopted by the Council for general management of the City, and resolutions are adopted for policy direction. City Council receives information through citizen inquiries, suggestions and complaints regarding City services and uses such information to help direct policy formulation.

The Council functions with several standing committees including the Public Safety, Land Use & Housing, Governmental Operations, Health, Human Services and Education, and Finance Standing Committees. Each standing committee consists of 3 members and an alternate member. Council also has an Organizational Development Committee consisting of all members of Council.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$750,796	\$692,984	\$677,897	\$677,897	\$667,187	(\$10,710)
Fringes	171,867	157,183	193,433	200,084	190,101	(9,983)
Operating Expenses	350,041	585,007	323,459	261,712	261,712	-
Total Expenditures	1,272,704	1,435,174	1,194,789	1,139,693	1,119,000	(20,693)
Total Revenues	-	-	-	-	-	-
Net City Costs	\$1,272,704	\$1,435,174	\$1,194,789	\$1,139,693	\$1,119,000	(\$20,693)
Total Positions	18.00	18.00	18.00	18.00	18.00	-

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves a majority of vacant full-time positions unfunded.

CITY COUNCIL

Personnel

- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Council General Operations	\$400,940	\$638,816	\$492,304	\$453,982
Council District Fund - District 1	10,996	14,509	13,333	10,000
Council District Fund - District 2	8,790	10,237	13,333	10,000
Council District Fund - District 3	14,023	12,865	13,333	10,000
Council District Fund - District 4	14,148	17,032	13,333	10,000
Council District Fund - District 5	14,488	15,090	13,333	10,000
Council District Fund - District 6	14,003	14,976	13,333	10,000
Council District Fund - District 7	8,734	14,943	13,333	10,000
Council District Fund - District 8	14,633	14,987	13,333	10,000
Council District Fund - District 9	15,089	15,045	13,333	10,000
Council Public Information	71,855	66,315	-	-
Policy & Analysis	1,506	-	-	-
Council Liaisons	683,500	600,360	582,488	575,018
Total Program Expenditures	\$1,272,704	\$1,435,174	\$1,194,789	\$1,119,000

CITY TREASURER

Mission Statement

As a Constitutional Office of the Commonwealth of Virginia, the City Treasurer is committed to providing year-round practical and comprehensive tax services in a prompt, courteous, and professional manner to all Richmond taxpayers. With customer service as a strongly emphasized mantra, the focus is on ways to enhance services to the taxpayers.

Agency Overview -The office prides itself on an underlying commitment to strong customer service as it performs its daily duties: collection of state income taxes (the primary focus); processing applications for U.S. passports; sales of hunting and fishing licenses; and notary public services.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$150,981	\$146,688	\$148,004	\$148,004	\$153,586	\$5,582
Fringes	37,915	39,883	39,340	40,290	\$49,261	8,971
Operating Expenses	1,728	2,972	4,000	4,000	4,000	-
Total Expenditures	190,624	189,543	191,344	192,294	206,847	14,553
Total Revenues	170,925	166,361	184,344	184,344	162,169	(22,175)
Net City Costs	\$19,699	\$23,182	\$7,000	\$7,950	\$44,678	\$36,728
Total Positions	3.00	3.00	3.00	3.00	3.00	-

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions.
- Retirement rates increased from 12.89% to 15.83% for Constitutional Officers.
- Salary increases are not being recommended as a part of this fiscal plan.

Operating

- The budget does not reflect an increase from FY2010 to FY2011.

Revenues

- The amount reflects a budgeted decrease of \$22,175 due to a decrease in funding to the Compensation Board from the Commonwealth of Virginia.

COUNCIL CHIEF OF STAFF

Mission Statement

To support Richmond City Council in representing citizens in creating and amending local laws, providing government policy and oversight and, approving the City budget.

Agency Overview-The Richmond City Council Office of the Chief of Staff supports Richmond City Council by providing general management and control over the affairs of City Council. Responsibilities include directing and managing day-to-day and ongoing Council operations, including planning, oversight, research, analysis and facilitation of proposed City and State legislation on behalf of public policy and the City budget; delivery and management of Council public information, marketing and events; facilitation between Council, Mayor's Office and Chief Administrative Officer and other agencies; and, administrative oversight of other Council support offices.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$510,134	\$811,208	\$772,501	\$772,501	\$661,206	(\$111,295)
Fringes	123,479	183,765	183,509	188,101	180,720	(7,381)
Operating Expenses	42,778	22,679	39,598	39,598	39,598	-
Total Expenditures	676,390	1,017,652	995,608	1,000,200	881,524	(118,676)
Total Revenues	-	-	-	-	-	-
Net City Costs	\$676,390	\$1,017,652	\$995,608	\$1,000,200	\$881,524	(\$118,676)
Total Positions	11.00	14.00	11.00	11.00	11.00	-

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments..

COUNCIL CHIEF OF STAFF

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Administration	\$112,903	\$127,209	\$123,410	\$133,810
Legislative Services Administration	271,362	211,516	216,446	237,675
Research and Analysis	222,615	603,902	583,644	433,692
Public Information	69,510	75,026	72,108	76,347
Total Program Expenditures	\$676,390	\$1,017,652	\$995,608	\$881,524

DEBT SERVICE

Mission Statement

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

Agency Overview

The Debt Service budget funds long-term and short-term debt as well as expenses associated with the issuance of debt. Long-term debt is issued for the purpose of acquiring or constructing capital projects and for making major renovations to existing projects. The maturity of any debt will not exceed the expected useful life of the project for which debt is incurred. Long-term debt includes payments on the City's General Obligation Bonds and capital leases. The City uses short-term borrowings to optimize the use of cash.

The following pages detail debt allocation by agency, compliance with our legal debt limit, authorized but unused bonds and notes, tax supported debt ratios, details of long term indebtedness, and our debt service fund budget for FY2011.

Total Budget

Description	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Total Debt Service	\$52,132,779	\$56,501,361	\$58,026,098	\$49,844,745	(\$8,181,353)

Explanation of General Fund Amendments

Proposed Amendments Include

Operating

- The budget includes savings related to the elimination of issuing Revenue Anticipation Notes due to the proposed collection of Real Estate Taxes twice per year as opposed to once per year, favorable interest rates, and a favorable revised Capital spending plan.

Debt Service Fund Fiscal Year 2011 Budget

Debt Service Fund Revenues For the Payment of :

			Fund 010	Fund 030
			General	Debt Service
			Fund	Fund
	Project/Purpose	Source of Funding		
<i>General Obligation Bonds & Notes</i>				
G.O. Bonds	General Government CIP Projects	General Fund		
	Principal		\$19,647,707	\$19,647,707
	Interest		\$12,632,687	\$12,632,687
G.O. Bonds	General Government-Equipment	General Fund		
	Principal		\$400,000	\$400,000
	Interest		\$24,000	\$24,000
G.O. Bonds	Richmond Coliseum	General Fund		
	Principal		\$738,113	\$738,113
	Interest		\$369,039	\$369,039
Capital Lease (HVAC System)	Richmond Coliseum HVAC System	General Fund		
	Principal		\$178,500	\$178,500
	Interest		\$32,000	\$32,000
G.O. Bonds	Landmark Theater	General Fund		
	Principal		\$338,510	\$338,510
	Interest		\$202,531	\$202,531
Capital Lease (HVAC System)	Landmark Theater	General Fund		
	Principal		\$81,360	\$81,360
	Interest		\$7,045	\$7,045
G.O. Bonds	Theatre Row Office Building	General Fund		
	Principal		\$1,239,137	\$1,239,137
	Interest		\$783,738	\$783,738
G.O. Bonds	Cemetery Projects	General Fund		
	Principal		\$42,510	\$42,510
	Interest		\$24,012	\$24,012
G.O. Bonds	Schools CIP Projects- Principal	General Fund	\$4,331,075	\$4,331,075
VPSA Bonds	Schools CIP Projects- Principal	General Fund	\$231,555	\$231,555
QZAB Bonds	Schools CIP Projects- Principal	General Fund	\$192,480	\$192,480
RZEDB Bonds	Schools CIP Projects- Principal	General Fund	\$0	\$0
G.O. Bonds	Schools CIP Projects- Interest	General Fund	\$2,720,115	\$2,720,115
VPSA Bonds	Schools CIP Projects- Interest	General Fund	\$93,445	\$93,445
QZAB Bonds	Schools CIP Projects- Interest	General Fund	\$0	\$0
RZEDB Bonds	Schools CIP Projects- Interest	General Fund	\$613,005	\$613,005
RZEDB Bonds	Schools CIP Projects- Interest	Federal Reimbursement		\$501,547
G.O. Bonds	RMA Expressway Parking Deck	General Fund		
	Principal		\$990,507	\$990,507
	Interest		\$681,674	\$681,674
G.O. Bonds	Richmond Ambulance Authority	Richmond Ambulance Authority		
	Principal			\$63,142
	Interest			\$3,456

Revenues-continued

Project/Purpose		Source of Funding	Fund 010 General Fund	Fund 030 Debt Service Fund
Bond Anticipation Notes (Commercial Paper Line)	Interest Commitment & Remarketing Fees	General Fund	\$1,500,000 \$750,000	\$1,500,000 \$750,000
Total Revenues for Payment of Long Term General Obligation Bonds, Notes, and Capital Leases			\$48,844,745	\$49,412,890
<i>Other City Debt Obligations</i>				
HUD Section 108 Loans	Permanent Notes	Program Income & Community Development Block Grants		\$555,000 \$171,876
Certificates of Participation	800 Megahertz Project Principal Interest	Special Revenue Fund 388		\$810,000 \$650,525
Other Revenues for the Payment of Debt				\$2,187,401
Total Fund Transfers In for Payment of Long Term Debt & Leases			\$48,844,745	\$51,600,291
Bond Paying Agent, Financial Advisor & Other Debt Administ	General Fund		\$700,000	\$700,000
Bond Counsel	General Fund		\$300,000	\$300,000
Total Revenues From Other Funds and Authorities for the Payment of Debt Service			\$49,844,745	\$52,600,291

Debt Service Fund Expenditures

<i>General Obligation Bonds & Notes - Principal Due</i>	\$28,214,736
<i>Section 108 Loans - Principal Due</i>	\$555,000
<i>Capital Leases Payable - Principal Due</i>	\$259,860
<i>Certificates of Participation - Principal Due</i>	\$810,000
Total FY2011 Debt Service Fund Principal Payments	\$29,839,596
<i>General Obligation Bonds & Notes Interest Due</i>	\$18,649,249
<i>Section 108 Loan Interest Due</i>	\$171,876
<i>Certificates of Participation Interest Due</i>	\$650,525
<i>Capital Leases Payable-Interest</i>	\$39,045
<i>Commercial Paper Bond Anticipation Note - Interest</i>	\$1,500,000
Total FY2011 Debt Service Fund Interest Payments	\$21,010,695
<i>Commercial Paper Bond Anticipation Note - Commitment and Remarketing Fees</i>	\$750,000
<i>Bond Issuance Costs, Legal, Trust Administrative Fees, and other costs related to debt</i>	\$1,000,000
Total FY2011 Debt Service Fund Expenditures	\$52,600,291

ECONOMIC & COMMUNITY DEVELOPMENT

Transition

In January 2010 City Council approved the reorganization of the office of the Manager of Real Estate Services, the Department of Community Development and the Department of Economic Development into a new Department of Economic and Community Development and a new Department of Planning and Development Review. The intent was to develop a strategic and comprehensive approach to ensure efficacy of departments and their programs.

Mission Statement

The Department of Economic and Community Development (ECD) reviews, develops, and implements policies and programs to strategically improve the business climate in Richmond, and support businesses and development. The department will pursue this mission based on principles of efficiency, sustainability, accountability for performance, and responsible use of resources. The processes and programs of ECD will be based on best-practices models, but tailored specifically to address the challenges and leverage the advantages of Richmond.

Agency Overview- The department seeks to be a top tier organization that has the capacity to attract and retain primary employers, to realize comprehensive neighborhood revitalization, and to provide access to employment and economic opportunity for all the citizens of Richmond.

KEY VISION COMPONENTS:

Business Development

- Conduct rigorous benchmark and ongoing analysis of the competitive advantages and disadvantages of Richmond vis-à-vis other markets, in order to strategically guide business development programs and efforts
- Revamp business development unit branding and tools
- Develop new policies and programs under the rubrics of Business Climate Improvement and Cluster Industry Development Strategies
- Standardize business development project and client relationship management processes
- Develop and implement a comprehensive marketing plan, with a defined marketing calendar, and prioritized marketing budget
- Build a 21st century business attraction toolkit, with enhanced web resources, and a customizable marketing approach
- Develop and equip the ECD business development ‘sales force,’ and encourage and reward ongoing staff development
- Develop ECD capacity to provide enhanced small business services and technical assistance
- Assist in strengthening the City’s Office of Minority Business Development

ECONOMIC & COMMUNITY DEVELOPMENT

KEY VISION COMPONENTS:

Neighborhood Revitalization

- Develop and implement a commercial corridor/gateway strategy
- Facilitate development and subsidization of residential units for low- and very low-income families
- Facilitate strategic development of selected catalytic projects
- Pilot key initiatives in support of downtown development

Workforce Development

- Increase Technical Assistance to directly engage businesses
- Develop the City's workforce development program capacity within ECD
- Focus on asset building for workforce development partners and for individual
- Increase, diversity and maximize resource streams from various avenues
- Focus on resource targeting

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$825,066	\$907,876	\$873,732	\$873,732	\$1,506,949	\$633,217
Fringes	239,686	246,744	276,494	282,242	454,078	171,836
Operating Expenses	226,999	700,865	511,643	500,843	1,837,814	1,336,971
Total Expenditures	1,291,751	1,855,485	1,661,869	1,656,817	3,798,841	2,142,024
Total Revenues	12,579	-	-	-	1,487,130	1,487,130
Net City Costs	\$1,279,172	\$1,855,485	\$1,661,869	\$1,656,817	\$2,311,711	\$654,894
Total Positions	14.72	15.12	15.12	15.12	23.69	8.57

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Capital Improvement Plan	\$1,730,000	\$2,700,000	\$150,000	\$5,724,000
Special Fund	\$3,040,953	\$1,050,555	\$21,103,000	\$36,361,556

Please refer to the Capital Improvement Plan & Special Fund sections in this document for details. The above FY2008 figure for the Capital Improvement Plan represents the budget, rather than the actual expenditures.

ECONOMIC & COMMUNITY DEVELOPMENT

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- As a result of the reorganization of the office of the Manager of Real Estate Services, the Department of Community Development and the Department of Economic Development, a total of 8.57 additional positions were incorporated into the General Fund budget of this department.
- The budget includes 100% funding for all filled positions and leaves some full-time vacant positions unfunded.
- Anticipated healthcare savings are reflected in these budget adjustments.
- Salary increases are not being recommended as a part of this biennial fiscal plan.

Operating

- The budget reflects an increase of \$1,300,000 to be used for revolving loan funds.
- The budget reflects an increase of \$36,971 due to the inclusion of the Asset Management Division in this department (formerly the Office of Real Estate Services).

Revenue

- The budget reflects an increase of \$1,300,000 to be used for revolving loan funds.
- The budget reflects an increase of \$187,130 for general property rental revenues for the Asset Management Division (formerly the Office of Real Estate Services).

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Administration/Executive Management	\$518,954	\$683,839	\$645,258	\$857,410
Business and Project Development	517,868	490,010	614,086	1,584,768
17th Street Farmers' Market	131,794	197,392	139,060	406,191
Neighborhood Development	123,135	484,244	263,465	305,390
Asset Management	-	-	-	558,435
Workforce Development	-	-	-	86,647
Total Program Expenditures	\$1,291,751	\$1,855,485	\$1,661,869	\$3,798,841

ECONOMIC & COMMUNITY DEVELOPMENT

Agency Accomplishments

Commercial Area Revitalization Effort

Jobs Retained: 95

Jobs Created: 57

Public Investment: \$284,608

Private Investment: \$25,564,870

Enterprise Zones

Jobs Retained: 156

Jobs Created: 115

Public Investment: \$206,102

Private Investment: \$32,963,729

BB&T Retention- The executives from the regional headquarters of a significant financial institution were considering a relocation out of the City to a suburban location. In order to retain BB&T's corporate presence in downtown and avoid additional vacancy in downtown office space, the City pledged assistance to the company to bridge the financial gap between the options. BB&T announced in October that it will be executing a long term lease for approximately 165,000 square feet in Riverfront Plaza to house approximately 450 employees.

Universal Leaf Retention- Universal Leaf expressed a desire to relocate its corporate headquarters to be closer to its employee base and was therefore exploring locations outside of the City. Economic Development immediately responded by providing viable locations within the City that could meet the needs of Universal Leaf. The City then aggressively initiated an expansion of the City's enterprise zone boundary adjustment to encompass the Stony Point area, which was a preferred location for the company. This key designation qualified Universal Leaf to receive incentives provided in enterprise zone areas and was the deciding factor in securing the retention of a Fortune 1000 corporate headquarters in the City. More than 122 jobs were retained in the City.

Carytown- Through a focused effort by Economic Development on building relationships with business and property owners coupled with the implementation of improvements in Carytown, this premier shopping district earned recognition as one of the "Top 10 Neighborhoods for Shopping in the South" as rated by Southern Living Magazine.

Bow-Tie Theaters- The Office of Economic development through its outreach program identified the operators of Bow-Tie Cinemas at a regional ICSC conference. Out of that connection DED was able to attract the operator to Richmond and assist with a site selection process. The chosen site was located in an Enterprise Zone, which afforded the company enhanced real estate tax abatement incentives.

ECONOMIC & COMMUNITY DEVELOPMENT

Agency Accomplishments

Hippodrome Project- Economic Development lead the effort to create a Development Agreement by and between the City, the Hippodrome/Taylor Mansion, LLC and the Economic Development Authority of the City of Richmond, Virginia, for implementation of the EDA economic development grant for the renovation of the old Hippodrome Theater and Taylor Mansion as a major entertainment venue in Richmond's historic Jackson Ward. Upon completion, it is anticipated that this \$12.1 million Project will create 42 full time and 40 part-time jobs. At full capacity, the Project will generate \$300,000 annually in real estate and business taxes.

Administrative Accomplishments- In response to the Mayor's goal of a more competent, responsive and technically proficient administration, a restructuring plan has been put forth by the Deputy CAO for Economic and Community Development that will enable the City to pursue a more comprehensive and strategic approach to economic and community development.

Development Council- a Development Council is being formed to bring about increased cross fertilization and coordination of effort and resources among relevant city agencies and authorities. It is envisioned that the Development Council, which will be chaired by Peter Chapman, will include the DECD, DOP, Richmond Redevelopment and Housing Authority, Richmond Public Schools, Richmond Police Department, the Office of Minority Business Development, the Department of Parks, Recreation & Community Facilities, and the Departments of Public Works and Public Utilities. Based on project need and project interest, other authorities and agencies such as Public Libraries, Public Health, EDA, CDA and the Port of Richmond will work with the Development Council as necessary.

EMERGENCY MANAGEMENT

Transition

In January 2010 the City of Richmond Administration recommended the elimination of the Office of Emergency Management and the various service areas and accompanying budget dollars within it was incorporated into the Department of Fire and Emergency Medical Services and the Department of Public Works. The intent was to enhance the quality of services being provided to the citizens of Richmond.

Mission Statement

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

Agency Overview-The Office of Emergency Management (OEM) is in its third full year of operation and has expanded its operational capabilities by hiring additional staff to support emergency preparedness objectives for the City of Richmond. In 2005, OEM developed 10 key objectives to enhance the City of Richmond's ability to respond to a disaster. Funding in the amount of \$1,096,000 in Emergency Preparedness & Homeland Security was utilized by OEM to support these project objectives.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011
Personnel	\$246,997	\$345,320	\$417,465	\$417,465	-
Fringes	64,194	82,484	105,667	108,138	-
Operating Expenses	27,774	330,048	491,612	486,912	-
Total Expenditures	338,965	757,851	1,014,744	1,012,515	-
Total Revenues	-	-	-	-	-
Net City Costs	\$338,965	\$757,851	\$1,014,744	\$1,012,515	-
Total Positions	3.00	8.00	6.00	6.00	-

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Special Fund	\$506,579	\$351,360	\$1,916,309	-

EMERGENCY MANAGEMENT

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Emergency Management	\$338,965	\$757,851	\$1,014,744	-
Total Program Expenditures	\$338,965	\$757,851	\$1,014,744	-

Agency Accomplishments

- Emergency Operations Mobile Command Vehicle
- The Emergency Operations Mobile Command Vehicle role is to provide a mobile command facility for emergency incidents throughout the City of Richmond in areas where an existing field structure may not be suitable, or available. This vehicle is fully equipped with specialized equipment for immediate utilization among a wide range of different emergency events and situation.
- Emergency Operations Plan
- The revision of the Emergency Operations Plan was completed and adopted by City Council IAW the Virginia Emergency Services and Disaster Laws of 2000 as Amended.
- Emergency Operations Center Grant (EOC)
- Awarded a \$750,000 grant to establish a stand alone EOC for the City of Richmond.
- Richmond Ready Emergency Preparedness/Outreach Training Program
- Richmond Ready is a concept the City adopted to ensure planning, preparedness, response, recovery, and mitigation are not just action taken by public safety officials and private partners, but also the private citizens. Being prepared can reduce fear, anxiety, and losses that accompany disaster. This training was expanded to the Hispanic community and was the first full Spanish session conducted in the Richmond Metro area to include Tidewater.
- Training and Development of Community Emergency Response Team (CERT)
- The CERT program continues to train citizens in the Richmond community in preparation for disasters and terrorism. The program has proven very successful as it has trained more than 400 volunteers.
- Port Security Grant Program (PSGP)
- The Office partnered with the Port Authority to be awarded \$690,000 for the 2009 PSGP to increase the overall security infrastructure and preparedness to the Port of Richmond. Significantly, to procure an integrated wireless mesh camera system and develop an exercise series to familiarize first responders with the Port and provide a training evolution. Additionally, a police patrol boat was procured for the Richmond Police Department to provide security along the waterways of the port.
- Port Security Grant Program (PSGP) - American Reinvestment and Recovery Act (ARRA)

EMERGENCY MANAGEMENT

Agency Accomplishments

- The Office partnered with the Port Authority to be awarded \$133,900 for the 2009 PSGP ARRA to increase the overall security infrastructure and preparedness to the Port of Richmond. The Office of Emergency Management secured recovery money to enhanced the functionality of the vehicle increased data capability and Voice over Internet Protocol (VOIP), and twenty 800 MHz hand held radio providing continue communications for local, state and federal governments that would response to any large scale incident that occurred at the Port of Richmond.
- Senior Leadership Seminar
- In coordination with the Virginia Department of Emergency Management (VDEM) conducted the VDEM Region 1 Senior Leadership Seminar at Virginia Union University where more than 90 Emergency Managers to include colleges and universities leaders participated in this Homeland Security Exercise and Evaluation Program (HSEEP).
- Safety and Security Operations
- Increased internal communications with handheld radios and a developed a primary point of contact to coordinate effective communications.
- "Completed security assessments of City of Richmond facilities and provided recommendations.
- "Completed inspection on all security equipment for the Waste Water Treatment facility designed and coordinated the implementation of a new fire and emergency annunciation system.
- Continuity of Operations (COOP) Plan
- Training was conducted to provide assistance with the revision of departments COOP Plans. Additionally, quarterly meetings are scheduled to maintain current best practices.
- Metropolitan Medical Response (MMRS)
- Successfully completed six Advanced Burn Life Support classes throughout the region
- Purchased two Western Shelter tent systems that were given to the City of Richmond and Henrico County Fire and EMS
- Supported a blast assessment for the region to determine the readiness of pre-hospital providers to provide care to victims of a blast
- Supported 4 local Medical Reserve Corps units to provide funding for equipment and supplies to support their mission
- Represented the Richmond Urban Security Initiative UASI as the medical committee chair.

FINANCE

Mission Statement

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

Agency Overview -The Finance Department operates as a well managed organization that provides high quality, customer-focused financial, risk management, and taxation services for the City of Richmond. Activities include: issuing licenses; billing fees and other charges; collecting payments; assessing taxes and enforcing collections; managing the City's debt; general accounting; accounts payable/receivable; payroll processing; and assisting with state income tax preparation.

As an organization, the Department of Finance embraces the following values:

- **INTEGRITY** – We consistently adhere to our duty to execute the mission and responsibilities of the Department of Finance while advancing the goals of the Administration
- **TEAMWORK** – We work together collaboratively and in recognition of the contribution each Finance team member makes to the common purpose of serving the Administration , and the Citizens of Richmond
- **RESPECT** – We recognize the validity of other points of view.
- **PROBLEM SOLVING** – We strive to find practical and effective solutions to achieving desired goals

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$5,745,666	\$5,114,696	\$4,963,706	\$4,963,706	\$5,189,415	\$225,709
Fringes	1,397,990	1,473,280	1,581,511	1,635,076	1,804,385	169,309
Operating Expenses	1,450,563	1,906,301	1,138,087	1,138,087	1,369,256	231,169
Total Expenditures	8,594,219	8,494,277	7,683,304	7,736,869	8,363,056	626,187
Total Revenues	1,550,411	1,560,175	1,635,630	1,685,734	1,685,734	-
Net City Costs	\$7,043,809	\$6,934,102	\$6,047,674	\$6,051,135	\$6,677,322	\$626,187
Total Self Insurance	8,542,170	7,675,587	9,287,023	9,449,127	9,449,127	9,449,127
Total Positions	112.70	120.20	115.20	115.20	108.20	(7)

FINANCE

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Special Fund	\$2,431,135	\$2,269,218	\$2,110,000	\$1,796,280
Capital Improvement Plan	-	-	\$2,000,000	-
Internal Service Fund - Risk Management	\$11,667,516	\$18,702,731	\$13,446,854	\$13,973,334

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

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget reflects the elimination of a total of seven full time filled positions.
- The budget includes 100% funding for all filled positions and leaves a majority of full-time vacant positions unfunded.
- Anticipated healthcare savings are reflected in these budget adjustments.
- Salary increases are not being recommended as a part of this biennial fiscal plan.

Operating

- The budget reflects an increase of \$200,000 for implementation of the final module of the City's Municipal Information Systems (MUNIS) software as well as additional funding for temporary services personnel in order to enhance customer service during peak revenue collection cycles.

Revenues

- The budget reflects no change.

FINANCE

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Finance Management	\$2,434,527	\$2,236,919	\$1,380,722	\$1,995,923
General Accounting	840,905	948,036	936,253	1,279,913
Disbursements	1,116,466	1,090,291	1,382,735	1,065,786
Revenue Administration - Collections	2,171,180	2,297,151	2,237,498	2,004,484
Revenue Administration - Licenses Assessments, & Tax Audits (LATA)	2,031,142	1,920,877	1,746,096	2,016,950
Total Program Expenditures	\$8,594,220	\$8,493,274	\$7,683,304	\$8,363,056

Agency Accomplishments

Accounting & Reporting

- Implementation of a monthly accrual closing and a monthly management report focusing on General Fund, Debt Service and Department of Public Utilities.
- Completion and submission to the State the City's Turnover Audit.
- Completion of the FY08 Comparative Cost Report submitted to State Auditors of Public Accounts.
- Completion of the FY08, Audit Requirements Under The Single Audit of 1984 And Amendments of 1996 and OMB Circular A-133 Audits of States, Local Governments and Non-Profit Organization.
- Completion of the FY08 Comprehensive Annual Financial Report (CAFR).
- Received for FY08 Comprehensive Annual Financial Report (CAFR) the Certificate of Achievement for Excellence in Financial Reporting provided by Government Finance Officers Association (GFOA).
- Completed a physical inventory of the City's Capital Assets – Equipment.
- Implementation of new Governmental Accounting Standards Board (GASB) pronouncement – GASB 49, *Accounting and Financial Reporting for Pollution Remediation Obligations*.

FINANCE

Agency Accomplishments

Finance – Debt Management

- Coordinated the issuance of a \$75.0 Million Revenue Anticipation Note to fund seasonal cash operations of the City.
- Coordinated the sale of \$146.5 million of the 2009A Public Utility Revenue Bonds. Prior to this sale the City hosted meetings with the three bond rating agencies to review City financials and to introduce the new Mayor. As a result, S & P upgraded its rating of the City's Utility Revenue bonds from AA- to AA.
- Completed the sale of \$32.0 million 2009B Public Utility Revenue Bonds for the Wastewater Utility.
- Completed a \$2.0 million 5-Year Equipment Note transaction to finance the Fleet Vehicles purchased by the City in FY 2009.
- Disbursements – Accounts Payable
- Successfully implanted Positive Pay feature with Wachovia Bank for vendor payments.
- Reduced vendor postage cost by revising long standing process procedures.

Disbursements - Payroll

- Implemented President Obama's "American Recovery and Reinvestment Act of 2009". This action dictated a change in the current Federal Tax Tables resulting in a tax reduction for most City employees for the remaining 8 months of 2009.
- Complete final phase of COOP disaster recovery plan for employee payroll and emergency Vendor payments.

Revenue Administration Division – General

- \$364 million in revenue generated and/or processed.
- 371,000 taxpayer billings (i.e. Real Estate, Personal Property, Business & Professional License, etc.).
- Reorganization effective July 1, 2009, specifically emphasizing Revenue Administration's four essential lines of business:
- Customer Service
- Assessment & Audit
- Treasury, including Cash Operations, Accounts Receivable and Tax Enforcement
- Financial Management, including Accounting Control and Financial Analysis & Reporting
- MUNIS Program Implementation (Revenue and Billing System) Real Estate Tax Module

FIRE & EMERGENCY SERVICES

Mission Statement

The mission of the Department of Fire and Emergency Services is to provide safe and exceptional care through quality, innovative service by listening and responding to the needs of our City of Richmond family and visitors.

Agency Overview - Richmond Fire and Emergency Services are responsible for providing a broad range of services to the citizens of Richmond through its Prevention, Suppression, Training and Administration divisions. Services Include: Providing the First Responder component to the City's Emergency Medical Services (EMS) system; Providing firefighting and suppression management for all structures, open areas, equipment, vehicles and apparatus within the City of Richmond and on a cooperative basis as a regional fire suppression team; Conducting specialized water and heavy duty rescues; Managing hazardous chemical/material emergencies; Providing recovery to natural and man-made disasters; Providing fire investigations; Conducting code enforcement inspections and issuing permits; Providing fire employee training and development; Providing fire safety education through several training programs; Providing community programs through collaborative efforts within the community.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$26,149,333	\$27,410,362	\$24,915,804	\$24,154,080	\$24,691,116	\$537,036
Fringes	8,566,439	9,243,676	9,267,464	9,447,947	10,957,620	1,509,673
Operating Expenses	4,452,729	5,833,669	5,021,466	5,078,636	4,385,492	(693,144)
Total Expenditures	39,168,500	42,487,707	39,204,734	38,680,663	40,034,228	1,353,565
Total Revenues	58,525	69,875	56,000	56,000	60,220	4,220
Net City Costs	\$39,109,975	\$42,417,832	\$39,148,734	\$38,624,663	\$39,974,008	\$1,349,345
Total Positions	427.00	428.00	428.00	428.00	431.00	3.00

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Capital Improvement Plan	\$750,000	\$800,000	-	\$950,000
Special Fund	\$574,666	\$1,160,927	\$966,600	\$4,977,752

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

FIRE & EMERGENCY SERVICES

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The personnel and fringe budgets includes funding for the following three positions that transferred from the Office of Emergency Management: one Deputy Director II, one Project Management Analyst, and one Executive Assistant III.
- The budget includes 100% funding for all filled positions and a majority of full-time vacant positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan and from 25.54% to 33.31% for sworn police and fire personnel.
- Anticipated healthcare savings are reflected in these budget adjustments.

Operating

- The budget reflects adjustments to various fleet related expenses, which resulted in savings.

Revenues

- The revenue budget projects to generate funds from fire prevention permits, James River Use permits, special events and other miscellaneous fire fees.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Office of the Fire Chief	-	-	\$613,343	\$622,855
Fire Administration	2,011,153	2,769,882	1,651,410	1,760,357
Fire Operations	34,514,068	36,345,621	32,754,572	33,399,747
EMS Safety Unit	-	-	1,406,710	1,216,657
Fire Prevention	1,278,284	2,159,788	2,148,128	2,012,624
Fire Training	1,364,995	1,212,416	630,571	690,173
Emergency Management	-	-	-	331,815
Total Program Expenditures	\$39,168,500	\$42,487,707	\$39,204,734	\$40,034,228

FIRE & EMERGENCY SERVICES

Agency Accomplishments

REGIONAL HIGH RISE OPERATIONS

- The Richmond Fire Department was instrumental in coordinating the multi-jurisdictional high-rise training effort. During the past year we have overseen the training of numerous field instructors and collaborated with our regional partners to develop and implement the training of our respective departments. During this process, we have established valuable relationships with Henrico, Chesterfield, and Hanover Fire Departments, ultimately resulting in a greater degree of safety for all of our citizens and responders.

BUILDING BRIDGES PROJECT

- The Richmond Fire Department embarked upon a new initiative called "The Building Bridges Project". This assessment and planning initiative is designed to enhance safety, communication and teamwork within the department. The project is highly participatory and involves members of the department as well as private citizens. Each group provides recommendations that will enhance our understanding of the agency and the community we serve. The process will yield an action plan that will provide short and long term recommendations designed to reinforce positive behaviors, as well as identify new practices and policies that will foster higher levels of interpersonal and operational performance.

FIRE OFFICERS ACADEMY

- The Richmond Fire Department conducted the multi-faceted two week training program designed to equip the newly promoted Fire Officers with the essential skills needed to excel in their new position. The students were instructed by presenters from the public and private sectors including university professors, subject matter experts, city administrators, and department leaders. The program covered hard and soft human resource skills, core survival skills, learning the organization, safety / EMS issues, and tactical / strategic concerns.

NATIONAL INCIDENT MANAGEMENT (NIMS) COLLEGE

- The Richmond Fire Department maintains our local National Incident Management College. The program creates an instructor pool of emergency personnel capable of training their own first responders to operate during catastrophic incidents. The training enabled the department to meet the NIMS compliance deadline(s) mandated by the Department of Homeland Security. Homeland Security Presidential Directive 5 called for the establishment of a single, comprehensive National Incident Management System. Compliance with the federally mandated schedule retains the City's eligibility for federal funding.

RECORDS MANAGEMENT SYSTEM

- The Richmond Fire Department, in concert with the Department of Information Technology, implemented the second phase of the records management system upgrade. The first phase was related to our Incident Reporting module. The second phase included Permits, GIS Analyst, FitWell and Asset Management. Training was delivered to all personnel. The new incident reporting system includes compliance with the most recent version of the National Fire Incident Reporting System (NFIRS).

GENERAL REGISTRAR

Mission Statement

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

Agency Overview - The Constitution of Virginia provides that every locality in the state must have an Electoral Board that is responsible for the conduct of all elections to public office within its jurisdiction. This board is composed of three qualified voters of the locality who are appointed by the Circuit Court. One of the Electoral Board's greatest responsibilities -- and its authority -- lies within its appointive power. All officers of election that work in the voting precincts, as well as the General Registrar, are appointed by the Board. The Board's statutory duties also include: training election officers, determining how many machines to deploy for voting and how to staff the voting precincts, managing the campaign finance report review process, certifying candidates for the ballot, overseeing the voting machine programming and certification process, and conducting absentee voting. The Electoral Board is assisted in most of these functions by the General Registrar. While all matters election fall within the purview of the Electoral Board, voter registration is the sole province of the General Registrar. The Registrar: maintains the official list of registered voters and determines if a particular voter is qualified to vote in their jurisdiction, manages the Office of the General Registrar; is the administrative officer for the Electoral Board; follows local, state and federal legislation that may impact voter registration or elections; provides voter registration and election education to the public; notifies voters of any changes in polling places or election districts; and, checks candidates' petitions to determine the number of qualifying signatures on them.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$595,964	\$749,526	\$752,248	\$701,650	\$693,924	(\$7,726)
Fringes	114,793	149,445	156,568	157,607	165,957	8,350
Operating Expenses	366,653	507,671	561,651	400,350	480,350	80,000
Total Expenditures	1,077,410	1,406,641	1,470,467	1,259,607	1,340,231	80,624
Total Revenues	179,694	97,467	101,010	101,010	86,046	(14,964)
Net City Costs	\$897,716	\$1,309,174	\$1,369,457	\$1,158,597	\$1,174,185	\$65,660
Total Positions	11.70	11.70	11.70	11.70	11.70	-

GENERAL REGISTRAR

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget moves part-time salaries from General Registrar to Electoral Board.
- The budget includes 100% funding for all filled positions and leaves a majority of full-time vacant positions unfunded.
- Anticipated healthcare savings are reflected in these budget adjustments.

Operating

- The budget reflects an increase in operating for redistricting, where the General Assembly and local governing bodies reapportion election districts every ten years.

Revenue

- The revenue reflects a decrease from State Board of Elections reimbursement for the General Registrar and the Electoral Board salaries.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
General Registrar	\$1,077,410	\$1,406,641	\$666,979	\$589,849
Electoral Board	-	-	803,488	750,382
Total Program Expenditures	\$1,077,410	\$1,406,641	\$1,470,467	\$1,340,231

Agency Accomplishments

- The Registrar's Office and the Electoral Board successfully conducted the 2008 Presidential Election with a voter turnout of 94,352 out of 122,744 registered voters.
- Successfully voted 4,168 voters in-person in the Registrar's Office and mailed 4,202 absentee ballots during the November 2008 Presidential Election. Total absentee voters in the 2008 Presidential Election of 8,370 more than doubled the total absentee voters in the 2004 Presidential Election of 3,121.

GENERAL REGISTRAR

Agency Accomplishments

- Successfully conducted the Presidential Primary Election with double the voter turnout of the Presidential Primary Election in 2004. Voter turnout in 2008 was 41,448 compared to 2004 turnout of 15,042 voters.
- Conducted two elections in compliance with legal requirement.
- Received and processed 23,000 voter registration applications.
- The City of Richmond "Ambassador Program" provided voting machine demonstrations to 76 groups in the community.
- Accurately maintained voter registration records so that all citizens eligible to vote in each election were able to vote.

FIRE & EMERGENCY SERVICES

Agency Accomplishments

RECORDS MANAGEMENT SYSTEM

- NFIRS reports are used by other agencies, the insurance industry, the State Office of Emergency Management, the Virginia Department of Fire Programs, the Virginia Fire Marshal's Academy, and our citizens. The system allows our department to provide The Commonwealth of Virginia with important statistical data to annually track all of our fire and medical related incidents. This data is also used in the development of life saving training programs.

FIRE RECRUIT TRAINING

- The Richmond Fire Department successfully initiated a recruit training class with 20 members in February 2010. With planning and vision, the department is strategically training new firefighters to offset the retirement of our ongoing Deferred Retirement Option Plan employees. The department has been able to reasonably manage this unprecedented mass exodus of employees.

FIRE STATION 17

- The Richmond Fire Department was awarded \$3,264,110 in Federal stimulus funds to build a New Fire Station 17. The funds were awarded through a highly competitive, multi-level panel review process. More than 6,000 applications were submitted for the federal funds, and the Richmond project was one of three approved from Virginia. The United States Department of Homeland Security awarded the funds through The Assistance to Firefighters Grant Program. The grant will allow the department to replace the existing 93 year old building with a modern structure that will better meet the City needs.

GENERAL SERVICES

Transition

The elimination of the Department of General Services and transfer the service functions of:

- Animal Care & Control 23 FTE's to Non Departmental.
- Department of General Services Administration 8 FTE's to the Department of Public Works.
- Eliminate the Director of General Service, Deputy Director II and Operations Manager positions.
- 311 Call Center 18 FTE's to the Department of Public Utilities and 1 FTE to the Department of Information Technology.
- Facilities Management 48.45 FTE's to the Department of Public Works.
- Parking Management 1 FTE to the Department of Public Works.
- Printing Services 6 FTE's to the Department of Information Technology.
- Mail & Messenger Services 3 FTE's to the Department of Information Technology.

Mission Statement

The mission of the Department of General Services is to ensure effective, uninterrupted municipal services to City departments and the community, with services being delivered in the most courteous, efficient and cost-effective manner possible.

Agency Overview -The Department of General Services provided a broad range of support services to other City departments and citizens who reside in the City of Richmond. Those services include Animal Care and Control, Telecommunications Development, Motor Vehicle and Equipment Management, Surplus Property Utilization, Printing and Photographic Services, Postal Services, Building Maintenance, Custodial Services and Customer Care Call Center.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011
Personnel	\$349,072	\$4,049,678	\$3,806,413	\$3,814,186	-
Fringes	91,624	1,319,970	1,416,145	1,468,201	-
Operating Expenses	1,253,220	11,281,730	9,923,181	9,930,217	-
Total Expenditures	1,693,916	16,651,379	15,145,739	15,212,604	-
Total Revenues	309,820	1,429,556	658,981	669,981	-
Net City Costs	\$1,384,096	\$15,221,823	\$14,486,758	\$14,542,623	-
Total Positions	-	123.3	112.45	112.45	-

GENERAL SERVICES

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Capital Improvement Plan	-	\$10,128,000	\$8,356,500	-
Special Fund	\$736,081	\$2,673,019	\$2,356,148	-
Internal Service Fund	\$24,164,885		\$24,693,448	-

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

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Administration	-	\$746,054	\$800,136	-
Animal Care & Control	-	1,240,889	1,379,022	-
311 Call Center	-	862,947	923,060	-
Facilities Management	-	11,826,344	9,768,284	-
Parking Management	-	1,244,185	1,563,919	-
Printing Services	-	557,949	528,881	-
Mail & Messenger Services	-	173,011	182,437	-
Total Program Expenditures	-	\$16,651,379	\$15,145,739	-

HUMAN RESOURCES

Mission Statement

The Department of Human Resources works in partnership with City leadership and business units to provide a comprehensive human resources management program that is focused on person centered services that are policy compliant and delivered by a professionally competent team.

Agency Overview-The Department of Human Resources provides leadership, development, and administration of the City's human resources program by: delivering effective and cost-efficient recruitment and selection consulting services; designing and administering classification, compensation, and performance evaluation systems; providing timely and comprehensive consultation, investigation, and resolution of grievances, disciplinary actions, and complaints; providing specialized services in the areas of policy development and administration, policy review and interpretation, and administration; creating and implementing employee development and recognition programs and services; and developing, administering, and communicating health, life, and supplemental benefit programs.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$2,044,331	\$1,955,747	\$1,855,944	\$1,730,944	\$1,691,974	(\$38,970)
Fringes	471,563	490,465	497,342	513,527	494,631	(18,896)
Operating Expenses	475,898	542,941	385,490	381,050	434,150	53,100
Total Expenditures	2,991,792	2,989,153	2,738,776	2,625,521	2,620,755	(4,766)
Total Revenues	-	-	-	-	-	-
Net City Costs	\$2,991,792	\$2,989,153	\$2,738,776	\$2,625,521	\$2,620,755	(\$4,766)
Total Positions	37.00	36.00	33.00	33.00	31.00	(2)

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget reflects the elimination of two vacant Human Resources Consultant positions.
- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Salary increases are not being recommended as a part of this biennial fiscal plan.
- Anticipated healthcare savings are reflected in these budget adjustments.

HUMAN RESOURCES

Operating

- The budget reflects an increase in funding for contractual obligations.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
HR Management	\$1,617,237	\$1,068,077	\$722,783	\$768,523
Recruitment, Selection & Retention	214,459	381,160	471,399	320,689
Benefits Administration	251,910	199,711	230,601	86,938
Employee Relations	314,776	438,188	405,961	480,202
Classification and Compensation	261,463	286,323	278,841	237,035
Administrative Support Services	70,525	341,455	370,960	462,187
Training & Development	208,887	248,342	258,231	265,181
City Internship Program	52,535	25,897	-	-
Total Program Expenditures	\$2,991,792	\$2,989,153	\$2,738,776	\$2,620,755

Agency Accomplishments

Health and Wellness Initiatives:

- The Department of Human Resources continued to team up with Southern Health to offer employees additional wellness programs which included Weight Watchers, city wide Health Fair and preventive health screenings. These initiatives are in addition to the ongoing Phit and electronic Health Risk Assessments.

HUMAN RESOURCES

Agency Accomplishments

Learning Management System:

- After multiple attempts to implement the ESS system, Karen Garland identified and facilitated DIT testing and approval of a web-based system called Moodle. This is a widely used system that is available at no cost and provides more functions than ESS. Data will be stored on our own server. The system is targeted for production in FY 2011.

Executive Strategic Planning:

- Training team developed and facilitated four executive retreats for the CAO, leading participants in defining the City's Vision and Mission and aligning department goals for FY10 and FY11.

311 System Enhancement:

- Training team developed and facilitated three sessions with cross functional stake holders to identify problem areas and develop potential solutions. Participants are now working on eight different committees to complete Solution Selection Worksheets that will evaluate solutions and develop recommendations to be made. Recommendations will be presented to a large group and to the DCAO/Operations.

Supervisory Leadership Experience:

- The training and organizational development division continues delivery of its supervisory leadership class with curriculum aligned with the city's mission, strategic initiatives, and guiding principles. A unique journey for those wishing to become not just better supervisors, but effective leaders in our city, this innovative, nine-day program is designed to help build leaders from the inside-out. Using experiential activities, contemporary literature, and cooperative learning strategies, students prepare for the challenges of leading today's teams in tomorrow's complex workplace.

Joint Purchase of Healthcare:

- The RFP process for the consolidation of a healthcare plan with the city administration and the Public Schools began in FY2010. The completion of the RFP process is anticipated for FY11 with the joint purchase of a healthcare plan for over 8,000 employees at an overall reduced cost to the city.

INFORMATION TECHNOLOGY

Transition

In January 2010 the City of Richmond Administration recommended the elimination of the Department of General Services and the incorporation of the various service areas and accompanying budget dollars within it into the Department of Information Technology, the Department of Public Utilities, the Department of Public Works, as well as the Non-Departmental budget. The intent was to enhance the quality of services being provided to the citizens of Richmond.

Mission Statement

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

Agency Overview - The Department of Information Technology (DIT) is a service organization that maintains and operates complex information systems in support of the City's public service activities. DIT offers a variety of technology support services to assist city employees in using the resources and services that the department is responsible for providing.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$5,933,514	\$3,270,846	\$5,934,056	\$5,934,056	\$6,125,082	\$191,026
Fringes	1,542,273	1,607,106	1,602,217	1,641,344	1,996,421	355,077
Operating Expenses	8,298,650	6,937,111	7,978,039	9,118,657	9,470,015	351,358
Total Expenditures	15,774,437	14,815,063	15,514,312	16,694,057	17,591,518	897,461
Total Revenues	1,041,052	1,134,274	1,125,000	1,125,000	1,239,660	114,660
Net City Costs	\$14,733,385	\$13,680,789	\$14,389,312	\$15,569,057	\$16,351,858	\$782,801
Total Positions	90.00	95.00	83.00	83.00	91.00	8.00

INFORMATION TECHNOLOGY

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- As part of a mid year budget amendment in FY10, the Project Management division of DIT was eliminated which resulted in the elimination of three full time positions. As a result, the number of full time employees went from 83 to 80.
- Offsetting the reduction was the elimination of the Department of General Services, which resulted in the addition of 11 full time positions to this department from the Printing & Mailing Services units. The net result was a total increase of eight positions in DIT.
- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Anticipated healthcare savings are reflected in these budget adjustments.
- Salary increases are not being recommended as a part of this biennial fiscal plan.

Operating

- This budget reflects savings of \$1,075,000 by: eliminating printing of direct deposit advices (except for those employees who have no internet access); printing efficiencies from the absorption of Printing Services from the Department of General Services, paper cost savings, etc.
- This budget reflects an increase of \$1,000,000 for implementation of an Enterprise Resource Planning initiative.

Revenue

- The adjustment in revenue is related to a projected decline in data processing revenue from Enterprise Funds and telecommunication overhead charges as well as an increase in revenue as a result of the absorption of Printing & Mailing Services from the Department of General Services.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Administration	\$2,899,031	\$921,307	\$759,025	\$790,934
Project Management	284,762	338,497	420,809	-
Applications Solutions	3,400,539	4,647,874	4,639,368	4,896,825
Enterprise Network & Server Services	4,548,517	3,958,483	3,647,587	4,238,977
End User Services	1,290,075	1,120,904	1,378,485	2,617,801

INFORMATION TECHNOLOGY

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Citywide Telecommunications	3,351,512	3,827,998	4,669,038	4,431,577
Printing & Mailing Services	-	-	-	615,404
Total Program Expenditures	\$15,774,437	\$14,815,063	\$15,514,312	\$17,591,518

Agency Accomplishments

- **The City of Richmond pioneered a new American National Standard** that is leading the rest of the country. It allows alarm companies that monitor burglar, hold-up, fire, medical, and other alarms that require the response of public safety first responders to bypass calling 911 centers via telephone to deliver the notice of an alarm signal. The alarm event data and notification is delivered electronically to the 911 center and immediately appears on the radio dispatch operator’s screen, resulting in a two to three minute reduction in processing time. The project has been recognized nationally and has won several awards.
- **DIT developed a truancy-specific user interface for the Truancy Center** which will result in improved efficiency, better data quality, and expanded data analysis and reporting capabilities. The result of this collaboration is that Truancy Center case managers are now able to devote more time to interventions designed to eliminate future incidents of truancy.
- **The Traffic Accidents and Hazards application** was expanded to include GIS mapping capabilities. As one of the most visited pages on the City’s web site already, the ability to see traffic accidents on a map enhances the service provided to citizens that want to plan their trips around roadway incidents.
- **The City of Richmond Citizen Requests Performance dashboards** were implemented to provide summarized reporting to departments on the quality of service being provided to the Citizens in the City of Richmond. The Dashboards provide summarized year to date data and monthly performance data on Citizens Requests for Services (CRS). The top benefit is that with the availability of the dashboards, it is now possible to perform the analysis on an Enterprise level to find where the service improvements are needed to increase the citizen satisfaction.
- **The City of Richmond implemented the Stimulus Data Capture and Reporting system** to successfully capture, verify, and report data for the American Recovery and Reporting Act (ARRA) that is accurate as well as timely to the Federal Government. The data has been made available for the Citizens to view on the City of Richmond’s Web Site. Citizens can provide comments by directly sending the questions, suggestions, or feedback through the RichmondGov web site from the “Ask the Mayor” section.

INFORMATION TECHNOLOGY

Agency Accomplishments

- **Upgraded the Library's SIRSI circulation system** with new hardware and software to provide improved support to patrons and Library staff. Avoided \$80,000 in additional costs by architecting a more cost effective solution than the SIRSI vendor could provide while delivering increased performance.
- **Installed upgraded network capacity and capabilities at the Parker Field site**. This provided the infrastructure necessary to allow full use of the Fleet Focus M5 application and paved the way for a voice over IP implementation at Parker Field.
- **DIT has successfully converted over 2000 legacy telephone lines to Voice over IP (VoIP)** which produces \$15,000 per month in savings.
- **DIT has completed a project to reduce cellular service in the city by 33%**. This initiative reduced the city's cellular inventory by 749 units and saved \$32,000 per month.
- **Another wireless reduction initiative** was to change the calling plans of users throughout the city and allow everyone to share the wireless minutes to reduce the cost of overages and provide a more efficient way to allocate coverage. This will allow the city to reduce the wireless account by an additional \$10,000 per month.
- **Desktop inventory** is very difficult without tools to electronically account for city assets. LANDesk was purchased in 2008 and is being used for the purpose of computer inventory, software updates, security patches, and other official applications. One of the features adopted was a power management application. This power management application is set to automatically shut down computers that have had no use for an hour after 6PM in the evenings through the time the customer turns the system back on. It is estimated that an annual savings of \$135,000 will be realized through energy savings (This does not apply to Police).
- **PageCenter, an Enterprise Output Management product** which is designed to reduce or eliminate the need to print certain types of output has been implemented. Instead of printing the reports, PageCenter presents them to users via a web browser in the same layout the reports would normally print. This allows DIT to downsize the production printers in its Data Center. PageCenter retains historical copies of reports for easy access by users. The estimated yearly savings is \$15,000.

JUDICIARY

Mission Statement

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

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$6,453,996	\$6,729,446	\$6,289,998	\$6,289,998	\$6,170,897	(\$119,101)
Fringes	1,425,667	1,847,775	1,826,522	1,883,727	2,027,666	143,939
Operating Expenses	808,354	803,724	983,439	986,707	985,618	(1,089)
Total Expenditures	8,688,017	9,380,944	9,099,959	9,160,432	9,184,181	23,749
Total Revenues	10,530,085	8,876,608	8,753,356	9,224,794	8,893,088	(331,706)
Net City Costs	(\$1,842,068)	\$504,336	\$346,603	(\$64,362)	\$291,093	(\$355,455)
Total Positions	128.50	133.50	123.50	123.50	123.50	-

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Capital Improvement Plan	-	\$300,000	-	-
Special Fund	\$1,272,730	\$1,305,409	\$1,515,795	\$1,732,350

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

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and a majority of full-time vacant positions unfunded.

JUDICIARY

Personnel

- Retirement rates increased from 12.89% to 15.83% for Constitutional Officers.
- Anticipated healthcare savings are reflected in these budget adjustments.

Operating

- The Commonwealth Attorney's operating budgets includes \$131,000 for salary supplements to support the Victim Witness Program.
- The Commonwealth Attorney and the Adult Drug Court's operating budgets reflects adjustments to various fleet related expenses, which resulted in savings.

Revenues

- The revenue budgets includes State Compensation Board funding for salary and benefits for the State employees of the Commonwealth Attorney's Office.
- The Executive Secretary of the State Supreme Court authorized \$232,000 for the Adult Drug Court Program.
- Additional Judiciary revenue sources are generated by court fines and Circuit Court fees.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Commonwealth Attorney	\$4,974,548	5,346,621	\$5,047,914	\$4,947,905
Special Magistrate	43,413	45,626	43,335	43,335
Circuit Courts	3,230,065	3,431,462	3,384,239	3,540,317
Criminal Court	7,712	11,678	14,947	14,947
Manchester Court	40,671	48,954	37,845	37,845
Traffic Court	48,767	52,452	53,864	53,864
Civil Court	65,049	52,811	69,666	69,666
Adult Drug Court	277,792	391,341	448,149	476,302
Total Program Expenditures	\$8,688,017	\$9,380,944	\$9,099,959	\$9,184,181

JUDICIARY

Agency Accomplishments

The Circuit Court Clerk remitted revenue in the sum of \$4,136,245 to the City of Richmond in 2009 generated from Clerk's fees collected.

In 2009 the Clerk, with the assistance of the City of Richmond Department of Information Technology, established an additional web presence for the secure remote access to land records with links to the Supreme Court of Virginia website and also created a Clerk's web page.

The Circuit Court Clerk's Office received and processed:

- 8230 commenced criminal cases and 7971 concluded criminal cases
- 5158 commenced civil cases and 4772 concluded civil cases
- 844 wills/estates
- 22379 judgments/admin. liens/notices
- 28364 deed recordings
- 130 financing statements
- 1237 fictitious name recordings
- 1730 marriage licenses
- 992 notary qualifications
- 715 Concealed Handgun Permits

The Richmond Adult Drug Court Program Accomplishments include:

The program received 79 referrals during FY2009, and 43 of those referrals were admitted into the program. There are currently 43 participants assigned to the program. The program has enjoyed many notable accomplishments during the FY2009 fiscal year; Twenty (20) participants have graduated from the eighteen (18) month long program.

The Drug Court currently has 43 active participants, and a program capacity of 75. We need to increase our participant level and our participant capacity. Our effectiveness was recognized in a 2008 JLARC comparison study of our Drug Court with similar jail and state supervised probation programs. (See attached chart).

Additional statistics support this conclusion. During 2009, drug court participants submitted 5163 urine tests. Of this total, less than 3% were positive for the use of alcohol or drugs. Additionally, our participants attended over 3200 NA/AA meetings during the past year. They performed over 2000 hours of community service, primarily for the City of Richmond. The City usually pays employees to perform this work. Our participants thereby provided a calculable economic benefit to the City. Richmond police officers work in an overtime capacity at the program and are compensated with JAG allocation funds. The officers completed over 600 home visits to participants during the year. They helped program staff address the needs of the City's substance abusing population, and strengthened relations within the City's communities.

JUDICIARY

Table 19: Completing Richmond and Chesterfield Adult Drug Court Programs Resulted in Lower Costs and Better Recidivism and Employment Outcomes Relative to Comparison Groups

Indicator	Drug Court Completers (N=28)	Non-Completers (N=32) ^b	Probation Completers (N=28)	Jail Completers (N=28)	Difference in Outcomes - Drug Court Completers vs. Non-Completers Better / (Worse)	Difference in Outcomes - Drug Court Completers vs. Prob. Completers Better / (Worse)	Difference in Outcomes - Drug Court Completers vs. Jail Completers Better / (Worse)
Daily Cost	\$1.53	\$20.30	\$11.69	\$15.36	\$18.78	\$10.16	\$13.84
Daily Cost Including Treatment \$	\$11.57	\$26.41	\$14.00	\$18.85	\$14.84	\$2.43	\$7.28
% Arrested	14%	38%	14%	36%	24%	0%	22%
% Convicted	14%	22%	4%	25%	8%	(10%)	11%
% Incarcerated	21%	81%	46%	46%	60%	25%	25%
% Employed	79%	72%	32%	7%	7%	47%	72%
Average Earnings	\$42,629	\$10,314	\$17,472	\$19,353	\$32,315	\$25,157	\$23,276

^aAnalysis compares differences in costs after treatment, unlike tables 12, 14-18, and 20-23 that focus on cost reductions between the 18-month periods before and after treatment.

^bSample size is higher for non-completers to maximize comparability to completers.

Source: Source: Staff analysis of 2003-2007 data supplied by the Compensation Board, DOC, DCJS, DJJ, DMAS, DMHMRSAS, Richmond City and Chesterfield County Adult Drug Court Programs, VEC and Virginia State Police.

The Drug Court enjoyed many notable accomplishments this past year. The program received a grant from the Washington Baltimore/Maryland High Intensity Drug Trafficking Area (HIDTA) to develop a jail-based re-entry component [Project Step Up and Out] to the existing Drug Court program. Project Step Up and Out was developed to provide non-violent multiple offense addicts - while they are incarcerated - with a supported, stepped transition from jail to the community, to stabilize them economically and socially before beginning the Drug Court's out-patient program. It creates a continuum of care for addicts who are re-entering society, and who are eligible and committed to completing the 18-month Drug Court program upon release. With no lapse in treatment during the transition process, project participants spend more time with treatment professionals, with less time in risky, unstable surroundings. The project was designed to mitigate the most common causes for relapse and recidivism upon re-entry.

This past year the Drug Court also successfully partnered with other City Departments (DSS and DPW) to secure vocational training/job placement services for participants. There are currently 9 participants working at temporary positions in the City of Richmond.

We are continuing efforts to have participants enhance their employment skills through vocational training and/or job placement services. The staff of the program has been diligent at coordinating employment services for program participants.

In addition to expanding our current list of potential employers, we have utilized community linkages with other agencies such as the Family and Friends Association, Goodwill Industries, Crossover Clinic, Richmond Behavioral Health Authority, and the Virginia Department of Corrections, Richmond's Department of Human Resources, and various temporary job agencies to make certain participants become tax-paying citizens.

JUDICIARY

Commonwealth Attorney's Office

Mission Statement

The Commonwealth's Attorney's Office strategically prosecutes criminal offenders in the City of Richmond. The Office emphasizes a multi-agency approach to crime by targeting violent predators for immediate removal from the community. Because of budget constraints and new information about the effectiveness of traditional prosecution and incarceration, we are also exploring various evidence based alternatives for certain youthful, non-violent and low risk offenders that are capable of rehabilitation.

Agency Overview-The Office prosecutes all levels of criminal and traffic offenses committed in the City of Richmond. Our caseload includes offenses committed by and against juveniles. The attorneys and staff are dispersed among the Manchester, John Marshall and Oliver Hill Courthouses. We work closely with the Victim Witness Unit, which counsels crime victims regarding their legal rights and garners community resources for victim's support. The Office continues to enjoy outstanding collaborative relationships with the Richmond City Police Department and other state and federal law enforcement agencies.

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

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$3,891,797	\$4,030,799	\$3,754,262	\$3,754,262	\$3,540,360	(\$213,902)
Fringes	820,717	1,068,700	1,044,292	1,072,357	1,164,631	92,274
Operating Expenses	262,034	247,122	249,360	243,711	242,914	(797)
Total Expenditures	4,974,548	5,346,621	5,047,914	5,070,330	4,947,905	(122,425)
Total Revenues	2,813,353	2,880,688	3,067,601	3,069,247	2,755,541	(313,706)
Net City Costs	\$2,161,195	\$2,465,933	\$1,980,313	\$2,001,083	\$2,192,364	\$191,281
Total Positions	67.00	72.00	63.00	63.00	63.00	-

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and a majority of full-time vacant positions unfunded.
- Retirement rates increased from 12.89% to 15.83% for Constitutional Officers.

JUDICIARY

Commonwealth Attorney's Office

Personnel

- Anticipated healthcare savings are reflected in these budget adjustments.

Operating

- The budget reflects adjustments to various fleet related expenses, which resulted in savings.

Revenues

- The revenue budgets includes State Compensation Board funding for salary and benefits for the State employees of the Commonwealth Attorney's Office.

Agency Accomplishments

Felony Caseload

The Office emphasizes aggressive and strategic prosecutions against violent felony offenders, often by collaborating with federal agencies through the Cooperative Violence Reduction Partnership. Continued reports of lower rates of most violent crime are the direct result of improved case investigation by the police and improved trial preparation by prosecutors. For 2009, the Circuit Court of the City of Richmond reports 3600 defendants, the second largest caseload in the State.

Exile

The Office successfully targets repeat felony gun offenders. Chronic and violent offenders are identified through intensive discussions with specialized police narcotics and gun units, as well as with our Federal partners. These cases receive special attention from cross-designated Special Assistant United States Attorneys for the prosecution of cases in the Federal Courts. In 2009, the state Exile prosecutor reviewed 401 potential cases. 281 cases were concluded in the state system, with an average sentence of 48.25 months. 114 cases were referred for federal prosecution and subsequently handled by an assistant commonwealth's attorney embedded in the US Attorney's Office. Recent policy changes at the Dept of Justice will result in an increased state caseload as fewer cases will be prosecuted in federal court.

Juvenile and Domestic Violence

The Office maintains enhanced staffing of experienced lawyers in its Juvenile and Domestic Relations division. Many of these attorneys have prior defense backgrounds and possess the depth of knowledge needed to separate the serious felony offenders from those juveniles that are capable of rehabilitation. The attorneys scrupulously exercise their discretion to initiate adult transfer proceedings for violent older juveniles. Domestic violence remains a top priority for the Office. All cases involving domestic violence are aggressively reviewed and prosecuted, despite frequent opposition from the original complaining victim. The special attention required by these cases has been made possible only through the increased resources (experienced attorneys) assigned to the Domestic Relations Courts.

Community Crimes

The Office continues to prosecute atypical crimes such as graffiti and animal abuse. Our efforts in these areas have yielded some of the lengthiest sentences in the history of the Commonwealth. We are no longer actively attempting to seize designated "Drug Houses" because of diminishing returns given the amount of work demanded of the prosecutor and a perceived judicial reluctance to seize private property.

JUDICIARY

Commonwealth Attorney's Office

Agency Accomplishments

Gangs (GRIP Gang Reduction and Intervention Program)

In 2006 the Office collaborated with Attorney General's Office to form a Gang Unit to identify, prosecute, and seek enhanced penalties for members of violent street gangs. To date, over one hundred gang members from all areas of the City of Richmond have been identified and prosecuted for their gang activity. Although grant funding from the Attorney General has ended, the Office and RPD remain committed in our efforts to combat violent street gangs. As resources permit, we will continue to staff the Gang practice area with two (2) mid-level prosecutors.

