

CITY OF DANVILLE VIRGINIA

“A WORLD CLASS ORGANIZATION”



**F/Y 2010 ADOPTED BUDGET
JULY 1, 2009**

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Council Letter

City Manager's Office



City of Danville, Virginia

TO: The Honorable Mayor Sherman M. Saunders and Members of City Council
FROM: M. Lyle Lacy, III, City Manager *MLL*
DATE: June 12, 2009

Council Letter Number: 73-09
Business Meeting Date: June 02, 2009 (Resolutions & Ordinance – First Reading)
Public Hearing
June 16, 2009 (Resolutions & Ordinance – Final Adoption)

SUBJECT: Fiscal Year 2010 City and CIP Budgets

EXECUTIVE SUMMARY

The Public Hearing for the City's FY 2010 operating and capital budgets was held on June 2, 2009.

The attached Resolutions and Budget Appropriation Ordinance reflect changes discussed at the June 2nd meeting and further review of FY 2010 revenue estimates. The Budget Appropriation Ordinance includes the FY 2010 Authorized Personnel listing, including employee positions funded by other sources, such as grants, CDBG, and the State Compensation Board.

The staff has been closely monitoring current year revenue projections and has determined several revenue estimates for FY 2010 were overly optimistic. The accompanying chart shows recommended adjustments in the Proposed Budget. Based on the revised forecast, Sales Taxes, Business, Professional, and Occupational Licenses (BPOL), and Hotel/Motel Taxes reflect a decrease, while Meals Tax, Auto Licenses, Bank Stock Taxes, and Dog Tags are projected to increase. State revenues for Per Diems and Shared Expenses for the Sheriff's Office are also reduced based on revised estimates from the Compensation Board. To balance the budget, staff recommends using the additional debt service savings from debt restructuring and reducing the General Fund's contingency appropriation. In addition, it is proposed that the Deputy City Manager's salary and expenses continue to be funded from Utilities Funds until the department head vacancy there is filled. This will provide incremental savings in the General Fund. The negative appropriation for Salaries-Attrition has been modified accordingly.

	<u>Proposed Budget</u>	<u>Revisions</u>	<u>Revised Proposed Budget</u>
<u>REVENUES:</u>			
Local Sales Tax	\$8,000,000	(\$300,000)	\$7,700,000
BPOL	5,000,000	(600,000)	4,400,000
Meals Tax	6,000,000	120,000	6,120,000
Hotel/Motel Tax	800,000	(50,000)	750,000
Auto Licenses	850,000	50,000	900,000
Bank Stock Taxes	550,000	50,000	600,000
Dog Tags	10,000	5,000	15,000
Per Diems-City Jail	610,000	(8,550)	601,450
Per Diems- City Farm	1,316,942	(5,300)	1,311,642
<u>State Shared Expenses:</u>			
City Sheriff	\$3,053,166	<u>(\$68,900)</u>	\$2,984,266
Total Revenue Adjustments		<u>(\$807,750)</u>	
<u>EXPENDITURES:</u>			
Debt Service –			
Total City/Schools	\$2,360,613	(\$620,000)	\$1,740,613
Contingency	200,000	(100,000)	100,000
Salaries-Attrition	(500,000)	<u>(87,750)</u>	(587,750)
Total Expenditure Adjustments		<u>(\$807,750)</u>	

RECOMMENDATION

It is recommended that City Council approve the attached Resolutions approving the operating and capital budgets and the Budget Ordinance to appropriate the budget for Fiscal Year 2010.

ATTACHMENTS

1. Resolutions (2)
2. Ordinance
3. Budget Advertisement

PRESENTED: June 2, 2009ADOPTED: June 16, 2009RESOLUTION NO. 2009- 06 .22

A RESOLUTION APPROVING THE BUDGETS OF THE VARIOUS FUNDS OF THE CITY OF DANVILLE FOR THE FISCAL YEAR ENDING JUNE 30, 2010.

WHEREAS, the Budget of and for the City of Danville for Fiscal Year 2009 has been prepared and introduced by the City Manager and received and considered by the Council, including the Budgets for the following funds:

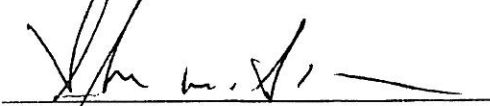
FUND NAME (FROM)	PROPOSED EXPENDITURE	CONTRIBUTION/ TRANSFER TO GENERAL FUND
General Fund	\$100,753,093	
Water	9,376,059	\$933,300
Wastewater	13,266,733	677,760
Gas	33,348,412	2,656,330
Power & Light	108,151,666	9,062,610
Telecommunications	4,643,990	302,000
Transportation	1,590,893	(166,181)
Central Services	626,815	-0-
Motorized Equipment	3,687,090	-0-
Insurance Fund	2,880,000	-0-
Sanitation Fund	3,602,729	-0-
Cemetery Fund	902,755	-0-

AND WHEREAS, a brief synopsis of said Budget has been duly published and a public hearing with respect thereto

has been conducted by the Council, after due public notice thereof, and upon consideration of which it is now necessary and desirable to approve the same as prescribed by law;

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Danville, Virginia, that the attached Budgets for the City of Danville for the Fiscal Year Ending June 30, 2010 representing the General Fund, Water, Wastewater, Gas, Power & Light, Telecommunications, Transportation, Central Services, Motorized Equipment, Insurance, Sanitation, and Cemetery Funds, be, and the same are hereby, approved for informative and fiscal planning purposes pursuant to the City Charter and Sections 15.2-2503 through 15.2-2506 of the Code of Virginia, 1950, as amended.

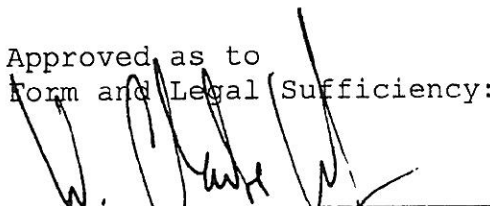
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

2009

PRESENTED: June 2, 2009

ADOPTED: June 16, 2009

RESOLUTION NO. 2009- 06 .23

A RESOLUTION APPROVING THE FISCAL YEAR 2010 CAPITAL IMPROVEMENTS PLAN FOR THE CITY OF DANVILLE, VIRGINIA.

WHEREAS, the City Manager of the City of Danville has proposed and the City Council has reviewed a plan prioritizing, scheduling and funding capital improvement projects; and

WHEREAS, this plan has been updated to assist with the City in the planning, acquisition, construction and improvement of various public facilities that promote the development of the City; and

WHEREAS, the plan provides an expedient process for the City of Danville to acquire, construct, extend, renovate and improve its utility systems in an orderly and coordinated fashion to promote the public welfare of the City and to comply with Federal and State environmental protection regulations; and

WHEREAS, it should be recognized that the plan beyond Fiscal Year 2010 is for planning purposes and does not obligate or commit the City to projects included in the plan beyond Fiscal Year 2010

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Danville, Virginia that the Fiscal Year 2010 Capital Improvements Plan referred to above and incorporated herein and made a part hereof by reference be, and the same is hereby, approved.

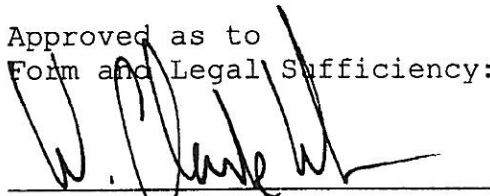
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

PRESENTED: May 5, 2009

ADOPTED: May 5, 2009

RESOLUTION NO. 2009- 05 . 01

A RESOLUTION APPROVING THE BUDGET OF THE SCHOOL BOARD OF THE CITY OF DANVILLE FOR THE FISCAL YEAR ENDING JUNE 30, 2010.

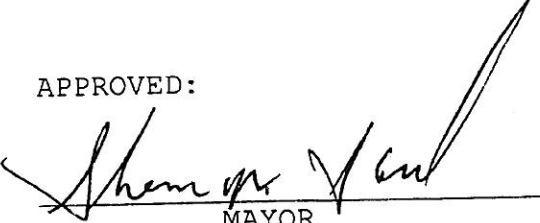
WHEREAS, the School Board of the ~~City~~ of Danville presented to the Council its estimate of the amount of money needed for the support of the public schools of the City during Fiscal Year 2010, which estimate reflected total proposed expenditures in the amount of \$65,932,600, of which \$20,837,113 was proposed to be financed by appropriations from the revenues of the City; and

WHEREAS, a brief synopsis of the proposed Budget of the School Board for Fiscal Year 2010 was duly published, and, after public notice duly given, a public hearing with respect thereto has been conducted by the Council, after due public notice thereof, and upon consideration of which it is now necessary and desirable to approve the same as prescribed by law.


NOW THEREFORE, BE IT RESOLVED by the Council of the City of Danville, Virginia, that pursuant to Section 22.1-93 of the Code of Virginia, 1950, as amended, the attached budget of the School Board of the City of Danville for the Fiscal

Year ending June 30, 2010 be, and the same is hereby, approved
for educational purposes.

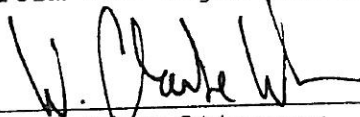
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

PRESENTED: May 19, 2009

ADOPTED: June 2, 2009

ORDINANCE NO. 2009- 05 .08

AN ORDINANCE AMENDING AND REORDAINING SECTION 37-97 OF THE CODE OF THE CITY OF DANVILLE, VIRGINIA TO INCREASE THE TAX ON TRANSIENT LODGERS FROM THREE (3) PERCENT TO SIX (6) PERCENT EFFECTIVE JULY 1, 2009.

BE IT ORDAINED, by the Council of the City of Danville, Virginia, that Section 37-97, entitled "Levied; amount", of the Article VI, entitled "Tax on Transient Lodgers", of Chapter 37, entitled "Taxation", of the Code of the City of Danville, Virginia, 1986, as amended, be and the same is hereby, amended and reordained to read as follows:

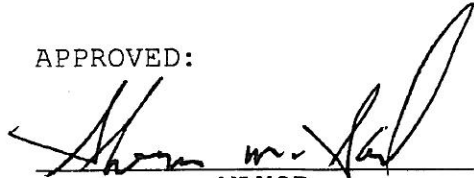
Sec. 37-97. Levied; amount.

There is hereby levied and imposed upon each transient, in addition to any and all other taxes and fees of every kind imposed by law, a tax equivalent to ~~three (3)~~ **six (6)** percent of the total amount paid by or for such transient for the rental of any room in any hotel; and

BE IT FURTHER ORDAINED that all other provisions and Sections of said Article, Chapter and Code be, and the same are hereby, continued in full force and effect unless and until the same are hereafter amended or repealed; and

BE IT FINALLY ORDAINED that this Ordinance shall be and become effective on and as of July 1, 2009.

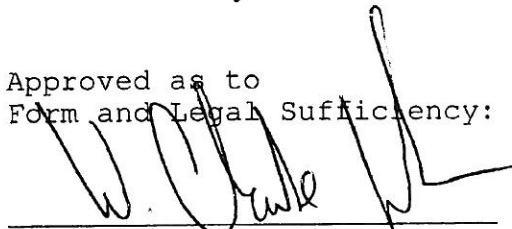
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

PRESENTED: May 19, 2009

ADOPTED: June 2, 2009

ORDINANCE NO. 2009- 05 . 09

AN ORDINANCE AMENDING AND REORDANING SECTION 37-141 OF THE CODE OF THE CITY OF DANVILLE, VIRGINIA TO INCREASE THE TAX ON MEALS SERVED IN RESTAURANTS OR BY CATERERS FROM FIVE (5) PERCENT TO SIX (6) PERCENT EFFECTIVE JULY 1, 2009.

BE IT ORDAINED by the Council of the City of Danville, Virginia, that Section 37-141, entitled "Levy of Tax" of Article IX, entitled "Tax on Meals Served in Restaurants or by Caterers", of Chapter 37, entitled "Taxation", of the Code of the City of Danville, Virginia, 1986, as amended, be, and the same hereby is, amended and reordained to read as follows:

Sec. 37-141. Levy of tax.

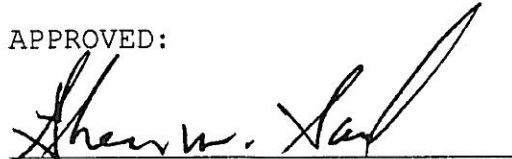
In addition to all other taxes and fees of any kind now or hereafter imposed by law, a tax is hereby levied and imposed on the purchaser of every meal served, sold or delivered in the City by a restaurant or caterer. The rate of this tax shall be ~~five (5)~~ **six (6)** percent of the amount paid for the meal, any fraction of one-half (1/2) or more being treated as one (1) cent.

AND BE IT FURTHER ORDAINED that all other provisions and Sections of said Article, Chapter and Code be, and the same

are hereby, continued in full force and effect unless and until the same are hereafter amended or repealed; and

BE IT FURTHER ORDAINED that this Ordinance shall be and become effective on and as of July 1, 2009.

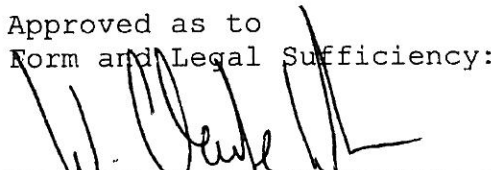
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

PRESENTED: May 19, 2009

ADOPTED: June 2, 2009

ORDINANCE NO. 2009- 05 . 10

AN ORDINANCE AMENDING AND ESTABLISHING CERTAIN BUILDING PERMIT, INSPECTION, AND PLANNING AND ZONING FEES AND CHARGES EFFECTIVE JULY 1, 2009.

WHEREAS, the Community Development Department charges fees for certain services it provides to customers; and

WHEREAS, these fees are designed to help recoup a portion of the costs of providing services not usually shared by all citizens; and

WHEREAS, The fees charged by the Planning Division have been the same since prior to 1992; and

WHEREAS, the fees charged by the Inspections Division have been the same since 2001.

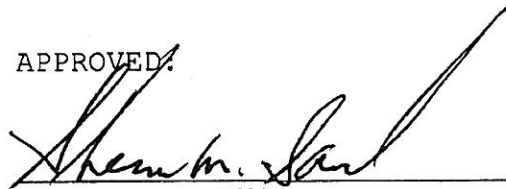
NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia, that the rates, charges, and fees for certain permits and inspections, be, and the same are hereby, established and approved in accordance with and shown on the ten (10) Schedules, which are attached hereto and made a part hereof, as follows:

Schedule 1.	Sign Permit Fees
Schedule 2.	Inspection Fees
Schedule 3.	Plan Review Fees

- Schedule 4. Building Permit Fees
- Schedule 5. Mechanical Permit Fees
- Schedule 6. Plumbing Permit Fees
- Schedule 7. Electrical Permit Fees
- Schedule 8. Amusement Device Fees
- Schedule 9. Examination/Certification Fees
- Schedule 10. Planning/Zoning Fees

AND BE IT FURTHER ORDAINED that this Ordinance shall be and become effective on and as of July 1, 2009.

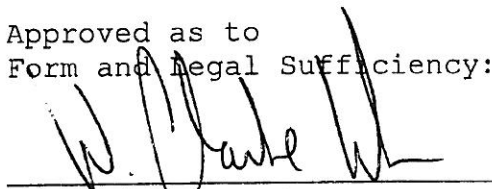
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

**CITY OF DANVILLE
INSPECTIONS DIVISION**

**SIGN PERMIT FEES
EFFECTIVE JULY 1, 2009**

Fees for sign & banner permits shall be as follows:

- | | | |
|----|--|---|
| 1. | For the installation or erection of all temporary banners or temporary portable trailer, A-frame or stand type signs | \$30.00 |
| 2. | For all other signs not otherwise provided for, where: | |
| | - cost is \$1,000 or less | \$30.00 |
| | - cost is in excess of \$1,000 | \$30.00 1 st M plus
\$4.10 per M or
fraction thereof |

**CITY OF DANVILLE
INSPECTIONS DIVISION**

**INSPECTIONS FEES
EFFECTIVE JULY 1, 2009**

Fees for the inspection of the work being performed shall be as follows:

1. For additional inspections made necessary by undue delay in the work, the use of improper materials or workmanship, the failure to have ready any required tests, or continued violations of the USBC (Uniform Statewide Building Code) \$27.50
2. For inspections and investigations necessary to verify work being done without the required permits \$70.00
3. For special inspections beyond or after normal working hours of the Department \$55.00 1st hour
plus \$27.50 per
hour to the nearest
one-quarter hour

**CITY OF DANVILLE
INSPECTIONS DIVISION**

**PLAN REVIEW FEES
EFFECTIVE JULY 1, 2009**

COMMERCIAL:

Fees for the review and approval of construction plans and specifications shall be as follows:

- | | | |
|----|--|--|
| 1. | Minimum plan review fee | \$30.00 |
| 2. | Where cost is \$500,000 or less building | 0.247% of the valuation |
| 3. | Where cost is in excess of \$500,000 | \$1,235 plus 0.082% of the building valuation over \$500,000 |

RESIDENTIAL:

Fees for the review and approval of construction plans and specifications shall be as follows:

1. Construction of any addition to a Single-Family Dwelling - 150 S.F. or more
\$25.00
2. Construction of a new Single-Family Dwelling
\$50.00

**CITY OF DANVILLE
INSPECTIONS DIVISION**

**BUILDING PERMIT FEES
EFFECTIVE JULY 1, 2009**

Fees for building permits shall be as follows:

- | | | |
|-----|---|---|
| 1. | Where cost is \$1,000 or less | \$30.00 |
| 2. | Where cost is in excess of \$1,000 and does not exceed \$5,000 | \$30.00 1 st M plus
\$6.90 per M or fraction thereof |
| 3. | Where cost is in excess of \$5,000 and does not exceed \$20,000

thereof | \$48.60 1 st 5M plus
\$6.55 per M or fraction |
| 4. | Where cost is in excess of \$20,000 and does not exceed \$100,000

thereof | \$146.85 1 st 20M plus
\$4.10 per M or fraction |
| 5. | Where cost is in excess of \$100,000 and does not exceed \$500,000

thereof | \$474.85 1 st 100M plus
\$2.65 per M or fraction |
| 6. | Where cost is in excess of \$500,000 and does not exceed \$1,000,000

thereof | \$1,534.85 1 st 500M plus
\$1.10 per M or fraction |
| 7. | Where cost is in excess of \$1,000,000 | \$2,084.85 1 st 1000M plus

\$0.75 per M or fraction thereof |
| 8. | For the demolition of any structure | \$50.00 |
| 9. | For the moving of any structure | \$75.00 |
| 10. | Permits for the installation of automatic sprinkler systems, fire alarm systems, elevators & escalators, fire escapes, underground storage tanks and other miscellaneous structures shall be calculated in the same manner as building permits above. | |

11.	Temporary Certificate of Use & Occupancy	\$30.00
12.	Permanent Certificate of Use & Occupancy	\$30.00
13.	Change of Use Survey	\$25.00

***Note: Plus 2.00% Levy**

Schedule 5

**CITY OF DANVILLE
INSPECTIONS DIVISION**

**MECHANICAL PERMIT FEES
EFFECTIVE JULY 1, 2009**

Fees for mechanical permits shall be as follows:

- | | | |
|----|--|---|
| 1. | Where cost is \$1,000 or less | \$30.00 |
| 2. | Where cost is in excess of \$1,000 and does not exceed \$5,000 | \$30.00 1 st M plus
\$6.90 per M or fraction thereof |
| 3. | Where cost is in excess of \$5,000 and does not exceed \$20,000 | \$48.60 1 st 5M plus
\$6.55 per M or fraction thereof |
| 4. | Where cost is in excess of \$20,000 and does not exceed \$100,000 | \$146.85 1 st 20M plus
\$4.10 per M or fraction thereof |
| 5. | Where cost is in excess of \$100,000 and does not exceed \$500,000 | \$474.85 1 st 100M plus
\$2.65 per M or fraction thereof |
| 6. | Where cost is in excess of \$500,000 and does not exceed \$1,000,000 | \$1,534.85 1 st 500M plus
\$1.10 per M or fraction thereof |
| 7. | Where cost is in excess of \$1,000,000 | \$2,084.85 1 st 1000M plus
\$0.75 per M or fraction thereof |

***Note: Plus 2.00% Levy**

**CITY OF DANVILLE
INSPECTIONS DIVISION**

**PLUMBING PERMIT FEES
EFFECTIVE JULY 1, 2009**

Fees for plumbing permits shall be as follows:

- | | | |
|----|--|---------|
| 1. | Minimum plumbing permit fee shall be: | \$30.00 |
| 2. | For plumbing in new or existing buildings: | |
| | Base fee | \$13.75 |
| | For each fixture | \$ 7.00 |
| 3. | For new building sewer or water service or renewal of existing building sewer or water service | \$30.00 |
| 4. | For water connection to any potable water supply | \$30.00 |
| 5. | For the installation or replacement of backflow prevention devices: | |
| | Base fee | \$ 8.25 |
| | For each device | \$ 2.75 |

***Note: Plus 2.00% Levy**

**CITY OF DANVILLE
INSPECTIONS DIVISION
ELECTRICAL PERMIT FEES
EFFECTIVE JULY 1, 2009**

Fees for electrical permits shall be as follows:

- | | | |
|-----|--|--|
| 1. | The minimum permit fee shall be | \$30.00 |
| 2. | For outlets, unless otherwise provided for: | |
| | When not in excess of 10 | \$ 2.75 |
| | When more than 10 but not in excess of 100 | \$13.75 |
| | When more than 100 but not in excess of 150 | \$30.00 |
| | When more than 150 | \$30.00 plus \$0.20/outlet
in excess in 150 |
| 2a. | For additional feeders other than main service | \$10.25 each |
| 3. | For special outlets: | |
| | Electric range | \$ 4.15 |
| | Electric water heater | \$ 4.15 |
| | Electric dryers | \$ 4.15 |
| | Air conditioners – 1 to 5 horsepower | \$ 4.15 |
| | All types of electric heat | \$ 0.50 per kilowatt |
| | X-Ray machines | \$ 4.15 |
| | Other special equipment | \$ 4.15 |
| 4. | For altered or new services only
(No additional outlets): | |
| | Size service entrance, 60 & 100 ampere | \$30.00 |
| | Size service entrance, 150 ampere | \$36.50 |
| | Size service entrance, 200 ampere | \$50.25 |
| | Size service entrance, 400 ampere | \$57.25 |
| | Size service entrance, 600 ampere | \$64.00 |
| | Size service entrance, 800 ampere | \$71.00 |
| | Size service entrance, over 800 ampere | \$84.50 |

***Note: Plus 2.00% Levy**

**CITY OF DANVILLE
INSPECTIONS DIVISION**

**AMUSEMENT DEVICE PERMIT FEES
EFFECTIVE JULY 1, 2009**

Fees for amusement device permits shall be as follows:

1. For the construction, reassembly, operation and inspection of an amusement device, when inspected and certified by City of Danville personnel:

Kiddie Ride	\$15.00
Major Ride	\$25.00
Spectacular Ride	\$45.00

2. For the construction, reassembly, operation and inspection of an amusement device, when inspected and certified by private inspectors utilized by the owner or lessee:

Kiddie Ride	\$ 7.50
Major Ride	\$12.50
Spectacular Ride	\$22.50

3. For an annual permit for the construction, reassembly, operation and inspection of an amusement device which is permanently affixed to a site, or is to be reassembled more than once during the calendar year:

Kiddie Ride	\$15.00
Major Ride	\$25.00
Spectacular Ride	\$45.00

**CITY OF DANVILLE
INSPECTIONS DIVISION**

**EXAMINATION/CERTIFICATION FEES
EFFECTIVE JULY 1, 2009**

Fees for certification of Backflow Prevention Device Workers shall be as follows:

1. For the processing of an application and the issuance
of the Backflow Prevention Device Worker Certificate \$25.00
2. For the re-issuance of any certificate due to loss, destruction
or any other reason \$25.00

**CITY OF DANVILLE
PLANNING DIVISION**

**PLANNING AND ZONING FEES
EFFECTIVE JULY 1, 2009**

Fees for Planning Division related items shall be as follows:

- | | |
|---|-------|
| 1. The issuance of Zoning Clearance for Business License | \$10 |
| 2. Items requiring a public hearing before the Planning Commission
(Rezoning/Special Use Permit/Code Amendment) | \$350 |
| 3. Items requiring a public hearing before the Board of Zoning Appeals
(Variance/Appeal of Zoning Administrator) | \$200 |
| 4. Items requiring a Certificates of Appropriateness | \$25 |
| 5. Items requiring appeals from the Local Board of Building Code Appeals
(Appeals of Building Official / Appeals of Fire Official) | \$200 |

PRESENTED: May 19, 2009

ADOPTED: June 2, 2009

ORDINANCE NO. 2009- 05 . 11

AN ORDINANCE TO AMEND THE ASSESSMENT FOR COURTHOUSE CONSTRUCTION, RENOVATION, OR MAINTENANCE.

WHEREAS, Section 17.1-281 of the Virginia Code allows local governing bodies to assess costs for courthouse construction, renovation, or maintenance (i) in each civil action filed in the district courts or circuit courts located within its boundaries and (ii) in each criminal or traffic case in its district courts or circuit courts in which the defendant is charged with a violation of any statute or ordinance; and

WHEREAS, Council believes that it is appropriate to increase such costs assessments for courthouse construction, renovation, or maintenance in each criminal and traffic case in its district courts and circuit courts in which a defendant is charged with a violation of any statute or ordinance;

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia, that the assessment of costs in each criminal and traffic case in the district courts and circuit courts in which a defendant is charged with a violation of any statute or ordinance shall be increased from

\$1 to \$2 for courthouse construction, renovation, or maintenance; and

BE IT FURTHER ORDAINED that said assessment shall apply to all Courts, both District and Circuit Courts, in and for the City of Danville Virginia; and

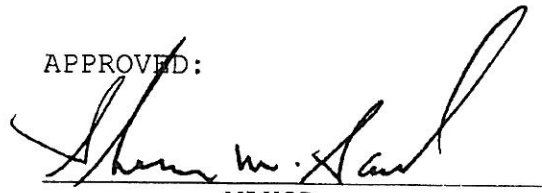
BE IT FURTHER ORDAINED that said assessment shall remain at \$1 in each civil action filed in the district courts and circuit courts in and for the City of Danville Virginia; and

BE IT FURTHER ORDAINED that this fee shall be ordered as a part of the court costs collected by the clerks, in both the District and Circuit Courts, and shall be deposited into the account of the City Treasurer, and shall be held subject to appropriation by the City Council; and

BE IT FURTHER ORDAINED that the provision of this section shall continue so long as authorized by state law; and

BE IT FURTHER ORDAINED, that these fees shall become effective July 1, 2009.

APPROVED:



MAYOR

ATTEST:

Annette Z. Crane
CLERK

Approved as to
Form and Legal Sufficiency:

W. Claude W.
City Attorney

PRESENTED: May 19, 2009

ADOPTED: June 2, 2009

ORDINANCE NO. 2009- 05 . 12

AN ORDINANCE TO ADOPT A CITY TAX ON THE PROBATE OF EVERY WILL OR GRANT OF ADMINISTRATION IN THE AMOUNT OF ONE-THIRD OF THE AMOUNT OF THE STATE TAX.

WHEREAS, Sections 58.1-1718 and 58.1-3805 of the Code of Virginia allows localities to impose a tax equal to one-third the amount of the state tax on every will and grant of administration; and

WHEREAS, Council believes that it is appropriate to impose such tax equal to one-third the amount of the state tax on every will and grant of administration.

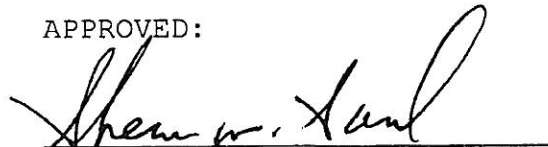
NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia, that it hereby imposes a tax on every will and grant of administration equal to one-third the amount of the state tax on every will and grant of administration; and

BE IT FURTHER ORDAINED that this tax shall be collected by the Clerk of Circuit Court, deposited into the account of the City Treasurer, and shall be held subject to appropriation by the City Council; and

BE IT FURTHER ORDAINED that the provisions of this section shall continue so long as authorized by state law.

AND BE IT FINALLY ORDAINED, that these fees shall
become effective July 1, 2009.

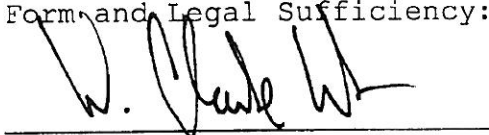
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

PRESENTED: May 19, 2009

ADOPTED: June 2, 2009

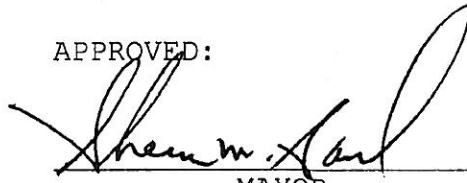
ORDINANCE NO. 2009- 05 . 14

AN ORDINANCE TO IMPOSE A PERMIT FEE FOR STREET CLOSINGS.

BE IT ORDAINED by the Council of the City of Danville, Virginia, that pursuant to Section 2-9 of the Code of the City of Danville, Virginia, the fee for a Street Closing Permit shall be \$75 per permit and shall be updated periodically as Council deems appropriate; and

BE IT FURTHER ORDAINED, that this fee shall become effective July 1, 2009.

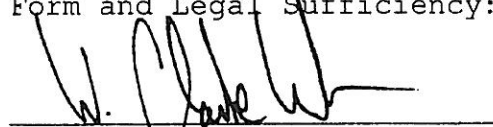
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

PRESENTED: May 19, 2009

ADOPTED: June 2, 2009

ORDINANCE NO. 2009- 05 . 15

AN ORDINANCE REDUCING FISCAL YEAR 2010
AND FISCAL YEAR 2011 UTILITY CUSTOMER SERVICE CHARGES
FOR WATER ACCOUNTS AND RESIDENTIAL ELECTRIC ACCOUNTS

WHEREAS, the City of Danville has established a
Utility Commission to set policies and recommend utility rates
for adoption by the City Council; and

WHEREAS, the Danville Utility Commission has
overseen a comprehensive utility rate study that afforded
public information and involvement opportunities, and the
Commission has recommended that certain customer service
charge reductions be put into effect in Fiscal Year 2010 and
Fiscal Year 2011; and

WHEREAS, Chapter 2, Article XI of the Code of the
City of Danville, 1986, as amended, delegates to the Utility
Commission responsibilities for determining and establishing
such policies as non-consumption utility fees, utility
extensions, service connection fees, and other general service
policies not designated to the City Council, City Manager, or
Assistant City Manager for Utilities.

NOW THEREFORE, BE IT ORDAINED by the Council of the
City of Danville, Virginia, that monthly customer charges for

the City of Danville's Water Utility and monthly and bi-monthly residential customer charges for the Electric Utility be reduced for Fiscal Year 2010 and Fiscal Year 2011 as indicated herein:

Monthly Water Utility Customer Charges

<u>Meter Size</u>	<u>Current Charges</u>	----- Charges As Of -----		
		<u>July 1</u> <u>2009</u>	<u>January 1</u> <u>2010</u>	<u>July 1</u> <u>2010</u>
5/8 inch	\$ 8.85	\$ 7.85	\$ 6.85	\$ 5.85
1 inch	\$ 22.13	\$ 21.13	\$ 20.13	\$ 19.13
1 1/2 inch	\$ 44.25	\$ 43.25	\$ 42.25	\$ 41.25
2 inch	\$ 70.80	\$ 69.80	\$ 68.80	\$ 67.80
3 inch	\$141.60	\$140.60	\$139.60	\$138.60
4 inch	\$221.25	\$220.25	\$219.25	\$218.25
6 inch	\$442.50	\$441.50	\$440.50	\$439.50
8 inch	\$708.00	\$707.00	\$706.00	\$705.00

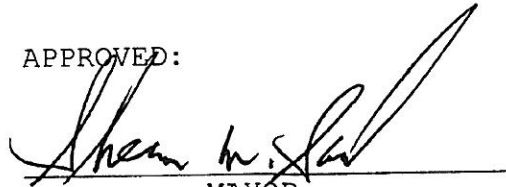
Monthly & Bi-Monthly Residential Electric Customer Charges

<u>Customers</u>	<u>Current Charges</u>	---- Charges As Of ----		
		<u>July 1</u> <u>2009</u>	<u>January 1</u> <u>2010</u>	<u>July 1</u> <u>2010</u>
Monthly Billed	\$ 7.00	\$ 6.00	\$ 5.00	\$ 4.00
Bi-Monthly Billed	\$17.50	\$15.50	\$13.50	\$11.50

BE IT FURTHER ORDAINED that other components now part of Utility Rate Schedules for all funds shall remain in effect; and

BE IT FINALLY ORDAINED that in accordance with authority stated in the City Code, the Danville Utility Commission is authorized to establish and amend language included in Rate Schedules and Riders that specifies definitions and describes character, terms, provisions, and conditions of services.

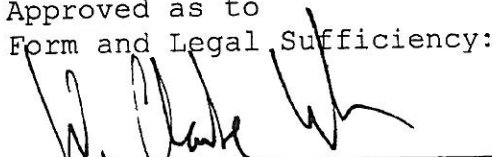
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

PRESENTED: June 2, 2009

ADOPTED: June 16, 2009

ORDINANCE NO. 2009- 06 . 01

**BUDGET APPROPRIATION ORDINANCE
FOR FISCAL YEAR 2010**

WHEREAS, the Budget of and for the City of Danville for Fiscal Year 2010 has been prepared by the City Manager and, after collaboration with the Council, completed and introduced and a brief synopsis thereof was duly published once in the newspaper having general circulation within the City and due notice given of a public hearing which was held on June 2, 2009 at 7:00 P.M., in the Council Chambers, at which any citizen of the City had a right and opportunity to attend and to state his views with regard to such Budget, and such public hearing having been held as advertised, all pursuant to the requirements and provisions of Sections 8-6 and 8-7 of the Charter of the City of Danville, Virginia (1982) and of Chapter 25 of Title 15.2 of the Code of Virginia, 1950, as amended; and

WHEREAS, the Council, after having duly considered all views and opinions expressed at such public hearing, approved such budget and does now desire to appropriate funds necessary and available to finance the Budget for the operations of the City for Fiscal Year 2010.

NOW THEREFORE, BE IT ORDAINED by the Council of the
City of Danville, Virginia, that:

1. The Estimated Revenues and Revenue
Contributions and the appropriation of funds to finance the
Budgets of and for the City of Danville, Virginia, for the
period beginning July 1, 2009 and ending June 30, 2010, be,
and the same hereby are, as follows:

I. GENERAL FUND

Estimated Revenue FY 2010	\$100,753,093
Appropriations	<u>100,753,093</u>
Unappropriated	<u>\$ -0-</u>

II. UTILITY FUNDS

	Water	Wastewater	Gas	Electric	Telecommunications
Operating Revenues	\$8,965,960	12,031,670	34,901,950	111,894,600	4,825,358
Expenditures	<u>9,376,059</u>	<u>13,266,733</u>	<u>33,348,412</u>	<u>108,151,666</u>	<u>4,643,990</u>
Excess of Revenues Over (Under) Expenditures	(410,099)	(1,235,063)	1,553,538	3,742,934	181,368
Add:					
Depreciation	<u>1,490,400</u>	<u>2,376,630</u>	<u>1,254,720</u>	<u>5,455,820</u>	<u>122,730</u>
Contribution/Transfer (To)/From General Fund	(933,300)	(677,760)	(2,656,330)	(9,062,610)	(302,000)
Increase (Decrease) In Fund Balance	<u>\$ 147,001</u>	<u>463,807</u>	<u>151,928</u>	<u>136,144</u>	<u>2,098</u>

III. OTHER FUNDS

SUMMARY	Transporta- tion	Central Services	Motorized Equipment	Insurance	Sanitation	Cemetery
Operating Revenues	\$1,224,712	630,800	3,163,555	2,975,000	3,673,860	915,705
Expenditures	<u>1,590,893</u>	<u>626,815</u>	<u>3,687,090</u>	<u>2,880,000</u>	<u>3,602,729</u>	<u>902,755</u>
Excess of Revenues Over (Under) Expenditures	(366,181)	3,985	(523,535)	95,000	71,131	12,950
Add (Deduct): Depreciation	<u>200,000</u>	<u>11,000</u>	<u>675,000</u>	<u>-0-</u>	<u>2,000</u>	<u>-0-</u>
Contribution/Transfer (To) From General Fund	\$166,181	-0-	-0-	-0-	-0-	-0-
Increase (Decrease) In Fund Balance	<u>\$ -0-</u>	<u>14,985</u>	<u>151,465</u>	<u>95,000</u>	<u>73,131</u>	<u>12,950</u>

2. Flexible budgets are hereby authorized whereby appropriations may be increased to the extent that actual revenues exceed the original revenue budget amount. This provision shall apply to the following:

<u>Appropriation</u>	<u>Revenue</u>
Purchased Power	Electric Revenues
Natural Gas Purchases	Natural Gas Revenues
Cast Iron Main Replacement	Gas Refunds
Electric Capital Reserve	Electric Refunds
Business License Rebates	Business & Occup. Lic
DMV Fees	DMV Fees-P/Taxes
Landscape Projects	Donations - Grant Fund
Law Library	Court Cost- Law Library
Capital Expenditures from Grants-in-Aid	Utility Grants-in-Aid of Construction

Police Department	Forfeited Funds- State & Federal
Police Department Investigation Expense	Interest Earned-Unexpended Federal & State Forfeited Funds
Commonwealth Attorney Prosecution Expense-State	Forfeited Funds
Prosecution Expense-State	Interest earned on Forfeited Funds
Merchandise for Resale Community Market Gift Shop	Sale of Cards & Memorabilia
HAZMAT Reimbursable Expenditures	Emergency Services Funds
Older Americans Title IIIB	Program Income
Older Americans Title IIID	Program Income
Parks & Recreation Memorial Tree Program	Donations
Grants Funds	State/Federal Funding & Private Donations
Central Services Fund Merchandise for Resale/ Postage	Print Shop Revenues
Community Development Fund CDBG-Rehab-Private Property	Program Income
HOME-Rehab-Private Property	Program Income
Downtown Expenditures	UDAG Rental Revenues
All Funds Repairs/Replacement- From Insurance/Accident Claims	Recoveries - Accident Claims

3. For the operation of the several city departments, as set forth in the "Intra-governmental Service Fund" Budgets, the Council hereby authorizes transfers from the General Fund for cash deficits resulting from internal charges and credits for the Year Ended June 30, 2009.

4. The accounting for funds designated within the General Fund as unanticipated grants/donations is authorized for expenditure/assignment within the General Fund or Special Grants Fund.

5. Transfers of funds from the General Fund to the accounts in the "Special Grants Fund" of the City for the purpose of making temporary advances to the Special Grants Fund pending receipt of reimbursements of such grant funds and for the purpose of adjusting any cash deficits in such Special Grants Funds for the Fiscal Year Ending June 30, 2010, be, and the same are hereby, authorized.

6. Any deficit resulting from the operations of the Cemetery Enterprise Fund shall be financed by a transfer from the General Fund.

7. The attached Fiscal Year 2010 Personnel Budget setting forth the Personal Services Detail be, and the same is hereby, approved as to the total number of authorized positions and the appropriation as detailed in the Budget therefore, and the City Manager be, and he is hereby, authorized to allocate positions within similar occupational

groupings as he may deem necessary and appropriate for the operation of the City, provided that the total number of positions and the total expenditures therefore do not exceed the authorized numbers and amounts set forth in the Budget.

8. The Director of Finance be, and he is hereby, authorized and directed to record the budget appropriations made hereby and the expenditures thereof in such manner and in such detail as may be appropriate for management and financial reporting purposes.

9. A sum of sufficient amount be, and the same is hereby, appropriated for the purchase of inventories of materials and supplies, and/or equipment and vehicle parts to maintain adequate operating inventories for City departments, provided cash funds are available for payment of said purchases.

10. The funds appropriated in Fiscal Year 2009 and in prior years for the City or School System which were encumbered by purchase order or contract as of June 30, 2009, be, and the same are hereby, reappropriated for the purpose of liquidating said outstanding encumbrances.

11. Authorization for transfer from the General Fund Support of Grants for local support of the Southern Area Agency on Aging grant to cover overrun of salaries in the Fiscal Year 2009 grant year ending 9/30/09.

12. Appropriations for the following are deemed to be on a continuing basis and will continue in effect until the

purposes have been achieved or said funds expended whichever comes first:

Police Department - Investigation Expense

Commonwealth Attorney-Prosecution Expense-State Funds

Support of School Operations - Local share

Appropriations for Grants Funds - Federal, State,
Local Share

Merchandise for Resale - Community Market Gift Shop

Law Library

Unexpended Tuition Reimbursement Funds - To the extent funding has been committed and approved prior to June 30

Capital Improvement Projects (unless transferred or cancelled by the City Manager and/or City Council)

Sheriff's Office - Project Lifesaver

Sheriff's Office - Jail R & B Fee

Group Health Insurance

Recoveries/Appropriations - Accident/Insurance Claims

13. Appropriations designated as transfers to Capital Improvements are hereby authorized as appropriations in the receiving fund in accordance with the Capital Improvements Plan approved by City Council.

14. Authorization for appropriation of Law Library Revenues reserved from prior fiscal years in Advance Collections.

15. Authorization for appropriation in the Capital Projects Fund of Support of and Debt Service requirements for the Regional Industrial Facilities Authority as provided in the General Fund Budget.

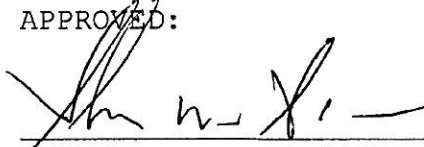
16. Subject to the provisions herein, the City Manager is authorized to approve Budget Transfers during the fiscal year in order to execute the policies and planning encompassed in the budget provided the total appropriations for each fund do not change or exceed those amounts set forth in the Budget.

17. Budget Adjustments are hereby authorized for Bond Refundings as approved by City Council.

18. Authorization for transfer from the General Fund Reserved Fund Balance to cover overrun of group health insurance costs in the Fiscal Year 2010.

19. This Ordinance shall become and be effective on and as of July 1, 2009.

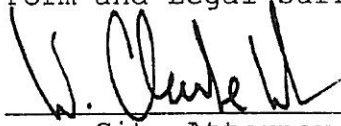
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:

A handwritten signature in dark ink, appearing to read "W. Charles H.", written over a horizontal line.

City Attorney



City of Danville, Virginia

M. LYLE LACY, III
CITY MANAGER
cmo@ci.danville.va.us

427 PATTON STREET
P. O. Box 3300
DANVILLE, VIRGINIA 24543

(434) 799-5100
FAX : (434) 799-6549
www.danville-va.gov

Honorable Mayor and Members of City Council

We are living in challenging times, where a troubled economy, rising unemployment, falling home prices, and a lack of consumer confidence have gripped our community and propelled our nation into a recession. These events have resulted in significantly declining local government revenues that have led to budgetary issues across the Commonwealth and have impacted services in other Virginia localities. The Commonwealth of Virginia faced a \$3.7 billion revenue shortfall at the beginning of this year's General Assembly session and the proposed cuts in state spending would have directly impacted state funding to local governments. However, as a result of the American Recovery and Reinvestment Act, many of the proposed cuts to law enforcement and constitutional offices were avoided. State funding cuts to K-12 education have also been reduced dramatically as Danville Public Schools will see an infusion of federal stimulus funds. The American Recovery and Reinvestment Act has also brought in additional federal CDBG funding through the Department of Housing and Urban Development. Though this funding does help currently, we understand it will not provide a long-term, guaranteed fix.

During periods of extreme economic stress, a community's less advantaged citizens are most reliant on the services of their local government. In many cases the local government is their relief of last resort. Because of our population makeup, there are few communities in Virginia where this is more true than Danville.

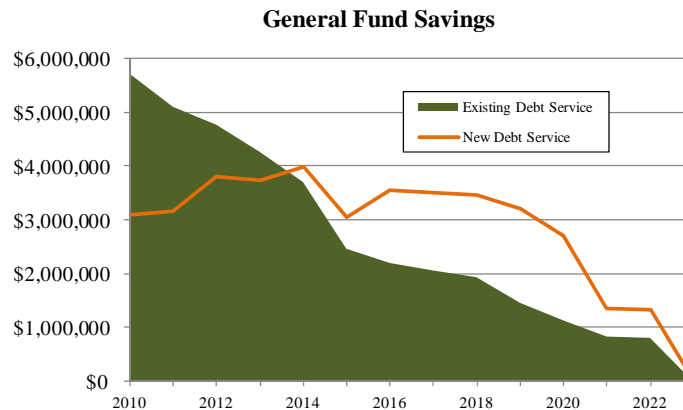
In an attempt to maintain these critical service levels, to the degree possible, the City's 2010 Adopted Budget has been prepared. This approach results in no increase in our current utility rates and no increase in our broad based tax applications (real estate and personal property). It does include major debt restructuring for both the 2010 and 2011 fiscal periods and directed tax increases in such discretionary areas as lodging and restaurant meals. The budget also includes selected fee increases in areas where the payer is a direct beneficiary of the particular service.

The debt restructure in the General Fund is anticipated to generate a \$2.6 million¹ cash flow savings for fiscal year 2010 and an estimated \$1.9 million² in fiscal year 2011, at which point it

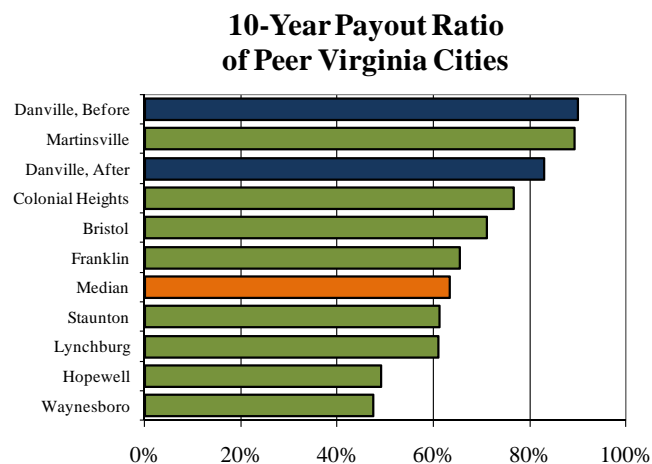
¹ Cash flow savings are shown net of all issuance cost and are preliminary and subject to market conditions.

² Cash flow savings are shown net of all issuance cost and are preliminary and subject to market conditions.

is hoped the economy will show some recovery. The restructure does not extend the final maturity date for existing City debt. Cash flow savings tax equivalent impact (savings equated to pennies on tax rate) is estimated to be 12 cents for fiscal year 2010 and 9 cents for fiscal year 2011³.



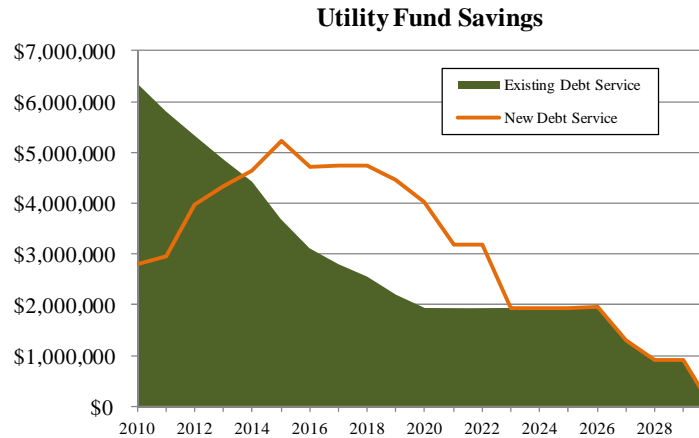
As a result of the restructuring, the 10-year payout ratio is well above the median and national average of 60%. The following chart depicts Danville's payout ratio, both before and after the restructure, in relation to peer Virginia cities.



Debt restructure in the Utility Fund is expected to generate a cash flow savings of \$3.5 million in fiscal year 2010.⁴ The restructuring of debt will help stabilize rates; thereby avoiding rate increases in a difficult economic environment. This will allow the City to continue with infrastructure improvements that will preserve the City's ability to attract commercial and industrial investments in our community.

³ Based on a penny equivalent of \$225,000.

⁴ Cash flow savings are shown net of all issuance cost and are preliminary and subject to market conditions.



The restructure in the Utility Funds is expected to produce a cash flow savings for fiscal year 2011 and 2012 of \$2.8 million⁵ and \$1.3 million⁶, respectively. For future years, debt service on existing debt remains below debt service for the current year (fiscal year 2009). The restructure does not extend the final maturity date for existing debt in Utility Funds. As a result of the restructuring, the 10-year payout ratio is estimated to be 67%, still well above the national average.

Following are the major components that make up the FY 2010 Adopted Budget.

⁵ Cash flow savings are shown net of all issuance cost and are preliminary and subject to market conditions.

⁶ Cash flow savings are shown net of all issuance cost and are preliminary and subject to market conditions.

GENERAL FUND – Total General Fund Budget is \$100,753,093 a 6.28% decrease from FY 2009.

Revenues – The increases(decreases) identified in the following major revenue areas are:

		Bullet Page No.
General Property Taxes:		
Personal Property Taxes	\$ (1,500,000)	vi
Machinery & Tools Taxes	(500,000)	vi
Other Local Taxes:.....		
Sales Tax	(700,000)	vi
Meals Tax		
Decrease FY 09 to FY 10.....	(300,000)	vi
Recommended 1% Meals Tax Increase.....	1,020,000	vii
Business, Professional & Occupation Licenses	(1,000,000)	vi
Recordation Taxes	(150,000)	
Hotel/Motel Room Taxes		
Decrease FY 09 to FY 10.....	(60,000)	
Recommended 3% Tax Increase.....	375,000	viii
Auto Licenses	50,000	
Bank Stock Taxes	50,000	
License, Permits, Privilege Fees		
Decrease FY 09 to FY 10.....	(29,150)	
Recommended Fee Increases	27,520	viii
Recoveries & Rebates	361,338	
State Aid:		
Categorical aid – Shared Expenses (Constitutional Offices).....	(121,467)	
Welfare Administration & Public Assistance	(174,698)	
Street & Highway Maintenance.....	368,484	
Non-Categorical Aid (599 Funds)	(120,557)	
Juvenile Justice Block Grant (W.W. Moore).....	(87,732)	
Other Revenue Areas	<u>32,001</u>	
Total Revenues.....	\$ (2,459,261)	
Transfer from Fund Balance	<u>(4,290,000)</u>	
Total Revenues and Transfer from Fund Balance	<u>\$ (6,749,261)</u>	-6.28%

Expenditures - Changes in major expenditure areas are summarized as follows:

		Bullet Page No.
Salaries (Full-time, Part-time, and Overtime).....	\$ (327,277)	
Group Health Insurance	115,559	
Social Service Programs	(211,363)	xiii
Transfer to Capital Projects	(620,833)	
Transfers to Special Grants (CSA)	470,000	
Utilities.....	(146,592)	x
Debt Service.....		
Bond Restructuring	(2,620,000)	
Debt Savings 09 to 10		
General Fund Bond Maturities.....	(152,607)	
General Fund Bond Interest.....	(57,658)	
School Bond Maturities	(114,348)	
School Bond Interest.....	(87,715)	
Economic Development Incentives	(3,514,650)	xiii
Maintenance Service Contracts.....	169,143	xiv
Contractors (VDOT Expenditures \$360,000), (PRT \$40,000)	400,000	
Outside Purchased Services	(92,279)	
All Other Expenditure Areas	<u>41,359</u>	
Total Decrease	\$ (6,749,261)	

In Danville, we have seen a decrease in some local taxes, particularly in property taxes (Real Estate, Personal Property, and Machinery & Tools), meals taxes, business, professional, and occupational licenses, and sales taxes. We took this decrease into account as we created the FY 2010 Adopted Budget for the next fiscal year. Below is a discussion of changes in revenue.

General Property Taxes

Real Estate Taxes The total estimated revenue for FY 2010 remains at the same level as FY 2009 at \$15,000,000. This is due to a decrease in new construction and a concern that new owners of former textile and tobacco processing facilities may petition for a decrease in assessed values. These properties were sold at below the current assessed value in what would be considered an arms length transaction. The assessor believes the assessed values are correct, but the sellers sold at bargain prices.

Personal Property Taxes The total estimated revenue for FY 2010 is projected to be \$7,200,000, a decrease \$1,500,000 from the FY 2009 projection of \$8,700,000. The FY 2010 projection represents a 16.7% decrease. The Commissioner of Revenue reports that many localities in Virginia are expecting a 17% decrease in their assessment. This is a result of fewer new vehicles being purchased and a decrease in value for vehicles that are not fuel-efficient.

Machinery and Tools Taxes The total estimated revenue for FY 2010 is projected to be \$1,000,000, a decrease of \$500,000 from the FY 2009 projection of \$1,500,000. This decrease is related to the number of manufacturing employers located in the City that have closed or significantly reduced assets.

Other Local Taxes

Prepared Meals Taxes We anticipate closing FY 2009 with \$5,120,000 in revenue, a \$280,000 shortfall from the budgeted meals tax of \$5,400,000. A 1% increase in the meals tax is included in the adopted budget, increasing the rate from 5% to 6%. This is expected to generate an additional \$1,120,000 in revenue that would be realized at the current rate – or a \$720,000 increase from the 2009 budget.

Sales Taxes The total estimated revenue for FY 2010 is projected to be \$7,700,000, a decrease of \$700,000 from the FY 2009 projection of \$8,400,000. We do not expect the economic recovery to improve substantially in FY 2010, therefore the budgeted sales tax for 2010 remains level with what we expect to realize in FY 2009 – yielding a \$700,000 reduction in budget.

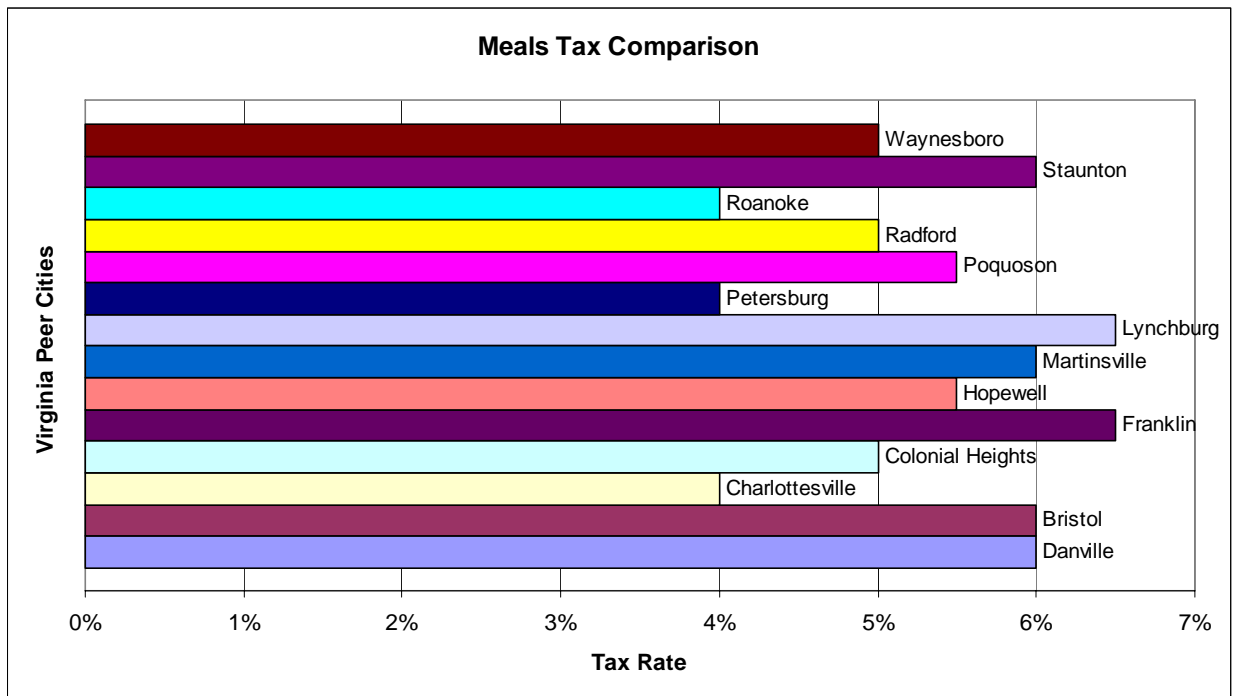
Business, Professional, & Occupational Licenses The total estimated revenue for Business, Professional, and Occupational Licenses for FY 2010 is projected to be \$4,400,000, a decrease of \$1,000,000 from the FY 2009 projection of \$5,400,000. Fewer sales generate smaller gross receipts, which is the basis for the BPOL tax.

Though we are seeing shrinking revenues, because of the City's sound financial planning and decisions made during previous fiscal years, the City is much better off than most localities in the Commonwealth.

The Adopted Budget does include some increases in fees and taxes. The two tax increases are to the Meals Tax and the Transient Occupancy Tax. These two areas were chosen as they reflect discretionary spending and do not broadly affect the tax base. These changes will put us on par with our peer localities in Virginia. Furthermore, there is no increases in property taxes or utility rates, both of which broadly affect our tax base.

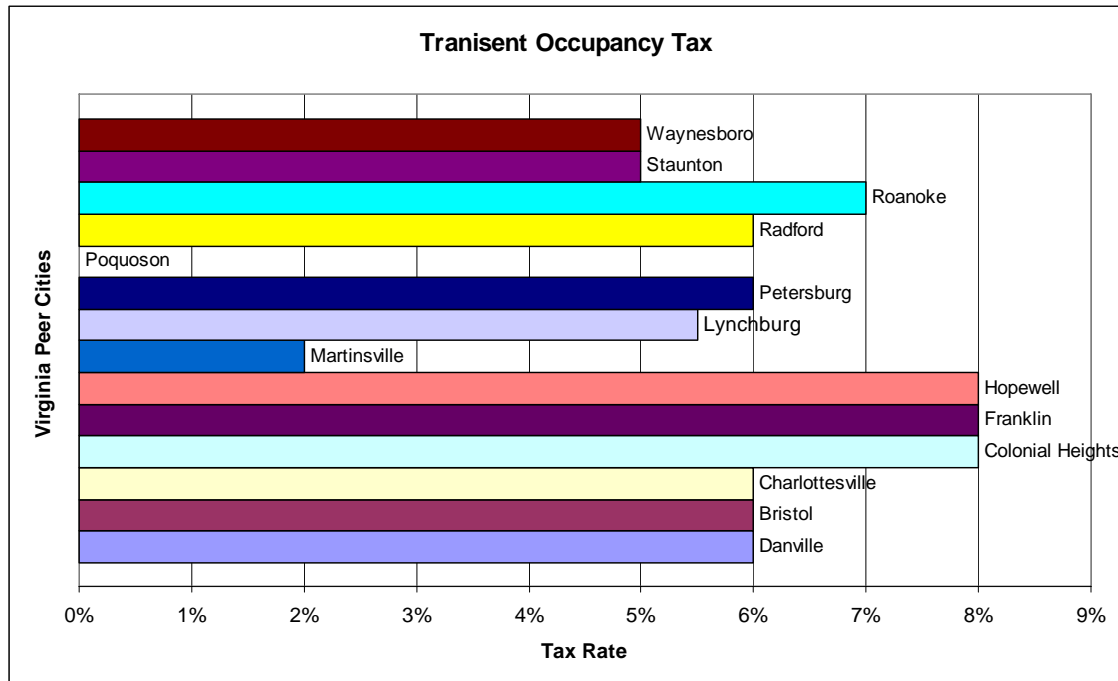
There are also new fees as well as fee increases in the Community Development department related to inspections and planning. In the Courts, there are increases as well as a new Probate Tax. Finally, Public Works has a new fee in regards to street closures for private/community events.

Prepared Meals Tax The meals tax is a user fee in the form of a flat tax imposed on the price of a meal. The current rate in the City of Danville is 6%, an increase of 1% from the last fiscal year. A comparison chart is provided showing what our peer localities levied in FY 2009 with Danville's new rate. This increase will bring our FY 2010 projected revenue to \$6,120,000, an increase \$720,000 over the FY 2009 projection.



Transient Occupancy Tax The Transient Occupancy Tax is a flat percentage imposed on the charge for the occupancy of any room or space in hotels, motels, boarding houses, travel campgrounds, and other facilities providing lodging for less than 30 days. The current rate for

the City of Danville is 6%, an increase of 3% from the last fiscal year. A comparison chart is provided showing what our peer localities levied in FY 2009 with Danville's new rate. This increase will bring our FY 2010 projected revenue to \$750,000, an increase of \$315,000 over the FY 2009 projection.



Community Development The Community Development Department charges fees for certain services it provides to customers. These fees are designed to help recoup a portion of the costs of providing services not usually shared by all citizens. Fees are collected by the Inspections Division for construction permits (building, mechanical, plumbing, cross connection, etc.) as well as by the Planning Division for items such as Rezoning, Special Use Permits and Board of Zoning Appeals cases.

The fees charged by the Inspections Division have been updated. Previously, the fees collected only covered approximately 25% of the cost of services provided. A comparison chart is provided showing what other localities within the Commonwealth charged in FY 2009 to provide the same services. It should be noted that Danville's fees are still low in comparison to other localities, and that the costs charged will still be below the cost associated with providing the service. Two new fees are included in the FY 2010 Adopted Budget. The first is for the issuance of Temporary/Permanent Certificates of Occupancy and the second is for change of use surveys.

	Danville Adopted	Lynchburg	Roanoke	Portsmouth	Martinsville	Fredericksburg	Charlottesville	Petersburg	Harrisonburg	Richmond	Pitt. Co
Min. Permit Fees	\$30	\$40	\$45	\$25	\$40.70	\$200 - \$250	\$50 - \$75	\$25 - \$75	\$50	\$61.50 - \$121.19	\$25-\$40
Min. Plan Review Fees	\$30	10% of Building Fees	10% of Building Fees	\$25 - \$200	\$0	25% of permit fee, or min. of \$50	\$1300 - \$1800	\$0	\$100	Fee incorporated into permit fees	\$10-\$25
Demo	\$50	\$250 - \$400	\$45	\$25 - \$100	.06 per sq. foot	\$200	\$50 - \$250	\$25 - \$75	\$50	\$175 - \$350	\$25
Moving Mobile Home	\$75	\$75 - \$100	\$75 - \$125	\$30 - \$35	\$75 - \$150	\$100	\$100	\$25 - \$75	\$150	\$0	\$20- .08 per sq ft
Perm. C.O.	\$30	\$0	\$30	\$0	\$0	\$50	\$60 - \$125	\$0	\$75	\$250	\$0
Temp. C.O.	\$30	\$0	\$45	\$0	\$0	\$50	\$50	\$0	\$70 - \$150	\$0	\$0
Change of Use	\$25	\$0	\$30	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$0
Elevator Fees	\$0	\$42 every six months	\$25 every six months	\$0	\$0	\$0	\$0	\$0	\$0	\$150 - \$200	\$25
Code Modification Request	\$0	\$0	\$0	\$0	\$0	\$100	\$0	\$0	\$0	\$100	\$0

The fees charged by the Planning Division have been updated. A comparison chart is provided showing what other localities within the Commonwealth charged in FY 2009 to provide the same services. It should be noted that Danville's fees are still low in comparison to other localities, and the costs charged will still be below the cost associated with providing the service. Two new fees are included in the FY 2010 Adopted Budget. The first is for the processing of request for the Commission of Architectural Review and the second is a zoning clearance fee.

	Danville Adopted	Lynchburg	Roanoke	Portsmouth	Martinsville	Fredericksburg	Charlottesville	Petersburg	Harrisonburg	Richmond	Pitt. Co
RZ/SUP	\$350	\$400 + \$75 per acre	\$900 + \$25 per acre	\$880 (RZ) / \$660 (SUP)	\$200	\$1,000	\$1,500	\$200	\$325 + \$25 per acre	\$825 (RZ) / \$1,650 (SUP) + \$110 per acre	\$125
BZA	\$200	\$400	\$190	\$200	\$200	\$300	\$250	\$50	\$250	\$500	\$125
ZONING CLEARANCE	\$10	\$0	\$25	\$0	\$0	\$0	\$50	\$0	\$50	\$50 - \$100	\$0
CAR	\$25	\$0	\$0	\$0; \$250-\$1,000 if work done prior to approval	\$0	\$50 existing / \$100 new	\$350 new constr / \$100 all other requests	\$0	\$0	\$0	\$0

Court Fees There are two fee increases as well as a new fee that would aid the Courts function within the City of Danville as well as generate new revenue.

In FY 2009, the courts collected a \$1 fee on each civil action filed that goes toward the construction, renovation, or maintenance of courthouse or jail facilities and court-related facilities and to defray increases in the cost of heating, cooling, electricity, and ordinary maintenance. The FY 2010 Adopted Budget includes a \$1 increase, bringing the total fee to \$2, an increase of \$20,000 over the FY 2009 projection.

The second fee increase is assessed on each civil action filed in the City of Danville. In FY 2009, a \$3 fee was assessed in support of the Law Library for the acquisition of law books, law periodicals, computer-based legal research services, and any necessary equipment for use by the public. The funding from this fee also supports a law librarian to aid in research. The revenue from this fee would ideally support the entire Law Library operation, but rising costs have made

this difficult. The Virginia statute allowing for this fee imposition states that the fee can be no more than \$4 per action filed. The FY 2010 Adopted Budget includes a \$1 increase, bringing the total fee to \$4, an increase of \$3000 over the current year's projection.

Finally, the FY 2010 Adopted Budget includes the institution of a Probate Tax. This new tax on the probate of every will or grant of administration will be in an amount equal to one-third of the amount of the state tax on such probate of a will or grant of administration. This new fee will bring \$15,000 in new revenue.