Sector Prosecutors

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

Homicide

For the first time in recent memory, the City of Richmond does not enjoy the dubious distinction of having the highest homicide rate in the State. Although the City is second to the City of Norfolk in new homicides, we continue to have the highest prosecution caseload in the Commonwealth because of the high clearance rate. For the 2009 Calendar year, the Richmond Commonwealth's Attorneys Office concluded forty-two homicide prosecutions in Circuit Court. Thirty seven prosecutions resulted in convictions, yielding a conviction rate of eighty eight (88) percent. This conviction rate is consistent with our achievement in 2008.

Narcotics

The Office continues to staff narcotics cases with a dedicated team of prosecutors who work closely with local and federal agencies. The team is supervised by a Deputy Commonwealth's Attorney and focuses exclusively on cases involving drug distribution. The overall volume of drug cases in the City was lower in 2009, with 1616 charges involving 1151 defendants. Of these, the drug team managed 536 distribution cases, resulting in a conviction rate of 73.1% (10 year high). Sentences for violent drug dealer offenders increased slightly, while sentences for non-aggravated drug distribution cases fell by 2.2 months. Prosecutors are involved at all stages of investigation and tightly monitor all cases involving cooperating informers. We continue to use narcotics cases as a means of targeting violent offenders, particularly those reputed to have involvement in homicides or robberies.

Aggravated Assaults

Strict reporting requirements force the police department to broadly classify cases as aggravated assaults. The office adheres to quality control measures, namely having experienced prosecutors on-call 24 hours a day, with a Deputy Commonwealth's Attorney supervising all cases involving life-threatening injuries. We otherwise screen cases appropriate for pleas to lesser charges.

JUDICIARY

Commonwealth Attorney's Office

Agency Accomplishments

We continue to use aggressive sentencing strategies against truly violent offenders by presenting evidence of unadjudicated (uncharged) bad acts. In 2009, the office reviewed warrants for 577 incidents of aggravated assault. Of those cases that were prosecuted in Circuit Court, 90% resulted in a conviction. The average sentence for a defendant convicted of malicious wounding more than tripled from 2008 to 2009.

Robbery

Robbery crime trends continued to worsen in 2009. The Office's robbery initiative response has been successful in improving the quality of the cases for trial. We have also forged stronger ties with investigators through the robbery task force and various training models. In 2009, the Office closed 290 cases. Of those that proceeded to trial, we enjoyed a 94% conviction rate (63% guilty of robbery, 37% of a lesser offense). Roughly 33% of all reviewed cases were not prosecuted, typically because of a lack of cooperation from the victim, poor evidence, or federal adoption. In 2009, the average period of active incarceration remained constant at 7 years. For calendar year 2010, the office will allocate additional attorney resources to the robbery area by dedicating three (3) very experienced and aggressive prosecutors. Our effort will focus on enhanced intel exchange and should evolve collaboratively with the police department.

Sexual Assaults

There were no significant changes in the management and prosecution of sexual assault cases. In 2009, 26 cases were indicted or charged by warrant. Nine (9) were resolved by plea agreement, seven (7) were not prosecuted, and nine (9) carried over into calendar year 2010. Once a sexual assault report is received and assigned to a detective, a supervising assistant commonwealth's attorney is contacted and advised of the status of the case. Together, the detective and attorney devise a strategy, collaborating on subsequent steps in the investigation, and if appropriate, how and when to bring charges against a suspect. A disturbing trend has emerged involving homeless victims and prostitutes. We are concerned that these may evolve into homicide cases.

Burglary

The Office discontinued the specialized burglary practice area and reallocated the attorney resources to robbery prosecutions. Burglary case numbers are captured in the general felony prosecution discussion. This area continues to present distinct challenges and does not enjoy a high burglary conviction rate.

Special Programs

Unlike any Office in the state, the Richmond Office sponsored a variety of programs in area high schools from 2007-2009. Among the programs was Youth Court at Huguenot High School, Competitive Debate at Thomas Jefferson and George Wythe High Schools, and Mock Trial at Richmond Community and Huguenot High Schools. These efforts are in addition to frequent speaking engagements and mentoring programs. Recent budget contractions have resulted in the discontinuation of at least two of the more time consuming programs. This is tragic.

JUSTICE SERVICES

Mission Statement

The mission of the Richmond Department of Justice Services (formerly known as Juvenile Justice Services) is to promote public safety, reduce recidivism, prevent juvenile delinquency and adult criminal behavior through the provision of a continuum of services which promotes offender accountability and rehabilitation. In FY2006 the department's name change signaled a renewed focus by the City to expand outreach programming that targets adult offenders and their families.

Agency Overview -The Department of Justice Services provides a variety of services to youth, adults and their families who are either at risk of involvement in the justice system or have been formally processed by the court.

The services provided to youth are court diversion, secure confinement, and interventions for youth and their families who are before the Juvenile and Domestic Relations Court for status and/or delinquency charges. The services to youth are provided through a structure called the Graduated Interventions Levels System, which is a collaborative effort between the Department of Justice Services and the 13th District Court Services Unit.

The Adult Services programs offer community-based supervision for Richmond offenders over the age of eighteen or considered an adult at the time of initial appearance, who have been (1) arrested and remanded to the Richmond City Jail awaiting arraignment for an offense other than those punishable by death; or (2) imposed a sentence of twelve months or less for which all or a part of the sentence has been suspended on misdemeanor and nonviolent felony offenses; and (3) authorized offenses whom the court has deferred judgment and orders participation in local probation.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$4,771,694	\$4,810,141	\$4,866,471	\$4,870,471	\$4,772,476	(\$97,995)
Fringes	1,384,677	1,383,076	1,604,737	1,660,385	1,697,577	37,192
Operating Expenses	1,047,044	1,021,310	999,873	1,021,257	1,014,435	(6,822)
Total Expenditures	7,203,414	7,214,527	7,471,081	7,552,113	7,484,488	(67,625)
Total Revenues	2,044,603	1,954,168	1,927,557	1,927,557	1,823,317	(104,240)
Net City Costs	\$5,158,814	\$5,260,359	\$5,543,524	\$5,624,556	\$5,661,171	\$36,615
Total Positions	128.51	127.76	130.60	130.60	130.60	-

JUSTICE SERVICES

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Special Fund	\$1,886,862	\$1,654,937	\$1,565,126	\$1,732,350
Capital Improvement Plan	-	\$380,000	-	-

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

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and a majority of full-time vacant positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.

Operating

- The budget reflects adjustments to various fleet related expenses, which resulted in savings.

Revenues

- The Virginia State Block Grant is the primary source of general fund revenue to supplement funding for the Richmond Juvenile Detention Center and other juvenile programs.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Criminal Justice Services	\$296,837	\$371,677	-	-
Therapeutic Day	43,955	37,012	-	-
Cultural Enrichment	56,534	46,233	-	-

JUSTICE SERVICES

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Aftercare	20,729	17,052	-	-
Young Offender Initiative	78,710	39,236	-	-
<i>The Department of Justice Services Reorganized their Programs and Services into the following:</i>				
Administration	810,558	723,503	927,816	836,616
Juvenile Drug Court	113,631	147,379	183,289	226,067
Secure Detention Operations	3,499,759	3,502,642	3,249,607	3,410,384
Community Service	102,476	84,947	78,345	74,251
Truancy/Diversion Program	1,104,966	1,200,839	1,235,316	1,236,115
Outreach Program	456,679	410,341	427,968	440,953
Specialized Services	180,530	180,763	152,116	160,000
Functional Families	90,204	87,042	254,454	263,396
In-Home Services	221,127	236,222	330,950	272,536
Community Monitoring	126,722	129,640	142,038	144,003
Community Corrections	-	-	489,182	420,167
Total Program Expenditures	\$7,203,414	\$7,214,527	\$7,471,081	\$7,484,488

Agency Accomplishments

In-Home Services:

- Served 77 clients through In-Home Services. Of the 77 served, 71% were successfully released following compliance with treatment goals.
- Held 2nd Annual "Back to School Luncheon" for In-Home clients and family members. 125 youth and family members were in attendance. The Luncheon included youth and parent breakout sessions; individual youth art work and t-shirt displays designed from spoken word and art therapy sessions; and youth spoken word recitals.

JUSTICE SERVICES

Agency Accomplishments

In-Home Services:

- Granted affiliation with the Local Human Rights Committee as required by DBHDS for Medicaid licensing. The Committee reviewed and accepted RDJS In-Home Services Human Rights policies and procedures.

Juvenile Drug Treatment Court

- Received a certificate of full compliance from the Supreme Courts' Office of Executive Secretary. OES provides compliance oversight to all Drug Courts in the State of VA.

Detention Center:

- Initiated a risk management strategy to identify areas where residents could harm themselves and developed and implemented a comprehensive plan to improve staff and resident safety in the building.
- Organized a management team approach that involves all supervisors and managers in the facility to coordinate all activities, training, policies and procedures.
- Collaborate with the Richmond Public Schools in the development of a "state of the art" educational program in the detention center.

Community Service:

- Over 200 youth referred to the Community Service Program 191 youth participated in Community Services. Of the 191 served, 88% were released following successful completion of required community service hours.

Day Reporting:

- Over three hundred youth were referred to Day Reporting. The program served 202 youth on probation that were suspended from school. Of the 202 served 79% of the youth successfully completed program.

Surveillance (Outreach & Community Monitoring):

- Combined, there were 340 youth referred to both programs. Of the 340 referred 320 received services. Both programs combine to average 78% satisfactory completion. Both programs continue to serve as alternatives to detention.

Truancy:

- Increased public awareness by strategically placing posters throughout the City and partnering with community merchants and agencies.
- Enhanced partnership with the Police Department to include weekly precinct truancy sweeps in targeted areas to address crime and high truancy rates during school hours.
- Citizen calls to report truants on the street have decreased by 26% since 2005-06.
- In 2008-2009, 73% of the total youth picked up on sweeps did not reoffend.
- Established a Truancy Center north of the river to increase quality of service.
- Reduced the overall truancy rate from 22% in 2004 to 9% in 2009
- In partnership with DIT, completed development of an automated data transfer of information related to youth with 3 or more unexcused absences.

Adult Pretrial and Probation:

- Probation Services maintained a 64% successful closure rate on a total of 616 misdemeanor cases closed in FY2009. The first six months of FY 2010 has resulted in 67%, 324 cases closed.
- Pretrial Services maintained an 89% successful closure rate on a total of 376 misdemeanor cases closed in FY2009. A total of 658 cases yielded a 79% successful closure rate for felony placements. The first six months of FY 2010 have resulted in 91% successful closures for misdemeanor cases and 78% for felony cases.

JUVENILE & DOMESTIC RELATIONS COURT

Mission Statement

The mission of the Richmond Juvenile and Domestic Relations Court is to provide an independent forum to: (1) resolve juvenile and domestic relations disputes and other legal matters in a fair, efficient, and effective manner and (2) protect the rights of all parties before the Court pursuant to the laws of Virginia and Constitutions of Virginia and the United States. The Court will advance the best interests of youth and families, and serve and protect the citizens of the Commonwealth of Virginia, by holding individuals accountable for their actions. The mission of the 13th Judicial District Court Service Unit is to protect the public through a balanced approach of accountability and comprehensive services that prevent and reduce delinquency through partnerships with families, schools, communities, law enforcement, and others, while providing opportunities for delinquent youth to become responsible and productive citizens.

Agency Overview- The Juvenile and Domestic Relations Court handles cases involving: delinquents, juveniles accused of traffic violations, children in need of services and supervision, children who have been subjected to abuse or neglect, family or household members who have been subjected to abuse, adults accused of child abuse, neglect, or of offenses against members of their own family, and adults involved in disputes concerning the support, visitation, parentage or custody of a child. Additionally, the Court also handles cases involving the abandonment of children, foster care and entrustment agreements, court-ordered rehabilitation service and court consent for medical treatment cases.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$99,209	\$102,977	\$100,520	\$100,519	\$104,599	\$4,080
Fringes	28,334	31,177	30,665	31,614	38,690	7,076
Operating Expenses	325,892	271,845	277,755	281,605	329,210	47,605
Total Expenditures	453,435	405,999	408,940	413,738	472,499	58,761
Total Revenues	16,272	8,781	13,414	13,268	10,242	(3,026)
Net City Costs	\$437,163	\$397,218	\$395,526	\$400,470	\$462,257	\$61,787
Total Positions	2.00	2.00	2.00	2.00	2.00	-

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Capital Improvement Plan	\$160,000	\$400,000	\$150,000	-

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

JUVENILE & DOMESTIC RELATIONS COURT

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.

Operating

- The budget reflects the addition of \$60,000 earmarked for rental payments associated with the Court Services Unit use of space in the DSS Southside Plaza building. This adjustment is a requirement based on State formulas associated with DSS cost allocation.
- The budget reflects adjustments to various fleet related expenses, which resulted in a net reduction in operating funds.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Court Functions	\$221,190	\$166,297	\$161,705	\$223,770
Probation Services	145,117	149,402	156,652	150,531
Dispute Resolution/Mediation	87,127	90,301	90,583	98,198
Total Program Expenditures	\$453,434	\$406,000	\$408,940	\$472,499

Agency Accomplishments

Court Functions

The Court is a state agency in the Virginia Judicial Branch, with five judges and 26 staff. Approximately 49% of the Court's cases are juvenile and 51% adult; in FY2009, this amounted to 17,877 cases involving 48,497 hearings. In addition to processing all cases before it, judges and staff participated in numerous efforts in support of the Court's over-arching strategic focus on: (1) efficient and effective court administration and operations; (2) accessibility to the Court, timeliness, fairness, and customer service; (3)

JUVENILE & DOMESTIC RELATIONS COURT

Agency Accomplishments

achievement of effective outcomes for youth and families; and (4) collaboration with partners. Selected highlights of the Court's judicial administration activities include:

- Implementation of a video docket display system to enhance customer service
- Judicial leadership of Richmond's Juvenile Drug Treatment Court
- Hosting the annual Adoption Day celebration, in coordination with Social Services
- Co-chairing the Richmond Approach initiative, in coordination with Social Services
- Judicial representation on the Community Criminal Justice Board

13th District Court Service Unit (Intake and Juvenile Probation and Parole)

Part of the state executive branch (Virginia Department of Juvenile Justice), the CSU serves the Richmond Juvenile & Domestic Relations District Court and the citizens of Richmond via intake, investigative, probation, and parole services. For juveniles, the CSU monitors court ordered services, enforces restrictions, and provides community supervision. The CSU is guided by the strategic plans of both the J&DR Court and Virginia Department of Juvenile Justice. Highlights of activities and accomplishments include:

- Intake processed 3,466 domestic relations/child welfare complaints and 3,202 juvenile complaints in FY 2008.
- Supervising 382 youth on probation as of November 1, 2008.
- Chair the Juvenile Justice Collaborative, a multi-agency team addressing process and systems improvements to improve outcomes for court-involved youth.
- Partnered with City agencies to implement a serious habitual juvenile offender comprehensive action program.
- Served as the pilot site for the state's implementation of the Youth Assessment Screening Instrument (YASI).
- Continued implementation of juvenile detention reform principles, practices, and processes as developed under the auspices of the Court and CSU's participation in the Annie E. Casey Foundation's Juvenile Detention Alternative Initiative.

Dispute Resolution/Mediation (Overseen by the Court)

In FY2009, the Court's Dispute Resolution Office conducted 462 custody/visitation/support mediations with agreements reached in more than 70% of the sessions. Research indicates mediated cases are less likely to return to court and that, if they do, there is less conflict in subsequent motions.

- In support of the City's truancy reduction efforts, over 40 truancy mediations were held during the 2008-2009 academic year, with agreements reached in all cases. Truancy mediation is a face-to-face meeting, facilitated by a trained mediator, between a student, parent or caregiver, and school representative. Issues discussed may include poor attendance, behavioral concerns, academic declines, and the student's emotional well-being. Truancy mediation programs are based on the premise that mediation can be an effective means of improving school attendance, reducing the dropout rate, and reducing delinquent behaviors.
- The Director organizes the Court's quarterly education series "Views from the Hill," open to staff of all court-related agencies.

LIBRARY

Mission Statement

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

Agency Overview-Richmond residents of all ages will thrive and realize success in academic, professional, personal, cultural and economic pursuits, enhanced by relevant services and resources at Richmond Public Library. Children will enter school ready to learn, and will succeed academically, through resources and programs offered for them, their parents and caregivers at Richmond Public Library. Richmond residents will increase their technological knowledge, skills and competencies from technology, programs and resources available at Richmond Public Library.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$3,120,773	\$3,249,093	\$2,974,203	\$2,974,203	\$3,130,955	\$156,752
Fringes	962,631	1,019,965	1,030,190	1,064,382	1,142,527	78,145
Operating Expenses	1,100,381	923,660	901,972	866,872	865,426	(1,446)
Total Expenditures	5,183,785	5,192,718	4,906,365	4,905,457	5,138,908	233,451
Total Revenues	319,978	305,547	319,302	311,300	288,983	(22,317)
Net City Costs	\$4,863,807	\$4,887,171	\$4,587,063	\$4,594,157	\$4,849,925	\$255,768
Total Positions	84.42	84.44	80.44	80.44	80.44	-

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Capital Improvement Plan	\$878,037	\$4,327,000	\$2,925,000	\$2,007,143
Special Fund	\$541,117	\$576,255	\$760,200	\$929,000

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

LIBRARY

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.

Operating

- The budget reflects adjustments to various fleet related expenses, which resulted in savings.

Revenues

- The revenue budgets include funding from the State Library Aid, overdue book fines and copy machine fees.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Library Administration	\$579,451	\$610,258	\$626,989	\$662,703
Adult and Family Services	3,411,651	3,153,834	2,977,127	3,153,639
Children and Family Services	526,817	694,715	624,645	681,387
Youth and Family Services	474,274	616,288	529,122	561,730
City Records Center	49,766	70,377	81,882	14,295
Neighborhood Community Services	141,826	47,247	66,600	65,154
Total Program Expenditures	\$5,183,785	\$5,192,718	\$4,906,365	\$5,138,908

LIBRARY

Agency Accomplishments

In FY2010, Richmond Public Library has provided programs and services based on the Library's strategic plan.

The Library supports early literacy and adult literacy with other partners. Examples of programs:

- Expanded and named our early literacy efforts "Richmond Ready to Read," with further cooperative efforts with our partners
- Parenting education information and programs provided both separately and in cooperation with the City's Early Childhood Development Initiative
- Support for two Early Reading First grant programs, in cooperation with the Virginia Literacy Foundation, Virginia Commonwealth University and Richmond Public Schools
- Provides training space at the Main Library for The READ Center's adult and community college tutoring programs
- Provides job search centers by providing computers, classes and trained Library staff and volunteers to assist Richmond residents with one-on-one assistance in searching and applying for jobs and Virginia Employment Commission services. This is done in cooperation with the Richmond Department of Economic Development Division of Youth and Workforce Development Volunteer Connection Office and AmeriCorps, a program of the Corporation for National and Community Service.
- The Library supports the development of reading skills in students. During the 2009 Summer Reading Program 3,582 children, teens and adults signed up to enjoy a summer of reading fun, and read 24,957 books. Holton Elementary School won the trophy for the most student participation for the 2nd year in a row.

The Library received grant support from several organizations:

- The Gates Opportunity Online Hardware Grant provided \$148,200 to Richmond Public Library over a two-year period for the purchase of computers for public use at seven Richmond libraries. FY2010 was the second year of this two-year grant. All public access computers were replaced at the seven eligible libraries.
- Broadband access was upgraded at each library. T-1 access lines were upgraded to TLS lines, improving network access and internet access at all library locations.
- Funding from the Richmond Public Library Foundation purchased new books related to careers and financial literacy for all nine libraries. This grant was \$10,000.
- A total of \$45,000 in funding from the Community Foundation and the Richmond Public Library Foundation purchased children's materials at the Broad Rock, Hull Street, North Avenue and East End libraries.
- Design was completed for the renovations of the North Avenue and Westover Hills branch libraries. These renovations, funded in the capital improvements budget, are the first two projects to begin. All eight branch libraries will receive substantial renovations, and the Main Library auditorium and second floor will be improved.

The ongoing building improvements this fiscal year have included:

- 1-Replaced the boiler and chiller at the Main Library
- 2-Bids were received for roof replacement at the East End and Broad Rock libraries, and design work for the Main Library roof replacement project was completed.
- 3-Installed landscaping plants at Main Library

MAYOR'S OFFICE

Mission Statement

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

Agency Overview-The Mayor's Office provides leadership and vision to all City agencies and departments. It promotes the development of strategic plans utilizing sound fiscal management. The office also promotes the City's relationship with other governmental bodies, the private sector, and most importantly, the citizens and the communities.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$690,456	\$712,022	\$647,536	\$647,507	\$734,939	\$87,432
Fringes	186,199	172,675	180,314	184,431	216,258	31,827
Operating Expenses	119,145	106,188	87,500	87,500	87,500	-
Total Expenditures	995,801	990,885	915,350	919,438	1,038,697	119,259
Total Revenues	-	-	-	-	-	-
Net City Costs	\$995,801	\$990,885	\$915,350	\$919,438	\$1,038,697	\$119,259
Total Positions	9.00	9.00	9.00	9.00	9.00	-

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all full time positions. The personnel include the Mayor, Chief of Staff, Deputy Chief of Staff, Senior Policy Advisor, and Executive Administrative and office staff. Retirement rates increased from 21.16% to 27.83% for those employees in the Defined Benefits Plan. Anticipated healthcare savings are reflected in these budget adjustments.

MAYOR'S OFFICE

Operating

- The operating budget includes funds for the day-to-day office operations. Funds are also included for the City's membership with the U.S. Conference of Mayors. No adjustments were made to the previously approved operating funds.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Mayor's Office	\$995,801	\$990,885	\$915,350	\$1,038,697
Total Program Expenditures	\$995,801	\$990,885	\$915,350	\$1,038,697

Agency Accomplishments

The City of Richmond, under the leadership of Mayor Dwight C. Jones, continues to make progress towards improved operational efficiency and excellence. The Mayor's vision for "Building a Better Richmond" includes a government operating under a spirit of communication, cooperation and collaboration. Since taking office, the leadership of Mayor Dwight C. Jones has led to the following accomplishments:

- The City of Richmond was able to maintain its general fund AA bond rating, and the utility's bond rating was upgraded from AA- to AA.
- Fiscal practices led to the successful closing of a \$28.5 million budget gap without harming core services and without disproportionately burdening any one area.
- A new jail project was approved and is underway designed to meet Mayor Jones' goal of addressing the overcrowding conditions and strengthening alternative programs.
- The City of Richmond received its first green certification award and has begun mapping its greenhouse gas inventory with plans to make Richmond greener and more environmentally friendly.
- Reorganized the Departments of Economic Development and Community Development to establish a more robust economic and community development structure in the City of Richmond.
- Instituted a Comprehensive Economic Development Strategy.
- Launched an urban blight initiative to ensure the backlog of overgrown lots was handled and that a systematic approach to mowing and upkeep would be dispatched going forward.
- Began efforts which are underway to de-concentrate poverty and redevelop public housing in the Dove Court and North Jackson Ward areas.
- Other strategic areas have been identified for redevelopment in the 25th Street/Nine Mile Road Corridor and the GRTC Cary Street Property.

MAYOR'S OFFICE

Agency Accomplishments

- Regional cooperation continued to be at the forefront of efforts and long term plans. Workforce investment and the Baseball Diamond are two examples.
- The Mayor joined with leaders from across the region in pursuit of high speed rail for the area. This is an ongoing effort that is a top priority for the region.
- A Blue Ribbon Commission on Health Policy was established to help with setting health policy priorities and to help address health care disparities in our City.
- The Mayor's Participation and Communication Corps (MPACC) was organized as a means for citizen input to the operations of government.
- The City of Richmond will be breaking ground on two new elementary schools in FY 2011 followed by a new middle school and a high school in the following fiscal year -- the first high school to be built in over 40 years.
- New buildings will be designed in a comprehensive fashion, with new schools also serving as community centers, libraries or health centers.

Budget Goals for FY 2011

Under the leadership of Mayor Dwight C. Jones, the city is instituting new business practices in government operations designed to streamline services, sacrifice in the short term, but position the city for strategic investment for the long term. The FY2011 budget is based on the following goals toward an overall strategy for an efficient and effective local government:

- Be priority driven and move the city toward outcome-based budgeting rather than simply line-item budgeting.
- Institute twice-yearly real estate tax collections and aligning our collection practices with other localities.
- Collaborate with the school system for savings in the areas of health care for city and schools employees, fleet management, and grounds maintenance.
- Increase tax compliance and collections.
- Restructure Broad Street CDA so as to ensure the best use of taxpayer funds in maintaining this asset.
- Utilize a ground up budget process to receive input from all stakeholders, including employees.
- Complete the MUNIS system implementation.

MINORITY BUSINESS DEVELOPMENT

Mission Statement

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

Agency Overview - OMBD's programs and services are to ensure minority, emerging and disadvantaged businesses have an equal opportunity to compete for city purchases where there is availability to help to foster open and competitive procurement practices within the City. OMBD offers training seminars and technical assistance programs that promote minority growth and development on the local and regional levels.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$339,337	\$312,935	\$225,414	\$225,414	\$345,160	\$119,746
Fringes	88,510	78,122	58,597	60,815	78,663	17,848
Operating Expenses	23,398	16,671	24,741	24,741	24,741	-
Total Expenditures	451,245	407,728	308,752	310,970	448,564	137,594
Total Revenues	-	-	-	-	-	-
Net City Costs	\$451,245	\$407,728	\$308,752	\$310,970	\$448,564	\$137,594
Total Positions	5.00	5.00	4.00	4.00	5.04	1.04

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes a Deputy Director II position.
- The budget reflects .04% FTE for the DCAO of Economic & Community Development position which includes salary and fringes. This position was transitioned from the Chief Administration Office.
- The budget includes 100% funding for all filled positions and leaves a majority of full-time vacant positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.

MINORITY BUSINESS DEVELOPMENT

Operating

- The budget reflects no changes from approved FY2011 to successive years.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Office of Minority Business Administration	\$194,681	\$165,151	\$95,899	\$185,759
Business/Project Development	100,316	87,601	76,196	98,622
Contract Administration	156,247	154,976	136,657	164,183
Total Program Expenditures	\$451,245	\$407,728	\$308,752	\$448,564

Agency Accomplishments

- The Office of Minority Business Development (OMBD) sponsored 29 technical outreach training sessions, reaching 326 entrepreneurs. Seminar topics included but not limited to public relations strategies, brand positioning strategies, market research techniques and web technology strategies.
- There were 121 prime and sub minority contractors/vendors participating on city contracts and were paid \$14,000,774.13.
- OMBD registered 128 new businesses during FY2009 and serviced 194 walk-in clients.

NON-DEPARTMENTAL

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

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Total Expenditures	\$51,273,499	\$48,711,439	\$42,840,739	\$48,791,824

Agency Highlights

Expenditures

- Proposed funding for the City's Tax Relief for the Elderly and Disabled remains at \$3,383,238 for FY2011.
- The Greater Richmond Convention Center Authority (GRCCA) subsidy is partially funded by a portion of the City's Lodging Tax revenue. The proposed budget remains at \$7,331,549.
- The City joins with Chesterfield and Henrico in allocating \$370,000 for the Greater Richmond Partnership (GRP).
- As part of the elimination of the Department of General Services, two divisions are funded in Non-Departmental: Animal Control and the 311 Call Center. The 311 Call Center will be aligned with the Public Utilities Call Center but will continue to be funded by the General Fund at \$812,449. This funds filled positions at 100% along with some operating funds as before. Animal Control is in Non-Departmental pending its final placement. The personnel are fully funded and include an additional Animal Control Officer.
- An additional \$250,000 is proposed for the Master Lease to continue to address the backlogged replacement of the computer infrastructure. Several servers are past their useful life and are out of warranty. In addition, many departmental PCs are due for replacement.
- The convention bureau (RMCVB) requested \$937,180 for FY11. This is a reduction of \$160,472.
- \$2.5 million is included to cover the costs of E911 Emergency Communications. Telecommunications revenue from the State has not been sufficient to cover the full cost.

NON-DEPARTMENTAL

Agency Highlights

- Other Non Departmental Programs and Activities includes those agencies and organizations which enhance the quality of life in the City of Richmond and the region. The previously approved FY11 budgets remain intact for the organizations in this group. Within the human services group, the budgets continue to be based upon recommendations through the Deputy Chief Administrative Officer for Human Services.
- The Quasi-governmental category represents funding to state, local, and regional governments that provide services to the City of Richmond. Several of the agencies funded in this category reflect the City's contribution in regional efforts with the surrounding counties. This category includes funds for GRTC Transit System, Richmond Metropolitan Convention and Visitors Bureau (RMCVB), Richmond Ambulance Authority (RAA), Greater Richmond Convention Center Authority (GRCCA), retiree healthcare, and any cross-agency budgets.
- Proposed funding for GRTC is \$11,000,000 in FY2011, which is level with FY10's appropriation. Additional funding amounts include \$175,000 for the Senior Rate Break and capital funds of \$500,000 for FY2011. The Richmond Ambulance Authority is proposed for funding of \$4,450,000.
- With the return of minor league baseball to The Diamond, \$75,000 is proposed for the City's contractual obligation to remit Admissions Taxes from The Diamond to the RMA.
- Retiree Healthcare is funded at \$1.68 million. Monthly expenses average between \$125,000 and \$130,000. With the anticipated joint healthcare plan with Richmond Public Schools, there should be some cost savings. Actual savings depend on the number of new retirees added during the year.

NON-DEPARTMENTAL

Quasi-governmental and Other Non Departmental Programs and Activities	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011
311 Call Center Funds				\$	812,449
ACORN-Marketing Old Richmond Neighborhoods	30,000	30,000	20,000	20,000	20,000
Affordable Housing Trust Fund Contribution	4,600	-			
Airport Commission	12,750	1,000			
Animal Control Funds					1,336,396
ARC of Richmond	29,750	29,750	29,750	29,750	29,750
Armada Hoffer Economic Development Grant				550,000	550,000
Arts Consortium	450,000	455,000	360,000	360,000	360,000
Boaz & Ruth	45,000	45,000	36,000	36,000	36,000
Career & Technical Education Project		1,663			
CARITAS	35,000	35,000	35,000	35,000	35,000
Carytown Parking	58,700	70,259	71,525	65,405	65,405
CDA	650,000	812,500	1,150,000	650,000	162,500
Central Virginia Health Planning Agency			8,000	8,000	8,000
Central Virginia Legal Aid Society	59,400	59,400	59,400	59,400	59,400
Clean & Safe Partnership	700,000	700,000	700,000	700,000	700,000
Daily Planet	31,188	25,000	20,000	20,000	20,000
East End Teen Center	31,188	25,000			
Economic Development Consortium	1,058,000	1,058,000	883,400	883,400	883,400
E911 - Emergency Communication Supplemental Costs	1,369,998				2,500,000
Extension Services	37,998	38,000	38,000	38,000	38,000
Family Advocacy Center	35,000	43,750	35,000	35,000	35,000
Family Resource Center	80,000	80,000	50,000	50,000	50,000
Fan Free Clinic	81,788	53,064	53,940	53,940	53,940
Fan Party Patrol			7,500	7,500	7,500
Feedmore Inc	100,000	100,000	145,000	145,000	145,000
Fleet Savings (Undistributed)			(1,045,000)	(1,045,000)	-
Freedom House	25,000	25,000	20,000	20,000	20,000
Fund Balance Appropriation			43,369		
Gold Bowl Classic	25,000				
GRCCA Operating Subsidy	7,248,541	6,505,008	7,010,833	7,010,833	7,010,833
Greater Richmond Partnership	390,000	390,000	370,000	370,000	370,000
GRTC Board	4,333				
GRTC Equipment Note	900,000	750,000	425,000	500,000	500,000
GRTC Senior Rate Break	200,000	200,000	175,000	175,000	175,000
GRTC Transit Corporation	9,360,000	11,000,000	11,000,000	12,500,000	11,000,000
Healing Place	100,000	100,000	80,000	80,000	80,000
Highland Park CDC	67,500				
Homeward	50,000	50,000	50,000	50,000	50,000

NON-DEPARTMENTAL

Quasi-governmental and Other Non Departmental Programs and Activities	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011
J Sargent Reynolds Community College (Capital)	\$ 157,590	\$ 352,245	\$ 284,676	\$ 188,156	\$ 181,857
J Sargent Reynolds Community College (Oper)	59,787	57,390	58,841	60,606	58,577
James River Advisory Council	10,000		10,000		
James River Development Corp	16,621	16,621	16,621	16,621	-
Marriott Parking	682,835	335,000	250,000		
Master Lease	1,269,811	1,011,769	1,000,000	1,200,000	1,450,000
Maymont Contribution	400,000	400,000	390,000	390,000	390,000
MeadWestvaco Economic Development Grants		2,000,000		350,000	350,000
Med-Flight	6,100	6,100	6,100	6,100	6,100
Memorial Child Guidance Clinic - Childsavers	22,500	37,500	30,000	30,000	30,000
N Chamberlayne / Old Brook Study			10,000		
Neighborhood Resource Center - Fulton			30,000	30,000	30,000
Offender Aid and Restoration	138,600	138,600	124,340	124,340	124,340
Operational Savings to be Distributed			(955,091)	(383,722)	-
Peumansend Regional Jail	1,411,903	1,440,331	1,430,066	1,430,066	1,430,066
Philip Morris RE Grant		-	1,250,000	1,250,000	1,250,000
RCAP	145,000	145,000	116,000	116,000	116,000
Retirees Expenses	2,925,970	4,397,678	2,576,000	2,679,640	1,679,640
Richmond Ambulance Authority	3,800,000	3,800,000	4,300,000	4,450,000	4,450,000
Richmond Behavioral Health Authority (RBHA)	2,244,375	1,835,500	1,743,725	1,743,725	1,743,725
Richmond Coliseum Subsidy	2,229,265				
Richmond Metropolitan Convention and Visitors Bureau (RMCVB)	937,180	1,007,142	1,065,149	1,097,652	937,180
Richmond Regional Planning District Commission (RRPDC)	115,219	117,180	115,380	115,380	117,938
Ridefinders	7,500	7,500	7,500	7,800	7,800
RMA - The Diamond	95,000	95,000			75,000
RPAC Matching Funds		500,000	500,000	500,000	500,000
RRHA - Old Manchester Debt	2,823,696	2,879,623	2,897,730	2,904,805	2,904,805
RRHA 6th Street Marketplace	905,234	149,533	100,000		
RRHA Property Maintenance & Insurance	153,165	175,542	175,000	175,000	175,000
Rubicon			10,000	10,000	10,000
Senior Connections	52,455	52,455	59,985	59,985	59,985
Shockoe Bottom Land Use Study			125,000		
Sister Cities			2,000	2,000	2,000
Slave Trail Commission Support	7,748	5,124	6,000	6,000	6,000

NON-DEPARTMENTAL

Quasi-governmental and Other Non Departmental Programs and Activities	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011		
South Richmond Adult Daycare Services		\$	10,000	\$	10,000	\$	10,000
Sports Opportunities & Literacy Enhancement-SOLE			15,000		15,000		15,000
Stormwater Management (Pre DPU Ent Fund)	2,046,285	1,865,456					
Supplemental Real Estate Leases	321,587						
Tax Relief - Elderly/Disabled & Rehab	4,049,576	2,777,917	3,200,000	3,383,238		3,383,238	
Transition Costs - New Administration	449,955	110,367					
Turnover / Vacancy Savings			(135,000)	(135,000)		-	
VHA/RNH Subsidy	52,413	47,898					
Virginia High Speed Rail	10,000	10,000	10,000	10,000		10,000	
Virginia Supportive Housing	60,000	60,000	54,000	54,000		54,000	
Vision 2020 / Comprehensive Strategy	295,739	(1,650)					
VJ Harris Health Clinic	50,000	150,000	80,000	80,000		80,000	
William Byrd Community House	29,656	26,224	20,000	20,000		20,000	
YMCA North Richmond Teen Center	20,000	20,000	20,000	20,000		20,000	
Total Non-Departmental	\$ 51,273,499	\$ 48,711,439	\$ 42,840,739	\$ 45,424,620		\$ 48,791,824	

OFFICE OF DEPUTY CAO FOR HUMAN SERVICES

Mission Statement

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

Agency Overview -The Office of the Deputy CAO for Human Services oversees and coordinates the direction and focus of the following City departments: Justice Services, Social Services, Parks, Recreation, and Community Facilities, and Hispanic Liaison Office. The Office of the Deputy CAO is designed to align implementation and funding strategies across human service departments and non-departmental agencies; focusing on improving the health, education and well-being indicators for children and adolescents related to early childhood development, child and adolescent health, at-risk male youth development, school success and enhance the well-being of seniors and the special needs population.

The Office was created to ensure accountability and coordination among human services portfolio departments, provide exceptional results and customer service.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$969,564	\$740,258	\$916,740	\$916,740	\$960,584	\$43,844
Fringes	196,941	172,797	173,054	179,008	246,573	67,565
Operating Expenses	393,623	516,117	404,798	411,298	265,839	(145,459)
Total Expenditures	1,560,128	1,429,173	1,494,592	1,507,046	1,472,996	(34,050)
Total Revenues	-	-	-	-	-	-
Net City Costs	\$1,560,128	\$1,429,173	\$1,494,592	\$1,507,046	\$1,472,996	(\$34,050)
Total Positions	17.00	17.00	16.00	16.00	15.00	(1.00)

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Special Fund	\$280,704	\$190,636	\$306,896	\$306,896

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

OFFICE OF DEPUTY CAO FOR HUMAN SERVICES

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.
- This budget reflects the transfer of the Early Childhood Development Manager to the City's Department of Social Services.
- This budget reflects the transfer of the Youth and Workforce Development Division Chief to the Department of Economic and Community Development.
- Additionally, this budget reflects the transfer of the Deputy Chief Administrative Officer for Human Services from the Office of the Chief Administrative Officer
- Salary increases are not recommended as a part of this fiscal plan.

Operating

- This budget reflects the transfer of \$145,459 associated with Early Childhood Development programming to the Department of Social Services.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Management Services	\$209,434	\$288,468	\$59,267	\$63,243
Hispanic Liaison Office	179,154	197,109	187,256	195,595
Youth and Workforce Development	909,982	454,249	710,102	967,518
Teen Pregnancy and Prevention	261,558	155,332	190,452	125,981
Senior and Special Needs	-	102,606	109,961	120,659
Early Childhood Development	-	231,409	237,554	-
Total Program Expenditures	\$1,560,128	\$1,429,173	\$1,494,592	\$1,472,996

OFFICE OF DEPUTY CAO FOR HUMAN SERVICES

Agency Accomplishments

DCAO for Human Services/Management Services

- Coordinated the Human Services non-departmental application and review processes and aligned recommendations with the Mayor's Strategic priority areas.

Early Childhood Development

- For the first time ever, Richmond's major home visiting programs met to exchange information about the services they provide and to compile information into a "Richmond Home Visiting Matrix."

Hispanic Liaison Office

- Organized and facilitated the Imagine Festival, held in Broad Rock Park, to celebrate City's diversity and in collaboration with several City departments. Approximately 2,000 individuals attended the event.
- Received and fielded over 9,500 requests for assistance with information and referral, as well as translation and interpretation for City Departments.

Youth & Workforce Development

- The Youth & Workforce Development in conjunction with the William Byrd Community House coordinated the City's Summer Youth Work efforts during fiscal FY09 and over 400 youth participated.

Teen Pregnancy Prevention

- Instituted the City's first Teen Pregnancy Prevention Steering Committee to aid in the improvement of quality teen pregnancy prevention services.

Senior & Special Needs

- The Senior Help Line was implemented and assisted over 70 seniors and caregivers in identifying City services to meet their needs.

PARKS, RECREATION & COMMUNITY FACILITIES

Mission Statement

The mission of the Department of Parks, Recreation, and Community Facilities is to serve people of all ages and abilities by maximizing all available resources to deliver exceptional, clean, safe and accessible parks, inviting recreation facilities and programs that support the community needs and desires for a community to live, work and play. DPRCF will measure success by high levels of customer satisfaction, exceptional efficiency and positive community development of our public spaces and recreation services that meet the values and needs of citizens and visitors.

Agency Overview - Parks, Recreation, and Community Facilities oversees more than 57 parks and open spaces, 138 tennis courts, 60 playgrounds, 56 baseball diamonds, 10 pools, numerous tot lots, picnic areas and exercise trails. The department is also the operator of the James River Parks system, the largest and most unique park in Richmond. The James River park system includes over 500 acres of shoreline and islands in the heart of the city, offering opportunities for whitewater and flat-water canoeing and kayaking, fishing, hiking, jogging, and wildlife exploration. Additionally, the department takes care of more than 22 statues and monuments, 7 cemeteries, the Dogwood Dell Amphitheater and operates 24 city owned community centers while providing a full spectrum of recreational services for the youth, adults and special need populations.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$8,559,105	\$8,570,488	\$7,443,278	\$7,443,278	\$7,804,868	\$361,590
Fringes	2,502,395	2,571,366	2,534,750	2,620,396	2,927,117	306,721
Operating Expenses	4,558,232	4,946,340	4,922,309	4,961,547	5,184,443	222,896
Total Expenditures	15,619,733	16,088,164	14,900,337	15,025,221	15,916,428	891,207
Total Revenues	166,651	218,393	173,162	173,000	173,007	7
Net City Costs	\$15,453,082	\$15,869,771	\$14,727,175	\$14,852,221	\$15,743,421	\$891,200
Total Positions	233.44	235.95	217.54	217.54	217.54	-

PARKS, RECREATION & COMMUNITY FACILITIES

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Capital Improvement Plan	\$5,125,460	\$1,515,668	\$2,975,000	\$4,475,000
Special Fund	\$1,587,675	\$1,450,941	\$6,630,000	\$2,736,000
Enterprise Fund (excludes Public Utilities and Port of Richmond)	\$1,612,266	\$1,702,000	\$1,589,729	\$1,724,751

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- This budget reflects the addition of \$200,000 earmarked for additional temporary expenses associated with recreational programming.
- Anticipated healthcare savings are reflected in these budget adjustments.
- Salary increases are not recommended as a part of this fiscal plan.

Operating

- The budget reflects adjustments to various fleet related expenses, which resulted in savings.
- This budget reflects the addition of \$350,000 earmarked to support the Richmond Coliseum operations. The additional funding will be used for maintenance, advertising and to meet the City's proposed annual financial assistance level.

Revenues

- Revenues are budgeted at \$173,007 for FY2011, which is a flat revenue estimate, based on the FY2010 budget.

PARKS, RECREATION & COMMUNITY FACILITIES

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Administration	\$2,267,226	\$4,849,567	\$3,729,518	\$4,049,417
Infrastructure Maintenance	1,456,743	1,411,467	1,431,411	1,460,400
Hickory Hill Community Center	144,997	113,283	119,035	78,194
Parks Permits and Scheduling	205,080	224,968	214,910	245,533
Special Recreation Services	2,100,780	1,844,329	1,469,917	1,664,240
James River Parks	300,125	281,669	399,521	373,209
After School Program	1,273,759	1,091,289	1,374,399	1,369,471
Marketing	239,173	205,834	274,931	299,951
Recreation - North East	4,581,179	3,359,705	3,141,955	3,412,464
Maintenance - South West	2,277,105	2,005,832	2,017,454	2,169,640
Cultural Arts	773,566	700,220	727,286	793,909
Total Program Expenditures	\$15,619,733	\$16,088,164	\$14,900,337	\$15,916,428

Agency Accomplishments

- The Department's 23 community centers continue to serve as the centerpiece of numerous recreational and educational offerings for Richmond City residents. Over the course of the 2009 fiscal year, community centers across the city played host to over 1,300 total visits per day. Over the 350,000 total visits were recorded at centers during the fiscal year.
- In fiscal 2009, the department was awarded a \$250,000 grant from the Conrad H. Hilton Foundation and the Little League, Inc to design and construct a youth baseball facility at Chandler Middle School.
- One hundred and eight girls ranging in age from 8 to 13 participated in the department's eight week "Go Girl Go" program during August and September. The "Go Girl Go" program, which was funded by a \$7,500 grant from the Women's Sports Foundation was designed to assist young women in making healthy life choices.

PLANNING & DEVELOPMENT REVIEW

Mission Statement

The Department of Planning and Development Review acts on the genuine belief that we care about creating and maintaining the best quality of life for Richmond's citizens, businesses, and visitors. To that end, we provide excellent planning and enforcement services to enhance our City's built and natural environments.

Agency Overview - Planning and Development Review is responsible for the City's planning programs, zoning administration, and building permitting and inspections. This includes oversight of current and long-range land use planning, historic preservation, zoning, enforcement, building/trade permit intake, review, and inspection, and property maintenance code enforcement. The department also manages the Community Assisted Public Safety (CAPS) program.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$5,006,753	\$5,399,124	\$4,877,333	\$4,877,333	\$5,220,126	\$342,793
Fringes	1,486,880	1,641,845	1,616,508	1,667,732	1,834,002	166,270
Operating Expenses	1,519,594	1,569,758	1,042,950	1,041,550	1,003,218	(38,332)
Total Expenditures	8,013,227	8,610,726	7,536,791	7,586,615	8,057,346	470,731
Total Revenues	4,976,038	5,078,845	5,107,368	5,342,536	4,876,034	(466,502)
Net City Costs	\$3,037,189	\$3,531,881	\$2,429,423	\$2,244,079	\$3,181,312	\$937,233
Total Positions	109.05	122.05	102.85	102.85	102.09	(.76)

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Capital Improvement Plan	\$300,000	-	\$1,330,000	-
Special Fund	\$8,932,150	-	\$10,224,348	-

Please refer to the Capital Improvement Plan & Special Fund sections in this document for details. The above FY2008 figure for the Capital Improvement Plan represents the budget, rather than the actual expenditures.

PLANNING & DEVELOPMENT REVIEW

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves vacant positions unfunded.
- 0.76 net positions were removed due to reorganization and moved to Economic and Community Development.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.

Operating

- The budget reflects additional funding in FY2011 for software licenses.
- The budget reflects adjustments to various fleet related expenses, which resulted in savings.

Revenues

- The budget reflects a decrease in inspection fees from building, mechanical, elevator and plumbing inspections based on decreased construction activity within the City.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Current Planning	\$521,689	\$474,762	\$447,630	\$480,349
Building Construction & Land Development Regulation	4,189,668	4,632,697	3,239,226	3,371,738
Program Support	474,566	484,429	380,272	750,845
Codes Compliance	1,969,136	2,407,009	1,963,803	2,050,980
Housing and Neighborhood Preservation	88,162	130,438	-	-
Planning and Preservation	770,006	481,342	685,354	677,031
Zoning Administration	-	-	820,506	726,403
Total Program Expenditures	\$8,013,227	\$8,610,677	\$7,536,791	\$8,057,346

POLICE

Mission Statement

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

Agency Overview-The Richmond Police Department is dedicated to its mission of reducing and preventing crime and criminal victimization. The department is committed to maintaining a timely response to emergency call for service; maintaining a clearance rate for burglaries and all violent crimes that exceeds the national average and enhances the sense of safety and security in public spaces while insisting that offenders account for their crimes.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$51,707,648	\$53,165,547	\$48,614,064	\$48,620,671	\$51,395,483	\$2,774,812
Fringes	18,215,163	18,734,570	18,508,366	19,009,298	21,089,703	2,080,405
Operating Expenses	10,216,257	11,280,482	7,798,564	8,060,864	7,538,255	(522,609)
Total Expenditures	80,139,067	83,180,599	74,920,994	75,690,833	80,023,441	4,332,608
Total Revenues	353,600	418,025	312,000	312,000	321,719	9,719
Net City Costs	\$79,785,466	\$82,762,574	\$74,608,994	\$75,378,833	\$79,701,722	\$4,322,889
Total Positions	913.50	931.50	915.50	915.50	914.50	(1)

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Capital Improvement Plan	\$795,000	-	-	-
Special Fund	\$7,371,997	7,786,572	\$8,112,000	\$14,568,756

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

POLICE

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time civilian positions unfunded while funding all vacant sworn positions.
- Cost containment measures that eliminate the ability for the Police Department to over hire.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan and 25.54% to 33.31% for sworn officers.
- Anticipated healthcare savings are reflected in these budget adjustments.
- This budget reflects the reduction of one sworn (Police Major) position.
- This budget includes management generated sworn and civilian personnel cost savings.
- This budget includes \$218,000 for Police Special Assignment Pay.
- Discontinues Sworn Career Development Advancement and Educational Incentive pay for a period of one-year.

Operating

- The budget reflects adjustments to various fleet related expenses, which resulted in savings.
- This budget includes \$800,000 for the Police's share of the replacement cost for a new telephone system for the Department of Emergency Communications.

Revenues

- Projected revenue for the Richmond Police Department includes: special events fees, permit fees, police record check charges and police applicant fees.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Financial Management	\$10,061,299	\$11,527,634	\$8,288,460	\$8,404,886
Community Service	2,611,702	2,886,445	2,399,964	2,894,174
Chief of Police	5,087,025	5,775,774	5,504,982	5,241,616
Support Services	15,043,607	15,306,945	14,028,371	15,590,486
Area I	18,292,107	19,225,524	18,463,783	19,744,812
Area II	17,961,660	18,436,584	17,622,742	19,785,570
Police Administration	10,396,059	9,402,380	8,116,789	7,871,067
Truancy	685,607	619,313	495,903	490,830
Total Program Expenditures	\$80,139,066	\$83,180,599	\$74,920,994	\$80,023,441

POLICE

Agency Accomplishments

During FY 2009, the Richmond Police Department, in partnership with citizens and other law enforcement agencies, made a significant difference in the reduction of crime within the City of Richmond. The sector policing strategy, implemented in 2006, has continued to improve quality of life and decrease overall criminal activity. This year, violent crime was reduced 14 percent, property crime was decreased 8 percent, and total major crime was reduced 9 percent. Since the inception of sector policing, overall crime has been reduced 37%.

This year, the Richmond Police Department, Patrol Operations focused on the reduction of commercial and individual robberies and the reduction of firearms. With the utilization of the Violent Crime Initiative Grant, patrol operations focused on defined areas with a high propensity for robberies based on crime analysis. The results were commercial robberies decreased by 43 percent and the total number of individual robberies decreased by 14 percent. In partnership with the Virginia State Police and Richmond Redevelopment Housing Authority (RRHA) Police conducted a Firearm & Fugitive Initiative. The 18-week initiative began on May 1 and ended on September 5, 2008. During the initiative 102 firearms were removed from the street of Richmond with 62 resulting in individuals being arrested for possession of those firearms. Other notable statistics from the initiative are 120 felony arrests, 211 misdemeanor arrests, 174 warrants executed, and 593 field contacts. During the initiative period, overall violent crime was reduced 20 percent, with reductions of 80% in homicides, 27 percent in robbery, 10 percent in aggravated assaults, and 28 percent in aggravated assaults with firearms.

The Major Crimes Division has successfully made arrests in 29 of the 32 homicides in calendar year 2008, resulting in an 88 percent year-to-date clearance rate and a 90 percent conviction rate. These established partnerships within the community built a trust within neighborhoods that have resulted in citizens coming forward and providing information that assist the division in making arrests in a timely fashion, resulting in removing perpetrators from the community.

Continuing in the development of partnerships, the Department created the Domestic Violence Enforcement Response Team (DVERT). This team identifies victims of domestic violence and reduces recidivism. Through their partnerships, the team offers assistance to both the victims and the perpetrators of identified high risk cases. DVERT is partnered with the YMCA, the Department of Social Services Family Violence Prevention Program, MCV Forensic Nurses, and the Victim Witness program offered through the courts.

Youth and Family Crime's Unit was able to establish a collaborative effort with the Police Information Desk to begin using Live Scan to capture juvenile offenders fingerprints. Additionally, a video conferencing station was developed to allow after hour accessibility to Juvenile Intake Workers.

The Major Crimes Division Fugitive Unit assisted in developing a media outreach program by partnering with nine central Virginia law enforcement agencies and the local media. As a result of this partnership, two websites richmondareamostwanted.com and centralviriniamostwanted.com were established. In addition, a partnership with Lamar Sign Company was established to showcase the Most Wanted fugitives in the area.

The Community Youth and Intervention Services (CYIS) increased active neighborhood watch groups 34% and conducted the second annual Neighborhood Watch Conference that is a refresher for all Neighborhood Watch Block Captains to learn new crime fighting trends, get to know other block captains and share crime prevention methods. Also, there were anti-robbery training sessions, security assessments for local businesses, citizen police academies, and Hispanic citizen academies held to ensure the community is aware of crime prevention strategies and to broaden the communication and relationships built during this time.

POLICE

Agency Accomplishments

The division partnered with several city agencies to conduct the first Safe and Healthy Communities week during spring break. The focus was on at risk and low income communities, promoting awareness for the social stability of their neighborhoods in addition to having health care for overall positive well being. The CYIS Neighborhood Assistance Officer Unit which is citizen volunteers that receive rigorous training and dedicate their time to assist the department was increased by 19.5% from 29 to 36 volunteers.

In addition to targeting truants, the CYIS, School Resource Officer Unit (SRO) provided stop-bullying training, gang reduction training, and anti-victim training to youths. The SRO's participated in daily truancy sweeps in each precinct along with curfew initiatives. During 2009, the CYIS division gave more than 1,000 students stop-bullying training, 966 students received gang resistance training. Also, they participated and provided mentorship during weekly meetings for the Young Adult Police Commissioners, a group of 20 high school students that serve as youth ambassadors for the Richmond Police Department. Through CYIS, Police Athletic League has increased youth participation in recreational programs and positive image and mentoring of youth by 52% from 430 to 892 youth involved in outreach programs.

PRESS SECRETARY'S OFFICE

Mission Statement

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

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$308,553	\$302,578	\$350,384	\$350,384	\$316,484	(\$33,900)
Fringes	91,542	66,675	79,483	82,333	81,720	(613)
Operating Expenses	94,993	67,066	109,250	109,250	87,302	(21,948)
Total Expenditures	495,088	436,319	539,117	\$41,967	485,506	(56,461)
Total Revenues	-	-	-	-	-	-
Net City Costs	\$495,088	\$436,319	\$539,117	\$541,967	\$485,506	(\$56,461)
Total Positions	5.00	6.00	6.00	6.00	6.00	-

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.

Operating

- The budget reflects reductions in duplicating expenses resulting from the elimination of printing the Biennial Report, and City Connections.

PRESS SECRETARY'S OFFICE

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Press Secretary, Communications, Media Relations and Marketing	\$495,088	\$436,319	\$539,117	\$485,506
Total Program Expenditures	\$495,088	\$436,319	\$539,117	\$485,506

Agency Accomplishments

In an ongoing attempt to keep residents informed of municipal operations, the office produces and manages a broad variety of communications materials that includes the city's website, press releases, newsletters, brochures, annual reports and other publications as deemed necessary. The office also informs residents and visitors through the City's website www.RichmondGov.com, government access cable channel (Channel 17), and various radio and social media platforms.

In FY2009, the department's accomplishments included:

- Assisted residents with various inquiries by providing information or referrals to other city departments or sources
- Developed numerous brochures, press releases, fact sheets, position papers, and other printed items related to city initiatives
- Advanced Mayor's vision and brand of "Building a Better Richmond" through "Communication, Cooperation and Collaboration"
- Produced the Mayor's State of the City video
- Produced monthly Mayor's "Building a Better Richmond" newsletter
- Produced quarterly editions of the "City Connections" announcement publication
- Redesign of city's website for ease of use and delivery of information
- Maintained main page of city's website and assisted with updates to departmental websites
- Coordinated numerous events, including recognition programs, public events, press conferences, Mayoral addresses, town hall meetings, radio programs, etc.
- Created original programming for display on city channel 17 and the city's website
- Created a city calendar that details city government meetings and events
- Maintained city employee communications with employee update e-mail communications, voicemail communications, printed brochures and posters, as well as the city's intranet, "StarNET"
- Initiated employee recognition program "Employee Spotlight"
- Prepared Mayoral Proclamations and letters of congratulations

PRESS SECRETARY'S OFFICE

Agency Accomplishments

- Prepared speaking points and welcome remarks for the Mayor and other members of the city's executive staff
- Managed programming for City Hall lobby television broadcast system
- Coordinated external communication activities among different city departments communication personnel
- Prepared daily media summaries for City Administration officials and maintained news archives
- Assisted other city agencies with the production of annual reports or other public relations materials
- Advised city departments in purchasing of print, radio and television advertising
- Provided photography and video services for all city departments to support print, web and television
- Coordinated Mayoral communications through "Ask the Mayor," "Richmond City Minutes," State of the City, and Town Hall Meetings
- Initiated resident quarterly informational print publication
- Managed "City Voices", the city's primary speakers bureau program
- Organized public information officers throughout city infrastructure to better coordinate and streamline external communications efforts
- Spearheaded the creation of policy procedures for city use of new social media platforms for public information
- Launched city of Richmond's use of twitter as a communications tool
- Improved fiscal operation by reducing city-wide communications expenditures through targeted reductions and operations streamlining
- Liaison to groups and organizations that partner with the city of Richmond for promotional purposes

PROCUREMENT SERVICES

Mission Statement

The mission of the Department of Procurement Services is to provide the most efficient and effective services and resources to the citizens and agencies of the City of Richmond.

Agency Overview-The Department of Procurement Services is responsible for the procurement support to customer agencies that assist them in achieving their missions. Procurement Services assists the customer agencies in acquiring services, commodities, and an array of outside resources which allows them to provide direct and indirect services to the citizens of the City of Richmond.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$818,782	\$917,274	\$845,528	\$845,528	\$842,026	(\$3,502)
Fringes	196,605	211,522	190,189	194,464	241,240	46,776
Operating Expenses	151,863	104,800	106,708	91,208	91,208	-
Total Expenditures	1,167,250	1,233,596	1,142,425	1,131,200	1,174,474	43,274
Total Revenues	(1,835)	458	2,100	2,100	1,558	(542)
Net City Costs	\$1,169,085	\$1,233,142	\$1,140,325	\$1,129,100	\$1,172,916	\$43,816
Total Positions	16.00	16.00	14.00	14.00	13.00	(1.00)

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes the elimination of a Deputy Director II FTE.
- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rate increased from 21.16% to 27.83% for general employees in the Defined Benefit Plan.

Operating

- The budget equals the FY2011 Approved Budget.

PROCUREMENT SERVICES

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Procurement Services/Administration	\$374,248	\$403,735	\$439,929	\$401,494
Solicitation Processing	793,002	829,861	702,496	772,980
Total Program Expenditures	\$1,167,250	\$1,233,596	\$1,142,425	\$1,174,474

Agency Accomplishments

- The Department of Procurement Services participated in several outreach events including: The Annual Business Opportunity Fair for small and minority business firms sponsored by Henrico County; Several training sessions sponsored by the Office of Minority Business Development for minority firms seeking to do business with the City of Richmond.
- The Department issued several new or revised Purchasing Policies and Procedures including: Policy No. 46, Source Selection for Negotiated Procurements; Policy No. 44, Richmond Supply Schedule Purchases; and Policy No. 49, Vendor Database Management.
- The Department also issued new or revised internal Standard Operating Procedures (SOP) governing Procurement Peer Review Board; Procurements Using Federal Assistance or Contract Funds of Contract Renewals Funds; and Approval of Information Technology Procurement Requirements.
- The Department held training classes including Public Procurement Basics, Methods of Procurement; Competitive Sealed Bidding versus Competitive Sealed Negotiations; Virginia Public Procurement Act; Contract Management/Contract Administration; Contracting for Services; Ethics in Procurement; and Competitive Negotiations. By attending these classes and passing tests, the professional procurement staff earns classroom credit hours towards further NIGP professional certification. In Fiscal year 2009,
- Four Contract Specialists received their Virginia Contracting Officer Certification. Successful completion of the program and exam is a significant achievement for an individual working in purchasing in the state of Virginia;
- Two Contract Specialists received their Certified Public Procurement Buyer (CPPB) designation. The CPPB designation is an honor for individuals in the public purchasing profession. The effort required to achieve professional certification as a CPPB demonstrates a commitment to excellence in service to the City of Richmond.

PUBLIC HEALTH

Mission Statement

The mission of the Richmond City Health District (RCHD) is to promote healthy living, protect the environment, prevent disease and prepare the community for disasters.

Agency Overview The Richmond City Health District provides a comprehensive set of public health programs and services for the City of Richmond. RCHD efforts include clinic, field and community based efforts in the area of reproductive health, communicable disease control, various categorical public health programs, environmental health and disaster preparedness and response.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Operating Expenses	\$3,103,688	\$3,422,814	\$3,296,406	\$3,210,906	\$3,210,906	-
Total Expenditures	3,103,688	3,422,814	3,296,406	3,210,906	3,210,906	-
Total Revenues	3,029	-	-	-	-	-
Net City Costs	\$3,100,659	\$3,422,814	\$3,296,406	\$3,210,906	\$3,210,906	-

Explanation of General Fund Amendments

Proposed Amendments Include

Operating

- The FY2011 budget of \$3,210,906 includes \$2,599,600 of the City's cash match. The \$2,599,600 fully funds the city's share of the City-State Cooperative Budget. The additional \$611,306 for local-only funded programming is earmarked to support health initiatives specific to the City of Richmond.

These initiatives include:

- Lead Program - \$197,682
- Chronic Disease Program (Rock Richmond) - \$170,187
- Pregnancy Prevention Program - \$30,000
- CAPS - \$2,000
- TB Clinic Services - \$69,704
- Richmond Area High Blood Pressure - \$62,500
- Radiology Imaging Services - \$15,500

PUBLIC HEALTH

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Clinical Services	\$3,103,688	\$3,422,814	\$3,296,406	\$3,210,906
Total Program Expenditures	\$3,103,688	\$3,422,814	\$3,296,406	\$3,210,906

Agency Accomplishments

REPRODUCTIVE HEALTH SERVICES

- The goal of the *Family Planning Program* is to promote reproductive planning through community based and clinical services providing reproductive health services to women and men. The focus is on prevention of unplanned pregnancies by providing counseling and birth control methods. There were 2733 patient visits last fiscal year.
- The goal of the *Prenatal Program* is to promote healthy pregnancy outcomes by providing community based and clinical services providing quality prenatal care and pregnancy education. There were 3055 patient visits last fiscal year. Working closely with the Richmond Healthy Start Initiative we work with multiple community partners to reduce infant mortality and the racial disparity related to birth outcomes. RCHD provides education on a broad range of topics including breastfeeding, injury prevention, SIDS, folic acid, and signs of preterm labor.
- The *Resource Mothers Program* is a competitive grant-funded program for first-time pregnant teenage women designed to reduce infant mortality, reduce low birth-weight babies, and to prevent repeat teen pregnancies. Services are provided to participants until their baby's first birthday. Mentors provide counseling, parenting education, ensure that program participants keep medical appointments, and promote staying in school. There were 2,791 visits last fiscal year.
- The goal for the *Supplemental Nutrition Program for Women, Infants, and Children (WIC)* is to provide nutritional supplements and nutritional education to all participants. Participants include pregnant women, post partum women and children up to the age of five. Goals are to improve pregnancy outcomes, prevent nutritional deficiencies and support optimal growth and development. The average number of clients served was 6,243 last fiscal year. This program plays a vital role in the District's plan to reduce infant mortality and to decrease childhood obesity through nutritional education and the promotion of breastfeeding. In addition, all age appropriate children are screened for lead poisoning.

PUBLIC HEALTH

Agency Accomplishments

COMMUNICABLE DISEASE SERVICES

- The **Immunization Program** promotes and provides childhood and adult immunizations to prevent disease outbreaks in Richmond. 5,582 visits were made for vaccines last fiscal year.
- The **Tuberculosis Control Program** protects Richmond from transmission of tuberculosis by identification, assessment, monitoring, and treatment of individuals with tuberculosis disease. The TB Program staff also assesses those exposed to individuals with tuberculosis. In addition to clinical treatment, RCHD outreach personnel provided direct observational therapy (DOT) assuring proper drug administrations for all active TB cases in Richmond. 2,059 visits were made to the TB clinic this past fiscal year and 9 active cases of TB were reported and followed through the year.
- The **Sexually Transmitted Infection/HIV Team** conducts contact investigation for positive cases of HIV, syphilis, and gonorrhea. The team facilitates treatment and testing of partners as well as provides counseling and educational outreach activities working with clinical services staff and community partners. Syphilis outbreak has been limited in scope by the work of the STD Team. There were 7,199 visits to STD clinics this past fiscal year.
- The RCHD **Newcomer Refugee Program** provides initial health assessment and immunizations for refugees coming to Richmond. There were 291 visits made last fiscal year.

PUBLIC HEALTH PROGRAMS

- The goal of **Lead Safe Richmond** is to protect children under the age of 6 years and pregnant women from the effects of lead poisoning. The Lead Program promotes the screening of children and pregnant women for elevated blood-lead levels and provides case management for lead poisoned children; provides environmental assessments in the homes of lead -poisoned children; enforces City ordinances regarding lead paint, and educates families and the community on ways to make their homes lead safe. In the past 4 years, the number of children screened has increased 25% to 4,795 and percent found with elevated blood-lead levels has been reduced from 2.0% to 1.4%.
- The **Chronic Disease Prevention Program** conducts health awareness and educational activities to help citizens prevent chronic diseases such as cancer, diabetes, cardiovascular and respiratory disease. The Chronic Disease Prevention Division operates the popular **Rock! Richmond Fitness Program** that is conducted by professional fitness instructors at community sites throughout the City to encourage healthier lifestyles for Richmond citizens. 1,842 citizens were served at 40 different sites.
- The RCHD partnered with the Virginia Department of Health and Capital Area Health Network to create the **Richmond Smiles Mobile Dental Program**. Low cost dental services are provided to uninsured residents at several locations The Richmond Smiles Dental Van provided dental care to more than 500 residents in FY 08-09.

ENVIRONMENTAL HEALTH SERVICES

- Environmental Health inspectors inspect all city food establishments and food vendors to ensure quality service and sanitation according to State statutes and regulatory authority. Environmental Health inspectors inspect the local dairy plant under federal guidelines and State statutory authority, public swimming pools and marinas, conduct animal bite/rabies investigation, West Nile Virus education, and investigate complaints of rodent infestation. 3,128 restaurant inspections were made to the 1,000 food service facilities last fiscal year.

PUBLIC HEALTH

Agency Accomplishments

EMERGENCY PREPAREDNESS & RESPONSE

- RCHD EP&R Program goal is to enhance Richmond's readiness for natural and man-made disasters focusing on biologic and chemical incidents. The Program provides preparedness and response training for all RCHD staff. The RCHD serves as the lead agency for ESF-8. The Richmond City Medical Reserve Corps, a trained group of volunteers ready to assist the RCHD has over 150 members.

COMMUNITY-BASED PROGRAMS

- The RCHD *Adolescent Health Program* focuses on teenage pregnancy prevention by helping to motivate young people to develop life skills that will encourage healthy lifestyle choices through the *Health-Helping Youth Prevent Pregnancy (HYPP) Program*. HYPP offers a wide range of educational services including a curriculum-based life skills and sexuality information program to adolescents in Richmond Public Schools and within the community. 505 sessions were held last fiscal year serving 1,905 adolescents.
- RCHD also leads the *Richmond Campaign to Prevent Teen Pregnancy*, a community engagement approach including an Executive Council of community leaders and a task force representing public and private entities from throughout the City working on teen pregnancy prevention.
- The *Male Responsibility Program*, funded by the VDH's Partners In Prevention Program, goal is to reduce unplanned pregnancies without increasing the incidence of induced pregnancy terminations. RCHD's program targeting men between the ages 20-29. The program provided education, mentoring and counseling on the benefits of waiting until marriage to conceive a child with the intent of ensuring a stable and healthy family foundation.
- *Man Up! Richmond* is a city wide effort to reduce out of wedlock births, decrease the school drop out rate among males, and to increase 2 parent families. Beginning in the Summer of 2008, Man Up! Richmond convened a Core Team of diverse community leaders and engaged them in a strategic planning process in the areas of community mobilization, social marketing, resource development, policy development and work force development. Man Up! Richmond has also developed a Task Force of over 100 community service providers, hosts an annual Fatherhood Forum for senior level leaders, developed a Fatherhood Resource Guide, and provided technical assistance training opportunities for Task Force members.
- *George Wythe High School Health Center* is a collaboration with Richmond Public Schools (RPS), Communities-In-Schools (CIS) of Richmond, Richmond Behavioral Health Authority, Richmond Department of Social Services and other partners to provide access to basic health services by augmenting the traditional school nurse service with a nurse practitioner. Efforts are directed to linking students a medical home within the community.
- *Public Health Resource Centers* are being established on various Richmond Redevelopment and Housing Authority campuses providing a wide range of public health services for RRHA residents.

VITAL RECORDS

- The Office of Vital Records issues copies of death certificates for all deaths that occur in the City of Richmond. The RCHD Office of Vital Records issued 17,602 death certificate copies in fiscal year 2008-09.

PUBLIC WORKS

Mission Statement

Richmond Public Works will deliver services in a responsive, cost efficient and effective manner to the citizens of the City of Richmond in support of the Mayor's strategic plan, by a workforce that is diverse, committed, motivated and empowered.

Our Vision is to maintain a nationally accredited Public Works Department that maintains the most cost efficient services to the citizens of Richmond, Virginia by providing a safe, clean, and healthy environment by utilizing modern technology to ensure future growth and development throughout the city.

Public Works Values and Guiding Principles are:

- Fiscal Responsibility to manage the public trust with due diligence.
- Accountability and ownership for performance.
- Respect for all citizens and employees.
- Service to all citizens and employees.
- Continuous Improvement
- Risk Taking
- Employee development is equal to performance.

Agency Overview-The Public Works Administration Division is responsible for overseeing, leading and directing the Public Works Department. Their role is to develop and update all operational policies and procedures for each division. The division serves as a liaison to the public and ensures that the department is maintaining a satisfactory level of service, with services being delivered to citizens in the most courteous, efficient, and cost-effective manner possible.

The Department of Public Works is divided into two units, Engineering and Operations. The Engineering divisions are responsible for the planning, development and execution of professional services contracts and right-of-way acquisition functions related to various public works projects; for performing the management functions of planning, organizing, scheduling, budgeting, and coordinating related to transportation projects in the City's Capital Improvement Plan.

They coordinate transportation projects related to activities with Federal, State and County governments, with other City departments, and with utility companies. The Operating divisions respond to citizen's complaints regarding roads, drainage and traffic issues. They are responsible for the planning, scheduling, coordinating and directing the division's construction and maintenance activities in the area of street, alley, parking lot, sidewalk, and streetscape. Management work involves planning and organizing the construction, operation and maintenance of traffic signals, signage and other traffic control devices and systems, Providing and implementing traffic engineering studies and programs for the safe and efficient movement of traffic. On January 25, 2010 Ordinance Number 2010-22 was introduced patron by Mayor Jones to City Council for the elimination of the Department of General Services and transfer of personnel and operational funding for: Administration, Facilities Management and Parking Administration.

PUBLIC WORKS

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$18,155,160	\$14,050,533	\$13,446,306	\$13,456,666	\$16,003,375	\$2,546,709
Fringes	5,689,453	4,557,975	5,077,935	5,251,125	6,214,647	963,522
Operating Expenses	36,825,286	25,281,903	27,337,570	27,855,664	36,178,201	8,322,537
Total Expenditures	60,669,900	43,890,410	45,861,811	46,563,455	58,396,223	11,832,768
Total Revenues	37,835,662	37,278,749	40,447,818	41,165,684	39,349,573	(1,816,111)
Net City Costs	\$22,834,238	\$6,611,661	\$5,413,993	\$5,397,771	\$19,046,650	\$13,648,879
Total Positions	569.25	400.55	367.85	367.85	428.85	61.00

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Capital Improvement Plan	\$37,643,472	\$36,496,112	\$19,640,656	*\$26,104,743
Special Fund	\$1,018,026	\$1,555,515	\$1,649,543	\$10,635,668
Internal Service Fund	\$1,136,908	\$1,771,890	\$1,782,741	\$1,782,741

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

* \$13,893,500 included for Facility Management Capital Improvement Plans.

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.

PUBLIC WORKS

Personnel

- This budget includes the transfer of 80.45 FTE's from the Department of General Services and 2 FTE's from the Department of Emergency Management.

Operating

- The budget reflects adjustments to various fleet related expenses which resulted in savings.
- This budget includes the transfer of funding from the Department of General Service and the Department of Emergency Management for personnel & operational expenses.
- Increase building maintenance for Facility Management by \$500,000
- Increase funding for tree planting by \$165,000

Revenues

- Projected revenue for the Department of Public Works includes: right of way fees, GIS sales, Refuse disposal fees, landfill disposal fees, rubble fees, general property rentals, parking lot rentals, leased property and salvage sales and recycling proceeds.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Finance & Administration	\$11,514,955	\$11,402,936	\$11,757,084	\$12,454,915
Urban Forestry	2,241,851	2,227,317	2,551,059	2,585,258
Grounds Maintenance	3,490,204	3,461,069	3,261,905	3,282,726
Facilities Management	11,191,966	-	-	10,495,926
Solid Waste Management	12,110,720	11,891,854	12,615,989	11,697,004
Surface Cleaning	3,104,325	2,998,601	3,252,983	3,146,742
Storm Water Management	3,851	323	-	-
Transportation Administration/Signs/ Pave/Signals	4,162,904	3,398,796	3,718,674	3,832,979
CIP Infrastructure Administration	309,719	116,624	360,638	372,272
Right of Way-Permits & Surveys	1,352,015	1,430,521	1,320,330	1,386,832
Floodwall Maintenance	311,713	106,775	-	-
Geographic Information Services	422,151	293,265	153,229	309,277
General Services Administration	263,732	-	-	472,971
General Services - Mail Services	133,895	-	-	-

PUBLIC WORKS

<u>Agency Programs</u>	<u>Actual FY2008</u>	<u>Actual FY2009</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
General Services - Printing Services	587,315	-	-	-
City "311" Call Center	1,270,331	-	-	-
Animal Control	1,208,568	-	-	-
City of the Future	246,644	212,935	111,096	318,514
Roadway Maintenance	5,885,967	5,541,832	5,793,775	5,743,619
CIP Facility Construction	101,797	131,802	87,466	125,760
Bridge Maintenance & Asset Management	755,279	675,759	877,583	664,682
Parking Administration	-	-	-	1,437,193
Asset Management & Struct. Maint. Adm.	-	-	-	69,553
Total Program Expenditures	\$60,669,902	\$43,890,409	\$45,861,811	\$58,396,223

Agency Accomplishments

Administration

- May 17-23, 2009 – National Public Works Week – Broadened the awareness of public works issues and provided education/information on public works services by:
 - Hosted Citizen Focus Group Meeting
 - Information table w/suggestion box for citizens in lobby of City Hall.
 - Recycling/Clean up education sessions held at various schools.
 - October 2009 – APWA Re-Accreditation through 2013.
 - Development of a Wellness Program.
 - Implementation of safety incentives.

Urban Forestry

- Received the Tree City USA designation for the 18th year.
- Graduated 1 class of Tree Stewards.
- Removed 1,082 dead and/or hazardous trees \$835,388.
- Pruned 1,397 trees \$446,869.
- Planted 958 trees \$184,895.
- Cleaned up 147 trees that fell down \$34,632.
- Removed 868 stumps \$101,017.
- Cleaned up 468 locations with limbs down, broken & hanging limbs or logs in the City \$55,185

PUBLIC WORKS

Agency Accomplishments

Ground Maintenance

- Completion of over 200 blighted properties DCD.
- Reducing overall cost by modifying current contract expenses and utilizing City Jail inmates to assist with DPW operations.
- 8th district blitz (8/09) cleaning properties, sidewalks, ditches & roadways.

Solid Waste Division

- Solid Waste Routing Redesign potentially saving the City estimated \$1.5 million in operating cost.
- Rebuilding Richmond – on 4/25/2009, Removed Debris from 44 homes in the North side area.
- Neighborhood Cleanups – 32 Cleanups at cost of \$24,951 with 103.93 tons.
- The Refuse collected for FY2009 totaled approximately 82,600 tons.

Roadway Operations

- 6,948 potholes repaired (Cost: \$3.21 per pothole- total cost \$22,303.08).
- 2625.9 sq yds of concrete repaired (Cost: \$86.30 per cubic yd of concrete- total cost \$226,615.00).
- Restructuring the Leaf program.

Transportation Engineering

- The Richmond Signal System Upgrade Project Feasibility Study was completed - \$84,000. Design phase under negotiation – Estimated on \$500,000.
- Retiming of Traffic Signals – Phase III was completed -\$915,200.
- Hull St (7th St – Cowardin Ave) Traffic Signal Project construction is underway – Construction Estimate \$402,000.
- Construction of Commerce Rd (Gordon-Bainbridge) Traffic Signal Modernization Project was completed - \$1,022,000.
- Construction of The Boulevard (Idlewood-Grace) Pedestrian Safety Project was completed - \$162,500.
- Construction of the Hull St @ 32nd St Traffic Signal Modernization project was completed - \$120,800.
- Construction of the Franklin St @ Laurel St Traffic Signal Modernization project was completed - \$116,000.
- Construction of the Franklin St (2nd St and 3rd St) Traffic Signal Modernization project was completed – \$133,000.
- Construction of the Chamberlayne Ave (North Ave – Brookland Park Blvd) Traffic Signal Modernization Project is underway – Construction Estimate \$535,000.
- Construction of the Broad St (17th St, 18th St and 21st St) Traffic Signal Modernization Project is underway - Construction Estimate \$345,000.

PUBLIC WORKS

Agency Accomplishments

- Construction of the Broad St @ 11th St Traffic Signal Modernization Project is underway - Construction Estimate \$124,000.
- Construction of the Mechanicsville Tpke @ Fairview Way and Mosby St @ Littlepage St Traffic Signal Modernization Project is underway - Construction Estimate \$180,000.
- Construction of the Hull Street Rd @ Clopton Rd and Midlothian Turnpike Traffic Signal Modernization project was completed - Construction Estimate \$150,000.
- Bainbridge Rd @ Clopton Rd Traffic Signal Modernization project was completed - Construction Estimate \$150,000.
- 18 Traffic Calming locations where completed - Construction Estimate \$200,000:
 - Highland Park - Milton, Carolina, 1st Ave and Pollock St; Fonticello Park - Bainbridge, 27th, 28th, 29th, Porter St and Perry St; Chimborazo; Lombardy; Noble Ave and Westbrook Ave; Speed Humps on Noble Ave and Moss Side Ave.

Capital Projects Management

Complete 25th Street Roundabout - \$425,000; Complete Highland Park Roundabout - \$555,000; Complete Radford Ave. 4700 BLK. Curb & Gutter - \$235,000; Complete Aspen Products Improvements - \$63,000; Complete Martin agency Subsurface Improvements - \$203,000; Complete Evansway Sidewalk - \$150,000; Complete Major Sidewalk Repair Program (FY08 -01, 02 & 03) - City of Future - \$377,000; Biotech-Obtain ROW Acquisition Approval (JSR) from General Assembly; Advertise Virginia Capital Trail Project for construction; Submit Federal Enhancement Grant Applications; Start Design Jahnke Road Widening; Start Design Forest Hill Widening; Complete Manchester Bridge Painting/Rehabilitation RFP; Complete Brown's Island Project Construction IIIA; Complete Urban New Sidewalk Oakland Ave; Complete Urban New Sidewalk East End.

Right of Way Management and CIP Paving

70 Lane Miles of Milling & Paving totaling an estimated cost of **\$4.5 million**: Patterson Avenue from Three Chopt to Willow Lawn Drive; Whitcomb Street from Mecklinburg to Mechanicsville Trpk; Grove Avenue from Three Chopt to I-195 Overpass; Cary Street from Thompson to Boulevard.

80 Lane Miles of Slurry Paving was also accomplished totaling an estimated cost **\$1.5 million**: Bellevue Neighborhood; Oregon Hill Neighborhood; Monument Park Area; Forest Hill Area; North Highland Park Neighborhood.

REAL ESTATE SERVICES

Transition

In the Proposed FY2011 Budget, Real Estate Services will be consolidated into the Department of Economic and Community Development. In connection with this consolidation, all personnel and operating costs, and all revenues will be transferred, resulting in no Proposed FY2011 Budget for Real Estate Services.

Mission Statement

The mission of Real Estate Services was to strategically deploy and leverage the real estate assets of the City of Richmond through the acquisition, disposition, and adaptive re-use of city-owned properties to create long term value to the City and taxpayers.

Agency Overview - The Department of Real Estate Services provided transaction management and real estate advisory services to all City agencies, the Mayor, the Administration and City Council. Real Estate Services directs all real estate transactions including acquisitions, dispositions, and leasing on behalf of the City. The City's diverse real estate portfolio consists of over 4,200 acres of land and 4.6 million square feet of space.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011
Personnel	\$349,072	\$376,920	\$346,349	\$346,349	-
Fringes	91,624	100,497	91,390	93,861	-
Operating Expenses	1,253,220	63,917	33,830	36,971	-
Total Expenditures	1,693,916	541,334	471,569	477,181	-
Total Revenues	309,820	191,656	187,130	187,130	-
Net City Costs	\$1,384,096	\$349,678	\$284,439	\$290,051	-
Total Positions	5.00	5.00	5.00	5.00	-

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Real Estate Services	\$1,693,916	\$541,334	\$471,569	-
Total Program Expenditures	\$1,693,916	\$541,334	\$471,569	-

REAL ESTATE SERVICES

Agency Accomplishments

Revenue Generated in FY2009 Totaling \$2.5+ Million Includes:

- \$1,045,483 in revenue collected in rent from telecommunications leases.
- \$318,862 in revenue collected from the leasing and/or sale of city-owned property.
- \$1,162,893 in revenue collected from tax sale auction program.

Savings

- In FY2009, Real Estate Services saved over \$27,000 of its original operating budget, which was more than 50%, as well as came under budget with the completion of the Battery Park property acquisition project.

City Property Sales

- Negotiated the sale of two city properties in FY2009. 1204 N 22nd Street, a vacant lot identified as a city surplus property, was sold with a development agreement to Richmond Affordable Housing for \$14,000 in June, 2009. Two city-owned parcels along Semmes Avenue were sold for \$50,000 to be developed in a manner that benefits the surrounding neighborhood.

City Property Acquisitions

- Assisted Richmond Public Library with the acquisition of a strategic parcel of property adjacent to the West End Library. Acquired 1902 Greenwood Avenue for the expansion of Battery Park and to maintain the land as public green space. Real Estate Services also placed a parcel of riverfront property owned by Leigh Cement Company under contract. This parcel is being acquired to preserve public access to the river, protect the historic view shed and extend the Capital Trail through the City.

Tax Sale Auctions

- The FY2009 tax sale auction process yielded the following statistics: Of the 52 properties slated to go to auction, 23 properties were paid off prior to the actual auction yielding over \$600,000 in pay-off revenue. Combined with the taxes recovered from the 29 properties that were sold at auction, the total revenue generated from the tax sale process was over \$1 million.

Alley/Street Closings

- Assisted with two alley/street closings were processed totaling \$25,500 in revenue to the city.

Telecommunications Leases

- Two new telecommunications leases were approved, generating new revenue to the city totaling \$76,000 annually and \$380,000 over the five year lease terms. Fourteen telecommunications leases were renewed, generating \$396,420 in revenue annually, equaling almost \$2 million over the five year leases terms. Telecommunications leases not eligible for renewal in FY2009 generated \$573,063 in revenue.

Internal Customer Assistance

- Negotiated a lease to locate the Finance Department ERP project team in an off-site facility.
- Executed an Agreement between the city, VCU and the VCU School of Engineering Foundation to facilitate the expansion of the VCU School of Engineering building by relocating the existing sidewalk improvements.

REAL ESTATE SERVICES

Agency Accomplishments

Internal Customer Assistance

- Relocated Justice Services staff from 921 Hull Street to the Public Safety Building, generating a savings of \$48,000 to the city annually.
- Assisted Police Department with the moving into the new 4th Precinct Headquarters at 2219 Chamberlayne Park and vacating the premises at 107 S 5th Street and 1000 E 4th Street.
- Conducted RFP process for two city food service operation locations, and prepared a food service survey to offer city employees the opportunity to voice their opinions

Special Initiatives

- Took the lead in advancing green initiatives by the City. Those efforts in fiscal year 2009 paved the way for the city to receive a green certification award for participating in the Virginia Municipal League's 2009 Green Government Challenge. RES assisted in identifying a \$2.1 million Energy Efficiency Block Grant opportunity and is managing the city's process to develop the Energy Efficiency Conservation Strategy.

RICHMOND PUBLIC SCHOOLS

CITY CONTRIBUTION

Mission Statement

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

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
State Sales Tax for Education	-	\$27,877,447	\$26,138,004	\$26,138,004	\$24,897,079	(\$1,240,925)
Other City Sources	-	131,278,368	127,102,268	127,102,268	124,102,268	(3,000,000)
Total City Appropriation	\$158,858,678	\$159,155,815	\$153,240,272	\$153,240,272	\$148,999,347	(\$4,240,925)

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Capital Improvement Plan	\$7,866,510	\$25,318,645	\$24,093,022	\$34,100,070

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

Agency Highlights

The FY2010 and FY2011 Budgets Include

- The estimated revenue for FY2011 related to Richmond Public Schools' estimated share of 1% of applicable statewide sales is projected to be \$24,897,079 based on the estimate by the Virginia Department of Education in March 2009.
- The FY2011 allocation from City sources decreased by \$3,000,000, but will be offset by permitting RPS to retain \$3,000,000 from its fund balance, thereby keeping the City's net contribution level to FY2010.
- Prior to FY2009 the Sales Tax and other City Appropriation were combined in the appropriation to the Schools.

SHERIFF & JAIL

Mission Statement

The Richmond City Sheriff's Office strives to maintain a secure and safe jail facility and courtroom environment by deploying highly trained professionals to perform these sworn duties. With unwavering integrity and care, we preserve the human dignity of those in our system; and resolve to uphold the laws of our city and state when carrying out our public safety role.

Agency Overview-The Richmond City Sheriffs Office employs almost 500 sworn and civilian employees who work to secure and promote the safety of our jail, courthouses and community. There are three divisions and seventeen departments involved in providing a range of employee, resident, and community services. The Office works with state and city administrators to craft yearly budget requirements, and partners with the Richmond Police Department (RPD) for correctional and technology training courses and use of facilities and classrooms. Extensive work is done in the community through agreements with the City, which allows supervised inmates to help keep parks, cemeteries and neighborhoods clean.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$17,850,953	\$18,815,315	\$16,944,750	\$16,944,750	\$18,087,656	\$1,142,906
Fringes	4,556,749	5,740,083	6,019,373	6,259,902	6,503,197	243,295
Operating Expenses	6,290,977	6,057,027	7,032,505	7,152,244	6,539,506	(612,738)
Total Expenditures	28,698,679	30,612,425	29,996,628	30,356,896	31,130,359	773,463
Total Revenues	21,307,093	21,702,552	21,312,437	21,288,150	19,436,710	(1,851,440)
Net City Costs	\$7,391,586	\$8,909,873	\$8,684,191	\$9,068,746	\$11,693,649	\$2,624,903
Total Positions	466.00	466.00	466.00	466.00	466.00	-

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Capital Improvement Plan	\$1,446,000	\$890,000	\$2,250,000	\$15,850,000
Special Fund	\$20,566	\$162,735	\$494,265	\$1,409,500

Please refer to the Capital Improvement Plan & Special Fund sections in this document for details. The above FY2008 figure for the Capital Improvement Plan represents the budget, rather than the actual expenditures.

SHERIFF & JAIL

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increases from 12.89% to 15.83% for Constitutional Officers
- Anticipated healthcare savings are reflected in these budget adjustments.

Operating

- The budget reflects adjustments to various fleet related expenses, which resulted in savings.

Revenues

- The budget includes an adjustment in state share reimbursements for per diem, salary and benefit costs.

General Fund Budget By Program

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Jail Administration	\$2,587,892	\$3,032,346	\$2,603,282	\$2,724,039
Court Administration	4,580,687	4,816,745	4,287,649	4,463,364
Jail Human Services	3,281,106	3,380,978	2,855,849	3,383,690
Jail Operations	18,248,994	19,382,356	20,249,849	20,559,266
Total Program Expenditures	\$28,698,679	\$30,612,425	\$29,996,628	\$31,130,359

SHERIFF & JAIL

Agency Accomplishments

Jail Administration

- Achieved the first ever, Facility Accreditation, through the Virginia Law Enforcement Professional Standards Commission.
- Continued to focus on employee development through internal and external training sources, courses and on-the-job training.
- Held an Employee Awards ceremony to recognize outstanding work performance, years of service and exceptional attendance.
- Participated in several collaborative grant efforts, the largest of which was awarded for the Second Act Chance Grant program; which provides federal monies for reentry services and programs.
- Teamed with other local jurisdictions to allow employees to attend their training academies for certification. This enabled more individuals to become certified, while helping us to save human and monetary resources.
- Passed all state and local audits and inspections.
- Participating in a collaborative effort with the City on the Jail Construction and Alternative Sentencing projects.

Court Administration

- Obtained grant funds to install security cameras in holding cells and hallways.
- Began using video equipment for arraignments and hearings.
- Increased the number of civil papers served.

Jail Operations

- Increased the number of shakedown
- Reconfigured tiers to house more educational and BELIEF Program participants.
- Started the McCovery Tier which reaches more of the male population with a strong substance abuse message.
- Reorganized meal times by tiers to create a safer Mess Hall environment and decrease the overall feeding times.
- Conducted daily inspections of the jail.

Jail Human Service

- Expanded the BELIEF and Education Programs services.
- Added new programs: Alcohol and Substance Abuse, Ballroom Dancing, New Environmental Action Team (NEAT) Program.
- Misdemeanor Community Services Program (MCSP).
- Signed several new agreements with the City to enable additional community work programs for Jail residents.
- Increased the number of motivational speakers that came into the facility to work with residents.

SOCIAL SERVICES

Mission Statement

The mission of the Department of Social Services is to strengthen families, assure safety, promote self-sufficiency, and improve the quality of life for all citizens of the City of Richmond through community engagement.

Agency Overview-The Richmond Department of Social Services provides financial assistance and/or social assistance to individuals and families in need. The focus of the department is to meet essential human needs; increase their capacity to function independently and provide protection for abused and/or neglected children, the aged and the disabled.

General Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$18,147,914	\$19,300,010	\$18,196,513	\$18,196,513	\$19,014,171	\$817,658
Fringes	5,772,906	6,071,773	6,501,713	6,726,329	7,021,487	295,158
Operating Expenses	46,302,312	45,610,145	43,880,186	43,885,284	44,767,556	882,272
Total Expenditures	70,223,132	70,981,928	68,578,412	68,808,126	70,803,214	1,995,088
Total Revenues	53,013,901	48,980,899	52,783,881	52,783,881	51,604,870	(1,179,011)
Net City Costs	\$17,209,231	\$22,001,029	\$15,794,531	\$16,024,245	\$19,198,344	\$3,174,099
Total Positions	486.30	484.10	485.75	485.75	485.30	(.45)

Non-General Fund Budget

Fund Type	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Special Fund	\$31,850,662	\$28,099,843	\$38,459,004	\$42,990,367

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

SOCIAL SERVICES

Explanation of General Fund Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.
- This budget reflects the transfer of the Early Childhood Development Manager from the Office of the Deputy CAO for Human Services to the City's Department of Social Services.
- Salary increases are not recommended as a part of this fiscal plan.

Operating

- This budget provides an additional \$250,000 for the local cash match associated with mandated Comprehensive Services Act programming.
- This budget provides an additional \$500,000 for required State programming payments.
- The budget reflects adjustments to various fleet related expenses, which resulted in savings.

Revenues

FY2011 revenues as proposed are expected to decrease by \$1.179 million from prior year. This decrease is due to the following factors:

- Unexpected \$263,919 reduction in State financial assistance for to local social services departments.
- A change in the Comprehensive Services Act funding allocation to local social services departments decreased State assistance by \$950,000. This reduction in State assistance increases DSS mandated expenses by \$950,000; thereby requiring the City's general fund to account for approximately \$1 million in additional cost.

General Fund Budget By Program

<u>Agency Programs</u>	<u>Actual FY2008</u>	<u>Actual FY2009</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
Administration	\$4,883,907	\$4,669,245	\$4,344,266	\$4,474,923
Records Management	346,806	411,269	-	-

SOCIAL SERVICES

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Customer Support Services	\$802,582	\$940,836	\$918,220	\$931,205
Financial Assist Administration	6,756,275	6,642,443	-	-
Benefits Administration	-	-	6,690,536	7,134,791
General Relief	656,299	666,023	789,562	789,562
Auxil. Grants-Aged, Blind & Disabled	3,681,828	3,799,928	4,145,870	4,118,989
Auxil. Grants-ADC, EM Asst, etc.	38,989	14,380	60,000	60,000
Emergency Assistance	2,733	3,112	4,305	4,305
Refugee Assistance	12,365	24,664	12,000	12,000
Food Stamp Issuance	71,868	71,837	-	-
Adult/Family Administration	1,099,850	1,270,918	-	-
Services Administration	-	-	2,092,324	2,199,643
Foster Care / Child Welfare Services	20,344,970	18,337,403	12,575,479	12,539,480
Child Protective / Family Services	1,501,554	1,477,835	1,603,738	1,576,066
Adult Services	524,823	522,365	628,542	646,210
Adoption	6,368,561	6,399,625	7,043,751	7,029,659
Adult Protective Services	496,942	495,693	501,484	565,711
Family Stabilization	2,696,418	2,595,201	2,585,298	2,642,512
Emergency Fuel Program	229,303	294,089	-	-
Fraud Free	560,966	585,690	-	-
V.I.E.W	4,277,358	4,145,986	4,616,541	4,739,187
Food Stamp Employee/Training	82,683	64,645	57,325	62,191

SOCIAL SERVICES

Agency Programs	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Hospital Based Eligibility	566,820	553,479	575,184	611,891
Healthy Start	192,907	285,708	154,918	154,918
Child / Fee Day Care	9,594,279	8,940,037	10,517,888	10,565,531
Southside Community Service Center	730,808	780,686	873,651	783,770
Family Violence Prevention	196,500	223,583	-	-
Second Responder	733,649	711,882	-	-
Foster Parent Training	322,729	350,226	307,758	433,451
Human Service Internal Support (HSIS) - Human Services Administration	148,064	3,388,874	26,000	26,000
Technology Support	344,701	483,202	-	-
Financial Support Services	-	-	2,043,928	2,298,788
HSIS - Support	219,215	185,945	-	-
HSIS - Finance	876,681	1,154,941	-	-
Early Childhood Development	-	-	-	242,587
Family Preservation	237,789	233,179	238,323	238,323
East District Initiative	621,910	256,998	-	-
Comprehensive Services Act	-	-	5,171,521	5,921,521
Total Program Expenditures	\$70,223,132	\$70,981,928	\$68,578,412	\$70,803,214

SOCIAL SERVICES

Agency Accomplishments

FINANCE AND ADMINISTRATION

- Increased efficiencies in reporting and reimbursement by reorganizing Finance and Administration to place dedicated staff in critical areas to enhance reporting and monitoring of reimbursements.
- Intensified training to ensure continued improvement in the use of client and financial software.
- Increased response to Fraud investigations and recoveries
- Improvements to financial policies and internal control processes

ECONOMIC SUPPORT AND INDEPENDENCE

- Processed 97.6% of SNAP (Supplemental Nutrition Assistance Program), formally Food Stamps, expedited applications timely; the State target is 97%.
- Processed 97.6% of TANF (Temporary Assistance to Needy Families) applications timely; State target is 95%.
- Exceeded State average for enrolled TANF Recipients in the VIEW program by 2%. The State average for TANF Recipients is \$1,074.
- Provide \$5,510,930 in total SNAP (Supplemental Nutrition Assistance Program), formally Food Stamps, issuance dollars to 20,186 participating households in the City of Richmond as of July 2009.
- Executed DSS Headquarters facility renovation plans to ensure confidentiality in the recipient Intake area. Phase 1 of renovation plan allowed for the creation of private offices for Intake staff and provides adequate space in the waiting area for prospective recipients.
- Accepted a total of 7,393 Energy Assistance (Crisis Component) applications and approved 6,189 for payments. A total of \$291,964 in payments have been disbursed.

SOCIAL WORK

- Reduced total number children in Foster Care from 470 to 375 - a 20% reduction from the previous year.
- Prevented 110 children from entering the Foster Care program by implementing the Family Engagement process. Family Engagement has a 90% prevention rate.
- Forty-seven (47) children and youth were adopted.
- Awarded \$500,000 in grant funds from the US Department of Housing and Urban Development for homelessness prevention for families and children.
- Served 110 elderly and disabled adults through home companion services.

COMPREHENSIVE SERVICES ACT

- Worked to reduce expenditures by identifying youth who were over 18 and benefitting from the continued services versus those who were not complying with job and school requirements.
- Implemented a family engagement model that greatly emphasized involving families in the beginning and identifying community and family resources that could help empower families to resolve their crises without having to relinquish custody of their children.

CIP, SCHOOLS & OTHER SPECIAL FUNDING

CAPITAL IMPROVEMENT PLANS



OPERATING IMPACT OF CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan (CIP) presents operating issues for new facilities coming on-line which includes maintenance, utilities, and other operational needs. Conversely, the capital budget reduces operating issues in areas of infrastructure improvement in that once a capital project is completed, operational maintenance is no longer required in the general fund. Decisions made in one affect the other. For example, if a decision is approved to build a new Safety Building, then plans would be in place to hire new safety officers and associated operating equipment. Likewise, if we expand youth and recreational programs in the operating budget, new facilities must be planned and constructed in the CIP.

Funding for all major capital improvement projects, regardless of funding source, is presented in the five-year Capital Improvement Plan and the ability to fund (repay) all projects is budgeted. Debt service requirements are budgeted in the General Debt Service Fund or Enterprise Funds where applicable. Funding for each capital project, including engineering, design and construction are included in the CIP. Primary funding sources for the CIP are as follows:

- General Obligation Bonds - a common type of municipal bond that is secured by a state or local government's pledge to use legally available resources, including tax revenues, to repay bond holders.
- Commercial Paper Notes - a money-market security issued by large banks and corporations. Commercial paper essentially can be compared as an alternative to lines of credit with a bank.
- Revenue Bonds - a special type of municipal bond distinguished by its guarantee of repayment solely from revenues generated by a specified revenue-generating entity associated with the purpose of the bonds.
- Grants such as Virginia Department of Transportation Funds or State & Federal Urban Funds - funds designed to assist in completing road and infrastructure projects.

Each year the City of Richmond limits itself to a set percentage of its total General Fund budget to support debt service for capital improvement projects adopted in the Capital Improvement Plan. The amount of general fund supported debt service will not exceed 10% of the total general fund budget.

The City will not incur general obligation debt in excess of 7.5% of its total taxable real estate value. To the extent that general obligation issued and authorized debt does not exceed 7.5% of the total assessed valuation of the City, the general obligation authority may be used for enterprise fund capital projects. This control provides that debt will not exceed three-quarters of the legal debt margin of 10%.

The Capital Improvement Plan for FY2011-FY2015 is \$813,669,418 of which \$147,872,956 is proposed for FY2011. For details, please see the Proposed Capital Improvement Plan.

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of Project Estimates**

Citywide Summary	Estimated Project Cost	Prior Appropriations	FY2011 Proposed Appropriations
Schools	\$ 85,701,860	\$ 73,328,830	\$ 3,572,480
Infrastructure	144,929,152	111,277,909	11,711,243
Economic and Neighborhood Development	32,519,384	14,885,406	6,217,000
City Facilities	417,155,290	129,189,123	68,710,233
Public Utilities	1,310,842,000	848,797,000	57,662,000
Total	\$ 1,991,147,686	\$ 1,177,478,268	\$ 147,872,956

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of Project Estimates**

	Planning Years				Five-Year Total
	FY2012	FY2013	FY2014	FY2015	
	\$ 3,400,550	\$ 3,500,000	\$ 1,000,000	\$ 900,000	\$ 12,373,030
	7,100,000	6,870,000	4,420,000	3,550,000	33,651,243
	6,450,000	3,016,978	1,100,000	850,000	17,633,978
	78,274,348	73,831,033	48,350,553	18,800,000	287,966,167
	103,328,000	123,361,000	99,884,000	77,810,000	462,045,000
Total	\$ 198,552,898	\$ 210,579,011	\$ 154,754,553	\$ 101,910,000	\$ 813,669,418

City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of CIP Categories and Funding Sources

	FY2011	Planning Years				Five Year Total
	Proposed Appropriations	FY2012	FY2013	FY2014	FY2015	
CIP Categories						
Schools	\$ 3,572,480	\$ 3,400,550	\$ 3,500,000	\$ 1,000,000	900,000	\$ 12,373,030
Infrastructure	11,711,243	7,100,000	6,870,000	4,420,000	3,550,000	33,651,243
Economic & Neighborhood Development	6,217,000	6,450,000	3,016,978	1,100,000	850,000	17,633,978
City Facilities	68,710,233	78,274,348	73,831,033	48,350,553	18,800,000	287,966,167
Subtotal	<u>90,210,956</u>	<u>95,224,898</u>	<u>87,218,011</u>	<u>54,870,553</u>	<u>24,100,000</u>	<u>351,624,418</u>
Public Utilities						
Gas Utility	21,684,000	28,057,000	31,683,000	32,607,000	33,900,000	147,931,000
Water Utility	18,279,000	49,472,000	71,297,000	26,375,000	14,925,000	180,348,000
Wastewater Utility	14,199,000	22,299,000	16,881,000	13,344,000	13,700,000	80,423,000
Stormwater Utility	3,500,000	3,500,000	3,500,000	27,558,000	15,285,000	53,343,000
Stores Division	-	-	-	-	-	-
Subtotal	<u>57,662,000</u>	<u>103,328,000</u>	<u>123,361,000</u>	<u>99,884,000</u>	<u>77,810,000</u>	<u>462,045,000</u>
Total	<u>147,872,956</u>	<u>198,552,898</u>	<u>210,579,011</u>	<u>154,754,553</u>	<u>101,910,000</u>	<u>813,669,418</u>
Funding Sources						
General Obligation Bonds/Commercial Paper Credit	79,094,343	95,024,898	87,218,011	54,870,553	24,100,000	340,307,805
General Obligation Bonds/Commercial Paper Credit - Prior Appropriations	4,050,370	-	-	-	-	4,050,370
State Urban Funds	1,501,625	-	-	-	-	1,501,625
Federal Urban Funds	(2,997,125)	-	-	-	-	(2,997,125)
TEA-21 SAFETY Projects	966,664	-	-	-	-	966,664
RSTP Regional Surface Transportation Funds	2,344,279	200,000	-	-	-	2,544,279
VDOT Revenue Sharing Funds	1,000,000	-	-	-	-	1,000,000
CMAQ	1,035,800	-	-	-	-	1,035,800
Federal (Smithsonian)	690,000	-	-	-	-	690,000
RRHA Contribution	1,258,000	-	-	-	-	1,258,000
Reserve for Permanent Public Improvements	1,267,000	-	-	-	-	1,267,000
Utility Revenue Bonds	54,162,000	99,828,000	119,861,000	96,384,000	74,310,000	444,545,000
Stormwater Revenue	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	17,500,000
Total	<u>\$ 147,872,956</u>	<u>\$ 198,552,898</u>	<u>\$ 210,579,011</u>	<u>\$ 154,754,553</u>	<u>\$ 101,910,000</u>	<u>\$ 813,669,418</u>

City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Prior Appropriations

Projects	Prior Appropriations	
Duval Street Circulation	\$ 100,000	Project Complete
Miscellaneous Urban Aid	72,094	Project Complete
Alley Improvements Between Randolph and Brunswick	1,756	Project Complete
Seminary Avenue Sidewalk Improvements	21,342	Project Complete
Dinwiddie Avenue Area Improvements	100,000	Project Complete
Bellemeade Gateway Improvements	12,870	Project Complete
Warwick Road Relocation	7,798	Project Complete
Woodstock Street Improvements	25	Project Complete
Minnefee Street Improvements	1,715	Project Complete
Pavement Rehabilitation	7,658	Project Complete
Ornamental Lights - 25th & Main Street	2,508	Project Complete
Highland Park Roundabout	40,000	Project Complete
Hope VI Regional Stormwater Management Basin	622,388	Funds Not Committed
Reedy Creek Drainage Improvements	153,542	Project Complete
100 Tuckahoe Avenue Drop Inlet	23,952	Project Complete
500 Tuckahoe Avenue Drainage Improvements	100,000	Project Complete
Drainage Maintenance Projects	25,355	Project Complete
Miscellaneous Sewer Extensions	100,028	Project Complete
Staffordshire Subdivision Drainage Plan	8,841	Project Complete
Storm Drainage Basin Replacement - Citywide	30,332	Project Complete
Whitehead Road: Warwick to Elkhardt	360	Project Complete
Southern Barton Heights Redevelopment Plan	956	Project Complete
Hickory Hill Roof Replacement	9,037	Project Complete
Mosque Renovation	2,313	Project Complete
Westover Hills Library Maintenance	5,500	Project Complete
New Courts Facility	2,600,000	Project Complete
Total Prior Appropriations	\$ 4,050,370	

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of Richmond Public Schools Projects**

Projects	Estimated Project Cost	Prior Appropriations	FY2011 Proposed Appropriations
Schools ADA Compliance	\$ 23,472,717	\$ 13,460,237	\$ 3,112,480
School Maintenance	62,229,143	59,868,593	460,000
Total	\$ 85,701,860	\$ 73,328,830	\$ 3,572,480

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of Richmond Public Schools Projects**

Planning Years					Five-Year Total
FY2012	FY2013	FY2014	FY2015		
\$ 3,000,000	\$ 3,000,000	\$ 500,000	\$ 400,000	\$ 10,012,480	
400,550	500,000	500,000	500,000	2,360,550	
\$ 3,400,550	\$ 3,500,000	\$ 1,000,000	\$ 900,000	\$ 12,373,030	

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of Infrastructure Projects**

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of Infrastructure Projects**

Projects	Estimated Project Cost	Prior Appropriations	FY2011
			Proposed Appropriations
Transportation Projects	\$ 24,628,903	\$ 10,328,903	\$ 3,750,000
Sidewalk Projects	4,409,987	2,159,987	1,000,000
Traffic Control Installations	4,029,196	3,029,196	200,000
Safety Improvement Contingency Account	454,406	354,406	100,000
Richmond Signal System Improvements (RSTP)	4,472,753	2,382,000	2,090,753
Richmond Signal System Improvements (CMAQ)	4,159,000	3,123,200	1,035,800
Citywide Traffic Calming	3,800,000	1,800,000	800,000
Shockoe Bottom Operations Improvements	800,000	301,720	398,280
Streets, Sidewalks, Alley Extensions, and Improvements	12,229,517	10,279,517	450,000
Matching Funds for Federal Grants (VDOT)	985,500	705,500	70,000
Midlothian Turnpike: Belt Boulevard to Chippenham Parkway (VDOT)	790,000	680,000	-
German School Road: Glenway To Warwick Road (VDOT)	380,000	360,000	-
Curb Ramps for the Mobility Impaired	1,125,000	1,025,000	100,000
Jahnke Road : Blakemore Road to Forest Hill Avenue	7,816,000	7,816,000	(200,000)
Forest Hill Avenue: Hathaway to Powhite Parkway	5,280,246	5,225,000	55,246
TEA-21 Safety Improvements	16,231,852	15,457,188	774,664
Virginia Capital Trail	2,633,000	1,943,000	690,000
Major Bridge Improvements	6,559,120	1,559,120	1,000,000
Biotech Research Park	4,399,000	4,216,000	183,000
Chamberlayne Ave. and Claremont Brick Pavers	200,000	-	200,000
Hull Street: Dixon Drive to Elkhardt Road -Urban	5,504,033	8,501,158	(2,997,125)
New Pavement Rehabilitation - Urban	7,884,639	7,057,014	827,625
Deepwater Terminal Road - Urban	2,116,000	1,616,000	500,000
Mayo Bridge Conceptual Study	1,801,000	1,718,000	83,000
Urban Bridge maintenance	\$ 100,000	\$ -	\$ 100,000

Proposed Fiscal Plan FY2011

City of Richmond, Virginia

Projects	Planning Years				Five-Year Total
	FY2012	FY2013	FY2014	FY2015	
Transportation Projects	\$ 3,750,000	\$ 3,750,000	\$ 1,750,000	\$ 1,300,000	\$ 14,300,000
Sidewalk Projects	500,000	500,000	250,000	-	2,250,000
Traffic Control Installations	200,000	200,000	200,000	200,000	1,000,000
Safety Improvement Contingency Account	-	-	-	-	100,000
Richmond Signal System Improvements (RSTP)	-	-	-	-	2,090,753
Richmond Signal System Improvements (CMAQ)	-	0	0	-	1,035,800
Citywide Traffic Calming	300,000	300,000	300,000	300,000	2,000,000
Shockoe Bottom Operations Improvements	-	100,000	-	-	498,280
Streets, Sidewalks, Alley Extensions, and Improvements	450,000	450,000	350,000	250,000	1,950,000
Matching Funds for Federal Grants (VDOT)	70,000	70,000	70,000	-	280,000
Midlothian Turnpike: Belt Boulevard to Chippenham Parkway (VDOT)	110,000	-	-	-	110,000
German School Road: Glenway To Warwick Road (VDOT)	20,000	-	-	-	20,000
Curb Ramps for the Mobility Impaired	-	-	-	-	100,000
Jahnke Road : Blakemore Road to Forest Hill Avenue	200,000	-	-	-	-
Forest Hill Avenue: Hathaway to Powhite Parkway	-	-	-	-	55,246
TEA-21 Safety Improvements	-	-	-	-	774,664
Virginia Capital Trail	-	-	-	-	690,000
Major Bridge Improvements	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Biotech Research Park	-	-	-	-	183,000
Chamberlayne Ave. and Claremont Brick Pavers	-	-	-	-	200,000
Hull Street: Dixon Drive to Elkhardt Road -Urban	-	-	-	-	(2,997,125)
New Pavement Rehabilitation - Urban	-	-	-	-	827,625
Deepwater Terminal Road - Urban	-	-	-	-	500,000
Mayo Bridge Conceptual Study	-	-	-	-	83,000
Urban Bridge maintenance	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Proposed Fiscal Plan FY2011

City of Richmond, Virginia

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of Infrastructure Projects**

Projects	Estimated Project Cost	Prior Appropriations	FY2011 Proposed Appropriations
General Street Lighting	\$ 22,140,000	\$ 19,640,000	\$ 500,000
Total	\$ 144,929,152	\$ 111,277,909	\$ 11,711,243

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of Infrastructure Projects**

Planning Years					Five-Year Total
FY2012	FY2013	FY2014	FY2015		
\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,500,000	
\$ 7,100,000	\$ 6,870,000	\$ 4,420,000	\$ 3,550,000	\$ 33,651,243	

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of Economic and Neighborhood Development Projects**

Projects	Estimated Project Cost	Prior Appropriations	FY2011 Proposed Appropriations
Planning and Predevelopment	\$ 2,708,069	\$ 1,541,069	\$ 367,000
Open Space Acquisition - Downtown Plan Implementation	4,500,000	-	2,500,000
Traffic Direction Conversion - Downtown Plan Implementation	2,916,978	100,000	500,000
Neighborhoods in Bloom	6,551,125	4,751,125	300,000
Building Demolition	7,050,000	5,200,000	400,000
Corridor /Gateway Blight Abatement	700,000	100,000	100,000
Intermediate Terminal Riverfront Public Access	1,100,000	-	350,000
Dove Street Rededvelopment	3,500,000	1,000,000	500,000
Carytown Gateway improvements	238,212	138,212	100,000
Citywide Wayfinding Signage Program	1,695,000	795,000	900,000
Slave Trail	1,560,000	1,260,000	200,000
Total	\$ 32,519,384	\$ 14,885,406	\$ 6,217,000

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of Economic and Neighborhood Development Projects**

	Planning Years				Five-Year Total
	FY2012	FY2013	FY2014	FY2015	
	\$ 300,000	\$ 300,000	\$ 200,000	\$ -	\$ 1,167,000
	2,000,000	-	-	-	4,500,000
	1,500,000	816,978	-	-	2,816,978
	300,000	400,000	400,000	400,000	1,800,000
	400,000	400,000	400,000	250,000	1,850,000
	100,000	100,000	100,000	200,000	600,000
	750,000	-	-	-	1,100,000
	1,000,000	1,000,000	-	-	2,500,000
	-	-	-	-	100,000
	-	-	-	-	900,000
	100,000	-	-	-	300,000
Total	\$ 6,450,000	\$ 3,016,978	\$ 1,100,000	\$ 850,000	\$ 17,633,978

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of City Facilities Projects**

Projects	Estimated Project Cost	Prior Appropriations	FY2011 Proposed Appropriations
Major Parks Renovation	5,888,366	3,138,366	750,000
Library Retrofit	9,955,564	4,128,037	1,617,643
School CIP Planning and Construction	149,707,647	37,712,746	29,777,590
Technology/Vocational School Improvements	1,850,000	350,000	750,000
Swimming Pools	5,732,300	4,732,300	-
Kanawha Plaza Park & RMA Plaza Renovations	2,900,000	400,000	2,500,000
Parks and Recreation Facilities Improvements	5,109,801	3,584,801	450,000
Park Road Improvements	325,000	275,000	25,000
Church Hill Teen Center	776,357	226,357	-
Major Building Renovation Projects	35,670,824	19,405,324	4,935,500
Fire Station Renovations	4,100,000	2,950,000	250,000
Juvenile Detention Center	1,040,003	940,003	-
City Jail Renovation	13,304,219	12,804,219	250,000
John Marshall Court Building Renovations	4,540,000	4,040,000	-
City Jail Improvement Project	134,600,000	17,000,000	15,600,000
City Hall Major Building Electrical Upgrades	4,560,000	1,860,000	1,700,000
City Hall Replacement of Boilers and Related Systems	1,096,000	496,000	200,000
Library Renovations	4,591,500	3,702,000	389,500
City Hall Emergency Generator Replacement and Related Electrical Upgrades	1,655,000	155,000	-
City Hall Fire Alarm System	3,000,000	1,500,000	1,500,000
City Hall HVAC Valve Replacement	2,210,000	1,710,000	500,000
West End Library Expansion	800,000	300,000	200,000
Richmond Coliseum Renovations	\$ 5,236,882	\$ 2,353,882	\$ 1,258,000

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of City Facilities Projects**

Projects	Planning Years				Five-Year Total
	FY2012	FY2013	FY2014	FY2015	
Neighborhood Park Renovations	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 3,750,000
Major Parks Renovation	750,000	750,000	500,000	-	2,750,000
Library Retrofit	1,942,479	1,396,852	870,553	-	5,827,527
School CIP Planning and Construction	34,081,869	18,559,181	19,800,000	9,776,261	111,994,901
Technology/Vocational School Improvements	750,000	-	-	-	1,500,000
Swimming Pools	250,000	250,000	250,000	250,000	1,000,000
Kanawha Plaza Park & RMA Plaza Renovations	-	-	-	-	2,500,000
Parks and Recreation Facilities Improvements	375,000	300,000	250,000	150,000	1,525,000
Park Road Improvements	-	25,000	-	-	50,000
Church Hill Teen Center	200,000	150,000	200,000	-	550,000
Major Building Renovation Projects	5,000,000	2,250,000	2,080,000	2,000,000	16,265,500
Fire Station Renovations	250,000	250,000	250,000	150,000	1,150,000
Juvenile Detention Center	100,000	-	-	-	100,000
City Jail Renovation	250,000	-	-	-	500,000
John Marshall Court Building Renovations	250,000	250,000	-	-	500,000
City Jail Improvement Project	30,000,000	45,000,000	22,000,000	5,000,000	117,600,000
City Hall Major Building Electrical Upgrades	-	1,000,000	-	-	2,700,000
City Hall Replacement of Boilers and Related Systems	200,000	200,000	-	-	600,000
Library Renovations	500,000	-	-	-	889,500
City Hall Emergency Generator Replacement and Related Electrical Upgrades	500,000	1,000,000	-	-	1,500,000
City Hall Fire Alarm System	-	-	-	-	1,500,000
City Hall HVAC Valve Replacement	-	-	-	-	500,000
West End Library Expansion	300,000	-	-	-	500,000
Richmond Coliseum Renovations	\$ 425,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,883,000

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of City Facilities Projects**

Projects	Estimated Project Cost	Prior Appropriations	FY2011 Proposed Appropriations
Replacement of Fire Station 17	\$ 1,450,000	\$ 50,000	\$ 700,000
City Hall Elevator Systems	4,800,000	1,200,000	3,600,000
Community Schools/Park/Libraries	4,323,739	-	1,000,000
Percent for the Arts	299,348	292,348	7,000
Total	\$ 417,155,290	\$ 129,189,123	\$ 68,710,233

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of City Facilities Projects**

Planning Years					Five-Year Total
FY2012	FY2013	FY2014	FY2015		
\$ 400,000	\$ 300,000	\$ -	\$ -	\$ 1,400,000	
-	-	-	-	3,600,000	
1,000,000	1,000,000	1,000,000	323,739	4,323,739	
-	-	-	-	7,000	
\$ 78,274,348	\$ 73,831,033	\$ 48,350,553	\$ 18,800,000	\$ 287,966,167	

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of City Utilities Projects**

	Estimated Total		FY2011 Proposed Appropriation
	Estimated Total Cost	Prior Appropriations	
Gas Utility	\$ 218,942,000	\$ 71,011,000	\$ 21,684,000
Water Utility	483,581,000	303,233,000	18,279,000
Wastewater Utility	551,326,000	470,903,000	14,199,000
Stormwater Utility	56,843,000	3,500,000	3,500,000
Stores Division	150,000	150,000	-
Total	\$ 1,310,842,000	\$ 848,797,000	\$ 57,662,000

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of City Utilities Projects**

	Planning Years				Five-Year Total
	FY2012	FY2013	FY2014	FY2015	
Gas Utility	\$ 28,057,000	\$ 31,683,000	\$ 32,607,000	\$ 33,900,000	\$ 147,931,000
Water Utility	49,472,000	71,297,000	26,375,000	14,925,000	180,348,000
Wastewater Utility	22,299,000	16,881,000	13,344,000	13,700,000	80,423,000
Stormwater Utility	3,500,000	3,500,000	27,558,000	15,285,000	53,343,000
Stores Division	-	-	-	-	-
Total	\$ 103,328,000	\$ 123,361,000	\$ 99,884,000	\$ 77,810,000	\$ 462,045,000

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of City Utilities Projects**

Gas Utility	Estimated Total Cost	Prior Appropriations	FY2011 Proposed Appropriation
1402 New Business	\$ 82,260,000	\$ 36,887,000	\$ -
1403 System Replacement	136,682,000	34,124,000	21,684,000
Total	218,942,000	71,011,000	21,684,000

Water Utility	Estimated Total Cost	Prior Appropriations	FY2011 Proposed Appropriation
1502 Distribution System Improvements	71,390,000	19,742,000	9,475,000
1503 Transmission Main Improvements	79,219,000	62,200,000	350,000
1590 Plant and Pumping Improvements	332,972,000	221,291,000	8,454,000
Total	483,581,000	303,233,000	18,279,000

Wastewater Utility	Estimated Total Cost	Prior Appropriations	FY2011 Proposed Appropriation
1701 Wastewater Treatment	192,874,000	192,874,000	-
1760 Sanitary Sewer Upgrade	161,117,000	93,963,000	11,099,000
1750 Combined Sewer Overflow	197,335,000	184,066,000	3,100,000
Total	\$ 551,326,000	\$ 470,903,000	\$ 14,199,000

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of City Utilities Projects**

Planning Years				Five-Year Total
FY2012	FY2013	FY2014	FY2015	
\$ 9,001,000	\$ 11,866,000	\$ 12,018,000	12,488,000	\$ 45,373,000
19,056,000	19,817,000	20,589,000	21,412,000	102,558,000
28,057,000	31,683,000	32,607,000	33,900,000	147,931,000

Planning Years				Five-Year Total
FY2012	FY2013	FY2014	FY2015	
9,987,000	10,317,000	10,722,000	11,147,000	51,648,000
9,301,000	6,437,000	653,000	278,000	17,019,000
30,184,000	54,543,000	15,000,000	3,500,000	111,681,000
49,472,000	71,297,000	26,375,000	14,925,000	180,348,000

Planning Years				Five-Year Total
FY2012	FY2013	FY2014	FY2015	
-	-	-	-	-
15,999,000	13,012,000	13,344,000	13,700,000	67,154,000
6,300,000	3,869,000	-	-	13,269,000
\$ 22,299,000	\$ 16,881,000	\$ 13,344,000	\$ 13,700,000	\$ 80,423,000

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of City Utilities Projects**

Stormwater Utility	Estimated Total Cost	Prior Appropriations	FY2011 Proposed Appropriation
1940 Stormwater Facilities Improvements	56,843,000	3,500,000	3,500,000
Total	\$ 56,843,000	\$ 3,500,000	\$ 3,500,000

Stores Division	Estimated Total Cost	Prior Appropriations	FY2011 Proposed Appropriation
1840 Upgrade Chiller-DPU Ops Center	150,000	150,000	-
Total	\$ 150,000	\$ 150,000	\$ -

**City of Richmond, Virginia
Capital Improvement Plan FY2011-FY2015
Summary of City Utilities Projects**

Planning Years				Five-Year Total
FY2012	FY2013	FY2014	FY2015	
3,500,000	3,500,000	27,558,000	15,285,000	53,343,000
\$ 3,500,000	\$ 3,500,000	\$ 27,558,000	\$ 15,285,000	\$ 53,343,000

Planning Years				Five-Year Total
FY2012	FY2013	FY2014	FY2015	
-	-	-	-	-
\$ -	\$ -	\$ -	\$ -	\$ -

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PORT OF RICHMOND

Mission Statement

The mission of the Port of Richmond is to enhance the economic vitality of Central Virginia by promoting and supporting waterborne, rail, highway and intermodal commerce.

Agency Overview

The Port of Richmond (Port) is an operationally self-sufficient public facility owned by the City of Richmond, managed by the Port of Richmond commission. The Port's new terminal operator, PCI of Virginia, LLC provides terminal management and labor for the facility. The Port staff functions as the facility manager handling maintenance, security, utilities and providing cargo handling equipment. The Port's strategic objectives, as adopted in *The Port of Richmond Strategic Plan 2008-2012*, are to grow the Port by promoting and supporting the sales and marketing efforts of the Port operator, to maintain and improve the operating capabilities of the terminal facilities, to enhance the relationship at the Port among its strategic partners and stakeholders, and to generate sufficient revenues to ensure its long-term financial viability.

The Port to Richmond, working with public and private partners, supported the development and the initiation in December 2008 of the James River Barge Line, a new container on barge service between Norfolk and Richmond. This service has a goal of providing an alternative means of moving freight into and out of the Hampton Roads area promoting fuel savings and reducing congestion and gridlock in the Norfolk area.

The Port of Richmond and the terminal operator, PCI of Virginia, LLC are continuing to make every effort to attract new business to the Port, to work with current customers, and to develop initiatives to continue the long-term growth and performance of the Port of Richmond. PCI and the Port are working on new initiatives to attract domestic and international cargo business and expand the Port's railroad improvements and usage in freight rail connectivity as part of the Port's goal to handle containers, break bulk, bulk cargoes and project cargoes.

Agency Highlights

The Port of Richmond Commission decided in 2009 to take a leading role in managing the Port of Richmond facility. In the previous contracts the Port leased the terminal to a terminal operating and stevedoring company. The current one year contract with the terminal operator provides for the Port to manage the terminal and the operator provides management and labor to handle cargo operations. This new direction will allow the Commission and staff to direct the Port to new and different types of cargoes and businesses.

PORT OF RICHMOND

The Port of Richmond is the local sponsor of the James River waterway and works closely with the U.S. Army Corps of Engineers to maintain the waterway in a safe, clean and navigable environment for commercial and pleasure craft vessels. The City of Richmond and the Port of Richmond have an excellent relationship with the U.S. Army Corps of Engineers and has various projects on the upper and lower James River providing water improvements for quality and supplies to Richmond and surrounding localities along with providing for the safe transit of vessels on the James River.

The Port of Richmond and the City of Richmond work closely together to receive funding from the various Federal and State agencies to make improvement to the James River, Port facilities, Port security and communications equipment for City's Office of Emergency Management.

The Port of Richmond provides the following services:

- **Port of Richmond Management** - The Port's current and future initiatives include implementation of *The Port of Richmond 2020 vision Study and the Port of Richmond Strategic Plan 2008-2012*, with a regional multi-modal freight concept that would serve domestic and international shippers, area industries, distribution activities, transportation companies and freight forwards and brokers. The Port is aggressively pursuing new and various types of businesses, and Grants from the Department of Homeland Security, Department of Rail and Public Transportation, Richmond Metropolitan Planning Organization and the Virginia Port Authority. Funding from these organizations would enable the Port to initiate infrastructure improvements which would solidify the role of the Port of Richmond as a freight center for ships, barges, rail and highway transportation.
- **Terminal and Warehousing** - PCI of Virginia, the Port's terminal operator provides full freight, stevedoring and logistical services for import, export and domestic cargoes, including containers, breakbulk, bulk and general cargoes. PCI and Port staff are responsible for marketing and sales of the Port facility including advertising, trade events and representation with the maritime industry.
- **Imports and Exports** - The Port of Richmond handled 313,858 tons of cargo in FY 08/09. The Port has a monthly International service from Iceland, Nova Scotia and Newfoundland providing general cargo containers, temperature-controlled containers and can handle project / oversize cargoes. James River Barge Line provides container on barge service between Norfolk and Richmond. Richmond cargoes include chemicals, bottled water, frozen seafood, steel products, consumer goods, vehicles, water craft, paper, tobacco leaf, machinery and textiles. The Port also handles domestic rail shipment and bulk agriculture products.

PORT OF RICHMOND

	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
OPERATING REVENUES				
Terminal Base Rent	\$237,000	\$237,000	\$254,000	\$0
Wharfage Fees	\$715,729	\$499,033	\$286,000	\$246,600
Dockage Fees	\$98,142	\$76,184	\$55,000	\$31,400
Storage Fees	\$78,506	\$95,828	\$36,000	\$36,000
5% Gross Revenue Fee	\$90,215	\$20,179	\$0	\$0
Domestic Wharfage	\$13,575	\$7,844	\$15,000	\$6,000
Equipment Fee				\$357,600
Electrical Fee				\$45,300
Truck Scaling Fees	\$30,303	\$18,575	\$10,000	\$11,300
Total Operating Revenues	\$1,263,470	\$954,643	\$656,000	\$734,200
Administration				
Personal Services and Benefits	\$410,969	\$465,061	\$410,000	\$410,000
Office Expenses	\$25,626	\$28,485	\$20,000	\$30,000
Equipment Rental	\$3,711	\$6,094	\$4,000	\$5,000
Overhead (city)	\$81,598	\$34,171	\$45,000	\$50,000
Travel Expenses	\$13,067	\$6,193	\$10,000	\$6,000
Insurance	\$6,193	\$6,193	\$10,000	\$15,000
Miscellaneous Expenses	\$1,551	\$4,298	\$1,500	\$6,000
Marketing & Public Relations	\$55,675	\$56,159	\$100,000	\$60,000
Operations & Engineering				
Harbor Maintenance & Dredging	\$1,161,641	\$0	\$80,000	\$80,000
Repairs & Maintenance	\$102,408	\$33,881	\$50,000	\$96,000
Contract Services	\$34,762	\$12,256	\$400,000	\$198,000
Operating Supplies	\$1,729	\$613	\$1,000	\$0
Equipment Maintenance	\$0	\$0	\$0	\$70,000
Security	\$0	\$0	\$0	\$180,000
Utilities	\$0	\$0	\$0	\$98,000
Fuels	\$0	\$0	\$0	\$50,000
Equipment Leases	\$0	\$0	\$0	\$540,000
Total Operating Expenses Before Depreciation	\$853,930	\$653,404	\$1,131,500	\$1,894,000
Depreciation Expense	\$808,471	\$762,635	\$800,000	\$750,000
Operating Income (Loss)	(\$398,931)	(\$461,596)	(\$1,275,500)	(\$1,909,800)

PORT OF RICHMOND

Non-Operating Revenues

Interest Income	\$203,774	\$85,465	\$120,000	\$50,000
Miscellaneous revenues	\$0	\$0	\$0	\$0
Contributed Capital	\$349,634	\$0	\$200,000	\$222,000
Gain (Loss) on Disposal of Assets	\$0	\$0	\$0	\$0
Total Non-Operating Revenues	\$553,408	\$85,465	\$320,000	\$272,000
Net Income (Loss)	\$154,477	(\$376,131)	(\$955,500)	(\$1,637,800)

PARKS, RECREATION & COMMUNITY FACILITIES

Mission Statement

The mission of the Department of Parks, Recreation, and Community Facilities is to serve people of all ages and abilities by maximizing all available resources to deliver exceptional, clean, safe and accessible parks, inviting recreation facilities and programs that support the community needs and desires for a community to live, work and play. DPRCF will measure success by high levels of customer satisfaction, exceptional efficiency and positive community development of our public spaces and recreation services that meet the values and needs of citizens and visitors.