Public Works There is one new fee in Public Works that has an impact on the General Fund. The FY 2010 Adopted Budget includes a Block Party/Road Closure fee. Most block parties and events are done after hours and/or on weekends. As a result, the event causes numerous hours of regular time and overtime to be incurred for placing barricades, road closures, and detours. This fee is intended to recapture the cost from the event organizer instead of placing the burden on taxpayers. A fee of \$75 per permit application is included, which will result in \$750 in new revenue.

UTILITIES

The FY 2010 Adopted Budget includes operating expenditures (less depreciation) of nearly \$150 million in the Wastewater, Water, Gas, Electric, and Telecommunications Funds and \$21.3 million for capital projects. The budget is based on projected revenues from the current biennial rate review. It is a "Stay the Course" budget in terms of both operations and capital projects.

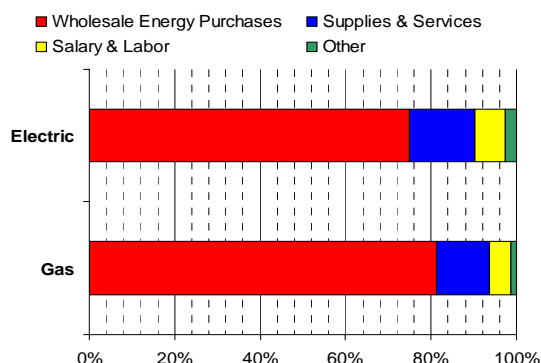
The following factors affect budget accounts in all five funds:

- Salary, wage, and income-based benefit expense impacts of continued implementation of pay and classification system improvements and gradual expansion of the Department's employee career development and apprenticeship programs affect all program budgets.
- Transfers to the General Fund from all five utility funds are budgeted at \$13.7 million, unchanged from current FY 2009 levels.
- Higher assessments are charged by the General Fund for various administrative services, vehicle maintenance, insurance, retirement, and depreciation.⁷

⁷ Depreciation is a balance sheet account, not an actual cash expense.

As illustrated in the chart to the right, after considering the cost of energy, transfers to the General Fund, and allocations to the General Fund for overhead services, relatively small parts of the Electric and Gas Funds can be influenced by budget review decisions. Fixed costs associated with the operation of water and wastewater treatment facilities similarly eliminate budgeting flexibility in affected funds.

Expenditures by Category



Nonetheless, great care has been taken in review of the FY 2010 Adopted Budget to support economic development while enabling the delivery of reliable utility services at the lowest rates possible. We have accepted that higher energy prices and the uncertainties of energy deregulation and globalization, however unfortunate and offensive, are here to stay. The budget stays the course in keeping with the Department's five-year financial management strategy.

Declining Service Demand We have struggled over recent years dealing with the substantial loss of industrial customer demand in water, sewer, and gas services resulting from Danville's economic transition from tobacco and textile industries and the current global recession. Because most large industries experiencing downsizing or closure have been Appalachian Power customers, Danville Utilities' electric service levels have not been similarly affected. Newly recruited and expanded industries have not yet generated utility service demands originally predicted. There was a slight additional decline in our customer base and consumption in electric and gas last year. Demand for all utility services will therefore likely remain flat over the next few years.

Numbers of customer accounts scale of operations, and array of infrastructure fixtures and equipment have not declined along with reductions in total service demand. Consequently, it has not been possible to proportionately reduce staffing and operating costs. Costs spread across fewer units of output are consequently pressuring utility rates. Adding to this challenge has been reduced energy consumption effects of four years of mild winters.

The Department's efforts to respond to this situation include a variety of productivity and asset management improvements. In FY 2007, we entered a prepaid gas contract with MuniGas that will ensure lower than market prices for wholesale gas purchases. We are also participating in three power generation projects through AMP-Ohio that should help stabilize future electric

rates. Wholesale costs for electricity and natural gas are expected to stabilize in FY 2010. Our MuniGas wholesale discount will be lower than in FY 2008 and FY 2009, but will likely average 50¢ per dekatherm.

Staffing The FY 2010 budget includes funds to continue to implement the Department's employee career development and apprenticeship programs as they are gradually expanded to cover additional job classifications. This will make Danville Utilities more competitive in recruiting new employees into hard to fill position vacancies.

Capital Improvements The five-year Capital Improvements Plan includes continuing infrastructure improvements in wastewater, water, gas, electric, and telecommunications with a total of \$ 21.3 million in FY 2010 spending. The Wastewater Treatment Plant's diversion basin liner will be installed in 2010. It was delayed for two years while funds were set aside for the project. The annual cast iron and steel natural gas pipeline replacement project in the Gas Fund continues to be funded at the current level of \$1.5 million. Construction of the Cane Creek Electric Transmission Line will be the final project in the eastern section of Danville Utilities' service territory and provide improved reliability. The Advanced Metering Infrastructure (AMI) project began in 2009 and will require additional funding in 2010 to complete its fourteen-month implementation. Also in 2010, renovations to the Monument Street Utility Service Center will begin with consolidation of Water & Gas and Power & Light engineering functions in a one-stop facility on Goodyear Boulevard. Telecommunications will deploy two fiber-to-the-home pilot projects, one in the City and one in the County.

PERSONNEL CHANGES

The number of fulltime authorized positions has decreased one fulltime position as noted below. Additionally, there are a number of reclassifications currently being evaluated by Human Resources.

Central Services Fund – eliminate a vacant fulltime Print Shop Clerk for a part-time Print Shop Clerk.

BALANCING THE BUDGET

Much of the challenge in developing the FY 2010 Adopted Budget was balancing revenues and expenditures as well using funds we knew were going to be one-time revenues. As the economy continues to struggle, it becomes increasingly difficult to predict futures revenues. As a result, particular attention was given to expenditures. Our department directors understand these challenges and have been exceptional stewards during the budget process. A situation like this has presented an opportunity to reevaluate our services to the public and create greater efficiency.

At the beginning of the budget process, each department director and constitutional office was given a target. This target was calculated by taking their FY 2009 budget and subtracting salaries, benefits, motor pool fees, or other fixed costs, resulting in a figure that represent the

department's discretionary funding. Department directors and constitutional offices then went through two rounds of cuts to further pare down the figures.

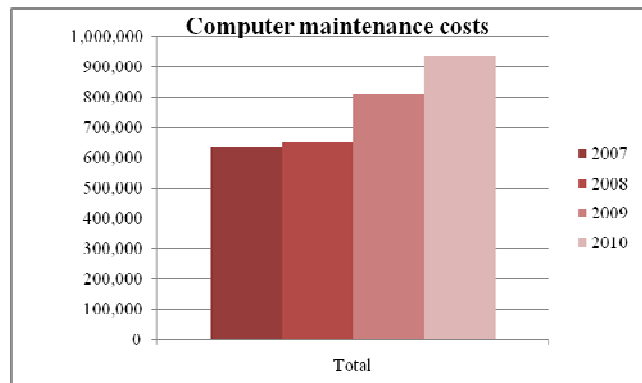
In addition to the major items already discussed, here are some highlights from the FY 2010 Adopted Budget:

- There are no pay increases for City employees;
- The Adopted Budget has minimal impact on current City services. The public should not see reduced support from its local government during these exceptional times;
- Funding support for Danville Public Schools will remain level;
- The Regional Airport has eliminated the Air Show;
- Travel and training expenses have been reduced citywide for a savings of over \$77,000;
- Books and subscriptions expenses have been reduced citywide for a savings of over \$85,500;
- Materials and supplies have been reduced more than \$55,500;
- Uniforms and Apparel expenses, particularly for the Sheriff's Office and the Danville Police Department, have been reduced more than \$22,500;
- The Human Resources Department has eliminated the Service Awards dinner, the Retiree Breakfast, and the Employee Night at the Danville Braves game;
- The City Manager's Office has evaluated its memberships to organizations and has eliminated participation in the National League of Cities and Virginia First Cities for a savings of over \$21,000; and
- Social Services expenditures have decreased over \$211,000 and the corresponding revenues decreased over \$216,000. Most programs are reimbursed at 84.5% by the State, but a few are funded 100% by the State or locality; therefore, the amount of the decrease in both revenues and expenditures is different.

There have also been significant changes to the following areas:

Economic Development Incentives In FY 2009, \$4,290,000 was appropriated for economic development incentives from Fund Balance. These previously agreed upon incentives were based on standing performance agreements. For FY 2010, we have included \$775,350 in economic development incentives – a continuation of the performance commitments – and plan to fund it from FY 2010 current revenues, not Fund Balance.

Maintenance Service Contracts The IT computer maintenance budget will realize a 15 percent increase from the 2009 budgeted amount of \$814,340 to an expected 2010 amount of \$936,948. Six new systems were added in FY 2009 to help improve operational efficiency. This accounted for \$151,773. IT was able to realize a \$29,165 cost savings of existing maintenance support agreements through contract negotiations and reduction of system requirements. As maintenance costs continue to increase at an average rate of 3-4 percent annually, IT will face challenges in trying to stabilize these costs.



SUMMARY

Though these are uncertain times, we must continue to focus on our future. Compared to other localities in Virginia, we are much better off during this time of duress, and we will continue our practice of spending wisely and evaluating the long-term impacts of our current-day decisions. As our community and nation struggles to right itself economically, I feel this budget assures us better standing both in the present and for the future.

Respectfully,

M. Lyle Lacy, III
City Manager

BUDGET ADMINISTRATION

The City Manager Recommended Budget is prepared by the City Manager and presented to the Mayor and City Council for review and deliberation. After the review of the City Manager Recommended Budget by City Council, an Introductory Budget is prepared and contains all of the changes and amendments made by the City Council during its budget workshops. It is the Introductory Budget that is submitted to the public for public hearing. After the public hearing on the Introductory Budget, City Council offers final amendments to the budget and formally adopts the budget no later than June 30 of each year.

The Adopted Budget takes the form of: 1) an ordinance, authorizing expenditures and the raising of revenues during the coming budget year, and 2) resolutions authorizing fees, charges and related actions.

Once the budget is adopted by the City Council, it becomes the shared responsibility of the city manager, finance director, budget director and department heads to oversee the implementation of the budgeted programs and to continually monitor expenditure and revenue levels throughout the year. Full implementation of the FY 2010 budget begins on July 1, 2009.

DESCRIPTION OF MUNICIPAL BUDGET FUND

The Code of Virginia requires all ordinances appropriating funds in an amount of \$1,000 or greater to be introduced and lay over for a period of 10 days prior to final adoption. Further, if at any meeting ordinances amending the budget exceed one percent of the budget or \$500,000, whichever is the lesser, the State Code requires that such budget amendments be advertised for public hearing. The City Charter requires the affirmative votes of two-thirds of all the members of the City Council for all ordinances imposing taxes, authorizing the borrowing of money or appropriating money exceeding the sum of \$10,000.

The City of Danville organizes expenditures and revenues by fund. All the City's funds are shown in this document are described in more detail below.

OPERATING FUND

The General Fund

The General Fund is the primary operating fund for governmental-type activities. This fund accounts for all financial resources of the City, except for those resources required (by general accepted accounting principles) to be accounted for in another fund. The most significant sources of funding are general property taxes, other local taxes and transfers from the various utility funds. The most significant expenditures from this fund are for public safety, public works programs including infrastructure maintenance, health and welfare programs and contributions to other funds for education and capital improvements. The budget and accounting records are maintained on a modified accrual basis.

INTERNAL SERVICE FUNDS

The Insurance Fund

This fund provides accountability for all City costs relating to workers compensation on a self-insured basis, general insurance provided by outside insurance carriers- excluding group health and life, risks covered by statewide pools and risks other than workers compensation on a self-insured basis. The fund is supported by charges to the user departments on a cost-reimbursement basis and is on a modified accrual basis of accounting for both the budget and the accounting records.

The Central Services Fund

This fund provides accountability for the acquisition of office supplies, the cost of interoffice mail, central mailroom and printing services, which are provided to the various departments of the City. The fund is supported by charges to the user departments on a cost-reimbursement basis and is on a modified accrual basis of accounting for both the budget and the accounting records.

The Motorized Equipment Fund

This fund provides accountability for the acquisition and maintenance of motorized vehicles for various departments of the City. The fund is supported by charges to the user departments on a cost-reimbursement basis and is on a modified accrual basis for both the budget and the accounting record.

ENTERPRISE FUNDS

The Transportation Fund

This fund provides for activities relating to mass transit bus services. The fund is on an accrual basis of accounting for both the budget and the accounting records. However, the fund is not self-supporting. Operation and maintenance costs are paid by user fees from passengers of the bus service, local, federal, and state grants and transfers from the General Fund.

The Sanitation Fund

This fund provides for activities relating to the collection and disposal of solid waste. The fund is self-supporting with user fees, which cover the operating and maintenance cost. The fund is on an accrual basis of accounting for both the budget and the accounting records.

The Cemetery Fund

The Cemetery Fund provides for funeral services, sale of lots and record keeping. The staff provides services to local funeral homes and can assist residents and non-residents who are interested in purchasing at-need and pre-need burial lots. Additionally, this fund provides for the maintenance of the eight municipally owned cemeteries. The fund is on an accrual basis of accounting for both the budget and the accounting records.

The Wastewater Fund

This fund provides for activities related to the treatment of household, commercial and industrial waste as well as the operations and maintenance of the treatment facilities, pumping stations, and collection lines. The fund is self-supporting with user fees, which cover the expenses for the collection system and treatment facilities and a contribution to the General Fund in lieu of taxes and to represent a return on investment. An accrual basis of accounting is used for this fund for both the budget and the accounting records.

The Water Fund

This fund provides for reliable high quality drinking and industrial process water at the lowest cost possible while complying with all local, state, and federal laws, regulations and standards. The fund is self-supporting with user fees, which cover the operating, and maintenance cost for water treatment plant and the distribution lines and a contribution to the General Fund in lieu of taxes and to represent a return on investment. An accrual basis of accounting is used for this fund for both the budget and the accounting records.

The Gas Fund

This fund provides for activities relating to the purchase and distribution of natural gas to customers. The fund is self-supporting with user fees, which cover the purchased cost of natural gas, operation and maintenance of the distribution system and a contribution to the General Fund in lieu of taxes and to represent a return on investment. An accrual basis of accounting is used for both the budget and the accounting records.

The Electric Fund

This fund provides for activities relating to the purchase of electricity, production of electricity, and operating and maintenance costs. The operating and maintenance costs cover the hydro-electric facilities, transmission system, and the distribution system. The fund is self-supporting with user fees, which cover all costs and provide a contribution to the General Fund in lieu of taxes and to represent a return on investment. An accrual basis of accounting is used for both the budget and the accounting records.

The Telecommunications Fund

The Telecommunications Fund is an e-rate service provider to the Danville Public Schools and the Pittsylvania County Schools and maintains and operates nDanville, a high-tech fiber optic network. The fund is self-supporting with user fees, which cover all costs and provide a contribution to the General Fund in lieu of taxes and to represent a return on investment. An accrual basis of accounting is used for both the budget and the accounting records.

SPECIAL FUNDS

The Capital Projects Fund – General Government

This fund provides accountability for financial resources used for major construction projects relating to general government use. Funding resources include proceeds from the sale of bonds, federal and state grants and transfers from the General Fund. The fund operates on a modified accrual basis of accounting for both the budget and the accounting records. Information regarding these projects can be found in the Capital Improvement Plan document.

All Funds Summary

<u>Revenues</u>	<u>Adopted Budget FY 2010</u>	<u>Adopted Budget FY 2009</u>
General Fund	\$ 100,753,093	\$ 103,212,354
Transfer From Fund Balance	-	4,290,000
Wastewater Fund	12,031,670	10,214,050
Water Fund	8,965,960	7,992,820
Gas Fund	34,901,950	28,457,560
Transfer From Fund Balance	-	915,120
Electric Fund	111,894,600	107,099,720
Telecommunications Fund	4,825,358	1,697,944
Transportation Fund	1,390,893	1,403,941
Sanitation Fund	3,673,860	3,674,915
Cemetery Fund	915,705	951,101
Insurance Fund	2,975,000	2,980,000
Central Services Fund	630,800	660,500
Motorized Equipment Fund	3,163,555	3,024,111
Total	\$ 286,122,444	\$ 276,574,136
Less Interfund Charges	(7,229,529)	(7,168,454)
Less Interfund Transfers	(13,632,000)	(13,632,000)
Less Interfund Recoveries	(3,887,413)	(3,421,639)
Total Budget	\$ 261,373,502	\$ 252,352,043

All Funds Summary

<u>Expenditures</u>	<u>Adopted Budget FY 2010</u>	<u>Adopted Budget FY 2009</u>
General Fund	\$ 100,753,093	\$ 107,502,354
Wastewater Fund	11,567,863	10,103,250
Transfer To Fund Balance	463,807	110,800
Water Fund	8,818,959	7,983,600
Transfer To Fund Balance	147,001	9,220
Gas Fund	34,750,022	29,372,680
Transfer To Fund Balance	151,928	-
Electric Fund	111,758,456	107,037,280
Transfer To Fund Balance	136,144	62,440
Telecommunications Fund	4,823,260	1,694,915
Transfer To Fund Balance	2,098	3,029
Transportation Fund	1,390,893	1,403,941
Sanitation Fund	3,600,729	3,674,915
Transfer To Fund Balance	73,131	-
Cemetery Fund	902,755	907,134
Transfer To Fund Balance	12,950	43,967
Insurance Fund	2,880,000	2,885,000
Transfer To Fund Balance	95,000	95,000
Central Services Fund	615,815	645,169
Transfer To Fund Balance	14,985	15,331
Motorized Equipment Fund	3,012,090	3,011,149
Transfer To Fund Balance	151,465	12,962
Total	\$ 286,122,444	\$ 276,574,136
Less Interfund Charges	(7,229,529)	(7,168,454)
Less Interfund Transfers	(13,632,000)	(13,632,000)
Less Interfund Recoveries	(3,887,413)	(3,421,639)
Total Budget	\$ 261,373,502	\$ 252,352,043

The City of Danville's annual budget process provides a framework for communicating major financial operational objectives and for allocating resources to realize them.

Dec 19	Departmental Budget Requests due in Budget Office
Dec 31	Public Works & Utility Budget Request due in Budget Office
Jan 5	Preliminary Revenue Projections (Budget Dir/Finance Dir) Budget Team Reviews Utility Budget
Jan 7	General Fund CIP Request Due
Jan/Feb	C/M & Budget Staff - Revenue Projections Refined
Jan 26	DUC - Reviews Utility Budget General Fund CIP Finalized
Jan 15 - 31	C/M & Budget Staff Reviews Department Request CIP Finalized
End Jan/Feb 6	C/M & Budget Staff Meets with Dept Directors
Feb 27	Budget Balanced
Mar 2-6	Budget Highlights finalized
March 9	Budget to Print Shop
March 23-31	C/M & Budget Staff Meet with Council Members & Media
April 1	City Manager Recommended Budget (City Charter Section 8-6; VA Code Section 15.2-2503
April 2 or 9	Budget Work Session – City Council/Dept Directors
April 19	Advertise R/E Tax Rate
April 26	1 st Advertisement of Utility Rate & Fee Increases Advertise School Budget
April 30	Introductory Budget (City Charter Section 8-6; VA Code Section 15.2-2503
May 3	2 nd Advertisement of Fee Increases
May 5	1 st Reading – Utility Rate & Fee Increase Ordinances Public Hearing – School Budget 1 st Reading City R/E Tax Rate Ordinance
May 10	Advertise City, CIP & School Budgets

May 19	Public Hearing – Utility Rate & Fee Increases Final Adoption – Utility Rate & Fee Increase Ordinances Public Hearing - City R/E Tax Rate Adoption City R/E Tax Rate Ordinance Public Hearing – City, & CIP Budgets Adoption of Resolutions approving City, CIP & School Budgets 1 st Reading Budget Appropriation Ordinance
June 2	Final Adoption – Budget Appropriation Ordinance
July 1	Begin New Fiscal Year

FY 2009	FY 2010	CLASSIFICATION		
GENERAL FUND				
City Manager's Office				
1	1	City Manager		
1	1	Deputy City Manager		
1	1	Management Analysis		
1	1	Executive Assistant		
1	1	Executive Secretary		
<u>5</u>	<u>5</u>	Authorized Positions		
Human Resources				
1	1	Director of Human Resources		
1	1	Human Resource Business Analyst		
-	1	Organizational Development Specialist		
3	2	Human Resource Specialist		
1	1	Human Resource Technician		
1	1	Secretary		
<u>7</u>	<u>7</u>	Authorized Positions		
Occupational Health Nurse				
1	1	Occupational Health Nurse		
<u>1</u>	<u>1</u>	Authorized Positions		
Budget Office				
1	1	Budget Director		
<u>1</u>	<u>1</u>	Authorized Positions		
City Attorney				
1	1	City Attorney		
1	1	Assistant City Attorney		
1	1	Legal Assistant		
1	1	Legal Secretary		
<u>4</u>	<u>4</u>	Authorized Positions		
*Commissioner of Revenue				
1	1	Commissioner of Revenue		
1	1	Chief Deputy		
1	1	Deputy III		
4	4	Deputy II		
1	1	Deputy I		
1	1	Administrative Technician		
1	1	General Clerk		
<u>10</u>	<u>10</u>	Authorized Positions		

Information Technology

1	1	Director of Information Technology
1	1	Assistant Director of Information Technology
1	1	Sr Database Administrator
3	3	Database Administrator
1	1	Network Systems Engineer
3	3	System Administrator
1	1	IT Technology Support Supervisor
1	1	PC Administrator
1	1	GIS Programmer Analyst
2	2	IT Systems Technician
1	1	GIS Coordinator
1	1	IT Business Analyst
1	1	Senior Secretary
<hr/> 18	<hr/> 18	Authorized Positions

Real Estate Assessment

1	1	Real Estate Assessment Director
4	4	Combination of: Real Estate Appraiser III Real Estate Appraiser II Real Estate Appraiser I
2	2	Combination of: Senior Real Estate Assessment Clerk Real Estate Assessment Clerk
<hr/> 7	<hr/> 7	Authorized Positions

Central Collections

1	1	Utility Billing Clerk
1	1	Central Collections Director
4	4	Collection Clerks
2	2	Senior Collections Clerk
1	1	Collections Supervisor
-	-	Project & Account Manager
5	5	Cashier
<hr/> 14	<hr/> 14	Authorized Positions

***Treasurer**

1	1	City Treasurer
1	1	Chief Deputy
2	2	Deputy I
1	1	General Clerk
<hr/> 5	<hr/> 5	Authorized Positions

Director of Finance

1	1	Director of Finance
1	1	Clerk of Council
<u>2</u>	<u>2</u>	Authorized Positions

Finance/Accounting

1	1	Assistant Director of Finance
1	1	Accounting Supervisor
2	2	Business Systems Accountant
3	3	Senior Accountant
1	1	Accountant
1	1	Payroll Clerk
2	2	Senior Account Clerk
2	2	Account Clerk
<u>13</u>	<u>13</u>	Authorized Positions

Purchasing

1	1	Purchasing Director
1	1	Buyer
2	2	Purchasing Clerk
<u>4</u>	<u>4</u>	Authorized Positions

***Registrar**

1	1	Registrar
1	1	Senior Office Assistant
<u>2</u>	<u>2</u>	Authorized Positions

Circuit Court

1	1	Law Clerk
1	1	Judicial Assistant
1	1	Legal Secretary
<u>3</u>	<u>3</u>	Authorized Positions

Clerk of Court

2	2	Deputy Clerk
<u>2</u>	<u>2</u>	Authorized Positions

***Sheriff's Office**

1	1	City Sheriff
1	1	Lieutenant Colonel
2	2	Captain
3	3	Lieutenant
61	61	Combination of:
		Sergeant
		**Courtroom Security Officer
		Courtroom Security Master Deputy
		Process Server

		Correctional Officer
		Master Deputy Correctional Officer
1	1	LIDS Technician
1	1	Administrative Staff Specialist
3	3	Secretary I
5	5	Nurse
78	78	Authorized Positions

		*Commonwealth Attorney
1	1	Commonwealth Attorney
5	5	Asst. Commonwealth Attorney III
4	4	***Asst. Commonwealth Attorney II
1	1	**Asst. Commonwealth Attorney I
1	1	Administrative Assistant II
2	2	** Victim Witness Coordinator
6	6	Secretary
20	20	Authorized Positions

		*Commonwealth Attorney Collections
3	3	Collections Clerk
3	3	Authorized Positions

		Police Department
1	1	Police Chief
1	1	Lt. Colonel
2	2	Major
7	7	Police Captain
10	10	Police Lieutenant
8	8	Police Sergeant
16	16	Police Corporal
86	88	*Police Officer
6	3	Senior Investigator
2	2	Animal Control Officers
1	1	Parking Attendant
3	3	Police Records Clerk
1	1	Senior Secretary
2	3	Secretary
146	146	Authorized Positions

Traffic Control and Maintenance

1	1	Traffic Control Superintendent
1	1	Traffic Control Supervisor
1	1	Senior Traffic Signal Technician
1	1	Traffic Signal Technician
4	4	Motor Equipment Operator II
1	1	Public Service Worker
<hr/> 9	<hr/> 9	Authorized Positions

Fire Department

1	1	Fire Chief
3	3	Assistant Fire Chief
1	1	Battalion Chief of Fire Training and Safety
1	1	Battalion Chief of Emergency Medical Svcs & Safety
1	1	Fire Marshall
1	1	Assistant Fire Marshall
3	3	Fire Captain /Headquarters
18	18	Fire Captain
3	3	Fire Lt./Asst. Training Officer
27	27	Fire Fighter/Engineer
63	63	Fire Fighter
1	1	Senior Secretary
<hr/> 123	<hr/> 123	Authorized Positions

Juvenile Detention

1	1	Juvenile Detention Director
1	1	Assistant Juvenile Detention Director
1	1	Juvenile Detention Services Supt.
2	2	*Electronic Monitoring Case Worker
2	2	*Juvenile Outreach Counselor
1	1	Juvenile Detention Counselor
4	4	Shift Supervisor
33	33	**Youth Care Worker
5	5	Senior Youth Care Worker
2	2	**Juvenile Detention Recreation Specialist
1	1	**Laundry Worker
1	1	Building Maintenance Mechanic
1	1	Custodian
2	2	*Secretary
1	1	Senior Account Clerk
<hr/> 58	<hr/> 58	Authorized Positions

Adult Detention

1	1	Adult Detention Director
1	1	Service Program Coordinator
1	1	Work Program Coordinator
1	1	Safety & Supply Officer
1	1	Correctional Health Assistant
1	1	Chief Correctional Officer
4	4	Correctional Captain
4	4	Correctional Lieutenant
18	18	Correctional Officer
2	2	Senior Account Clerk
34	34	Authorized Positions

Inspections

1	1	Inspections Director
1	1	Inspections Supervisor
1	1	Plumbing/Cross Connection Inspector
1	1	Mechanical Inspector
1	1	Electrical Inspector
2	2	Building Inspector
-	-	Maintenance Code Inspector
4	4	Cost Estimator/Inspector
1	1	Secretary
1	1	Permit Clerk
13	13	Authorized Positions

Emergency Services

1	1	Director of Emergency Services
1	1	Assistant Director of Emergency Services
4	4	Emergency Services Telecommunications Supvr.
16	16	Emergency Services Telecommunicator
1	1	Senior Secretary
23	23	Authorized Positions

Public Works Warehouse

1	1	Senior Account Clerk
2	2	Warehouse Stock Clerk
3	3	Authorized Positions

Airport

1	1	Senior Secretary
1	1	Assistant Director of Transportation
2	2	Airport Maintenance/Security Technician
4	4	Authorized Positions

Public Works Engineering

1	1	Assistant Director of P/W - City Engineer
1	1	Public Works Chief Engineer
3	3	Public Works Project Engineer
2	2	Engineering Technician
3	3	Combination of: Survey Party Supervisor Construction Inspections Supervisor Construction Inspector
<hr/> 10	<hr/> 10	Authorized Positions

Director of Public Works

1	1	Office Assistant/Dispatcher
1	1	Director of Public Works
1	1	Administration Division Director
1	1	Code Enforcement Inspector
1	1	Horticulturist Supervisor
2	2	Senior Account Clerk
2	2	Account Clerk
1	1	Clerical Supervisor
1	1	Senior Secretary
<hr/> 11	<hr/> 11	Authorized Positions

Public Works Street Maintenance

1	1	Street Division Director
2	2	General Supervisor
3	3	Crew Supervisor
5	5	Motor Equipment Operator III
5	5	Motor Equipment Operator II
9	9	Motor Equipment Operator I
9	9	Construction Worker
6	6	Public Service Worker
<hr/> 40	<hr/> 40	Authorized Positions

Public Works Street Cleaning

7	7	Combination of: Motor Equipment Operator I Motor Equipment Operator II
<hr/> 7	<hr/> 7	Authorized Positions

Maintenance of Buildings and Facilities

1	1	Buildings & Grounds Division Director
1	1	Building Maintenance Supt.
8	8	Building Maintenance Mechanic
1	1	Custodian Supervisor
1	1	Senior Custodian
8	8	Custodian
<hr/> 20	<hr/> 20	Authorized Positions

Maintenance of Public Grounds

1	1	Grounds Maint. Supt.
1	1	Crew Supervisor
3	3	Motor Equipment Operator II
1	1	Motor Equipment Operator I
2	2	Groundskeeper
4	4	Public Service Worker/ Operator
4	4	Public Service Worker
<hr/> 16	<hr/> 16	Authorized Positions

Social Services

1	1	Social Services Director
1	1	Chief Social Services Supervisor
-	-	Sr. Social Worker Supervisor
3	3	Social Worker Supervisor
5	5	Protective Service Worker
3	3	Senior Social Worker
15	15	Social Worker
1	1	Social Service Aide
3	3	Employment Service Aide
10	10	Employment Services Worker
1	1	Employment Service Supervisor
1	1	Chief Eligibility Supervisor
2	2	Fraud Investigator
3	3	Eligibility Supervisor
3	3	Senior Eligibility Worker
32	32	*Eligibility Worker
1	1	Eligibility Training Specialist
-	-	Food Stamp Clerk
2	2	Senior Account Clerk
-	-	Account Clerk
1	1	Accountant
1	1	Senior Secretary
3	3	Senior Office Assistant
10	10	Office Assistant
<hr/> 102	<hr/> 102	Authorized Positions

Director of Human Services

1	1	Director of Human Services
1	1	Senior Secretary
<hr/> 2	<hr/> 2	Authorized Positions

Parks, Recreation & Tourism-Administrative Services		
1	1	Director of Parks, Recreation & Tourism
1	1	Project Account Manager
1	1	Senior Secretary
<u>3</u>	<u>3</u>	Authorized Positions

PRT - Community Recreation		
1	1	Office Assistant
3	3	Custodian
5	5	Program Director
1	1	Assistant Director of Parks, Recreation & Tourism
<u>10</u>	<u>10</u>	

PRT - Special Recreation		
1	1	Custodian
2	2	*Program Director
1	1	*Special Population Assistant
1	1	Director of Special Recreation
1	1	* Recreation Grants Specialist
<u>6</u>	<u>6</u>	

PRT - Outdoor Recreation		
1	1	Director of Outdoor Recreation
1	1	Assis. Athletic/Outdoor Program Coordinator
<u>2</u>	<u>2</u>	

PRT - Athletics		
1	1	Director of Athletics
1	1	Assis. Athletic/Outdoor Program Coordinator
<u>2</u>	<u>2</u>	

PRT - Tourism		
1	1	Assistant Director of Tourism
1	1	Director of Tourism
<u>2</u>	<u>2</u>	

PRT - Grounds Maintenance		
1	1	Director of Parks Maintenance
3	3	Crew Supervisor
8	8	Combination of: Motor Equipment Operator I Groundskeeper Turf Grass Technician Public Service Worker/Operator
<u>12</u>	<u>12</u>	Authorized Positions

Public Library

1	1	Library Director
1	1	Acquisitions/Reference Librarian
1	1	Children's Information Specialist
-	-	Cataloging Information Specialist
1	1	Circulation Librarian
1	1	Circulation System
2	2	Reference Information Specialist
5	5	Information Specialist
1	1	Secretary
13	13	Authorized Positions

Director of Community Development

1	1	Director of Community Development
1	1	Development Coordinator
1	1	*Senior Account Clerk
3	3	Authorized Positions

Planning Office

1	1	Planning Director
1	1	Planning Technician
2	2	Associate Planner
4	4	Authorized Positions

Economic Development

1	1	Director of Economic Development
1	1	Assistant Director of Economic Development
1	1	Economic Development Project Manager
1	1	Redevelopment Coordinator???? Title??
1	1	Redevelopment Projects Assistant
1	1	Special Projects Assistant
6	6	Authorized Positions

***COMMUNITY DEVELOPMENT FUND**

1	1	Housing & Development Director
1	1	Housing & Development Coordinator
1	1	Community Redevelopment Specialist
2	2	Cost Estimator/Inspector
1	1	Secretary
6	6	

*Note: Funded by HUD

WASTEWATER FUND**Public Works Sewer Maintenance**

1	1	General Supervisor
1	1	Crew Supervisor
5	5	Combination of: Motor Equipment Operator II Motor Equipment Operator I
<u>4</u>	<u>4</u>	Public Service Worker
11	11	Authorized Positions