Cemeteries Overview - Parks, Recreation and Community Facilities operate seven municipal cemeteries: Maury Cemetery, Mt. Olivet Cemetery, Oakwood Cemetery, Riverview Cemetery, Shockoe Hill Cemetery, Barton Heights Cemetery (inactive), and St. John's Cemetery. Although all of the cemeteries have historical interest, the three that are particularly noteworthy are the following:

Shockoe Hill Cemetery

Located in the downtown area of Richmond on Hospital Street. Within its grounds are buried such luminaries as John Marshall, the revered U.S. Supreme Court Justice; Elmira Shelton, said to be Edgar Allan Poe's fiance and inspiration for the "Lost Lenore" of his poem, "The Raven"; John Allan, Poe's boyhood friend; Peter Francisco, the Revolutionary War Hero; 220 Confederate and 577 Union soldiers; and Elizabeth VanLew, the Union spy who operated a "safe" house during the War Between the States. This cemetery is on the Virginia Landmarks Register and National Register of Historic Places. For more information, visit the Friends of Shockoe Hill Cemetery.

Oakwood Cemetery

Located at 3101 E. Nine Mile Rd. It is the final resting place of 17,000 Confederate soldiers, casualties from several battles fought in the Richmond area during the War Between the States. According to information in the book entitled, "The Dahlgren Affair" by Duane Schultz, Yankee Colonel Dahlgren was buried in a secret grave in Oakwood Cemetery in March 1864 and removed by Elizabeth VanLew under cover of night on April 6, 1864. The body was taken out of Richmond by VanLew under a wagonload of peach trees and reburied the next day on a farm at Hungary Station. His body was returned to Philadelphia in October 1865 for burial in North Hill Cemetery. For more information call (804)646-1028.

Historic St. John's Church Cemetery

Located on the grounds of St. John's Church, in Richmond's oldest neighborhood, Church Hill, at 24th and Broad Streets. The City owns the Broad Street side of the cemetery. The cemetery is the resting place of Elizabeth Arnold Poe, the mother of the famous poet, Edgar Allan Poe and George Wythe, one of the signers of our nation's Declaration of Independence. The church is the site of Patrick Henry's rousing, "Give me liberty or give me death!" speech. The dates and times for reenactments Patrick Henry's famous speech can be obtained by calling St. John's Church at (804)649-0263.

PARKS, RECREATION & COMMUNITY FACILITIES

Enterprise Fund Budget

Description	Actual FY2008	Actual FY2009	Adopted FY2010	Approved FY2011	Proposed FY2011	Amendments FY2011
Personnel	\$664,545	\$737,475	\$752,417	\$752,417	\$701,326	(\$51,091)
Fringes	257,937	292,247	340,278	354,661	317,898	(36,763)
Operating Expenses	347,352	415,645	497,034	547,705	330,776	(216,929)
Total Expenditures	1,269,834	1,445,367	1,589,729	1,654,783	1,350,000	(304,783)
Total Revenues	1,438,301	1,435,638	1,589,729	1,654,783	1,350,000	(304,783)
Net City Costs	(\$168,467)	\$9,729	-	-	-	-
Total Positions	28.00	28.00	28.00	28.00	24.00	(4.00)

Explanation of Cemeteries Amendments

Proposed Amendments Include

Personnel

- The budget includes 100% funding for all filled positions and leaves all vacant full-time positions unfunded.
- Retirement rates increased from 21.16% to 27.83% for general employees in the Defined Benefits Plan.
- Anticipated healthcare savings are reflected in these budget adjustments.
- Salary increases are not recommended as a part of this fiscal plan.

Operating

- The budget reflects adjustments to various fleet related expenses, which resulted in savings.
- Other various operating line items were adjusted to reflect projected patterns of spending for the upcoming year.

Revenues

- No fee or rate increases are proposed for FY2011.

ENTERPRISE FUNDS
PARKS, RECREATION, AND COMMUNITY FACILITIES
CEMETERIES

	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Operating Revenues				
Charges for Goods and Services				
Administrative Fees	\$ 30	\$ 40	\$ 3,284	\$ 3,300
Single Graves	449,772	438,710	470,360	395,088
Family Lots	39,784	29,323	55,658	48,446
Interments	786,132	753,647	892,585	759,489
Foundations	138,948	130,657	154,195	131,230
Other	23,635	16,211	13,647	12,447
Total Operating Revenues	\$ 1,438,301	\$ 1,368,588	\$ 1,589,729	\$ 1,350,000
Operating Expenses				
Personnel	922,482	1,029,723	1,092,695	1,019,224
Operating Expenses	347,352	388,056	460,224	301,776
Depreciation	17,583	27,358	36,810	29,000
Total Operating Expenses	\$ 1,287,417	\$ 1,445,137	\$ 1,589,729	\$ 1,350,000
Operating Income (Loss)	150,884	(76,549)	-	-
Non-Operating Revenues(Expenses)				
Government Subsidies	69,054	67,051	-	-
Interest Expense	(29,555)	(27,588)	-	-
Total Non-Operating Revenues(Expenses)	\$ 39,499	\$ 39,463	-	-
Operating Transfer In	-	-	-	-
Net Income (Loss)	\$ 190,383	\$ (37,086)	-	-

PUBLIC UTILITIES

Vision Statement

The vision of the Department of Public Utilities is to be the premier provider of quality utility services, internationally recognized for customer service; environmental stewardship and employee success.

Mission Statement

The mission of the Department of Public Utilities (DPU) is to provide superior utility service while creating exceptional value. DPU provides natural gas, water, wastewater, stormwater and electric street lighting services in an environmentally and financially responsible way with respect to the role of government in protecting the public's interest. Our accomplishment of this mission is characterized by the following values:

Customer Satisfaction

- Vigorous pursuit of superior customer service.

Operational Excellence

- Reliable delivery of high quality products and services.
- Protection of the environment through regulatory compliance and proactive management.

Financial Growth and Stability

- Increased growth of the utilities by seeking new customers and exploring new opportunities.
- Competitive rates.

Employee Pride and Ownership

- High standards of personal and professional conduct.
- Promotion of employee pride, enrichment, and a positive image through our commitment to a challenging, safe, clean, and harmonious work environment.

The fulfillment of our mission is intended to benefit both our customers and employees, and enrich the quality of life in the City of Richmond and beyond.

Agency Highlights

Organizational Development

The Department of Public Utilities continues to progress in its major restructuring of each utility as a comprehensive business unit, providing full autonomy of decision making relative to the production and provision of service to our customer base. DPU also implemented a Broadband Plan for Water and Wastewater plant operations employees to gain higher levels of skill/licensure and a career and skills development plan that involved development of an associate degree in technical studies and the design of a future curriculum in public utilities management.

PUBLIC UTILITIES

Regional Provider of Service

The Department of Public Utilities is a major regional provider of utility services. This objective represents a regional cooperative ventures successfully operating in the metropolitan area. Our ability to provide continued and enhanced services betters the economic forecast for the City as well as the region. DPU will continue to seek opportunities to meet the ever-changing demands of this growing metropolitan area through the provision of quality utility services.

Homeland Security

DPU is prepared to implement heightened security measures when the national security threat level is elevated. The utility has implemented a security alert system that is based on the U.S. Department of Homeland Security's (DHS) recommended protective measures. DPU's system outlines a plan of action that corresponds to the National Security color-coded alert system. Security upgrades at field facilities are continuing in order to protect our critical infrastructures.

Regulatory (Steidel/Bellman)

Regulatory requirements at the Federal and State levels represent one of the drivers for continued escalating capital investment and improvement projects. These are major factors in the Water, Stormwater and Wastewater Utilities and are significant for the Gas Utility. The Safe Drinking Water Act, the State Health Department requirements and the Enhanced Surface Water Treatment Rules regulates the Water Utility. The Stormwater Utility is regulated by the Clean Water Act and the Chesapeake Bay Protection Act, the Erosion and Sediment Control Regulations, and the Municipal Separate Storm Sewer System Permit all regulated by the Commonwealth's Department of Conservation and Recreation. The Wastewater Utility is regulated by the Clean Water Act, Virginia State Water Control Law and the Department's Virginia Pollutant Discharge Elimination System permit with the Commonwealth's Department of Environmental Quality and the implementation of the Environmental Protection Agency's requirements to reduce Combined Sewer Overflow (CSO) discharges to the James River. For the Natural Gas Utility, compliance with the U.S. Department of Transportation's Pipeline and Hazardous Materials Safety Administration (PHMSA) new regulations for Distribution Integrity Management Programs (DIMP) will affect Operations & Maintenance and capital requirements for several years.

Infrastructure

Richmond, like other older urban communities throughout the country, has an aging infrastructure. One hundred-year-old gas mains, water mains, storm sewer lines, and sewer lines serve many areas of the City. Because DPU must ensure that it can continue to safely provide reliable and quality utility services, it has the responsibility to continue to actively invest in the maintenance, upgrade and replacement of the distribution and collection systems.

Commitment to the Community

The Department of Public Utilities launched its first community education program in the fall of 2003 to enhance customer understanding of key aspects of utility services and provide information that will help them manage their utility bills. As part of its community outreach efforts, DPU created a mascot, named Utility Buddy, to be visible in schools, civic meetings and other community events. Additionally, in 2009, DPU's MetroCare Program distributed \$45,000 for heating assistance to more than 114 families throughout the Richmond metropolitan area.

PUBLIC UTILITIES

DEPARTMENT SERVICES

The Department of Public Utilities is composed of five separate utilities: Gas, Water, Wastewater, Stormwater, and Electric. Each utility operates on a self-sustaining basis, as required by the Charter of the City of Richmond.

Gas Utility

The gas utility is a municipally owned local distribution company that provides gas service to the City of Richmond, Henrico County, and portions of Chesterfield and Hanover counties. The utility serves approximately 108,000 residential, commercial and industrial customers via approximately 1,834 miles of pipeline. Of the 1,834 miles of gas mains, about 28% are cast iron and ductile iron, 26% are steel and the remaining 828 miles, or 46%, are polyethylene plastic. In addition to supplying gas to customers, the utility purchases the gas from national suppliers, operates and maintains the eight custody transfer facilities connected to the interstate pipelines, installs and maintains gas mains as well as provides routine and emergency services.

A major infrastructure need exists in the Gas Utility. Many sections of the cast iron gas distribution system are over 100 years old. In the Gas Utility Master Plan there is a 40 year program (1992-2032) underway to replace all of the old cast iron mains in the system with high-density polyethylene (HDPE) pipe and coated steel welded pipe. The Gas Utility began in the early 1850's when manufactured gas, created from heating coal at the 15th and Dock Streets facility, was distributed through cast iron pipes to the downtown area for streetlights.

Because of the age of the cast iron mains, DPU has seen an increase in the number of leaks that occur in the system. DPU repairs or eliminates approximately 1,500-2,000 gas leaks (Classes 1, 2, and 3) annually; however, DPU has an annual backlog of approximately 800-1,000 Classes 2 leaks that will be scheduled for repair. (Class 1 leaks are leaks that represent an existing or probable hazard to life or property and require immediate repair. Class 2 leaks are leaks that are recognized as non-hazardous at the time of detection, but justify a scheduled repair. Class 3 leaks are leaks that are non-hazardous at the time of detection and can be reasonably expected to remain non-hazardous.)

Water Utility

The water utility provides retail water service to approximately 61,800 customers in the City of Richmond and wholesale water service directly to Henrico, Chesterfield and Hanover counties and indirectly to Goochland and Powhatan counties. Current rating capacity for the Water Treatment Plant is 132 MGD; average consumption is 62 MGD with summer peaks of approximately 100 MGD. The distribution system consists of approximately 1,200 miles of mains and nine pumping stations. This service includes the treatment and distribution of water. In addition to supplying water to customers, the water utility provides water for fire protection throughout the City, installs and maintains fire hydrants and water mains as well as provides routine and emergency services. The distribution and storage systems in Henrico, Hanover and Chesterfield counties are owned and maintained by the respective counties.

Some of Richmond's water mains date back to the 1840's. The city has about 400 to 500 miles of older mains (more than 50 years old), mostly in areas surrounding the core of the city. Where possible, DPU renews and upgrades these pipes to improve water pressure, water fire protection, and water quality through a "cleaning and lining" process. DPU relines approximately 10 miles of water main each year, mostly in the core residential areas of the city. Unfortunately, in some cases, the mains are so deteriorated that relining is impractical and the mains must be replaced with new pipes. DPU replaces approximately 1-3 miles of water main each year.

PUBLIC UTILITIES

Wastewater Utility

The Wastewater Utility provides wastewater collection and treatment for approximately 58,700 customers in the City of Richmond and for a small portion of Henrico and Chesterfield counties. Service to Goochland County began in January 2007. The wastewater system consists of a 45 MGD dry weather / 70+ MGD wet weather main treatment plant that provides tertiary treatment, three pumping stations, a network of over 47 miles of intercepting sewer lines, and roughly 1,500 miles of sewer lines. In addition to treating wastewater for customers, the Wastewater Utility operates the Combined Sewer Overflow control facilities, installs and maintains wastewater mains as well as provides routine and emergency services. Also, the Wastewater Utility administers the federally mandated industrial source control and pollution prevention program.

The sewer collection system (the 1,500 miles referred to above) is another major piece of infrastructure found in the Wastewater Utility. As the city's water system grew in the 1800's, so did the need for sewers. These early sewers were constructed with various materials; i.e., clay pipes, segmented block, slab granite, cobblestone and brick. Until the first wastewater treatment plant was built in 1958, all the pipes emptied into creeks and into the James River. The sewer system now consists of laterals from homes and businesses, which are hooked to sewer mains that connect to the larger interceptor pipes. The interceptors were built along both riverbanks beginning in 1950. Over the years, these collection systems have been deteriorating to the point where some have collapsed or may soon collapse. DPU is faced with the need to rehabilitate a significant amount of its 1,500-mile sewer system, particularly in the older core areas of the city.

Our standard is consistent compliance with all regulations, that allows the treated water from the City that is released back into the James River and the bio-solids (treated sewage sludge) applied to agricultural lands, to be reused.

Stormwater Utility

The Department implemented a Stormwater Utility in July 2009 to manage the stormwater that runs off the properties of city residents and business owners. Funding is used to implement a comprehensive stormwater quality management plan to comply with federal and state mandates. The Utility also provides design and construction of new and replacement infrastructure for the aging storm sewer system.

The Stormwater Utility maintains approximately 22,000 catch basins, 600 miles of ditches and 180 miles of storm sewer pipe. The goals of the Stormwater Utility are to protect people and property from flood hazards, prevent infrastructure failures, improve water quality by reducing non-point source pollution, prevent stream bank erosion, and collect, transport and treat stormwater runoff in the combined sewer system. In addition, the mosquito control program for the city is within the Stormwater Utility.

Electric Utility

The Electric Utility purchases electricity from Virginia Power and distributes it to over 37,000 streetlights in the municipal system. The Electric Utility installs, maintains and operates the streetlight infrastructure and 5 substations throughout a majority of the city. It contracts with Virginia Power to operate and maintain approximately 5,100 streetlights in the southwest area of Richmond.

PUBLIC UTILITIES

Rates

The following rate increases were Proposed for FY2011:

Gas Utility – FY11 = 2.0%

The average monthly residential gas bill will increase \$0.81 in FY2011.

Water Utility – FY11 = 4.0% (Average)

The average monthly residential water bill will increase \$1.17 in FY2011.

Wastewater Utility – FY11 = 2.0% (Average)

The average monthly residential wastewater bill will increase \$0.88 in FY2011.

Fiscal Plan

	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Revenues				
Gas Recovery Revenues	\$ 160,361,263	\$ 160,575,412	\$ 162,400,000	\$ 126,800,000
City Revenues	164,086,340	172,810,034	188,304,034	189,214,484
County Revenues (Contracts)	17,902,044	19,104,997	19,018,700	19,493,516
Interest Income & Other	6,833,329	5,600,847	2,175,182	3,090,104
Total Revenues	\$349,182,976	\$358,091,290	\$371,897,916	\$338,598,104
Expenses				
Gas Costs	\$ 160,361,263	\$ 160,575,412	\$ 162,400,000	\$ 126,800,000
O&M Expense	90,785,362	98,260,644	103,197,050	105,330,549
Depreciation	31,089,626	32,669,447	35,162,305	37,409,998
Taxes	21,673,508	21,164,370	22,212,737	21,845,651
Interest Expense & Other	34,179,641	35,431,784	37,385,868	36,684,230
Total Expenses	\$338,089,400	\$348,101,657	\$360,357,960	\$328,070,428
Construction In Aid Revenue	4,414,857	8,379,161	10,042,920	23,850,928
Net Income	<u>\$ 15,508,433</u>	<u>\$ 18,368,794</u>	<u>\$ 21,582,875</u>	<u>\$ 34,378,605</u>
Total FTEs	691	691	768	768

PUBLIC UTILITIES

Agency Programs

Natural Gas

The goal of the Natural Gas Program is to provide wholesale and retail natural gas services to users in the City of Richmond, Henrico County, and portions of Chesterfield and Hanover counties in order that they may receive safe and dependable natural gas services at competitive rates.

The proposed program expenditures are **\$190,998,571 for FY2011.**

Water

The goal of the Water Utility is to provide the Central Virginia Region dependable and efficient customer service with a product meeting all regulatory requirements at competitive cost, while continuing to expand into new demand areas.

The proposed program expenditures are **\$58,515,341 for FY2011.**

Wastewater

The goal of the Wastewater Program is to provide wholesale and retail wastewater services to users in the City of Richmond and wholesale wastewater treatment services directly to Henrico, Chesterfield and indirectly to Goochland County in order that they may receive dependable wastewater services at competitive prices.

The proposed program expenditures are **\$58,775,794 for FY2011.**

Electric Light

The goal of the Electric Program is to provide street lighting services to citizens in the City of Richmond in the service area in order to provide safe, efficient and reliable streetlights to enhance public safety and revitalize neighborhoods through streetscape improvements at the lowest competitive costs.

The proposed program expenditures are **\$9,083,429 for FY2011.**

Stormwater

The goal of the Stormwater Program is to improve health and safety by reducing and controlling flooding. The Stormwater Program must also comply with state and federal guidelines designed to improve impaired waters and reduce the runoff of pollutants into Virginia's waterways.

The proposed program expenditures are **\$6,884,400 for FY2011.**

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INTERNAL SERVICE FUNDS

This section includes an agency narrative for each Internal Service Fund for the FY2011 fiscal plan. Following the narrative is a summary of agency accomplishments; revenues, expenditures, and net income for each fund. The Funds include Fleet Management, Radio Maintenance, Public Works Stores, Risk Management, and Advantage Richmond Corporation.

The Bureau of Fleet Management provides corrective and preventive maintenance services to City equipment. Other support services provided include over 30 fuel stations around the City and a formal underground storage tank program as required by state and federal laws. The Bureau also writes vehicle specifications for department-owned and leased vehicles purchased as replacements. The Bureau owns and leases equipment to most City agencies. Authorized positions remained at 56.00 FTEs. The Bureau of Fleet Management reports to the Department of Public Works.

Agency Accomplishments

- Fleet Services, working in cooperation with Procurement, Police and Fire, successfully established a new fuel contract.
- Successfully managed the transition to the new fuel vendor, while simultaneously implementing the “ring technology” resulting in no interruption in fueling capabilities to our customer base.
- Continued progress on upgrading the maintenance database.
- Continued to improve customer relations, satisfaction and confidence in Fleet.

Radio Maintenance is charged with the installation and maintenance of electronic equipment used by City agencies. This includes installing and maintaining mobile and portable radios (hand-held), pagers/beepers, base stations, mobile data computers and dispatch consoles, antenna tower sites, Police and Fire emergency lights and sirens, public address systems, fire station alerting system and other communications equipment and networks. Radio Maintenance also repairs radios under contract for a number of state agencies. Authorized positions strength remained at 10.00 FTEs. The Radio Maintenance shop reports to the Department of Public Works.

Agency Accomplishments- Radio

- The Radio Shop is working to complete the FCC mandated 800MHz frequency re-banding for the 800MHz voice radio system.
- The final integration for the new wireless two-way notification and alerting network is underway and migration plans are being developed.
- The Radio Shop, working in cooperation with Procurement has successfully established a new contract for emergency vehicle equipment. This and other process improvements have eliminated the need to outsource vehicle installation work.
- The Radio Shop’s new work order/asset management system has allowed for more efficient work flow, assignments, reporting, and customer invoicing and billing. Radio asset assignment needs are regularly evaluated and re-assigned when appropriate and

INTERNAL SERVICE FUNDS

necessary increasing overall usage of the network while reducing the need for new radio purchases.

Public Works Stores provides for the purchase and inventory of bulk material. Purchases are made through City contracts and issued to the Department of Public Works and other agencies as needed. The authorized position strength remained at 3.40 FTEs.

The **Risk Management Fund** consolidates the City's liabilities and segregates accounts for the payment of worker's compensation indemnity and medical claims, self-insured liability claims, commercial insurance premiums and administrative costs including safety, claims administration and insurance procurement. The department provides the following services:

- Procures commercial insurance.
- Provides information to all City agencies on insurance and coverage issues.
- Administers self-insurance activities and negotiates with carriers and other outside vendors on claims-related issues.
- Trains employees on defensive driving, CPR, hazardous materials safety and environmental and health-related issues as part of the safety and loss control program.
- Reviews accident claims, controls generating of accident claim reports and statistical reports.

The insurance market is volatile, affected both by losses around the world and the decreasing rate of return on investments due to the turmoil of the stock market. It complicates the forecast of the magnitude of change of the future cost of insurance for the City other than to say it will increase.

The authorized position strength remained at 3.00 FTEs.

The **Advantage Richmond Corporation** provides lease space for the City's Social Services Departments. It is also responsible for providing for building and grounds maintenance, custodial, and other landlord-type services.

INTERNAL SERVICE FUNDS

FLEET MANAGEMENT

Statement of Income, Expenses and Changes in Fund Net Assets

	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Operating Revenues				
Charges for Goods and Services	\$ 21,618,622	\$ 19,034,438	\$ 23,453,547	\$ 20,884,118
Operating Expenses				
Cost of Goods and Services Sold	\$ 12,688,452	\$ 11,088,957	\$ 13,510,971	\$ 11,984,983
Salaries and Wages	1,339,353	557,081	885,148	559,327
Data Processing	174,660	140,054	136,591	140,689
Materials and Supplies	60,653	65,832	65,322	67,281
Rents and Utilities	201,140	336,770	282,704	291,185
Maintenance and Repairs	68,596	49,050	20,007	19,884
Depreciation and Amortization	5,842,904	5,457,751	6,031,770	5,380,004
Claims and Settlements	--	--	--	--
Miscellaneous Operating Expenses	1,993,599	2,059,675	1,767,998	1,852,646
Total Operating Expenses	\$ 22,369,357	\$ 19,755,170	\$ 22,700,511	\$ 20,295,999
Operating Income (Loss)	(750,735)	(720,732)	753,036	588,119
Non-Operating Revenues (Expenses)				
Government Subsidies and Contributions	--	--	--	--
Gain(Loss) on Disposal of Capital Assets	--	143,705	--	--
Interest on Long-Term Debt	(322,817)	(376,755)	(503,036)	(338,119)
Miscellaneous (Expense)	--	--	(250,000)	(250,000)
Total Non-Operating Revenues (Expenses)	(322,817)	(233,050)	(753,036)	(588,119)
Net Income (Loss) Before Transfers	(1,073,552)	(953,782)	--	--
Change In Net Assets	(1,073,552)	(953,782)	--	--
Net Assets - Beginning of Year	8,706,124	6,000,686	5,046,904	5,046,904
Net Assets - End of Year	\$ 7,632,572	\$ 5,046,904	\$ 5,046,904	\$ 5,046,904

INTERNAL SERVICE FUNDS

PUBLIC WORKS STORES

Statement of Income, Expenses and Changes in Fund Net Assets

	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Operating Revenues				
Charges for Goods and Services	\$ 938,007	\$ 845,571	\$ 1,782,741	\$ 1,531,273
Operating Expenses				
Cost of Goods and Services Sold	\$ 880,709	\$ 827,234	\$ 1,487,726	\$ 1,283,610
Salaries and Wages	170,872	169,630	202,851	175,000
Data Processing	--	--	--	--
Materials and Supplies	225	7,273	3,000	1,500
Rents and Utilities	19,687	31,423	53,001	35,000
Maintenance and Repairs	65,415	42,992	36,163	36,163
Depreciation and Amortization	--	--	--	--
Claims and Settlements	--	--	--	--
Miscellaneous Operating Expenses	--	--	--	--
Total Operating Expenses	\$ 1,136,908	\$ 1,078,552	\$ 1,782,741	\$ 1,531,273
Operating Income (Loss)	(198,901)	(232,981)	--	--
Non-Operating Revenues (Expenses)				
Government Subsidies and Contributions	--	--	--	--
Interest on Long-Term Debt	--	--	--	--
Miscellaneous Revenue	--	--	--	--
Miscellaneous (Expense)	--	--	--	--
Total Non-Operating Revenues (Expenses)	--	--	--	--
Net Income (Loss) Before Transfers	(198,901)	(232,981)	--	--
Change In Net Assets	(198,901)	(232,981)	--	--
Net Assets - Beginning of Year	719,239	520,338	287,357	287,357
Net Assets - End of Year	\$ 520,338	\$ 287,357	\$ 287,357	\$ 287,357

INTERNAL SERVICE FUNDS

RADIO MAINTENANCE

Statement of Income, Expenses and Changes in Fund Net Assets

	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Operating Revenues				
Charges for Goods and Services	\$ 654,367	\$ 922,830	\$ 1,992,937	\$ 800,000
Operating Expenses				
Cost of Goods and Services Sold	\$ 1,293,670	\$ 765,210	\$ 1,357,621	\$ 593,833
Salaries and Wages	189,992	220,343	271,420	222,871
Data Processing	16,225	6,183	28,841	29,706
Materials and Supplies	28,574	98,789	75,983	76,128
Rents and Utilities	36,327	24,665	50,469	51,842
Maintenance and Repairs	27,275	26,178	6,139	6,500
Depreciation and Amortization	38,883	38,119	25,994	26,773
Claims and Settlements	2,268	--	--	--
Miscellaneous Operating Expenses	162,314	146,204	176,470	121,029
Total Operating Expenses	\$ 1,795,528	\$ 1,325,691	\$ 1,992,937	\$ 1,128,682
Operating Income (Loss)	(1,141,161)	(402,861)	--	(328,682)
Non-Operating Revenues (Expenses)				
Government Subsidies and Contributions	--	--	--	--
Gain(Loss) on Disposal of Capital Assets	--	43,437	--	--
Interest on Long-Term Debt	--	--	--	--
Miscellaneous Revenue	--	--	--	--
Total Non-Operating Revenues (Expenses)	--	43,437	--	--
Net Income (Loss) Before Transfers	(1,141,161)	(359,424)	--	(328,682)
Change In Net Assets	(1,141,161)	(359,424)	--	(328,682)
Net Assets - Beginning of Year	(637,557)	(1,778,718)	(2,138,142)	(2,138,142)
Net Assets - End of Year	\$ (1,778,718)	\$ (2,138,142)	\$ (2,138,142)	\$ (2,466,824)

INTERNAL SERVICE FUNDS

RISK MANAGEMENT

Statement of Income, Expenses and Changes in Fund Net Assets

Operating Revenues	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
General Fund	\$ 8,542,170	\$ 7,675,587	\$ 9,293,023	\$ 9,449,127
Utilities	4,049,045	4,272,781	3,601,975	3,830,501
Fleet Management	513,427	543,232	535,047	565,992
Port Authority	6,193	6,193	6,502	6,827
Richmond Ambulance Authority	-	-	16,307	-
Revenue Recoveries	-	136,184	-	-
Total Operating Revenues	\$ 13,110,835	\$ 12,633,977	\$ 13,452,854	\$ 13,852,447
Operating Expenses				
Salaries and Fringe Benefits	\$ 371,925	\$ 371,962	\$ 386,159	\$ 386,159
3rd Party Claims	2,463,060	2,612,863	-	-
Advertising	-	-	1,000	-
Auto Claims	415,878	387,553	-	-
Books	300	395	350	350
Carwash	16	23	-	-
Claims-Auto Liability	-	5,407,780	-	-
Claims-General Liability	-	343,770	2,200,000	2,350,000
Computer Supplies/Software	-	-	275,000	275,000
Daily Rental	44	144	-	-
Depreciation	2,292	-	2,238	2,238
Depreciation-Computer Hardware	-	-	3,000	3,000
Duplicating Supplies	417	165	1,200	500
Educational Supplies	2,991	2,987	3,500	3,500
Employee Injury Costs	2,905,070	5,717,350	4,164,000	5,230,000
Faithful Performance Bond insurance	21,031	-	29,700	29,700
Fire and Extended Coverage Insurance	707,963	737,218	1,050,000	1,120,000
Fuel for Vehicles	850	684	600	700
Magazine/News Subscriptions	346	458	500	500
Medical Services	5,994	7,263	12,500	10,000
Membership Dues	1,860	2,145	2,000	2,000
Monthly Auto	911	2,011	1,000	1,000
Vehicle Replacement	531	-	1,057	1,057
Office Maintenance	1,631	890	1,000	1,000
Office Supplies	562	413	1,250	750
Pagers	-	52	-	-
Photo Supplies	-	-	500	500
Planning and Management Services	455,192	288,181	539,000	540,000
Police Claims	-	3,810	-	-
Postage	163	4,961	350	350
Printed Forms	-	308	1,000	1,000
Property Damage Claims	86,543	216,320	125,000	125,000
Public Liability Auto Insurance	-	-	446,000	490,000
Public Liability Insurance	3,187,465	2,502,821	3,100,000	3,250,000

INTERNAL SERVICE FUNDS

RISK MANAGEMENT

Statement of Income, Expenses and Changes in Fund Net Assets

Operating Revenues	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Radio Communication Signal Equip	77	77	-	80
Telephone	5,093	2,864	6,000	6,000
Temporary Personnel Services	-	-	-	-
Training	14,862	15,402	12,500	12,500
Vehicle Accident Repair Cost	-	-	-	-
Wearing Apparel	477	967	450	450
Workers Compensation	965,768	70,894	1,030,000	80,000
Workers Compensation Tax	48,204	-	50,000	50,000
Total Operating Expenses	\$ 11,667,516	\$ 18,702,731	\$ 13,446,854	\$ 13,973,334
Net Operating Income (Loss)	1,443,319	(6,068,754)	6,000	(120,887)
Non-Operating Revenue (Expenses)				
Revenue Recoveries	176,889	-	-	-
Net Non-Operating Income (Loss)	176,889	-	-	-
Net Income (Loss)	1,620,208	(6,204,938)	6,000	(120,887)
Net Assets-Beginning of Year	(8,766,595)	(7,146,387)	(13,351,325)	(13,345,325)
Net Assets-End of Year	(7,146,387)	(13,351,325)	(13,345,325)	(13,466,212)

INTERNAL SERVICE FUNDS

ADVANTAGE RICHMOND CORPORATION

Statement of Income, Expenses and Changes in Fund Net Assets

~~No. Included in City Budget~~

	Actual FY2008	Actual FY2009	Adopted FY2010	Proposed FY2011
Operating Revenues				
Rental Revenues	\$ 2,409,000	\$ 2,409,000	\$ 2,409,000	\$ 2,409,000
Operating Expenses				
Janitorial	\$ 122,400	\$ 129,780	\$ 133,668	\$ 133,668
Utilities	184,205	218,720	225,028	225,028
Repairs & Maintenance	109,642	105,733	108,915	108,915
Grounds & Landscape	10,450	11,278	11,684	11,684
Building Security	150,000	167,880	172,920	172,920
Depreciation & Amortization	225,000	225,000	225,000	225,000
Property Management	99,096	102,072	105,132	105,132
Total Operating Expenses	\$ 900,793	\$ 960,463	\$ 982,347	\$ 982,347
Non Operating Expenses				
Interest on Long Term Debt	560,671	528,068	493,707	493,707
Change in Net Assets	947,536	920,469	932,946	932,946
Net Assets - Beginning of Year	2,847,642	3,795,178	4,715,646	4,715,646
Net Assets - End of Year ¹	\$ 2,847,642	\$ 3,795,178	\$ 4,715,646	\$ 5,648,592

¹ The Net Assets represent net equity in the Marshall Plaza Building as well as cash accumulated for future capital expenditures. The cash-based capital projects include elevator repairs/replacement, HVAC System replacement/repairs, remodeling of the client interview area(s) to make them more conducive for client privacy, and telephone upgrades to VOIP (voice over internet protocol). Other planned projects include plumbing, electrical, and lighting upgrades.

Note: FY2010 is the first appearance of Advantage Richmond Corporation (ARC) in the City's budget. Based on its characteristics, it was determined to be an Internal Service Fund and thus needed to be included in the City's budget. The "Net Assets - Beginning of Year" were certified as a part of the City's FY2008 CAFR (p. 107). ARC's FY2009 budget is included in this table for informational purposes to show the budgeted change in net assets that will be a part of the FY2010 and subsequent budgets. The only budgets reflected on the summary tables will be for FY2010 and beyond.

RICHMOND PUBLIC SCHOOLS



GENERAL FUND OPERATING REVENUES

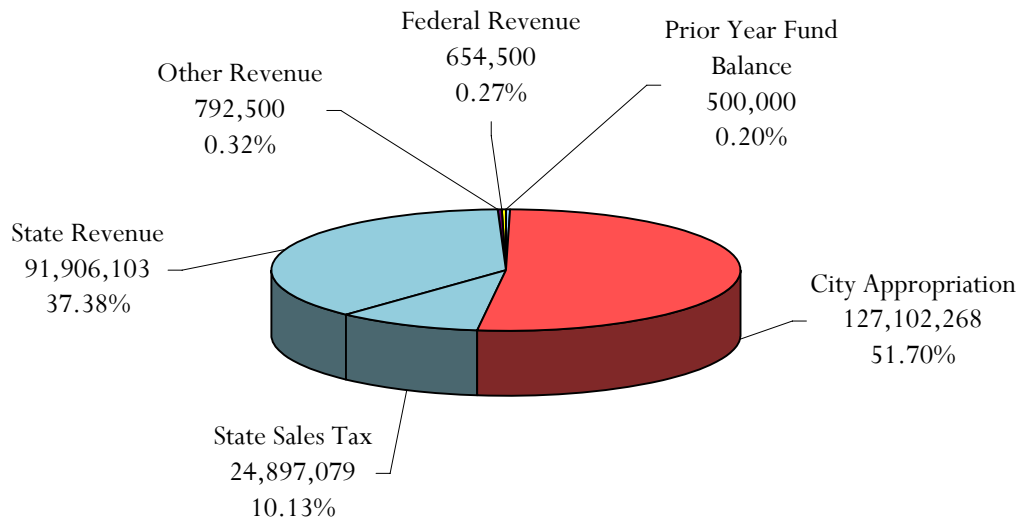
	Actuals FY2009	Budget FY2010	Modified FY2010	Budget FY2011	\$ Change	% Change	Percent of Total
LOCAL REVENUE							
Prior Year Fund Balance	0	3,500,000	3,500,000	500,000	(3,000,000)	-85.71%	0.20%
Operations - City Funds	132,026,487	127,102,268	127,102,268	127,102,268	0	0.00%	51.70%
Total City Appropriation	132,026,487	127,102,268	127,102,268	127,102,268	0	0.00%	51.70%
STATE SOQ REVENUES							
Basic Aid SOQ	51,387,018	52,417,493	53,868,699	49,312,302	(3,105,191)	-5.92%	20.06%
Sales Tax	26,792,273	26,138,004	24,230,111	24,897,079	(1,240,925)	-4.75%	10.13%
Textbooks	1,253,013	1,416,132	0	910,342	(505,790)	-35.72%	0.37%
Vocational Education-SOQ	949,631	1,111,207	1,139,132	1,000,111	(111,096)	-10.00%	0.41%
Gifted Education -SOQ	512,301	549,629	563,441	542,229	(7,400)	-1.35%	0.22%
Special Education-SOQ	10,283,505	10,956,742	11,232,082	11,736,247	779,505	7.11%	4.77%
Remedial Education-SOQ	3,073,806	3,202,189	3,282,659	3,253,375	51,186	1.60%	1.32%
VRS Retirement	5,110,514	4,671,850	3,588,877	5,530,737	858,887	18.38%	2.25%
Social Security	3,411,175	3,632,333	3,723,613	3,675,108	42,775	1.18%	1.49%
Group Life	174,932	131,433	97,990	156,644	25,211	19.18%	0.06%
English As A Second Language	348,916	458,206	488,613	542,959	84,753	18.50%	0.22%
Sub-Total SOQ Revenues	103,297,084	104,685,218	102,215,217	101,557,133	(3,128,085)	-2.99%	41.31%
STATE SCHOOL FACILITIES							
School Construction	365,010	0	0	0	0	0.00%	0.00%
Sub-Total School Facilities Revenues	365,010	0	0	0	0	0.00%	0.00%
STATE INCENTIVE REVENUES							
Compensation Supplement	3,973,456	0	0	0	0	0.00%	0.00%
Spec Educ: Regional Tuition	25,365	0	0	0	0	0.00%	0.00%
Turnaround Specialist	60,652	0	0	0	0	0.00%	0.00%
Sub-Total Incentive Revenues	4,059,473	0	0	0	0	0.00%	0.00%
STATE CATEGORICAL REVENUES							
Spec Educ: Homebound	388,027	431,226	344,119	363,046	(68,180)	-15.81%	0.15%
Visually Handicapped	15,142	15,100	15,100	15,100	0	0.00%	0.01%
Sub-Total Categorical Revenues	403,169	446,326	359,219	378,146	(68,180)	-15.28%	0.15%
LOTTERY FUNDED PROGRAMS							
At-Risk	4,679,266	5,403,747	5,432,375	4,947,287	(456,460)	-8.45%	2.01%
Enrollment Loss	696,230	654,423	199,150	366,807	(287,616)	-43.95%	0.15%
Foster Care Children	187,880	178,930	154,183	161,831	(17,099)	-9.56%	0.07%
K-3 Primary Class Size Reduction	4,703,161	5,449,891	5,439,028	5,339,693	(110,198)	-2.02%	2.17%
SOL Algebra Readiness	319,045	353,585	358,782	338,643	(14,942)	-4.23%	0.14%
Virginia Preschool Initiative	2,521,326	3,086,464	3,027,821	3,086,464	0	0.00%	1.26%
Construction & Operating Costs	2,783,918	1,085,757	1,321,270	627,178	(458,579)	-42.24%	0.26%
Sub-Total Lottery Funded Programs	15,890,826	16,212,797	15,932,609	14,867,903	(1,344,894)	-8.30%	6.05%
Sub-Total State Revenue	124,015,562	121,344,341	118,507,045	116,803,182	(4,541,159)	-3.74%	47.51%

GENERAL FUND OPERATING REVENUES

	Actuals FY2009	Budget FY2010	Modified FY2010	Budget FY2011	\$ Change	% Change	Percent of Total
Federal Stimulus Funds	0	6,534,329	6,534,329	0	(6,534,329)	-100.00%	0.00%
Total State Revenue	124,015,562	127,878,670	125,041,374	116,803,182	(11,075,488)	-8.66%	47.51%
OTHER REVENUE							
Building Rental Permit	212,119	200,000	200,000	200,000	0	0.00%	0.08%
Student Fees	840	1,000	1,000	1,000	0	0.00%	0.00%
Cobra Administrative Fees	3,623	2,500	2,500	2,500	0	0.00%	0.00%
Library Fines	1,030	1,900	1,900	1,900	0	0.00%	0.00%
Textbook Fines	3,029	3,000	3,000	3,000	0	0.00%	0.00%
Attorney's Fees	1,857	1,000	1,000	1,000	0	0.00%	0.00%
Tuition	284,354	300,000	300,000	300,000	0	0.00%	0.12%
Sale Of Surplus Property	12,947	5,000	5,000	5,000	0	0.00%	0.00%
Insurance Adjustments	3,565	0	0	0	0	0.00%	0.00%
Interest/Dividends/Gains Invest	80	100	100	100	0	0.00%	0.00%
Administrative Cost Recovery	350	0	0	0	0	0.00%	0.00%
Damages Recovery	7,085	0	0	0	0	0.00%	0.00%
Richmond Sch / Math-Science	42,351	42,400	42,400	42,400	0	0.00%	0.02%
Indirect Cost Recovery	234,829	235,000	235,000	235,000	0	0.00%	0.10%
Miscellaneous	6,464	0	0	0	0	0.00%	0.00%
Total Other Revenue	815,170	792,500	792,500	792,500	0	0.00%	0.32%
FEDERAL REVENUE							
Advanced Placement 84.330	0	4,500	4,500	4,500	0	0.00%	0.00%
Air Force	71,525	70,000	70,000	70,000	0	0.00%	0.03%
Impact Aid PL 103-382, Title VIII	222,301	200,000	200,000	200,000	0	0.00%	0.08%
Army Reserve	380,911	380,000	380,000	380,000	0	0.00%	0.15%
Medicare Part D Subsidy	362,638	0	0	0	0	0.00%	0.00%
Total Federal Revenue	1,037,375	654,500	654,500	654,500	0	0.00%	0.27%
Total General Fund Revenue	257,894,594	259,927,938	257,090,642	245,852,450	(14,075,488)	-5.42%	100.00%

GENERAL FUND OPERATING BUDGET REVENUES

	<i>Actuals FY2009</i>	<i>Budget FY2010</i>	<i>Budget FY2011</i>	<i>Increase (Decrease)</i>	<i>Percent Change</i>	<i>Percent of Total</i>
<i>Prior Year Fund Balance</i>	0	3,500,000	500,000	-3,000,000	-85.71%	0.20%
<i>City Appropriation</i>	132,026,487	127,102,268	127,102,268	0	0.00%	51.70%
<i>State Sales Tax</i>	26,792,273	26,138,004	24,897,079	-1,240,925	-4.75%	10.13%
<i>State Revenue</i>	97,223,289	101,740,666	91,906,103	-9,834,563	-9.67%	37.38%
<i>Other Revenue</i>	815,170	792,500	792,500	0	0.00%	0.32%
<i>Federal Revenue</i>	1,037,375	654,500	654,500	0	0.00%	0.27%
Total Revenues	257,894,594	259,927,938	245,852,450	-14,075,488	-5.42%	100.00%



GENERAL FUND OPERATING BUDGET - SUMMARY BY OBJECT CLASS

DESCRIPTION	F-T-E's FY2011	Actuals FY2010	Budget FY2010	Budget FY2011	Increase (Decrease)	Percent Change	Percent of Total
Administration	8.0	806,877	984,262	974,046	-10,216	-1.04%	0.40%
Instructional Administration	123.0	10,927,459	10,094,471	9,850,716	-243,755	-2.41%	4.01%
Instructional Class Staff	1,871.2	103,150,526	101,944,071	93,848,216	-8,095,855	-7.94%	38.17%
Other Professionals	157.9	9,708,390	9,558,446	9,235,277	-323,169	-3.38%	3.76%
Technical	295.0	7,990,321	7,848,639	7,567,227	-281,412	-3.59%	3.08%
Clerical	152.7	6,859,539	6,362,844	6,118,826	-244,018	-3.84%	2.49%
Support & Crafts	53.0	2,708,903	2,787,085	2,681,622	-105,463	-3.78%	1.09%
Operative	164.0	5,046,932	4,142,251	4,111,607	-30,644	-0.74%	1.67%
Laborer	343.0	10,210,421	9,723,326	9,217,849	-505,477	-5.20%	3.75%
State Employee	2.0	117,602	118,205	117,737	-468	-0.40%	0.05%
SUBTOTAL SALARIES AND WAGES	3,169.8	157,526,970	153,563,600	143,723,123	-9,840,477	-6.41%	58.46%
Health Insurance		13,999,189	18,402,261	17,801,763	-600,498	-3.26%	7.24%
VRS Life Insurance		1,649,700	1,154,490	1,398,303	243,813	21.12%	0.57%
Social Security - FICA		11,548,281	11,676,370	10,921,170	-755,200	-6.47%	4.44%
Retirement		26,424,269	25,481,857	26,366,891	885,034	3.47%	10.72%
Deferred Annuity		403,241	365,000	365,000	0	0.00%	0.15%
Compensation-type Insurance		1,401,082	1,217,465	1,301,000	83,535	6.86%	0.53%
Other Benefits		12,969	18,000	20,000	2,000	11.11%	0.01%
SUBTOTAL EMPLOYEE BENEFITS		55,438,727	58,315,443	58,174,127	-141,316	-0.24%	23.66%
TOTAL PERSONNEL SERVICES		212,965,697	211,879,043	201,897,250	-9,981,793	-4.71%	82.12%
Service Contracts		1,783,864	2,488,336	2,095,919	-392,417	-15.77%	0.85%
Professional Services		2,243,608	1,445,250	1,507,483	62,233	4.31%	0.61%
Tuition		5,302,290	5,347,680	4,996,962	-350,718	-6.56%	2.03%
Temporary Services		204,948	341,727	268,025	-73,702	-21.57%	0.11%
Non-Professional Services		3,494,499	3,548,227	3,861,771	313,544	8.84%	1.57%
Repairs & Maintenance		2,022,114	1,971,105	1,692,327	-278,778	-14.14%	0.69%
SUBTOTAL PURCHASED SERVICES		15,051,321	15,142,325	14,422,487	-719,838	-4.75%	5.87%
Advertising		113,943	119,800	91,100	-28,700	-23.96%	0.04%
Student Transportation		867,090	628,795	631,234	2,439	0.39%	0.26%
Insurance System-wide		2,135,002	2,067,780	2,016,058	-51,722	-2.50%	0.82%
Miscellaneous Insurance		72,020	72,202	71,002	-1,200	-1.66%	0.03%
Utilities		8,026,246	7,185,000	7,185,000	0	0.00%	2.92%
Communications		1,479,288	1,785,005	1,650,153	-134,852	-7.55%	0.67%
Rentals		555,553	560,430	347,419	-213,011	-38.01%	0.14%
SUBTOTAL OTHER CHARGES		13,249,142	12,419,012	11,991,966	-427,046	-3.44%	4.88%
Materials / Supplies		5,483,447	5,975,649	4,952,529	-1,023,120	-17.12%	2.01%
Printing & Binding		168,609	238,948	211,962	-26,986	-11.29%	0.09%
Meals		14,644	25,875	21,176	-4,699	-18.16%	0.01%
Books & Periodicals		353,216	379,043	314,168	-64,875	-17.12%	0.13%
Media Supplies		80,837	90,500	69,142	-21,358	-23.60%	0.03%

GENERAL FUND OPERATING BUDGET - SUMMARY BY OBJECT CLASS

DESCRIPTION	F-T-E's FY2011	Actuals FY2010	Budget FY2010	Budget FY2011	Increase (Decrease)	Percent Change	Percent of Total
Textbooks		1,808,628	598,000	601,700	3,700	0.62%	0.24%
Permits & Fees		15,359	20,475	17,670	-2,805	-13.70%	0.01%
Food		1,211	1,350	1,150	-200	-14.81%	0.00%
SUBTOTAL SUPPLIES / MATERIALS		7,925,951	7,329,840	6,189,497	-1,140,343	-15.56%	2.52%
Staff Development		383,965	445,768	410,435	-35,333	-7.93%	0.17%
Dues & Fees		187,273	254,485	222,759	-31,726	-12.47%	0.09%
Travel		253,261	343,545	269,283	-74,262	-21.62%	0.11%
Commencement Cost		68,430	76,100	49,595	-26,505	-34.83%	0.02%
Awards		52,930	50,569	33,135	-17,434	-34.48%	0.01%
Claims & Judgments		925	45,000	45,000	0	0.00%	0.02%
Garage Services		1,896,602	2,913,340	2,010,981	-902,359	-30.97%	0.82%
Warehouse Service		1,197,181	1,000,000	1,200,000	200,000	0.00%	0.49%
Other Operating Expenses		58,309	99,650	73,355	-26,295	-26.39%	0.03%
SUBTOTAL OTHER OPERATING EXPENSE		4,098,877	5,228,457	4,314,543	-913,914	-17.48%	1.75%
Buildings		0	5,000	4,250	-750	0.00%	0.00%
Equipment Additional		192,439	956,985	953,767	-3,218	-0.34%	0.39%
Equipment Replacement		323,538	897,492	518,860	-378,632	-42.19%	0.21%
Capitalized Leases		500,000	450,000	505,000	55,000	100.00%	0.21%
SUBTOTAL CAPITAL OUTLAY		1,015,977	2,309,477	1,981,877	-327,600	-14.19%	0.81%
Debt Service (MLWGS)		914,333	0	0	0	0.00%	0.00%
Transfer to Other Funds		7,740,039	7,979,203	7,729,134	-250,069	-3.13%	3.14%
VHSL Supplement		303,503	295,580	262,446	-33,134	-11.21%	0.11%
Reserve for Contingencies		0	545,000	463,250	-81,750	-15.00%	0.19%
Expense Refund (Warehouse & Field Trips)		-3,709,600	-3,200,000	-3,400,000	-200,000	6.25%	-1.38%
SUBTOTAL OTHER USES OF FUNDS		5,248,275	5,619,783	5,054,830	-564,953	-10.05%	2.06%
TOTAL NON-PERSONNEL EXPENSES		46,589,543	48,048,894	43,955,200	-4,093,694	-8.52%	17.88%
TOTAL GENERAL FUND	3,169.8	259,555,240	259,927,938	245,852,450	-14,075,488	-5.42%	100.00%

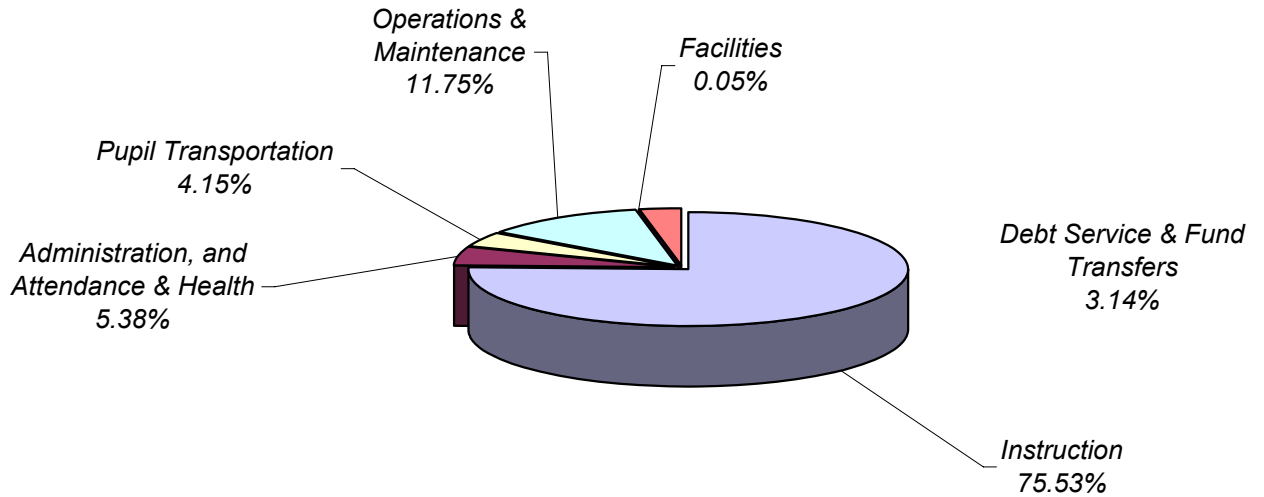
GENERAL FUND OPERATING BUDGET - SUMMARY BY STATE FUNCTION CODES

	<i>Actuals FY2009</i>	<i>Budget FY2010</i>	<i>Budget FY2011</i>	<i>Increase (Decrease)</i>	<i>Percent Change</i>	<i>Percent of Total</i>
<i>Instruction</i>	195,614,602	197,591,686	185,683,298	#####	-6.03%	75.53%
<i>Administration, and Attendance & Health</i>	13,279,369	13,669,106	13,214,745	-454,361	-3.32%	5.38%
<i>Pupil Transportation</i>	10,667,999	10,688,430	10,212,576	-475,854	-4.45%	4.15%
<i>Operations & Maintenance</i>	31,255,884	29,871,661	28,898,016	-973,645	-3.26%	11.75%
<i>Facilities</i>	83,013	127,852	114,681	-13,171	-10.30%	0.05%
<i>Debt Service & Fund Transfers</i>	8,654,372	7,979,203	7,729,134	-250,069	-3.13%	3.14%
<i>Total Function</i>	259,555,239	259,927,938	245,852,450	#####	-5.42%	100.00%

September 30 Membership

23,771 23,202 22,360 *

*Projected includes PK



GENERAL FUND OPERATING BUDGET - DETAIL BY STATE FUNCTION CODES

	Actuals FY2009	Budget FY2010	Budget FY2011	Increase (Decrease)	Percent Change	Percent of Total
INSTRUCTION						
Classroom Instruction	145,801,142	147,935,212	137,805,929	-10,129,283	-6.85%	56.05%
Guidance Services	5,942,789	5,798,526	5,646,757	-151,769	-2.62%	2.30%
Social Work Services	2,328,480	2,327,377	2,280,510	-46,867	-2.01%	0.93%
Homebound Instruction	1,078,293	1,373,149	1,138,361	-234,788	-17.10%	0.46%
Improvement of Instruction	11,606,730	12,289,260	11,434,430	-854,830	-6.96%	4.65%
Media Services	4,762,516	4,623,187	4,538,786	-84,401	-1.83%	1.85%
Office of the Principal	18,286,510	17,343,662	16,830,403	-513,259	-2.96%	6.85%
Technology Instructional Support	5,808,142	5,901,313	6,008,122	106,809	1.81%	2.44%
Total Instruction	195,614,602	197,591,686	185,683,298	-11,908,388	-6.03%	75.53%
ADMINISTRATION, AND ATTENDANCE & HEALTH						
Board Services	802,409	646,231	681,428	35,197	5.45%	0.28%
Executive Administrative Services	47,126	375,933	380,287	4,354	1.16%	0.15%
Information Services	508,208	663,041	472,219	-190,822	-28.78%	0.19%
Personnel Services	1,714,928	1,968,127	1,789,960	-178,167	-9.05%	0.73%
Planning Services	163,136	162,449	165,273	2,824	1.74%	0.07%
Fiscal Services	2,767,172	2,738,343	2,725,811	-12,532	-0.46%	1.11%
Purchasing Services	509,449	590,782	478,993	-111,789	-18.92%	0.19%
Technology Administration	249,537	247,719	246,838	-881	-0.36%	0.10%
Attendance Services	774,081	532,488	690,841	158,353	29.74%	0.28%
Health Services	3,899,537	3,793,961	3,667,245	-126,716	-3.34%	1.49%
Psychological Services	1,619,554	1,627,657	1,616,504	-11,153	-0.69%	0.66%
Speech/Audiology Services	224,232	322,375	299,346	-23,029	-7.14%	0.12%
Total Administration, and Attendance & Health	13,279,369	13,669,106	13,214,745	-454,361	-3.32%	5.38%
PUPIL TRANSPORTATION						
Management & Direction	1,462,810	1,225,549	1,115,483	-110,066	-8.98%	0.45%
Vehicle Operating Services	4,535,472	4,363,736	4,367,922	4,186	0.10%	1.78%
Monitoring Services	1,012,540	869,665	857,233	-12,432	-1.43%	0.35%
Vehicle Maintenance Services	2,948,966	3,779,480	3,366,938	-412,542	-10.92%	1.37%
School Bus Purchases	500,000	450,000	505,000	55,000	0.00%	0.21%
Other Vehicle Purchases	208,211	0	0	0	-100.00%	0.00%
Total Pupil Transportation	10,667,999	10,688,430	10,212,576	-475,854	-4.45%	4.15%
OPERATIONS & MAINTENANCE						
Management & Direction	237,346	261,535	258,924	-2,611	-1.00%	0.11%
Building Services	25,855,335	24,607,974	24,013,042	-594,932	-2.42%	9.77%
Grounds Services	407,127	224,051	228,034	3,983	1.78%	0.09%
Equipment Services	175,318	136,356	137,962	1,606	1.18%	0.06%
Vehicle Services	696,960	806,391	729,575	-76,816	-9.53%	0.30%
Security Services	3,538,926	3,452,463	3,156,450	-296,013	-8.57%	1.28%
Warehouse Services	344,872	382,891	374,029	-8,862	-2.31%	0.15%
Total Operations & Maintenance	31,255,884	29,871,661	28,898,016	-973,645	-3.26%	11.75%
FACILITIES						
Site Improvements	0	50,000	37,085	-12,915	-25.83%	0.02%
Architecture & Engineering Services	79,640	77,852	77,596	-256	-0.33%	0.03%
Building Improvements Services	3,373	0	0	0	0.00%	0.00%

GENERAL FUND OPERATING BUDGET - DETAIL BY STATE FUNCTION CODES

	Actuals FY2009	Budget FY2010	Budget FY2011	Increase (Decrease)	Percent Change	Percent of Total
Total Facilities	83,013	127,852	114,681	-13,171	-10.30%	0.05%
DEBT SERVICES & FUND TRANSFERS						
Debt Service	914,333	0	0	0	0.00%	0.00%
Fund Transfers	7,740,039	7,979,203	7,729,134	-250,069	-3.13%	3.14%
Total Debt Services & Fund Transfers	8,654,372	7,979,203	7,729,134	-250,069	-3.13%	3.14%
TOTAL GENERAL FUND	259,555,239	259,927,938	245,852,450	-14,075,488	-5.42%	100.00%

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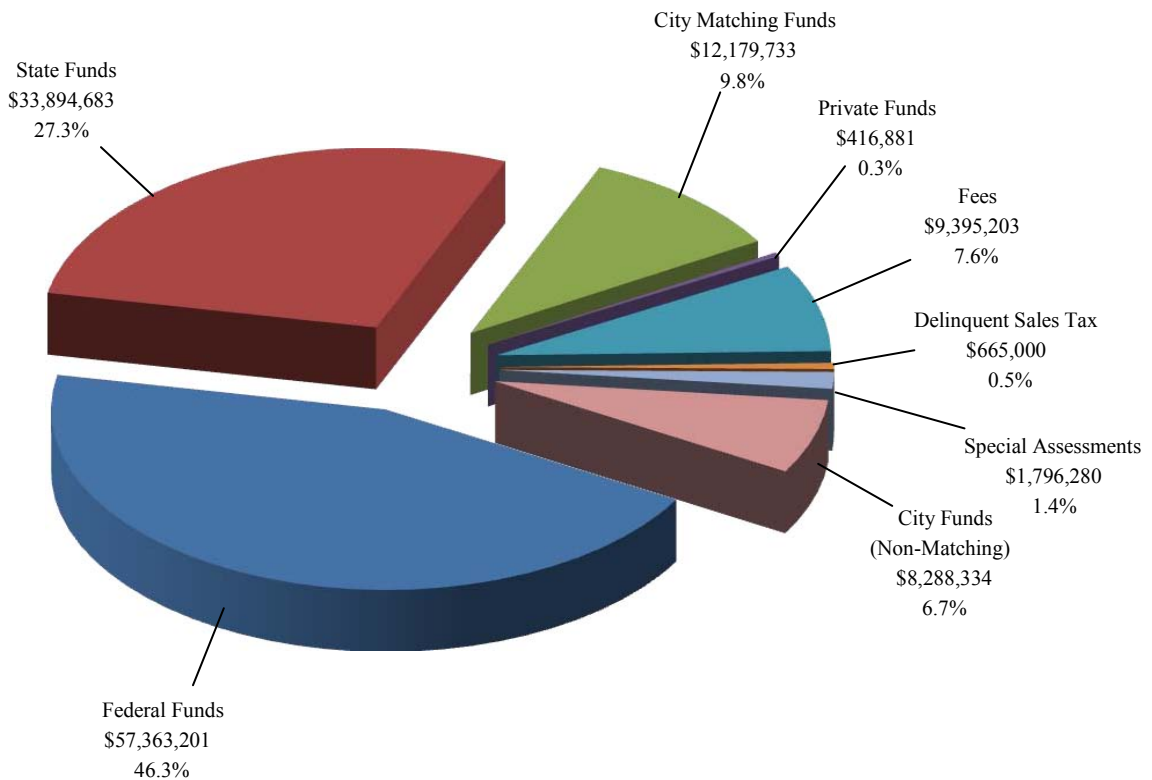


SPECIAL FUNDS EXPENDITURES

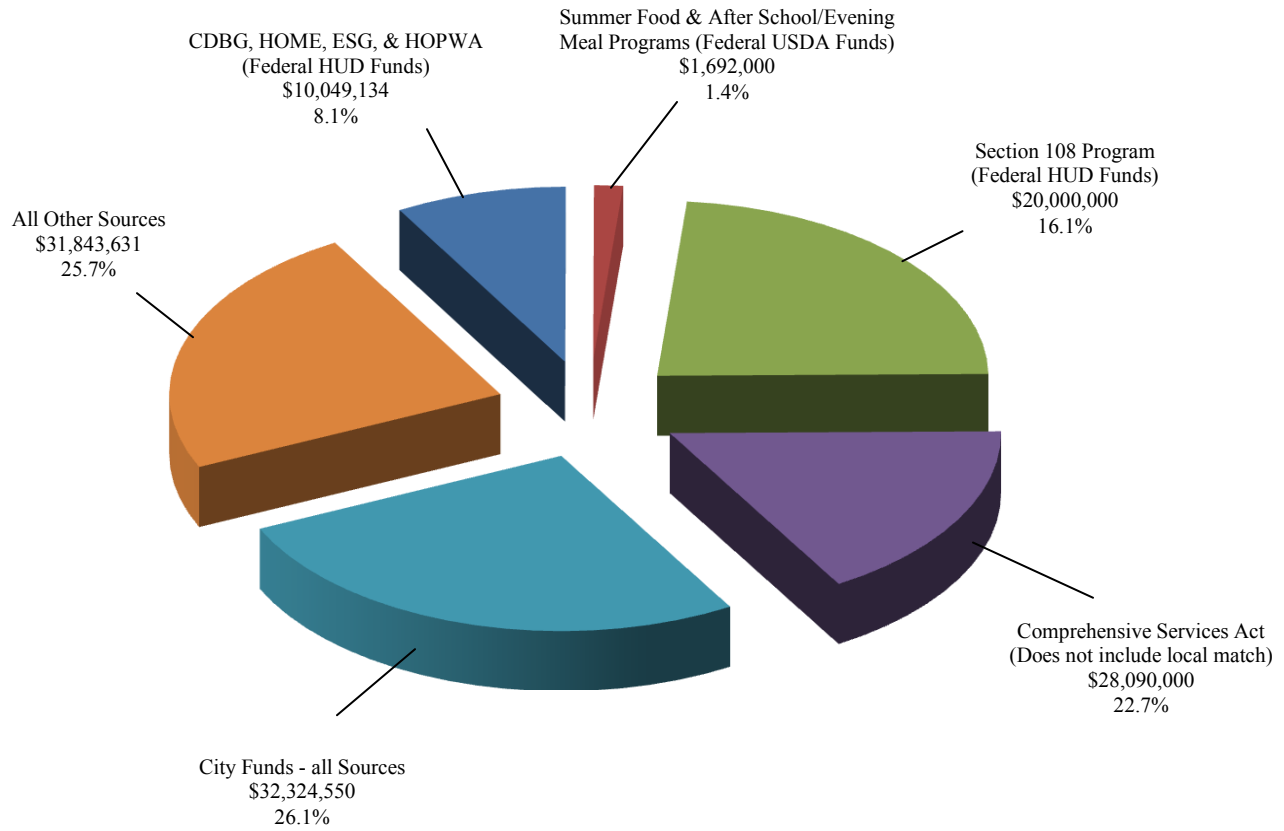
One of the major elements that comprise the City's Fiscal Plan is the *Special Fund Budget*. Special Funds are designed to account for revenues appropriated for a specified purpose, that generally are restricted in some way, and that require segregation into separate funds for accounting purposes, with the exception of major capital projects. Special Funds are primarily derived from user fees, assessments, and grants, rather than property taxes, and are appropriated either at the time the Fiscal Plan is adopted by City Council or through mid-year ordinances approved by City Council. The proposed fiscal year 2011 Special Funds that follow will be appropriated upon adoption by City Council.

Each City agency or department was provided an opportunity to prepare a Special Fund budget and submit it to the Department of Budget and Strategic Planning for inclusion in this document. The City's total proposed FY2011 Special Fund Budget is \$123,999,314, including funding for 203.4 full-time equivalents (FTEs). The chart below identifies all FY 2011 Special Fund funding sources as proposed, the one that follows identifies the major funding sources, and the final chart shows the relative size of the Special Fund Budget by agency.

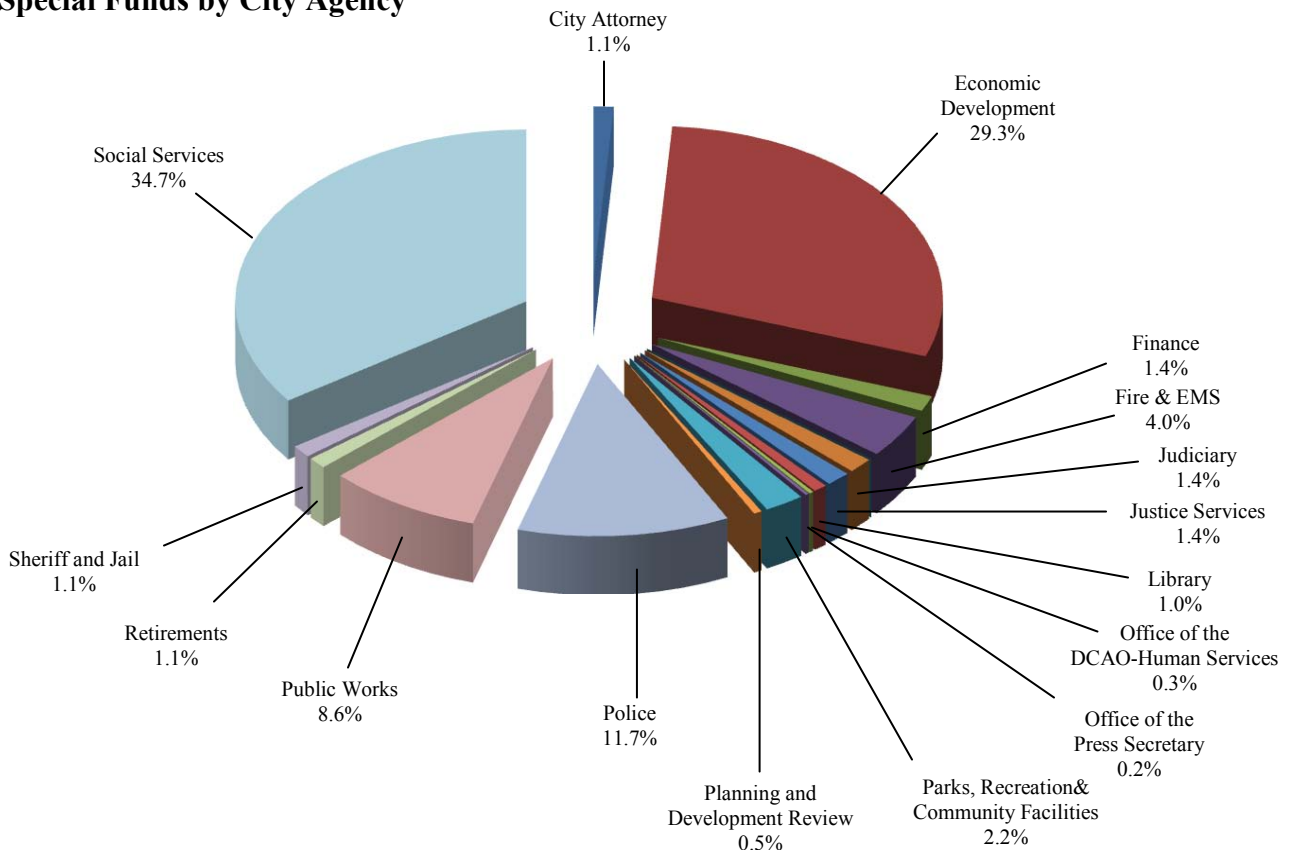
FY2011 Special Funds by all Funding Sources



2011 Special Funds by Major Funding Source



Special Funds by City Agency



SPECIAL FUNDS SUMMARY

<u>Fund Number</u>	<u>Fund Name</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
Chief Administrative Officer			
450	Cable Communications	\$ 350,000	\$ -
	Total Agency Special Funds	\$ 350,000	\$ -
City Attorney			
221	Delinquent Tax Sales	\$ 644,071	\$ 665,000
563	Juvenile & Domestic Relations - Legal Services	\$ 701,130	\$ 717,777
	Total Agency Special Funds	\$ 1,345,201	\$ 1,382,777
Economic and Community Development			
025	CDBG	\$ 5,411,858	\$ 6,000,000
026	HOME	\$ 2,329,783	\$ 2,990,000
027	Section 108 Loan Program	\$ 19,960,000	\$ 20,000,000
028	ESG	\$ 219,134	\$ 219,134
029	HOPWA	\$ 702,433	\$ 840,000
238	Brownfield Site Assessment	\$ 552,000	\$ 446,000
283	VOR Marketing Grant	\$ 15,000	\$ -
531	USEDA Economic Strategy Grant	\$ 105,000	\$ 125,666
560	17th Street Farmers Market	\$ 90,000	\$ 75,000
S20	Recovery HPRP	\$ -	\$ 1,957,696
S21	Recovery CDBG	\$ 1,336,140	\$ 1,318,060
TBD	Small Business Development Pilot Program	\$ -	\$ 390,000
TBD	Neighborhood Stablization Program	\$ -	\$ 2,000,000
N/A	Workforce Development Initiative	\$ 100,000	\$ -
N/A	Enhancements Program Phase 1 and Phase II	\$ 181,000	\$ -
N/A	African-American Genealogy Center	\$ 100,000	\$ -
	Total Agency Special Funds	\$ 31,102,348	\$ 36,361,556
Emergency Management			
376	MMRS	\$ 350,000	\$ -
588	CERT (Citizen Corps)	\$ 40,000	\$ -
588	LEMPG	\$ 40,900	\$ -
588	Survivor Day	\$ 45,000	\$ -
N/A	EOC Grant	\$ 750,000	\$ -
N/A	Port Security Grant	\$ 690,409	\$ -
	Total Agency Special Funds	\$ 1,916,309	\$ -

SPECIAL FUNDS SUMMARY

<u>Fund Number</u>	<u>Fund Name</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
Finance			
223	Riverfront Special Assessment	\$ 400,000	\$ 458,814
236	Downtown Special Assessment	\$ 1,200,000	\$ 1,337,466
280	Community Development Authority	\$ 510,000	\$ -
	Total Agency Special Funds	\$ 2,110,000	\$ 1,796,280
Fire & EMS			
375	State Fire Programs	\$ 750,000	\$ 1,045,000
376	MMRS	\$ -	\$ 975,243
385	Four for Life	\$ 200,000	\$ 376,000
443	HAZMAT Team Equipment	\$ 16,600	\$ 9,300
588	CERT (Citizen Corps)	\$ -	\$ 40,000
588	LEMPG	\$ -	\$ 37,900
588	Survivor Day	\$ -	\$ 45,000
S10	ARRA Port Security Grant	\$ -	\$ 133,900
TBD	EOC Grant	\$ -	\$ 1,000,000
TBD	Port Security Grant	\$ -	\$ 1,315,409
	Total Agency Special Funds	\$ 966,600	\$ 4,977,752
General Services			
388	911 Emergency Telephone	\$ 1,463,825	\$ -
388	911-Maintenance	\$ 892,323	\$ -
	Total Agency Special Funds	\$ 2,356,148	\$ -
Judiciary			
243	Courthouse Maintenance	\$ 400,000	\$ 400,000
246	Technology Trust Fund	\$ 430,000	\$ 400,000
251	Asset Forfeiture	\$ 85,000	\$ -
252	Victim Witness	\$ 450,795	\$ 478,600
343	Drug Treatment Court Grant	\$ -	\$ 232,000
343	Washington/Baltimore-HIDTA	\$ 150,000	\$ 157,000
S31	Recovery-Victim Witness	\$ -	\$ 64,750
	Total Agency Special Funds	\$ 1,515,795	\$ 1,732,350

SPECIAL FUNDS SUMMARY

<u>Fund Number</u>	<u>Fund Name</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
Justice Services			
240	Supervision Fees	\$ -	\$ 112,624
240	Community Corrections	\$ 996,506	\$ 1,033,848
260	USDA	\$ 92,000	\$ 92,000
264	Title II Formula Grant	\$ 63,964	\$ 63,964
342	Drug Treatment Court Grant	\$ 133,000	\$ 133,000
470	Title IV E	\$ 75,000	\$ 55,000
514	JAIBG	\$ 87,917	\$ 97,686
514	JAIBG Systems Change	\$ -	\$ 50,000
527	Crime Analysis	\$ 64,812	\$ -
564	CORTIP	\$ 24,927	\$ -
564	Detention Center Donations	\$ 2,000	\$ 5,000
596	Lipman	\$ 25,000	\$ 35,881
	Total Agency Special Funds	\$ 1,565,126	\$ 1,679,003
Library			
200	Gifts to the Library	\$ 75,000	\$ 125,000
207	Library Staff Association	\$ 5,000	\$ -
209	Verizon-Erate USF Grant	\$ 110,000	\$ 619,000
241	Public Law Library	\$ 310,000	\$ 310,000
570	Bill & Melinda Gates Foundation	\$ 70,200	\$ 5,000
571	Library Foundation	\$ 100,000	\$ 110,000
572	Friends of the Library	\$ 75,000	\$ 55,000
577	Gang Reduction Intervention Grant (GRIP)	\$ 15,000	\$ -
	Total Agency Special Funds	\$ 760,200	\$ 1,224,000
Office of the Deputy CAO for Human Services			
535	Richmond Americorp Grant	\$ 306,896	\$ 306,896
S55	ARRA AmeraCorps	\$ -	\$ 78,600
	Total Agency Special Funds	\$ 306,896	\$ 385,496
Office of the Press Secretary			
450	Cable Communications	\$ -	\$ 250,000
	Total Agency Special Funds	\$ -	\$ 250,000

SPECIAL FUNDS SUMMARY

<u>Fund Number</u>	<u>Fund Name</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
Parks, Recreation, and Community Facilities			
405	Sports & Athletics	\$ 75,000	\$ 40,000
406	James River Park	\$ 10,000	\$ 1,000
425	Carillon Renovation	\$ 100,000	\$ 45,000
431	Adult Swimming Classes	\$ 80,000	\$ 115,000
433	Camps	\$ 150,000	\$ 70,000
434	Fee Based Activities	\$ 900,000	\$ 700,000
439	Summer Food Program	\$ 3,100,000	\$ 1,000,000
440	Child & Adult Care Food Program	\$ 1,800,000	\$ 600,000
441	After School	\$ 50,000	\$ -
TBD	Community Cultural Arts	\$ 125,000	\$ 75,000
N/A	Cultural Arts	\$ 50,000	\$ -
TBD	Recreation	\$ 60,000	\$ 50,000
N/A	National Football League	\$ 50,000	\$ -
TBD	Radio-A-Thon	\$ 50,000	\$ 40,000
N/A	NRPA Achievement	\$ 30,000	\$ -
	Total Agency Special Funds	\$ 6,630,000	\$ 2,736,000
Planning and Development Review			
228	Greening of Capital Square	\$ -	\$ 175,000
255	Permitting & Inspections Technology Renewal Func	\$ 225,000	\$ 390,057
	Total Agency Special Funds	\$ 225,000	\$ 565,057
Police			
TBD	Systems Improvement	\$ -	\$ 420,000
289	Justice Assistance Grant Program	\$ -	\$ 925,660
351	Federal Asset Forfeiture	\$ 400,000	\$ 500,000
353	State Asset Forfeiture	\$ 300,000	\$ 100,000
451	Violent Crime	\$ -	\$ 420,000
454	Edward Byrne Justice Assistance Grant (JAG)	\$ -	\$ 40,300
489	Buffer Zone/UASI	\$ -	\$ 350,212
494	DMV Traffic Enforcement & Safety Initiative	\$ -	\$ 165,000
507	Bulletproof Vest Partnership	\$ -	\$ 65,469
510	Emergency Communications	\$ 7,412,000	\$ 7,200,146
542	The G.R.E.A.T. Program	\$ -	\$ 120,000
582	TRIAD	\$ -	\$ 2,200
591	Anit-Terrorism Assistance/Homeland Security	\$ -	\$ 2,150,000
S30	Recovery Justice Assistance Grant	\$ -	\$ 1,590,269
S32	Recovery Internet Crimes Against Children	\$ -	\$ 39,500
TBD	Community Based Prevention	\$ -	\$ 480,000
	Total Agency Special Funds	\$ 8,112,000	\$ 14,568,756

SPECIAL FUNDS SUMMARY

<u>Fund Number</u>	<u>Fund Name</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
Public Works			
311	Litter Control Act Grant	\$ 35,000	\$ 35,850
334	GRCCA	\$ -	\$ 44,765
338	Richmond Employee Trip Generation Reduction	\$ 500,000	\$ 500,000
338	Strategic Master Plan	\$ -	\$ 415,200
339	Parking Management	\$ 100,000	\$ 150,000
388	911 Emergency Telephone	\$ -	\$ 4,678,817
388	911-Maintenance	\$ -	\$ 1,150,000
534	Winter Storm Events	\$ 300,000	\$ 750,000
557	Main Street Station Operating	\$ 714,543	\$ 992,153
S70	Energy Efficiency & Conservation BG	\$ -	\$ 1,918,884
	Total Agency Special Funds	\$ 1,649,543	\$ 10,635,668
Retirement			
218	Richmond Retirement System	\$ 1,286,384	\$ 1,304,752
	Total Agency Special Funds	\$ 1,286,384	\$ 1,304,752
Sheriff and Jail			
556	Second Chance Reentry Model	\$ -	\$ 1,037,500
558	State Asset Forfeiture	\$ 6,000	\$ 7,000
559	Byrne Memorial Grant	\$ 200,000	\$ -
N/A	Byrne JAG	\$ 80,000	\$ -
N/A	Byrne JAG	\$ 80,000	\$ -
N/A	Byrne JAG	\$ 20,000	\$ -
N/A	Family Literacy Program	\$ 63,000	\$ -
TBD	SCAAP	\$ 45,265	\$ -
TBD	Financial Assistance for EMS	\$ -	\$ 50,000
TBD	Prisoner Reentry Initiative	\$ -	\$ 315,000
	Total Agency Special Funds	\$ 494,265	\$ 1,409,500

SPECIAL FUNDS SUMMARY

<u>Fund Number</u>	<u>Fund Name</u>	<u>Adopted FY2010</u>	<u>Proposed FY2011</u>
Social Services			
276	Healthy Families	\$ 120,000	\$ 130,871
301	IL Administration & Purchased Services	\$ 139,205	\$ 99,000
303	Shelter Plus Care	\$ 980,000	\$ 1,015,656
304	Supportive Housing	\$ 80,000	\$ 80,000
309	Richmond Healthy Start Initiative	\$ 900,000	\$ 990,000
452	Community Advisory Board	\$ 50,000	\$ -
458	CSA	\$ 35,900,000	\$ 39,490,000
459	Child Care Quality Initiative	\$ 68,750	\$ 70,000
466	IL Education & Training	\$ 71,049	\$ 60,000
467	Regional Summit	\$ 150,000	\$ -
548	Housing First	\$ -	\$ 745,200
549	APTS - A Place to Start	\$ -	\$ 298,080
TBD	Training Services for Local Child Care Providers	\$ -	\$ 11,560
	Total Agency Special Funds	\$ 38,459,004	\$ 42,990,367
Total Special Fund		\$ 101,150,819	\$ 123,999,314

SPECIAL FUNDS

AGENCY NAME: Chief Administrative Officer

SPECIAL FUND ACCOMPLISHMENTS:

The City's governmental channels are being effectively maintained and programmed by way of the Office of the Press Secretary. Numerous broadcasts have been done that included Mayoral, City Council, and general government presentations.

PROGRAM NAME: Cable Communications

SPECIAL FUND PROGRAM OBJECTIVES:

This special fund provides for the City's Public, Educational, and Governmental (PEG) cable television program. The funding is provided by a PEG fee paid by cable television providers in the City, and supports operation of a City television studio facility and associated equipment. This facility may be used by the local government; local public school system; local junior colleges, colleges, and universities; and the local citizens.

SPECIAL FUND FUND	OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
450	Cable Communications	PEG Fee	\$ -	\$ 8,532	\$ 1,123	\$ 350,000	0.0	\$ -	0.0
Total Program			\$ -	\$ 8,532	\$ 1,123	\$ 350,000	0.0	\$ -	0.0
Total Agency			\$ -	\$ 8,532	\$ 1,123	\$ 350,000	0.0	\$ -	0.0

SPECIAL FUNDS

AGENCY NAME: City Attorney

SPECIAL FUND ACCOMPLISHMENTS:

PROGRAM NAME: Delinquent Tax Sales

SPECIAL FUND PROGRAM OBJECTIVES:

The purpose of this program is to significantly reduce the amount of real estate tax delinquency through collection efforts and to return delinquent properties to productive use via the tax sale process, and by the use of both collection and sale efforts to realize as much revenue to the City as possible.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
221	Delinquent Tax Sales	City	\$ -	\$ 312,981	\$ 337,695	\$ 644,071	\$ 665,000	1.75	1.75
Total Program			\$ -	\$ 312,981	\$ 337,695	\$ 644,071	\$ 665,000	1.75	1.75

PROGRAM NAME: Juvenile and Domestic Relations - Legal Services

SPECIAL FUND PROGRAM OBJECTIVES:

This fund was set up through an agreement between the Department of Social Services and the City Attorney's Office. It was established to provide adequate legal representation to the Department of Social Services in five different courtrooms of the Richmond Juvenile and Domestic Relations District Court.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
563	Juvenile & Domestic Relations - Legal Services	DSS	\$ -	\$ 604,227	\$ 664,086	\$ 701,130	\$ 717,777	7.0	7.0
Total Program			\$ -	\$ 604,227	\$ 664,086	\$ 701,130	\$ 717,777	7.0	7.0

Total Agency \$ - \$ 917,208 \$ 1,001,782 \$ 1,345,201 8.75 \$ 1,382,777 8.75

SPECIAL FUNDS

AGENCY NAME: Economic and Community Development

SPECIAL FUND ACCOMPLISHMENTS:

The Department of Economic and Community Development (ECD) reviews, develops, and implements policies and programs to strategically improve the business climate in Richmond, and support responsible and sustainable businesses and development. The multi-disciplinary nature of ECD allows staff to address challenges to business development, neighborhood revitalization and quality of life, real estate development, workforce development, and other key areas with a comprehensive, strategic approach. The continuity of ECD programs and functions recognizes the interrelated nature of these complex issues, and leverage shared resources and capacity to maximize incremental improvement on all fronts in order to propel Richmond toward a shared vision of becoming a top tier city.

In support of this mission, ECD receives grant and loan funding allocations from a variety of state and federal sources, including HUD, EPA, EDA, and others. ECD uses these funds to develop comprehensive strategies for economic and community development and to further stimulate private investment in underdeveloped and blighted properties and corridors, properties with challenging environmental conditions, and strategic properties which serve as anchors for broader neighborhood revitalization.

ECD also collects revenue from the operation of the 17th Street Farmers' Market, which is returned to the Market to offset the costs of its operation.

PROGRAM NAME: Workforce Investment Act (WIA)

SPECIAL FUND PROGRAM OBJECTIVES:

The Workforce Investment Act is a federal act that provides workforce investment activities, through statewide and local workforce investment systems, that increase the employment, retention, earnings and occupational skills of participants.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
022	Workforce Investment Act	Federal	\$ -	\$ -	\$ 849,293	\$ -	\$ -	0.0	0.0
Total Program			\$ -	\$ -	\$ 849,293	\$ -	\$ -	0.0	0.0

PROGRAM NAME: Community Development Block Grant

SPECIAL FUND PROGRAM OBJECTIVES:

Created in 1974, the CDBG program is funded with an annual entitlement, which is awarded to Richmond from the U.S. Department of Housing and Urban Development. Activities must benefit low and moderate income persons or aid in the prevention of, or elimination of, slums and blight.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ADOPTED	FY2010 ADOPTED	FY2011 APPROVED	FTEs	FTEs
025	CDBG	Federal	\$ -	\$ 5,449,389	\$ 5,197,425	\$ 5,411,858	\$ 6,000,000	24.7	26.5
Total Program			\$ -	\$ 5,449,389	\$ 5,197,425	\$ 5,411,858	\$ 6,000,000	24.7	26.5

SPECIAL FUNDS

AGENCY NAME: Economic and Community Development

PROGRAM NAME: Home Investment Partnership

SPECIAL FUND PROGRAM OBJECTIVES:

The HOME program was created in 1990 by the National Affordable Housing Act to develop affordable low-income housing by: expanding the supply of decent and affordable housing for low and moderate income persons; providing coordinated assistance to carry out affordable housing programs; and providing coordinated assistance to participants in the development of affordable housing.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ADOPTED	FY2010 ADOPTED	FY2010 FTEs	FY2011 APPROVED	FY2011 FTEs
026	HOME	Federal	\$ -	\$ 2,318,524	\$ 2,447,641	\$ 2,329,783	2.3	\$ 2,990,000	2.4
Total Program			\$ -	\$ 2,318,524	\$ 2,447,641	\$ 2,329,783	2.3	\$ 2,990,000	2.4

PROGRAM NAME: Section 108 - Loan Program

SPECIAL FUND PROGRAM OBJECTIVES:

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

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
027	Section 108 Loan Program	Federal	\$ -	\$ 832,958	\$ -	\$ 19,960,000	0.0	\$ 20,000,000	0.0
Total Program			\$ -	\$ 832,958	\$ -	\$ 19,960,000	0.0	\$ 20,000,000	0.0

PROGRAM NAME: Emergency Shelter Grant

SPECIAL FUND PROGRAM OBJECTIVES:

Authorized in 1987, the purpose of the ESG program is to: help improve the quality of existing emergency shelters for the homeless; make available additional shelters; meet the costs of operating shelters; provide essential social services to the homeless; help prevent homelessness, and assist with implementing the Continuum of Care.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ADOPTED	FY2010 ADOPTED	FY2010 FTEs	FY2011 APPROVED	FY2011 FTEs
028	ESG	Federal	\$ -	\$ 214,982	\$ 221,014	\$ 219,134	0.0	\$ 219,134	0.0
Total Program			\$ -	\$ 214,982	\$ 221,014	\$ 219,134	0.0	\$ 219,134	0.0

SPECIAL FUNDS

AGENCY NAME: Economic and Community Development

PROGRAM NAME: Housing Opportunities for Persons with AIDS

SPECIAL FUND PROGRAM OBJECTIVES:

The HOPWA program was authorized by the National Affordable Housing Act in November 1990 to provide states and localities with resources and incentives to devise long-term strategies to meet the housing needs of persons with AIDS and related diseases.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ADOPTED	FY2010 ADOPTED	FY2010 FTEs	FY2011 APPROVED	FY2011 FTEs
029	HOPWA	Federal	\$ -	\$ 645,317	\$ 676,027	\$ 702,433	0.0	\$ 840,000	0.0
Total Program			\$ -	\$ 645,317	\$ 676,027	\$ 702,433	0.0	\$ 840,000	0.0

PROGRAM NAME: Brownfields Pilot Site Assessment Project

SPECIAL FUND PROGRAM OBJECTIVES:

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

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
238	Brownfield Site Assessment	Federal	\$ -	\$ 31,971	\$ 123,813	\$ 552,000	0.08	\$ 446,000	0.08
Total Program			\$ -	\$ 31,971	\$ 123,813	\$ 552,000	0.08	\$ 446,000	0.08

PROGRAM NAME: Economic Development Authority

SPECIAL FUND PROGRAM OBJECTIVES:

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

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
239	Economic Dev. Authority	EDA	\$ -	\$ 54,569	\$ -	\$ -	1.40	\$ -	0.00
Total Program			\$ -	\$ 54,569	\$ -	\$ -	1.40	\$ -	0.00

SPECIAL FUNDS

AGENCY NAME: Economic and Community Development

PROGRAM NAME: VOR Marketing Grant

SPECIAL FUND PROGRAM OBJECTIVES:

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

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008	FY2009	FY2010	FY2011	
				ACTUAL	ACTUAL	ADOPTED FTEs	PROPOSED FTEs	
283	VOR Marketing Grant	State	\$ -	\$ 18,598	\$ -	\$ 15,000	0.0 \$ -	0.0
Total Program			\$ -	\$ 18,598	\$ -	\$ 15,000	0.0 \$ -	0.0

PROGRAM NAME: USEDA Grant

SPECIAL FUND PROGRAM OBJECTIVES:

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

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008	FY2009	FY2010	FY2011	
				ACTUAL	ACTUAL	ADOPTED FTEs	PROPOSED FTEs	
531	USEDA Economic Strategy Grant	Federal	\$ -	\$ 32,500	\$ -	\$ 105,000	0.0 \$ 125,666	0.0
Total Program			\$ -	\$ 32,500	\$ -	\$ 105,000	0.0 \$ 125,666	0.0

PROGRAM NAME: 17th Street Farmers Market

SPECIAL FUND PROGRAM OBJECTIVES:

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

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008	FY2009	FY2010	FY2011	
				ACTUAL	ACTUAL	ADOPTED FTEs	PROPOSED FTEs	
560	17th Street Farmers Market	ATM, Vendor, and Parking Fees	\$ -	\$ 70,358	\$ 77,449	\$ 90,000	0.0 \$ 75,000	0.0
Total Program			\$ -	\$ 70,358	\$ 77,449	\$ 90,000	0.0 \$ 75,000	0.0

SPECIAL FUNDS

AGENCY NAME: Economic and Community Development

PROGRAM NAME: Governor's Opportunity Fund

SPECIAL FUND PROGRAM OBJECTIVES:

This fund helped support MeadWestvaco Corporation's expansion into Richmond. The Governor's Opportunity Fund is designed as a "deal closing" fund to be employed at the Governor's discretion when necessary to secure a company location or expansion in Virginia. The Governor's Opportunity Fund provides either grants or loans to localities to assist in the creation of new jobs and investment in accordance with criteria established by legislation.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
597	Governor's Opportunity Fund	State	\$ -	\$ 2,000,000	\$ -	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ 2,000,000	\$ -	\$ -	0.0	\$ -	0.0

PROGRAM NAME: Rapid Re-Housing and Homelessness Prevention (HPRP)

SPECIAL FUND PROGRAM OBJECTIVES:

This American Recovery and Reinvestment Act funded project will provide funding to stimulate job creation. Funds will be used support homelessness prevention projects.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
S20	HPRP	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 1,957,696	2.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 1,957,696	2.0

PROGRAM NAME: Recovery CDBG

SPECIAL FUND PROGRAM OBJECTIVES:

This American Recovery and Reinvestment Act funded project will provide funding to stimulate job creation and economic growth to improve neighborhood revitalization efforts. Activities must also benefit low and moderate income persons or aid in the prevention of, or elimination of, slums and blight.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
S21	Recovery CDBG	Federal	\$ -	\$ -	\$ -	\$ 1,336,140	0.0	\$ 1,318,060	0.0
Total Program			\$ -	\$ -	\$ -	\$ 1,336,140	0.0	\$ 1,318,060	0.0

SPECIAL FUNDS

AGENCY NAME: Economic and Community Development

PROGRAM NAME: Small Business Development Pilot Program

SPECIAL FUND PROGRAM OBJECTIVES:

The Pilot Program will provide resources to clients of Richmond incubators, community of small businesses and emergent entrepreneurship companies to improve their chance for success. This Program is designed to help relieve stress on the existing workforce development and social welfare programs in the Richmond area and target dislocated workforce and encourage entrepreneurship through programs and resources.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
TBD	Small Business Development Pilot Program	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 390,000	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 390,000	0.0

PROGRAM NAME: Neighborhood Stabilization Program

SPECIAL FUND PROGRAM OBJECTIVES:

Through the Stabilization Program, the City will acquire 24 foreclosed properties in three designated areas. After rehabilitation, eighteen houses will be sold for home ownership and six will be used for rental.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
TBD	Neighborhood Stabilization Program	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 2,000,000	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 2,000,000	0.0

PROGRAM NAME: Workforce Development Initiative

SPECIAL FUND PROGRAM OBJECTIVES:

Workforce Development Initiative Special Fund supports business, residential and communities workforce needs. Sponsored seminars, events and special programs in support of promoting workforce development, i.e employment fairs, addressing dislocated workers needs, informational seminars, and employment services.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
N/A	Workforce Development Initiative	Federal	\$ -	\$ -	\$ -	\$ 100,000	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ -	\$ 100,000	0.0	\$ -	0.0

SPECIAL FUNDS

AGENCY NAME: Economic and Community Development

PROGRAM NAME: VDOT Enhancement Program Phase 1 and Phase II

SPECIAL FUND PROGRAM OBJECTIVES:

Funds will be use to extend the Cathedral Walk , a pedestrian and bike trail linking the multimodal Transportation Center at the Main Street Station.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
N/A	Enhancements Program Phase I and Phase II	Federal	\$ 41,200	\$ -	\$ -	\$ 181,000	0.0	\$ -	0.0
Total Program			\$ 41,200	\$ -	\$ -	\$ 181,000	0.0	\$ -	0.0

PROGRAM NAME: Richmond African-American Genealogy Center

SPECIAL FUND PROGRAM OBJECTIVES:

Funds will be used to develop an African-American Genealogy Center in the Seaboard Building, part of the Main Street Station complex and adjacent to the Richmond Slave Trail. The Center will play an important role because researching African-American ancestry is difficult due to poor and incomplete paper records and local histories. Unlike European immigrants, who have access to Ellis Island and other centralized genealogical resources, African-Americans have few, if any, centralized locations for research. The center will provide computer stations and staff to educate visitors and provide access to the important slavery-related documents and records compiled by the Library of Virginia and Virginia Historical Society.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
N/A	African-American Genealogy Center	Foundation	\$ -	\$ -	\$ -	\$ 100,000	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ -	\$ 100,000	0.0	\$ -	0.0

Total Agency	\$ 41,200	\$ 11,669,165	\$ 9,592,662	\$ 31,102,348	28.4	\$ 36,361,556	30.9
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CDBG

	Adopted FY 2009-10	Proposed FY 2010-11
CDBG Entitlement Grant	\$ 4,883,629	\$ 4,921,771
CDBG Program Revenue	528,229	528,229
CDBG Prior Year Program Surplus	750,000	550,000
TOTAL CDBG Budget	\$ 6,161,858	\$ 6,000,000

Project Name	Agency	Adopted FY 2009-10	Proposed FY 2010-11
Housing & Neighborhood Preservation			
Bellemeade Revitalization Project	SCDHC	\$ 120,000	\$ 130,000
Blackwell NiB	RRHA	250,000	220,000
Blackwell Revitalization Project NiB	SCDHC	100,000	-
Carver Newtowne-West NiB	RRHA	250,000	-
Church Hill Central NiB	EHC	110,000	-
Church Hill Central NiB	RAH	100,000	-
Church Hill Central NiB	SCDHC	200,000	-
Citywide Emergency Repair	EHC	490,000	500,000
Environmental Code Enforcement	DPDR	255,000	260,000
Highland Park (Urban Pioneer) NiB	RRHA	150,000	150,000
Highland Park Revitalization NiB	SCDHC	150,000	165,000
Housing Code Enforcement - Citywide	DPDR	565,000	575,000
Neighborhood Stabilization Program	DECD	300,000	150,000
NiB Area Housing Code Enforcement	DPDR	310,000	315,000
North Jackson Ward	RRHA	90,000	130,000
Randolph Urban Renewal Completion	RRHA	30,000	-
Section 108 Loan Repayment	Finance	500,000	500,000
Swansboro NiB	RRHA	50,000	-
Swansboro Revitalization Project	SCDHC	151,858	200,000
25th Street/Nine Mile Road Redev. Area	RRHA	200,000	260,000
Sub-Total - Housing & Neigh Pres.		\$ 4,371,858	\$ 3,555,000

Economic Development

Neighborhood Economic Development	DECD	\$ 165,000	\$ 165,000
Revolving Loan Fund	DECD		\$ 750,000
NiB Commercial Loan Fund	DECD	50,000	100,000
Sub-Total - Economic Dev.		\$ 215,000	\$ 1,015,000

Planning & Administration

Block Grant Administration and Housing	DECD	\$ 240,000	\$ 245,000
Finance/Monitoring	Finance	125,000	130,000
Historic Review	DPDR	98,000	98,000
Neighborhood Planning	DECD	279,000	294,000
Rehabilitation Loan Management and Servicing	RRHA	110,000	110,000
Richmond Revitalization Initiative	LISC	100,000	-
Sub-Total - Planning & Admin.		\$ 952,000	\$ 877,000

CDBG

Adopted FY 2009-10	Proposed FY 2010-11
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Public Services

		Adopted FY 2009-10	Proposed FY 2010-11
Community Housing Empower. NiB DPA Plus	H.O.M.E	\$ 70,000	\$ -
Housing Code Enforcement Counseling Program	DSS	105,000	105,000
Housing Information and Counseling	H.O.M.E	200,000	200,000
Lead Safe Richmond Program	DPII	93,000	93,000
Permanent Supportive Housing - SRO	VSH	60,000	60,000
Residential Support for Homeless Families	RBHA	95,000	95,000
Sub-Total - Public Services		\$ 623,000	\$ 553,000

TOTAL CDBG BUDGET

\$ 6,161,858	\$ 6,000,000
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CDBG Economic Stimulus Funds

Adopted FY 2009-10	Proposed FY 2010-11
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CDBG Economic Stimulus Funds Budget

\$ 1,336,140

Project Name	Agency	Adopted FY 2009-10	Proposed FY 2010-11
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Stimulus Projects

Beckstoffer's	RAH	\$ 500,000	
Oak Summit at Goose Creek	RAH	150,000	
Matthew Heights Revitalization	SCDHC	560,000	
Citywide Emergency Repair	EHC	126,140	

TOTAL CDBG ECONOMIC STIMULUS FUNDS BUDGET	\$ 1,336,140
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HOME

Adopted FY 2009-10	Proposed FY 2010-11
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HOME Entitlement Grant	\$ 2,177,063	\$ 1,977,280
HOME Program Revenue	152,720	152,720
HOME Prior Year Program Surplus	-	860,000
TOTAL HOME Budget	\$ 2,329,783	\$ 2,990,000

Project Name	Agency	Adopted FY 2009-10	Proposed FY 2010-11
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HOME Projects

Bellemeade Revitalization Project	SCDHC	\$ 210,000	\$ 200,000
Bellemeade Housing Rehabilitation	EHC	171,641	120,000
Blackwell Revitalization Project	SCDHC	200,000	250,000
Church Hill Central NiB	EHC		110,000
Church Hill Central NiB--RAH	RAH	90,000	220,000
Church Hill Central NiB-SCDHC	SCDHC	-	275,000
City-Wide Community Improvement Program	EHC	320,000	320,000
Community Housing Empowerment NiB DPA	H.O.M.E.	125,000	180,000
Highland Park NiB	SPHCDC	55,000	-
Highland Park Revitalization NiB	SCDHC	100,000	365,000
HOME Program Administration	DECD	100,000	100,000
Keystone Program City-wide DPA	H.O.M.E.	300,000	300,000
NiB Target Areas Rehab	EHC	400,000	400,000
Pillars at Oakmont (City of Richmond Builds)	Habitat	60,000	-
Swansboro Revitalization Project	SCDHC	198,142	150,000

TOTAL HOME BUDGET	\$ 2,329,783	\$ 2,990,000
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EMERGENCY SHELTER GRANT

	Adopted FY 2009-10	Proposed FY 2010-11
ESG Entitlement Grant	\$ 219,134	\$ 219,134
ESG Prior Year Program Surplus	-	-
TOTAL ESG Budget	\$ 219,134	\$ 219,134

Project Name	Agency	Adopted FY 2009-10	Proposed FY 2010-11
Emergency Shelter Grant			
Emergency Financial Assistance Program	DSS	\$ 22,000	\$ 22,000
Emergency/Short-term Transitional Shelter	ESI	42,000	42,000
ESG Program Administration	DECD	4,134	4,134
Family Focus Program	CARTAS	16,000	16,000
Freedom House--Community Shelter	FH	28,000	28,000
Homeless Single Adult Program	CARTAS	30,000	30,000
Homeless Veterans Transitional Program	ESI	20,000	20,000
Overflow Shelter	DSS	10,000	10,000
YWCA Domestic Violence Program	YWCA	17,000	17,000
YWCA Homeless Child Care Program	YWCA	30,000	30,000
TOTAL ESG BUDGET		\$ 219,134	\$ 219,134

HOPWA

	Adopted FY 2009-10	Proposed FY 2010-11
HOPWA Entitlement Grant	\$ 702,433	\$ 690,000
HOPWA Prior Year Program Surplus	50,000	150,000
TOTAL: HOPWA Budget	\$ 752,433	\$ 840,000

Project Name	Agency	Adopted FY 2009-10	Proposed FY 2010-11
Housing Opportunities for Persons with AIDS			
AIDS Housing Project	Fan Free	\$ 364,933	\$ 435,500
HOPWA Data Management	VCU	17,000	17,000
HOPWA Finance Monitoring	Finance	5,000	5,000
HOPWA Program Administration	DECD	14,000	15,000
HOPWA Rental Assistance	WBCH	224,000	240,000
Stratford House	VSH	127,500	127,500
TOTAL HOPWA BUDGET		\$ 752,433	\$ 840,000

SPECIAL FUNDS

AGENCY NAME: Emergency Management

SPECIAL FUND ACCOMPLISHMENTS:

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

PROGRAM NAME: Metropolitan Medical Response System (MMRS) Program

SPECIAL FUND PROGRAM OBJECTIVES:

The Federal Emergency Management Agency awarded a grant to the City of Richmond to sustain the MMRS Program. The purpose of this grant to allow preparedness to manage the medical, public health, population protection and environmental health impacts of a radiological release/nuclear detonation by terrorists; compliance with the National Incident Management System (NIMS) including operational planning materials; and helps to ensure readiness to establish and enforce quarantine/isolation for a very large number of persons and sizeable geographic areas.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
376	MMRS	Federal	\$ -	\$ 209,172	\$ 295,243	\$ 350,000	1.5	\$ -	0.0
	Total Program		\$ -	\$ 209,172	\$ 295,243	\$ 350,000	1.5	\$ -	0.0

PROGRAM NAME: First Responder Grant

SPECIAL FUND PROGRAM OBJECTIVES:

The Citizens Corps along with the Community Emergency Response Team (CERT) funds provide resources for states and local communities to 1)bring together the appropriate leadership to form and sustain a Citizens Corps Council; 2)develop and implement a plan for the community to engage all citizens in hometown security, community preparedness, and family safety, and incorporate citizen participation in existing plans and activities; 3)conduct public education and outreach in order to inform the public about their role in crime prevention, mitigation, emergency preparedness for all hazards, and public health measures; 4)develop and implement Citizens Corps programs offering training and volunteer opportunities to support emergency management and emergency responders, disaster relief organization and community safety efforts; and 5)enable citizens to participate in exercises and receive training and equipment.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
588	CERT (Citizen Corps)	Federal	\$ -	\$ 24,073	\$ 27,693	\$ 40,000	0.0	\$ -	0.0
	Total Program		\$ -	\$ 24,073	\$ 27,693	\$ 40,000	0.0	\$ -	0.0

SPECIAL FUNDS

AGENCY NAME: Emergency Management

PROGRAM NAME: State Homeland Security Program

SPECIAL FUND PROGRAM OBJECTIVES:

The U.S. Department of Homeland Security provided funding for Homeland Security activities to include planning, equipment, training, and exercises. This program will provide an integrated mechanism to enhance the coordination of regional efforts to prevent, respond to, and recover from terrorism related chemical, biological radiological, nuclear, and explosive incidents, cyber attacks and natural disasters.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
588	State Homeland Security	Federal State	\$ -	\$ 177,445	\$ 1,906	\$ -	0.0	\$ -	0.0
	Total Program		\$ -	\$ 177,445	\$ 1,906	\$ -	0.0	\$ -	0.0

PROGRAM NAME: Local Emergency Management Performance Grant (LEMPG)

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of LEMPG is to enhance the capability of localities to develop and maintain a Comprehensive Emergency Management Program by providing financial and advisory resources. This program is supported by federal pass-through funding requiring localities to complete work elements in the following four areas: 1) Planning: identify and record a suitable site used for federal/state distribution center, staging resources, or used as a Disaster Recovery Center; 2) Training: all local coordinator are required to attend or complete required courses and certifications; 3) Exercises: to develop an exercise program in accordance with Homeland Security Exercise and Evaluation Program; and 4) Capability Reporting: to conduct an annual review of the City's Local Capability Assessment of Readiness (LCAR) and to incorporate capabilities gained from other sources.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
588	LEMPG	Federal	\$ -	\$ 5,841	\$ 25,979	\$ 40,900	0.0	\$ -	0.0
	Total Program		\$ -	\$ 5,841	\$ 25,979	\$ 40,900	0.0	\$ -	0.0

PROGRAM NAME: Urban Areas Security Initiative (UASI) Program

SPECIAL FUND PROGRAM OBJECTIVES:

The Urban Areas Security Initiative (UASI) grant was funded through the U.S. Homeland Security Program to provide financial assistance to address the unique planning, equipment, training, and exercise needs of large urban areas, and to assist with building and enhanced and sustainable capacity to prevent, respond to, and recover from threats or acts of terrorism. Grant funds will be used to contract with a low-power FM community service radio station, to serve as the City's official broadcast outlet for emergency information in times of crisis.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
588	UASI Award	Federal State	\$ -	\$ 24,119	\$ 109	\$ -	0.0	\$ -	0.0
	Total Program		\$ -	\$ 24,119	\$ 109	\$ -	0.0	\$ -	0.0

SPECIAL FUNDS

AGENCY NAME: Emergency Management

PROGRAM NAME: Emergency Management Mapping Application

SPECIAL FUND PROGRAM OBJECTIVES:

The Emergency Management Mapping Application (EMMA) grant was awarded by the National Institute of Justice through the Department of State Police for the purpose of developing a statewide interoperable communications plan. This federal award was used to purchase hardware and software to support deployment of the EMMA, a product of Towson University's Center for Geographic Information Sciences.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
588	EMMA Grant	Federal State	\$ -	\$ 65,929	\$ (12,383)	\$ -	\$ -	0.0	0.0
	Total Program		\$ -	\$ 65,929	\$ (12,383)	\$ -	\$ -	0.0	0.0

PROGRAM NAME: Outreach Preparedness Program for Private Citizens (Survivor Day)

SPECIAL FUND PROGRAM OBJECTIVES:

This Program aims to ensure that planning, preparedness, response, recovery, and mitigation are not just actions taken by public safety officials and private partners, but also by private citizens. There are certain preparations that everyone should make to ensure that they and their loved ones are safe and self-sufficient until help can arrive or normal conditions resume. This four-hour program is designed to prepare citizens with information and planning tools in the event of a widespread disruption of public services, commerce, and transportation due to a local emergency.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
588	Survivor Day	State	\$ -	\$ -	\$ 12,812	\$ 45,000	\$ -	0.0	0.0
	Total Program		\$ -	\$ -	\$ 12,812	\$ 45,000	\$ -	0.0	0.0

PROGRAM NAME: HSPG Emergency Operations Center

SPECIAL FUND PROGRAM OBJECTIVES:

This Project involves the renovation and equipping of an Emergency Operations Center (EOC). Project investment funds are intended to address significant deficiencies associated with both the existing EOC facility itself and the facility sharing arrangement between the City of Richmond and the Richmond Ambulance Authority (RAA). A self-assessment of Richmond's existing EOC reveals a serious concern for the facility's ability to adequately accommodate a coordinated response to a large scale emergency event. Not only must the Richmond EOC meet the needs of localized emergencies, it must be able to meet the needs of a regional, state, and, national emergencies: as the geographical center and capital of Virginia; as the-50 miles fall back zone for Washington D.C. and Surry Nuclear Plant in the event of a mass evacuation and casualties; and as the designated Hurricane evacuation locality for the Tidewater Region.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
N/A	EOC Grant	Federal	\$ -	\$ -	\$ -	\$ 750,000	\$ -	0.0	0.0
	Total Program		\$ -	\$ -	\$ -	\$ 750,000	\$ -	0.0	0.0

SPECIAL FUNDS

AGENCY NAME: Emergency Management

PROGRAM NAME: Port Security Grant Program

SPECIAL FUND PROGRAM OBJECTIVES:

The Port Security Grant Program (PSGP) provides grant funding to port areas for the protection of critical port infrastructure from terrorism. PSGP funds are primarily intended to assist ports in enhancing maritime domain awareness, enhancing risk management capabilities to prevent, detect, respond to and recover from attacks. The Office of Emergency Management has partnered with the Port of Richmond and the Richmond Police Department to enhance security at and around the Port. The funding from this grant will support three initiatives: 1) procurement of a police patrol boat 2) procurement of a new camera system for the Port 3) support of a interagency exercise at the port. This funding requires a 25% soft match that will be met with in-kind services

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
N/A	PSGP	Federal	\$ -	\$ -	\$ -	\$ 690,409	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ -	\$ 690,409	0.0	\$ -	0.0
Total Agency			\$ -	\$ 506,579	\$ 351,360	\$ 1,916,309	1.5	\$ -	0.0

SPECIAL FUNDS

AGENCY NAME: Finance

SPECIAL FUND ACCOMPLISHMENTS:

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

PROGRAM NAME: Downtown Special Assessment

SPECIAL FUND PROGRAM OBJECTIVES:

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

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
236	Downtown Special Assessment	Special Tax	\$ -	\$ 1,031,796	\$ 1,334,647	\$ 1,200,000	\$ 1,337,466	0.0	0.0
Total Program			\$ -	\$ 1,031,796	\$ 1,334,647	\$ 1,200,000	\$ 1,337,466	0.0	0.0

PROGRAM NAME: Riverfront Special Assessment

SPECIAL FUND PROGRAM OBJECTIVES:

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

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
223	Riverfront Special Assessment	Special Tax	\$ -	\$ 414,111	\$ 441,957	\$ 400,000	\$ 458,814	0.0	0.0
Total Program			\$ -	\$ 414,111	\$ 441,957	\$ 400,000	\$ 458,814	0.0	0.0

PROGRAM NAME: Community Development Authority

SPECIAL FUND PROGRAM OBJECTIVES:

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

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
280	Community Development Authority	Special Tax	\$ -	\$ 985,228	\$ 492,614	\$ 510,000	\$ -	0.0	0.0
Total Program			\$ -	\$ 985,228	\$ 492,614	\$ 510,000	\$ -	0.0	0.0

Total Agency \$ - \$ 2,431,135 \$ 2,269,218 \$ 2,110,000 0.0 \$ 1,796,280 0.0

SPECIAL FUNDS

AGENCY NAME: Fire & Emergency Services

SPECIAL FUND ACCOMPLISHMENTS:

The Department of Fire and Emergency Services achieved several special fund accomplishments during FY 09. The agency received funding from the United States Department of Homeland Security through the Assistance to Firefighters Grant Program which allowed it to (1) provide various health screening, vaccinations and physicals to all sworn members and (2) enhance the department fitness program by providing a Peer Fitness workshop to train 10 peer fitness trainers . The second accomplishment was the purchase of HAZMAT equipment which was funded through The Virginia Department of Emergency Management. The third accomplishment was renovations and repairs to the Richmond Fire Burn Building which was funded through the Virginia Department of Fire Programs. The Department of Fire and Emergency Services' final accomplishment was the purchase of two new sets of personal protective gear for each fire fighter within the department. This allowed the department to meet the NFPA standard 1701 which mandates improved safety features on all protective gear.

PROGRAM NAME: Fire Suppression

SPECIAL FUND PROGRAM OBJECTIVES:

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

SPECIAL FUND FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
375	State Fire Programs	State	\$ -	\$ 391,973	\$ 648,945	\$ 750,000	0.0	\$ 1,045,000	0.0
Total Program			\$ -	\$ 391,973	\$ 648,945	\$ 750,000	0.0	\$ 1,045,000	0.0

PROGRAM NAME: Metropolitan Medical Response System (MMRS) Program

SPECIAL FUND PROGRAM OBJECTIVES:

The Federal Emergency Management Agency awarded a grant to the City of Richmond to sustain the MMRS Program. The purpose of this grant to allow preparedness to manage the medical, public health, population protection and environmental health impacts of a radiological release/nuclear detonation by terrorists; compliance with the National Incident Management System (NIMS) including operational planning materials; and helps to ensure readiness to establish and enforce quarantine/isolation for a very large number of persons and sizeable geographic areas.

SPECIAL FUND FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
376	MMRS	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 975,243	1.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 975,243	1.0

SPECIAL FUNDS

AGENCY NAME: Fire & Emergency Services

PROGRAM NAME: Fire Prevention

SPECIAL FUND PROGRAM OBJECTIVES:

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

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
382	Assistance to Firefighter Grant Program	Federal	\$ -	\$ 58,344	\$ -	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ 58,344	\$ -	\$ -	0.0	\$ -	0.0

PROGRAM NAME: Training

SPECIAL FUND PROGRAM OBJECTIVES:

The program objective is to complete the repairs identified during a state inspection completed by the Virginia Department of Fire Programs. The repairs are required to remain eligible in the VDFP's certified training program.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
383	Burn Building	State	\$ -	\$ -	\$ 90,000	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ 90,000	\$ -	0.0	\$ -	0.0

PROGRAM NAME: Fire Suppression

SPECIAL FUND PROGRAM OBJECTIVES:

The Four-for-Life Funds are collected pursuant to Section 46.2-694, Code of Virginia, and shall be used only for emergency medical services. Such funds shall be in addition to any local appropriations and therefore cannot be used to supplant local funds. The four-for-Life monies are generated as a result of charges collected at the time of registration of each passenger vehicle, pickup, and panel truck in the Commonwealth.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
385	Four for Life	State	\$ -	\$ 124,350	\$ 98,469	\$ 200,000	0.0	\$ 376,000	0.0
Total Program			\$ -	\$ 124,350	\$ 98,469	\$ 200,000	0.0	\$ 376,000	0.0

SPECIAL FUNDS

AGENCY NAME: Fire & Emergency Services

PROGRAM NAME: Fire Prevention

SPECIAL FUND PROGRAM OBJECTIVES:

The Special fund objective is to purchase HAZMAT equipment that will allow the Richmond HAZMAT team to detect and categorize hazardous materials. The funds were awarded by the U.S. Federal Homeland Security passed thru the Virginia Department of Emergency Management for the 2008 State Homeland Security Grant.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
443	HAZMAT Team Equipment	Federal	\$ -	\$ -	\$ 30,000	\$ 16,600	0.0	\$ 9,300	0.0
Total Program			\$ -	\$ -	\$ 30,000	\$ 16,600	0.0	\$ 9,300	0.0

PROGRAM NAME: AFG Health and Wellness

SPECIAL FUND PROGRAM OBJECTIVES:

The Special fund objective is to provide various health and fitness screenings, annual physicals and immunizations for firefighting personnel. It will also provide peer fitness training for department members. This initiative will help protect the wellbeing of firefighters by reducing the risk and impact of disease and promote fitness for duty.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
444	AFG Health and Wellness	Federal	\$ -	\$ -	\$ 293,513	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ 293,513	\$ -	0.0	\$ -	0.0

PROGRAM NAME: First Responder Grant

SPECIAL FUND PROGRAM OBJECTIVES:

The Citizens Corps along with the Community Emergency Response Team (CERT) funds provide resources for states and local communities to 1)bring together the appropriate leadership to form and sustain a Citizens Corps Council; 2)develop and implement a plan for the community to engage all citizens in hometown security, community preparedness, and family safety, and incorporate citizen participation in existing plans and activities; 3)conduct public education and outreach in order to inform the public about their role in crime prevention, mitigation, emergency preparedness for all hazards, and public health measures; 4)develop and implement Citizens Corps programs offering training and volunteer opportunities to support emergency management and emergency responders, disaster relief organization and community safety efforts; and 5)enable citizens to participate in exercises and receive training and equipment.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
588	CERT (Citizen Corps)	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 40,000	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 40,000	0.0

SPECIAL FUNDS

AGENCY NAME: Fire & Emergency Services

PROGRAM NAME: State Homeland Security Program

SPECIAL FUND PROGRAM OBJECTIVES:

The U.S. Department of Homeland Security provided funding for Homeland Security activities to include planning, equipment, training, and exercises. This program will provide an integrated mechanism to enhance the coordination of regional efforts to prevent, respond to, and recover from terrorism related chemical, biological radiological, nuclear, and explosive incidents, cyber attacks and natural disasters.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
588	State Homeland Security	Federal State	\$ -	\$ -	\$ -	\$ -	0.0	\$ -	0.0
	Total Program		\$ -	\$ -	\$ -	\$ -	0.0	\$ -	0.0

PROGRAM NAME: Local Emergency Management Performance Grant (LEMPG)

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of LEMPG is to enhance the capability of localities to develop and maintain a Comprehensive Emergency Management Program by providing financial and advisory resources. This program is supported by federal pass-through funding requiring localities to complete work elements in the following four areas: 1) Planning: identify and record a suitable site used for federal/state distribution center, staging resources, or used as a Disaster Recovery Center; 2) Training: all local coordinator are required to attend or complete required courses and certifications; 3) Exercises: to develop an exercise program in accordance with Homeland Security Exercise and Evaluation Program; and 4) Capability Reporting: to conduct an annual review of the City's Local Capability Assessment of Readiness (LCAR) and to incorporate capabilities gained from other sources.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
588	LEMPG	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 37,900	0.0
	Total Program		\$ -	\$ -	\$ -	\$ -	0.0	\$ 37,900	0.0

PROGRAM NAME: Urban Areas Security Initiative (UASI) Program

SPECIAL FUND PROGRAM OBJECTIVES:

The Urban Areas Security Initiative (UASI) grant was funded through the U.S. Homeland Security Program to provide financial assistance to address the unique planning, equipment, training, and exercise needs of large urban areas, and to assist with building and enhanced and sustainable capacity to prevent, respond to, and recover from threats or acts of terrorism. Grant funds will be used to contract with a low-power FM community service radio station, to serve as the City's official broadcast outlet for emergency information in times of crisis.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
588	UASI Award	Federal State	\$ -	\$ -	\$ -	\$ -	0.0	\$ -	0.0
	Total Program		\$ -	\$ -	\$ -	\$ -	0.0	\$ -	0.0

SPECIAL FUNDS

AGENCY NAME: Fire & Emergency Services

PROGRAM NAME: Emergency Management Mapping Application

SPECIAL FUND PROGRAM OBJECTIVES:

The Emergency Management Mapping Application (EMMA) grant was awarded by the National Institute of Justice through the Department of State Police for the purpose of developing a statewide interoperable communications plan. This federal award was used to purchase hardware and software to support deployment of the EMMA, a product of Towson University's Center for Geographic Information Sciences.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
588	EMMA Grant	Federal State	\$ -	\$ -	\$ -	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ -	0.0

PROGRAM NAME: Outreach Preparedness Program for Private Citizens (Survivor Day)

SPECIAL FUND PROGRAM OBJECTIVES:

This Program aims to ensure that planning, preparedness, response, recovery, and mitigation are not just actions taken by public safety officials and private partners, but also by private citizens. There are certain preparations that everyone should make to ensure that they and their loved ones are safe and self-sufficient until help can arrive or normal conditions resume. This four-hour program is designed to prepare citizens with information and planning tools in the event of a widespread disruption of public services, commerce, and transportation due to a local emergency.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
588	Survivor Day	State	\$ -	\$ -	\$ -	\$ -	0.0	\$ 45,000	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 45,000	0.0

PROGRAM NAME: ARRA - Port Security Grant Program

SPECIAL FUND PROGRAM OBJECTIVES:

The American Recovery and Reinvestment Act (ARRA) Port Security Grant Program (PSGP) provides grant funding to port areas for the protection of critical port infrastructure from terrorism. ARRA - PSGP funds are primarily intended to assist ports in enhancing maritime domain awareness, enhancing risk management capabilities to prevent, detect, respond to and recover from attacks.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
S10	ARRA Port Security Grant	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 133,900	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 133,900	0.0

SPECIAL FUNDS

AGENCY NAME: Fire & Emergency Services

PROGRAM NAME: HSPG Emergency Operations Center

SPECIAL FUND PROGRAM OBJECTIVES:

This Project involves the renovation and equipping of an Emergency Operations Center (EOC). Project investment funds are intended to address significant deficiencies associated with both the existing EOC facility itself and the facility sharing arrangement between the City of Richmond and the Richmond Ambulance Authority (RAA). A self-assessment of Richmond’s existing EOC reveals a serious concern for the facility’s ability to adequately accommodate a coordinated response to a large scale emergency event. Not only must the Richmond EOC meet the needs of localized emergencies, it must be able to meet the needs of a regional, state, and, national emergencies: as the geographical center and capital of Virginia; as the-50 miles fall back zone for Washington D.C. and Surry Nuclear Plant in the event of a mass evacuation and casualties; and as the designated Hurricane evacuation locality for the Tidewater Region.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
TBD	EOC Grant	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 1,000,000	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 1,000,000	0.0

PROGRAM NAME: Port Security Grant Program

SPECIAL FUND PROGRAM OBJECTIVES:

The Port Security Grant Program (PSGP) provides grant funding to port areas for the protection of critical port infrastructure from terrorism. PSGP funds are primarily intended to assist ports in enhancing maritime domain awareness, enhancing risk management capabilities to prevent, detect, respond to and recover from attacks. The Office of Emergency Management has partnered with the Port of Richmond and the Richmond Police Department to enhance security at and around the Port. The funding from this grant will support three initiatives: 1) procurement of a police patrol boat 2) procurement of a new camera system for the Port 3) support of a interagency exercise at the port. This funding requires a 25% soft match that will be met with in-kind services

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
TBD	PSGP	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 1,315,409	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 1,315,409	0.0

Total Agency \$ - \$ 574,666 \$ 1,160,927 \$ 966,600 0.0 \$ 4,977,752 1.0

SPECIAL FUNDS

AGENCY NAME: General Services

SPECIAL FUND ACCOMPLISHMENTS:

The Department of General Services provides centralized city support services, including printing, mailing and other special services and projects as assigned by City management or Council ordinance.

PROGRAM NAME: Emergency Communications 911 Emergency Telephone

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the special fund is to provide funding to pay off the debt service for financing the 800 mhz radio system and to provide funds for a maintenance budget and operating funds for the 800 mhz operations manager. Funds come from a \$1.00 phone tax and tower leases from those communication companies who rent space on the 800 mhz tower. The planned replacement of the current 800MHz system is 2015. This date is synchronized with the Counties of Henrico and Chesterfield. The planning phase will begin in the FY13 budget starting with identifying system requirements and developing system engineering.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
388	911 Emergency Telephone	Local	\$ -	\$ 500,987	\$ 1,426,000	\$ 1,463,825	0.0	\$ -	0.0
388	911-Maintenance	Local		\$ 235,095	\$ 1,247,020	\$ 892,323	1.0	\$ -	0.0
388	911 - expansion	Private		\$ -	\$ -	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ 736,081	\$ 2,673,019	\$ 2,356,148	1.0	\$ -	0.0

TOTAL AGENCY \$ - \$ 736,081 \$ 2,673,019 \$ 2,356,148 1.0 \$ - 0.0

SPECIAL FUNDS

AGENCY NAME: Judiciary - Adult Drug Court

SPECIAL FUND ACCOMPLISHMENTS:

The Richmond Adult Drug Court Program is a pre-adjudication and post-adjudication alternative to incarceration and probation for selected non-violent felony offenders with substance abuse problems. The program includes regular appearances before a Circuit Court Judge, drug testing, individual and group counseling, and 12-step meetings. Utilizing a team approach, on-site clinicians provide assessment and treatment, and probation officers provide supervision and ancillary services. During the program, participants seek to: obtain a drug free-lifestyle; maintain a law-abiding lifestyle; enhance employment skills; be involved in the recovery community; identify relapse warning signs and plan for prevention; and identify specific needs and develop a treatment plan designed for recovery.

PROGRAM NAME: Adult Drug Treatment Court Program

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Drug Treatment Court Program grant is to reduce recidivism and drug related crimes.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
343	Drug Treatment Court Grant	State	\$ -	\$ 11,030	\$ (11,039)	\$ -	\$ 232,000	0.0	0.0
Total Program			\$ -	\$ 11,030	\$ (11,039)	\$ -	\$ 232,000	0.0	0.0

PROGRAM NAME: RADTC- Step Up and Step Out

SPECIAL FUND PROGRAM OBJECTIVES:

Funded by a federal grant through the Washington/Baltimore High Intensity Drug Trafficking Area program, Project Step Up & Out is designed to provide nonviolent, multiple offense addicts a supported, stepped transition from jail to the street, stabilizing RADTC participants economically and socially before beginning the RADTC out-patient program. It will create a continuum of care for addicts who are re-entering society and who are eligible and committed to completing the 18-month RADTC program upon release. With no lapse in treatment during the transition process, project participants will spend more time and have more contact with treatment professionals, with less time in risky, unstable surroundings. By doing this, RADTC believes participants will bypass many of the risks to relapse and eligibility infractions that most commonly cause offenders to terminate RADTC treatment. The anticipated outcomes will include longer spans in treatment, lowered recidivism rates, and increased RADTC graduation rates for Project Step Up & Out participants.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
343	Washington/Baltimore-HIDTA	Federal	\$ -	\$ -	\$ -	\$ 150,000	\$ 157,000	1.5	2.0
Total Program			\$ -	\$ -	\$ -	\$ 150,000	\$ 157,000	1.5	2.0

Total Agency \$ - \$ 11,030 \$ (11,039) \$ 150,000 1.5 \$ 389,000 2.0

SPECIAL FUNDS

AGENCY NAME: Judiciary- Circuit Court

SPECIAL FUND ACCOMPLISHMENTS:

The Circuit Court Clerk maintains a special fund to utilize the Technology Trust Fund. The General Assembly established the Technology Trust Fund to promote remote access to the land records of the various Circuit Courts in Virginia. The Technology Trust Fund is funded by recording fees and clerk's fees collected by Circuit Court Clerks. The State Compensation Board reimburses localities from the Fund for technology expenses of the Circuit Court Clerks used to achieve this goal. Over the last few years, the Clerk of the Circuit Court of the City of Richmond has expended TTF funds to obtain hardware and software to build an infrastructure to allow remote access to the land records of the Richmond Circuit Court. To date, the Clerk has used this funding to update the office scanning system, to implement the back-file conversion of records dating to 1782, and to have the land records scanning system web-enabled. The Clerk's Office allows Secure Remote Access to the public on a fee subscription basis.