UTILITIES DEPARTMENT**Administrative**

1	-	Senior Secretary (Moved to Water Engineering)
-	1	Public Information Specialist
1	1	Key Accounts Manager
<u>1</u>	<u>1</u>	Assistant City Manager for Utilities
3	3	Authorized Positions

Fiscal Services

-	1	Senior Secretary (moved from W&G Admin)
2	2	Senior Account Clerk
1	1	Senior Accountant
1	1	Training & Safety Coordinator
2	2	Warehouse Stock Clerk
1	1	Warehouse Supervisor
1	1	Fiscal Services Supervisor
<u>1</u>	<u>1</u>	Support Services Director
9	10	Authorized Positions

Customer Accounting

7	7	Combination of : Utility Billing Clerk Special Billing Clerk Senior Utility Billing Clerk
7	7	Customer Service Representative
1	1	Sr Customer Service/Training Representative
9	9	Combination of: Meter Reader Senior Meter Reader
1	1	Meter Reader Supervisor
<u>1</u>	<u>1</u>	Customer Service Director
26	26	Authorized Positions

WATER FUND

Administrative Services

1	1	Director of Water and Wastewater Treatment
<u>1</u>	<u>1</u>	Senior Secretary
2	2	Authorized Positions

Treatment Expense

1	1	Water Treatment Director
1	1	Water Chemist
2	2	Combination of: Senior Industrial Mechanic Industrial Mechanic
1	1	Utility Plant Maintenance Worker
9	9	Combination of: Water Treatment Plant Operator IV Water Treatment Plant Operator III Water Treatment Plant Operator II Water Treatment Plant Operator I Water Treatment Plant Operator Trainee
<u>14</u>	<u>14</u>	Authorized Positions

Engineering Division

-	1	Director of Engineering (moved from W&G Eng)
-	1	Senior Secretary (moved from Util Admin)
<u>-</u>	<u>1</u>	Senior Office Assistant (moved from P&L Eng)
-	3	Authorized Positions

<u>16</u>	<u>19</u>	TOTAL WATER FUND
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GAS FUND

Administrative Services

1	1	Assistant Utility. Gen. Mgr/Dir. Water & Gas Dist.
<u>1</u>	<u>-</u>	Senior Secretary (moved to Fiscal Svcs)
2	1	Authorized Positions

Control Section

3	3	Gas Control Operator
2	2	Gas Control Technician
<u>1</u>	<u>1</u>	Gas Control Manager
6	6	Authorized Positions

Engineering Section

1	1	Water and Gas Control Corrosion Technician
1	1	Water and Gas Engineering Aid
1	1	Water and Gas GIS Engineer Tech.
2	2	Water and Gas Senior Engineer Tech.
1	1	Water & Gas Project Engineer

<u>1</u>	<u>-</u>	Water & Gas Chief Engineer (moved to Water Eng)
7	6	Authorized Positions

Distribution Section

5	5	Public Service Worker
6	6	Construction Worker
5	5	Combination of:
		Motor Equipment Operator I
		Motor Equipment Operator II
		Motor Equipment Operator III
4	4	Water and Gas Crew Supervisor
1	1	Water and Gas Welder/Crew Supervisor
2	2	Water and Gas Construction Supervisor
1	1	Water and Gas Distribution Supervisor
<u>1</u>	<u>1</u>	Water and Gas Distribution Superintendent
25	25	Authorized Positions

Service Section

1	1	Office Assistant/Dispatcher
9	9	Water and Gas Service Tech.
<u>1</u>	<u>1</u>	Water and Gas Service Supervisor
11	11	Authorized Positions

Meters & Regulators Section

3	3	Water and Gas Meter Tech.
<u>1</u>	<u>1</u>	Water & Gas Meter & Regulator Supervisor
4	4	Authorized Positions

<u><u>55</u></u>	<u><u>53</u></u>	TOTAL GAS FUND
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ELECTRIC FUND

Administrative Services

<u>1</u>	<u>1</u>	Director of Power & Light
1	1	Authorized Positions

Engineering Section

1	-	Senior Office Assistant (moved to Water Eng)
5	5	Combination of:
		Electric Senior Engineering Technician
		Electric Engineering Technician
		Electric Engineering Aide
1	1	Electric Drafting/GIS Technician
1	1	Electric Compliance Technician
1	1	Electric Engineering Supervisor
1	1	Electrical Engineer
<u>1</u>	<u>1</u>	Electric Engineer Manager
11	10	Authorized Positions

Distribution Section

1	1	Public Service Worker
1	1	Crew Supervisor
23	23	Combination of:
		Electric Line Technician III
		Electric Line Technician II
		Electric Line Technician I
		Electric Ground Worker
3	3	Electric Line Equipment Operator
5	5	Electric Line Crew Supervisor
1	1	Electric Distribution Superintendent
2	2	Tree Trimmer
1	1	Inspector Contract Manager
1	1	Electric Dispatcher
38	38	Authorized Positions

Substation Section

4	4	Electric Substation Operator
1	1	Electric T & D Equipment Technician
4	4	Electric Substation Technician
1	1	Electric Substation Supervisor
1	1	Electric Substation Superintendent
11	11	Authorized Positions

Meters Section

6	6	Combination of:
		Electric Meter Technician III
		Electric Meter Technician II
		Electric Meter Technician I
		Electric Meter Servicer
1	1	Electric Meter Supervisor
7	7	Authorized Positions

Hydro-Electric Section

1	-	Utility Plant Mechanic (Position eliminated)
1	1	Hydro-Electric Attendant
4	4	Hydro-Electric Operator
1	1	Hydro-Electric Maintenance Supervisor
1	1	Hydro-Electric Supt.
8	7	Authorized Positions

76	74	TOTAL ELECTRIC FUND
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TELECOMMUNICATIONS FUND

1	1	Broadband Network Manager
1	1	Senior Account Clerk
1	1	Broadband Network Engineer
<u>1</u>	<u>1</u>	Multi-Media Manager
4	4	

TRANSPORTATION ENTERPRISE FUND

Mass Transit Services

1	1	Director of Transportation Services
1	1	Account Clerk
2	2	Transportation Supervisor
<u>13</u>	<u>13</u>	Transit Driver
17	17	Authorized Positions

SANITATION ENTERPRISE FUND

Refuse Collection-Residential

1	1	Sanitation Director
1	1	General Supervisor
8	8	Motor Equipment Operator II
<u>21</u>	<u>21</u>	Solid Waste Collector
31	31	Authorized Positions

Composting Operations

1	1	Code Enforcement Inspector
<u>1</u>	<u>1</u>	Motor Equipment Operator II
2	2	Authorized Positions

Yard Waste and Leaf Collection

1	1	General Supervisor
7	7	Motor Equipment Operator II
<u>-</u>	<u>-</u>	Solid Waste Collector
8	8	Authorized Positions

Recycling

<u>2</u>	<u>2</u>	Motor Equipment Operator II
2	2	Authorized Positions

CENTRAL SERVICES FUND

Printing

1	1	Print Shop Supervisor
1	1	Senior Printer
1	1	Printer
1	-	Print Shop Clerk (Eliminate FT - Use PT)
<u>4</u>	<u>3</u>	Authorized Positions

MOTORIZED EQUIPMENT FUND

Motorized Equipment & Maintenance

2	2	Equipment Maintenance Supervisor
1	1	Automotive Service Technician
4	4	Construction Equipment Mechanic
2	2	Welder
9	9	Automotive Mechanic
-	-	Small Engine Mechanic
1	1	Automotive Service Attendant
<u>19</u>	<u>19</u>	Authorized Positions

Communications Section

1	1	Communications Systems Manager
-	-	Communications Technician
<u>1</u>	<u>1</u>	Authorized Positions

CEMETERY FUND

Cemeteries Maintenance

1	1	Cemetery Superintendent
2	2	General Supervisor
3	3	Groundskeeper
10	10	Combination of Public Service Worker/Operator Public Service Worker
<u>16</u>	<u>16</u>	Authorized Positions

FUND TOTALS

765	765	General Fund (excluding elected/appointed offices)
11	11	Wastewater Fund (Sewer Maintenance)
16	19	Water Fund
55	53	Gas Fund
76	74	Electric Fund
4	4	Telecommunications Fund
17	17	Transportation Fund
43	43	Sanitation Fund
16	16	Cemetery Fund
24	23	
<u>1,027</u>	<u>1,025</u>	Total (includes grant funded positions)

Elected and/Or Appointed

2	2	Registrar
20	20	Commonwealth Attorney
3	3	Commonwealth Attorney Collections
78	78	City Sheriff
10	10	Commissioner of Revenue
5	5	Treasurer
<u>118</u>	<u>118</u>	Total Elected and/Or Appointed Positions

<u>6</u>	<u>6</u>	Community Development Fund (CDBG Funded)
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<u>1,151</u>	<u>1,149</u>	Grand Total Authorized Full Time Positions
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Other Elected Positions (Part Time)

8	8	City Council
<u>1</u>	<u>1</u>	Mayor
<u>9</u>	<u>9</u>	

Accrual Basis of Accounting

Funds that focus on total economic resources employ the accrual basis of accounting, which recognizes increases and decreases in economic resources as soon as the underlying event or transaction occurs. Revenues are recognized as soon as they are earned and expenses are recognized as soon as a liability is incurred, regardless of the timing of the related cash inflows and outflows.

Appropriation

The legal authority granted by the City Council to expend funds for a specific purpose.

Assessment

The official valuation of property for the purposes of taxation.

Assessed Value

A valuation set upon real or personal property by the City Assessor as a basis for levying taxes.

Balanced Budget

Occurs when the total revenues match the total expenditures for a fiscal year.

Bond

A written promise to pay a specified sum of money (the “principal”) at a specified date in the future, together with a periodic interest at a specified rate. The payments on a bond are referred to as “debt service”.

Budget

The plan for the acquisition and allocation of resources for a specified purpose.

Capital Improvement Program

A five-year plan for completing public capital projects on an annual basis, with tentative beginning and ending dates for each, anticipated costs, and options for financing.

Capital Outlay

Category of expenditures that includes machinery/equipment purchases, furniture/fixtures purchases, communications purchases, motor vehicles and equipment, software purchases, or certain expenditures classified as improvements.

Capital Projects

Large one-time construction/maintenance projects or purchases that are expected to provide services for citizens over a period of time.

Contingency

An estimated amount of funds needed for deficiency, contingent or emergency purposes.

Contribution Other Entity

Category of expenditures that includes contributions to outside organizations.

Cost Allocation

Cost allocation distributes accumulated indirect costs to the programs that benefit from the accumulated cost on the basis of percentages that represent a reasonable and equitable allocation base. A cost allocation plan allows the General fund to recover administrative costs from Enterprise Funds, grants, and other participants (Juvenile Detention).

Current Financial Resources

A measurement that focuses on changes in current financial resources. Here the goal of the operating statement is to answer the question, “What are the transactions or events of the period that have increased or decreased the resources available for spending in the near future?” This is the focus of governmental type funds (the General Fund) and is the reason the modified accrual basis of accounting is used.

Danville-Pittsylvania Regional Industrial Facility Authority (RIFA)

A regional partnership between the City of Danville and Pittsylvania County for the purpose of engaging in joint economic development efforts.

Debt Service

Repayment of City debt, including interest.

Department

An entity with the City organization, established either by State Code or identified need, for the administration of specifically related duties or responsibilities. A Department Head is responsible for the activities or expenditures within that department.

Depreciation

The process for estimating and recording the lost usefulness, expired useful life, or diminishment of a fixed asset that cannot or will not be restored by repairs and must be replaced. The cost of the fixed asset’s lost usefulness is the depreciation or the cost to replace the item at the end of its useful life.

Disbursement

A cash payment to an outside party, or a transfer of funds to another accounting entity within the City’s financial structure.

Division

For manageability and accounting purposes, some departments are further divided into divisions, which are small units of control in a given service area.

Economic Resources

A measurement focus used to describe the types of transactions and events that are reported in a fund’s operating statement. The goal of the economic resources measurement focus is to answer the question, “What transactions and events have increased or decreased the fund’s *total economic resources* during the period?” This is the goal of enterprise funds, and hence is the reason they use the accrual basis of accounting.

Employee Benefits

Category of expenditures that include indirect and non-cash compensation paid to an employee such as contributions to FICA, retirement (ERS and VRS), worker’s compensation, and expenditures classified as employee services.

Encumbrance

A reservation of funds for an anticipated expenditure prior to an actual payment for an item. Funds are usually encumbered or reserved once a contracted obligation has been entered into for an item, but prior to the cash payment actually being disbursed.

Enterprise Fund

These self-supported funds for city-owned entities are entirely or predominantly financed by user fees. The operation of these self-sustaining funds is accounted for in such a way as to show gains or losses, similar to that of a private enterprise.

Expenditure

The authorized payment of City funds for goods or services. This includes payment for operating expenses, capital improvements, and debt service.

Fiscal Year

A year long accounting period. For the City of Danville, the fiscal year runs from July 1 to June 30 of the following year.

Fund Balance

Resources, which at year's end, have exceeded requirements and have not been designated for any specific purpose.

General Fund

The general fund accounts for the majority of day-to-day City operations and finances by taxes and revenue.

Grant

A contribution of assets by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grant moneys are usually dedicated for specific purposes.

Internal Services

A category of internal service funds that centralize the services for the general government motor pool, print shop, and insurance. These services are provided on a cost-reimbursement basis to the departments utilizing the services.

Internal Services Fund

The internal services fund accounts for the financing of goods and services provided by one fund to another fund on a cost reimbursement basis.

Labor Expense Cross

The cost of public works labor charged to another department.

Modified Accrual Basis of Accounting

Method under which revenues are recognized when earned, only to the extent they are collectible within the period or soon enough afterwards to be used to pay liabilities of the current period. Similarly, debt service payments and specific accrued liabilities are only recognized as expenditures when payment is due because it is only at that time that they normally are liquidated with expendable available financial resources. Funds that focus on the current financial resources (governmental funds) use the modified accrual basis of accounting.

Non-Categorical Aid: 599 Funds

Funding earmarked for public safety from the State of Virginia for localities with Police Departments.

Other Operating Expenses

A category of expenditures that includes travel and training, general liability insurance, dues and memberships, telephone/internet, office supplies, books and subscriptions, postal service, uniforms, and other materials and supplies.

Operating Expenses

The portion of the budget pertaining to the daily operations that provides basic governmental services.

Personnel Services

A category of expenditures that includes the salaries and wages for employees.

Position

A specified group of duties and responsibilities to be performed by a person employed by the City.

Proprietary Funds

Funds that rely on operating income, changes in net assets or cost recovery, financial positions, and cash flows.

Public Assistance

A category of expenditures that includes Social Service programs.

Purchased Services

A category of expenditures that include services performed by non-city entities for the functionality of a department or division. This can include payments for maintenance service contracts, repair work done by non-city firms, or accounting/auditing services.

Reserve

Funds that have been set aside for a specific purpose or future use.

Revenue

Government income, including, but not limited to, funding from sources such as taxes, permits, fees, licenses, fines, and grants.

Tax Base

The aggregate value of all items being taxed.

Tax Rate

The level of taxation stated in terms of a dollar amount (i.e \$0.73 per \$100 of assessed value) or a percentage of the value of the tax base (5% sales tax).

Transfer Out

General Fund support of other operations. For fiscal year 2010, the General Fund has budgeted support to the General Government Capital Improvement Projects Fund, Economic Incentives, Special Revenue Fund for local share of Grants, Schools, the Transportation Fund, and the City's share of support for the Regional Industrial Facility Authority.

**General Fund/Capital Projects
Vehicle and Equipment Replacement**

<u>Account No.</u>	<u>Department</u>	<u>Vehicle/Equipment Description</u>	<u>Cost</u>
01-19001-57575	Police Department	10 Police/Detective Cars	\$ 206,400
		SWAT Vehicle (Capital Improvements Plan)	50,000
01-28901-57575	Social Service Bureau	2 Cars (84.5% State Funding)	32,854
Fund 25 (Capital)	Fire Department	1st year funding - Fire Pumper Truck (Capital Improvements Plan)	200,000
	Total General Fund		<u><u>\$ 489,254</u></u>

**Transportation Fund
Vehicle and Equipment Replacement**

<u>Account No.</u>	<u>Department</u>	<u>Vehicle/Equipment Description</u>	<u>Cost</u>
56-26201-57575	Mass Transit	1 Medium duty 20-passenger Bus (100% Federal Funding)	\$ 92,000
			<u><u>\$ 92,000</u></u>

**Department of Public Works (Motorized Equipment Fund)
Vehicle and Equipment Replacement - FY 2010**

Year	Unit Replaced	Cost	Replacement Vehicle/ Equipment Description
1998	Car 14 - Parks & Recreation	\$ 25,000	SUV
2001	Car 39 - Sheriff's Dept.	\$ 20,000	Sedan
2004	Car 43 - Sheriff's Dept.	\$ 20,000	Sedan
1998	Utility Truck 61 - Streets	\$ 23,000	Utility Truck
1998	Pickup Truck 91 - Grounds	\$ 23,000	Pickup Truck
1998	Pickup Truck 102 - Parks & Recreation	\$ 24,000	Pickup Truck
1998	Pickup Truck 240 - Streets	\$ 24,000	Pickup Truck
1998	Van 35 - Print Shop	\$ 25,000	Van
1997	Bucket Truck 100 - B&G	\$ 37,500	Bucket Truck
1992	Dump Truck 131 - Streets	\$ 60,000	Dump Truck - Streets
	Reference: Dump Truck 131	\$ 20,000	Snow Hydraulics for Truck 131
1994	Dump Truck 225 - Streets	\$ 60,000	Dump Truck - Streets
	Reference: Dump Truck 225	\$ 20,000	Snow Hydraulics for Truck 225
1996	Truck 219 - Sanitation (Cab & Chassis)	\$ 67,000	Truck (Cab & Chassis) - Sanitation Refuse Truck
	Reference: Sanitation Truck 219	\$ 12,655	Cost of moving truck body to new vehicle
	Zero-turn mowers (5) - Cemeteries	\$ 37,500	Mowers
1994	Gator 437 - Parks & Recreation	\$ 10,000	ATV
Total Acct. No. 4426803-57575		<u>\$ 508,655</u>	

REPLACEMENT AT:

Sedan - 10 Years or 100,000 miles

Pickup Truck - 12 Years or 100,000 miles

Vans - 12 Years or 100,000 miles

Other Equipment - 12 Years, 100,000 miles or 10,000 hours

**Department of Public Works (Motorized Equipment Fund)
Communication Equipment Replacement**

<u>Description</u>	<u>Cost</u>
Replace main telephone transport cable for City Hall and Courts & Jail Building	\$ 25,000
Purchase replacement radios for 2011 deadline	30,000
Upgrade voter for Public Works and Fire Dept to JPS voter	20,000
Upgrade Repeaters System and IF Module	10,000
Upgrade Telephone Systems	<u>15,000</u>
TOTAL	<u>\$ 100,000</u>

Replacement Schedules

Water & Gas Vehicle & Equipment Purchases

Proposed Purchase	Vehicle/Equipment Replaced			Cost	Account
	Veh #	Description	Mileage		
Vehicles					
GMC FORD DUMP TRUCK	893	1999 Dump Truck (spare)	84,076	\$ 80,000	Split 50/50 W&G
1 ton 4x4 Crew Cab, Long	873	2000 GMC 3/4T Tr	105,411	\$ 25,000	
				<u>\$ 105,000</u>	
Equipment					
Wachs Wave 110 volt Electric Powered					Split 50/50 W&G
P2 Portable Valve Operator		NO replacement-addition to fleet		\$ 5,700	
Wachs Skid Mounted Gas Engine Driven					
Trav-L-Vac 300		NO replacement-addition to fleet		\$ 13,000	
RT Ditchwitch Trencher with walk					
behind trencher		NO replacement-addition to fleet		<u>\$ 32,000</u>	
				<u>\$ 50,700</u>	
Total W&G Vehicle & Equipment Purchases				<u>\$ 155,700</u>	

Power & Light Vehicle & Equipment Purchases

Proposed Purchase	Vehicle/Equipment Replaced			Cost	Account
	Veh #	Description	Mileage		
Distribution					
Transmission Grade Digger Derrick	831	1999 International Auguer Truck	83,880	\$ 175,000	60205022-57575
2009 Ext Cab 4x4 PU	917	2001 Pick Up Truck	163,139	<u>\$ 25,000</u>	60205022-57575
Total DP&L Vehicle Purchases				\$ 200,000	

The General Fund provides for the basic services extended to all residents of the City, including public safety, streets and highways, environmental protection, recreation, library, social services, and general administration. It also includes significant contributions to the operation of the Danville Public School System, constitutional offices, and other agencies and boards. Most General Fund services are non-revenue producing, thereby requiring the use of the ad valorem property taxes and other General Fund related revenue sources to provide funding. The Utility Funds provide significant support of General Fund operations through interfund transfers.

The General Fund revenues are divided into the following categories:

Property Taxes Property Taxes are one of the major revenue sources for the General Fund and include the Real Estate Tax, Motor Vehicle Taxes, Machinery and Tools Taxes, and Public Services Taxes.

Other Local Taxes Other local taxes include Local Sales Taxes, Business, Professional, and Occupational License, Prepared Meals Tax, Telephone Franchise Tax, Consumer Utility Tax, Auto License fees, Bank Stock Taxes, Recordation Taxes, Motor Vehicle Tax, and the Transient Occupancy Tax, also known as the Hotel/Motel Tax.

License Permits and Fees This category includes revenues from dog licenses, taxi permits, concealed weapons permits, and permits for building, electrical, mechanical, plumbing, and zoning as required for any development.

Fines and Forfeitures This category includes revenues from the District Court, Juvenile and Domestic Relations District Court, Circuit Court, court costs fees, and parking tickets.

Revenue from Use of Money or Property This category includes revenues from the City's investments, revenues from the rental of recreational facilities or other municipal properties, and revenues from the sale of property or equipment.

Charges for Services This category includes revenues related to Adult Detention and Juvenile Detention reimbursements, fees related to recreational activities, and library fees.

Transfers from Other Funds This category represents transfers from the City-owned utilities.

Miscellaneous Revenues This category includes private gifts or donations or other unanticipated revenues.

Recovered Costs This category includes charges to other funds for support from general City departments.

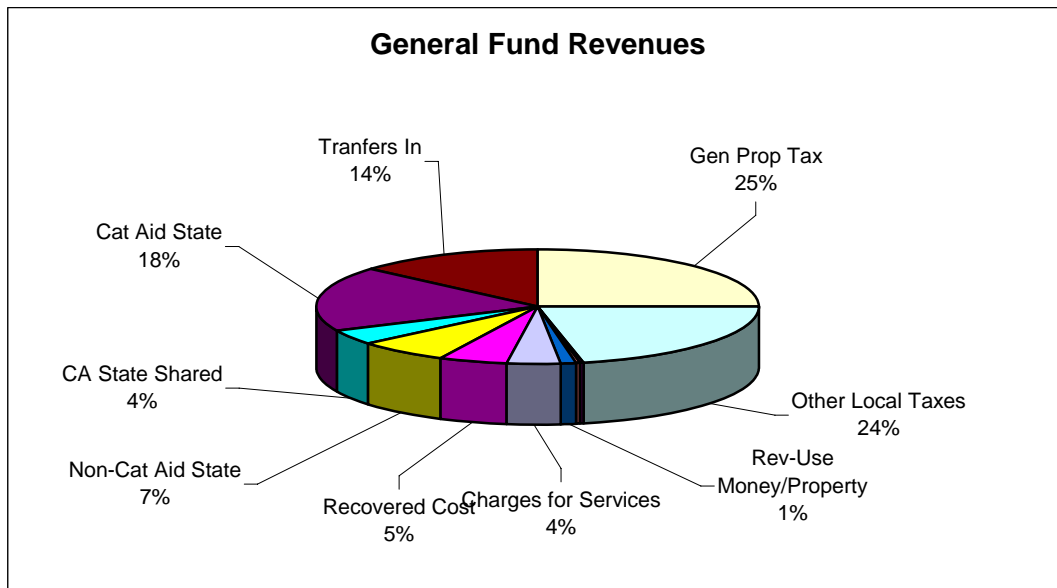
Non-Categorical State Aid This category includes state aid that can be allocated at the discretions of the governing body and includes Recordation Taxes, Mobile Home Titling Taxes, 599 funds, State Telecommunications Taxes, and Motor Vehicle Carrier Taxes.

Categorical State Aid (Shared Expenses) This category includes revenues which cover a portion of the operations of constitutional offices.

Categorical State Aid This category includes funding for a variety of city and state functions, the largest being Street Maintenance funding and Welfare and Public Assistance funding.

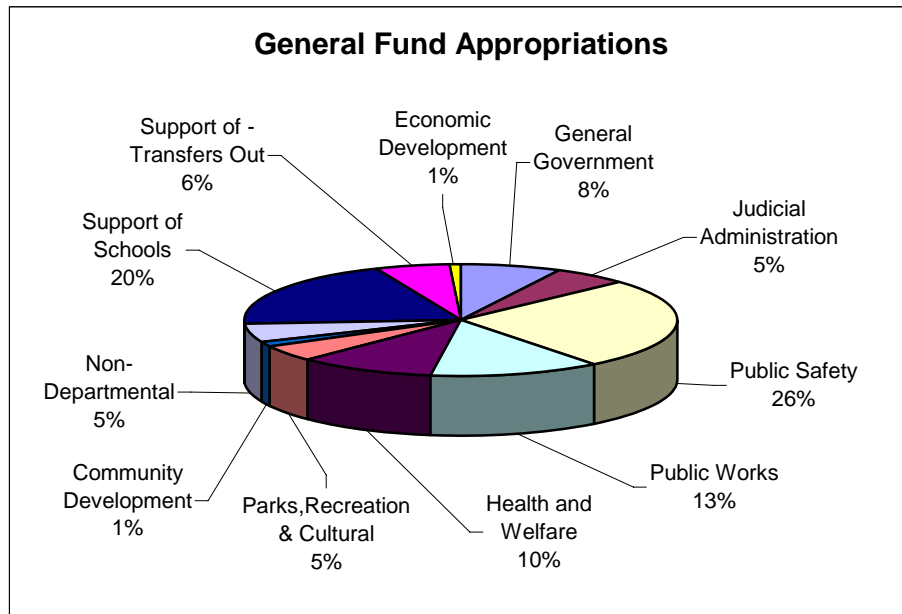
General Fund – FY 2010
Summary of Revenues

Revenue	FY 2010 Adopted	
General Property Tax	\$ 25,156,714	24.97%
Other Local Taxes	\$ 21,801,375	21.64%
License, Permits, Privilege	\$ 216,495	0.21%
Fines/Forfeiture	\$ 482,450	0.48%
Rev-Use Money/Property	\$ 1,140,870	1.13%
Charges for Services	\$ 3,746,148	3.72%
Miscellaneous Revenue	\$ 135,500	0.13%
Recovered Cost	\$ 4,980,804	4.94%
Non-Cat Aid State	\$ 6,606,907	6.56%
CA State Shared	\$ 4,301,955	4.27%
Cat Aid State	\$ 18,551,875	18.41%
Tranfers In	\$ 13,632,000	13.53%
Total Revenues	\$ 100,753,093	100.00%



**General Fund – FY 2010
Summary of Expenditures**

Function	FY 2010 City Manager Proposed	
General Government	7,613,324	7.56%
Judicial Administration	5,495,388	5.45%
Public Safety	26,625,460	26.43%
Public Works	12,764,489	12.67%
Health and Welfare	10,467,476	10.39%
Parks, Recreation & Cultural	4,775,681	4.74%
Community Development	1,383,903	1.37%
Non-Departmental	5,355,140	5.32%
Support of Schools	19,912,221	19.76%
Support of - Transfers Out	5,584,661	5.54%
Economic Development	775,350	0.77%
Total Appropriations	\$ 100,753,093	100.00%



The Danville City Council is the governing body of the City of Danville, Virginia. The City Council is empowered to adopt and enforce ordinances, policies, and rules and regulations to conduct the public's business and to provide for the protection of general health, safety, and welfare to the public. All ordinances are codified and are available for public inspection in the Office of the City Clerk. The City Council has the power to appoint the city manager, the city attorney, and the city clerk. The city manager, the city attorney, and the city clerk serve at the pleasure of the City Council.

The City Council consists of nine members, elected to four-year staggered terms, with elections every two years. City Council conducts its monthly business meetings on the first and third Tuesday at 7:00 p.m. in City Council Chambers, 4th floor, Municipal Building, 427 Patton Street, in downtown Danville. The business meetings are televised by the local cable provider and may be seen on City-TV 20.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 40,167	\$ 39,167	\$ 40,000	\$ 40,000	\$ -
Employee Benefits	\$ 3,072	\$ 2,996	\$ 3,060	\$ 3,060	\$ -
Purchased Services	\$ 692	\$ 5,320	\$ -	\$ 3,000	\$ 3,000
Internal Service	\$ -	\$ 294	\$ 1,000	\$ 500	\$ (500)
Other Operating Expense	\$ 39,697	\$ 42,184	\$ 50,480	\$ 47,300	\$ (3,180)
Total Expenditures	\$ 83,628	\$ 89,961	\$ 94,540	\$ 93,860	\$ (680)

Authorized Part Time Personnel

FY 2009	FY 2010	
<u>8</u>	<u>8</u>	City Council
8	8	Total City Council

The mayor is elected by a majority vote of the City Council members on the first day of July of each even numbered year. The current mayor was elected by City Council in 2008 and will serve until July 2010.

The mayor serves as the president of the City Council, presides at all meetings of the City Council, and performs other duties consistent with the office as may be imposed by the City Council. The mayor is entitled to vote and speak on the issues as is afforded other members of the City Council; however, they are not granted any veto power. The mayor is recognized as the head of the City government for all ceremonial purposes, the purposes of military law, and the service of the civil process.

The Office of the Mayor also represents the City at various functions, both public and private. The mayor issues proclamations, signs all ordinances and resolutions adopted by the City Council, and has the authority to call special meetings of the City Council.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ -
Employee Benefits	\$ 536	\$ 536	\$ 536	\$ 536	\$ -
Internal Service	\$ 104	\$ -	\$ 300	\$ 100	\$ (200)
Other Operating Expense	\$ 474	\$ 10	\$ 2,200	\$ 1,100	\$ (1,100)
Total Expenditures	\$ 8,114	\$ 7,546	\$ 10,036	\$ 8,736	\$ (1,300)

Authorized Part Time Personnel

FY 2009	FY 2010	
<u>1</u>	<u>1</u>	Mayor
1	1	Mayor

The City of Danville converted to the council-manager form of government in 1951. This provides for professional, non-partisan management of municipal affairs.

The city manager is the chief executive officer of the City and is responsible to the City Council for the proper administration of the City government. The city manager has the responsibility to see that all laws and ordinances are enforced; exercise supervision and control over all administrative departments and divisions of the City; attend all regular meetings of the City Council, with the right to take part in discussion, but having no vote; recommend to the City Council, for adoption, such measures as they deem necessary or expedient; make and execute all contracts on behalf of the City, except as may be otherwise provided by the City Charter or by ordinance passed by the City Council; prepare and submit the annual budget; keep City Council fully advised at all times as to the present and future physical needs of the City; perform other duties as may be prescribed by the City Charter or the City Council; and be responsible for the appointment and removal of all officers and employees of the City.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 401,828	\$ 446,295	\$ 443,235	\$ 420,641	\$ (22,594)
Employee Benefits	\$ 65,956	\$ 69,772	\$ 72,665	\$ 70,728	\$ (1,937)
Purchased Services	\$ 2,252	\$ 23,086	\$ 14,350	\$ 14,000	\$ (350)
Internal Service	\$ 11,330	\$ 12,428	\$ 14,756	\$ 3,000	\$ (11,756)
Other Operating Expense	\$ 44,993	\$ 48,087	\$ 58,880	\$ 48,720	\$ (10,160)
Capital Outlay	\$ -	\$ -	\$ 4,000	\$ 2,000	\$ (2,000)
Total Expenditures	\$ 526,359	\$ 599,668	\$ 607,886	\$ 559,089	\$ (48,797)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	City Manager
1	1	Deputy City Manager
1	1	Management Analyst
1	1	Executive Assistant
1	1	Executive Secretary
5	5	Authorized Positions

Human Resources: Administration
0110901, 0110903, 0110904

The objective of human resources is to maximize the return on investment from the organization's human capital and minimize financial risk. Without attracting and retaining top performers this objective will be less than satisfied. To accomplish the objective Human Resource (HR) management is composed of several functional areas that perform goal related activities. It is the responsibility of Human Resources to conduct all these activities in an effective, legal, fair, and consistent manner.