PROGRAM NAME: Technology Trust Fund

SPECIAL FUND PROGRAM OBJECTIVES:

Over the next year, the Clerk of Court will continue to enhance the system by continuing to upgrade equipment, to further redact social security numbers from the database, and to convert additional records to the system.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
246	Technology Trust Fund	State Compensation Board	\$ -	\$ 327,813	\$ 324,812	\$ 430,000	0.0	\$ 400,000	0.0
	Total Program		\$ -	\$ 327,813	\$ 324,812	\$ 430,000	0.0	\$ 400,000	0.0
	Total Agency		\$ -	\$ 327,813	\$ 324,812	\$ 430,000	0.0	\$ 400,000	0.0

SPECIAL FUNDS

AGENCY NAME: Judiciary - Commonwealth Attorney

SPECIAL FUND ACCOMPLISHMENTS:

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

PROGRAM NAME: Asset Forfeiture

SPECIAL FUND PROGRAM OBJECTIVES:

This fund was established to permit the Richmond Commonwealth Attorney's Office to participate in the Department of Criminal Justice Services' program to share assets seized as a result of investigations of drug related crimes. Funds are distributed on a percentage basis to local or state agencies participating in the investigations. These funds are used to finance training and certain alternative program initiatives.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
251	Asset Forfeiture	State	\$ -	\$ 89,117	\$ 85,917	\$ 85,000	0.0		0.0
Total Program			\$ -	\$ 89,117	\$ 85,917	\$ 85,000	0.0	\$ -	0.0

PROGRAM NAME: Victim Witness

SPECIAL FUND PROGRAM OBJECTIVES:

Since 1989, the Department of Criminal Justice Services has awarded the Richmond Commonwealth Attorney's Office a grant to promote the sensitive treatment of victims and witnesses to crime. The Victim Witness Grant also assists victims and witnesses in dealing with the criminal justice system, while improving the efficiency of the criminal justice process to increase the number of successful prosecutions.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
252	Victim Witness	State	\$ 131,000	\$ 485,906	\$ 473,472	\$ 450,795	10.0	\$ 478,600	10.0
Total Program			\$ 131,000	\$ 485,906	\$ 473,472	\$ 450,795	10.0	\$ 478,600	10.0

PROGRAM NAME: Recovery-Victim Witness

SPECIAL FUND PROGRAM OBJECTIVES:

This American Recovery and Reinvestment Act funded program will employ two part-time program assistants in the Richmond Victim/Witness Program, with each working no more than 20 hours per week for a two year period. The program assistants will work five hours per day, four days a week in providing direct services to victims, covering heavy morning court dockets in two of the General District courtrooms, and performing administrative activities including case management, maintaining program and statistical records, and coordinating delivery of services.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
S31	Victim Witness	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 64,750	1.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 64,750	1.0

SPECIAL FUNDS

AGENCY NAME: Judiciary - Commonwealth Attorney

PROGRAM NAME: Completed Programs

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
519	Domestic Violence V-Stop	City	\$ -	\$ 1,878	\$ 564	\$ -	0.0	\$ -	0.0
520	Project Exile	City	\$ -	\$ -	\$ 17,538	\$ -	0.0	\$ -	0.0
522	Project Safe neighborhood	City	\$ -	\$ -	\$ 36,648	\$ -	0.0	\$ -	0.0
523	Project Sentry	City	\$ -	\$ -	\$ 4,887	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ 1,878	\$ 59,637	\$ -	0.0	\$ -	0.0

Total Agency \$ 131,000 \$ 576,902 \$ 619,027 \$ 535,795 10.0 \$ 543,350 11.0

SPECIAL FUNDS

AGENCY NAME: Judiciary - Courthouse Maintenance Fund

SPECIAL FUND ACCOMPLISHMENTS:

The Courthouse Maintenance Fund was authorized by the Code of Virginia section 17.1-281, and by Richmond City Ordinance # 90-243-229 adopted July 9, 1990. The ordinance was enacted to defray the cost of construction, renovation or maintenance of courthouses and to defray increases in the cost of heating, cooling, electricity and ordinary maintenance. On April 27, 2001, the Attorney General of the Commonwealth of Virginia rendered an opinion on the Courthouse Maintenance Fund. That opinion concluded with "it is my opinion the City of Richmond may use funds derived from the fees assessed pursuant to section 17.1-281 to defray increases in the cost of heating, cooling, electricity, and ordinary maintenance of courthouses located within the City's boundaries, but may not use such funds to pay the entire cost of utilities and routine courthouse maintenance."

PROGRAM NAME: Courthouse Maintenance Fund

SPECIAL FUND PROGRAM OBJECTIVES:

This fund is supported by a \$2 fee assessed on each case in the General District Court, Circuit Court, and Juvenile and Domestic Relations Court. The fees collected are intended to help defray costs for renovations, utilities, maintenance, and construction of courthouses. Currently, \$350,000 is transferred annually to the Department of General Services general fund revenue budgets with any excess balance to be used for courthouse renovations.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FTEs	FY2011 PROPOSED	FTEs
243	Courthouse Maintenance	Court Fees	\$ -	\$ 350,000	\$ 353,815	\$ 400,000	0.0	\$ 400,000	0.0
	Total Program		\$ -	\$ 350,000	\$ 353,815	\$ 400,000	0.0	\$ 400,000	0.0
	Total Agency		\$ -	\$ 350,000	\$ 353,815	\$ 400,000	0.0	\$ 400,000	0.0

SPECIAL FUNDS

AGENCY NAME: Justice Services

SPECIAL FUND ACCOMPLISHMENTS:

The Community Corrections Program manages the Adult Pretrial and Probation Services. Probation Services maintained a 64% successful closure rate on a total of 616 misdemeanor cases closed in FY2009. The first six months of FY10 has resulted in 67% 324 cases closed. Pretrial Services maintained an 89% successful closure rate on a total of 376 misdemeanor cases closed in FY2009. A total of 658 cases yielded a 79% successful closure rate for felony placements. The first six months of FY10 has resulted in 91% successful closures for misdemeanor cases and 78% for felony cases.

The Richmond Juvenile Drug Treatment Court is a specialized judicial service for court involved youth with a diagnosed substance abuse disorder. The average length of service is 9-12 months. In FY 09/10, the RJDTTC provided services to 13 youth and families. Of the 13 served, 6 graduated, 80% remain free of new criminal convictions, and 1 received a High School Diploma. RJDTTC received a 99% compliance rating from the Supreme Court Office of Executive Secretary.

Juvenile Accountability Block Grant (JABG) -YOGI as an intensive 3-4 month therapeutic service for high risk youthful offenders 11 to 14 year old. The YOGI Program provided in-home services to 14 court involved youth and their families. Of the 14 youth served 12 were successfully released and had no further court involvement. The equates to an 86% successful closure rate.

PROGRAM NAME: Community Corrections

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Community Corrections Program is to provide court ordered pre-trial and probation services.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
240	Supervision Fees	State	\$ -	\$ -	\$ 84,663	\$ -	0.0	\$ 112,624	0.0
240	Community Corrections	State	\$ -	\$ 1,147,074	\$ 991,280	\$ 996,506	21.25	\$ 1,033,848	22.13
Total Program			\$ -	\$ 1,147,074	\$ 1,075,943	\$ 996,506	21.25	\$ 1,146,472	22.13

PROGRAM NAME: Juvenile Detention Home USDA

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Juvenile Detention Home USDA program is to provide the National School Lunch Program to school age children and to encourage the domestic consumption of nutritious agricultural commodities.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
260	USDA	Federal	\$ -	\$ 88,329	\$ 63,000	\$ 92,000	0.0	\$ 92,000	0.0
Total Program			\$ -	\$ 88,329	\$ 63,000	\$ 92,000	0.0	\$ 92,000	0.0

SPECIAL FUNDS

AGENCY NAME: Justice Services

PROGRAM NAME: Title II Formula Grant Program

SPECIAL FUND PROGRAM OBJECTIVES:

The Department of Justice Services in collaboration with the 13th District Court Service Unit has established an Evening Reporting Center as a means of reducing delinquent behavior of city youth. This program is funded by a new grant awarded through the Virginia Department of Criminal Justice Services, which may be continued each year for a total of five years. DJS has a contractual agreement with the Boys & Girls Club to provide structured after school activities at their Southside facility. This program will serve as a valuable detention alternative program for appropriate juvenile offenders under probation supervision. It will provide the youth with character and leadership development, education and career development, health and life skills, arts, sports, fitness and recreation. Not only will the crime rate be reduced, it will also provide a safe environment for youths.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
264	Title II Formula Grant	Federal	\$ 31,982	\$ 15,268	\$ 48,678	\$ 63,964	0.0	\$ 63,964	0.0
Total Program			\$ 31,982	\$ 15,268	\$ 48,678	\$ 63,964	0.0	\$ 63,964	0.0

PROGRAM NAME: Juvenile Drug Treatment Court Program

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Drug Treatment Court Program grant is to reduce recidivism and drug related crimes.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
342	Drug Treatment Court Grant	State	\$ -	\$ 136,510	\$ 131,173	\$ 133,000	1.00	\$ 133,000	0.75
Total Program			\$ -	\$ 136,510	\$ 131,173	\$ 133,000	1.00	\$ 133,000	0.75

PROGRAM NAME: Title IV E

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Title IV E program is to expand the City's preplacement prevention program.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
470	Title IV E	Federal	\$ -	\$ 183,163	\$ 114,428	\$ 75,000	0.0	\$ 55,000	0.0
Total Program			\$ -	\$ 183,163	\$ 114,428	\$ 75,000	0.0	\$ 55,000	0.0

SPECIAL FUNDS

AGENCY NAME: Justice Services

PROGRAM NAME: Juvenile Accountability Block Grant

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Juvenile Accountability Block Grant program is to provide case-management for adjudicated delinquents and to provide an educational program for youth on short term school suspension.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
514	JAIBG	Federal	\$ 4,884	\$ 136,229	\$ 86,379	\$ 87,917	1.3	\$ 97,686	1.3
Total Program			\$ 4,884	\$ 136,229	\$ 86,379	\$ 87,917	1.3	\$ 97,686	1.3

PROGRAM NAME: JABG (System Change Coordinator)

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the System Change Coordinator is to conduct a comprehensive study of the local juvenile justice system in the City of Richmond.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
514	JABG (system)	Federal	\$ 5,000	\$ -	\$ -	\$ -	0.0	\$ 50,000	0.0
Total Program			\$ 5,000	\$ -	\$ -	\$ -	0.0	\$ 50,000	0.0

PROGRAM NAME: Crime Analysis and Criminal Justice Improvements

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Crime Analysis and Criminal Justice Improvement grant is to increase the agency's juvenile crime analysis and reporting capabilities. It will enable effective decision making based on local trends.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
527	Crime Analysis	Federal	\$ -	\$ 64,563	\$ 65,267	\$ 64,812	0.0	\$ -	0.0
Total Program			\$ -	\$ 64,563	\$ 65,267	\$ 64,812	0.0	\$ -	0.0

PROGRAM NAME: Gang Reduction Intervention Program

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Gang Reduction Intervention Program is to significantly reduce gang activity in specified neighborhoods. It's goal is to stabilize and build pro-social influences in the target communities.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
550	Hispanic Liason (GRIP)	Federal	\$ -	\$ 691	\$ -	\$ -	0.0	\$ -	0.0
550	Offender Re-entry (GRIP)	Federal	\$ -	\$ 24,553	\$ -	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ 25,244	\$ -	\$ -	0.0	\$ -	0.0

SPECIAL FUNDS

AGENCY NAME: Justice Services

PROGRAM NAME: City Of Richmond Truancy Intervention Program

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the CORTIP program is to address the problem of habitual truancy. It target students with a pattern of non-attendance and motivate them to attend school and improve their school performance.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
564	CORTIP	Federal	\$ -	\$ 83,653	\$ 59,667	\$ 24,927	0.0	\$ -	0.0
Total Program			\$ -	\$ 83,653	\$ 59,667	\$ 24,927	0.0	\$ -	0.0

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
564	Detention Center Donations	Donations	\$ -	\$ 1,415	\$ -	\$ 2,000	0.0	\$ 5,000	0.0
Total Program			\$ -	\$ 1,415	\$ -	\$ 2,000	0.0	\$ 5,000	0.0

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
596	Lipman	Private	\$ -	\$ 5,413	\$ 10,403	\$ 25,000	0.0	\$ 35,881	0.0
Total Program			\$ -	\$ 5,413	\$ 10,403	\$ 25,000	0.0	\$ 35,881	0.0

Total Agency	\$ 41,866	\$ 1,886,862	\$ 1,654,937	\$ 1,565,126	23.55	\$ 1,679,003	24.18
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SPECIAL FUNDS

AGENCY NAME: Richmond Public Library

SPECIAL FUND ACCOMPLISHMENTS:

Richmond Public Library has been able to acquire grant funds and special funds to enhance library programs and activities; purchase books and other library materials; replace/install furniture and equipment; defray the costs for telecommunication services, planning and management services, and other miscellaneous library needs.

PROGRAM NAME: Adult and Family Services

SPECIAL FUND PROGRAM OBJECTIVES:

The special fund goals and objectives for the Adult and Family Services Program are to acquire funds from philanthropic foundations, community organizations, and individuals to enhance library programs and activities; purchase books and other library materials; replace/install furniture and equipment; defray the costs for telecommunication services, planning and management services, and a variety of other designated costs.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
200	Gifts to the Library	Donations	\$ -	\$ 76,451	\$ 65,865	\$ 75,000	0.0	\$ 125,000	0.0
207	Library Staff Association	Vending Sales	\$ -	\$ 63	\$ -	\$ 5,000	0.0	\$ -	0.0
572	Friends of the Library	Donations	\$ -	\$ 24,677	\$ 25,335	\$ 75,000	0.0	\$ 55,000	0.0
571	Library Foundation	Donations	\$ -	\$ 72,614	\$ 88,388	\$ 100,000	0.0	\$ 110,000	0.0
209	Verizon-Erate USF Grant	Federal Grant		\$ 83,086	\$ 125,736	\$ 110,000	0.0	\$ 619,000	0.0
241	Public Law Library	Court Fees	\$ -	\$ 255,129	\$ 270,931	\$ 310,000	2.5	\$ 310,000	2.5
577	Gang Reduction Intervention Grant (GRIP)	State Grant	\$ -	\$ 16,733	\$ -	\$ 15,000	0.0	\$ -	0.0
576	Philip Morris Grant	Private Grant	\$ -	\$ 12,364	\$ -	\$ -	0.0	\$ -	0.0
570	Bill & Melinda Gates Foundation	Private Grant	\$ -	\$ -	\$ -	\$ 70,200	0.0	\$ 5,000	0.0
Total Agency			\$ -	\$ 541,117	\$ 576,255	\$ 760,200	2.5	\$ 1,224,000	2.5

SPECIAL FUNDS

AGENCY NAME: Richmond Public Library

SPECIAL FUNDS:

DESCRIPTION

<p>GIFTS TO THE LIBRARY 200-003-9325</p>	<p>This fund was established to accept miscellaneous donations from patrons and is used for the purchase of books, publications, equipment, planning and management services, and other designated purposes.</p>
<p>LIBRARY STAFF ASSOC. 207-003-9111</p>	<p>These funds are derived from the vending machines and staff dues. Funds are disbursed for staff recognition programs and equipment.</p>
<p>FRIENDS OF THE LIBRARY 572-003-9390</p>	<p>This fund was established to accept donations for the purchase of books and other library materials, furniture and equipment, planning and management services, and the costs for library programs and activities.</p>
<p>LIBRARY FOUNDATION 571-003-9526</p>	<p>This fund was established to accept donations for the purchase of books and other library materials, furniture and equipment, planning and management services, and the costs for library programs and activities.</p>
<p>VERIZON-ERATE USE GRANT 209-003-9397</p>	<p>The purpose of this grant is for the reimbursement costs related to the eligible telecommunication services.</p>
<p>GANG REDUCTION AND INTERVENTION PROG. 577-003-9395</p>	<p>This grant was provided by the Office of the Virginia Attorney General. These funds will be used to hire certified teachers to supervise the Homework Assistance Program at the Branch Libraries.</p>
<p>PUBLIC LAW LIBRARY 241-003-9600</p>	<p>The Law Library was established to make payments for the acquisition of law books and periodicals; compensate staff who maintain the collection of legal materials; assist the public in the use of the library, and cover the cost of other operating expenditures.</p>
<p>BILL & MELINDA GATES 570-003-9032</p>	<p>The purpose of this grant is to use grant funds for the purchase of personal computers at the eligible branch libraries.</p>

SPECIAL FUNDS

AGENCY NAME: Office of the DCAO for Human Services

SPECIAL FUND ACCOMPLISHMENTS:

AmeriCorps has engaged 1,627 youth ages 14-22 who have participated in our Job Readiness Training; 419 youth have been placed in employment or participated in a civic engagement activity and 56 businesses or organizations have volunteered with job readiness trainings in the areas of presenters and mock interview facilitators for our program. Through a partnership with the Richmond Public Library and other not-for-profit youth-serving agencies, 93 youth received homework help assistance.

PROGRAM NAME: AmeriCorps Program

SPECIAL FUND PROGRAM OBJECTIVES:

The goal of the AmeriCorps program is support the development of an Office of Civic Engagement that increases citizen participation through volunteerism, service learning, voter registration access to City volunteer opportunities by 25%; (2) recruit a minimum of 500 volunteers through the coordinated efforts of the Volunteer Office; and (3) provide 200 referrals for service projects through the development and utilization of a volunteer directory.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
535	Richmond Americorp Grant	Federal	\$ 116,620	\$ 136,507	\$ 107,633	\$ 306,896	0.0	\$ 306,896	0.0
Total Program			\$ 116,620	\$ 136,507	\$ 107,633	\$ 306,896	0.0	\$ 306,896	0.0

PROGRAM NAME: Smart Beginnings Partnership

SPECIAL FUND PROGRAM OBJECTIVES:

Funded by a grant from the United Way of Greater Richmond and Petersburg, this fund supports the Healthy Families Richmond Program for home visiting services for at-risk Richmond families.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
545	Smart Beginnings Partnership	Unite Way	\$ -	\$ 19,087	\$ 38,915	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ 19,087	\$ 38,915	\$ -	0.0	\$ -	0.0

PROGRAM NAME: Child Care Development Block Grant

SPECIAL FUND PROGRAM OBJECTIVES:

The Child Care Development Block Grant is provided by the Virginia Department of Social Services for the purposes of improving the quality and availability of childcare for children ages zero through 36 months.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
544	Child Care Development Block Grant	State	\$ -	\$ 112,000	\$ -	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ 112,000	\$ -	\$ -	0.0	\$ -	0.0

SPECIAL FUNDS

AGENCY NAME: Office of the DCAO for Human Services

PROGRAM NAME: RBHA Employment Program

SPECIAL FUND PROGRAM OBJECTIVES:

This fund supports employment of youth with the City's Summer Youth Employment Program and temporary counselors to monitor the youth at their worksites. The Summer Youth Employment Program provides valuable work experience opportunities for City youth employed by City departments, non-profit agencies, and private employers in the Richmond Metro Area.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
546	RBHA Employment Program	State	\$ -	\$ 13,110	\$ 29,390	\$ -	\$ -	0.0	0.0
	Total Program		\$ -	\$ 13,110	\$ 29,390	\$ -	\$ -	0.0	0.0

PROGRAM NAME: Special Needs Registry

SPECIAL FUND PROGRAM OBJECTIVES:

This program will build public and governmental knowledge of the Special Needs Registry in particular, and the needs of disabled people in general; and train emergency responders and other agency personnel in how to use the registry to plan and meet the needs of the disabled in the event of an emergency.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
546	Special Needs Registry	State	\$ -	\$ -	\$ 14,698	\$ -	\$ -	0.0	0.0
	Total Program		\$ -	\$ -	\$ 14,698	\$ -	\$ -	0.0	0.0

PROGRAM NAME: ARRA - AmeriCorps Volunteers

SPECIAL FUND PROGRAM OBJECTIVES:

With this stimulus funding, the city's AmeriCorp program will support the Richmond Public Library and its staff by providing AmeriCorps members to help recruit and work with volunteers for service at the Main Library and branches. The Volunteers will assist job-seeking patrons with limited or no computer experience in utilizing library resources for employment searches and applying for unemployment benefits.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
555	ARRA - AmeriCorps Volunteers	State	\$ -	\$ -	\$ -	\$ -	\$ 78,600	0.0	0.0
	Total Program		\$ -	\$ -	\$ -	\$ -	\$ 78,600	0.0	0.0

Total Agency	\$ 116,620	\$ 280,704	\$ 190,636	\$ 306,896	0.0	\$ 385,496	0.0
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SPECIAL FUNDS

AGENCY NAME: Office of the Press Secretary

SPECIAL FUND ACCOMPLISHMENTS:

The City's governmental channels are being effectively maintained and programmed by way of the Office of the Press Secretary. Numerous broadcasts have been done that included Mayoral, City Council, and general government presentations.

PROGRAM NAME: Cable Communications

SPECIAL FUND PROGRAM OBJECTIVES:

This special fund provides for the City's Public, Educational, and Governmental (PEG) cable television program. The funding is provided by a PEG fee paid by cable television providers in the City, and supports operation of a City television studio facility and associated equipment. This facility may be used by the local government; local public school system; local junior colleges, colleges, and universities; and the local citizens.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
450	Cable Communications	PEG Fee	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	0.0
	Total Program		\$ -	\$ -	\$ -	\$ -	\$ -	0.0	0.0

Total Agency \$ - \$ - \$ - \$ - 0.0 \$ 250,000 0.0

SPECIAL FUNDS

AGENCY NAME: Parks, Recreation & Community Facilities

SPECIAL FUND ACCOMPLISHMENTS:

The Department of Parks, Recreation and Community Facilities Special Funds consist of two types of funds: 1. Those funds that are supported by grants and/or donated funds and 2. Those funds that are supported by fees. Grant/donated funds continue to allow the department to establish programs to provide nutritious meals to eligible youth during the school year in various after-school programs, as well as in the summer. Funds supported by fees supplements programming payments not covered by the general fund appropriation.

PROGRAM NAME: Sports & Athletics

SPECIAL FUND PROGRAM OBJECTIVES:

Funds are donated by community athletic groups to cover the costs of youth insurance and physicals, which are required to participate in City sponsored athletics. Admission fees from sporting events are also included within this account. Funds are also used to purchase awards, equipment, supplies, sponsorship, trophies, and uniforms for citywide sports events.

SPECIAL FUND FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
405	Sports & Athletics	Donations	\$ -	\$ 33,016	\$ 16,572	\$ 75,000	0.0	\$ 40,000	0.0
Total Program			\$ -	\$ 33,016	\$ 16,572	\$ 75,000	0.0	\$ 40,000	0.0

PROGRAM NAME: James River Park

SPECIAL FUND PROGRAM OBJECTIVES:

Funds are donated for the support and improvement of the James River Park System.

SPECIAL FUND FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
406	James River Park	Donations	\$ -	\$ -	\$ 1,490	\$ 10,000	0.0	\$ 1,000	0.0
Total Program			\$ -	\$ -	\$ 1,490	\$ 10,000	0.0	\$ 1,000	0.0

PROGRAM NAME: Carillon Renovation Fund

SPECIAL FUND PROGRAM OBJECTIVES:

Fees are collected at events held at the Carillon facility and grounds. The funds are used for improvements to the Carillon building and grounds.

SPECIAL FUND FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
425	Carillon Renovation	Fees	\$ -	\$ 38,303	\$ 20,271	\$ 100,000	0.0	\$ 45,000	0.5
Total Program			\$ -	\$ 38,303	\$ 20,271	\$ 100,000	0.0	\$ 45,000	0.5

SPECIAL FUNDS

AGENCY NAME: Parks, Recreation & Community Facilities

PROGRAM NAME: Swim/Water/Adult Swimming Classes

SPECIAL FUND PROGRAM OBJECTIVES:

Funds are collected from fee based classes, of which 70% are used to pay instructors and 30% used to defray other expenses such as registration fees for swim meets, music for water aerobics and materials for classes.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
431	Adult Swimming Classes	Fees	\$ -	\$ 73,358	\$ 78,161	\$ 80,000	0.0	\$ 115,000	0.0
Total Program			\$ -	\$ 73,358	\$ 78,161	\$ 80,000	0.0	\$ 115,000	0.0

PROGRAM NAME: Camps

SPECIAL FUND PROGRAM OBJECTIVES:

Funds are collected from participants in summer camps in order to defray cost to the department for providing camps with comprehensive environments and recreational programs for youth in designated areas.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
433	Camps	Fees		\$ 10,717	\$ 28,425	\$ 150,000	0.0	\$ 70,000	0.0
Total Program			\$ -	\$ 10,717	\$ 28,425	\$ 150,000	0.0	\$ 70,000	0.0

PROGRAM NAME: Fee Based Activities

SPECIAL FUND PROGRAM OBJECTIVES:

Donations and fees are collected for activities, classes and events sponsored by the department. It also includes funds donated by tournament or event sponsors. For classes' fees, 70% collected are for instructors and 30% used to defray other expenses.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
434	Fee Based Activities	Fees and donations		\$ 401,541	\$ 433,288	\$ 900,000	0.0	\$ 700,000	1.0
Total Program			\$ -	\$ 401,541	\$ 433,288	\$ 900,000	0.0	\$ 700,000	1.0

SPECIAL FUNDS

AGENCY NAME: Parks, Recreation & Community Facilities

PROGRAM NAME: Summer Food Program

SPECIAL FUND PROGRAM OBJECTIVES:

This is a federally funded program established to provide nutritious meals to eligible youth at departmental sites and other locations around the City.

SPECIAL FUND FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
439	Summer Food Program	Federal		\$ 788,139	\$ 663,487	\$ 3,100,000	3.8 \$ 1,000,000	1.5	
Total Program			\$ -	\$ 788,139	\$ 663,487	\$ 3,100,000	3.8 \$ 1,000,000	1.5	

PROGRAM NAME: Child & Adult Care Food Program - After School

SPECIAL FUND PROGRAM OBJECTIVES:

This is a federal program established to provide nutritious meals to eligible youth at the Department's after-school program sites.

SPECIAL FUND FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
440	Child & Adult Care Food Program	Federal		\$ 242,600	\$ 209,247	\$ 1,800,000	1.2 \$ 600,000	1.5	
Total Program			\$ -	\$ 242,600	\$ 209,247	\$ 1,800,000	1.2 \$ 600,000	1.5	

PROGRAM NAME: Educational Programs - After School

SPECIAL FUND PROGRAM OBJECTIVES:

This Grant provides funding for After School programs, such as nutritious diets and safety education programs.

SPECIAL FUND FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
441	After School	Grants		\$ -	\$ -	\$ 50,000	0.0 \$ -	0.0	
Total Program			\$ -	\$ -	\$ -	\$ 50,000	0.0 \$ -	0.0	

SPECIAL FUNDS

AGENCY NAME: Parks, Recreation & Community Facilities

PROGRAM NAME: Community Cultural Arts

SPECIAL FUND PROGRAM OBJECTIVES:

The National Arts Foundation, the Pennsylvania Performing Arts, the Ford Foundation, the Carpenter Foundation Phillip Morris USA and the Va. Foundation for the Humanities provides funding for community-based Cultural Arts programs

SPECIAL FUND	FUNDING	CASH	FY2008	FY2009	FY2010	FY2011	
FUND	OR GRANT NAME	SOURCE	MATCH	ACTUAL	ACTUAL	ADOPTED FTEs	PROPOSED FTEs
TBD	Community Cultural Arts	Fed/State	\$ 10,000	\$ -	\$ -	\$ 125,000 0.0	\$ 75,000 0.0
Total Program			\$ -	\$ -	\$ -	\$ 125,000 0.0	\$ 75,000 0.0

PROGRAM NAME: Cultural Arts- Va. Commission of Arts

SPECIAL FUND PROGRAM OBJECTIVES:

The Virginia Commission of Arts provides funding support for various Cultural Arts programs, such as Life Stage and the Festival of Arts.

SPECIAL FUND	FUNDING	CASH	FY2008	FY2009	FY2010	FY2011	
FUND	OR GRANT NAME	SOURCE	MATCH	ACTUAL	ACTUAL	ADOPTED FTEs	PROPOSED FTEs
N/A	Cultural Arts	State		\$ -	\$ -	\$ 50,000 0.0	\$ - 0.0
Total Program			\$ -	\$ -	\$ -	\$ 50,000 0.0	\$ - 0.0

PROGRAM NAME: Recreation - Carmax

SPECIAL FUND PROGRAM OBJECTIVES:

This grant is through the Carmax Youth Foundation and funds the summer youth basketball league. The funds provide Recreation Equipment, Uniforms, Supplies, Security and Game Officials for approximately 300 youth participants. The youth summer league teaches youth the value of teamwork, dedication and discipline. It helps participants improve their skills and provides a positive program alternative for youth involvement.

SPECIAL FUND	FUNDING	CASH	FY2008	FY2009	FY2010	FY2011	
FUND	OR GRANT NAME	SOURCE	MATCH	ACTUAL	ACTUAL	ADOPTED FTEs	PROPOSED FTEs
TBD	Recreation	Local		\$ -	\$ -	\$ 60,000 0.0	\$ 50,000 0.0
Total Program			\$ -	\$ -	\$ -	\$ 60,000 0.0	\$ 50,000 0.0

SPECIAL FUNDS

AGENCY NAME: Parks, Recreation & Community Facilities

PROGRAM NAME: Recreation-NFL

SPECIAL FUND PROGRAM OBJECTIVES:

This grant provides funds through the NFL Grassroots Program, for field renovations, bleachers, scoreboards, and player benches at various recreation facilities.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
N/A	National Football League	Foundation		\$ -	\$ -	\$ 50,000	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ -	\$ 50,000	0.0	\$ -	0.0

PROGRAM NAME: Recreation Send-A-Kid to Camp

SPECIAL FUND PROGRAM OBJECTIVES:

These funds are generated through a partnership with Radio One through a radio-a-thon, to raise funds to send Richmond City children to summer camp. The Send-A-Kid to Camp program is a nine week program designed to provide Richmond youth with safe, life-skill building activities that are fun and constructive.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
TBD	Radio-A-Thon	Donation		\$ -	\$ -	\$ 50,000	0.0	\$ 40,000	0.0
Total Program			\$ -	\$ -	\$ -	\$ 50,000	0.0	\$ 40,000	0.0

PROGRAM NAME: Recreation NRPA Achievement Grant

SPECIAL FUND PROGRAM OBJECTIVES:

This grant will enable local communities to establish a program to address the chronic disease risk factors of physical inactivity, poor nutrition and tobacco use.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
N/A	NRPA Achievement	Federal		\$ -	\$ -	\$ 30,000	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ -	\$ 30,000	0.0	\$ -	0.0

Total Agency \$ - \$ 1,587,675 \$ 1,450,941 \$ 6,630,000 5.0 \$ 2,736,000 4.5

SPECIAL FUNDS

AGENCY NAME: Planning and Development Review

SPECIAL FUND ACCOMPLISHMENTS:

The Department of Planning and Development Review oversees the administration of Planning and Preservation, Land Use Administration, Building Construction and Land Development, Program Support and Property Maintenance Enforcement.

PROGRAM NAME: Greening of Capital Square

SPECIAL FUND PROGRAM OBJECTIVES:

Grants through the Department of Conservation and Recreation will allow for the implementation of stormwater management measures on a portion of 9th and 10th Streets.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
228	Greening of Capital Square	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 175,000	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 175,000	0.0

PROGRAM NAME: Permitting & Inspections Technology Renewal Fund

SPECIAL FUND PROGRAM OBJECTIVES:

This program is funded through a 5% permit fee for the purpose of upgrading or replacing permitting and inspection applications and other relevant technology.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
255	Permitting & Inspections Technology Renewal Fund	Fees	\$ -	\$ -	\$ -	\$ 225,000	0.0	\$ 390,057	0.0
Total Program			\$ -	\$ -	\$ -	\$ 225,000	0.0	\$ 390,057	0.0

PROGRAM NAME: Other Grants

Other Planning and Development Review grants.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
228	Fairmount Survey and Register Nomination	National	\$ -	\$ 9,154	\$ -	\$ -	0.0	\$ -	0.0
231	DHR & APV Preservation Conference	State	\$ -	\$ -	\$ 13,210	\$ -	0.0	\$ -	0.0
552	VHDHCD 2005 Disaster Recovery Grant	Federal Pass-Thru	\$ -	\$ 239,107	\$ -	\$ -	0.0	\$ -	0.0
553	VHDHCD 2005 Disaster Recovery Grant	Federal Pass-Thru	\$ -	\$ 55,677	\$ 57,169	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ 303,938	\$ 70,379	\$ -	0.0	\$ -	0.0

Total Agency \$ - \$ 303,938 \$ 70,379 \$ 225,000 0.0 \$ 565,057 0.0

SPECIAL FUNDS

AGENCY NAME: Office of the Press Secretary

SPECIAL FUND ACCOMPLISHMENTS:

The City's governmental channels are being effectively maintained and programmed by way of the Office of the Press Secretary. Numerous broadcasts have been done that included Mayoral, City Council, and general government presentations.

PROGRAM NAME: Cable Communications

SPECIAL FUND PROGRAM OBJECTIVES:

This special fund provides for the City's Public, Educational, and Governmental (PEG) cable television program. The funding is provided by a PEG fee paid by cable television providers in the City, and supports operation of a City television studio facility and associated equipment. This facility may be used by the local government; local public school system; local junior colleges, colleges, and universities; and the local citizens.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs	
450	Cable Communications	PEG Fee	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	250,000	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	\$ -	0.0	250,000	0.0
Total Agency			\$ -	\$ -	\$ -	\$ -	\$ -	0.0	250,000	0.0

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

SPECIAL FUND ACCOMPLISHMENTS:

Ultimately the goal of the Richmond Police Department is to lower the rate of crime and the fear of crime. A primary goal as stated by the department is a focus on youth and to address some of those underlying issues that affect crime. Additionally, RPD utilizes a comprehensive strategy that includes community policing, alternative policing, community engagement and prevention methods. Grant programs are critical providing supporting resources to the department's stated goals and objectives. The grants below have been successful in addressing those needs.

PROGRAM NAME: CRIME INTERVENTION

SPECIAL FUND PROGRAM OBJECTIVES:

Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. The United States Department of Justice Services awarded funds in support of the Bulletproof Vest Partnership Grant. The Richmond Police Department is to purchase bulletproof vests. The new vests will provide additional protection to law enforcement personnel.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
507	Bulletproof Vest Partnership	Federal	\$ 62,771	\$ 17,160	\$ 2,543	\$ -	0.0	\$ 65,469	0.0
	Total Program		\$ 62,771	\$ 17,160	\$ 2,543	\$ -	0.0	\$ 65,469	0.0

PROGRAM NAME: AREA I / AREA II

SPECIAL FUND PROGRAM OBJECTIVES:

Provide safe and healthy community for the citizens of Richmond. The Department of Motor Vehicles provides funding to assist the RPD in special initiatives including DUI checkpoints, driver safety awareness campaigns, overtime to check car seat compliance, etc. The funding also allows for the RPD to purchase equipment such as radar sets and crash investigation related items.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
494	DMV Traffic Enforcement & Safety Initiative	State	\$ -	\$ 63,435	\$ 76,504	\$ -	0.0	\$ 165,000	0.0
	Total Program		\$ -	\$ 63,435	\$ 76,504	\$ -	0.0	\$ 165,000	0.0

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

PROGRAM NAME: CRIME INTERVENTION

SPECIAL FUND PROGRAM OBJECTIVES:

Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states, tribes, and local governments to support a board range of activities to prevent and control crime based on their own local needs and conditions. Grant funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice for any one or more of the following purpose areas: 1)law enforcement programs; 2)prosecution and court programs; 3)prevention and education programs; 4)corrections and community corrections programs; 5)drug treatment programs; and 6)planning, evaluation, and technology improvement programs.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
454	Edward Byrne Justice Assistance Grant (JAG)	Federal	\$ -	\$ 373,913	\$ 324,577	\$ -	0.0	\$ 40,300	0.0
Total Program			\$ -	\$ 373,913	\$ 324,577	\$ -	0.0	\$ 40,300	0.0

PROGRAM NAME: CRIME INTERVENTION

SPECIAL FUND PROGRAM OBJECTIVES:

Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. The JAG allows the RPD the flexibility to use funding to support a broad range of range of activities to support crime reduction and intervention efforts. Funding can support law enforcement efforts, prosecution and courts, prevention and education, corrections and community corrections programs, drug treatment programs and technology improvements. The Recovery/Stimulus JAG funding will be used to cover officer salaries. Apply funding to officers salaries would lessen the deficit, allow RPD to keep patrol officers on the streets full time without interruption and give the citizens of Richmond the continued level of public safety that has become the standard.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
289-9440	Edward Byrne Justice Assistance Grant (JAG)	Federal	\$ -	\$ -	\$ 39,528	\$ -	0.0	\$ 925,660	0.0
S30-9803	FY09 Recovery Act Justice Assistance Grant Program (ARRA)	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 1,590,269	0.0
Total Program			\$ -	\$ -	\$ 39,528	\$ -	0.0	\$ 2,515,929	0.0

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

PROGRAM NAME: COMMUNITY POLICING

SPECIAL FUND PROGRAM OBJECTIVES:

Meet with community associations, establish monthly advisory panels, work to increase number of deployment hours in the communities, improve working relationship with Housing Authority and reduce amount of truancy in target areas. The Department of Criminal Justice Service provided funding to RPD for crime prevention activities. The activities include monthly meetings, field trips, training and dissemination of literature for seniors.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
582	TRIAD	State	\$ -	\$ 1,529	\$ 1,374	\$ -	0.0	\$ -	0.0
Total Program			\$ 200	\$ 1,529	\$ 1,374	\$ -	0.0	\$ 2,200	0.0

PROGRAM NAME: COMMUNITY POLICING / CRIME INTERVENTION

SPECIAL FUND PROGRAM OBJECTIVES:

Work with community agencies to establish healthy alternatives to crime and delinquency for area youth. The RPD will partner with the Richmond Public Schools to implement the Gang Resistance Education And Training program in RPS schools. The program will target the middle schools within the system.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
542	The G.R.E.A.T. Program	Federal	\$ 20,000	\$ 33,028	\$ 19,579	\$ -	0.0	\$ 120,000	0.0
Total Program			\$ 20,000	\$ 33,028	\$ 19,579	\$ -	0.0	\$ 120,000	0.0

PROGRAM NAME: CRIME REDUCTION

SPECIAL FUND PROGRAM OBJECTIVES:

Work with local, state and federal partners to bring about a reduction of targeted violent crimes. Additional equipment, technology upgrades, training, and various crime reduction initiatives – with the focus on violent crime in selected target areas will be the foundation of the project.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
451	Violent Crime	Federal	\$ -	\$ 2,849	\$ 69,021	\$ -	0.0	\$ 300,000	0.0
		State	\$ 20,000					\$ 120,000	
Total Program			\$ 20,000	\$ 2,849	\$ 69,021	\$ -	0.0	\$ 420,000	0.0

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

PROGRAM NAME: CRIME PREVENTION & REDUCTION

SPECIAL FUND PROGRAM OBJECTIVES:

Assist local, state and federal partners with locating, arresting and prosecuting those who commit crimes against children. Funds will be used for equipment purchases and overtime as they directly relate to the apprehension and prosecution of crimes against children through the internet.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
395-9040	Internet Crimes Against Children	State	\$ -	\$ 11,527	\$ -	\$ -	0.0	\$ -	0.0
S32-9807	Recovery Act - Internet Crimes Against Children	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 39,500	0.0
Total Program			\$ -	\$ 11,527	\$ -	\$ -	0.0	\$ 39,500	0.0

PROGRAM NAME: CRIME PREVENTION/INTERVENTION

SPECIAL FUND PROGRAM OBJECTIVES:

Assist local, state and federal partners with prevention and response to acts of terrorism within the Richmond region. The funding will provide training and equipment to RPD that assist local, state and federal partners in proactive security efforts and response to acts of terrorism in the Richmond region (thru mutual aid agreements). Equipment includes bomb detection and disposal equipment, mobile command vehicles, etc. The RPD and its partners have identified both hard and soft targets that may be prone to an attack.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
489	Urban area Security Initiative (UASI)	State	\$ -	\$ -	\$ -	\$ -	0.0	\$ 350,002	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 350,002	0.0

PROGRAM NAME: CRIME INTERVENTION/PREVENTION

SPECIAL FUND PROGRAM OBJECTIVES:

To assist local, state and federal partners with prevention and response to acts of terrorism within the Richmond region. The funding will provide training and equipment to the RPD that assist local, state and federal partners in proactive security efforts and response to acts of terrorism in the Richmond region (thru mutual aid agreements). Equipment includes bomb detection and disposal equipment, mobile command vehicles, etc. The RPD and its partners have identified both hard and soft targets that may be prone to an attack.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
591	Homeland Security Funding	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 2,150,000	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 2,150,000	0.0

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

SPECIAL FUND ACCOMPLISHMENTS: FEDERAL AND STATE ASSET FORFEITURE PROGRAM

Funds from the Federal and State Asset Forfeiture Program are used by the Richmond Police Department for the enhancement of future investigations; law enforcement training; law enforcement equipment and operations; law enforcement facilities; drug education and awareness programs. Funds from Federal and State Asset Forfeiture must be used to increase or supplement and not supplant or replace the resources of the receiving state or local law enforcement agency.

PROGRAM NAME: CHIEF OF POLICE / Federal Asset Forfeiture

SPECIAL FUND PROGRAM OBJECTIVES:

This fund was established to permit the Richmond Police Department to participate in the United States of Justice Program to share assets seized as a result of investigations of drug related crimes. Funds are distributed on a percentage basis to the Richmond Police Department, federal law enforcement and any other local or state agencies participating in the investigations.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
351	Federal Asset Forfeiture	Federal	\$ -	\$ 167,757	\$ 150,475	\$ 400,000	0.0	\$ 500,000	0.0
Total Program			\$ -	\$ 167,757	\$ 150,475	\$ 400,000	0.0	\$ 500,000	0.0

PROGRAM NAME: CHIEF OF POLICE / State Asset Forfeiture

SPECIAL FUND PROGRAM OBJECTIVES:

This fund was established to permit the Richmond Police Department to participate in the Virginia Department of Criminal Justice Service Program to share assets seized as a result of investigations of drug related crimes. Funds are distributed on a percentage basis to the Richmond Police Department, federal law enforcement and any other local or state agencies participating in the investigations.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
353	State Asset Forfeiture	State	\$ -	\$ 253,532	\$ 406,602	\$ 300,000	0.0	\$ 100,000	0.0
Total Program			\$ -	\$ 253,532	\$ 406,602	\$ 300,000	0.0	\$ 100,000	0.0

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

PROGRAM NAME: EMERGENCY COMMUNICATIONS

SPECIAL FUND PROGRAM OBJECTIVES:

The purpose of this fund is to collect revenue earmarked for the installation, ongoing maintenance and certain personnel costs associated with the Enhanced 911 System. In FY2001, the City of Richmond Ordinance #2001-73-80 transferred the special revenue funds from the Department of Public Works to the Department of Police to offset the costs associated with the Emergency Communication operations. Ordinance #94-76-107 provides for a \$2.00 surcharge on each monthly residential telephone bill to support E911. As provided by state law, this charge can only be used for certain capital, installation, maintenance and personnel costs of the Enhanced 911 telephone service and other ancillary control central communications equipment. In FY99, this charge was increased by \$1.00 under ordinance 98-44-164, adopted May 26, 1998 and effective July 1, 1998. This portion of the revenue will be budgeted to the 800 Mhz account in the Department of Public works Emergency Telephone Service special fund budget.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
510	Emergency Communications	Tax	\$ -	\$ 5,149,794	\$ 6,049,071	\$ 7,412,000	99.0	\$ 7,200,146	0.0
	Total Program		\$ -	\$ 5,149,794	\$ 6,049,071	\$ 7,412,000	99.0	\$ 7,200,146	0.0

PROGRAM NAME: Other Grants

Other law enforcement grants.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
282	Community Oriented Justice BJA Congressionally Mandated	Federal	\$ -	\$ 51,295	\$ 80,000	\$ -	0.0	\$ -	0.0
283	Awards	Federal	\$ -	\$ 561,369	\$ 285,358	\$ -	0.0	\$ -	0.0
389	Alcohol Beverage Control	State	\$ -	\$ 2,984	\$ 1,919	\$ -	0.0	\$ -	0.0
455	Gang Intervention Programs	State	\$ -	\$ 296,378	\$ 41,944	\$ -	0.0	\$ -	0.0
489	Buffer Zone	Federal	\$ -	\$ 90,211	\$ 23,275	\$ -	0.0	\$ 210	0.0
543	Public Housing Safety Initiative	Federal	\$ -	\$ 119,854	\$ 1,582	\$ -	0.0	\$ -	0.0
591	Anti-Terrorism Assistance	Federal	\$ -	\$ 24,887	\$ 193,123	\$ -	0.0	\$ -	0.0
592	Universal Hiring	Federal	\$ -	\$ 162,022	\$ -	\$ -	0.0	\$ -	0.0
	Total Program		\$ -	\$ 1,146,977	\$ 627,202	\$ -	0.0	\$ 210	0.0

SPECIAL FUNDS

AGENCY NAME: Richmond Police Department (RPD)

PROGRAM NAME: POLICE TRAINING/SYSTEMS IMPROVEMENTS

SPECIAL FUND PROGRAM OBJECTIVES:

Improve technology as it relates to internal systems to track incidents and crime trends within the Richmond Police Department. The purpose of this program is to improve the functions of the criminal justice system through strategies that promote better system coordination. Funding will supplement the RPD efforts within the Crime Analysis Unit through information gathering and sharing with local, state and federal partners. Funding will also be used to upgrade predictive analytics, cross references and information gathering capabilities. While the funding will emphasize overall improvement and upgrades, some concentration will be given to violent crime including homicides, aggravated assaults and crimes involving firearms.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
TBD	Systems Improvement	Federal	\$ -	\$ -		\$ -	0.0	\$ 300,000	0.0
		State	\$ 20,000	\$ -	\$ -	\$ -	0.0	\$ 120,000	0.0
	Total Program		\$ 20,000	\$ -	\$ -	\$ -	0.0	\$ 420,000	0.0

PROGRAM NAME: CRIME INTERVENTION / NARCOTICS ENFORCEMENT

SPECIAL FUND PROGRAM OBJECTIVES:

Create safer environments through educational outreach to reduce domestic violence, reduction in special events crimes and increased intake of field reports. Create focused narcotics directing the Department's efforts toward violent drug groups, offenders, open air drug markets and street level narcotics sales. Funding received from the Commonwealth of Virginia/USDOJ will be used to assist with crime prevention, intervention and reduction in targeted areas in the City. Funding will also assist in providing support to various youth and young adult service providers, community events and RPD initiatives.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
TBD	Community Based Prevention	State	\$ 30,000	\$ -	\$ -	\$ -	0.0	\$ 180,000	0.0
		Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 300,000	0.0
	Total Program		\$ 30,000	\$ -	\$ -	\$ -	0.0	\$ 480,000	0.0

Total Agency	\$ 152,971	\$ 7,221,501	\$ 7,766,475	\$ 8,112,000	99.0	\$ 14,568,756	0.0
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SPECIAL FUNDS

AGENCY NAME: Public Works

SPECIAL FUND ACCOMPLISHMENTS:

Employee Trip: 23% of city employees have enrolled in program providing over 500,000 trips since the program's inception in 2004. Main Street Station: Passenger rail ridership increased 50% from October 2007 to October 2008. Parking was leased to VCU with approximately \$300,000/year in revenue. Litter Control: Held a Backyard Compost Bin sale that exceeded goal by 50% which has potential to divert 224 tons/year from the landfill. 800MHz: began installation of the new city reflex paging system-phase 1 to be completed 6/09. continued working on rebanding of radio system funded by NEXTEL. Strategic Transportation Master Plan: scope of work being developed.

PROGRAM NAME: Lunch Time Express

SPECIAL FUND PROGRAM OBJECTIVES:

The Virginia Department of Rail and Public Transportation provided grant funding for bus service in the downtown area to local businesses during lunch time. This service is provided by GRTC for the city. Additional grants will be provided to continue this service for FY08 and FY09 as well as an expansion in FY08 to provide a tourist circulator for the upcoming Jamestown celebration. However, beginning in FY08 GRTC will become the direct grantee for the expanded service as well as the continued original program (funds will be included in the city's support via non-departmental fund). The Lunchtime Express service was discontinued by GRTC as of 1/29/10.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
227	Lunch Time Express	State	\$ -	\$ 11,250	\$ -	\$ -	\$ -	0.0	0.0
	Lunch Time Express	Local	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	0.0
	Total Program		\$ -	\$ 11,250	\$ -	\$ -	\$ -	0.0	0.0

PROGRAM NAME: Sample Street Tree Inventory STRATUM Analysis/Tree Restoratio

SPECIAL FUND PROGRAM OBJECTIVES:

The FY09 grant project conducted a 10% random street tree segment sample inventory of the city's estimated 75,000 trees. The project resulted in data and cost-benefit analysis reports that will be the first step toward reaching long-term City of Richmond Urban Forestry Division goals. The Tree Restoration grant for FY10 will create a broad cross section demonstration area to help inform and educate the public on the importance of selecting the appropriate tree species for specific sites. All funds will be expended in FY10 therefore no rollover nor request is requested for FY11.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
229	Tree Inventory	Federal	\$ -	\$ -	\$ 5,000	\$ -	\$ -	0.0	0.0
	Tree Inventory	Local	\$ -	\$ -	\$ 6,252	\$ -	\$ -	0.0	0.0
	Total Program		\$ -	\$ -	\$ 11,252	\$ -	\$ -	0.0	0.0

SPECIAL FUNDS

AGENCY NAME: Public Works

PROGRAM NAME: Litter Control Grant

SPECIAL FUND PROGRAM OBJECTIVES:

The purpose of this grant is to address the problem of litter in the city. Funding is based on city population and used for in-school education, citywide promotional activities and neighborhood cleanups. The City used grant funds to schedule a Compost Bin Sale in FY09 and FY10 that was a great success. Grant terms limit carryover to 25% of prior year award. Since amount varies due to allocation formula, we are estimating a need for \$30,000 for FY11.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
311	Litter Control Act Grant	State	\$ -	\$ 21,550	\$ 33,823	\$ 35,000	0.0	\$ 35,850	0.0
Total Program			\$ -	\$ 21,550	\$ 33,823	\$ 35,000	0.0	\$ 35,850	0.0

PROGRAM NAME: Transportation Engineering Training

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this special fund is to provide funds for training of the Transportation Engineering managerial staff to enhance their expertise and improve their technical knowledge. This fund is a consolidated fund made up of numerous training grants (several grants awarded annually). As we did not receive any new grants in FY08 or FY09, we are not requesting any funding for FY2011.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
330	Transportation Engineering Training	Federal (pass thru)	\$ -	\$ 9,862	\$ -	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ 9,862	\$ -	\$ -	0.0	\$ -	0.0

PROGRAM NAME: Greater Richmond Convention Center Authority

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this funding was to provide compensation for participating members of a regional authority to expand the Richmond Convention Center. The City continues to provide Administrative oversight to the project but will receive no additional funding and will not be required to return any unused funds.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
334	GRCCA	Regional	\$ -	\$ 1,409	\$ -	\$ -	0.0	\$ 44,765	0.0
Total Program			\$ -	\$ 1,409	\$ -	\$ -	0.0	\$ 44,765	0.0

SPECIAL FUNDS

AGENCY NAME: Public Works

PROGRAM NAME: Employee Trip Generation Reduction Program

SPECIAL FUND PROGRAM OBJECTIVES:

These grants provide GRTC transit passes as well as vanpool subsidies for City of Richmond employees in an effort to reduce congestion and the need for parking. Employee participation is 19%. The program is funded 100% by grants until the 1st quarter of FY12.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
338	Generation Reduction Program	Federal	\$ -	\$ 187,967	\$ 189,606	\$ 400,000	\$ 400,000	0.5	0.0
		State		\$ 46,992	\$ 63,202	\$ 100,000	\$ 100,000		0.0
		Local	\$ -	\$ -	\$ -	\$ -	\$ -		0.0
	Total Program		\$ -	\$ 234,959	\$ 252,808	\$ 500,000	\$ 500,000	0.5	0.0

PROGRAM NAME: Strategic Master Plan for Transportation

SPECIAL FUND PROGRAM OBJECTIVES:

This project will update the transportation element of the City Master Plan and create a new Richmond Strategic Multimodal Transportation Plan, an all inclusive plan that will provide the basis for present and future planning efforts in the city. The plan will get underway in the 4th quarter of FY10 and is estimated to be completed in FY12. The original grant amount was \$500,000.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
338	Strategic Master Plan	Federal	\$ -	\$ -	\$ -	\$ -	\$ 332,200	0.0	0.0
		State	\$ -	\$ -	\$ -	\$ -	\$ 83,000	0.0	0.0
		Local	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	0.0
	Total Program		\$ -	\$ -	\$ -	\$ -	\$ 415,200	0.0	0.0

PROGRAM NAME: Parking Management

SPECIAL FUND PROGRAM OBJECTIVES:

This special fund continues to receive revenue from Standard Parking for the VA Biotech Deck to cover the costs of the meter installation and maintenance and expansion of the meter inventory. In FY09 we purchased a boot van. Going forward we intend to use these funds to purchase needed meter mechanisms and cases to expand meter inventory and maintain current inventories.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
339	Parking Management	Local	\$ -	\$ 11,679	\$ 14,850	\$ 100,000	\$ 150,000	0.0	0.0
	Total Program		\$ -	\$ 11,679	\$ 14,850	\$ 100,000	\$ 150,000	0.0	0.0

SPECIAL FUNDS

AGENCY NAME: Public Works

PROGRAM NAME: Emergency Communications 911 Emergency Telephone

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the special fund is to provide funding to pay off the debt service for financing the 800 mhz radio system and to provide funds for a maintenance budget and operating funds for the 800 mhz operations manager. Funds come from a \$1.00 phone tax and tower leases from those communication companies who rent space on the 800 mhz tower. The planned replacement of the current 800MHz system is 2015. This date is synchronized with the Counties of Henrico and Chesterfield. The planning phase will begin in the FY13 budget starting with identifying system requirements and developing system engineering.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
388	911 Emergency Telephone	Local	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	\$ 4,678,817 0.0
388	911-Maintenance	Local		\$ -	\$ -	\$ -	\$ -	0.0	\$ 1,150,000 1.0
388	911 - expansion	Private		\$ -	\$ -	\$ -	\$ -	0.0	\$ - 0.0
Total Program			\$ -	\$ -	\$ -	\$ -	\$ -	0.0	\$ 5,828,817 1.0

PROGRAM NAME: Greyhound Terminal and Signal Improvements

SPECIAL FUND PROGRAM OBJECTIVES:

This grant provides for Greyhound bus terminal improvements and the installation of a traffic signal at the entrance to the Boulevard. Grant funding is supplemented by a \$100,000 contribution from Greyhound. Project will be completed in the spring of FY10; there will be no rollover nor new request for FY11.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
456	Greyhound Bus Terminal	Federal-80%	\$ -	\$ 3,214	\$ 367,017	\$ -	\$ -	0.0	\$ - 0.0
		State-4.4%	\$ -	\$ 220	\$ 20,186	\$ -	\$ -	0.0	\$ - 0.0
		Local-1%	\$ -	\$ 80	\$ 4,588	\$ -	\$ -	0.0	\$ - 0.0
		Private-14.6%	\$ -	\$ 503	\$ 66,981	\$ -	\$ -	0.0	\$ - 0.0
Total Program			\$ -	\$ 4,018	\$ 458,772	\$ -	\$ -	0.0	\$ - 0.0

PROGRAM NAME: Winter Storm Events

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this special fund is to provide funding for costs associated with a full snow response during winter storms. Public Works is the key department to clear the right of way after a storm and treat streets with sand and salt during ice storms. The general fund is the source of revenue funds. Note: In FY09 the general fund support was cut to \$300,000 by amendment. However, due to the numerous storms in FY10 the prior year surplus was spent thus our future year request requires full funding.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
534	Winter Storm Events	Local	\$ -	\$ 269,599	\$ 311,478	\$ 300,000	\$ 750,000	0.0	\$ - 0.0
Total Program			\$ -	\$ 269,599	\$ 311,478	\$ 300,000	\$ 750,000	0.0	\$ - 0.0

SPECIAL FUNDS

AGENCY NAME: Public Works

PROGRAM NAME: Main Street Station Operations

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this special fund is to provide funding assistance for the security and operation of Main Street Station. The management is provided by RMA. VCU rents the station parking resulting in \$23,000/month in revenue. The funding levels reflect state funding reductions from VDRPT in FY09-FY11.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
557	Main Street Station Operating	Federal	\$ -	\$ -	\$ 102,784	\$ 180,000	\$ 469,600	0.0	0.0
		State		\$ 228,070	\$ 289,314	\$ 189,624	\$ 272,553	0.0	0.0
		Local	\$ -	\$ 225,631	\$ 80,435	\$ 344,919	\$ 250,000	0.0	0.0
	Total Program		\$ -	\$ 453,701	\$ 472,533	\$ 714,543	\$ 992,153	0.0	0.0

PROGRAM NAME: Energy Efficiency and Conservation Block Grant (EECBG)

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of this special fund is to provide funding for costs associated with a full snow response during winter storms. Public Works is the key department to clear the right of way after a storm and treat streets with sand and salt during ice storms. The general fund is the source of revenue funds. Note: In FY09 the general fund support was cut to \$300,000 by amendment. However, due to the numerous storms in FY10 the prior year surplus was spent thus our future year request requires full funding.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
S70	EECBG	Federal	\$ -	\$ -	\$ -	\$ -	\$ 1,918,884	0.0	2.5
	Total Program		\$ -	\$ -	\$ -	\$ -	\$ 1,918,884	0.0	2.5

Total Agency \$ - \$ 1,018,026 \$ 1,555,515 \$ 1,649,543 0.5 \$ 10,635,668 3.5

SPECIAL FUNDS

AGENCY NAME: Richmond Retirement System

SPECIAL FUND ACCOMPLISHMENTS:

The City of Richmond Retirement System (System) was initially established by City Council enactment on February 1, 1945. The Virginia General Assembly Legislative Acts of 1998 and 2005 reestablished the Retirement System for City employees in the City of Richmond Charter (Chapter 5B).

PROGRAM NAME: Richmond Retirement System Operating

SPECIAL FUND PROGRAM OBJECTIVES:

The Richmond Retirement System administers two separate retirement plans for two participating employers: 1) an employer/employee cost-sharing defined benefit plan and; 2) an employer non-contributory defined contribution plan. The City of Richmond and Richmond Behavioral Health Authority are both participating employers who provide pension benefits for their full-time permanent employees. The System's Board of Trustees governs and invests its assets through the leadership of an Executive Director with professional actuaries, investment managers and consultants to deliver retirement benefits for employees with service, early service, disability and deferred vested retirement eligibility for benefits.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FTEs	FY2011 PROPOSED	FTEs
		Employee-Employer Contributions; Investment Earnings on Assets							
218	Richmond Retirement System - Operating		\$ -	\$ 1,109,742	\$ -	\$ 1,286,384	13.0	\$ 1,304,752	13.0
	Total Program		\$ -	\$ 1,109,742	\$ -	\$ 1,286,384	13.0	\$ 1,304,752	13.0
Total Agency			\$ -	\$ 1,109,742	\$ -	\$ 1,286,384	13.0	\$ 1,304,752	13.0

Note: The Richmond Retirement System does not receive appropriations and reimburses the City for personnel and operating expenses incurred throughout the fiscal year. The agency's revenue source is employer/employee defined benefit plan retirement plan contributions and investment earnings. The FY2011 Total Request number above represents our Total Personnel and Operating expenses in our Adopted budget. We will not be able to determine any encumbrances that need to be rolled over into FY2011 until the end of FY2010.

SPECIAL FUNDS

AGENCY NAME: Richmond City Sheriff's Office

SPECIAL FUND ACCOMPLISHMENTS:

The Sheriff's Office receives funding for reduction of recidivism inmate education. The Richmond City City Reentry Program Model is designed to provide comprehensive pre and post release program services that address inmates specific needs to reenter society as productive citizens. A reduction in recidivism could also reduce overcrowded conditions. Asset forfeiture funds are utilized to assist in creating a safer environment and serve as an aid in investigations.