The Administration role directs and oversees all functions of the HR Department including budget oversight and performance management. The largest function for the HR department is Employment. The City of Danville averages 10 new hires a month. Some of the responsibilities that fall in this function include advertising job vacancies, screening applications, interviewing, checking references, completing pre-employment qualifications, conducting job analysis, writing class description specifications, and managing the City's compensation program, which includes market studies, reclassifications, and promotions. The Human Resources Information System (HRIS) and the Benefit function administer programs related to employee benefit administration and operation of an extensive Human Resources and Payroll database. The benefit programs include Health, Life, Disability, Line of Duty, and COBRA that entail billing/audits, enrollment, death claims, and retirement health benefits (not pension). The HRIS involves monitoring and auditing the system, providing technical support, and programming & updating the HRIS. The Organizational Development function is responsible for law and employment compliance training, personnel policy and procedure development and training, organizational needs assessment, new employee orientation, supervisory development, coaching/counseling, customer service, grievance procedures, performance appraisals, tuition reimbursement programs, service award programs, and internal investigations. Human Resources Development strives for the continual improvement and growth of both the individual and the organization.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 278,055	\$ 289,762	\$ 334,196	\$ 336,867	\$ 2,671
Employee Benefits	\$ 55,003	\$ 63,725	\$ 79,815	\$ 69,670	\$ (10,145)
Purchased Services	\$ 68,554	\$ 68,508	\$ 63,980	\$ 57,080	\$ (6,900)
Internal Service	\$ 5,441	\$ 7,333	\$ 6,115	\$ 5,500	\$ (615)
Other Operating Expense	\$ 29,107	\$ 36,035	\$ 37,695	\$ 38,200	\$ 505
Capital Outlay	\$ 1,502	\$ 3,610	\$ 2,000	\$ 460	\$ (1,540)
Total Expenditures	\$ 437,662	\$ 468,973	\$ 523,801	\$ 507,777	\$ (16,024)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Director of Human Resources
1	1	Human Resource Business Analyst
-	1	Organizational Development Specialist
3	2	Human Resource Specialist
1	1	Human Resource Technician
1	1	Secretary
7	7	Authorized Positions

Human Resources: Employee Benefits
0110902

Employee Benefits cover the City's portion of Group Health and Life Insurance, Unemployment Compensation Taxes, and the Employee's Education/Development Reimbursement Program.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Employee Benefits	\$ 3,491,081	\$ 3,828,227	\$ 4,432,000	\$ 4,522,559	\$ 90,559
Purchased Services	\$ 2,494	\$ 28,007	\$ 15,500	\$ 35,000	\$ 19,500
Total Expenditures	\$ 3,493,575	\$ 3,856,234	\$ 4,447,500	\$ 4,557,559	\$ 110,059

Human Resources: Occupational Health
0111201

Occupational Health is concerned with the characteristics of the workforce that contribute to the development of health related problems in people who work. Occupational Health is equally concerned about the problems with physical and mental health. The physical health problems can range from accidental injury to cardiovascular disease. The mental health problems can include factors such as stress and burnout. The Occupational Health operation is concerned with both the health of the individual and the health of the organization.

The occupational health function is responsible for the administration and documentation of the following programs: Worker's Compensation/OSHA log, Drug and Alcohol Program, Family & Medical Leave Act, Employee Assistance Program, First Aid/CPR training, Bloodborne Pathogen training, employee physicals (pre-employment, public safety, and DOT), medical treatment, and Health Promotion & Wellness (Health Fair, Flu shots, other immunization shots).

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Personnel Services	\$ 62,365	\$	67,330	\$	72,748	\$	74,248	\$	1,500
Employee Benefits	\$ 8,623	\$	9,742	\$	10,907	\$	11,155	\$	248
Purchased Services	\$ 37,137	\$	36,789	\$	37,070	\$	37,200	\$	130
Internal Service	\$ 2,061	\$	711	\$	1,610	\$	755	\$	(855)
Other Operating Expense	\$ 19,774	\$	20,170	\$	21,525	\$	21,350	\$	(175)
Capital Outlay	\$ 1,089	\$	159	\$	200	\$	-	\$	(200)
Total Expenditures	\$ 131,049	\$	134,901	\$	144,060	\$	144,708	\$	648

Authorized Fulltime Personnel

FY 2009	FY 2010	
<u>1</u>	<u>1</u>	Occupational Health Nurse
1	1	Authorized Positions

The Budget Office is responsible for the development of operating and capital budgets of the City. This office performs long-range fiscal planning, revenues and expenditures forecasting, and examination of agency operations and procedures. The Budget Office also maintains corporate financial control throughout the year and provides professional management and research assistance on issues related to financial management, productivity, and the effective and efficient use of city funds.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 57,348	\$ 62,910	\$ 65,741	\$ 65,741	\$ -
Employee Benefits	\$ 8,901	\$ 10,367	\$ 11,790	\$ 11,957	\$ 167
Internal Service	\$ 6,447	\$ 4,993	\$ 12,000	\$ 12,000	\$ -
Other Operating Expense	\$ 912	\$ 1,084	\$ 6,240	\$ 3,250	\$ (2,990)
Total Expenditures	\$ 73,608	\$ 79,354	\$ 95,771	\$ 92,948	\$ (2,823)

Authorized Fulltime Personnel

FY 2009	FY 2010	
<u>1</u>	<u>1</u>	Budget Director
1	1	Authorized Positions

Danville Community College is a fully accredited two-year college providing a wide variety of educational and technical training for the community. It is located on South Main Street at Kemper Road and provides services to the citizens of Danville and surrounding Pittsylvania County, Virginia and Caswell County, North Carolina.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Contribution Other Entity	\$ 10,545	\$ 31,340	\$ 10,973	\$ 10,425	\$ (548)
Total Expenditures	\$ 10,545	\$ 31,340	\$ 10,973	\$ 10,425	\$ (548)

The City Attorney's Office, located on the fourth floor of the Municipal Building, by City Charter, provides the following services: serves as legal counsel/advisor to the City Council, City Administration, the Danville City School Board, and other various boards and agencies of the City to ensure that the activities of the City are conducted in accordance with the requirements of the law, both substantively and procedurally; prepares ordinances and resolutions for consideration and passage by City Council designed to enhance the health, safety and welfare of the citizens of Danville, including researching applicable State and Federal Statutes necessary for legal compliance of same; drafts legal documents such as deeds, pleadings, performance agreements, and contracts as required and requested, also we oversee the preparation of contracts by others involving the City; institutes and prosecutes legal proceedings as needed; attends City Council and other meetings as appropriate; and manages and controls the law business of the City.

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Services	\$ 215,818	\$ 222,071	\$ 238,305	\$ 219,000	\$ (19,305)
Employee Benefits	\$ 34,201	\$ 37,265	\$ 42,737	\$ 37,620	\$ (5,117)
Purchased Services	\$ 21,388	\$ 26,824	\$ 10,450	\$ 14,050	\$ 3,600
Internal Service	\$ 1,925	\$ 603	\$ 1,600	\$ 1,600	\$ -
Other Operating Expense	\$ 23,420	\$ 22,775	\$ 25,260	\$ 25,325	\$ 65
Capital Outlay	\$ 6,702	\$ 3,393	\$ 3,350	\$ -	\$ (3,350)
Total Expenditures	\$ 303,454	\$ 312,931	\$ 321,702	\$ 297,595	\$ (24,107)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	City Attorney
1	1	Assistant City Attorney
1	1	Legal Assistant
1	1	Legal Secretary
4	4	Authorized Positions

The Office of Legislative Affairs develops and coordinates the City's legislative program, serving as the liaison between city and elected officials. The director represents the City's interest at the General Assembly and may represent the City at meetings of appointed officials that may impact the Danville area.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Purchased Services	\$ 60,106	\$	64,399	\$	65,000	\$	65,000	\$	-
Other Operating Expense	\$ 31,176	\$	31,563	\$	32,091	\$	14,391	\$	(17,700)
Total Expenditures	\$ 91,282	\$	95,962	\$	97,091	\$	79,391	\$	(17,700)

The Independent Auditor activity includes the examination of the accounts and records of the City and related City organizations involved in the handling of City funds in accordance with generally accepted auditing standards. The auditor's contract requires an independent examination by a Certified Public Accountant who provides an opinion regarding conformance of the financial statements to generally accepted principles. The audit is also conducted in accordance with generally accepted auditing standards. Government Auditing Standards issued by the Comptroller General of the United States, and requirements of the Auditor of Public Accounts of the Commonwealth of Virginia. As a recipient of federal and state grants, the City's audit is subject to the requirements of the Comptroller General and the Auditor of Public Accounts.

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Purchased Services	\$ 102,912	\$ 101,892	\$ 125,000	\$ 130,000	\$ 5,000
Total Expenditures	\$ 102,912	\$ 101,892	\$ 125,000	\$ 130,000	\$ 5,000

The Office of the Commissioner of Revenue is located in the Charles H. Harris Financial Services Center. The Commissioner of Revenue is an elected position with a four-year term as provided for by the Constitution of the Commonwealth of Virginia. The office assesses and processes taxes that generate revenue for the City of Danville and the Commonwealth of Virginia. The Commissioner of the Revenue's office also works closely with the Division of Central Collections in the delinquent collection process.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 352,880	\$ 372,883	\$ 393,502	\$ 373,502	\$ (20,000)
Employee Benefits	\$ 64,574	\$ 68,217	\$ 73,091	\$ 71,561	\$ (1,530)
Purchased Services	\$ 3,018	\$ 695	\$ 4,050	\$ 8,450	\$ 4,400
Internal Service	\$ 5,608	\$ 4,101	\$ 5,000	\$ 5,000	\$ -
Other Operating Expense	\$ 20,819	\$ 18,190	\$ 25,330	\$ 25,315	\$ (15)
Capital Outlay	\$ -	\$ 205	\$ 1,000	\$ 1,000	\$ -
Total Expenditures	\$ 446,899	\$ 464,291	\$ 501,973	\$ 484,828	\$ (17,145)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Commissioner of Revenue
1	1	Chief Deputy
1	1	Deputy III
4	4	Deputy II
1	1	Deputy I
1	1	Administrative Technician
1	1	General Clerk
10	10	Authorized Positions

NOTE: Two positions funded 100% by the City, all others partially funded by the State's Compensation Board.

The Real Estate Assessment Division of the Finance Department provides mass appraisal services of real property for tax purposes. With offices located on the third floor of the Municipal Building, the Real Estate Assessment Division is responsible for the discovery, listing and appraisal of all real property in the City; maintaining current ownership and mailing address information; maintaining current parcel maps for GIS system; providing special assessments for land use; defending the City's assessments at Board of Equalization hearings; and the preparation of appraisal reports and testifying in court in defense of assessments. Additionally the Real Estate Assessment Division shares in the administration of the City Subdivision Ordinance; the Tax Abatement of Rehabilitated Buildings Program; the Residential Reimbursement Program; the property tax exemption or deferment for the elderly or disabled program; and the reduced residential refuse fee for the elderly program.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 285,624	\$ 305,339	\$ 319,079	\$ 319,079	\$ -
Employee Benefits	\$ 44,962	\$ 52,095	\$ 57,224	\$ 58,035	\$ 811
Purchased Services	\$ -	\$ -	\$ 1,000	\$ 1,400	\$ 400
Internal Service	\$ 19,636	\$ 21,639	\$ 23,924	\$ 22,768	\$ (1,156)
Other Operating Expense	\$ 16,183	\$ 11,021	\$ 20,920	\$ 10,435	\$ (10,485)
Total Expenditures	\$ 366,405	\$ 390,094	\$ 422,147	\$ 411,717	\$ (10,430)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Real Estate Assessment Director
4	4	Combination of:
		Real Estate Appraiser III
		Real Estate Appraiser II
		Real Estate Appraiser I
2	2	Combination of:
		Senior Real Estate Assessment Clerk
		Real Estate Assessment Clerk
<u>7</u>	<u>7</u>	Authorized Positions

Property Tax Relief for Elderly and Disabled
0113302

The Real Estate and Mobile Home Tax Exemption and Deferral for Certain Elderly or Disabled Persons program, administered by the City's Tax Relief Official currently assigned to the Parks, Recreation & Tourism Department's Seniors Division with assistance of the Real Estate Assessment Division of the Finance Department, provides for reduced real estate and mobile home tax payments for qualifying elderly or disabled, low-income property owners. Through permissive legislation, City Council adopted the property tax relief program in 1974. Originally, the tax relief was limited to real estate only. In 1988, the program was amended to include mobile homes. In 2001, the program was amended to include disabled persons.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Other Operating Expense	\$ 65,335	\$ 64,711	\$ 75,000	\$ 75,000	\$ -
Total Expenditures	\$ 65,335	\$ 64,711	\$ 75,000	\$ 75,000	\$ -

The Real Estate Board of Equalization provides property owners an opportunity to appeal their assessed values. State law requires the City to have a Board of Equalization each reassessment year. The next general reassessment is scheduled for the 2010-2011 tax year. By law, the Board is composed of not less than three nor more than five members. Historically, the City's Board has consisted of three to four members.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase
									(Decrease)
Personnel Services	\$ 765	\$	-	\$	1,800	\$	-	\$	(1,800)
Employee Benefits	\$ 59	\$	-	\$	138	\$	-	\$	(138)
Purchased Services	\$ 83	\$	-	\$	150	\$	-	\$	(150)
Total Expenditures	\$ 907	\$	-	\$	2,088	\$	-	\$	(2,088)

Finance: Central Collections
0113901

The Central Collections Division of the Finance Department provides a full range of collection and financial services. The offices are located in the Charles H. Harris Financial Service Center, 311 Memorial Drive. The Division is responsible for processing and maintaining records of all payments for utilities, taxes, licenses and miscellaneous charges; maintaining pay arrangements records for past due utility accounts; issuing non-pay disconnect orders for past due utility accounts; administering Fuel Assistance Program; administering Set-Off Debt Program; administering Personal Property Tax Relief Program; administering Vehicle Registration Withholding Program; maintaining Refund/Reversal Program; and providing collection of delinquent accounts by using appropriate collection methods to include court proceedings, distress warrants, tax liens, etc.

	<u>Expenditures</u>				FY 2010
	FY 2007	FY 2008	FY 2009	FY 2010	Increase
	Actual	Actual	Adopted	Adopted	(Decrease)
Personnel Services	\$ 339,908	\$ 444,132	\$ 465,422	\$ 465,411	\$ (11)
Employee Benefits	\$ 49,865	\$ 70,152	\$ 89,271	\$ 82,579	\$ (6,692)
Purchased Services	\$ 14,345	\$ 57,241	\$ 19,000	\$ 21,200	\$ 2,200
Internal Service	\$ 16,490	\$ 17,670	\$ 12,350	\$ 13,814	\$ 1,464
Other Operating Expense	\$ 105,334	\$ 81,306	\$ 115,338	\$ 115,290	\$ (48)
Capital Outlay	\$ 501	\$ 5,011	\$ -	\$ -	\$ -
Total Expenditures	\$ 526,443	\$ 675,512	\$ 701,381	\$ 698,294	\$ (3,087)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Utility Billing Clerk
1	1	Central Collections Director
4	4	Collection Clerks
2	2	Senior Collections Clerk
1	1	Collections Supervisor
-	-	Project & Account Manager
5	5	Cashier
14	14	Authorized Positions

The City Treasurer is an elected official whose primary responsibilities include collecting and accounting for revenues for the City of Danville and for the State of Virginia. The City Treasurer's office is dedicated to serving our citizen's in a professional, courteous, and efficient manner.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 166,439	\$ 159,596	\$ 171,959	\$ 151,308	\$ (20,651)
Employee Benefits	\$ 33,787	\$ 32,628	\$ 35,321	\$ 31,079	\$ (4,242)
Purchased Services	\$ -	\$ 221	\$ 700	\$ 550	\$ (150)
Internal Service	\$ 5,271	\$ 4,893	\$ 5,320	\$ 4,900	\$ (420)
Other Operating Expense	\$ 11,305	\$ 5,413	\$ 9,345	\$ 8,555	\$ (790)
Capital Outlay	\$ 872	\$ -	\$ 750	\$ -	\$ (750)
Total Expenditures	\$ 217,674	\$ 202,751	\$ 223,395	\$ 196,392	\$ (27,003)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	City Treasurer
1	1	Chief Deputy
2	2	Deputy I
1	1	General Clerk
5	5	Authorized Positions

Note: Partially funded by State's Compensation Board

The Director of Finance is charged with overseeing the fiscal needs of the City of Danville. The functions of this Department include accounting and the supervision of all encumbrances, expenditures and disbursements to insure that the budget appropriations are not exceeded and the preparation of the City's annual Financial Statements. The Director provides administrative oversight to the Budget Office, Collections, Purchasing, Central Services, Employees Retirement System, and Real Estate Assessment.

The City Clerk is included under this department. The City Clerk/Clerk of Council is appointed by the Danville City Council. The Clerk records all minutes, ordinances, resolutions, and contracts approved by City Council and is responsible for the codification of the City Code and its distribution. This office also maintains historical files, City Council records, and official contracts/agreements approved by City Council. The Clerk is under the supervision of and provides administrative support to the Director of Finance.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 132,762	\$ 139,708	\$ 145,995	\$ 145,995	\$ -
Employee Benefits	\$ 21,279	\$ 23,669	\$ 26,183	\$ 26,554	\$ 371
Purchased Services	\$ 11,282	\$ 21,082	\$ 11,000	\$ 11,000	\$ -
Internal Service	\$ 1,498	\$ 1,538	\$ 1,330	\$ 1,330	\$ -
Other Operating Expense	\$ 18,255	\$ 20,090	\$ 20,370	\$ 20,070	\$ (300)
Total Expenditures	\$ 185,076	\$ 206,087	\$ 204,878	\$ 204,949	\$ 71

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Director of Finance
1	1	Clerk of Council
2	2	Authorized Positions

The Accounting Division of the Finance Department works to provide sound fiscal management, timely and accurate financial reporting, and safeguarding of the City's assets through proper internal controls. This includes oversight of the City's accounting, payroll, fixed assets, and inventory management systems. This Division is also responsible for interfaces between the General Ledger and the Utility and Collection software systems. Additional functions and responsibilities include: centralized accounts payable processing, weekly and monthly payroll processing, timely processing and reporting of payroll taxes and other payroll deductions, debt service administration, grant management, cash management, administration of the City's property and liability insurance, and the administration and daily operation of the City's Retirement System. The Regional Industrial Facility Authority's accounting and financial reporting is also a function of this Division, as well as the coordination of the audit with independent auditors.

This Division prepares Consolidated Annual Financial Reports (CAFR) for both the City and the Employees' Retirement and coordinates for the audit of these reports with the Independent Auditors. The City submits both CAFRs to the Government Finance Officers Association for the Certificate of Achievement for Excellence in Financial Reporting Award. The City has received this award for twenty-one consecutive years. It is the responsibility of this Division to ensure that the City's financial reporting continues to receive this prestigious award and to continually seek to improve the City's financial reporting.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Personnel Services	\$ 504,415	\$	495,629	\$	550,441	\$	559,882	\$	9,441
Employee Benefits	\$ 79,403	\$	82,194	\$	100,256	\$	101,831	\$	1,575
Purchased Services	\$ 12,237	\$	12,051	\$	13,700	\$	13,200	\$	(500)
Internal Service	\$ 5,912	\$	7,075	\$	7,000	\$	7,500	\$	500
Other Operating Expense	\$ 25,486	\$	29,495	\$	33,620	\$	31,545	\$	(2,075)
Capital Outlay	\$ 1,137	\$	637	\$	900	\$	-	\$	(900)
Total Expenditures	\$ 628,590	\$	627,081	\$	705,917	\$	713,958	\$	8,041

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Assistant Director of Finance
1	1	Accounting Supervisor
2	2	Business Systems Accountant
3	3	Senior Accountant
1	1	Accountant
1	1	Payroll Clerk
2	2	Senior Account Clerk
2	2	Account Clerk
13	13	Authorized Positions

The Employees' Retirement System reimburses the City for the expenses of operating and administering the Retirement System. For internal control purposes, payroll and internal services charges (specifically the Print Shop) are charged to this activity.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	38,424	43,486	45,443	45,443	-
Employee Benefits	\$ 6,122	\$ 7,335	\$ 8,149	\$ 8,265	\$ 116
Internal Service	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ -
Other Operating Expense	\$ 14	\$ 13	\$ 23,988	\$ 25,400	\$ 1,412
Reimbursement from Retirement System	\$ (44,546)	\$ (50,820)	\$ (78,274)	\$ (82,108)	\$ (3,834)
Total Expenditures	\$ 14	\$ 14	\$ 2,306	\$ -	\$ (2,306)

Total Fulltime Personnel

*Personnel from the Finance Department oversee this activity.

Debt Service Administration is a function of Finance/Accounting and is responsible for timely debt service payments for all City debt. This function also includes maintaining accurate records relating to City debt for reporting to management, regulatory agencies, and arbitrage calculations. Debt service on the General Fund's portion of debt is reported in this activity. Debt service for the Enterprise and Internal Service Fund's portion of debt is reported in the each fund.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Debt Service	\$ 2,799,111	\$ 2,779,908	\$ 2,663,840	\$ 1,003,906	\$ (1,659,934)
Total Expenditures	\$ 2,799,111	\$ 2,779,908	\$ 2,663,840	\$ 1,003,906	\$ (1,659,934)

The Purchasing Division of the Finance Department is the center of the centralized purchasing operations for the City of Danville. While following statutory guidelines, this department aims to secure high quality products and services at the best possible cost for all of the departments of the City. Additionally, the Purchasing Division oversees the negotiating of professional contracts, monitoring vendor performance, manages the use of procurement cards, oversees the City's liability insurance programs, and administers surplus property disposal. The Purchasing Division also provides administrative oversight for Central Services.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 158,224	\$ 167,412	\$ 174,946	\$ 174,946	\$ -
Employee Benefits	\$ 25,266	\$ 28,257	\$ 31,374	\$ 31,819	\$ 445
Purchased Services	\$ 660	\$ 619	\$ 1,200	\$ 1,200	\$ -
Internal Service	\$ 5,900	\$ 5,274	\$ 5,500	\$ 5,500	\$ -
Other Operating Expense	\$ 11,633	\$ 13,863	\$ 12,745	\$ 12,035	\$ (710)
Capital Outlay	\$ -	\$ 4,419	\$ 1,600	\$ -	\$ (1,600)
Total Expenditures	\$ 201,683	\$ 219,844	\$ 227,365	\$ 225,500	\$ (1,865)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Purchasing Director
1	1	Buyer
2	2	Purchasing Clerk
4	4	Authorized Positions

It is the mission of the Department of Information Technology to deliver reliable innovative services and solutions to our customers in order to provide more effective services to the Danville community. The Information Technology Department consists of the following core divisions: Administration – which includes the HelpDesk, Application Support – which include computer room operations, public safety, and web development; Geographical Information Systems (GIS) and Technical Services – which include network and PC support. Together, these core divisions are responsible for providing technical solutions and supporting information technology services for the City of Danville.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 981,340	\$ 1,097,733	\$ 1,195,705	\$ 1,197,641	\$ 1,936
Employee Benefits	\$ 151,208	\$ 178,182	\$ 207,188	\$ 210,644	\$ 3,456
Purchased Services	\$ 687,041	\$ 704,411	\$ 870,490	\$ 993,100	\$ 122,610
Internal Service	\$ 11,165	\$ 12,484	\$ 13,404	\$ 8,620	\$ (4,784)
Other Operating Expense	\$ 96,117	\$ 65,207	\$ 102,780	\$ 63,230	\$ (39,550)
Capital Outlay	\$ 79,025	\$ 99,634	\$ 91,650	\$ 122,100	\$ 30,450
Total Expenditures	\$ 2,005,896	\$ 2,157,651	\$ 2,481,217	\$ 2,595,335	\$ 114,118

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Director of Information Technology
1	1	Assistant Director of Information Technology
1	1	Sr Database Administrator
3	3	Database Administrator
1	1	Network Systems Engineer
3	3	System Administrator
1	1	IT Technology Support Supervisor
1	1	PC Administrator
1	1	GIS Programmer Analyst
2	2	IT Systems Technician
1	1	GIS Coordinator
1	1	IT Business Analyst
1	1	Senior Secretary
18	18	Authorized Positions

This Office provides for the oversight and conduct of all elections in the City to include federal, state, and local elections. The Board has the responsibility to insure the uniformity, legality, and purity of each election. The Electoral Board consists of a secretary of the Electoral Board and two board members, all appointed by the judge of the Circuit Court. The Board provides for the appointment of the city general registrar and all officers of elections. The board is responsible for the training of officers of elections. The office receives, reviews, and maintains campaign finance reports for all local candidates. It is responsible for the distribution of voting machines and election materials and securing polling places. The Board conducts the canvass after each election and certifies election results for the City of Danville.

This Office is mandated by state law. At least one member of the Board is required to attend seminars and training conducted by the State Board of Elections.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 21,961	\$ 48,247	\$ 40,940	\$ 41,900	\$ 960
Employee Benefits	\$ 689	\$ 716	\$ 750	\$ 750	\$ -
Purchased Services	\$ 1,979	\$ 2,561	\$ 3,500	\$ 2,800	\$ (700)
Internal Service	\$ 499	\$ 714	\$ 1,200	\$ 1,200	\$ -
Other Operating Expense	\$ 13,809	\$ 18,623	\$ 31,350	\$ 36,060	\$ 4,710
Labor Expense Cross	\$ 847	\$ 2,465	\$ 2,700	\$ 2,600	\$ (100)
Total Expenditures	\$ 39,784	\$ 73,326	\$ 80,440	\$ 85,310	\$ 4,870

The Office of the Registrar is located at 515 Main Street in downtown Danville. It is responsible for the administration of registration, assessing the needs of the citizens, and establishing a schedule for registration to meet those needs. It is also responsible for communicating the requirements of law clearly and courteously to all citizens so that they understand their responsibilities as well as their rights.

The Office is responsible for handling requests for absentee ballots for all elections, including absentee voting by mail and voting absentee in person at the office. The Office handles local candidate filings. The Registrar assists the Electoral Board with election management and has been designated by the Electoral Board to be the custodian of the voting machines. The Office codes and formats all election and candidate information and programs all voting machines for each election. The Office handles security, maintenance, and logistic and accuracy testing for all the voting equipment.

The registrar's office works closely with the Electoral Board office to assure an error-free election. This office is responsible for all elections and registration records that are open for public inspection. This office is mandated by state law. Its employees are required to attend seminars and training sessions to keep abreast of legislation that may affect their work load.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Personnel Services	\$ 71,502	\$	76,367	\$	81,311	\$	79,372	\$	(1,939)
Employee Benefits	\$ 11,215	\$	12,500	\$	14,098	\$	14,120	\$	22
Purchased Services	\$ 842	\$	998	\$	1,930	\$	1,200	\$	(730)
Internal Service	\$ 1,414	\$	959	\$	1,500	\$	1,500	\$	-
Other Operating Expense	\$ 5,693	\$	6,942	\$	11,315	\$	9,745	\$	(1,570)
Total Expenditures	\$ 90,666	\$	97,766	\$	110,154	\$	105,937	\$	(4,217)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Registrar
1	1	Senior Office Assistant
<u>2</u>	<u>2</u>	Authorized Positions

Note: Partially funded by State's Compensation Board

The Circuit Court of Danville is the trial court of general jurisdiction with the authority to try civil and criminal cases. Additionally, the Circuit Court has jurisdiction for any case for which jurisdiction is not specified in the Code of Virginia and has the authority to impanel regular and special grand juries.

In criminal cases, the Circuit Court has jurisdiction over the trial of all felonies and misdemeanors originating from grand jury indictments. The Circuit Court also has jurisdiction over juveniles who are charged with felonies and whose cases are certified for trial by the judge of the Juvenile and Domestic Relations District Court. In civil cases, the Circuit Court has concurrent jurisdiction with the General District Court over claims of \$4,500 to \$15,000. The Circuit Court has original jurisdiction over monetary claims exceeding \$15,000. Additionally, the Circuit Court has jurisdiction over issues concerning the validity of municipal ordinances or corporate bylaws. The Circuit Court has appellate jurisdiction over appeals from the General District Court and from the Juvenile and Domestic Relations District Court. Appeals from administrative agencies are also heard in the court.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 124,916	\$ 142,844	\$ 145,194	\$ 147,807	\$ 2,613
Employee Benefits	\$ 15,494	\$ 16,502	\$ 21,218	\$ 20,518	\$ (700)
Purchased Services	\$ 839	\$ 3,999	\$ 2,500	\$ 2,700	\$ 200
Internal Service	\$ 1,077	\$ 1,791	\$ 3,500	\$ 3,000	\$ (500)
Other Operating Expense	\$ 11,292	\$ 15,026	\$ 18,600	\$ 18,200	\$ (400)
Capital Outlay	\$ 45	\$ 1,983	\$ 2,525	\$ 2,500	\$ (25)
Total Expenditures	\$ 153,663	\$ 182,145	\$ 193,537	\$ 194,725	\$ 1,188

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Law Clerk
1	1	Judicial Assistant
1	1	Legal Secretary
3	3	Authorized Positions

General District Court
0116601

General District Court is located on Patton Street in the Courts and Jail Building on the third floor. Court commences at 8:30am, five days a week for Traffic and Criminal Cases; civil cases are held on Tuesday beginning at 10:00am. Small Claims Court is held on the second Tuesday of every month at 12:00 noon. One must call to reserve time on the Civil Docket.

The General District Court handles all traffic and criminal misdemeanor cases, felony preliminary hearings, civil small claims court involving \$5,000 or less, and civil cases up to \$15,000.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Purchased Services	\$ 40,039	\$ 30,620	\$ 40,280	\$ 35,200	\$ (5,080)
Internal Service	\$ 578	\$ 800	\$ 1,400	\$ 800	\$ (600)
Other Operating Expense	\$ 12,281	\$ 12,350	\$ 15,684	\$ 15,800	\$ 116
Capital Outlay	\$ 3,448	\$ 1,361	\$ 5,720	\$ 1,600	\$ (4,120)
Total Expenditures	\$ 56,346	\$ 45,131	\$ 63,084	\$ 53,400	\$ (9,684)

The principal function of the magistrate is to provide an independent, unbiased review of complaints brought to the office by law enforcement officers and citizens. Although they do serve as conservators of the peace, magistrates are not connected with law enforcement. Instead, magistrates serve as a buffer between law enforcement and society. In addition, magistrates assist the public by providing general information on civil and criminal processes and procedures.