PROGRAM NAME: The Richmond City Second Chance Reentry Model

SPECIAL FUND PROGRAM OBJECTIVES:

The goal of the Richmond Second Chance Reentry Model special fund is to reduce crime by implementing a seamless plan of services and supervision developed with each offender beginning at the time of incarceration in the City of Richmond Jail and continuing with reintegration and aftercare in the community. The Model will use evidence based principles to increase returning offender success rates through effective criminogenic risk management, treatment programming, accountability, community/victim participation and employment readiness and job creation.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
556	Second Chance Reentry	Federal	\$ 187,500	\$ -	\$ -	\$ -	0.0	\$ 1,037,500	2.0
Total Program			\$ 187,500	\$ -	\$ -	\$ -	0.0	\$ 1,037,500	2.0

PROGRAM NAME: Asset Forfeiture - Investigative Division

SPECIAL FUND PROGRAM OBJECTIVES:

The special fund objective of the Sheriff's Office Asset Forfeiture is to seize assets from illegal activity and utilize the confiscated assets for law enforcement purposes.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
558	State Asset Forfeiture	State	\$ -	\$ 1,954	\$ 4,470	\$ 6,000	0.0	\$ 7,000	0.0
Total Program			\$ -	\$ 1,954	\$ 4,470	\$ 6,000	0.0	\$ 7,000	0.0

PROGRAM NAME: Criminal Justice Records Improvement Program

SPECIAL FUND PROGRAM OBJECTIVES:

The special fund objective of the Sheriff's Office Byrne Grant is to implement and develop information systems designed to facilitate the detection, apprehension, prosecution, adjudication, detention and rehabilitation of offenders.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
559	Byrne Memorial Grant	Federal Pass-thru	\$ -	\$ 18,612	\$ 153,625	\$ 200,000	0.0	\$ -	0.0
Total Program			\$ -	\$ 18,612	\$ 153,625	\$ 200,000	0.0	\$ -	0.0

SPECIAL FUNDS

AGENCY NAME: Richmond City Sheriff's Office

PROGRAM NAME: The Prisoner Reentry Initiative

SPECIAL FUND PROGRAM OBJECTIVES:

The purpose of the demonstration project special fund is to reduce crime by implementing a seamless plan of services and supervision developed for special needs male and female inmates from the time of their incarceration, reintegration, and aftercare in the community.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
TBD	Prisoner Reentry	Federal	\$ -	\$ -	\$ -		0.0 \$	315,000	3.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0 \$	315,000	3.0

PROGRAM NAME: Financial Assistance for Emergency Medical Services

SPECIAL FUND PROGRAM OBJECTIVES:

Special funding for EMS equipment, computers, EMS management programs, courses/classes and projects benefiting the recruitment and retention of our first responders.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
TBD	Financial Assistance EMS	State	\$ 25,000	\$ -	\$ -		0.0 \$	50,000	0.0
Total Program			\$ 25,000	\$ -	\$ -	\$ -	0.0 \$	50,000	0.0

PROGRAM NAME: Assessing/responding to the mentally ill in The Richmond City Jail

SPECIAL FUND PROGRAM OBJECTIVES:

The special fund objective of this initiative is to assess the impact of and respond to the mentally ill in the criminal justice system. Funds will be used to cross-train deputies in assessing whether inmates require mental health services.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
N/A	Byrne JAG	Federal	\$ -	\$ -	\$ -	\$ 80,000	0.0 \$	-	0.0
Total Program			\$ -	\$ -	\$ -	\$ 80,000	0.0 \$	-	0.0

PROGRAM NAME: Criminal Justice Systems Improvement

SPECIAL FUND PROGRAM OBJECTIVES:

The special fund objective of this program is to improve the accuracy, timeliness and completeness of criminal justice data and to obtain and use integration technologies.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
N/A	Byrne JAG	Federal	\$ -	\$ -	\$ -	\$ 80,000	0.0 \$	-	0.0
Total Program			\$ -	\$ -	\$ -	\$ 80,000	0.0 \$	-	0.0

SPECIAL FUNDS

AGENCY NAME: Richmond City Sheriff's Office

PROGRAM NAME: RCSO Recruitment and Retention Program

SPECIAL FUND PROGRAM OBJECTIVES:

The special fund objective of this program is to examine current policy and practices and make changes to improve the recruitment and retention of deputies within the Sheriff's Office.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008	FY2009	FY2010	FY2011	PROPOSED	FTEs
				ACTUAL	ACTUAL	ADOPTED	FTEs		
N/A	Byrne JAG	Federal	\$ -	\$ -	\$ -	\$ 20,000	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ -	\$ 20,000	0.0	\$ -	0.0

PROGRAM NAME: RCSO Family Literacy Program

SPECIAL FUND PROGRAM OBJECTIVES:

The objective of the Family Literacy Program is to break the intergenerational cycle of illiteracy, incarceration, recidivism in the City of Richmond.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008	FY2009	FY2010	FY2011	PROPOSED	FTEs
				ACTUAL	ACTUAL	ADOPTED	FTEs		
N/A	Family Literacy Program	Foundation	\$ -	\$ -	\$ -	\$ 63,000	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ -	\$ 63,000	0.0	\$ -	0.0

PROGRAM NAME: State Criminal Alien Assistance Program (SCAAP)

SPECIAL FUND PROGRAM OBJECTIVES:

SCAAP provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens with at least one felony or two misdemeanor convictions for violations of state or local law, and incarcerated for at least 4 consecutive days during the reporting period.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008	FY2009	FY2010	FY2011	PROPOSED	FTEs
				ACTUAL	ACTUAL	ADOPTED	FTEs		
TBD	SCAAP	Federal	\$ -	\$ -	\$ -	\$ 45,265	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ -	\$ 45,265	0.0	\$ -	0.0

PROGRAM NAME: Discontinued Program

SPECIAL FUND PROGRAM OBJECTIVES:

This Program has been discontinued.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008	FY2009	FY2010	FY2011	PROPOSED	FTEs
				ACTUAL	ACTUAL	ADOPTED	FTEs		
555	GRIP Re-Entry	Federal	\$ -	\$ -	\$ 4,640	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ 4,640	\$ -	0.0	\$ -	0.0

Total Agency \$ 212,500 \$ 20,566 \$ 162,735 \$ 494,265 0.0 \$ 1,409,500 5.0

SPECIAL FUNDS

AGENCY NAME: Department of Social Services

PROGRAM NAME: Healthy Families

SPECIAL FUND PROGRAM OBJECTIVES:

This broad based federally funded initiative is designed to reduce infant mortality and improve maternal and child health. Healthy Families is a home visitor/family support program. In Richmond, services target parents whose children reside in the East District

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
276	Healthy Families*	State	General Fund, In-Kind 1.5 FTE	\$ 117,893	\$ 109,059	\$ 120,000	2.6	\$ 130,871	2.6
Total Program			\$ 36,353	\$ 117,893	\$ 109,059	\$ 120,000	2.6	\$ 130,871	2.6
*10% State Reduction in Program									

PROGRAM NAME: Richmond Healthy Start Initiative

SPECIAL FUND PROGRAM OBJECTIVES:

This federal grant was awarded from the Department of Health and Human Services to provide educational, counseling, monitoring and specialized services to pregnant women, and women of child bearing age, to reduce infant mortality in the City of Richmond. At the request of the City administration, Health and Human Services transferred this grant from the Richmond Department of Public Health to the Department of Social Services beginning in FY 2007.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
309	Richmond Healthy Start Initiative	Federal	General Fund, In-Kind	\$ 1,117,859	\$ 871,021	\$ 900,000	7.0	\$ 990,000	6.0
Total Program			\$ -	\$ 1,117,859	\$ 871,021	\$ 900,000	7.0	\$ 990,000	6.0

PROGRAM NAME: Independent Living (IL)

SPECIAL FUND PROGRAM OBJECTIVES:

This program's various components are funded by the federal government to local social service agencies through the Virginia Department of Social Services. The Administration and Purchased Services component provides funding for program administration and services to assist eligible children (ages 16 and over) to make a transition from foster care to independent living. The Education and Training component provides financial assistance for enrollment in post-secondary educational or vocational programs. Funding may include, but is not limited to, tuition, books, supplies, and day care.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
301	IL Administration & Purchased Services	Federal pass-through	\$ -	\$ 77,043	\$ 108,087	\$ 139,205	0.0	\$ 99,000	0.0
466	IL Education & Training	Federal pass-through	\$ -	\$ 57,405	\$ 55,532	\$ 71,049	0.0	\$ 60,000	0.0
Total Program			\$ -	\$ 134,448	\$ 163,619	\$ 210,254	0.0	\$ 159,000	0.0

SPECIAL FUNDS

AGENCY NAME: Department of Social Services

PROGRAM NAME: Supportive Housing Grants

SPECIAL FUND PROGRAM OBJECTIVES:

The Shelter Plus grant from the Virginia Department of Housing & Community Development provides rental subsidies to homeless individuals and families from the City of Richmond who have mental health and/or substance abuse issues. The Supportive Housing grant from the Virginia Department of Housing & Community Development provides outreach and needs assessment services for the City of Richmond's homeless population

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
303	Shelter Plus Care	Federal	\$ -	\$ 947,639	\$ 934,674	\$ 980,000	0.0	\$ 1,015,656	0.0
304	Supportive Housing	Federal	\$ 15,120	\$ 108,345	\$ 81,958	\$ 80,000	2.0	\$ 80,000	2.0
548	Housing First	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 745,200	0.0
549	APTS - A Place to Start	Federal	\$ -	\$ -	\$ -	\$ -	0.0	\$ 298,080	0.0
Total Program			\$ 15,120	\$ 1,055,985	\$ 1,016,632	\$ 1,060,000	2.0	\$ 2,138,936	2.0

PROGRAM NAME: Child Day Care

SPECIAL FUND PROGRAM OBJECTIVES:

This grant enables the implementation of initiatives to develop, enhance, and strengthen the quality of care delivered to children. These funds are allocated by the Virginia Department of Social Services based upon the number of children in poverty and the number of children receiving Temporary Assistance to Needy Families. Contractors operate these initiatives

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
459	Child Care Quality Initiative	Federal pass-through	\$ 10,656	\$ 66,700	\$ 51,384	\$ 68,750	0.0	\$ 70,000	0.0
Total Program			\$ 10,656	\$ 66,700	\$ 51,384	\$ 68,750	0.0	\$ 70,000	0.0

PROGRAM NAME: Comprehensive Services Act (CSA)

SPECIAL FUND PROGRAM OBJECTIVES:

The Department of Social Services serves as the fiscal agent for the Comprehensive Services Act (CSA), a collaborative system of services and funding that is child-centered, family-focused, and community based. CSA funds are used to provide services to severely emotionally and behaviorally disturbed children, and to children in foster care. Services purchased include: emergency shelter, regular foster care maintenance, in-home mentoring, and residential treatment services. The Special Education and Foster Care components are federally mandated.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
458	CSA*	State & RPS	\$ 11,400,000	\$ 29,107,537	\$ 25,888,389	\$ 35,900,000	1.0	\$ 39,490,000	1.0
Total Program			\$ 11,400,000	\$ 29,107,537	\$ 25,888,389	\$ 35,900,000	1.0	\$ 39,490,000	1.0

*Local match rate is 0.3691 of proposed budget and is subject to change by the State.

SPECIAL FUNDS

AGENCY NAME: Department of Social Services

PROGRAM NAME: Treatment Foster Care

SPECIAL FUND PROGRAM OBJECTIVES:

The goal of the Treatment Foster Care Program is to reduce the number of children in residential placements and to begin the transition to a system of care that focuses upon prevention. These services are delivered in partnership with the Richmond Behavioral Health Authority (RBHA). This program expired in FY2008.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
457	Treatment Foster Care	State	\$ -	\$ 194,383	\$ (260)	\$ -	0.0	\$ -	0.0
Total Program			\$ -	\$ 194,383	\$ (260)	\$ -	0.0	\$ -	0.0

PROGRAM NAME: Infant Mortality Regional Summit

SPECIAL FUND PROGRAM OBJECTIVES:

DSS (Richmond Healthy Start Initiative) will organize and host the Richmond Regional Summit on Infant Mortality. This summit will be an annual event to provide a regional perspective and strategic plan to address infant mortality in the Richmond Metropolitan Area. Leaders in the field will present the latest data that will assist the region in developing a plan of action to combat infant mortality.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
467	Regional Summit	Donors	\$ -	\$ 55,859	\$ -	\$ 150,000	0.0	\$ -	0.0
Total Program			\$ -	\$ 55,859	\$ -	\$ 150,000	0.0	\$ -	0.0

PROGRAM NAME: Community Advisory Board

SPECIAL FUND PROGRAM OBJECTIVES:

DSS will establish the Community Advisory Board (CAB) for the Richmond Healthy Start Initiative (RHSI). A required component of RHSI is the inclusion of community participation in the development and implementation of efforts to reduce infant mortality. This Board provides community input, guidance and recommendations from the community at large relative to improving birth outcomes.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2010 FTEs	FY2011 PROPOSED	FY2011 FTEs
452	Community Advisory Board	Donors	\$ -	\$ -	\$ -	\$ 50,000	0.0	\$ -	0.0
Total Program			\$ -	\$ -	\$ -	\$ 50,000	0.0	\$ -	0.0

SPECIAL FUNDS

AGENCY NAME: Department of Social Services

PROGRAM NAME: Training Services for Local Child Care Providers

SPECIAL FUND PROGRAM OBJECTIVES:

The City's Early Childhood Development Initiative (ECDI) will provide training services for local child care providers as part of grant funded Pilot Communities for Infant and Toddler Social, Emotional and Behavioral Development project. ECDI is partnering with ChildSavers to impliment this project.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FTEs	FY2011 PROPOSED	FTEs
TBD	Training Services for Local Child Care Providers	State	\$ -	\$ -	\$ -	\$ -	0.0	\$ 11,560	0.0
Total Program			\$ -	\$ -	\$ -	\$ -	0.0	\$ 11,560	0.0
Total Agency			\$ 11,462,129	\$ 31,850,662	\$ 28,099,843	\$ 38,459,004	12.6	\$ 42,990,367	11.6

SPECIAL FUNDS

AGENCY NAME: Natural Disaster

SPECIAL FUND ACCOMPLISHMENTS:

Timely multi-agency response to natural disaster emergencies.

PROGRAM NAME: Natural Disasters

SPECIAL FUND PROGRAM OBJECTIVES:

This the purpose of this program is to fund response to natural disaster emergencies. This program receives revenue from the Federal Emergency Management Agency (FEMA), the Virginia Department of Emergency Management (VDEM), Federal Highway Administration (FHWA), insurance proceeds and matching funds transferred from the General fund.

FUND	SPECIAL FUND OR GRANT NAME	FUNDING SOURCE	CASH MATCH	FY2008 ACTUAL	FY2009 ACTUAL	FY2010 ADOPTED	FY2011 PROPOSED	FTEs	FTEs
599	Tropical Storm Gaston	Federal, State and Insurance	\$ -	\$ 87,823	\$ (314)	\$ -	\$ 0.0	-	0.0
D01	Tropical Storm Ernesto	Federal, State and Insurance	\$ -	\$ 60,237	\$ 212,700	\$ -	\$ 0.0	-	0.0
D02	Hanna Disaster Fund	Federal, State and Insurance			\$ 15,352				
	Total Program		\$ -	\$ 148,060	\$ 212,386	\$ -	\$ 0.0	-	0.0
Total Agency			\$ -	\$ 148,060	\$ 212,386	\$ -	\$ 0.0	-	0.0

PERSONNEL COMPLEMENT

POSITION SUMMARY

ALL FUNDS

Agency	FY2008	FY2009	FY2010	FY2011
Assessor	40.00	40.00	35.00	35.00
Budget and Strategic Planning	11.80	11.80	10.80	10.80
Chief Administrative Officer	9.00	10.00	8.00	8.00
City Attorney	26.75	26.75	24.25	24.25
City Auditor	12.00	14.00	14.00	14.00
City Clerk	7.00	7.00	7.00	7.00
City Council	18.00	18.00	18.00	18.00
City Treasurer	3.00	3.00	3.00	3.00
Council Chief of Staff	11.00	14.00	11.00	11.00
Deputy CAO for Human Services	17.00	17.00	16.00	15.00
Economic and Community Development	14.72	15.12	15.12	22.49
Emergency Management (No longer a stand alone agency in FY11)	3.00	8.00	6.00	-
Finance	112.70	120.20	115.20	108.20
Fire and Emergency Services	427.00	428.00	428.00	431.00
General Registrar	11.70	11.70	11.70	11.70
General Services (No longer a stand alone agency in FY11)	-	123.30	112.45	-
Human Resources	37.00	36.00	33.00	31.00
Information Technology	90.00	95.00	83.00	91.00
Judiciary	128.50	133.50	123.50	123.50
Justice Services	128.51	127.76	130.60	130.60
Juvenile and Domestic Relations Court	2.00	2.00	2.00	2.00
Library	84.42	84.44	80.44	80.44
Mayor's Office	9.00	9.00	9.00	9.00
Minority Business Development	5.00	5.00	4.00	5.04
Non-Departmental	-	-	-	43.00
Parks, Recreation, and Community Facilities	233.44	235.95	217.54	217.54
Planning and Development Review	109.05	122.05	102.85	101.94
Police	913.50	931.50	915.50	914.50
Press Secretary	5.00	6.00	6.00	6.00
Procurement Services	16.00	16.00	14.00	13.00
Public Works	569.25	400.55	367.85	428.85
Real Estate Services (No longer a stand alone agency in FY11)	5.00	5.00	5.00	-
Sheriff and Jail	466.00	466.00	466.00	466.00
Social Services	486.30	484.10	485.75	485.30
Total General Fund	4,012.63	4,027.72	3,881.55	3,868.15

POSITION SUMMARY

ALL FUNDS

	FY2008	FY2009	FY2010	FY2011
Other Funds				
Capital Budget	35.00	29.65	29.70	27.05
Enterprise Funds	33.00	33.00	33.00	28.00
Internal Service Funds	72.40	70.40	73.40	70.40
Public Utilities	691.00	691.00	768.00	742.00
Special Funds	220.23	206.33	207.28	208.61
Total Other Funds	1,051.63	1,030.38	1,111.38	1,076.06
 Total All Positions Except Schools	5,064.26	5,058.10	4,992.93	4,944.21
 Total School Board	3,384.00	3,392.90	3,309.80	3,169.80
 Total All Positions - All Funds	8,448.26	8,451.00	8,302.73	8,114.01

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Assessor				
Administrative Project Analyst	1.00	1.00	1.00	1.00
Appraiser II	5.00	5.00	4.00	4.00
Appraiser III	15.00	15.00	14.00	14.00
Appraiser IV	1.00	1.00	1.00	1.00
Business Analysis Manager	1.00	1.00	1.00	1.00
City Assessor	1.00	1.00	1.00	1.00
Customer Service Representative II	1.00	1.00	-	-
Customer Service Representative III	2.00	2.00	2.00	2.00
Deputy Director I	1.00	1.00	1.00	1.00
Executive Assistant III	1.00	1.00	-	-
Geographic Information Systems Project Manager	-	-	1.00	1.00
Geographic Information Systems Technician	1.00	1.00	1.00	1.00
Mapping Manager	1.00	1.00	-	-
Project Management Analyst	1.00	1.00	1.00	1.00
Real Property Manager	1.00	1.00	1.00	1.00
Senior Customer Service Representative	1.00	1.00	1.00	1.00
Supervising Appraiser	4.00	4.00	3.00	3.00
Title Examiner I	1.00	1.00	1.00	1.00
Title Examiner II	1.00	1.00	1.00	1.00
Assessor Total	40.00	40.00	35.00	35.00
Budget and Strategic Planning				
City Economist	0.80	0.80	0.80	0.80
Budget Manager	-	-	-	1.00
Director of Budget and Strategic Planning	1.00	1.00	1.00	1.00
Financial and Statistical Analyst	1.00	1.00	1.00	1.00
Grant Coordinator	1.00	1.00	1.00	1.00
Grant Writer	2.00	2.00	2.00	1.00
Management Analyst II	2.00	2.00	2.00	2.00
Senior Budget and Management Analyst	4.00	4.00	3.00	3.00
Budget and Strategic Planning Total	11.80	11.80	10.80	10.80
Chief Administrative Officer				
Assistant to CAO for Legislation	-	-	-	1.00
Chief Administrative Officer	1.00	1.00	1.00	1.00
Chief Financial Officer	1.00	1.00	1.00	-
Customer Service Representative III	1.00	1.00	-	-

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Chief Administrative Officer (Continued)				
Deputy Chief Administrative Officer	2.00	2.00	1.00	-
Executive Assistant I	-	-	-	1.00
Executive Assistant II	-	1.00	1.00	1.00
Executive Assistant III	1.00	1.00	-	1.00
Executive Assistant IV	1.00	-	1.00	-
Management Analyst II	-	1.00	1.00	-
Senior Assistant to the Chief Administrative Officer	2.00	2.00	2.00	3.00
Chief Administrative Officer Total	9.00	10.00	8.00	8.00
City Attorney				
Assistant City Attorney I	8.50	9.50	8.00	8.00
Assistant City Attorney II	2.00	1.00	1.00	1.00
City Attorney	1.00	1.00	1.00	1.00
Executive Assistant III	1.00	1.00	1.00	1.00
Executive Assistant IV	1.00	1.00	1.00	1.00
Paralegal	6.25	6.25	5.25	5.25
Senior Assistant City Attorney	3.00	3.00	3.00	3.00
Senior Legal Secretary	4.00	4.00	4.00	4.00
City Attorney Total	26.75	26.75	24.25	24.25
City Auditor				
Administrative Project Analyst	1.00	1.00	-	-
Auditor	-	-	-	8.00
Auditor II	4.00	2.00	2.00	-
Auditor III	3.00	5.00	5.00	-
Auditor IV	3.00	3.00	1.00	-
Auditor Investigator	-	2.00	2.00	2.00
Audit Manager	-	-	1.00	1.00
City Auditor	1.00	1.00	1.00	1.00
Deputy Director I	-	-	1.00	1.00
Executive Assistant III	-	-	1.00	1.00
City Auditor Total	12.00	14.00	14.00	14.00
City Clerk's Office				
City Clerk	1.00	1.00	1.00	1.00
Council Administrative Project Analyst	-	-	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
City Clerk's Office (Continued)				
Executive Assistant I	2.00	2.00	1.00	1.00
Executive Assistant II	2.00	2.00	2.00	2.00
Executive Assistant III	1.00	1.00	1.00	1.00
City Clerk's Office Total	7.00	7.00	7.00	7.00
City Council				
Council Liaison	9.00	9.00	9.00	9.00
Council Member	7.00	7.00	7.00	7.00
Council President	1.00	1.00	1.00	1.00
Council Vice President	1.00	1.00	1.00	1.00
City Council Total	18.00	18.00	18.00	18.00
City Treasurer				
City Treasurer	1.00	1.00	1.00	1.00
Deputy Treasurer	2.00	2.00	2.00	2.00
City Treasurer Total	3.00	3.00	3.00	3.00
Council Chief of Staff				
Council Administrative Assistant	2.00	2.00	-	-
Council Administrative Project Analyst	2.00	2.00	1.00	1.00
Council Budget Analyst	-	1.00	-	-
Council Chief of Staff	1.00	1.00	1.00	1.00
Council Fiscal Analyst	1.00	1.00	3.00	2.00
Council Policy Analyst	2.00	4.00	4.00	4.00
Council Public Information Manager	1.00	1.00	1.00	1.00
Deputy Council Chief of Staff	-	-	-	1.00
Director of Legislative Services	1.00	1.00	-	-
Executive Assistant I to City Council	1.00	1.00	1.00	1.00
Council Chief of Staff Total	11.00	14.00	11.00	11.00
Deputy CAO for Human Services				
Administrative Program Support Assistant	1.00	2.00	2.00	2.00
Administrative Project Analyst	1.00	-	-	-
Administrative Services Manager	-	-	1.00	-
Administrator of Community Programs	1.00	1.00	1.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Deputy CAO for Human Services (Continued)				
Bilingual Interpreter	-	-	1.00	1.00
Community Services Representative	2.00	3.00	4.00	3.00
Customer Service Representative	1.00	1.00	-	-
Deputy Chief Administrative Officer	-	-	-	1.00
Early Childhood Development Manager	1.00	1.00	1.00	-
Executive Assistant III	1.00	1.00	-	1.00
Human Services Administrator	2.00	1.00	1.00	-
Human Services Coordinator I	2.00	2.00	2.00	2.00
Human Services Coordinator II	1.00	1.00	1.00	1.00
Management Analyst II	1.00	1.00	-	2.00
Marketing & Public Relations Specialist	1.00	1.00	-	-
Office Support Specialist II	1.00	1.00	1.00	-
Outreach Counselor	-	-	-	1.00
Youth & Workforce Development Division Chief	1.00	1.00	1.00	-
DCAO for Human Services Total	17.00	17.00	16.00	15.00
Economic and Community Development				
Administrative Project Analyst	2.80	2.80	3.80	3.75
Business Management Officer	1.00	1.00	-	-
Commercial Development Coordinator	-	0.40	0.40	-
Deputy Chief Administrative Officer	-	-	-	0.17
Deputy Director I	1.00	1.00	1.00	-
Deputy Director II	-	-	-	0.95
Director of Economic Development	1.00	1.00	1.00	0.95
Econ Development Programs Administrator	1.00	1.00	1.00	1.15
Executive Assistant III	-	-	-	1.00
Executive Staff Assistant	-	-	-	1.00
Maintenance Worker II	1.00	1.00	-	-
Marketing Manager	1.00	1.00	-	-
Office Support Specialist II	1.00	1.00	1.00	1.00
Planner I	-	-	-	0.50
Planner II	-	-	-	1.15
Planner III	-	-	-	1.15
Project Development Manager	4.92	4.92	5.92	5.72
Project Management Analysis	-	-	-	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Economic and Community Development (Continued)				
Real Estate/Marketing Specialist				1.00
Real Estate Project Development Manager	-	-	1.00	1.00
Youth & Workforce Development Division Chief	-	-	-	1.00
Economic and Community Development Total	14.72	15.12	15.12	22.49
Emergency Management				
Administrative Program Support Assistant	-	1.00	1.00	-
Administrative Project Analyst	-	-	1.00	-
Coordinator of Emergency Management	1.00	1.00	1.00	-
Deputy Director	1.00	1.00	1.00	-
Executive Assistant III	1.00	1.00	1.00	-
Project Management Analyst	-	3.00	1.00	-
Public Information Officer	-	1.00	-	-
Emergency Management Total	3.00	8.00	6.00	-
Finance				
Account Investigator	1.00	1.00	1.00	-
Account Specialist II	3.00	3.00	3.00	3.00
Accountant I	1.00	1.00	1.00	1.00
Accountant II	11.00	11.00	12.00	10.00
Accountant III	3.00	3.00	4.00	4.00
Accounting Manager	5.00	4.00	4.00	4.00
Administrative Program Support Assistant	7.00	2.00	2.00	2.00
Administrative Project Analyst	5.00	7.00	9.00	8.00
Assistant Controller	2.00	2.00	2.00	2.00
Business Analysis Manager	4.00	4.00	4.00	4.00
Chief of Revenue Administration	1.00	1.00	1.00	-
Chief of Tax Enforcement	1.00	1.00	1.00	1.00
City Economist	0.20	0.20	0.20	0.20
Controller	1.00	1.00	1.00	1.00
Customer Service Manager	-	1.00	1.00	1.00
Customer Service Representative II	11.50	19.00	11.00	9.00
Customer Service Representative III	-	-	6.00	-
Customer Service Supervisor	2.00	2.00	2.00	2.00
Deputy Chief Administrative Officer	-	-	-	1.00
Deputy Director II	1.00	1.00	1.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Finance (Continued)				
Director of Finance	-	-	-	1.00
Executive Assistant III	1.00	1.00	1.00	1.00
Field Auditor	-	-	-	2.00
Financial Pre-Auditor	1.00	2.00	1.00	2.00
Financial and Statistical Analyst	2.00	3.00	2.00	2.00
Information Services Manager	1.00	1.00	1.00	1.00
Investigative Coordinator	6.00	6.00	6.00	7.00
Investment and Debt Portfolio Manager	1.00	1.00	1.00	1.00
License and Tax Auditor	7.00	6.00	4.00	4.00
Management Analyst II	-	-	-	2.00
Office Support Specialist II	3.00	3.00	3.00	2.00
Operations Manager	1.00	1.00	1.00	2.00
Payroll Manager	1.00	1.00	1.00	1.00
Project Management Analyst	1.00	2.00	1.00	1.00
Revenue Manager	5.00	5.00	4.00	4.00
Senior Customer Service Representative	7.00	7.00	5.00	5.00
Tax Assistance/Assessment Supervisor	2.00	4.00	5.00	4.00
Tax Enforcement Officer I	1.00	1.00	3.00	1.00
Tax Enforcement Officer III	1.00	-	-	-
Tax Representative	12.00	12.00	10.00	11.00
Finance Total	112.70	120.20	115.20	108.20
Fire and Emergency Services				
Accountant I	1.00	1.00	1.00	1.00
Administrative Program Support Assistant	3.00	3.00	3.00	3.00
Administrative Project Analyst	2.00	5.00	6.00	6.00
Administrative Support Representative	2.00	-	-	-
Business Analysis Manager	1.00	1.00	1.00	1.00
Chief of Fire and Emergency Services	1.00	1.00	1.00	1.00
Deputy Director II	-	-	-	1.00
Deputy Fire Chief	-	2.00	2.00	2.00
Engineer II	1.00	1.00	1.00	1.00
Executive Assistant III	1.00	1.00	1.00	2.00
Fire Battalion Chief	-	-	9.00	9.00
Fire Battalion Chief I	2.00	5.00	-	-
Fire Battalion Chief II	8.00	8.00	-	-
Fire Battalion Chief III	1.00	1.00	-	-
Fire Captain	-	-	29.00	29.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Fire and Emergency Services (Continued)				
Fire Captain I	12.00	12.00	-	-
Fire Captain II	8.00	8.00	-	-
Fire Captain III	4.00	4.00	-	-
Fire Captain IV	5.00	5.00	-	-
Fire Division Chief	2.00	-	-	-
Fire Fighter I	50.00	53.00	58.00	58.00
Fire Fighter II	94.00	89.00	88.00	88.00
Fire Fighter III	70.00	59.00	50.00	50.00
Fire Fighter IV	26.00	33.00	43.00	43.00
Fire Lieutenant	-	-	66.00	66.00
Fire Lieutenant I	20.00	20.00	-	-
Fire Lieutenant II	26.00	26.00	-	-
Fire Lieutenant III	7.00	7.00	-	-
Fire Lieutenant IV	13.00	13.00	-	-
Geographic Information Systems	-	-	1.00	1.00
Maintenance Worker II	1.00	-	-	-
Master Fire Fighter	64.00	68.00	62.00	62.00
Network Engineer	1.00	1.00	1.00	1.00
Project Management Analyst	1.00	1.00	-	1.00
Staff Battalion Chief	-	-	5.00	5.00
Fire and Emergency Services Total	427.00	428.00	428.00	431.00
General Registrar				
Assistant Registrar I	4.60	4.00	4.00	4.00
Assistant Registrar II	2.00	2.00	2.00	2.00
Chief Voting Machine Tech	-	1.00	1.00	1.00
Deputy General Registrar	1.00	1.00	1.00	1.00
Executive Assistant II	-	0.50	-	-
General Registrar	1.00	1.00	1.00	1.00
Office Support Specialist II	0.60	0.70	0.70	0.70
Warehouse Supervisor	0.50	-	-	-
Warehouse Technician / Voting Machines	2.00	1.50	2.00	2.00
General Registrar Total	11.70	11.70	11.70	11.70
General Services				
AC Refrigeration & HVAC Specialist	-	6.50	4.95	-
Account Specialist II	-	1.00	1.00	-
Accountant I	-	1.00	1.00	-

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
General Services (Continued)				
Accountant II	-	1.00	1.00	-
Administrative Program Support Assistant	-	3.00	5.00	-
Administrative Project Analyst	-	4.00	3.00	-
Administrative Services Manager	-	1.00	1.00	-
Animal Control Officer I	-	5.00	9.00	-
Animal Control Officer II	-	2.00	2.00	-
Animal Control Supervisor	-	-	1.00	-
Animal Shelter Supervisor	-	-	1.00	-
Business Analysis Manager	-	1.00	1.00	-
Capital Project Manager	-	0.80	-	-
Custodial Services Superintendent	-	1.00	-	-
Custodian	-	22.00	21.00	-
Custodian Crew Chief	-	2.00	2.00	-
Customer Service Representative	-	22.00	16.00	-
Customer Service Supervisor	-	1.00	1.00	-
Deputy Director II	-	1.00	-	-
Director of General Services	-	1.00	1.00	-
Dispatcher	-	1.00	1.00	-
Electrician I	-	3.00	3.00	-
Graphics Designer II	-	1.00	1.00	-
Kennel Assistant	-	7.00	8.00	-
Kennel Master	-	1.00	-	-
Labor Crew Chief	-	1.00	1.00	-
Maintenance Technician II	-	1.00	-	-
Maintenance Technician III	-	7.00	6.00	-
Maintenance Technician IV	-	2.00	1.00	-
Master Plumber	-	1.00	1.00	-
Office Support Specialist II	-	4.00	3.00	-
Offset Press Operator I	-	1.00	1.00	-
Operations Manager	-	2.80	2.50	-
Production Manager	-	1.00	1.00	-
Production Technician I	-	2.00	2.00	-
Production Technician II	-	0.50	-	-
Program Manager	-	1.00	-	-
Project Development Manager	-	1.00	-	-
Senior Capital Projects Manager	-	0.50	-	-
Senior Customer Service Representative	-	-	2.00	-

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
General Services (Continued)				
Senior Services Coordinator	-	1.00	1.00	-
Superintendent of Facilities	-	1.00	1.00	-
Trades Superintendent	-	1.00	1.00	-
Trades Supervisor I	-	2.20	2.00	-
Trades Supervisor II	-	1.00	1.00	-
Trades Technician Supervisor I	-	2.00	1.00	-
General Services Total	-	123.30	112.45	-
Human Resources				
Administrative Program Support Assistant	8.00	7.00	6.00	5.00
Administrative Project Analyst	1.00	2.00	2.00	2.00
Deputy Director II	1.00	1.00	1.00	1.00
Director of Human Resources	1.00	1.00	1.00	1.00
Executive Assistant III	1.00	1.00	1.00	1.00
Human Resources Consultant	18.00	17.00	17.00	14.00
Human Resources Division Chief	6.00	6.00	6.00	6.00
Systems Operations Analyst II	1.00	1.00	1.00	1.00
Unidentified Personnel Reduction	-	-	(2.00)	-
Human Resources Total	37.00	36.00	33.00	31.00
Information Technology				
Administrative Support Assistant	4.00	4.00	3.00	3.00
Administrative Project Analyst	-	-	1.00	2.00
Administrative Services Manager	-	-	-	1.00
Business Analysis Manager	-	1.00	1.00	1.00
Computer Operator	7.00	8.00	4.00	3.00
Database Manager	3.00	3.00	3.00	3.00
Director of Information Technology	1.00	1.00	1.00	1.00
Geographic Information Systems Analyst	-	2.00	1.00	1.00
Geographic Information Systems Coordinator	-	-	1.00	1.00
Geographic Information Systems Project Manager	-	1.00	1.00	1.00
Graphics Designer II	-	-	-	1.00
Information Technology Manager	5.00	5.00	3.00	3.00
Information Technology Specialist II	1.00	3.00	4.00	-
Network Engineer	9.00	10.00	8.00	10.00
Office Support Specialist II	-	-	-	1.00
Offset Press Operator I	-	-	-	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Information Technology (Continued)				
Operations Manager	-	-	-	1.00
Operations Shift Lead	3.00	2.00	3.00	1.00
Operations Technical Support Representative	2.00	2.00	1.00	2.00
Production Manager	-	-	-	1.00
Production Technician I	-	-	-	2.00
Senior Services Coordinator	-	-	-	1.00
Systems Developer	25.00	24.00	23.00	21.00
Systems Developer Lead	17.00	17.00	13.00	15.00
Systems Engineer	10.00	10.00	10.00	11.00
Telecommunications System Technician	3.00	2.00	2.00	3.00
Information Technology Total	90.00	95.00	83.00	91.00
Judiciary				
Commonwealth's Attorney				
Administrative Assistant	5.00	5.00	4.00	4.00
Assistant Commonwealth Attorney	39.00	42.00	38.00	38.00
Commonwealth's Attorney	1.00	1.00	1.00	1.00
Paralegal - Commonwealth Attorney	9.00	11.00	9.00	9.00
Secretary Commonwealth Attorney	13.00	13.00	11.00	11.00
Commonwealth's Attorney Total	67.00	72.00	63.00	63.00
Circuit Court				
Chief Deputy Clerk	1.00	1.00	1.00	1.00
Clerk-Circuit Court	1.00	1.00	1.00	1.00
Court Assistant (Judge Bailiff)	4.00	4.00	3.00	3.00
Deputy Clerk - Circuit Court	40.00	40.00	40.00	40.00
General Office Clerk - Circuit Court	1.50	1.50	1.50	1.50
Secretary to Judge of the Circuit Court	8.00	8.00	8.00	8.00
Circuit Court Total	55.50	55.50	54.50	54.50
Adult Drug Court				
Adult Drug Court Coordinator	1.00	1.00	1.00	1.00
Adult Drug Court Specialist	5.00	5.00	5.00	5.00
Adult Drug Court Total	6.00	6.00	6.00	6.00
Judiciary Total	128.50	133.50	123.50	123.50

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Justice Services				
Administrative Program Support Assistant	4.00	3.00	3.00	3.00
Administrative Project Analyst	1.00	1.00	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00	1.00
Assistant Superintendent II	2.00	2.00	2.00	2.00
Classification Specialist/Juvenile Detention	1.00	1.00	1.00	1.00
Community Services Representative	-	1.00	1.00	1.00
Deputy Director I	1.00	1.00	1.00	1.00
Detention Home Superintendent	1.00	1.00	1.00	1.00
Director of Justice Services	1.00	1.00	1.00	1.00
Executive Assistant III	1.00	1.00	1.00	1.00
Executive Assistant IV	1.00	-	-	-
Food Service Manager	1.00	1.00	1.00	1.00
Food Service Worker II	6.00	6.00	6.00	6.00
Human Services Coordinator I	-	-	2.00	2.00
Human Services Coordinator II	3.00	3.00	3.00	3.00
Intake Clerk	1.00	-	1.00	1.00
Juvenile Home Registered Nurse	2.00	2.00	2.00	2.00
Maintenance Worker I	1.00	1.00	1.00	1.00
Office Support Specialist II	4.00	4.00	4.00	4.00
Outreach Case Manager II	12.01	12.26	11.75	11.75
Outreach Counselor/Juvenile Detention	9.50	9.50	9.50	9.50
Pretrial Probation Officer	5.00	5.00	5.00	5.00
Senior Pretrial Probation Officer	-	-	1.00	1.00
Program Manager	1.00	1.00	1.00	1.00
Project Management Analyst	-	1.00	1.00	1.00
Security Control Specialist	3.00	3.00	3.00	3.00
Senior Pretrial Probation Officer	1.00	1.00	-	-
Social Services Case Manager	8.00	8.00	7.00	7.00
Social Work Specialist	3.00	3.00	3.00	3.00
Systems Operations Analyst I	1.00	1.00	1.00	1.00
Youth Assistant	-	2.00	2.35	2.35
Youth Counselor	46.00	44.00	45.00	45.00
Youth Counselor Supervisor I	5.00	5.00	5.00	5.00
Youth Counselor Supervisor II	2.00	2.00	2.00	2.00
Justice Services Total	128.51	127.76	130.60	130.60

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Juvenile and Domestic Relations Court				
Administrative Project Analyst	1.00	1.00	1.00	1.00
Dispute Resolution Coordinator	1.00	1.00	1.00	1.00
Juvenile and Domestic Relations Court				
Total	2.00	2.00	2.00	2.00
 Library				
Administrative Program Support Assistant	2.00	2.00	2.00	2.00
Administrative Project Analyst	4.00	3.00	2.00	2.00
Assistant Director	2.00	2.00	1.00	1.00
Assistant Systems Operations Analyst	1.00	1.00	1.50	1.50
City Librarian / Library Director	1.00	1.00	1.00	1.00
City Records Manager	1.00	1.00	-	-
Deputy Director I	-	-	1.00	1.00
Grant Writer	1.00	1.00	1.00	1.00
Librarian I	10.47	9.00	6.00	7.00
Librarian II	3.00	3.00	1.00	1.00
Library Aide	2.40	2.40	1.93	1.93
Library Assistant I	2.38	3.32	3.30	3.11
Library Assistant II	20.20	18.72	19.21	19.18
Library Assistant III	13.00	13.00	13.00	12.00
Library Associate I	9.98	12.00	11.50	11.72
Library Associate II	2.00	1.00	1.00	1.00
Library Community Service Manager	-	-	10.00	10.00
Library Customer Service Coordinator	-	-	1.00	1.00
Library Unit Manager I	8.00	8.00	-	-
Production Technician I	-	1.00	1.00	1.00
Project Management Analyst	-	-	1.00	1.00
Program Management Analyst	-	1.00	-	-
Systems Operations Analyst II	1.00	1.00	1.00	1.00
Library Total	84.42	84.44	80.44	80.44
 Mayor's Office				
Chief of Staff - Mayor's Office	1.00	1.00	1.00	1.00
Customer Service Representative III	1.00	1.00	1.00	1.00
Deputy Director I	-	-	-	1.00
Executive Assistant III	3.00	3.00	3.00	2.00
Executive Assistant IV	1.00	1.00	1.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Mayor's Office (Continued)				
Executive Staff Assistant to the Mayor	1.00	1.00	1.00	1.00
Mayor	1.00	1.00	1.00	1.00
Senior Policy Advisor	1.00	1.00	1.00	1.00
Mayor's Office Total	9.00	9.00	9.00	9.00
Minority Business Development				
Administrative Program Support Assistant	1.00	1.00	1.00	1.00
Deputy Chief Administrative Officer	-	-	-	0.04
Deputy Director II	1.00	1.00	-	1.00
MBD Administrator	1.00	1.00	1.00	1.00
MBD Contract Compliance Specialist	1.00	1.00	1.00	1.00
Program Manager	1.00	1.00	1.00	1.00
Minority Business Development Total	5.00	5.00	4.00	5.04
Non-Departmental				
Administrative Program Support Assistant	-	-	-	1.00
Administrative Project Analyst	-	-	-	1.00
Animal Control Officer I	-	-	-	9.00
Animal Control Officer II	-	-	-	2.00
Animal Control Supervisor	-	-	-	1.00
Animal Shelter Supervisor	-	-	-	1.00
Customer Service Representative II	-	-	-	13.00
Customer Service Representative III	-	-	-	3.00
Customer Service Representative IV	-	-	-	1.00
Customer Service Supervisor	-	-	-	1.00
Kennel Assistant	-	-	-	7.00
Operations Manager	-	-	-	1.00
Senior Customer Service Representative	-	-	-	2.00
Non-Departmental Total	-	-	-	43.00
Parks, Recreation, and Community Facilities				
Accountant II	1.00	1.00	1.00	1.00
Administrative Program Support Assistant	7.00	7.00	7.00	7.00
Administrative Project Analyst	3.00	4.00	4.00	4.00
Administrative Services Manager	1.00	1.00	1.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Parks, Recreation, and Community Facilities (Continued)				
Air Condition Refrigeration and Heating				
Mechanic	1.00	1.00	1.00	1.00
Architect I	0.10	0.10	0.10	0.10
Box Office Manager	-	1.00	-	-
Construction Inspector I	1.00	1.00	0.10	0.10
Cross-Connection Specialist I	1.00	1.00	1.00	1.00
Custodian	1.00	-	-	-
Customer Service Representative III	1.00	1.00	1.00	1.00
Deputy Director II	1.00	1.00	1.00	1.00
Director of Parks, Recreation, & Community Facilities	1.00	1.00	1.00	1.00
Electrician I	1.00	1.00	1.00	1.00
Electrician II	1.00	1.00	1.00	1.00
Equipment Operator I	3.00	3.00	3.00	3.00
Equipment Operator II	3.00	3.00	3.00	3.00
Executive Assistant III	-	-	1.00	1.00
Head Lifeguard	1.00	1.00	1.00	1.00
Labor Crew Chief	6.00	6.00	6.00	6.00
Lifeguard	2.50	2.50	2.50	2.50
Maintenance Technician I	8.00	4.00	3.00	3.00
Maintenance Technician II	10.00	12.00	12.00	12.00
Maintenance Technician III	4.00	5.00	5.00	5.00
Maintenance Technician IV	1.00	-	-	-
Maintenance Worker I	13.50	11.50	10.50	10.50
Maintenance Worker II	3.00	3.00	3.00	3.00
Management Analyst I	1.00	1.00	1.00	1.00
Marketing and Public Relations Specialist	2.00	2.00	1.00	1.00
Marketing Specialist	-	1.00	-	-
Master Plumber	2.00	2.00	1.00	1.00
Office Support Specialist I	1.00	1.00	1.00	1.00
Office Support Specialist II	1.50	2.00	2.00	2.00
Operations Manager	-	-	1.00	1.00
Project Management Analyst	2.00	2.00	1.00	1.00
Public Information Manager I	-	-	1.00	1.00
Recreation Aide	18.40	20.40	20.89	20.89
Recreation Center Supervisor	27.50	28.00	26.00	26.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Parks, Recreation, and Community Facilities (Continued)				
Recreation Instructor I	49.50	47.50	43.50	43.50
Recreation Instructor II	11.00	12.00	8.00	8.00
Recreation Program Coordinator	5.00	5.00	5.00	5.00
Recreation Program Specialist I	18.50	18.50	14.50	14.50
Recreation Program Specialist II	5.00	5.00	6.00	6.00
Recreation Program Supervisor	3.00	3.00	3.00	3.00
Special Bus Operator	2.94	2.45	2.45	2.45
Superintendent of Facilities	1.00	1.00	1.00	1.00
Swimming Pool Manager	1.00	1.00	1.00	1.00
Systems Developer	1.00	1.00	1.00	1.00
Theater Manager	-	1.00	-	-
Trades Superintendent	1.00	1.00	1.00	1.00
Trades Supervisor I	2.00	2.00	-	-
Trades Supervisor II	-	-	2.00	2.00
Trades Technician Supervisor II	1.00	2.00	2.00	2.00
Trails Manager	-	1.00	1.00	1.00
Parks, Recreation, and Community Facilities Total	233.44	235.95	217.54	217.54
Planning and Development Review (formerly Community Development)				
Administrative Program Support	1.00	1.00	-	-
Administrative Program Support Assistant	-	-	1.00	1.00
Administrative Project Analyst	1.00	1.00	2.00	2.00
CAPS Program Manager	1.00	1.00	1.00	1.00
Code Enforcement Inspector I	-	6.00	11.00	12.00
Code Enforcement Inspector II	-	-	3.00	3.00
Code Enforcement Inspector Supervisor	-	-	3.00	3.00
Commissioner of Buildings	1.00	1.00	1.00	1.00
Construction Inspector I	8.00	8.00	-	-
Construction Inspector II	1.00	1.00	-	-
Construction Inspector III	1.00	1.00	-	-
Customer Service Representative I	2.00	1.00	-	-
Customer Service Representative II	1.00	-	1.00	1.00
Customer Service Supervisor	1.00	-	-	-
Deputy Chief Administrative Officer	-	-	-	0.74
Deputy Director II	-	1.00	1.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Planning and Development Review (formerly Community Development) (Continued)				
Director of Planning & Development Review	1.00	1.00	1.00	1.00
Drafting Technician II	-	3.00	4.00	4.00
Electrical Inspector I	4.00	4.00	-	-
Electrical Inspector II	1.00	1.00	-	-
Elevator Inspector II	1.00	1.00	-	-
Engineer I	-	1.00	1.00	-
Engineer II	8.40	7.40	7.40	8.00
Engineer III	3.00	2.00	2.00	2.00
Environmental Property Inspector	-	-	2.00	1.00
Executive Assistant III	1.00	1.00	1.00	1.00
Executive Staff Assistant	-	-	1.00	1.00
Geographic Information Systems Analyst	-	-	2.00	2.00
Geographic Information Systems Technician	2.00	2.00	-	-
Mechanical Inspector I	2.00	2.00	-	-
Office Support Specialist II	5.50	5.50	4.00	4.00
Operations Manager	-	1.60	1.60	1.60
Planner I	3.00	4.00	2.40	3.00
Planner II	9.15	9.15	9.55	11.00
Planner III	4.30	4.30	4.30	4.00
Plans Examiner	4.00	4.00	4.00	4.00
Plumbing Inspector I	4.00	4.00	1.00	-
Project Management Analyst	1.00	1.00	1.00	1.00
Property Maintenance Enforcement Inspector I	-	6.00	10.60	10.60
Property Maintenance Enforcement Inspector II	-	1.00	-	-
Property Maintenance Enforcement Inspector Supervisor	-	1.00	4.00	4.00
Property Maintenance Inspector I	4.00	3.00	-	-
Property Maintenance Inspector II	13.10	12.10	1.00	1.00
Property Maintenance Inspector III	4.00	3.00	-	-
Property Maintenance Manager	0.60	-	-	-
Senior Customer Service Representative	7.00	7.00	6.00	6.00
Site Inspector I	-	-	2.00	-
Zoning Officer	8.00	8.00	6.00	6.00
Planning and Development Review Total	109.05	122.05	102.85	101.94

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Richmond Police Department				
Police Sworn				
Assistant Chief of Police	1.00	1.00	1.00	1.00
Chief of Police	1.00	1.00	1.00	1.00
Master Police Officer	137.00	146.00	183.00	183.00
Police Captain	15.00	15.00	15.00	15.00
Police Lieutenant	37.00	37.00	37.00	37.00
Police Major	6.00	6.00	6.00	5.00
Police Officer I	206.00	228.00	185.00	185.00
Police Officer II	72.00	69.00	96.00	96.00
Police Officer III	70.00	68.00	75.00	75.00
Police Officer IV	108.00	87.00	58.00	58.00
Police Sergeant	95.00	96.00	97.00	97.00
Police Total Sworn	748.00	754.00	754.00	753.00
Police Civilian				
Accounting Supervisor	2.00	2.00	2.00	2.00
Administrative Program Support Assistant	30.00	31.00	35.00	35.00
Administrative Project Analyst	10.00	9.00	8.00	8.00
Assistant Systems Operation Analyst	-	1.00	1.00	1.00
Crime Analyst I	1.00	-	-	-
Crime Analyst II	5.00	6.00	6.00	6.00
Crime Analyst Supervisor	1.00	1.00	1.00	1.00
Deputy Chief of Police/Administration	1.00	2.00	2.00	2.00
Executive Advisor	1.00	1.00	1.00	1.00
Executive Assistant III	1.00	1.00	1.00	1.00
Executive Assistant IV	1.00	1.00	-	-
Farrier	1.00	1.00	1.00	1.00
Firearms Administrator	1.00	1.00	1.00	1.00
Forensic Technician II	2.00	2.00	2.00	2.00
Human Resources Consultant	2.00	2.00	2.00	2.00
Human Resources Division Chief	1.00	1.00	1.00	1.00
Information Services Manager	1.00	1.00	1.00	1.00
Marketing & Public Relations Specialist	2.00	3.00	3.00	3.00
Materials Supervisor	1.00	1.00	1.00	1.00
Materials Technician	1.00	1.00	1.00	1.00
Occupational Safety and Health Specialist	1.00	1.00	1.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Police Civilian (Continued)				
Office Support Specialist II	37.00	34.00	33.00	33.00
Operations Manager	1.00	1.00	1.00	1.00
Outreach Case Manager II	9.00	10.00	9.00	9.00
Photographic Laboratory Technician	1.00	1.00	1.00	1.00
Police Cadet	10.00	20.00	5.00	5.00
Police School Guard	8.00	8.00	8.00	8.00
Police School Guard Supervisor	1.00	-	-	-
Police Support Specialist	3.00	4.00	3.00	3.00
Procurement Technician	2.00	2.00	2.00	2.00
Program Manager	5.00	5.00	4.00	4.00
Project Management Analyst	4.00	6.00	6.00	6.00
Property Evidence Technician	4.00	4.00	5.00	5.00
Public Information Manager III	-	-	1.00	1.00
Public Information Officer	1.00	-	-	-
Senior Services Coordinator	3.00	3.00	3.00	3.00
Senior Training Specialist (Ag)	2.00	2.00	1.00	1.00
Stable Attendant	0.50	0.50	0.50	0.50
Systems Operations Administrator	2.00	2.00	2.00	2.00
Systems Operations Analyst II	6.00	6.00	6.00	6.00
Police Total Civilian	165.50	177.50	161.50	161.50
Police Total	913.50	931.50	915.50	914.50
Press Secretary				
Administrative Program Support Assistant	1.00	-	-	-
Executive Assistant III	-	1.00	1.00	1.00
Marketing and Public Relations Specialist	1.00	3.00	2.00	2.00
Press Secretary	1.00	1.00	1.00	1.00
Project Management Analyst	1.00	-	-	-
Public Information Manager II	-	-	-	1.00
Public Information Manager III	-	-	1.00	1.00
Public Information Officer	1.00	1.00	1.00	-
Press Secretary Total	5.00	6.00	6.00	6.00
Procurement				
Administrative Program Support Assistant	2.00	2.00	2.00	2.00
Administrative Project Analyst	1.00	1.00	1.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Procurement (Continued)				
Contracts Administrator	4.00	4.00	-	-
Contracts Specialist	8.00	6.00	8.00	8.00
Deputy Director II	-	1.00	1.00	-
Director of Procurement Services	1.00	1.00	1.00	1.00
Project Management Analyst	-	1.00	1.00	1.00
Procurement Total	16.00	16.00	14.00	13.00
Public Works				
AC Refrigeration & HVAC Specialist	-	-	-	4.95
Account Specialist II	2.80	1.80	0.80	1.80
Accountant I	1.00	-	-	1.00
Accountant II	3.00	1.00	1.00	2.00
Administrative Program Support Assistance	12.80	9.80	12.80	17.80
Administrative Project Analyst	7.00	3.00	4.00	6.00
Administrative Services Manager	1.00	1.00	1.00	1.00
Air Condition Refrigeration and HVAC Specialist	6.50	-	-	-
Animal Control Officer I	6.00	-	-	-
Animal Control Officer II	2.00	-	-	-
Arborist	2.00	3.00	3.00	3.00
Architect II	0.30	-	-	-
Assistant City Traffic Engineer	1.00	1.00	1.00	1.00
Bridge Inspector	1.00	1.00	1.00	1.00
Business Analysis Manager	1.00	1.00	-	1.00
Business Management Officer	1.00	-	-	-
Capital Project Manager	1.90	1.90	1.00	2.80
Chief Capital Projects Manager	-	1.00	0.10	1.00
Chief of Construction and Inspection	0.95	0.95	0.95	0.95
City Traffic Engineer	1.00	1.00	1.00	1.00
City Works Asset Manager	-	-	0.05	1.00
Construction Inspector II	6.00	6.00	6.00	6.00
Construction Inspector III	0.50	0.50	1.00	1.00
Custodial Services Superintendent	1.00	-	-	-
Custodian	23.00	-	-	19.00
Custodian Crew Chief	2.00	-	-	2.00
Customer Service Representative II	2.00	2.00	2.00	-

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Public Works (Continued)				
Customer Service Representative III	5.00	1.00	-	1.00
Customer Service Representative IV	5.00	1.00	-	1.00
Customer Service Supervisor	1.00	1.00	-	-
Deputy Chief Administrative Officer	-	-	-	0.40
Deputy Director II	4.00	3.00	2.00	3.00
Director of Public Works	1.00	1.00	1.00	1.00
Dispatcher	1.00	-	-	-
Drafting Technician II	4.30	3.20	3.40	3.40
Electrician I	3.00	-	-	3.00
Engineer I	1.10	0.10	0.40	1.20
Engineer II	7.00	4.50	5.00	5.00
Engineer III	3.15	2.15	2.60	2.60
Engineer IV	1.55	1.55	1.50	1.50
Equipment Operator I	25.00	19.00	18.00	15.00
Equipment Operator II	41.00	35.00	25.00	24.00
Equipment Operator III	47.00	39.00	35.00	32.00
Equipment Operator IV	10.00	10.00	10.00	9.00
Executive Assistant III	3.00	2.00	2.00	3.00
Facilities Maintenance Manager	8.00	7.00	7.00	7.00
Financial/Statistical Analyst	1.00	1.00	1.00	1.00
Gardener	6.00	6.00	6.00	6.00
Geographic Information Systems Analyst	3.00	1.00	3.00	1.00
GIS Project Manager	1.00	-	-	-
GIS Technician	-	-	-	2.00
Graphics Designer II	1.00	-	-	-
Kennel Assistant	6.00	-	-	-
Kennel Master	1.00	-	-	-
Labor Crew Chief	17.00	13.00	12.00	13.00
Lead Equipment Operator	10.00	9.00	10.00	10.00
Lead Mason	2.00	2.00	2.00	2.00
Lead Security Officer	1.00	-	-	-
Light Equipment Mechanic	1.50	2.00	2.00	2.00
Maintenance Claims Examiner	1.00	1.00	1.00	1.00
Maintenance Technician I	5.00	4.00	3.00	3.00
Maintenance Technician II	4.00	2.00	1.00	1.00
Maintenance Technician III	13.00	6.00	5.00	11.00
Maintenance Technician IV	9.00	7.00	3.00	5.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Public Works (Continued)				
Maintenance Worker I	24.00	18.00	17.00	20.00
Maintenance Worker II	1.00	1.00	1.00	2.00
Management Analyst II	0.50	1.50	1.00	1.00
Mason	6.00	6.00	5.00	7.00
Master Plumber	2.00	1.00	1.00	2.00
Occupational Safety and Health Specialist	1.00	1.00	1.00	1.00
Office Support Specialist II	7.00	3.00	-	2.00
Offset Press Operator I	1.00	-	-	-
Operations Manager	8.80	6.00	5.00	7.50
Parking Meter Shop Supervisor	-	1.00	-	-
Planner III	1.00	-	1.00	-
Production Manager	1.00	-	-	-
Production Technician I	1.00	-	-	-
Production Technician II	1.50	-	-	-
Program Manager	1.00	-	-	-
Project Management Analyst	2.00	2.00	2.00	2.00
Property Maintenance Inspector I	3.00	3.00	3.00	2.00
Public Information Manager I	1.00	1.00	1.00	1.00
Public Information Officer	1.00	-	-	-
Real Estate/Marketing Specialist	-	-	-	1.00
Refuse Collector	29.00	29.00	28.00	28.00
Refuse Truck Operator	45.00	43.00	42.00	43.00
Road Maintenance Technician	-	-	2.00	2.00
Security Manager	1.00	-	-	-
Security Officer	8.00	-	-	-
Senior Capital Projects Manager	0.80	1.30	0.30	0.30
Senior Services Coordinator	1.00	-	-	-
Superintendent of Facilities Maintenance	1.00	-	-	1.00
Support Services Manager	1.00	-	1.00	1.00
Survey and Acquisitions Administrator	1.00	1.00	-	-
Survey Instrument Technician	1.65	1.65	1.65	1.00
Survey Party Chief	1.65	1.65	1.65	1.00
Survey Technician	1.60	0.80	1.00	0.80
Surveys Superintendent	0.95	0.95	0.95	0.95
Trades Superintendent	2.00	2.00	1.00	2.00
Trades Supervisor I	15.20	16.00	11.00	13.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Public Works (Continued)				
Trades Supervisor II	12.00	10.00	6.00	8.00
Trades Technician Supervisor I	2.00	-	-	1.00
Traffic Operations Engineer	2.70	1.70	3.40	2.60
Traffic Planning Technician	0.05	0.05	0.80	0.80
Traffic Sign Fabricator	2.00	2.00	2.00	2.00
Traffic Signal Specialist I	5.50	4.50	6.00	6.00
Traffic Signal Specialist II	4.00	4.00	4.50	4.50
Traffic Signal Specialist III	2.00	1.00	1.00	1.00
Tree Maintenance Specialist I	10.00	3.00	3.00	2.00
Tree Maintenance Specialist II	11.00	9.00	8.00	8.00
Tree Maintenance Specialist IV	1.00	1.00	3.00	2.00
Warehouse Technician	2.00	2.00	3.00	2.00
Public Works Total	569.25	400.55	367.85	428.85
Real Estate Services				
Administrative Program Support Assistant	1.00	1.00	-	-
Administrative Project Analyst	-	-	1.00	-
Business Management Officer	1.00	1.00	-	-
Manager of Real Estate Services	1.00	1.00	1.00	-
Real Estate Marketing Specialist	2.00	2.00	2.00	-
Real Estate Project Development Manager	-	-	1.00	-
Real Estate Services Total	5.00	5.00	5.00	-
Sheriff and Jail				
Administrative Accounting/Records Clerk	3.00	3.00	3.00	3.00
Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Services Coordinator II	1.00	1.00	1.00	1.00
Assistant Education Director	1.00	1.00	1.00	1.00
Assistant IT Manager	1.00	1.00	1.00	1.00
Assistant Medical Director	1.00	1.00	1.00	1.00
Budget Manager	1.00	1.00	1.00	1.00
Captain	6.00	6.00	6.00	6.00
Chief Administrative Assistant	1.00	1.00	1.00	1.00
Chief of Staff	1.00	1.00	1.00	1.00
Classification Officer	9.00	9.00	9.00	9.00
Computer Technician	3.00	3.00	3.00	3.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Sheriff and Jail (Continued)				
Court Deputy	66.00	66.00	66.00	66.00
Dental Technician	1.00	1.00	1.00	1.00
Education Manager	1.00	1.00	1.00	1.00
Food Service Director	1.00	1.00	1.00	1.00
Human Resource Assistant	2.00	2.00	2.00	2.00
Human Resources Director	1.00	1.00	1.00	1.00
Investigators	6.00	6.00	6.00	6.00
Jury Officer Assistant	3.00	3.00	3.00	3.00
Librarian	1.00	1.00	1.00	1.00
LIDS Coordinator	1.00	1.00	1.00	1.00
Lieutenant	12.00	12.00	12.00	12.00
Lieutenant Colonel	1.00	1.00	1.00	1.00
Magnetometer Deputy (Court Building Security)	8.00	8.00	8.00	8.00
Major	3.00	3.00	3.00	3.00
Medical Clerk	1.00	1.00	1.00	1.00
Medical Manager	1.00	1.00	1.00	1.00
Nurse (CHA, LPN, RN, etc.)	13.00	13.00	13.00	13.00
Payroll Manager	1.00	1.00	1.00	1.00
Payroll Technician	4.00	4.00	4.00	4.00
Private	277.00	277.00	277.00	277.00
Public Relations	1.00	1.00	1.00	1.00
Recreation Instructor	1.00	1.00	1.00	1.00
Recreation Manager	1.00	1.00	1.00	1.00
Sergeant	28.00	28.00	28.00	28.00
Sheriff	1.00	1.00	1.00	1.00
Training Manager	1.00	1.00	1.00	1.00
Sheriff and Jail Total	466.00	466.00	466.00	466.00
Social Services				
Accountant II	-	-	1.00	2.00
Account Specialist I	1.00	-	-	-
Account Specialist II	7.00	6.00	6.00	5.00
Administrative Clerk	1.00	-	-	-
Administrative Program Support Assistant	11.00	11.00	12.00	12.00
Administrative Project Analyst	6.00	7.00	9.00	9.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Social Services (Continued)				
Administrative Services Manager	2.00	2.00	3.00	3.00
Benefit Programs Specialist	129.00	128.00	113.00	115.00
Benefit Programs Supervisor	17.00	17.00	18.00	18.00
Bilingual Interpreter	-	-	-	1.00
Business Analysis Manager	-	-	-	1.00
Customer Service Representative II	16.00	16.00	20.00	19.00
Customer Service Representative III	1.00	1.00	1.00	1.00
Customer Service Supervisor	1.00	1.00	1.00	1.00
Deputy Director II	3.00	3.00	3.00	3.00
Director of Social Services	1.00	1.00	1.00	1.00
Early Childhood Development Manager	-	-	-	1.00
Executive Assistant III	1.00	1.00	1.00	1.00
Family Manager I	-	-	1.00	-
Human Services Administrator	-	1.00	1.00	3.00
Human Services Coordinator I	1.00	3.00	5.00	3.00
Human Services Coordinator II	1.00	1.00	1.00	1.00
Human Services Manager	3.00	1.00	-	-
Intensive Case Manager	48.00	49.00	49.00	48.00
Intensive Case Manager Supervisor	5.00	5.00	4.00	4.00
Maintenance Technician IV	1.00	1.00	1.00	1.00
Management Analyst I	-	1.00	-	-
Materials Supervisor	-	-	1.00	1.00
Office Support Specialist I	3.00	2.00	-	-
Office Support Specialist II	24.00	25.00	27.00	26.00
Operations Manager	-	-	1.00	1.00
Paralegal	0.50	0.50	0.50	0.50
Program Manager	3.00	9.00	8.00	10.00
Project Management Analyst	-	1.00	1.00	1.00
Social Services Case Manager	20.00	20.00	18.00	18.00
Social Services Case Manager Supervisor	1.00	1.00	2.00	2.00
Social Services Program Trainer	2.00	1.00	1.00	2.00
Social Work Specialist	24.00	29.00	33.00	32.00
Social Worker	113.80	103.60	104.25	99.80
Social Worker Supervisor	13.00	13.00	16.00	18.00
Superintendent of Accounting	-	-	1.00	1.00
Support Services Manager	1.00	-	-	-
Systems Operations Administrator	1.00	1.00	-	1.00
Systems Operations Analyst I	1.00	2.00	3.00	2.00
Systems Operations Analyst II	2.00	2.00	2.00	1.00

PERSONNEL COMPLEMENT

General Fund

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Social Services (Continued)				
Warehouse Supervisor	1.00	1.00	-	-
Warehouse Technician	4.00	3.00	3.00	3.00
Welfare Case Aide	4.00	3.00	3.00	3.00
Welfare Fraud Investigator	10.00	9.00	9.00	9.00
Welfare Fraud Investigator Supervisor	1.00	1.00	1.00	1.00
Youth Counselor	1.00	1.00	-	-
Social Services Total	486.30	484.10	485.75	485.30
<hr/>				
General Fund Total	4,012.63	4,027.72	3,881.55	3,868.15

PERSONNEL COMPLEMENT

Capital Improvement Plan

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Capital Improvement Plan (CIP)				
Air Condition Refrigeration & Heating Mechanic	0.50	0.50	0.05	0.05
Architect I	0.90	0.90	0.90	0.90
Architect II	0.70	-	-	-
Capital Project Manager	4.10	3.30	4.00	2.20
Chief Capital Projects Manager	1.00	1.00	0.90	-
Chief of Construction and Inspection	0.05	0.05	0.05	0.05
Cityworks Asset Manager	-	-	0.95	-
Construction Inspector I	-	-	0.90	0.90
Construction Inspector III	4.50	4.50	4.00	4.00
Deputy CAO for Operations	-	-	-	0.10
Drafting Technician II	2.95	1.80	1.60	1.60
Engineer I	0.90	0.90	1.60	1.80
Engineer II	5.55	4.50	5.00	5.00
Engineer III	4.30	3.85	3.40	3.40
Engineer IV	1.45	1.45	0.50	0.50
Maintenance Technician IV	-	-	0.20	-
Operations Manager	0.20	0.20	0.50	0.50
Senior Capital Projects Manager	2.20	1.20	1.70	1.70
Survey Instrument Technician	0.35	0.35	0.35	1.00
Survey Party Chief	0.35	0.35	0.35	1.00
Survey Technician	0.40	0.20	0.20	0.20
Surveys Superintendent	0.05	0.05	0.05	0.05
Trades Supervisor I	0.80	0.80	1.00	1.00
Traffic Operations Engineer	2.30	2.30	0.80	0.40
Traffic Planning Technician	0.95	0.95	0.20	0.20
Traffic Signal Specialist I	0.50	0.50	-	-
Traffic Signal Specialist II	-	-	0.50	0.50
Total Capital Improvement Plan	35.00	29.65	29.70	27.05