Magistrates have the following statutorily prescribed powers: to act as conservators of the peace, to administer oaths and take acknowledgements, to issue arrest warrants, to issue search warrants, to admit to bail or commit to jail, to issue summonses and subpoenas, to issue civil warrants and pre-trial levies and seizures, to accept prepayment for certain traffic and misdemeanor offenses, to issue mental and medical emergency custody orders, to issue temporary mental detention orders, to issue medical temporary detention orders, to issue emergency protective orders, and to issue out of service orders to commercial vehicle drivers.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Internal Service	\$ 42	\$	15	\$	50	\$	50	\$	-
Other Operating Expense	\$ 1,745	\$	989	\$	1,475	\$	1,475	\$	-
Capital Outlay	\$ -	\$	255	\$	800	\$	800	\$	-
Total Expenditures	\$ 1,787	\$	1,259	\$	2,325	\$	2,325	\$	-

The Danville Office of the 22nd Court Service unit is administered by the Virginia Department of Juvenile Justice. The Unit provides a continuum of services to juveniles and families having contact with the Juvenile and Domestic Relations court. Services as ordered by the court or provided at the Unit's intake would include but not be limited to receiving, processing, and when applicable, diverting intake complaints, completing court ordered investigations, reports, reviews, and addendums, providing probation and intensive supervision services, parole and intensive parole services including institutional visitation and community supervision, community work services, and substance abuse evaluation and drug testing.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Purchased Services	\$ -	\$ -	\$ 200	\$ 200	\$ -
Internal Service	\$ 1,780	\$ 1,863	\$ 800	\$ 800	\$ -
Other Operating Expense	\$ 2,880	\$ 3,308	\$ 6,000	\$ 4,800	\$ (1,200)
Capital Outlay	\$ 3,589	\$ 1,430	\$ 1,700	\$ 1,200	\$ (500)
Total Expenditures	\$ 8,249	\$ 6,601	\$ 8,700	\$ 7,000	\$ (1,700)

Juvenile and Domestic Relations District Court
0117501

The Juvenile and Domestic Relations District Courts have jurisdiction over all cases, matters, and proceedings involving the following: delinquents; juveniles accused of traffic infractions and violations; juveniles who are status offenders; children in need of services and/or supervision; children who have been subjected to abandonment; escapees from residential care facilities; adults accused of child abuse, neglect, or of offenses against any child or in which members of their families are victims; court ordered rehabilitative services; emancipation of minors; adults accused of abuse of a spouse, ex-spouse, person with whom they have a child in common, or family, or household member; adults involved in disputes concerning the support, visitation, or custody of a child and parentage determinations; foster care and entrustment agreements; commitment of mentally ill children and certification of mentally retarded children; court consent for certain medical treatments; and issuance of juvenile operator's licenses.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Purchased Services	\$ 5,149	\$ 15,232	\$ 18,000	\$ 16,700	\$ (1,300)
Internal Service	\$ -	\$ 948	\$ 2,000	\$ 1,200	\$ (800)
Other Operating Expense	\$ 17,927	\$ 18,369	\$ 16,600	\$ 16,100	\$ (500)
Capital Outlay	\$ -	\$ -	\$ 4,000	\$ 2,000	\$ (2,000)
Total Expenditures	\$ 23,076	\$ 34,549	\$ 40,600	\$ 36,000	\$ (4,600)

The Clerk of Circuit Court and their staff issue marriage licenses, record deeds and all associated documents, record financing statements, record military discharges, docket judgments, and index and store the records in a manner that the public may have access to them. The Clerk has concurrent jurisdiction with the Judge of the Circuit Court in the probating of wills. The Clerk is the administrative arm of the Circuit Court and is responsible for preparing the court docket, issuing all court orders and maintaining permanent records of all court cases, including criminal and civil cases, as well as maintaining a staff member in the courtroom during all cases.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 85,504	\$ 93,046	\$ 93,225	\$ 93,228	\$ 3
Employee Benefits	\$ 89,472	\$ 97,097	\$ 59,910	\$ 85,069	\$ 25,159
Purchased Services	\$ 26,705	\$ 29,596	\$ 27,210	\$ 45,888	\$ 18,678
Internal Service	\$ 7,783	\$ 7,103	\$ 5,000	\$ 5,000	\$ -
Other Operating Expense	\$ 28,239	\$ 21,293	\$ 28,323	\$ 21,500	\$ (6,823)
Capital Outlay	\$ 500	\$ 900	\$ -	\$ 500	\$ 500
Total Expenditures	\$ 238,203	\$ 249,035	\$ 213,668	\$ 251,185	\$ 37,517

Authorized Fulltime Personnel

FY 2009	FY 2010	
<u>2</u>	<u>2</u>	Deputy Clerk
2	2	Authorized Positions

The Danville Sheriff's Office operates the Danville City Jail, which is a maximum security facility and is located in the Courts and Jail Building. The Sheriff's Office is also responsible for providing security for the Courts and Jail Building, as well as the security for Circuit, General District, and Juvenile and Domestic Relations District Court. The Civil Process unit is responsible for the service of all court documents generated by these courts, as well as documents from courts outside of our jurisdiction.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 2,630,517	\$ 2,721,424	\$ 2,824,701	\$ 2,789,992	\$ (34,709)
Employee Benefits	\$ 571,427	\$ 604,440	\$ 651,622	\$ 646,256	\$ (5,366)
Purchased Services	\$ 17,906	\$ 19,946	\$ 22,192	\$ 21,692	\$ (500)
Internal Service	\$ 101,132	\$ 100,766	\$ 103,600	\$ 116,188	\$ 12,588
Other Operating Expense	\$ 71,438	\$ 66,295	\$ 68,340	\$ 65,985	\$ (2,355)
Capital Outlay	\$ 15,260	\$ 3,322	\$ 8,500	\$ 6,500	\$ (2,000)
Total Expenditures	\$ 3,407,680	\$ 3,516,193	\$ 3,678,955	\$ 3,646,613	\$ (32,342)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	City Sheriff
1	1	Lieutenant Colonel
2	2	Captain
3	3	Lieutenant
61	61	Combination of:
		Sergeant
		*Courtroom Security Officer
		Courtroom Security Master Deputy
		Process Server
		Correctional Officer
		Master Deputy Correctional Officer
1	1	LIDS Technician
1	1	Administrative Staff Specialist
3	3	Secretary I
5	5	*Nurse
78	78	Authorized Positions

*Note: Nurses's funded 1/3 by City and two Courtroom Security Officers funded 100% by City. All other positions funded by State's Compensation Board. City pays portion of benefits.

The Danville City Jail is a major, maximum-security jail located on the first floor of the Courts and Jail Building. The jail and jail annex house approximately 213 inmates. The Annex is located at the Danville Adult Detention Facility. Danville City Jail provides both educational and religious programs for the benefit of those incarcerated.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 29,151	\$ 31,909	\$ 31,350	\$ 31,350	\$ -
Employee Benefits	\$ 2,205	\$ 2,402	\$ 2,400	\$ 2,400	\$ -
Purchased Services	\$ 112,201	\$ 94,292	\$ 81,440	\$ 82,380	\$ 940
Internal Service	\$ 226,612	\$ 236,251	\$ 250,530	\$ 242,000	\$ (8,530)
Other Operating Expense	\$ 689,227	\$ 645,012	\$ 699,325	\$ 639,205	\$ (60,120)
Capital Outlay	\$ 24,488	\$ 52,543	\$ 42,200	\$ 38,750	\$ (3,450)
Labor Expense Cross	\$ 10,492	\$ 9,059	\$ 15,000	\$ 10,000	\$ (5,000)
Total Expenditures	\$ 1,094,376	\$ 1,071,468	\$ 1,122,245	\$ 1,046,085	\$ (76,160)

The primary duty of the Commonwealth Attorney is the prosecution of criminal cases. Unlike most jurisdictions, a Danville City Charter provision requires the Commonwealth Attorney to prosecute all misdemeanor cases brought on City warrants in the General District Court. State law only requires the Commonwealth Attorney to appear for felony cases. The office also prosecutes all felonies and some misdemeanors in the Juvenile and Domestic Relations District Court. The Commonwealth's Attorney is responsible for the prosecution of all cases in the Circuit Court. The Commonwealth's Attorney is also required to represent some state agencies in civil matters and render conflict of interest opinions.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 779,149	\$ 859,359	\$ 910,329	\$ 899,259	\$ (11,070)
Employee Benefits	\$ 156,026	\$ 171,765	\$ 185,692	\$ 184,707	\$ (985)
Purchased Services	\$ 1,924	\$ 1,244	\$ 8,883	\$ 8,335	\$ (548)
Internal Service	\$ 7,912	\$ 5,651	\$ 4,200	\$ 4,200	\$ -
Other Operating Expense	\$ 90,087	\$ 106,691	\$ 102,600	\$ 101,967	\$ (633)
Capital Outlay	\$ 3,254	\$ 1,078	\$ 4,000	\$ -	\$ (4,000)
Labor Expense Cross	\$ 362	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,038,714	\$ 1,145,788	\$ 1,215,704	\$ 1,198,468	\$ (17,236)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Commonwealth Attorney
5	5	Asst. Commonwealth Attorney III
4	4	***Asst. Commonwealth Attorney II
1	1	**Asst. Commonwealth Attorney I
1	1	Administrative Assistant II
2	2	** Victim Witness Coordinator
6	6	Secretary
20	20	Authorized Positions

Note: Positions partially funded by the State's Compensation Board unless otherwise noted.

** Note: Two Grant Funded Positions

*** Note: One City Funded Position

Commonwealth Attorney Collections
0118402

The Collections Department of the Commonwealth Attorney's Office collects delinquent fines, costs and restitution for the Circuit Court, General District Court and Juvenile and Domestic Relations District Court. A Community Service Program is available for those who owe fines, costs and restitution in the Circuit and General District Courts. These individuals work for the Danville Parks and Recreation Department and earn hourly credit of \$6.55. The Collections Department receives a weekly report on each individual who is assigned to the Community Service Program.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Personnel Services	\$ 71,338	\$	74,184	\$	72,486	\$	72,945	\$	459
Employee Benefits	\$ 14,655	\$	15,219	\$	14,888	\$	14,983	\$	95
Purchased Services	\$ -	\$	-	\$	600	\$	700	\$	100
Internal Service	\$ 1,490	\$	1,536	\$	2,000	\$	2,000	\$	-
Other Operating Expense	\$ 9,235	\$	9,814	\$	10,744	\$	10,544	\$	(200)
Capital Outlay	\$ -	\$	699	\$	5,300	\$	4,500	\$	(800)
Total Expenditures	\$ 96,718	\$	101,452	\$	106,018	\$	105,672	\$	(346)

Authorized Fulltime Personnel

FY 2009	FY 2010	
<u>3</u>	<u>3</u>	Collections Clerk
3	3	Authorized Positions

Note: Funded by revenues collected through Collections of Commonwealth Attorney's Office.

The Danville Police Department commits every member to providing quality service to the community through a process of continuous improvement and to maintaining a safe environment for all by protecting life, individual liberty and property through partnerships with citizens and businesses. This department provides a full range of law enforcement services with headquarters located on the first floor of the Municipal Building located at 427 Patton Street and one Community Policing Precinct located in Doyle Thomas Park on Green Street.

The Danville Police Department accomplishes its mission by dividing into three divisions. The Operations Division is the section of the department responsible for routine day-to-day and emergency tactical execution of law enforcement responses in the City of Danville. The Patrol, Investigations, and Community Policing units perform these functions. The Services Division has the responsibility to support the other divisions and units of the Department. It is comprised of support units including records, crime scene, crime prevention, school resource officers, animal control, parking, evidence room, school crossing guards, uniforms, and equipment supply. The Professional Standards Division provides the policy and inspection criteria necessary to maintain a professional organization with exceptional standards and capabilities. The Division is primarily responsible for maintaining all training for the department, accreditation standards, inspections, internal affairs investigations, use of force investigations, formal and informal citizen complaints, and employment background investigations.

	<u>Expenditures</u>					
	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010	
	Actual	Actual	Adopted	Adopted	Increase	
					(Decrease)	
Personnel Services	\$ 5,450,222	\$ 5,707,780	\$ 6,450,150	\$ 6,261,225	\$ (188,925)	
Employee Benefits	\$ 1,035,547	\$ 1,112,234	\$ 1,432,671	\$ 1,421,170	\$ (11,501)	
Purchased Services	\$ 224,993	\$ 244,532	\$ 165,700	\$ 166,554	\$ 854	
Internal Service	\$ 29,275	\$ 31,435	\$ 34,517	\$ 27,872	\$ (6,645)	
Other Operating Expense	\$ 509,150	\$ 573,947	\$ 597,956	\$ 577,220	\$ (20,736)	
Capital Outlay	\$ 236,640	\$ 224,722	\$ 229,900	\$ 229,900	\$ -	
Labor Expense Cross	\$ 2,053	\$ 2,528	\$ -	\$ -	\$ -	
Total Expenditures	\$ 7,487,880	\$ 7,897,178	\$ 8,910,894	\$ 8,683,941	\$ (226,953)	

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Police Chief
1	1	Lt. Colonel
2	2	Major
7	7	Police Captain
10	10	Police Lieutenant
8	8	Police Sergeant
16	16	Police Corporal
86	88	*Police Officer
6	3	Senior Investigator
2	2	Animal Control Officers
1	1	Parking Attendant
3	3	Police Records Clerk
1	1	Senior Secretary
2	3	Secretary
146	146	Authorized Positions

*Note: One position funded by School Board

Medical Examiner
0119004

This activity provides funding to permit the City to make payments to medical examiners when their services are required. The Code of Virginia requires a medical examiner for any homicide, suspicious death, or case where a person has no physician.

Expenditures

Budget Description	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Services	\$ 380	\$ 800	\$ 1,000	\$ 1,000	\$ -
Total Expenditures	\$ 380	\$ 800	\$ 1,000	\$ 1,000	\$ -

The Danville Area Humane Society promotes the welfare and humane treatment of all animals and the prevention of cruelty towards all animals. This organization provides for the rescue and temporary maintenance of lost, strayed, abandoned animals and the dissemination of the principles of humaneness through educational programs.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Purchased Services	\$ 124,866	\$ 124,842	\$ 124,842	\$ 124,842	\$ -
Total Expenditures	\$ 124,866	\$ 124,842	\$ 124,842	\$ 124,842	\$ -

Danville Fire Department
0119001, 0119002

The mission of the Danville Fire Department is to provide the public with a variety of emergency services in the event of an unplanned occurrence, man-made or natural, including but not limited to: fire protection, emergency medical services, hazardous materials response, or rescue. These services will be provided in a rapid, professional, and economic manner so as to minimize the impact of the occurrence to the public we serve. Today the Fire Department is a full service career department that operates three shifts and employs 123 full time employees. These firefighters operate out of seven stations that are strategically located throughout the 44 square miles of Danville allowing for a rapid response to all types of emergencies. Additionally, the Fire Department offers fire prevention and education programs, arson investigation and detection, and also supports two special operations teams: the Danville Regional Hazardous Materials Response Team and the Tactical Rescue Team.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 4,916,253	\$ 5,257,554	\$ 5,480,372	\$ 5,492,274	\$ 11,902
Employee Benefits	\$ 993,134	\$ 913,252	\$ 1,177,685	\$ 1,199,022	\$ 21,337
Purchased Services	\$ 151,673	\$ 138,953	\$ 156,819	\$ 160,032	\$ 3,213
Internal Service	\$ 333,734	\$ 336,492	\$ 339,536	\$ 346,292	\$ 6,756
Other Operating Expense	\$ 159,061	\$ 218,640	\$ 225,159	\$ 215,136	\$ (10,023)
Capital Outlay	\$ 23,126	\$ 11,250	\$ 27,000	\$ 24,000	\$ (3,000)
Labor Expense Cross	\$ 201	\$ 156	\$ -	\$ -	\$ -
Total Expenditures	\$ 6,577,182	\$ 6,876,297	\$ 7,406,571	\$ 7,436,756	\$ 30,185

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Fire Chief
3	3	Assistant Fire Chief
1	1	Battalion Chief of Fire Training and Safety
1	1	Battalion Chief of Emergency Medical Svcs & Safety
1	1	Fire Marshall
1	1	Assistant Fire Marshall
3	3	Fire Captain /Headquarters
18	18	Fire Captain
3	3	Fire Lt./Asst. Training Officer
27	27	Fire Fighter/Engineer
63	63	Fire Fighter
1	1	Senior Secretary
123	123	Authorized Positions

Human Services: Adult Detention
0121701

By law the primary mission of Adult Detention is public safety, as well as staff and prisoner safety by providing a secure and effectively managed facility, and properly supervising the prisoners. The secondary mission of Adult Detention is to provide inmate labor for City operations, enabling such prisoners to pay back part of their debt to society while at the same time saving the City taxpayers a substantial amount of money.

Adult Detention also provides sentencing alternatives to city courts by providing weekender, and work and school release programs. Sentencing alternatives to state prisons is provided by giving minimum custody inmates an opportunity to stay in close proximity to their family and relatives, and providing a program for transition back into the community, while still having access to appropriate programs and services such as counseling, GED programs, occupational training, religious services, and drug and alcohol programs.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 1,153,714	\$ 1,360,289	\$ 1,474,201	\$ 1,463,312	\$ (10,889)
Employee Benefits	\$ 194,357	\$ 217,583	\$ 252,616	\$ 254,137	\$ 1,521
Purchased Services	\$ 227,468	\$ 149,462	\$ 223,210	\$ 181,060	\$ (42,150)
Internal Service	\$ 214,204	\$ 215,402	\$ 231,922	\$ 228,475	\$ (3,447)
Public Assist	\$ -	\$ -	\$ 2,000	\$ 1,000	\$ (1,000)
Other Operating Expense	\$ 438,920	\$ 426,471	\$ 466,176	\$ 454,238	\$ (11,938)
Capital Outlay	\$ 6,914	\$ -	\$ 5,550	\$ 15,600	\$ 10,050
Labor Expense Cross	\$ 7,784	\$ 6,197	\$ 8,500	\$ 6,500	\$ (2,000)
Total Expenditures	\$ 2,243,361	\$ 2,375,404	\$ 2,664,175	\$ 2,604,322	\$ (59,853)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Adult Detention Director
1	1	Service Program Coordinator
1	1	Work Program Coordinator
1	1	Safety & Supply Officer
1	1	Correctional Health Assistant
1	1	Chief Correctional Officer
4	4	Correctional Captain
4	4	Correctional Lieutenant
18	18	Correctional Officer
2	2	Senior Account Clerk
34	34	Authorized Positions

Human Services: Juvenile Detention
0120801

The mission of the W.W. Moore, Jr. Juvenile Detention Home is to provide for the public safety of the communities we serve while providing for the needs of the juveniles in our care and custody, and to initiate the foundation of their self-esteem and personal growth through creating a positive, secure, safe, and caring environment. The scope of services includes behavioral management, educational and academic programming, post-dispositional detention, recreation, counseling, and medical services.

The Detention Home serves the cities of Danville and Martinsville, the town of South Boston, and the counties of Pittsylvania, Henry, Patrick, Halifax, and Mecklenburg. Occasionally, the facility does receive youth from non-participating jurisdictions. Youth at this facility are both male and female, aged 10-18, and are ordered to be detained by a court of competent jurisdiction as a result of misdemeanor or felony charges. The Courts are solely responsible for the release of children detained at the home.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 1,456,779	\$ 1,465,759	\$ 1,760,643	\$ 1,759,979	\$ (664)
Employee Benefits	\$ 218,947	\$ 251,520	\$ 320,093	\$ 313,461	\$ (6,632)
Purchased Services	\$ 188,191	\$ 183,515	\$ 200,862	\$ 206,520	\$ 5,658
Internal Service	\$ 125,286	\$ 135,684	\$ 162,783	\$ 145,596	\$ (17,187)
Other Operating Expense	\$ 228,742	\$ 141,445	\$ 334,233	\$ 319,560	\$ (14,673)
Cost Allocation	\$ 412,698	\$ 437,675	\$ 387,244	\$ 403,492	\$ 16,248
Capital Outlay	\$ 15,521	\$ 15,553	\$ 17,840	\$ 74,000	\$ 56,160
Debt Service	\$ 544,866	\$ 542,866	\$ 545,067	\$ 542,867	\$ (2,200)
Labor Expense Cross	\$ 152	\$ 78	\$ 256	\$ -	\$ (256)
Total Expenditures	\$ 3,191,182	\$ 3,174,095	\$ 3,729,021	\$ 3,765,475	\$ 36,454

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Juvenile Detention Director
1	1	Assistant Juvenile Detention Director
1	1	Juvenile Detention Services Supt.
2	2	*Electronic Monitoring Case Worker
2	2	*Juvenile Outreach Counselor
1	1	Juvenile Detention Counselor
4	4	Shift Supervisor
33	33	**Youth Care Worker
5	5	Senior Youth Care Worker
2	2	**Juvenile Detention Recreation Specialist
1	1	**Laundry Worker
1	1	Building Maintenance Mechanic
1	1	Custodian
2	2	*Secretary
1	1	Senior Account Clerk
58	58	Authorized Positions

*Note: Grant Funded Positions

** Eight frozen positions based on 75% occupancy (One Laundry Worker, Two Recreation Specialists, Five Youth Care Workers)

Juvenile Detention Intake Diversion
0120805

The Intake Diversion Program offers a service alternative to the Juvenile and Domestic Relations Circuit Court that can assist in diverting a youth from formal action before the court system. Since the services rendered are by an employee assigned to the Court Service Unit, supportive services rendered may include, but are not limited to, mentoring, anger management, substance abuse, and counseling with child and parent, etc.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Purchased Services	\$	-	\$	-	\$	-	\$	45,000	\$ 45,000
Total Expenditures	\$	-	\$	-	\$	-	\$	45,000	\$ 45,000

The Department of Emergency Services is the On-Scene Coordinator at emergency incidents as well as large special events and has the responsibility for interagency coordination and communications. The department manages the Emergency Operations Center (EOC) and works with local, state, federal, voluntary organizations, and private sector entities to provide resources and expertise in four major areas: preparedness, response, recovery, and mitigation. Additionally, the Department of Emergency Services educates the public on preparedness, coordinates, and supports the response to and recovery from emergencies and collects and disseminates critical information.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 87,001	\$ 97,920	\$ 98,671	\$ 95,228	\$ (3,443)
Employee Benefits	\$ 13,293	\$ 17,722	\$ 17,695	\$ 17,320	\$ (375)
Purchased Services	\$ 11,058	\$ 14,249	\$ 20,049	\$ 24,884	\$ 4,835
Internal Service	\$ 17,830	\$ 30,184	\$ 33,092	\$ 25,668	\$ (7,424)
Other Operating Expense	\$ 47,889	\$ 46,124	\$ 45,045	\$ 34,375	\$ (10,670)
Capital Outlay	\$ 17,903	\$ 7,537	\$ 11,000	\$ 4,800	\$ (6,200)
Total Expenditures	\$ 194,974	\$ 213,736	\$ 225,552	\$ 202,275	\$ (23,277)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Director of Emergency Services
1	1	Senior Secretary
<u>2</u>	<u>2</u>	Authorized Positions

Emergency Services: Communication
0123201

The Emergency Communications Center is the main Public Safety Answering Point for the citizens and public safety agencies within the City of Danville. The Center is staffed 24 hours a day, seven days a week. Telecommunicators are responsible for answering all 9-1-1 and non-emergency calls from the citizens and public safety agencies as well as dispatching emergency responders and monitoring events that take place within the City of Danville. Telecommunicators are nationally certified to give pre-arrival instruction to it's callers before emergency personnel arrive.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Personnel Services	\$ 582,434	\$	647,737	\$	776,077	\$	787,134	\$	11,057
Employee Benefits	\$ 82,586	\$	95,888	\$	132,295	\$	130,636	\$	(1,659)
Purchased Services	\$ 59,927	\$	41,014	\$	51,565	\$	55,938	\$	4,373
Internal Service	\$ 8,825	\$	10,158	\$	10,931	\$	9,011	\$	(1,920)
Other Operating Expense	\$ 84,160	\$	74,113	\$	103,320	\$	74,985	\$	(28,335)
Capital Outlay	\$ 4,415	\$	8,655	\$	8,500	\$	11,200	\$	2,700
Total Expenditures	\$ 822,347	\$	877,565	\$	1,082,688	\$	1,068,904	\$	(13,784)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Assistant Director of Emergency Services
4	4	Emergency Services Telecommunications Supvr.
16	16	Emergency Services Telecommunicator
21	21	Authorized Positions

The Western Virginia EMS Council's mission is to facilitate regional cooperation, planning and implementation of an integrated emergency medical services delivery system. The formation of Regional EMS Councils is authorized by Code of Virginia § 32.1-111.11.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Contribution Other Entity	\$ 7,329	\$ 8,329	\$ 8,329	\$ 9,055	\$ 726
Total Expenditures	\$ 7,329	\$ 8,329	\$ 8,329	\$ 9,055	\$ 726

Ambulance and Rescue
0122902

Ambulance and Rescue provides municipal financial support to the Danville Life Saving Crew, an all volunteer unit, whose objective is to provide pre-hospital emergency medical assistance and transportation to the citizens of Danville.

Additionally, this also includes Four-for-Life funding which provides funding for training of volunteer or salaried emergency medical service personnel of licensed, nonprofit emergency medical services agencies and for the purchase of necessary equipment and supplies for use in such locality for licensed, non-profit emergency medical and rescue services. These funds are received from the State through a vehicle registration add-on fee.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Contribution Other Entity	\$ 97,468	\$ 111,550	\$ 111,550	\$ 134,500	\$ 22,950
Total Expenditures	\$ 97,468	\$ 111,550	\$ 111,550	\$ 134,500	\$ 22,950

Transportation Services: Airport
0124101

The Transportation Services Department aims to facilitate safe, reliable, convenient and economical operations that support economic development. The Airport Division supports the provision of safe, reliable operations and further the advancement of the airport to stimulate aviation interest and development opportunities. This department supplies weather and traffic advisories to support airport operations. The Department is charged with ensuring operations are in compliance with federal and state regulations and developing service and facilities that support customer interests. Department personnel oversee building and grounds responsibilities for airport facilities which include the airport terminal, hangars and the airfield of the Danville Regional Airport.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Personnel Services	\$ 190,825	\$	206,398	\$	220,169	\$	222,124	\$	1,955
Employee Benefits	\$ 24,676	\$	28,101	\$	31,643	\$	32,364	\$	721
Purchased Services	\$ 56,297	\$	67,244	\$	78,250	\$	63,765	\$	(14,485)
Internal Service	\$ 74,876	\$	84,510	\$	94,475	\$	93,707	\$	(768)
Other Operating Expense	\$ 59,897	\$	59,684	\$	63,950	\$	61,277	\$	(2,673)
Capital Outlay	\$ 701	\$	7,000	\$	600	\$	600	\$	-
Labor Expense Cross	\$ 2,152	\$	4,367	\$	3,730	\$	3,730	\$	-
Total Expenditures	\$ 409,424	\$	457,304	\$	492,817	\$	477,567	\$	(15,250)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Senior Secretary
1	1	Assistant Director of Transportation
2	2	Airport Maintenance/Security Technician
4	4	Authorized Positions

The Department of Public Works consists of five divisions, all designed to provide services to the citizens of Danville as prescribed by the City Council and administration. The department is administered by a director of Public Works who directs the activities of the five division directors.

The Administrative Division is comprised of the Public Works office staff which provides clerical support for all Public Works functions. It also includes the Warehouse which stocks the unique maintenance items as well as some general supplies to support other Divisions; the Code Enforcement section which enforces overgrowth, dangerous trees, illegal accumulation/dumping, junkyards and inoperable vehicle ordinances; the Communications section which maintains the City's radio and telephone network; the Horticulturalist which oversees the maintenance and development of the D.I.G. sites and garden sites in and around Danville; and provides oversight to the Motorized Equipment Fund which provides maintenance and repair to 628 vehicles and equipment.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase
									(Decrease)
Personnel Services	\$ 480,266	\$	501,451	\$	542,220	\$	535,144	\$	(7,076)
Employee Benefits	\$ 78,592	\$	86,706	\$	98,779	\$	96,855	\$	(1,924)
Purchased Services	\$ 74,375	\$	96,133	\$	67,420	\$	68,180	\$	760
Internal Service	\$ 75,309	\$	77,121	\$	80,298	\$	89,346	\$	9,048
Other Operating Expense	\$ 86,956	\$	37,890	\$	63,125	\$	61,590	\$	(1,535)
Capital Outlay	\$ 1,203	\$	-	\$	-	\$	-	\$	-
Total Expenditures	\$ 796,701	\$	799,301	\$	851,842	\$	851,115	\$	(727)

Authorized Fulltime Personnel

FY 2009	FY 2010	Director of Public Works
1	1	Office Assistant/Dispatcher
1	1	Director of Public Works
1	1	Administration Division Director
1	1	Code Enforcement Inspector
1	1	Horticulturist Supervisor
2	2	Senior Account Clerk
2	2	Account Clerk
1	1	Clerical Supervisor
1	1	Senior Secretary
11	11	Authorized Positions

FY 2009	FY 2010	Public Works Warehouse
1	1	Senior Account Clerk
2	2	Warehouse Stock Clerk
3	3	Authorized Positions

14 14 Total Public Works Administration

Engineering services are provided to support local contractors and developers consistent with codes and ordinances, erosion control measures, and projects for and by the City. Surveying and design of many capital projects are done in-house. Inspection of construction projects is provided to insure compliance with regulations and plans. The Traffic Control Section, also within the Engineering Division, installs and maintains street markings and traffic control devices throughout the City.

Engineering staff is funded primarily from the General Fund and State Highway Maintenance Funds; however, the majority of their projects are funded by the Capital Improvements Program and/or federal and state funding provided from special projects.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 770,574	\$ 845,171	\$ 886,637	\$ 874,327	\$ (12,310)
Employee Benefits	\$ 127,825	\$ 145,654	\$ 157,014	\$ 157,214	\$ 200
Purchased Services	\$ 33,228	\$ 31,828	\$ 35,410	\$ 13,565	\$ (21,845)
Internal Service	\$ 186,675	\$ 170,042	\$ 185,972	\$ 180,116	\$ (5,856)
Other Operating Expense	\$ 121,295	\$ 118,462	\$ 117,745	\$ 122,015	\$ 4,270
Capital Outlay	\$ 231,472	\$ 369,602	\$ 211,000	\$ 210,500	\$ (500)
Labor Expense Cross	\$ -	\$ -	\$ (16,000)	\$ (16,000)	\$ -
Total Expenditures	\$ 1,471,069	\$ 1,680,759	\$ 1,577,778	\$ 1,541,737	\$ (36,041)

Authorized Fulltime Personnel

FY 2009	FY 2010	Public Works Engineering
1	1	Assistant Director of P/W - City Engineer
1	1	Public Works Chief Engineer
3	3	Public Works Project Engineer
2	2	Engineering Technician
3	3	Combination of:
		Survey Party Supervisor
		Construction Inspections Supervisor
		Construction Inspector
10	10	Authorized Positions
FY 2009	FY 2010	Traffic Control and Maintenance
1	1	Traffic Control Superintendent
1	1	Traffic Control Supervisor
1	1	Senior Traffic Signal Technician
1	1	Traffic Signal Technician
4	4	Motor Equipment Operator II
1	1	Public Service Worker
9	9	Authorized Positions
19	19	Total Engineering

Public Works: Buildings and Grounds
01250---

The Buildings and Grounds Division provides maintenance for the majority of public buildings consisting of building repair, heating and air conditioning, equipment, electrical, and utilities. Custodial services are provided by the City of Danville custodial staff or by contract. Grounds maintenance is provided to all green areas consisting of median strips with grass and/or plantings, intersections, and shoulders. Tree care and planting is provided throughout the City on public areas. The Division is also responsible for maintenance and interment at six active cemeteries which average 570 burials per year. Maintenance is also provided to two inactive cemeteries.

Public right-of-way mowing, maintenance and tree trimming is funded from the state highway maintenance funds. Building maintenance and repair is funded by the General Fund or the Capital Improvements Plan for major repairs and renovations.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 853,618	\$ 938,266	\$ 1,150,289	\$ 1,156,879	\$ 6,590
Employee Benefits	\$ 153,359	\$ 171,507	\$ 203,106	\$ 203,785	\$ 679
Purchased Services	\$ 557,553	\$ 538,783	\$ 599,865	\$ 611,850	\$ 11,985
Internal Service	\$ 1,094,305	\$ 1,077,350	\$ 1,185,126	\$ 1,090,086	\$ (95,040)
Other Operating Expense	\$ 190,378	\$ 197,301	\$ 216,240	\$ 209,616	\$ (6,624)
Capital Outlay	\$ 19,424	\$ 9,957	\$ 15,230	\$ 16,500	\$ 1,270
Labor Expense Cross	\$ -	\$ -	\$ (72,000)	\$ (72,000)	\$ -
Total Expenditures	\$ 2,868,637	\$ 2,933,164	\$ 3,297,856	\$ 3,216,716	\$ (81,140)

Authorized Fulltime Personnel

FY 2009	FY 2010	Maintenance of Buildings and Facilities
1	1	Buildings & Grounds Division Director
1	1	Building Maintenance Supt.
8	8	Building Maintenance Mechanic
1	1	Custodian Supervisor
1	1	Senior Custodian
8	8	Custodian
20	20	Authorized Positions
FY 2009	FY 2010	Maintenance of Public Grounds
1	1	Grounds Maint. Supt.
1	1	Crew Supervisor
3	3	Motor Equipment Operator II
1	1	Motor Equipment Operator I
2	2	Groundskeeper
4	4	Public Service Worker/ Operator
4	4	Public Service Worker
16	16	Authorized Positions
36	36	Total Buildings and Grounds

Streets, sidewalks, curbs, and gutters are inspected and repaired as required. Response is also provided to those who make the division aware of needed repairs. Storm drains are inspected and repaired as needed. As the Street Maintenance Division has construction capability, the division also installs sanitary sewer taps as required and makes repairs to sanitary sewer lines as needed. Street sweeping is done 24 hours per day, five days per week.

The Streets Division receives a majority of its funding from State Highway Maintenance Funds returned to the City each year for the maintenance of primary, collector, and residential streets. Revenue is also received as a result of accomplishing repairs for others, such as utilities, and others who may find it necessary to remove pavement or sidewalk for installation or repair of facilities. The division is also supported by the General Fund as all services are not funded by State Highway Maintenance Funds.

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Services	\$ 833,570	\$ 993,357	\$ 1,410,483	\$ 1,399,017	\$ (11,466)
Employee Benefits	\$ 150,767	\$ 185,100	\$ 256,203	\$ 241,376	\$ (14,827)
Purchased Services	\$ 2,908,845	\$ 2,571,647	\$ 3,115,605	\$ 3,455,825	\$ 340,220
Internal Service	\$ 1,553,769	\$ 1,632,759	\$ 1,850,959	\$ 1,832,531	\$ (18,428)
Other Operating Expense	\$ 418,046	\$ 395,948	\$ 636,585	\$ 592,465	\$ (44,120)
Capital Outlay	\$ 111,804	\$ 15,039	\$ 13,000	\$ 13,000	\$ -
Total Expenditures	\$ 5,976,801	\$ 5,793,850	\$ 7,282,835	\$ 7,534,214	\$ 251,379

Authorized Fulltime Personnel

FY 2009	FY 2010	Public Works Street Maintenance
1	1	Street Division Director
2	2	General Supervisor
3	3	Crew Supervisor
5	5	Motor Equipment Operator III
5	5	Motor Equipment Operator II
9	9	Motor Equipment Operator I
9	9	Construction Worker
6	6	Public Service Worker
40	40	Authorized Positions
FY 2009	FY 2010	Public Works Street Cleaning
7	7	Combination of:
		Motor Equipment Operator I
		Motor Equipment Operator II
7	7	Authorized Positions
47	47	Total Street Maintenance

The mission of the Human Services Department is to enhance the quality of life by strengthening individuals and families and promoting safety and self sufficiency through programs and community partnerships. The Human Services Department is comprised of four divisions: the Danville Public Library, Adult Detention, Juvenile Detention, and Social Services. Through these divisions, the Human Services Department has programs and services that support and assist citizens in meeting basic human needs, building life skills, promoting healthy lifestyles, and providing human protection and safety for all ages.