PERSONNEL COMPLEMENT

Enterprise Funds

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Parks, Recreation, and Community Facilities				
Cemeteries				
Administrative Program Support Assistant	-	-	1.00	1.00
Cemeteries Administrator	3.00	3.00	3.00	3.00
Cemeteries Manager	1.00	1.00	1.00	1.00
Equipment Operator II	3.00	3.00	3.00	3.00
Labor Crew Chief	3.00	3.00	3.00	3.00
Maintenance Technician II	1.00	1.00	1.00	1.00
Maintenance Technician III	1.00	1.00	1.00	1.00
Maintenance Worker I	8.00	8.00	6.00	3.00
Maintenance Worker II	7.00	7.00	8.00	7.00
Office Specialist II	1.00	1.00	-	-
Office Support Specialist II	-	-	1.00	1.00
Total Cemeteries Positions	28.00	28.00	28.00	24.00
Port of Richmond				
Accountant I	1.00	1.00	1.00	1.00
Administrative Program Support Assistant	1.00	1.00	1.00	1.00
Engineer II	1.00	1.00	1.00	-
Executive Director of the Port	1.00	1.00	1.00	1.00
Operations Manager	-	-	-	1.00
Project Management Analyst	1.00	1.00	1.00	-
Total Port Positions	5.00	5.00	5.00	4.00
Public Utilities				
Gas Utility	253.00	253.00	262.00	250.00
Water Utility	195.00	196.00	193.00	197.00
Wastewater Utility	195.00	200.00	202.00	208.00
Electric Utility	34.00	31.00	33.00	32.00
Stores Utility	14.00	11.00	6.00	6.00
Stormwater Utility	-	-	72.00	49.00
Total Public Utilities Positions	691.00	691.00	768.00	742.00
Total Enterprise Fund	724.00	724.00	801.00	770.00

PERSONNEL COMPLEMENT

Internal Service Funds

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Fleet Services				
Account Specialist II	1.00	1.00	1.00	1.00
Administrative Project Analyst	3.00	2.00	3.00	3.00
Auto Attendant	2.00	1.00	1.00	1.00
Auto Mechanic I	3.00	8.00	8.00	8.00
Auto Mechanic II	28.00	23.00	22.00	22.00
Auto Mechanic Supervisor	4.00	6.00	6.00	6.00
Body & Fender Repair Specialist	2.00	2.00	2.00	2.00
Business Analysis Manager	-	-	1.00	1.00
Customer Service Representative IV	1.00	1.00	-	-
Customer Service Supervisor	-	-	-	1.00
Facilities Maintenance Manager	1.00	-	-	-
Fire Equipment Mechanic	4.00	4.00	4.00	4.00
Operations Manager	1.00	2.00	2.00	2.00
Parking & Fleet Management Officer	2.00	2.00	2.00	2.00
Project Management Analyst	1.00	1.00	1.00	1.00
Superintendent of Auto Maintenance	1.00	1.00	1.00	1.00
Vehicle Service Technician	1.00	1.00	1.00	-
Welder	1.00	1.00	1.00	1.00
Fleet Management Total	56.00	56.00	56.00	56.00
Risk Management				
Chief of Risk Management	1.00	1.00	1.00	1.00
City Occupational Safety & Health Specialist	1.00	1.00	1.00	1.00
Project Management Analyst	1.00	1.00	1.00	1.00
Risk Management Specialist	1.00	1.00	1.00	-
Risk Management Total	4.00	4.00	4.00	3.00
Public Works Stores				
Account Specialist II	0.20	0.20	0.20	0.20
Administrative Program Support Assistant	0.20	0.20	0.20	0.20
Equipment Operator III	2.00	2.00	2.00	2.00
Materials Supervisor	1.00	1.00	1.00	1.00
Materials Technician	1.00	-	-	-
Public Works Stores Total	4.40	3.40	3.40	3.40

PERSONNEL COMPLEMENT

Internal Service Funds

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Radio Shop				
Administrative Program Support Assistant	1.00	1.00	1.00	-
Administrative Project Analyst	-	-	-	1.00
Electronics Technician I	2.00	2.00	5.00	3.00
Electronics Technician II	3.00	3.00	2.00	2.00
Electronics Technician Supervisor	1.00	1.00	1.00	1.00
Telecom Systems Analyst	1.00	-	1.00	1.00
Radio Shop Total	8.00	7.00	10.00	8.00
Total Internal Service Fund	72.40	70.40	73.40	70.40

PERSONNEL COMPLEMENT

Special Funds

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Chief Administrative Officer				
Marketing & Public Relations Specialist	1.00	-	-	-
Public Information Manager III	1.00	-	-	-
Public Information Officer	3.00	-	-	-
Chief Administrative Officer Total	5.00	-	-	-
City Attorney				
Assistant City Attorney I	3.00	3.00	3.00	3.00
Assistant City Attorney II	2.00	1.00	1.00	1.00
Legal Secretary	1.00	1.00	1.00	1.00
Paralegal	1.75	1.75	1.75	1.75
Senior Assistant City Attorney	-	1.00	1.00	1.00
Senior Legal Secretary	1.00	1.00	1.00	1.00
City Attorney Total	8.75	8.75	8.75	8.75
Economic & Community Development				
Accountant II (Finance)	-	-	-	1.00
Accountant III (Finance)	-	-	-	1.00
Administrative Project Analyst	1.00	-	-	0.25
Commercial Development Coordinator	0.40	-	0.40	1.00
DCAO for Economic & Community Development Deputy Director	-	-	-	0.05
Director of Economic & Community Development	-	-	-	0.05
Economic Development Programs Administrator	-	-	-	0.85
Executive Staff Assistant	-	1.00	1.00	-
Planner I	-	-	-	0.50
Planner II	-	-	-	2.85
Planner III	-	-	-	1.85
Project Development Manager	0.08	0.08	0.08	1.28
Project Management Analyst	-	-	-	2.00
Economic & Community Development Total	1.48	1.08	1.48	12.73
Emergency Management				
Administrative Project Analyst	-	1.50	1.50	-
Fire and Emergency Services Total	-	1.50	1.50	-

PERSONNEL COMPLEMENT

Special Funds

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Fire and Emergency Services (Emergency Management)				
Administrative Project Analyst	-	-	-	1.50
Fire and Emergency Services Total	-	-	-	1.50
General Services				
Operations Manager	-	-	1.00	-
Telecom Systems Analyst	-	1.00	-	-
General Services Total	-	1.00	1.00	-
Judiciary				
Adult Drug Court Specialist	-	-	-	1.00
Sheriff Deputies (ADC)	-	-	1.50	-
Victim Witness Assistants	11.00	11.00	10.00	12.00
Judiciary Total	11.00	11.00	11.50	13.00
Justice Services				
Administrative Assistant/Pretrial Probation	2.00	2.00	2.00	2.00
Family Manager II	-	-	0.80	0.80
Human Services Coordinator I	1.00	-	-	-
Intake Clerk/Pretrial Probation	1.00	2.00	1.00	1.00
Office Support Specialist II	1.00	1.00	1.00	-
Pretrial Probation Manager	2.00	2.00	2.00	1.00
Pretrial Probation Officer	15.25	15.75	15.25	17.13
Senior Pretrial Probation Officer	1.00	1.00	1.00	2.00
Social Services Case Manager	1.75	1.00	-	-
Youth Counselor	0.75	-	0.50	0.50
Justice Services Total	25.75	24.75	23.55	24.43
Library				
Law Librarian	1.00	1.00	2.50	1.00
Library Associate I	-	-	-	0.40
Library Total	1.00	1.00	2.50	1.40
Office of the Deputy CAO for Human Services				
Community Services Representative	-	1.00	-	-
Family Manager I	-	-	-	2.00
Office DCAO Human Services Total	-	1.00	-	2.00

PERSONNEL COMPLEMENT

Special Funds

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Parks, Recreation, and Community Facilities				
Recreation Aide	-	-	1.00	-
Office Support Specialist II	-	1.00	2.00	-
Project Management Analyst	1.00	1.00	1.00	1.00
Recreation Program Coordinator	1.00	1.00	1.00	1.00
Parks, Recreation, and Community Facilities Total	2.00	3.00	5.00	2.00
Planning & Development Review				
Accountant II (Finance)	2.00	1.00	1.00	-
Accountant III (Finance)	-	1.00	1.00	-
Administrative Project Analyst (Economic Development)	0.20	1.20	0.20	-
Commercial Development Coordinator (Economic Development)	0.60	0.60	0.60	-
Econ Development Programs Administrator (Economic Development)	1.00	1.00	1.00	-
Engineer II	0.60	0.60	0.60	-
Office Support Specialist II	1.50	1.50	1.00	-
Operations Manager	-	-	0.40	0.40
Operations Support Specialist II	-	0.40	-	-
Planner I	1.00	1.00	1.60	-
Planner II	6.85	4.85	4.45	-
Planner III	1.70	1.70	1.70	-
Project Management Analyst	1.00	1.00	1.00	-
Property Maintenance Enforcement Inspector I	-	1.00	11.40	13.40
Property Maintenance Inspector I	1.00	5.00	-	-
Property Maintenance Inspector II	9.90	8.90	-	-
Property Maintenance Inspector Supv.	-	-	1.00	1.00
Property Maintenance Manager	0.40	-	-	-
Planning & Development Review Total	27.75	30.75	26.95	14.80
Police				
Administrative Program Support Assistant	1.00	1.00	1.00	1.00
Assistant Communications Officer	8.00	9.00	10.00	9.00
Communications Officer I	38.00	34.00	28.00	23.00
Communications Officer II	35.00	38.00	45.00	51.00
Communications Officer Supervisor	4.00	4.00	4.00	4.00

PERSONNEL COMPLEMENT

Special Funds

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Police (continued)				
Geographic Informations Systems	1.00	1.00	1.00	1.00
Human Services Coordinator I	-	1.00	-	-
Police Captain	1.00	1.00	1.00	1.00
Police Lieutenant	2.00	2.00	2.00	2.00
Police Officer I	7.00	-	3.00	-
Police Officer II	2.00	-	-	-
Police Officer III	2.00	-	-	-
Police Officer IV	1.00	-	-	-
Program Manager	1.00	-	-	-
Police Sergeant	2.00	2.00	3.00	1.00
Systems Operations Admin.	-	-	1.00	1.00
Systems Operations Analyst II	1.00	1.00	-	-
Police Total	106.00	94.00	99.00	94.00
Public Works				
Employee Trip Reduction Program Coordinator	0.50	0.50	0.50	0.50
Operations Manager	-	-	-	1.00
Public Works Total	0.50	0.50	0.50	1.50
Retirement				
Administrative Project Analyst	-	1.00	-	-
Deputy Director I	-	-	1.00	1.00
Executive Assistant III	1.00	1.00	1.00	1.00
Executive Director	1.00	1.00	1.00	1.00
Management Analyst II	1.00	1.00	-	-
Marketing & Public Relations Specialist	1.00	-	1.00	1.00
Office Support Specialist I	1.00	1.00	1.00	1.00
Retirement Accounting Manager	1.00	1.00	-	-
Retirement Benefits Coordinator I	5.00	5.00	5.00	5.00
Retirement Benefits Coordinator II	1.00	-	-	-
Retirement Benefits Specialist	1.00	1.00	1.00	1.00
Retirement System Benefits Administrator	-	-	1.00	1.00
Retirement System Fiscal System Administrator	-	-	1.00	1.00
Retirement Total	13.00	12.00	13.00	13.00

PERSONNEL COMPLEMENT

Special Funds

Agency and Job Class	FY2008	FY2009	FY2010	FY2011
Social Services				
Administrative Program Support Assistant	3.00	2.00	1.00	1.00
Family Manager I	3.00	3.00	3.00	3.00
Family Manager II	2.00	2.00	1.55	2.00
Housing Counselor	-	1.00	1.00	3.00
Human Services Administrator	1.00	1.00	1.00	1.00
Human Services Coordinator I	2.00	2.00	1.00	1.00
Human Services Manager	1.00	1.00	1.00	1.00
Office Support Specialist II	2.00	-	-	-
Outreach Case Manager I	-	1.00	1.00	1.00
Social Services Case Manager	2.00	2.00	2.00	6.50
Social Worker	2.00	1.00	-	-
Social Services Total	18.00	16.00	12.55	19.50
Special Fund Total	220.23	206.33	207.28	208.61

PERFORMANCE MANAGEMENT

PERFORMANCE MANAGEMENT

Presented in this section are performance data for each department. This portion of the budget document is divided into two segments to reflect the status of the ongoing effort to establish a strategically unified Performance Management system in the City of Richmond.

RichmondWorks

RichmondWorks, a collaboration and management tool designed to provide systematic monitoring, measurement and analysis of the City's performance on a department-by-department basis, was formally implemented during the summer of 2007. RichmondWorks is derived from the CitiStat methodology successfully implemented by the Cities of Baltimore, Cleveland, and Buffalo, as well as other localities across the country. RichmondWorks focuses on business process improvements, resulting in improved customer service and a more strategic deployment of resources to foster improved efficiency, improved performance and cost savings. It is augmented by the use of information technology, especially Geographic Information Systems (GIS), which helps to provide spatial context to data analysis. Each department involved in RichmondWorks has measures focused upon the most important aspects of the services they provide. Wherever possible, RichmondWorks attempts to build upon previous efforts in developing departmental goals, objectives, measures and targets.

Recent highlights of the RichmondWorks initiative include:

- RichmondWorks, in partnership with DIT's Business Intelligence Team, has continued its emphasis upon improving service delivery by assisting departments in accessing and analyzing data. Especially significant examples include DPW Operations, the 311 Call Center and the Fire Department.
- In July 2008, RichmondWorks began the process of designating "data stewards" for selected departments. Data stewards will help ensure the accuracy of data and effective collection and analysis of performance data by departments, as well as address the "cultural shift" required for successful implementation of performance management. Initial training for 11 individuals representing nine departments was conducted in July 08. This effort will be expanded during FY10 and is being implemented within existing staffing allocations.
- In the late fall of 2009, RichmondWorks began working to provide selected departments with "dashboard style" reporting capacity. These reports can focus upon specific day-to-day operations of the department as well as roll up and display performance for the most important functions across the entire department and can also display strategic results for the entire organization. Both scheduled and ad-hoc reporting capacity is included. Reporting capability will be established for selected departments/divisions by the spring of 2010 and will be expanded to additional departments during the course of 2010.

Other Measures

Because RichmondWorks is being implemented with a phased approach, not all departments or functions are represented in the program at this time. Departments not yet participating in RichmondWorks still utilize performance data developed within their own units through earlier performance measurement initiatives. That information is provided in the pages immediately following the RichmondWorks section.

RichmondWorks

Finance

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
Revenue Collections- <i>Actual revenue collected as percent of budgeted revenue</i>	93%	100%	100%
Revenue Collections- <i>Percent of each day's receipts deposited and recorded in the general ledger within one business day</i>	90%	95%	100%
Revenue Lata- <i>Percent of bills mailed within 14 days of due date</i>	100%	100%	100%
Real Estate – Current Collections	94%	94%	95%
Personal Property – Current Collections	85%	85%	87%

Finance- Other (Not participating in Richmond Works)

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
Financial Management- <i>Maintenance or improvement of current bond rating</i>	<i>Maintained Aa3/AA/AA</i>	<i>Maintain or improve current bond ratings</i>	<i>Maintain or improve current bond ratings</i>
General Accounting- <i>Percent of reconciliations completed within 30 days after month end</i>	98%	100%	100%
General Accounting- <i>Receipt of Unqualified Audit Opinion</i>	Yes	Yes	Yes
Disbursements (A/P)- <i>% of checks issued within 15 days of documentation received</i>	100%	100%	100%

Richmond Works

Fire & EMS

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Fire Prevention- Number of fire related deaths</i>	2	0	0
<i>Fire Prevention- Percent of inspections conducted within prescribed time frames</i>	97%	95%	95%
<i>Fire Prevention- Number of community programs coordinated and participated in</i>	328	600	600
<i>Fire Training- Percent of Fire Recruits completing training</i>	88%	100%	92%
<i>Fire Suppression- Percent of incidents responded to within 5 minutes</i>	85.9%	-	-
<i>Fire Suppression- Number of responses to emergency incidents</i>	29,150	29,000	29,000
<i>Fire Suppression- Number of Home Safety Survey visits annually</i>	400	400	400
<i>Fire Suppression- 6 minutes first arrival 90% of the time (Adoption of NFPA 1710)</i>	87.64%	90%	90%
<i>Fire Suppression- 60 seconds turnout time for fire responses to EMS responses 90% of the time (Adoption of NFPA 1710)</i>	92.59%	90%	90%
<i>Fire Suppression- 80 seconds turnout time for Fire responses 90% of the time (Adoption of NFPA 1710)</i>	92.59%	90%	90%
<i>Fire Suppression- 4 minute drive time for response time 90% of the time (Adoption of NFPA 1710)</i>	87.64%	90%	90%
<i>Fire Suppression- 8 minute full first alarm assignment 90% of the time (Adoption of NFPA 1710)</i>	Indeterminate data	90%	90%

RichmondWorks

General Services 311 Call Center, Animal Control & Fleet

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
<i>311 Call Center- Answer 96% of calls offered</i>	97.6%	96%	96%
<i>311 Call Center- Maintain an average speed to answer under 30 seconds</i>	91.0%	96%	96%
<i>311 Call Center- Maintain an agent availability rate of 70% or more</i>	88.1%	70%	70%
<i>Fleet- Vehicle repair turnaround time</i>	<i>Inconsistent data</i>	<i>2 days or less</i>	<i>2 days or less</i>
<i>Fleet- Quality of repairs performed (amount of rework performed monthly)</i>	<i>Less than 1%</i>	<i>Less than 2%</i>	<i>Less than 2%</i>

General Services- Other (Not participating in RichmondWorks)

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
<i>*Animal Control-Percent of calls responded to in a timely and appropriate manner</i>	85%	90%	95%
<i>*Animal Control-Percent of placement of adoptable animals</i>	100%	100%	100%
<i>Printing Services- Percent of customers who rate printing services as good or excellent</i>	100%	100%	100%
<i>Mail Services- Percent of customers who rate mail services as good or excellent</i>	90%	90%	90%

* Animal Control was part of the pilot phase of RichmondWorks. However, Animal Control has been taken out of the meeting cycle while management works to develop more robust and reliable data collection procedures.

RichmondWorks

General Services- Other (Not participating in RichmondWorks)

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Facilities Management- Percent of maintenance work orders completed on schedule</i>	80%	90%	90%
<i>Facilities Management- Percent of customers who rate facility related services as good or excellent</i>	N/A	90%	90%
<i>Parking Management-Percent of parking revenue increased</i>	8.29%	2.92%	3.02%
<i>Radio Shop- Radio repair, work order completion and customer billing by annual average</i>	32.9 days	30 days	30 days
<i>Radio Shop- Vehicle installation, work order completion and customer billing by annual average</i>	7.8 days	8 days	8 days
<i>Radio Shop- Vehicle removal, work order completion and customer billing by annual average</i>	1.3 days	1.5 days	1.5 days
<i>Radio Shop- Vehicle repair, work order completion and customer billing by annual average</i>	2.1 days	2.5 days	2.5 days

RichmondWorks

Human Resources

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Number of work days to reclassify occupied positions</i>	18.5	n/a	n/a
<i>Number of calendar days to reclassify occupied positions</i>	24.5	34.0	34.0
<i>Number of work days to reclassify vacant positions</i>	1.0	2.0	2.0
<i>* Percentage of positions certified within 30 calendar days</i>	79.0%	90%	90%
<i>Percentage of eligible employees electing medical coverage</i>	85%	85%	85%
<i>* Ratio of grievances resolved before passing to management control to number of ees eligible to file</i>	.34%	Less than 1%	Less than 1%
<i>Number of seats (employees) provided for training conducted by HR</i>	7500 ¹	**8,000	**12,000
<i>Percentage of respondents who reported satisfactory delivery of HR services</i>	83.9%	85%	90%

* These are measurements created as a result of the Richmond Works initiative. HR has continued to use them as performance measurements.

** Contingent upon implementation of a Learning Management System that allows delivery of online training.

¹Number includes employees who have attended multiple training sessions (training is conducted using several formats - online, audio, video and face to face)

RichmondWorks

Information Technology

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Help Desk Critical Problem calls resolved within 24 hours – 98%</i>	89.81%	Measure Eliminated	Measure Eliminated
<i>Non-Critical Problem calls resolved within 3 business days – 95%</i>	96.88%	Measure Eliminated	Measure Eliminated
<i>SAPRS processed on average within 2.8 days</i>	2.42 days	2.8 days	2.8 days
<i>Planned system changes as a percentage of total system changes - 62%</i>	66.00%	65%	65%
<i>Total Network Availability/uptime – 99.7%</i>	98.98%	99.7%	99.7%
<i>ISR closed within Agreed Due Date – 90%</i>	81.25%	90%	90%
<i>Help Desk Critical Problem calls resolved within 36 hours – 98%</i>	New Measure	98%	98%
<i>Non-Critical Problem calls resolved within 5 business days – 95%</i>	New Measure	95%	95%

Justice Services

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
Prevention- <i>Richmond Public Schools 10 day citywide truancy rate</i>	9%	8%	8%
Prevention- <i>Percentage of truants picked up on sweeps and as a result of hotline calls who do not reoffend</i>	73%	75%	75%
Intervention- <i>Percentage of all youth receiving Outreach Monitoring Services who satisfactorily complete the program by returning to court without new charges</i>	79%	75%	75%

RichmondWorks

Justice Services

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
Intervention- Percentage of youth In-Home Service placements that satisfactorily complete the program	75%	75%	75%
Confinement- Average daily population of the Richmond Detention Center	40	60 or less	60 or less
Confinement- Percentage of Richmond City Jail admissions un-sentenced awaiting trial with completed pretrial investigations	46%	48%	48%

Planning and Development Review (Formerly Community Development) Property Maintenance & Permitting

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
Property Maintenance Code Enforcement- Percent of initial inspections completed within 10 days	98%	90%	90%
Building Construction and Land Development Regulation- Percent of building inspections completed within one day of request	93%	90%	90%
Building Construction and Land Development Regulation- Percent of building permits issued within one day, seven days, and 30 days	58% (one day) 78% (seven days) 92% (30 days)	50% (one day) 70% (seven days) 90% (30 days)	50% (one day) 70% (seven days) 90% (30 days)

RichmondWorks

Planning and Development Review-Other (Formerly Community Development) (Not participating in RichmondWorks)

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Current Planning—Average processing time for plans of development</i>	24 days	< 30 days	< 30 days
<i>Planning & Preservation- Percent of Certificates of Appropriateness administratively approved within 10 business days</i>	76%	95%	95%
<i>Zoning Administration- Percent of Zoning Confirmation Letters issued within 30 days</i>	80%	90%	90%

Procurement Services

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Percent of bids/proposals processed within established cycle time</i>	85%	90%	90%
<i>Percent of City procurement contracts in compliance with applicable policies and regulations</i>	95%	95%	95%
<i>Percent of City Procurement solicitation issued as open competition (excludes sole source)</i>	95%	95%	95%
<i>Percent of City Procurement contracts renewed before expiration</i>	75%	90%	90%

Richmond Works

Public Works

<i>Performance Measures</i>	<i>Actual FY2009</i>	<i>Target FY2010</i>	<i>Target FY2011</i>
<i>Complete 85% of private property graffiti Customer Request System (CRS) tickets within 45 work days</i>	83%	85%	85%
<i>Complete 85% of public property graffiti CRS tickets within 30 work days</i>	83%	85%	85%
<i>Complete 90% of pothole CRS tickets within 15 work days</i>	90%	100%	100%
<i>Assess 95% of sinkhole CRS tickets within 10 work days</i>	90%	100%	100%
<i>Complete 90% of bulk collection CRS tickets within 30 work days</i>	88%	95%	95%
<i>Complete 95% of missed trash collection CRS tickets within 2 work days</i>	100%	95%	95%
<i>Supercan Placement & Replacement 90% completed within 10 days</i>	98%	90%	90%

RichmondWorks

Public Works- Other (Not participating in RichmondWorks)

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Grounds Maintenance- Percent of locations maintained on schedule</i>	85%	80%	80%
<i>Roadway Maintenance- Percent of Chip sealing maintained on schedule</i>	30%	40%	40%
<i>Surface Cleaning- Street Cleaning - Lane miles of streets swept</i>	6675 <i>Swept 3 times per yr.</i>	4450 <i>Swept 2 times per yr.</i>	4450 <i>projected</i>
<i>Surface Cleaning- Percent of street sweeping routes completed on schedule</i>	86%	90.3%	94.50%
<i>Surface Cleaning- Leaf Collection - Tons of leaves removed from City streets</i>	14,862	15,6050	16,385
<i>Surface Cleaning- Cost per ton of leaves collected</i>	\$10.00 per tons	.37 per ton or \$45000 total	.50 per ton
<i>Transportation- Lane miles of pavement maintained</i>	157	88	88
<i>Transportation- Miles of sidewalk maintained</i>	6.1	3.5	3.5
<i>Public Transportation- Percent of GRTC Ridership</i>	-4.9%	4%	5%

RichmondWorks

Public Works- Other (Not participating in RichmondWorks)

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Transportation – close 85% of all signal and sign related Service Request within the specified time frame for investigation and completion</i>	85%	85%	85%
<i>Transportation – complete an assessment of the city’s sign inventory and replace as necessary</i>	500	500	500
<i>Transportation – Repaint existing skip lines, edge lines, and 4” white markings on the city’s major corridors</i>	200,000 lin ft	200,000 lin ft	200,000 lin ft
<i>Transportation Systems- Construction Project Cost Growth</i>	-13.5%	7%	7%
<i>Employee Trip Reduction- Percent of Employees Enrolled</i>	19%	19%	20%
<i>Cityworks-Geographic Information Systems (GIS)- Provide training in Cityworks and GIS for DPW employees to augment capacity of employees to efficiently use Cityworks and GIS</i>	4 training sessions with 27 DPW employees	4 sessions with minimum 5 employees	4 sessions with minimum 5 employees

RichmondWorks

Social Services

Performance Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Foster Care- Percent of children who re-enter Foster Care within 12 months of prior Foster Care episode</i>	-	6.0%	5.0%
<i>Child Protective Services- Percent children involved in more than one investigation by Child Protective Services</i>	-	2.25%	2.0%
<i>Adult Protective Services- Percent of cases with no additional complaints 90 days after interventions are provided</i>	-	100.0%	100.0%
<i>VIEW- Percent of VIEW customers who remain employed for at least three months after their initial employment date</i>	-	75.0%	75.0%
<i>VIEW-Average hourly wage for a VIEW participant</i>	-	\$7.68	\$7.68
<i>VIEW-Percent of employed customers enrolled in the VIEW program (VIEW Percent Employed)</i>	-	50.0%	50.0%
<i>Adoption- Average time in care for foster care youth until adoption</i>	-	24.0	24.0
<i>Adoption- Percent of adoptive home placements with no disruptions</i>	-	100.0%	100.0%
<i>Child Protective Services- Percent of investigations completed within 45 days</i>	-	75%	75%
<i>Child Care- Percent of citizens that receive Child Care benefits/ services in a timely manner</i>	-	97.0%	97.0%
<i>Comprehensive Services Act- Average Cost per child served</i>	-	\$25,000	\$23,500
<i>Comprehensive Services Act- Percent of Foster Care youth enrolled in Medicaid</i>	-	75.0%	75.0%
<i>Comprehensive Services Act- % of youth placed in a Medicaid Certified facility</i>	-	30.0%	35.0%

PERFORMANCE MANAGEMENT

Adult Drug Court

Agency Programs	Program Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Richmond Adult Drug Court</i>	<i>Average daily number of participants</i>	54	58	62
<i>Richmond Adult Drug Court</i>	<i>Retention rate</i>	75%	80%	80%
<i>Richmond Adult Drug Court</i>	<i>Employment rate of active RAIDDC participants</i>	85-87%	90-95%	90-95%
<i>Richmond Adult Drug Court</i>	<i>Number of in-home visits</i>	500	550	650
<i>Project Step Up and Step Out</i>	<i>Recidivism rate</i>	Not Operational	None	25%
<i>Project Step Up and Step Out</i>	<i>Graduation rate</i>	Not Operational	None	42%

Assessor

Agency Programs	Program Measures	Actual FY2009	Target FY2010	Target FY2011
<i>City-Wide Property Assessments</i>	<i>To maintain an average assessment to sales ratio of 95% and a coefficient of dispersion less than 10%</i>	Ratio: 97.1% COD: 3.15%	Ratio: 94%-96% COD: <10%	Ratio: 94%-96% COD: <10%
<i>Residential Property Assessments</i>	<i>To maintain an average assessment to sales ratio of 95% and a coefficient of dispersion less than 10%</i>	Ratio: 97.2% COD: 3.1%	Ratio: 94%-96% COD: <10%	Ratio: 94%-96% COD: <10%
<i>Commercial Property Assessments</i>	<i>To maintain an assessment to sales ratio of 95% and a coefficient of dispersion less than 10%</i>	Ratio: 96.8% COD: 3.20%	Ratio: 94%-96% COD: <10%	Ratio: 94%-96% COD: <10%

PERFORMANCE MANAGEMENT

Budget & Strategic Planning

Agency Programs	Program Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Budget Formulation</i>	<i>Achieve a balanced or surplus budget by year-end (Actual Revenues minus Actual Expenditures)</i>	-13M	\$0	\$0
<i>Strategic Performance Planning</i>	<i>Percent of actual expenditures forecasted year end to come within +/-3 percent</i>	-1.9%	+/-3%	+/-3%
<i>Grants Writing Coordination</i>	<i>Percent of Grant applications awarded for City agencies</i>	63%	60%	60%

City Attorney

Agency Programs	Program Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Legal Counsel</i>	<i>Percent of code enforcement cases resolved favorably in court versus total number of outstanding cases</i>	50.6%	50%	50%
<i>Legal Counsel</i>	<i>Percent of civil cases resolved favorably in court versus number of cases filed</i>	63.2%	70%	70%
<i>Legal Counsel</i>	<i>Percent of real estate documents prepared versus number of requests received.</i>	**100%	100%	100%

PERFORMANCE MANAGEMENT

City Attorney

Agency Programs	Program Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Legal Counsel</i>	<i>Percent of legal opinions requested and completed during fiscal year</i>	100%	100%	100%
<i>Legal Counsel</i>	<i>Percent of risk management claims processed within the prescribed time frame versus number received.</i>	100%	100%	100%
<i>Legal Counsel</i>	<i>Percent of ordinances and resolutions prepared within prescribed time frames for city council consideration versus number received.</i>	100%	98%	98%
<i>Legal Counsel</i>	<i>Percent of non-real estate contracts, agreements, and other documents received, revised or prepared within prescribed timeframe versus total number of requests received.</i>	100%	98%	98%

***all real estate documents were processed within timeframe but 3 were carried over to FY10 at clients request.*

PERFORMANCE MANAGEMENT

City Auditor

Agency Programs	Program Measures	Actual FY2009	Target FY2010	Target FY2011
Internal Audit	Percent of audits completed per the audit plan adjusted for special requests *	74%	90%	90%
Internal Audit	Percent of all open audit recommendations implemented by agencies	N/A	N/A	N/A
Internal Audit	Actual hours in comparison to established of budget hours *	>10%	Within 10%	Within 10%
Internal Audit	Percent of audit recommendations implemented by agencies within one year of audit	N/A	N/A	N/A
Internal Audit	Percent of historical recommendations implemented	N/A	N/A	N/A
Administration of the External audit contract	Meet targeted date for sign-off of City-Wide Financial Statements	N/A	N/A	N/A
Internal Audit	Percent of recommendations concurred by auditees	94%	90%	90%
Internal Audit	Percent of direct time	89%	80%	80%
Internal Audit	Percent of staff current with CPE requirements	100%	100%	100%
Internal Audit	Results of Peer Review Audit - (occurs every 3 years)	Full Compliance	Full Compliance	Full Compliance
Internal Audit	Cost of audit hours	N/A	Less than the cost per hour published by ALGA	Less than the cost per hour published by ALGA

* * - Actual 09 - Some of the delay/excess hours may have been due to extensive time taken by departments in providing information.

PERFORMANCE MANAGEMENT

Economic Development

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2009</i>	<i>Target FY2010</i>	<i>Target FY2011</i>
<i>Business and Project Development</i>	<i>Number of Businesses Retained</i>	115	100	100
	<i>Number of Businesses Expanded</i>	18	15	15
	<i>Number of Businesses Attracted</i>	5	8	10
	<i>Number of Prospects</i>	36	40	45
<i>Business and Project Development</i>	<i>Number of new jobs created in the City</i>	215.5	215	215
<i>Business and Project Development</i>	<i>Amount of new business investment in the City</i>	\$40 Million	\$12 Million	\$15 Million
<i>Special Projects Division</i>	<i>Number of RFP's (Redevelopment and Infrastructure)</i>	2	3	4
	<i>Commercial Corridor Infrastructure and Redevelopment Investments</i>	\$160 Million	\$65 Million	\$70 Million
	<i>Return on Investment (ROI)</i>	1:20	1:12	1:15
<i>17th Street Farmers' Market</i>	<i>Number of annual visitors to the 17th Street Market</i>	45,000	45,000	45,000
	<i>Number of New Vendors</i>	12	14	15
	<i>Number of Retained Vendors</i>	53	53	55
<i>Neighborhood Development</i>	<i>Number of Jobs created/retained CARE</i>	94.5C/130R	160C/156.5 R	150C/150R
	<i>Technical Assistance (CARE/EZ)</i>	720	285	325
	<i>Number of CARE Loans and Rebates</i>	82	12	50
	<i>Number of NIBRLIF Loans* (Program may be reformatted)</i>	6	5	0*
	<i>Number of EZ Incentives</i>	67	75	75
	<i>Number of Jobs created/retained CARE Public Investment</i>	92C/166R	80C/250R	60C/150R
	<i>CARE Private Investment</i>	\$273,299	\$300,000	\$300,000
	<i>CARE Private Investment</i>	\$4,800,615	\$5,000,000	\$5,000,000
	<i>EZ Public Investment</i>	\$198,911	\$200,000	\$150,000
	<i>EZ Private Investment</i>	\$11,928,359	\$50,000,000	\$5,500,000

PERFORMANCE MANAGEMENT

General Registrar

Agency Programs	Program Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Voter Registration</i>	<i>Voter Registration Transactions</i>	83,624	34,845	43,000
	<i>Average Cost Per Transaction</i>	\$5.00	\$5.88	\$6.74
	<i>Registered Voters</i>	118,793	118,141	118,141
<i>Conduct of Elections</i>	<i>Percentage of elections conducted that comply with legal requirements</i>	100%	100%	100%
	<i>Average Cost per Election Conducted</i>	\$281,435	\$281,428	\$281,428
	<i>Number of Elections Conducted</i>	3	2	2
<i>Voter Registration</i>	<i>Voter Registration Transactions</i>	83,624	34,845	43,000
	<i>Average Cost Per Transaction</i>	\$5.00	\$5.88	\$6.74

Library

Agency Programs	Program Measures	Actual FY2009	Target FY2010	Target FY2011
			(NOTE: Service reductions. 2 branches close for part of FY for renovation)	(NOTE: Service reductions. 2 branches closed beginning of FY for renovation. When these reopen, 2 more branches close)
<i>Overall Library Services</i>	<i>Percentage of library users who rate the quality of programs/information provided as good or excellent</i>	80%	80%	80%

PERFORMANCE MANAGEMENT

Library

Agency Programs	Program Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Overall Library Services</i>	<i>Number of public access computer sessions used by Library customers</i>	270,915	260,000	235,000
<i>Adult and Family Services</i>	<i>Number of computer classes Taught by Library Staff</i>	572	550	520
<i>Adult and Family Services</i>	<i>Number of customers attending Computer classes</i>	2,825	2,690	2,600
<i>Overall Library Services</i>	<i>Number of library materials borrowed</i>	896,843	852,000	762,000
<i>Overall Library Services</i>	<i>Number of library visitors</i>	1,012,836	957,000	872,000
<i>Children and Family Services</i>	<i>Number of student visits to Homework Assistance Program</i>	1,009	925	1,000
<i>Children and Family Services</i>	<i>Number of children/ teens enrolled in summer reading</i>	3,513	2,828	2,500
<i>Children and Family Services</i>	<i>Number of Children's Programs</i>	1,136	1,055	926
<i>Children and Family Services</i>	<i>Number of Children Attending Programs</i>	32,326	30,000	28,300
<i>Children and Family Services</i>	<i>Number of Head Start Students who heard story times by Library staff</i>	6,397	6,000	5,800
<i>Children and Family Services</i>	<i>Number of parents, teachers and daycare providers trained in early literacy skills</i>	927	940	960

PERFORMANCE MANAGEMENT

Minority Business Development

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2009</i>	<i>Target FY2010</i>	<i>Target FY2011</i>
<i>Marketing Business Development</i>	<i>Number of new minority firms registered with the City</i>	128	5%	3%
<i>Marketing Business Development</i>	<i>Number of entrepreneurs utilizing business resource center</i>	57	5%	5%
<i>Minority Business Administration</i>	<i>Increase the dollar value of contracts awarded to minority firms</i>	121 minority prime and sub-contractors @ \$14,000,774.13	2%	2%
<i>Business/ Project Development & Marketing</i>	<i>Number of workshops conducted with external customers, number of pre & post bid meetings attended, number of bids & proposals reviewed for participation</i>	29 technical assistance workshops; 65 pre/post bid meetings attended; 41 bids/proposals reviewed	5%	5%

PERFORMANCE MANAGEMENT

Parks, Recreation & Community Facilities

Agency Programs	Program Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Administration</i>	<i>Percent of departmental and administration annual outcomes accomplished</i>	92%	92%	95%
<i>Park Maintenance</i>	<i>Percent of customers who rate parks maintenance as good to excellent</i>	92%	93%	95%
<i>Infrastructure Maintenance</i>	<i>Percent of parks infrastructure rated in satisfactory condition</i>	85%	85%	90%
<i>Hickory Hill Community Center</i>	<i>Percent of customers rating programs and amenities at the center as good or excellent</i>	90%	90%	95%
<i>Parks Permits and Scheduling</i>	<i>Percent of customers who rate the park permits and scheduling office's services as good to excellent</i>	90%	93%	95%
<i>Special Recreation Services</i>	<i>Percent of participants rating recreation programs as good or excellent</i>	91%	93%	95%
<i>General Recreation</i>	<i>Percent of participants rating recreation programs as good or excellent</i>	91%	93%	95%
<i>James River Parks</i>	<i>Percent of customers who rate James River Park maintenance and amenities as good to excellent</i>	92%	93%	95%
<i>Marketing</i>	<i>Percent of customers who rate department communications as good to excellent</i>	85%	90%	95%
<i>Cultural Arts</i>	<i>Percent of cultural arts program participants rating the service as good or excellent</i>	90%	92%	95%

PERFORMANCE MANAGEMENT

Public Utilities

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2009</i>	<i>Target FY2010</i>	<i>Target FY2011</i>
<i>Natural Gas</i>	<i>Compliance with CFR 192 gas compliance</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>Natural Gas</i>	<i>Respond to Emergency Gas Leaks within 30 minutes</i>	<i>92.8%</i>	<i>90%</i>	<i>90%</i>
<i>Natural Gas</i>	<i>Percent of gas meters with van readings</i>	<i>99.7%</i>	<i>99%</i>	<i>99%</i>
<i>Natural Gas</i>	<i>Citizens Requests responded to within target</i>	<i>92.8%</i>	<i>95%</i>	<i>95%</i>
<i>Water</i>	<i>Compliance with Safe Drinking & Clean Water Acts</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>Water</i>	<i>Percent of water meters with van readings</i>	<i>98.3%</i>	<i>97%</i>	<i>97%</i>
<i>Water</i>	<i>Citizens Requests responded to within target</i>	<i>98.1%</i>	<i>95%</i>	<i>95%</i>
<i>Wastewater</i>	<i>Compliance with effluent quality standards</i>	<i>99.9%</i>	<i>100%</i>	<i>100%</i>
<i>Electric Light</i>	<i>Citizens Requests responded to within target</i>	<i>99.9%</i>	<i>95%</i>	<i>95%</i>
<i>Total DPU</i>	<i>Employee on-the-job injury rate less than target</i>	<i>6.9%</i>	<i>4.0%</i>	<i>4.0%</i>

PERFORMANCE MANAGEMENT

Real Estate Services

Agency Programs	Program Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Leases/Disposition</i>	<i>Revenue generated from sales and leases</i>	<i>\$2,527,095</i>	<i>\$2,000,000</i>	<i>\$2,100,000</i>
<i>Customer Service</i>	<i>Customer service: Number of citizens assisted with city property/ tax sale questions via website</i>	<i>1,295+</i>	<i>1,200+</i>	<i>1,200+</i>
<i>Strategic Planning</i>	<i>Percent of acquisition/ disposition transactions completed that meet strategic real estate goals</i>	<i>72%</i>	<i>78%</i>	<i>80%</i>
<i>Tax Sale Program</i>	<i>Number of tax delinquent properties sold and returned to the tax rolls</i>	<i>29</i>	<i>30</i>	<i>40</i>
	<i>Tax Revenue Recapture Rate</i>	<i>259%</i>	<i>100%</i>	<i>100%</i>

Sheriff & Jail

Agency Programs	Program Measures	Actual FY2009	Target FY2010	Target FY2011
<i>Administration</i>	<i>Receive and maintain state certification and/ or accreditation</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>Jail Operations</i>	<i>Increase the number of random shakedowns and employee drug screenings by ten per month.</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>Professional Standards</i>	<i>Revise and maintain agency policies and procedures in SOP with monthly reviews of a minimum of ten documents</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>Human Resources</i>	<i>Develop and implement a personnel review system for interim and annual employee performances which requires a minimum of two reviews per year.</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>

PERFORMANCE MANAGEMENT

Sheriff & Jail

<i>Agency Programs</i>	<i>Program Measures</i>	<i>Actual FY2009</i>	<i>Target FY2010</i>	<i>Target FY2011</i>
<i>Medical</i>	<i>Reduce medical expenses by an average of 2% each year</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>Inmate Services</i>	<i>Increase the number of inmates completing GED and Computer class requirements by 5 percent</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>
<i>Records Administration</i>	<i>Maintain a satisfactory or above rating on yearly LIDS audits administered by the Compensation Board</i>	<i>100%</i>	<i>100%</i>	<i>100%</i>

APPENDICES & GLOSSARY

DEMOGRAPHICS

<u>Year</u>	<u>Population</u>	<u>Municipal Employees</u>	<u>School Enrollment</u>	<u>Unemployment Rate</u>
1988-89	215,706	9,227	27,426	5.0
1989-90	203,056	9,164	26,885	5.5
1990-91	203,056	9,106	27,021	7.8
1991-92	203,056	8,589	27,368	9.3
1992-93	202,798	8,635	27,465	9.3
1993-94	202,263	8,553	27,654	6.6
1994-95	201,100	8,627	27,708	6.0
1995-96	196,900	8,441	27,872	5.4
1996-97	193,000	8,213	27,787	5.5
1997-98	192,700	8,239	27,621	5.0
1998-99	192,700	8,239	27,468	3.9
1999-00	197,790	8,230	27,237	3.5
2000-01	197,790	8,268	26,823	2.9
2001-02	195,600	8,503	25,914	5.0
2002-03	194,900	8,499	26,136	6.2
2003-04	195,300	8,269	25,372	6.1
2004-05	195,300	8,464	25,069 *	6.4
2005-06	193,777	8,526	24,733 *	5.6
2006-07	193,882	8,515	24,247 *	4.0
2007-08	195,300	8,493	23,771 *	4.7
2008-09	195,300	8,501	23,472 *	4.7 **
2009-10	194,974	8,303	23,868 *	7.5 **
2010-11	199,991	8,149	22,360*	9.9**

*Enrollment Figures included Pre-Kindergarten

**City of Richmond Unemployment Rate as of December 2009
Virginia Employment Commission

Statistics

Ethnicity:

53% African American Alone
43% White Alone
2% Asian Alone
2% Other and two or more races
(2007, Weldon Cooper Center,
www.coopercenter.org)

Median Age:

36 Years (2007, Virginia Economic
Development Partnership)

Civilian Labor Force:

99,846 (December 2009, Virginia
Employment Commission)

Registered Voters:

123,238 (January 2009, City General
Registrar)

Assessed Value:

\$21.140 billion (January 1, 2009, City
Assessor)

Total Construction Value:

\$855,007,448 (2007-08, Department of
Community Development)

Taxable Sales:

\$2,331,876,957 (2009, Virginia
Department of Taxation)

Per Capita Personal Income:

\$43,011 (2007, Bureau of Economic
Analysis)

Median Household Income:

\$37,442 (2005-2007, American
Community Survey)

TAX RATES

Real Estate

\$1.20	per \$100 Assessed Value - 2008-2010
\$1.23	per \$100 Assessed Value - 2007
\$1.29	per \$100 Assessed Value - 2006
\$1.33	per \$100 Assessed Value - 2005
\$1.37955	per \$100 Assessed Value - 2003-2004
\$1.38975	per \$100 Assessed Value - 2002
\$1.41	per \$100 Assessed Value - 2001
\$1.43	per \$100 Assessed Value - 1997-2000
\$1.445	per \$100 Assessed Value - 1994-1996
\$1.45	per \$100 Assessed Value - 1992-1993
\$1.46	per \$100 Assessed Value - 1990-1991
\$1.53	per \$100 Assessed Value - 1987-1989

Tangible Personal Property

\$3.70	per \$100 Assessed Value - 1992-2010
\$3.65	per \$100 Assessed Value - 1990-1991
\$3.59	per \$100 Assessed Value - 1972-1989
\$2.35	per \$100 Assessed Value - 1971

Effective January 1, 1996 - Household furnishings and personal effects exempt from taxation.

Machinery Used for Manufacturing and Mining

\$2.30	per \$100 Assessed Value - 1992-2010
\$2.10	per \$100 Assessed Value - 1991
\$2.00	per \$100 Assessed Value - 1990
\$1.90	per \$100 Assessed Value - 1971-1989
\$1.50	per \$100 Assessed Value - 1970

Utility Consumers' Tax

Residential Electric

\$1.40 plus \$.015116 per kilowatt hour not to exceed \$4.00 per month

Commercial Electric

\$2.75 plus \$.016462 per kilowatt hour

Industrial Electric

\$2.75 plus .11952 per kilowatt hour

TAX RATES

Utility Consumers' Tax (continued)

Residential Gas

\$1.78 plus \$.10091 per 100 CCF not to exceed \$4.00 per month

Commercial Gas

Small volume user-\$2.88 plus \$.1739027 per ccf

Large volume user-\$24.00 plus \$.07163081 per ccf

Industrial user- \$120.00 plus \$.011835 per ccf

Business and Professional Licenses

For all categories with \$100,000 or less in gross receipts, purchases, or contracts, \$30 fee (only)

Wholesale Merchants, \$.22 per \$100 of gross purchases

Retail Merchants, \$.20 per \$100 of gross receipts

Professional Occupations, \$.58 per \$100 of gross receipts

Contractors, \$.19 per \$100 of gross contracts and/or 1.50% of fees from contracts on a fee basis

Personnel Services, \$.36 per \$100 of gross receipts

Motor Vehicle License

Private passenger vehicles - \$23 on 4,000 lbs. or less; \$28 on 4,001 lbs. or more

Trucks - Rates graduated in accordance with gross weight; Minimum rate \$24; maximum rate \$250

Admission Tax

7% of any charge for admission to a place of amusement or entertainment where such charge is \$.50 or more

Bank Stock Tax

\$.80 on each \$100 of value of bank stock

TAX RATES

Sales Tax

4 % State and 1% Local - 2006-2010
3 1/2% State and 1% Local - 1988-2005

Prepared Food Tax

A tax of 6% on prepared foods in addition to the sales tax

Lodging Tax

A tax of 8% of the charge made for each room rented by a transient in a hotel or motel, which directly supports the operation of the Greater Richmond Convention Center

BOND RATINGS

The City's bond ratings reflect its economic health. The City has never defaulted in the payment of principal or interest of any debt.

General Obligation Bond Ratings

Moody's Investors Service	Aa2
Standard and Poors Corp.	AA
Fitch Ratings Ltd.	AA+

Public Utility Revenue Bond Ratings

Moody's Investors Service	Aa2
Standard and Poors Corp.	AA
Fitch Ratings Ltd.	AA

LIST OF ACRONYMS

Acronym	Title	Description
ADA	Americans with Disabilities Act	Federal legislation requiring all public buildings to be handicap accessible.
ADC	Adult Drug Court	City of Richmond Agency. See General Fund Agency Tab.
ALS	Advance Life Support	Immediate intervention for critical care during a life or death circumstance.
BLS	Basic Life Support	Care that is provided to anyone who is sick or injured.
BRASS	Budget Reporting and Analysis Support System	See glossary.
CAFR	Comprehensive Annual Financial Report	An audited and printed copy of the City's financial statement at the end of a fiscal year, which is fairly presented in all material in accordance with the GAAP.
CARE	Commercial Area Revitalization Effort	Programs which are designed to revitalize and return economic viability to older neighborhood commercial districts, primarily in the city's low and moderate-income communities.
CAPS	Community Assisted Public Safety	A program which aide the neighborhoods and communities in aggressively prosecuting nuisance crimes that plague citizens the quality of life.
CAO	Chief Administrative Officer	City of Richmond Agency. See General Fund Agency Tab.
CDBG	Community Development Block Grant	See glossary.
CIP	Capital Improvement Plan	See glossary.
CSA	Comprehensive Services Act	Funding sources such as state, trust grants Medicaid Family Preservation Act Funding, which proved services to at-risk youths.
DCJS	Department of Criminal Justice Services	State agency that provides grant funding to local municipalities for criminal justice related programs.
DHCD	Department of Housing and Community Development	The DHCD is committed to creating safe, affordable, and prosperous communities to live, work and do business in Virginia.

LIST OF ACRONYMS

Acronym	Title	Description
EEO	Equal Employment Opportunity	Federal law that mandates an employer from practicing discrimination based on race, religion, origin, creed or sex.
EMS	Emergency Management Services	City of Richmond Agency. See General Fund Agency Tab.
FEMA	Federal Emergency Management Agency	Independent Agency with a mission to reduce the loss of life and property and to protect infrastructure from hazards through a risk-based emergency management program of mitigation, preparedness response and recovery.
FDTC	Family Drug Treatment Court	Innovative program that focuses on healthy and sober parenting by addressing the causes and issues with the intent of family reunification.
FLSA	Federal Labor Standards Administration	A Federal agency responsible for regulating labor laws.
FOIA	Freedom of Information Act	A law enacted in 1966 requiring that government records except those relating to national security, confidential financial data, and law enforcement is made available to the public on request.
FTE	Full-Time Equivalent	See glossary.
FY	Fiscal Year	See glossary.
GAAP	Generally Accepted Accounting Principles	Standard framework of guidelines for rules accountants follow in recording and summarizing transactions, and the preparation of financial statements.
GASB	Governmental Accounting Standards Board	Currently the source of generally accepted accounting principles used by State and Local governments in the United States.
GFOA	Government Finance Officers Associations	See glossary.
GIS	Geographic Information Systems	Tools which are used to transform, analyze, gather, manipulate and produce information related to the surface of the Earth. Data may exist as lists, tables, maps, or 3D virtual models.
GRCCA	Greater Richmond Convention Center	A regional cooperation between the City of Richmond and the surrounding counties of Henrico, Chesterfield, and Hanover.

LIST OF ACRONYMS

Acronym	Title	Description
GRIP	Gang Reduction and Intervention Program	In partnership with the Attorney General' Office and other law enforcement agencies established guidelines which identify, prosecute and seek penalties for members of violent street gangs.
GRTC	Greater Richmond Transit Company	A non-profit local government-owned public service company which operates an urban-suburban fixed bus service and specialized services such a CARE, C-VAN and RideFinders.
IBR	Incident Based Reporting	Crimes which are reported through data collected on each single incident and arrest within 22 offense categories made up of 46 specific crimes.
ICMA	International City County Management Association	Creating excellence in local governance by developing and fostering professional local government management worldwide.
LAN	Local Area Network	A technological term for a specific type of computer network connectivity configuration.
LATA	Licenses Assessments, & Tax Audits	A program that provides City tax assessment and tax compliance services to citizens and businesses so that revenue is billed in accordance with the City tax code.
OSHA	Occupational Safety & Health Administration	A federal agency that regulates work related safety issues.
PIO	Public Information Office	A City division responsible for providing the public information about services and programs and other information.
RRHA	Richmond Rcdvelopment and Housing Authority	A committed ethically and financially agency that provides the citizens with quality affordable housing and effective community redevelopment services.
RBHA	Richmond Behavioral Health Authority	An established public entity that provides mental health, mental retardation, substance abuse and prevention services to the citizens.
SEC	Securities and Exchange Commission	Government commissions created by Congress to regulate the securities markets and protect investors. In addition to regulation and protection, it also monitors the corporate takeovers in the U.S.
SOL	Standards of Learning	Measurement which the State of Virginia uses for students' achievement in school at different points of their education

LIST OF ACRONYMS

Acronym	Title	Description
TANF	Temporary Assistance to Needy Families	Federal assistance and work opportunities to needy families by granting states the federal funds and wide flexibility to develop and implement their own welfare programs.
UCR	Uniform Crime Report	Standard way of reporting certain crimes which are labeled Part I Crimes.
VDOT	Virginia Department of Transportation	State agency that maintains state roads and interstate.
VIEW	Virginia Initiative for Employment not Welfare	A state reform program that places work requirements and time restrictions on receiving welfare aid.
VRS	Virginia Retirement System	A state system for public employees that provides its members with benefits at retirement or upon disability or death.

GLOSSARY OF KEY TERMS

Accounting Basis - The City operates on a modified accrual basis where most revenue is recognized when it is earned or billed and expenditures are recognized when the liability is incurred.

Activity – An activity is a set of or grouping of similar processes or tasks that converts inputs to outputs. An activity is a service provided under a program budget.

Agency - A major administrative division of the City that has overall management responsibility for an operation or a group of related operations within a functional area.

Amendment- Any change to the revenue and/or expenditure of a previously adopted budget. Amendments may be recommended by the Mayor or City Council. The director of finance must certify that the city has the required funds for each amendment. Amendments are considered by City Council and approved (adopted) or rejected by a minimum of six affirmative votes.

Appropriation - An authorization made by City Council to expend funds for certain purposes within a specific time frame.

Appropriation Units - Grouping of expenditures within department budgets. For example, the appropriation unit for personal services includes full-time, part-time, and temporary staff wages and fringe benefits.

Approved Budget - The budget, formally adopted by City Council, for the upcoming fiscal year.

Assessed Value - The fair market value set on real and other property as a basis for levying taxes.

Budget - A financial plan showing estimated costs, revenues and service levels over a certain time period (fiscal year). The proposed budget is the plan submitted by the Mayor to City Council. After Council review and amendments, the budget is approved and becomes the adopted budget.

Budget Message - A general discussion of the proposed budget presented in writing by the Mayor as a part of the proposed budget document. The budget message explains principal budget issues against the background of financial experience of recent years and presents recommendations made by the Mayor.

Budget Reporting and Analysis Support System (BRASS) - A budgeting system designed for budget formulation, budget monitoring, and budget reporting activities.

Bureau - A major operating unit within a Department consisting of one or more organizations.

Capital Improvement Plan (CIP) - A five year financial plan or budget that outlines spending for Capital projects such as buildings, parks, streets, etc., and their financing sources.

Capital Outlay - Expenditures which result in the acquisition of, or addition to, fixed assets. Fixed assets generally are purchased from the 5000-account group to facilitate the maintenance of the fixed assets inventory.

Capital Projects - Projects for the purchase or construction of capital assets. Typically, a Capital project encompasses a purchase of land and/or the construction of a building or facility.

Community Development Block Grant (CDBG) - A fund, which accounts for federal entitlement funds received under Title I of the Housing and Community Development Act of 1974. These funds support public improvements and redevelopment and conservation activities within targeted neighborhoods.

GLOSSARY OF KEY TERMS

Current Modified Budget - The approved budget plus City Council's adopted budget amendments, the budget at any given time during the fiscal year.

Debt Service - The amount necessary to pay principal and interest on outstanding bonds and notes for a year.

Deficit - (1) The excess of an entity's or fund's liabilities over its assets (See Fund Balance). (2) The excess of expenditures or expenses over revenues.

Delinquent Taxes - Taxes remaining unpaid on or after the date on which a penalty for nonpayment is incurred.

Depreciation - (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset that is charged as an expense during a particular period.

Direct Costs – Includes the salaries, wages, and benefits of employees who exclusively work on the delivery of service, as well as the materials and supplies and other associated operating costs such as utilities and rent, training and travel.

Effectiveness Measure – Effectiveness measures address service quality and/or timeliness.

Efficiency Measure – Efficiency measures express the ratio of inputs to outputs, or how well the program converts inputs to outputs. They are often expressed as unit costs.

Electric Utility Fund - The enterprise fund that accounts for the operations of the City-owned electric system. The cost of providing services is financed or recovered through user fees.

Encumbrance - Obligations against budgeted funds in the form of a purchase order, contract, or other reservation supported by a purchase order.

Enterprise Fund - A separate fund used to account for operations that are financed and operated in a manner similar to private business enterprises and where it is the intent that costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Expendable Trust Funds – To account for fund agreements where the principle and earnings on principle may be spent for the fund's intended purpose. Expendable Trust Funds must be established to account for state unemployment compensation benefit plans and resources to cover administrative costs are accounted for in the general fund.

Expenditure - Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered, whether cash payment has been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payment is made.

Fiduciary Fund – Resources that are held for the benefit of parties outside the government. These funds are not reflected in the government wide financial statements because the resources of those funds are not available to support the city's own programs.

Fiscal Year – The twelve-month period of the budgetary year. The fiscal year for the City's operating budget begins on July 1st and ends the following June 30th.

Fringe Benefits - Job-related benefits provided for employees as a part of their total compensation, such as employer's portion of FICA taxes, retirement and insurance.

GLOSSARY OF KEY TERMS

Fund - An independent fiscal and accounting entity with a self-balancing set of accounts recording its assets, liabilities, fund balances, retained earnings, revenues and expenditures.

Fund Balance - The accumulated revenues and other financing sources in excess of expenditures and other uses. The City has adopted a Fund Balance Policy requiring an annual appropriation to the fund balance of .5 percent of expenditures until the balance equals five percent of expenditures and prohibiting appropriations from the fund balance if it is less than three percent of expenditures.

Full-time Equivalent (FTE) - An employment indicator that translates the total number of hours worked in a year by all employees to an equivalent number of work years, based upon a work year of 2,080 hours equaling one Full-Time Equivalent (FTE) on hand.

Gas Utility Fund - The enterprise fund that accounts for the operations of the City-owned gas system. The cost of providing services is financed or recovered through user fees.

General Fund - The primary operating fund, which accounts for all revenues and expenditures that are not accounted for in specific purpose funds. It finances the regular day-to-day operations of the City.

General Obligation Bonds - Bonds sold by the City to private investors to provide long-term financing for Capital Project needs. The City pledges its full faith and credit to the repayment of these bonds.

Grant - An amount provided by a governmental unit or other type of organization in aid or support of a particular governmental function or program.

Government Finance Officers Association (GFOA) - A professional association of state/provincial and local finance officers in the United States and Canada, and has served the public finance profession since 1906. The association's nearly 15,000 members are dedicated to the sound management of government financial resources.

Indirect Costs - Include shared administrative expenses within the work unit and in one or more support functions outside the work unit. Some examples are: legal, financial, maintenance and technology services. These shared costs may be apportioned by some systematic and rational allocation methodology.

Input Measure - A performance measure that typically identifies the resources used to provide the service or activity.

Internal Service Fund (ISF) - A proprietary fund type used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a cost reimbursement basis.

Non-expendable Trust Funds - To account for trusts that stipulate that only earnings, and not principal, may be spent.

Object - A budgetary account representing a specific object of expenditure. Objects are commonly referred to as the "budget detail".

Operating Budget - The City's annual financial plan of the operating expenditures of the General Fund, enterprise funds and internal service funds and the proposed means of financing them. This document is the primary tool by which most of the financing, acquisition, spending and service delivery activities of a government are planned and controlled.

GLOSSARY OF KEY TERMS

Ordinance - A formal legislative enactment by the City Council that has the full force and effect of law within the boundaries of the City.

Organization - A major operational unit within a Bureau.

Output Measure – A performance measure that typically accounts for what was done or accomplished by the service or activity.

Performance Based Budgeting – A budget formulated by activities and presented by programs (as opposed to organizational units) that integrates results oriented strategic business planning with measurable outcomes for customers that allows for budget decisions informed by program performance and cost information.

Performance Measures - Specific quantitative or qualitative measures of the work performed within an activity or program. An example of a quantitative measure would be the number of miles of streets cleaned. An example of a qualitative measure would be 75% of customers are satisfied with street cleanliness.

Personnel Services - Compensation for direct labor of persons in the employment of the City; salaries and wages paid to employees for full-time, part-time, and temporary work, including overtime, shift differential, and similar compensation. This account group also includes the portion of employee fringe benefits paid by the City.

Program – A program is a set of activities undertaken in accordance with a plan of action organized to realize one common purpose with an identifiable end result or outcome.

Program Outcome Measure – Program Outcome Measures are used to capture the performance of programs. They describe the impact of a program, benefits or changes for participants resulting from program activities or the ultimate benefit provided to customers by a program. They address the issue of *why* funding and staff has been provided to the program.

Proposed Budget - The budget formally submitted by the Mayor to the City Council for its consideration. Recommended budget documents are also available to the public.

Proprietary Funds – To account for a government’s ongoing organization and activities that are similar to those found in the private sector. There are two types of proprietary funds: enterprise funds and internal service funds.

Reserve for Contingencies - A budgetary account set aside for use by the City Council in dealing with emergencies or unforeseen expenditures.

Revenue - The yield from various sources of income, such as taxes, that the City collects and receives into the treasury for public use.

RichmondWorks – The City’s performance management program

Salary and Benefit Forecasting System (SBFS) – A part of the BRASS budgeting system designed for salary and benefits calculations, forecasting, projecting and reporting activities.

Service Quality Measure – A performance measure that typically shows the effectiveness of the service or activity. The results will show the benefit or impact of the activity to the customers or to the general public.

Sewer Utility Fund - The enterprise fund that accounts for the operations of the City-owned sewer system. The cost of providing services is financed or recovered through user fees.

GLOSSARY OF KEY TERMS

Special Revenue Fund - Fund(s) used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Undesignated Fund Balance - The portion of unreserved fund balance representing financial resources available to finance expenditures other than those tentatively planned (designated).

Veto – The Mayor may veto any amendment(s) made by City Council to the Mayor’s budget as originally submitted to City Council. The Mayor must indicate his or her intention to veto the amendment(s) within 14 days of the date that City Council takes action on the amendment(s).

Veto Over-ride – City Council may over-ride the Mayor’s veto of budget amendments by means of a vote to do so with a two-thirds majority. Over-rides must be done within 14 days of receipt of the Mayor’s vetoes.

Water Utility Fund - The enterprise fund that accounts for the operations of the City-owned water system. The cost of providing service is financed or recovered through user fees.

PROPOSED AMENDMENTS TO THE
Biennial Fiscal Plan

FISCAL YEAR 2011



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THE RECONCILIATION TRIANGLE STATUE
AT RICHMOND, VIRGINIA
LIVERPOOL, ENGLAND AND
THE BENIN REGION, WEST AFRICA