All of the divisions receive state and/or federal funding in support of day-to-day operations in addition to General Fund support. Additionally, this funding is contingent upon performance standards and/or certifications.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Personnel Services	\$ 123,926	\$	135,288	\$	138,713	\$	129,212	\$	(9,501)
Employee Benefits	\$ 19,909	\$	22,656	\$	24,877	\$	23,501	\$	(1,376)
Purchased Services	\$ -	\$	510	\$	-	\$	-	\$	-
Internal Service	\$ 3,300	\$	2,896	\$	4,000	\$	3,600	\$	(400)
Other Operating Expense	\$ 7,742	\$	8,249	\$	9,226	\$	9,781	\$	555
Capital Outlay	\$ 1,727	\$	-	\$	-	\$	-	\$	-
Total Expenditures	\$ 156,604	\$	169,599	\$	176,816	\$	166,094	\$	(10,722)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Director of Human Services
1	1	Senior Secretary
<u>2</u>	<u>2</u>	Authorized Positions

The Danville Health Department is charged with protecting the health of the community by providing prenatal clinics, obstetrics, family planning services, dental care, personal care, care of sexually transmitted diseases, communicable disease prevention and control, anonymous HIV testing and counseling, immunization, and environmental programs including restaurant inspections and nutrition services. Funding for this operation comes from both the State and the General Fund, while some programs are grant funded.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Purchased Services	\$ 65,191	\$ -	\$ -	\$ -	\$ -
Contribution Other Entity	\$ 542,026	\$ 569,127	\$ 586,201	\$ 586,201	\$ -
Total Expenditures	\$ 607,217	\$ 569,127	\$ 586,201	\$ 586,201	\$ -

Danville-Pittsylvania Community Services
0128603

The Danville-Pittsylvania Community Services acts as the agent of the City of Danville and the County of Pittsylvania in the operation of community mental health, mental retardation, and substance abuse and prevention programs and services as provided in Chapter 10 of Title 37.1 of the Code of Virginia as amended. Some of the available services include Mental Health – emergency, outpatient, intensive in-home, case management, psychosocial, supportive living, psychiatric; Mental Retardation – case management, infant development, intensive residential services, adult day services, summer respite, family support; Substance Abuse – outpatient, outreach, case management, supervised residential, med/social detox referrals; and Prevention – youth skill building substance abuse and violence prevention programs, parenting, anger management, child abuse prevention, youth tobacco use prevention, life skills, mediation, strengthening families programs.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Contribution Other Entity	\$ 158,744	\$ 163,506	\$ 168,411	\$ 168,411	\$ -
Total Expenditures	\$ 158,744	\$ 163,506	\$ 168,411	\$ 168,411	\$ -

The Virginia Cooperative Extension Danville Office provides programs and educational assistance to the citizens of Danville in the areas of horticulture, community resource development, environmental responsibilities, and family and youth issues. The Extension is in the business of helping local people participate in the design, implementation, and evaluation of needs-driven educational programming.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Internal Service	\$ 29	\$ 817	\$ 100	\$ 100	\$ -
Contribution Other Entity	\$ 24,477	\$ 35,600	\$ 27,980	\$ 37,980	\$ 10,000
Other Operating Expense	\$ 984	\$ 1,392	\$ 2,020	\$ 2,020	\$ -
Total Expenditures	\$ 25,490	\$ 37,809	\$ 30,100	\$ 40,100	\$ 10,000

Human Services: Social Services
0128901

It is the mission of the Danville Division of Social Services to promote self-reliance and provide protection for the citizens of Danville through community-based and customer-oriented services. Social Services promotes awareness of community agencies and resources and encourage collaboration and communication with partner agencies. The programs overseen by Social Services must engage and involve the community in service design and delivery and be sensitive to multi-cultural populations. Social Services strives to prevent conditions which impede development of healthy families and individuals and may deny their full participation in society as productive citizens.

Major benefit programs include Medicaid and FAMIS, State/Local Hospitalization, Auxiliary Grants, Food Stamps, TANF, General Relief, and Energy Assistance. Major service programs include Adult Services (Adult Protective Services, Adult Services, and EDCD Waivers), Child Services (Child Protective Service, Service Intake, CPS/APS On-Call), Employment Services (VIEW, FSET, and Child Care), and Child Welfare (Foster Care, Preventive Foster Care, Adoption, Independent Living, Mediation, Adopt & Foster Care Recruitment and Training, Home Studies, Court Ordered Supervision, and Adult Adoptee Services).

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 2,670,814	\$ 3,055,628	\$ 3,563,092	\$ 3,563,204	\$ 112
Employee Benefits	\$ 670,795	\$ 779,128	\$ 910,996	\$ 908,482	\$ (2,514)
Purchased Services	\$ 172,530	\$ 223,829	\$ 173,328	\$ 171,503	\$ (1,825)
Internal Service	\$ 147,337	\$ 157,662	\$ 160,000	\$ 171,000	\$ 11,000
Public Assist	\$ 3,305,637	\$ 3,298,078	\$ 3,868,463	\$ 3,658,100	\$ (210,363)
Other Operating Expense	\$ 161,307	\$ 197,248	\$ 213,367	\$ 202,694	\$ (10,673)
Cost Allocation	\$ 372,685	\$ 395,789	\$ 409,954	\$ 435,370	\$ 25,416
Capital Outlay	\$ 46,886	\$ 100,897	\$ 67,400	\$ 68,029	\$ 629
Debt Service	\$ 236,865	\$ 233,875	\$ 230,475	\$ 231,565	\$ 1,090
Labor Expense Cross	\$ 9,184	\$ 12,062	\$ 23,000	\$ 16,440	\$ (6,560)
Total Expenditures	\$ 7,794,040	\$ 8,454,196	\$ 9,620,075	\$ 9,426,387	\$ (193,688)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Social Services Director
1	1	Chief Social Services Supervisor
-	-	Sr. Social Worker Supervisor
3	3	Social Worker Supervisor
5	5	Protective Service Worker
3	3	Senior Social Worker
15	15	Social Worker
1	1	Social Service Aide
3	3	Employment Service Aide
10	10	Employment Services Worker
1	1	Employment Service Supervisor
1	1	Chief Eligibility Supervisor
2	2	Fraud Investigator
3	3	Eligibility Supervisor
3	3	Senior Eligibility Worker
32	32	*Eligibility Worker
1	1	Eligibility Training Specialist
-	-	Food Stamp Clerk
2	2	Senior Account Clerk
-	-	Account Clerk
1	1	Accountant
1	1	Senior Secretary
3	3	Senior Office Assistant
10	10	Office Assistant
102	102	Authorized Positions

*NOTE: One position funded by the Danville Regional Medical Center

This program provides medically necessary out-patient and in-patient services for indigent persons through joint state and local funding. This is not an entitlement program; once a locality's funds are exhausted, no further benefits are offered until the next year's allocation is received.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Contribution Other Entity	\$ 11,095	\$ 7,948	\$ 10,384	\$ -	\$ (10,384)
Total Expenditures	\$ 11,095	\$ 7,948	\$ 10,384	\$ -	\$ (10,384)

Parks, Recreation, and Tourism: Administration
0129201

The City of Danville Parks, Recreation and Tourism Department's primary objective is to create community through people, parks, and programs. The department's objectives are to communicate and educate our citizens on the importance and the availability of services; to provide a wide range of programs that engage citizens with a variety of interests; strive to be efficient in our delivery of service; actively engage in community partnerships; maintain, protect, and conserve open spaces; and to realize that the development and promotion of Tourism has a profound effect on our economy.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 140,277	\$ 148,947	\$ 155,844	\$ 158,772	\$ 2,928
Employee Benefits	\$ 22,360	\$ 25,143	\$ 27,724	\$ 28,647	\$ 923
Purchased Services	\$ 20,211	\$ 72,490	\$ 84,526	\$ 93,499	\$ 8,973
Internal Service	\$ 15,029	\$ 20,296	\$ 24,308	\$ 17,604	\$ (6,704)
Other Operating Expense	\$ 45,029	\$ 42,429	\$ 50,285	\$ 44,635	\$ (5,650)
Capital Outlay	\$ 10,301	\$ 61,225	\$ 15,800	\$ 6,000	\$ (9,800)
Total Expenditures	\$ 253,207	\$ 370,530	\$ 358,487	\$ 349,157	\$ (9,330)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Director of Parks, Recreation & Tourism
1	1	Project Account Manager
1	1	Senior Secretary
3	3	Authorized Positions

Parks, Recreation, and Tourism: Community Recreation
01295--, 01313--, 0129801

The Community Recreation Division serves the recreation and leisure interest of the city's population in general. The Division operates nine recreation centers (Ballou Art Annex Building, Coates Recreation Center, City Armory Recreation Center, Glenwood Community Center, Pepsi Building, Squire Recreation Center, Community Market, Carrington Pavilion and Stonewall Youth Center) and develops a wide array of program offerings for preschoolers (ages 3-5), children (ages 5-12), teens (middle and high school ages), and adults. Many of the Community Recreation programs are also offered at various school sites and other neighborhood and community locations. Programs include classes, workshops, after school programs, camps, special interest and hobby activities, skill development, cultural arts, fitness, self improvement programs, and community special events.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 532,647	\$ 571,292	\$ 669,635	\$ 662,062	\$ (7,573)
Employee Benefits	\$ 62,272	\$ 68,963	\$ 82,587	\$ 83,902	\$ 1,315
Purchased Services	\$ 23,535	\$ 26,322	\$ 35,748	\$ 28,039	\$ (7,709)
Internal Service	\$ 20,296	\$ 29,882	\$ 46,036	\$ 49,991	\$ 3,955
Other Operating Expense	\$ 75,006	\$ 85,450	\$ 83,997	\$ 81,792	\$ (2,205)
Capital Outlay	\$ 6,464	\$ 4,417	\$ 9,250	\$ 9,250	\$ -
Labor Expense Cross	\$ 426	\$ 437	\$ -	\$ -	\$ -
Total Expenditures	\$ 720,646	\$ 786,763	\$ 927,253	\$ 915,036	\$ (12,217)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Office Assistant
3	3	Custodian
5	5	Program Director
1	1	Assistant Director of Parks, Recreation & Tourism
10	10	Authorized Positions

Parks, Recreation, and Tourism: Special Recreation
01301---

The Special Recreation Division provides a wide variety of recreational opportunities to enrich the lives of citizens with disabilities through Therapeutic Recreation programs and services and for our community's older adults ages 50 and over. Goals address the physical, social, emotional, and cognitive needs of participants. Many of the programs and services are offered at the Stonewall Therapeutic Recreation Center and the Ballou Recreation Center. Special Recreation also encompasses Senior Services, which provides door-to-door transportation for senior citizens, wellness programs, and social activities.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Personnel Services	\$ 195,245	\$	193,924	\$	235,124	\$	224,350	\$	(10,774)
Employee Benefits	\$ 24,917	\$	24,974	\$	32,818	\$	31,230	\$	(1,588)
Purchased Services	\$ 5,185	\$	5,571	\$	4,610	\$	2,800	\$	(1,810)
Internal Service	\$ 11,248	\$	9,607	\$	9,336	\$	11,566	\$	2,230
Other Operating Expense	\$ 25,338	\$	25,477	\$	26,800	\$	25,967	\$	(833)
Capital Outlay	\$ 840	\$	190	\$	720	\$	1,500	\$	780
Total Expenditures	\$ 262,773	\$	259,743	\$	309,408	\$	297,413	\$	(11,995)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Custodian
2	2	*Program Director
1	1	*Special Population Assistant
1	1	Director of Special Recreation
1	1	* Recreation Grants Specialist
6	6	Authorized Positions

*Note: Three Grant Funded Positions (two 2 100% (one Program Director & one Recreation Grants Specialist), Special Population Assistant - partially grant funded).

Parks, Recreation, and Tourism: Outdoor Recreation
0130401

The Outdoor Recreation Division works to provide citizens opportunities and experiences in the outdoors. It also offers classes and programs that provide instruction in proficiency development in outdoor recreational skills. A variety of trips, classes, workshops, and special events are used to provide these opportunities. The Division also works on trail and outdoor facility development by acquiring the necessary resources for development. The Outdoor Division is responsible for development of practical policies and methods for public use and proper conservation practices for the City's outdoor parks and facilities.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 117,731	\$ 138,465	\$ 156,643	\$ 156,643	\$ -
Employee Benefits	\$ 14,309	\$ 17,765	\$ 20,980	\$ 21,202	\$ 222
Purchased Services	\$ 7,017	\$ 4,866	\$ 6,400	\$ 6,771	\$ 371
Internal Service	\$ 8,232	\$ 12,365	\$ 12,942	\$ 10,924	\$ (2,018)
Other Operating Expense	\$ 36,520	\$ 32,846	\$ 30,176	\$ 26,199	\$ (3,977)
Capital Outlay	\$ 1,062	\$ 1,503	\$ 1,570	\$ 516	\$ (1,054)
Labor Expense Cross	\$ -	\$ 52	\$ -	\$ -	\$ -
Total Expenditures	\$ 184,871	\$ 207,862	\$ 228,711	\$ 222,255	\$ (6,456)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Director of Outdoor Recreation
1	1	Assis. Athletic/Outdoor Program Coordinator
<u>2</u>	<u>2</u>	Authorized Positions

Parks, Recreation, and Tourism: Sports and Athletics
0130701

The Sports and Athletics Division offers a variety of athletic programs and services to promote a healthy lifestyle and character development. League, team and individual sports opportunities are offered to adults and youth of the community. The Division also is responsible for overseeing the public's use and reservation of all the city's athletic fields.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 163,847	\$ 184,801	\$ 192,060	\$ 189,557	\$ (2,503)
Employee Benefits	\$ 18,732	\$ 21,915	\$ 23,865	\$ 23,636	\$ (229)
Purchased Services	\$ 1,244	\$ 751	\$ 450	\$ 450	\$ -
Internal Service	\$ 7,440	\$ 7,036	\$ 8,352	\$ 9,562	\$ 1,210
Other Operating Expense	\$ 35,376	\$ 30,783	\$ 47,715	\$ 44,005	\$ (3,710)
Capital Outlay	\$ -	\$ -	\$ 1,100	\$ 650	\$ (450)
Total Expenditures	\$ 226,639	\$ 245,286	\$ 273,542	\$ 267,860	\$ (5,682)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Director of Athletics
1	1	Assis. Athletic/Outdoor Program Coordinator
<u>2</u>	<u>2</u>	Authorized Positions

***Parks, Recreation, and Tourism: Tourism
01310---***

The Tourism Division works to market Danville as a tourism destination through marketing initiatives and cooperative programs. The Division is responsible for development of several citywide special events and operates the Danville Welcome Center.

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Services	\$ 174,396	\$ 179,149	\$ 174,238	\$ 168,818	\$ (5,420)
Employee Benefits	\$ 20,868	\$ 22,783	\$ 22,846	\$ 22,665	\$ (181)
Purchased Services	\$ 125,195	\$ 147,608	\$ 156,922	\$ 148,212	\$ (8,710)
Internal Service	\$ 24,750	\$ 11,737	\$ 15,440	\$ 14,818	\$ (622)
Contribution Other Entity	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ (15,000)
Other Operating Expense	\$ 72,170	\$ 43,290	\$ 46,163	\$ 45,145	\$ (1,018)
Capital Outlay	\$ 1,699	\$ 3,856	\$ 850	\$ -	\$ (850)
Labor Expense Cross	\$ 3,835	\$ 8,240	\$ -	\$ -	\$ -
Total Expenditures	\$ 437,913	\$ 431,663	\$ 431,459	\$ 399,658	\$ (31,801)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Assistant Director of Tourism
1	1	Director of Tourism
<u>2</u>	<u>2</u>	Authorized Positions

Parks, Recreation, and Tourism: Park Maintenance
0131601

The Park Maintenance Division is responsible for the ground maintenance of City owned parks, athletic fields, playgrounds and certain other public areas. The Maintenance Division is also responsible for overseeing capital improvements and other development in the City's parks and other public outdoor recreation properties.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 370,897	\$ 395,050	\$ 490,033	\$ 485,946	\$ (4,087)
Employee Benefits	\$ 52,078	\$ 58,461	\$ 73,354	\$ 74,133	\$ 779
Purchased Services	\$ 122,527	\$ 112,238	\$ 103,390	\$ 86,677	\$ (16,713)
Internal Service	\$ 352,158	\$ 329,338	\$ 366,334	\$ 344,962	\$ (21,372)
Other Operating Expense	\$ 104,796	\$ 115,074	\$ 106,642	\$ 113,090	\$ 6,448
Capital Outlay	\$ 24,303	\$ 22,664	\$ 21,935	\$ 22,040	\$ 105
Labor Expense Cross	\$ 4,760	\$ 8,372	\$ 6,500	\$ 7,150	\$ 650
Total Expenditures	\$ 1,031,519	\$ 1,041,197	\$ 1,168,188	\$ 1,133,998	\$ (34,190)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Director of Parks Maintenance
3	3	Crew Supervisor
8	8	Combination of:
		Motor Equipment Operator I
		Groundskeeper
		Turf Grass Technician
		Public Service Worker/Operator
12	12	Authorized Positions

Southern Area Agency on Aging is a private, not for profit organization which receives federal, state and local funding, as well as fees and contributions from the individuals who receive services. This program promotes independence and well-being for older adults and provides services such as recreation, socialization, and transportation to senior citizens in Danville.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Contribution Other Entity	\$ 5,283	\$ 5,283	\$ 5,283	\$ 5,283	\$ -
Total Expenditures	\$ 5,283	\$ 5,283	\$ 5,283	\$ 5,283	\$ -

Human Services: Danville Public Library
0132201

The Danville Public Library connects to the community in order to offer the best service that endorses and leads to the informational, educational, cultural, and intellectual diffusion of knowledge. In doing this, the Danville Public Library fulfills its community service functions in accordance with the guidelines established by the American Library Association, the Library of Virginia, and the City of Danville government.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Personnel Services	\$ 484,164	\$	497,730	\$	579,032	\$	598,254	\$	19,222
Employee Benefits	\$ 70,621	\$	76,093	\$	94,111	\$	94,494	\$	383
Purchased Services	\$ 48,197	\$	36,368	\$	27,560	\$	31,290	\$	3,730
Internal Service	\$ 76,314	\$	83,153	\$	79,000	\$	78,500	\$	(500)
Other Operating Expense	\$ 294,543	\$	281,060	\$	297,178	\$	290,789	\$	(6,389)
Cost Allocation	\$ 97,010	\$	106,676	\$	97,766	\$	47,329	\$	(50,437)
Capital Outlay	\$ 16,787	\$	3,807	\$	9,450	\$	7,170	\$	(2,280)
Labor Expense Cross	\$ 3,117	\$	4,543	\$	-	\$	-	\$	-
Total Expenditures	\$ 1,090,753	\$	1,089,430	\$	1,184,097	\$	1,147,826	\$	(36,271)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Library Director
1	1	Acquisitions/Reference Librarian
1	1	Children's Information Specialist
-	-	Cataloging Information Specialist
1	1	Circulation Librarian
1	1	Circulation System
2	2	Reference Information Specialist
5	5	Information Specialist
1	1	Secretary
13	13	Authorized Positions

The Public Law Library, located at the Danville Public Library, connects to the community in order to provide accurate, current legal information to the general public, students studying law, attorneys, and other related professionals.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 20,644	\$ 19,318	\$ 23,110	\$ 23,110	\$ -
Employee Benefits	\$ 1,579	\$ 1,478	\$ 1,768	\$ 1,768	\$ -
Internal Service	\$ -	\$ 576	\$ 300	\$ 300	\$ -
Other Operating Expense	\$ 15,397	\$ 21,598	\$ 18,930	\$ 17,300	\$ (1,630)
Total Expenditures	\$ 37,620	\$ 42,970	\$ 44,108	\$ 42,478	\$ (1,630)

Community Development: Administration
0132501

The Community Development Department for the City of Danville includes the Office of the Department Director, Planning Division, Inspections Division, Housing and Development Division and programs and projects related to Community and Economic Development. The Office of the Director is responsible for the operations of the Department that include the Neighborhood Revitalization/Building Blocks Program, Development Assistance/Commercial Development Review, Code Enforcement (Zoning and Building), Virginia Maintenance Code Enforcement, Economic Development Support, Rental Inspection Program, CDBG Entitlement Program, Home Entitlement Program, Comprehensive Plan Development, Capital Project Coordination and Grantsmanship.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 181,790	\$ 178,148	\$ 186,165	\$ 175,691	\$ (10,474)
Employee Benefits	\$ 28,510	\$ 29,541	\$ 33,387	\$ 31,954	\$ (1,433)
Purchased Services	\$ 31,197	\$ 33,382	\$ 32,300	\$ 34,115	\$ 1,815
Internal Service	\$ 11,196	\$ 4,935	\$ 6,836	\$ 5,241	\$ (1,595)
Other Operating Expense	\$ 9,740	\$ 11,233	\$ 13,603	\$ 12,017	\$ (1,586)
Total Expenditures	\$ 262,433	\$ 257,239	\$ 272,291	\$ 259,018	\$ (13,273)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Director of Community Development
1	1	Development Coordinator
1	1	*Senior Account Clerk
3	3	Authorized Positions

*Note: Grant Funded Positions

Additionally, Community Development: Administration has an additional six positions funded through the Department of Housing and Urban Development.

FY 2009	FY 2010	*COMMUNITY DEVELOPMENT FUND
1	1	Housing & Development Director
1	1	Housing & Development Coordinator
1	1	Community Redevelopment Specialist
2	2	Cost Estimator/Inspector
1	1	Secretary
6	6	

*Note: Funded by HUD

Community Development: Inspections
0122001

The Community Development Department's Inspections Division is responsible for administering the Virginia Uniform Statewide Building and Maintenance Code. As part of the City's "*Building Blocks*" Program, the Inspections Division also oversees the administration of the *Rental Housing Inspection Program (RHIP)*. The specific tasks of the Division on a daily basis include doing plan reviews and issuing various construction permits such as: building, electrical, mechanical, and plumbing. In addition to issuing such permits, the inspectors perform inspections on work completed during the construction process. The Maintenance Code/RHIP process involves surveying existing properties to verify their compliance with the Code.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase
									(Decrease)
Personnel Services	\$ 283,488	\$	358,493	\$	421,314	\$	422,906	\$	1,592
Employee Benefits	\$ 44,973	\$	60,455	\$	78,443	\$	76,918	\$	(1,525)
Purchased Services	\$ 8,121	\$	12,719	\$	22,436	\$	30,316	\$	7,880
Internal Service	\$ 40,560	\$	47,080	\$	61,936	\$	46,700	\$	(15,236)
Other Operating Expense	\$ 74,703	\$	64,826	\$	68,825	\$	69,605	\$	780
Capital Outlay	\$ -	\$	1,503	\$	-	\$	-	\$	-
Total Expenditures	\$ 451,845	\$	545,076	\$	652,954	\$	646,445	\$	(6,509)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Inspections Director
1	1	Inspections Supervisor
1	1	Plumbing/Cross Connection Inspector
1	1	Mechanical Inspector
1	1	Electrical Inspector
2	2	Building Inspector
-	-	Maintenance Code Inspector
4	4	Cost Estimator/Inspector
1	1	Secretary
1	1	Permit Clerk
13	13	Authorized Positions

Community Development: Planning
0133401

The Planning Office is a division of the Community Development Department and is responsible for coordinating the City of Danville's current and long-range planning activities. The Planning Office is responsible for coordinating Zoning Code administration, local enactment and enforcement of community and statewide development regulations, informing prospective developers and builders about development review regulation and processes, consulting with other City agencies concerning the Zoning Code, coordinating and executing planning studies, and providing staff support and planning recommendations to the City Manager, Planning Commission, City Council, Board of Zoning Appeals, Commission of Architectural review, and the citizens of Danville.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 141,981	\$ 150,631	\$ 157,409	\$ 172,409	\$ 15,000
Employee Benefits	\$ 22,594	\$ 25,403	\$ 28,230	\$ 31,358	\$ 3,128
Purchased Services	\$ 762	\$ 83	\$ 60,810	\$ 1,494	\$ (59,316)
Internal Service	\$ 9,126	\$ 8,490	\$ 10,160	\$ 7,568	\$ (2,592)
Contribution Other Entity	\$ 3,375	\$ 12,792	\$ 11,950	\$ 11,950	\$ -
Other Operating Expense	\$ 7,814	\$ 7,635	\$ 11,395	\$ 10,905	\$ (490)
Capital Outlay	\$ -	\$ 1,864	\$ -	\$ -	\$ -
Total Expenditures	\$ 185,652	\$ 206,898	\$ 279,954	\$ 235,684	\$ (44,270)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Planning Director
1	1	Planning Technician
2	2	Associate Planner
4	4	Authorized Positions

The City Planning Commission is comprised of seven member appointed by the City Council. The major responsibilities of the Commission are to advise City Council on growth and development issues, make recommendation to the City Council on rezoning, special use permit applications, and subdivision plats, and to review and make recommendations to the City Council on amendments to the Zoning Code and the Comprehensive Plan.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Purchased Services	\$ 3,872	\$ 2,032	\$ 2,700	\$ 3,400	\$ 700
Internal Service	\$ 384	\$ 787	\$ 420	\$ 300	\$ (120)
Other Operating Expense	\$ 2,789	\$ 1,828	\$ 2,980	\$ 2,400	\$ (580)
Total Expenditures	\$ 7,045	\$ 4,647	\$ 6,100	\$ 6,100	\$ -

The West Piedmont Planning District promotes the orderly and efficient development of the physical, social, and economic elements of the district by planning, and encouraging, and assisting localities to plan for the future through cooperation with other district localities.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Contribution Other Entity	\$ 26,626	\$	26,626	\$	26,626	\$	25,296	\$	(1,330)
Other Operating Expense	\$ 346	\$	160	\$	500	\$	500	\$	-
Total Expenditures	\$ 26,972	\$	26,786	\$	27,126	\$	25,796	\$	(1,330)

The Board of Zoning Appeals is a seven member Court appointed body that hears and rules on appeals of the Zoning Administrator's ruling, applications for variances from the Zoning Code, and applications for interpretations of the zoning district maps.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Personnel Services	\$ 690	\$	525	\$	1,365	\$	1,000	\$	(365)
Employee Benefits	\$ 53	\$	40	\$	134	\$	-	\$	(134)
Purchased Services	\$ 902	\$	718	\$	2,690	\$	1,800	\$	(890)
Internal Service	\$ 95	\$	77	\$	200	\$	300	\$	100
Other Operating Expense	\$ 319	\$	137	\$	200	\$	500	\$	300
Total Expenditures	\$ 2,059	\$	1,497	\$	4,589	\$	3,600	\$	(989)

The primary mission of the Office of Economic Development is the assistance in the creation of net new jobs, capital investment, and further creation of wealth in the Danville community through the recruitment of new business and industry and the retention and expansion of existing companies. The Office of Economic Development has the responsibility for industrial, business, retail, and downtown development.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Personnel Services	\$ 259,553	\$ 340,443	\$ 367,668	\$ 366,797	\$ (871)
Employee Benefits	\$ 40,298	\$ 57,417	\$ 65,938	\$ 66,713	\$ 775
Purchased Services	\$ 134,922	\$ 104,181	\$ 114,832	\$ 125,538	\$ 10,706
Internal Service	\$ 13,763	\$ 17,839	\$ 20,436	\$ 17,457	\$ (2,979)
Contribution Other Entity	\$ 535	\$ 478	\$ 3,000	\$ 2,000	\$ (1,000)
Other Operating Expense	\$ 70,793	\$ 119,702	\$ 106,105	\$ 96,900	\$ (9,205)
Capital Outlay	\$ 2,071	\$ 90	\$ 3,287	\$ 2,800	\$ (487)
Total Expenditures	\$ 521,935	\$ 640,150	\$ 681,266	\$ 678,205	\$ (3,061)

Authorized Fulltime Personnel

FY 2009	FY 2010	Economic Development
1	1	Director of Economic Development
1	1	Assistant Director of Economic Development
1	1	Economic Development Project Manager
1	1	Redevelopment Coordinator
1	1	Redevelopment Projects Assistant
1	1	Special Projects Assistant
6	6	Authorized Positions

The Virginia Enterprise Zone Program provides state and local incentives to encourage business expansion. The City's current designated areas include an Urban Enterprise Zone that includes most of the downtown area, the Tobacco Warehouse District, the Cyber Park, Goodyear, the Schoolfield site and Corning, as well as an Enterprise Zone in conjunction with Pittsylvania County that includes the Airside Business Park and the Riverview Business Park.

Expenditures

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2010
	Actual	Actual	Adopted	Adopted	Increase (Decrease)
Purchased Services	\$ -	\$ 25	\$ -	\$ -	\$ -
Contribution Other Entity	\$ 85,684	\$ 103,110	\$ 98,000	\$ 98,000	\$ -
Other Operating Expense	\$ 14,999	\$ 11,825	\$ 15,000	\$ 15,000	\$ -
Total Expenditures	\$ 100,683	\$ 114,960	\$ 113,000	\$ 113,000	\$ -

Economic Development: Small Business Support
0132802

Longwood University Small Business Development Center partners with the Danville Office of Economic Development by providing entrepreneurs and small businesses with an array of technical services. These services may include business plan writing, bank loan financing, financial projections and market studies.

The Dan River Business Development Center (DRBDC) is a 501(c)3 non-profit corporation established by the City of Danville and Pittsylvania County as an incubator that creates an environment to enable entrepreneurs to succeed in establishing businesses and creating jobs in the Danville MSA. The DRBDC hosts offices and light industrial/research space for tenants who benefit by instant access to broadband, telephone service, and common work areas such as conference, training, mail room, kitchen, and a library of computerized and print entrepreneurial resources. Counseling is provided to internal and affiliate tenants who do not need the building's infrastructure support but benefit from marketing and networking as well as coaching, mentoring, and specialized business development support; new economic development projects for the region also benefit from having strong infrastructure and network support during their transition into the region.

Expenditures

	FY 2007		FY 2008		FY 2009		FY 2010		FY 2010
	Actual		Actual		Adopted		Adopted		Increase (Decrease)
Contribution Other Entity	\$ 37,500	\$	55,000	\$	62,500	\$	62,500	\$	-
Total Expenditures	\$ 37,500	\$	55,000	\$	62,500	\$	62,500	\$	-

Non-Departmental includes funding for vacancies or salary adjustments, the balances of worker's compensation and general liability funding, and contingency appropriations.

	<u>Expenditures</u>				FY 2010 Increase (Decrease)
	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	
Personnel Services	\$ -	\$ -	\$ (410,009)	\$ (587,750)	\$ (177,741)
Employee Benefits	\$ -	\$ -	\$ 98,000	\$ 98,000	\$ -
Other Operating Expense	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -
Transfer Appropriation	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -
Total Expenditures	\$ -	\$ -	\$ (62,009)	\$ (239,750)	\$ (177,741)

Transfers
0199501, -02, -05, -07, -08, -09, -10 and 0199503

Transfers refer to General Fund support of other funds, economic development incentives, and contributions to RIFA.

	<u>Other Funds</u>				FY 2010
	FY 2007	FY 2008	FY 2009	FY 2010	Increase
	Actual	Actual	Adopted	Adopted	(Decrease)
Transfer Out-Capital Projects	\$ 6,597,800	\$ 5,472,250	\$ 3,450,033	\$ 2,829,200	\$ (620,833)
Transfer Out-Econ Dev Incentives	\$ -	\$ -	\$ 4,290,000	\$ 775,350	\$ (3,514,650)
Transfer Out-Special Grants	\$ 869,246	\$ 940,701	\$ 1,030,000	\$ 1,500,000	\$ 470,000
Transfer Out-Transportation Fund	\$ 171,399	\$ 121,793	\$ 175,805	\$ 166,181	\$ (9,624)
Transfer Out-RIFA	\$ 235,000	\$ 370,050	\$ 400,000	\$ 1,089,280	\$ 689,280
Transfer Out-Motorized Eqpt Fund	\$ 17,850	\$ -	\$ -	\$ -	\$ -
Transfer Out-Sewer Fund	\$ 7,230	\$ -	\$ -	\$ -	\$ -
Transfer Out-Cemetery Fund	\$ 89,457	\$ 126,432	\$ -	\$ -	\$ -
Total Expenditures	\$ 7,987,982	\$ 7,031,226	\$ 9,345,838	\$ 6,360,011	\$ (2,985,827)

	<u>Danville Public Schools</u>				FY 2010
	FY 2007	FY 2008	FY 2009	FY 2010	Increase
	Actual	Actual	Adopted	Adopted	(Decrease)
Debt Service	\$ 2,949,178	\$ 2,900,785	\$ 2,878,318	\$ 1,487,364	\$ (1,390,954)
Transfer Out-School Operations	\$ 17,140,227	\$ 19,423,466	\$ 18,424,857	\$ 18,424,857	\$ -
Total Expenditures	\$ 20,089,405	\$ 22,324,251	\$ 21,303,175	\$ 19,912,221	\$ (1,390,954)

The Insurance Internal Service fund was established in order to provide overall management of the City's insurance program. The fund includes all of the City's insurance coverage with the exception of group health and life insurance, which are included in the General fund budget. The cost of the insurance program is allocated to the various funds based upon the estimated cost of the applicable coverage provided. The insurance program includes the following major coverages with certain limitations on each coverage:

1. Property Insurance: all risk coverage with the City self-insuring the first \$10,000
2. Boiler and Machinery: all risk coverage with the City self-insuring the first \$5,000
3. Fleet Insurance: Liability
4. Fleet Insurance: Comprehensive and Collision with the City self-insuring the first \$100,000
5. Comprehensive General Liability
6. Public Officials/Law Enforcement Liability
7. Bodily Injury and Property Damage: Airport
8. Fiduciary Liability: Employee's Retirement System
9. Employee's Security Bonds
10. Worker's Compensation: Fully Self-Insured

The City contracts with a claims handling agency to handle worker's compensation claims. The City's fleet insurance, comprehensive general liability and public officials/law enforcement are covered through the Virginia Municipal League Liability Pool. Other coverages are with private carriers.

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget FY 2009</u>	<u>Adopted Budget FY 2010</u>
Estimated Revenues		
Interest Income on Investments	\$ 95,000	\$ 95,000
Worker's Comp Revenue	\$ 1,225,000	\$ 1,155,000
Other Risk Revenue	\$ 1,660,000	\$ 1,725,000
Recoveries & Rebates		\$ -
Total Estimated Revenues	\$ 2,980,000	\$ 2,975,000
Operating Expenditures		
Worker's Comp-Claims & Services	\$ 1,225,000	\$ 1,155,000
Insurance Claims & Services	\$ 1,660,000	\$ 1,725,000
Transfer to General Fund	\$ -	
Total Operating Expenses	<u>\$ (2,885,000)</u>	<u>\$ (2,880,000)</u>
Contribution To(From) Fund Balance	<u><u>\$ 95,000</u></u>	<u><u>\$ 95,000</u></u>

Revenues

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	Increase (Decrease)
Rev-Use Money/Property	\$ 132,254	\$ 165,105	\$ 95,000	\$ 95,000	\$ -
Charges for Services	\$ 2,210,380	\$ 2,256,950	\$ 2,885,000	\$ 2,880,000	\$ (5,000)
Recovered Cost	\$ 4,177	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 2,346,811	\$ 2,422,055	\$ 2,980,000	\$ 2,975,000	\$ (5,000)

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Employee Benefits	\$ 858,379	\$ 732,428	\$ 1,225,000	\$ 1,155,000	\$ (70,000)
Other Operating Expense	1,356,177	1,523,494	1,660,000	1,725,000	65,000
Total Expenditures	\$ 2,214,556	\$ 2,255,922	\$ 2,885,000	\$ 2,880,000	\$ (5,000)

Authorized Fulltime Personnel

*Personnel from the Finance Department oversee the Insurance Fund.

Central Services, or the “Print Shop” as its better known, provides printing services including letterhead, envelopes, booklets, flyers and receipt books and the acquisition of office supplies (including bulk purchases of paper) to all City Departments and the School Board more efficiently and at less cost than outside vendors. When Print jobs exceed the capabilities of the Print Shop’s equipment, they are outsourced at a reduced cost. This division also operates the central mailroom and delivers interoffice mail throughout the City.

Envisioned as a self-supporting operation, Central Services receives only limited support directly from the General Fund (none has been required during the last seven years). The Print Shop is located in the basement of the City Armory at the corner of Spring Street and Floyd Street.

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget FY 2009</u>	<u>Adopted Budget FY 2010</u>
Estimated Revenue		
Revenue from Use of Money & Property	\$ 500	\$ 800
Charges for Services	<u>\$ 660,000</u>	<u>\$ 630,000</u>
Total Estimated Revenue	\$ 660,500	\$ 630,800
Operating Expenses		
Printing	\$ 200,563	\$ 212,531
Mailing	\$ 195,398	\$ 195,084
Storeroom & General	<u>\$ 244,716</u>	<u>\$ 205,200</u>
Total Operating Expenses	<u>\$ (640,677)</u>	<u>\$ (612,815)</u>
Net Operating Income (Loss)	\$ 19,823	\$ 17,985
Add:		
Depreciation	\$ 9,508	\$ 11,000
Deduct:		
Debt Service Principal	\$ -	\$ -
Capital Expenditures from Current Operating Funds	<u>\$ (14,000)</u>	<u>\$ (14,000)</u>
Contribution to Fund Balance	<u>\$ 15,331</u>	<u>\$ 14,985</u>

Revenues

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	Increase (Decrease)
Rev-Use Money/Property	\$ 987	\$ 947	\$ 500	\$ 800	\$ 300
Charges for Services	\$ 424,045	\$ 500,297	\$ 660,000	\$ 630,000	\$ (30,000)
Total Revenues	\$ 425,032	\$ 501,244	\$ 660,500	\$ 630,800	\$ (29,700)

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Services	\$ 92,754	\$ 98,291	\$ 123,602	\$ 123,089	\$ (513)
Employee Benefits	\$ 14,476	\$ 16,208	\$ 24,778	\$ 22,982	\$ (1,796)
Purchased Services	\$ 7,019	\$ 19,663	\$ 30,500	\$ 31,500	\$ 1,000
Internal Services	\$ 5,328	\$ 6,936	\$ 7,284	\$ 5,484	\$ (1,800)
Other Operating Expense	\$ 288,580	\$ 340,586	\$ 445,005	\$ 418,760	\$ (26,245)
Capital Outlay	\$ 16,872	\$ -	\$ 14,000	\$ 14,000	\$ -
Depreciation	\$ 13,874	\$ 10,383	\$ 9,508	\$ 11,000	\$ 1,492
Total Expenditures	\$ 438,903	\$ 492,067	\$ 654,677	\$ 626,815	\$ (27,862)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Print Shop Supervisor
1	1	Senior Printer
1	1	Printer
1	-	Print Shop Clerk (Eliminate FT - Use PT)
4	3	Authorized Positions

Motorized Equipment

The Motorized Equipment section of Public works operates primarily as an Enterprise Fund in that vehicles and equipment are rented on a monthly and/or hourly basis. Rental rates provide for maintenance and operation costs.

Garage personnel work two shifts, 6:30 a.m. to 3:00 p.m. and 3:00 p.m. to 11:30 p.m., to provide the maximum service possible. Preventative maintenance service is scheduled for the second shift whenever possible to make the unit available during the normal work day. Field service for heavy construction equipment that is difficult to transport and for break down is scheduled to be accomplished in the field. Service to fire vehicles is provided full-time and on a priority basis. Buses for Mass Transit are assigned one full-time mechanic with additional personnel assigned if necessary.

The Warehouse is a part of the Motorized Equipment section with operating hours 7:00 a.m. to 9:30 p.m. In addition to providing repair parts for vehicles and equipment, it also serves as a distribution center for general supplies. Materials such as custodial supplies, grass seed, cement, rakes, and shovels are standard stock items which are available to any department in the City.

The Communications section provides for installation and maintenance of radios and telephones for all departments.

Funding for maintenance, operation and capital replacement of vehicles and equipment is provided by the rental rates paid by the users. Maintenance and operation of vehicles and equipment owned by the Police, Fire, Social Services, and Utilities is accomplished by charging for services provided. An average of \$500,000 per year has been expended for capital replacement of vehicles and equipment.

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget FY 2009</u>	<u>Adopted Budget FY 2010</u>
Estimated Revenues		
Revenue from Use of Money & Property	\$ 6,440	\$ 6,440
Charges for Services	\$ 2,972,671	\$ 3,091,615
Miscellaneous Revenue	\$ 45,000	\$ 65,500
Total Estimated Revenues	\$ 3,024,111	\$ 3,163,555
Operating Expenditures		
Motorized Eqpt & Maint	\$ 2,823,972	\$ 2,977,348
Communications Sections	\$ 101,417	\$ 99,287
Total Operating Expenses	<u>\$ (2,925,389)</u>	<u>\$ (3,076,635)</u>
Net Operating Income (Loss)	\$ 98,722	\$ 86,920
Add:		
Depreciation	\$ 562,750	\$ 675,000
Deduct		
Debt Service Principal	\$ (38,055)	\$ -
Capital Expenditures from Current Operating Funds	<u>\$ (610,455)</u>	<u>\$ (610,455)</u>
Net Income After Adjustments	\$ 12,962	\$ 151,465
Contribution (From) To Fund Balance	<u>\$ 12,962</u>	<u>\$ 151,465</u>

Motorized Equipment

	<u>Revenues</u>				
	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	Increase (Decrease)
Rev-Use Money/Property	\$ 2,475,484	\$ 2,458,637	\$ 2,731,740	\$ 2,873,346	\$ 141,606
Charges for Services	\$ 294,443	\$ 292,336	\$ 292,371	\$ 290,209	\$ (2,162)
Recovered Cost	\$ 5,345	\$ 7,885	\$ -	\$ -	\$ -
Transfers In	\$ 17,850	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 2,793,122	\$ 2,758,858	\$ 3,024,111	\$ 3,163,555	\$ 139,444

	<u>Expenditures</u>				
	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Services	\$ 510,705	\$ 535,898	\$ 749,542	\$ 737,068	\$ (12,474)
Employee Benefits	\$ 79,264	\$ 92,200	\$ 141,028	\$ 140,867	\$ (161)
Purchased Services	\$ 648,350	\$ 579,874	\$ 558,855	\$ 557,955	\$ (900)
Internal Service	\$ 117,207	\$ 121,861	\$ 121,108	\$ 138,076	\$ 16,968
Other Operating Expense	\$ 747,069	\$ 1,040,030	\$ 855,049	\$ 891,182	\$ 36,133
Capital Outlay	\$ 660,520	\$ 639,122	\$ 630,455	\$ 630,455	\$ -
Depreciation	\$ 580,801	\$ 577,845	\$ 562,750	\$ 675,000	\$ 112,250
Debt Service	\$ 41,589	\$ 40,007	\$ 40,112	\$ 1,487	\$ (38,625)
Labor Expense Cross	\$ -	\$ -	\$ (85,000)	\$ (85,000)	\$ -
Total Expenditures	\$ 3,385,505	\$ 3,626,837	\$ 3,573,899	\$ 3,687,090	\$ 113,191

Authorized Fulltime Personnel

FY 2009	FY 2010	Motorized Equipment & Maintenance
2	2	Equipment Maintenance Supervisor
1	1	Automotive Service Technician
4	4	Construction Equipment Mechanic
2	2	Welder
9	9	Automotive Mechanic
-	-	Small Engine Mechanic
1	1	Automotive Service Attendant
19	19	Authorized Positions
FY 2009	FY 2010	Communications Section
1	1	Communications Systems Manager
-	-	Communications Technician
1	1	Authorized Positions
20	20	Total Motorized Equipment Fund

The Transportation Fund supports the Mass Transit function within the Transportation Department. The City of Danville Transit System is the principal public transportation carrier within the corporate limits of the City of Danville. The Mass Transit Division provides reliable fixed-route and demand responsive service that is safe and convenient which facilitates cost effective transportation access. Department personnel oversee building and grounds responsibilities for numerous facilities including the downtown transfer center building, mass transit administrative and maintenance shop, and bus shelters.

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget FY 2009</u>	<u>Adopted Budget FY 2010</u>
Estimated Revenue		
Revenue From Use Money & Property	\$ 25,000	\$ 24,000
Charges for Services	\$ 220,540	\$ 230,540
Miscellaneous Revenue	\$ 18,000	\$ 19,000
Categorical Aid - State	\$ 249,346	\$ 184,390
Categorical Aid - Federal	\$ 563,188	\$ 638,970
Transfers - Administration	<u>\$ 152,062</u>	<u>\$ 127,812</u>
Total Estimated Revenue	\$ 1,228,136	\$ 1,224,712
Operating Expenses		
Mass Transit Service	\$ 1,043,712	\$ 1,051,856
Mass Transit-Section 8	\$ 83,574	\$ 71,919
Mass Transit-Repairs & Maint - Vehicles	\$ 304,383	\$ 322,468
Mass Transit-Repairs & Maint - Bldg.	<u>\$ 6,200</u>	<u>\$ 8,650</u>
Total Operating Expenses	<u>\$ (1,437,869)</u>	<u>\$ (1,454,893)</u>
Net Operating Income (Loss)	\$ (209,733)	\$ (230,181)
Add:		
Depreciation	\$ 184,700	\$ 200,000
Deduct:		
Debt Service Principal	\$ (1,172)	\$ -
Capital Expenditures from Current Operating Funds	<u>\$ (149,600)</u>	<u>\$ (136,000)</u>
Contribution to (Support of) City's General Fund	<u>\$ (175,805)</u>	<u>\$ (166,181)</u>

Revenues

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	Increase (Decrease)
Rev-Use Money/Property	\$ 13,934	\$ 22,362	\$ 25,000	\$ 24,000	\$ (1,000)
Charges for Services	\$ 215,614	\$ 228,767	\$ 220,540	\$ 230,540	\$ 10,000
Miscellaneous Revenue	\$ 27,661	\$ (17,787)	\$ 18,000	\$ 19,000	\$ 1,000
Recovered Cost	\$ 608	\$ 5,607	\$ -	\$ -	\$ -
Non-Revenue Receipts	\$ 122,320	\$ 135,712	\$ 152,062	\$ 127,812	\$ (24,250)
Cat Aid State	\$ 197,994	\$ 239,622	\$ 249,346	\$ 184,390	\$ (64,956)
Cat Aid Federal	\$ 501,963	\$ 621,408	\$ 563,188	\$ 638,970	\$ 75,782
Tranfers In	\$ 168,049	\$ 121,793	\$ 175,805	\$ 166,181	\$ (9,624)
Total Revenues	\$ 1,248,143	\$ 1,357,484	\$ 1,403,941	\$ 1,390,893	\$ (13,048)

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Svcs	\$ 474,240	\$ 551,638	\$ 590,733	\$ 589,278	\$ (1,455)
Employee Benefits	\$ 66,668	\$ 78,017	\$ 110,880	\$ 115,920	\$ 5,040
Purchased Services	\$ 58,238	\$ 88,685	\$ 74,232	\$ 90,718	\$ 16,486
Internal Service	\$ 32,624	\$ 37,384	\$ 35,750	\$ 35,750	\$ -
Contribution Other Entity	\$ 1,131	\$ 1,222	\$ 1,633	\$ 1,204	\$ (429)
Other Operating Expense	\$ 170,318	\$ 228,755	\$ 224,284	\$ 256,565	\$ 32,281
Cost Allocation	\$ 122,320	\$ 135,712	\$ 152,062	\$ 127,812	\$ (24,250)
Capital Outlay	\$ 211,742	\$ 249,458	\$ 149,600	\$ 121,000	\$ (28,600)
Depreciation	\$ 166,223	\$ 190,976	\$ 184,700	\$ 200,000	\$ 15,300
Debt Service	\$ 1,280	\$ 1,232	\$ 1,236	\$ 46	\$ (1,190)
Labor Expense Cross	\$ 40,233	\$ 40,855	\$ 63,531	\$ 52,600	\$ (10,931)
Transfer Out	\$ 96,530	\$ 322	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,441,547	\$ 1,604,256	\$ 1,588,641	\$ 1,590,893	\$ 2,252

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Director of Transportation Services
1	1	Account Clerk
2	2	Transportation Supervisor
13	13	Transit Driver
17	17	Authorized Positions

The Sanitation Division is an enterprise fund and is operated as a business. Its functions are to provide refuse, recycling, yard waste, and debris collection to customers on a weekly service schedule and leaf pickup service in the fall.

The Sanitation Enterprise Fund includes activities such as weekly refuse, yard waste, debris and loose leaf collection in addition to recycling, disposal, composting, and landfill post-closure care. Sanitation is funded through a \$16.50 per month fee and a \$2.00 per month fee placed on residential electric bills for recycling, composting, landfill post-closure and debt service.

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget FY 2009</u>	<u>Adopted Budget FY 2010</u>
Estimated Revenues		
Revenue from Use of Money & Property	\$ 23,040	\$ 23,040
Charges For Services	\$ 3,651,875	\$ 3,650,820
Total Estimated Revenue	\$ 3,674,915	\$ 3,673,860
Expenditures		
Refuse Collection-Residential	\$ 2,593,669	\$ 2,469,009
Yardwaste	\$ 563,043	\$ 651,283
Leaf Collection	\$ 152,403	\$ 159,833
Landfill Operations	\$ 107,034	\$ 96,711
Composting Operations	\$ 117,517	\$ 138,543
Recycling	\$ 119,724	\$ 87,350
Total Operating Expenses	<u>\$ (3,653,390)</u>	<u>\$ (3,602,729)</u>
Net Operating Income (Loss)	\$ 21,525	\$ 71,131
Add:		
Depreciation	\$ 1,770	\$ 2,000
Deduct:		
Debt Service Principal	\$ (23,295)	\$ -
Capital Expenditures from		
Current Operating Funds	<u>\$ -</u>	<u>\$ -</u>
Net Income After Adjustments	\$ -	\$ 73,131
Contribution (From) To Fund Balance	\$ -	\$ 73,131

Revenues

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	Increase (Decrease)
Rev-Use Money/Property	\$ 36,129	\$ 37,415	\$ 23,040	\$ 23,040	\$ -
Charges for Services	\$ 3,488,767	\$ 3,454,448	\$ 3,651,875	\$ 3,650,820	\$ (1,055)
Recovered Cost	\$ 178	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 3,525,074	\$ 3,491,863	\$ 3,674,915	\$ 3,673,860	\$ (1,055)

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Svcs	\$ 1,092,654	\$ 1,215,317	\$ 1,324,211	\$ 1,331,395	\$ 7,184
Employee Benefits	\$ 198,660	\$ 226,013	\$ 254,851	\$ 265,321	\$ 10,470
Purchased Services	\$ 977,073	\$ 942,393	\$ 1,024,001	\$ 865,702	\$ (158,299)
Internal Service	\$ 377,284	\$ 314,182	\$ 345,108	\$ 425,390	\$ 80,282
Other Operating Expense	\$ 88,943	\$ 76,781	\$ 89,970	\$ 77,952	\$ (12,018)
Cost Allocation	\$ 591,187	\$ 655,119	\$ 612,220	\$ 634,058	\$ 21,838
Capital Outlay	\$ -	\$ 4,500	\$ -	\$ -	\$ -
Depreciation	\$ 1,685	\$ 1,685	\$ 1,770	\$ 2,000	\$ 230
Debt Service	\$ 25,458	\$ 24,489	\$ 24,554	\$ 911	\$ (23,643)
Total Expenditures	\$ 3,352,944	\$ 3,460,479	\$ 3,676,685	\$ 3,602,729	\$ (73,956)

Authorized Fulltime Personnel

FY 2009	FY 2010	Refuse Collection-Residential
1	1	Sanitation Director
1	1	General Supervisor
8	8	Motor Equipment Operator II
<u>21</u>	<u>21</u>	Solid Waste Collector
31	31	Authorized Positions
FY 2009	FY 2010	Composting Operations
1	1	Code Enforcement Inspector
<u>1</u>	<u>1</u>	Motor Equipment Operator II
2	2	Authorized Positions
FY 2009	FY 2010	Yard Waste and Leaf Collection
1	1	General Supervisor
7	7	Motor Equipment Operator II
<u>-</u>	<u>-</u>	Solid Waste Collector
8	8	Authorized Positions
FY 2009	FY 2010	Recycling
<u>2</u>	<u>2</u>	Motor Equipment Operator II
2	2	Authorized Positions
43	43	Total Sanitation Enterprise Fund

The Cemetery Fund provides for funeral services, sale of lots, and record keeping. The staff provides services to local funeral homes and can assist residents and non-residents who are interested in purchasing at-need and pre-need burial lots. Additionally, this fund provides for the maintenance of the eight municipally owned cemeteries.

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget FY 2009</u>		<u>Adopted Budget FY 2010</u>	
Estimate Revenues				
Revenue From Use of Money & Property	\$	268,000	\$	263,000
Licenses, Permits & Privilege Fees	\$	10,000	\$	5,000
Charges For Services	\$	497,125	\$	496,850
Administrative Fee	\$	<u>175,976</u>	\$	<u>150,855</u>
Total Estimated Revenues		\$ 951,101		\$ 915,705
Operating Expenditures				
Cemetery Maintenance	\$	618,085	\$	596,016
Burial Services	\$	<u>289,049</u>	\$	<u>306,739</u>
Total Operating Expenditures		<u>\$ (907,134)</u>		<u>\$ (902,755)</u>
Contribution To Fund Balance (From General Fund)		<u>\$ 43,967</u>		<u>\$ 12,950</u>

Revenues

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	Increase (Decrease)
License, Permits, Privilege	\$ 2,750	\$ 2,890	\$ 10,000	\$ 5,000	\$ (5,000)
Rev-Use Money/Property	\$ 199,672	\$ 274,950	\$ 268,000	\$ 263,000	\$ (5,000)
Charges for Services	\$ 288,170	\$ 311,990	\$ 497,125	\$ 496,850	\$ (275)
Recovered Cost	\$ -	\$ 475	\$ -	\$ -	\$ -
Non-Revenue Receipts	\$ 166,254	\$ 194,253	\$ 175,976	\$ 150,855	\$ (25,121)
Tranfers In	\$ 89,457	\$ 126,432	\$ -	\$ -	\$ -
Total Revenues	\$ 746,303	\$ 910,990	\$ 951,101	\$ 915,705	\$ (35,396)

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Svcs	\$ 407,497	\$ 465,812	\$ 493,017	\$ 497,377	\$ 4,360
Employee Benefits	\$ 71,477	\$ 81,713	\$ 90,639	\$ 95,574	\$ 4,935
Purchased Services	\$ 24,468	\$ 38,503	\$ 10,300	\$ 16,370	\$ 6,070
Internal Service	\$ 111,447	\$ 99,757	\$ 102,782	\$ 106,874	\$ 4,092
Other Operating Expense	\$ 17,521	\$ 19,314	\$ 20,330	\$ 21,615	\$ 1,285
Cost Allocation	\$ 166,254	\$ 194,253	\$ 175,976	\$ 150,855	\$ (25,121)
Capital Outlay	\$ 7,746	\$ 11,199	\$ 14,090	\$ 14,090	\$ -
Total Expenditures	\$ 806,410	\$ 910,551	\$ 907,134	\$ 902,755	\$ (4,379)

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Cemetery Superintendent
2	2	General Supervisor
3	3	Groundskeeper
10	10	Combination of:
		Public Service Worker
		Public Service Worker/Operator
16	16	Authorized Positions

Danville Utilities is a customer owned, locally controlled, world class provider of safe, reliable, high quality, and reasonably priced water, wastewater, natural gas, electric, and telecommunications services.

The City of Danville has been in the utility business since 1876. Danville is the only municipality in Virginia to operate all four essential utilities -- electricity, natural gas, water, and wastewater -- plus telecommunications services. Danville Utilities serves the City and adjoining residential neighborhoods with water and gas service. Electricity is distributed to 42,000 customer locations in a 500-square mile service area that includes Danville, most of Pittsylvania County's households, and small portions of Henry and Halifax Counties. Water, wastewater, and natural gas services are provided to customers within a 50-square mile area consisting of the city adjacent suburban areas.

Danville Utilities delivers World Class services at competitive rates by:

- Providing exceptional customer service.
- Efficiently and reliably operating the utility's generation, distribution, and treatment facilities.
- Maintaining and improving utility infrastructure and facilities to fully meet current and future needs.
- Securing adequate supplies of electric power and natural gas at the lowest available prices.
- Ensuring the fiscal well being of the City's utility funds.
- Preparing for emergencies, so as to minimize service disruptions and quickly recover from disasters.

Danville Utilities fulfills community responsibilities by:

- Ensuring proper accountability to the City Manager, Utilities Commission, City Council, utility customers, and the community.
- Supporting the City's community and economic development efforts.
- Minimizing harmful impact on the service area's natural environment.
- Building and strengthening mutually beneficial relationships with other municipal departments, the school district, and outside organizations.
- Generating revenue to the City's General Fund to support continued provision of "World Class" municipal and school services, thereby ensuring a positive return on utility owner investment.

Danville Utilities is organized into seven operating divisions -- Water & Wastewater Treatment, Water & Gas, Power & Light, Telecommunications, Customer Service, Support Services and, proposed for initiation in FY 2010, Engineering Services.

Global energy market factors, electric system deregulation, and decreasing demand for utility services due to industrial downsizing and closures have required utility rate increases in recent years.



Summary: All Utility Funds

	Wastewater Fund - 51	Water Fund - 52	Gas Fund - 53	Electric Fund - 54	Telecomm Fund - 55	Total
Revenue						
Revenue from Use Money or Property	\$ 25,000	\$ 296,460	\$ 514,700	\$ 2,208,890	\$ 126,756	\$ 3,171,806
Charges for Services	\$ 9,576,450	\$ 6,463,280	\$ 32,850,820	\$ 102,221,090	\$ 2,098,295	\$ 153,209,935
Miscellaneous Revenue	\$ 80,000	\$ 156,000	\$ 50,000	\$ 1,269,050	\$ 98,000	\$ 1,653,050
Recovered Costs	\$ -	\$ -	\$ -	\$ 3,310	\$ -	\$ 3,310
Non-Revenue Receipts	\$ 2,350,220	\$ 2,050,220	\$ 1,486,430	\$ 6,192,260	\$ 2,502,307	\$ 14,581,437
Total Revenue	\$ 12,031,670	\$ 8,965,960	\$ 34,901,950	\$ 111,894,600	\$ 4,825,358	\$ 172,619,538
Operating Expenses						
Northside	\$ 3,295,970	\$ -	\$ -	\$ -	\$ -	\$ 3,295,970
Public Works	\$ 1,424,663	\$ -	\$ -	\$ -	\$ -	\$ 1,424,663
Laboratory	\$ -	\$ 80,940	\$ -	\$ -	\$ -	\$ 80,940
Operations Main	\$ -	\$ 1,025,090	\$ -	\$ -	\$ -	\$ 1,025,090
Operations Industrial	\$ -	\$ 109,280	\$ -	\$ -	\$ -	\$ 109,280
Treatment Main	\$ -	\$ 310,590	\$ -	\$ -	\$ -	\$ 310,590
Administration	\$ 842,310	\$ 1,645,299	\$ 2,304,862	\$ 4,418,690	\$ -	\$ 9,211,161
Engineering	\$ -	\$ 386,360	\$ 453,020	\$ 1,020,000	\$ -	\$ 1,859,380
Distribution	\$ -	\$ 665,880	\$ 458,400	\$ 2,619,640	\$ -	\$ 3,743,920
Service	\$ -	\$ 323,860	\$ 219,250	\$ -	\$ -	\$ 543,110
Meters	\$ -	\$ 136,620	\$ 192,000	\$ 416,670	\$ -	\$ 745,290
Service Group	\$ -	\$ -	\$ 305,700	\$ -	\$ -	\$ 305,700
Gas Controls	\$ -	\$ -	\$ 612,890	\$ -	\$ -	\$ 612,890
Substation	\$ -	\$ -	\$ -	\$ 1,227,500	\$ -	\$ 1,227,500
Hydro	\$ -	\$ -	\$ -	\$ 781,900	\$ -	\$ 781,900
Transmission	\$ -	\$ -	\$ -	\$ 299,190	\$ -	\$ 299,190
Generators	\$ -	\$ -	\$ -	\$ 22,300	\$ -	\$ 22,300
Customer Service	\$ -	\$ -	\$ -	\$ 1,352,030	\$ -	\$ 1,352,030
Utilities Administration	\$ -	\$ -	\$ -	\$ 636,030	\$ -	\$ 636,030
Support Services	\$ -	\$ -	\$ -	\$ 849,370	\$ -	\$ 849,370
Telecommunications	\$ -	\$ -	\$ -	\$ -	\$ 635,220	\$ 635,220
City TV 20	\$ -	\$ -	\$ -	\$ -	\$ 133,390	\$ 133,390
Debt Service (Principal)	\$ 860,600	\$ 164,920	\$ 119,570	\$ 869,780	\$ 118,750	\$ 2,133,620
Capital Expenses	\$ 191,340	\$ 986,600	\$ 1,159,020	\$ 5,872,860	\$ 555,000	\$ 8,764,820
Subtotal -- Operating Expense (Net of Purchased Services)	\$ 6,614,883	\$ 5,835,439	\$ 5,824,712	\$ 20,385,959	\$ 1,442,360	\$ 40,103,353
Depreciation	\$ 2,376,630	\$ 1,490,400	\$ 1,254,720	\$ 5,455,820	\$ 122,730	\$ 10,700,300
Purchased Services	\$ -	\$ -	\$ 23,282,550	\$ 73,128,306	\$ 228,900	\$ 96,639,756
Total- Operating Expense	\$ 8,991,513	\$ 7,325,839	\$ 30,361,982	\$ 98,970,085	\$ 1,793,990	\$ 147,443,409
Annual Contribution to General Fund	\$ 677,760	\$ 933,300	\$ 2,656,330	\$ 9,062,610	\$ 302,000	\$ 13,632,000
Total Expenditures	\$ 9,669,273	\$ 8,259,139	\$ 33,018,312	\$ 108,032,695	\$ 2,095,990	\$ 161,075,409
Add -- Depreciation of Plant	\$ 2,376,630	\$ 1,490,400	\$ 1,254,720	\$ 5,455,820	\$ 122,730	\$ 10,700,300
Cash Inflow Before Capital Expenditures	\$ 4,739,027	\$ 2,197,221	\$ 3,138,358	\$ 9,317,725	\$ 2,852,098	\$ 22,244,429
Capital Improvements						
Less - Capital Improvement Projects	\$ 4,275,220	\$ 2,050,220	\$ 2,986,430	\$ 9,181,580	\$ 2,850,000	\$ 21,343,450
Total Capital Improvements	\$ 4,275,220	\$ 2,050,220	\$ 2,986,430	\$ 9,181,580	\$ 2,850,000	\$ 21,343,450
Contribution To(From) Fund Balance	\$ 463,807	\$ 147,001	\$ 151,928	\$ 136,145	\$ 2,098	\$ 900,979

Authorized Fulltime Personnel

FY 2009	FY 2010	Administrative
1	-	Senior Secretary (Moved to Water Engineering)
-	1	Public Information Specialist
1	1	Key Accounts Manager
1	1	Assistant City Manager for Utilities
3	3	Authorized Positions
FY 2009	FY 2010	Fiscal Services
-	1	Senior Secretary (moved from W&G Admin)
2	2	Senior Account Clerk
1	1	Senior Accountant
1	1	Training & Safety Coordinator
2	2	Warehouse Stock Clerk
1	1	Warehouse Supervisor
1	1	Fiscal Services Supervisor
1	1	Support Services Director
9	10	Authorized Positions
FY 2009	FY 2010	Customer Accounting
5	5	Utility Billing Clerk
1	1	Special Billing Clerk
1	1	Senior Utility Billing Clerk
7	7	Customer Service Representative
1	1	Sr Customer Service/Training Representative
9	9	Combination of:
		Meter Reader
		Senior Meter Reader
1	1	Meter Reader Supervisor
1	1	Customer Service Director
26	26	Authorized Positions
38	39	Total Authorized Positions

The Wastewater Fund's mission is to provide reliable wastewater services to Danville's customers and collect and treat wastewater as cost effectively as possible while fully complying with the Virginia Pollution Discharge Elimination System permit limits and applicable state and federal regulations.

The Wastewater Fund provides for the operations and maintenance of the Northside Wastewater Treatment Plant, the Southside Treatment Plant, nine wastewater pumping stations, and wastewater collection lines. The operation of treatment plants and pumping stations is the responsibility of the Utilities Department. The Public Works Department maintains 340 miles of sewer lines and handles customer connections. The Northside Plant is a 24 million gallons per day facility built in the early 1970s. Due to loss of major industrial customers through closures of tobacco and textile facilities, the plant is currently treating only 6 million gallons per day. The Southside Plant is used as a pumping station and storage facility for waste sludge biosolids.

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget FY 2009</u>	<u>Adopted Budget FY 2010</u>
Estimated Income	\$ 10,214,050	\$ 12,031,670
Operating Expenses:		
P/W Sewers	\$ 1,952,320	2,007,943
Wastewater Services	5,473,880	5,889,910
Total Operating Expenses	<u>(7,426,200)</u>	<u>(7,897,853)</u>
Net Operating Income (Loss)	\$ 2,787,850	\$ 4,133,817
Add:		
Depreciation-Sewers	604,800	625,000
Depreciation-Wastewater	1,252,780	1,751,630
Loan From Electric Fund	-	-
Deduct:		
Debt Service Principal	(1,988,790)	(860,600)
Capital Maint. Expenditures-Sewers	(68,080)	(111,060)
Capital Projects-Sewers	(1,200,000)	(1,050,000)
Capital Maint. Expenditures-Wastewater	(250,000)	(122,000)
Capital Projects-Wastewater	(350,000)	(3,225,220)
Contribution to City's General Fund	<u>(677,760)</u>	<u>(677,760)</u>
Contribution To (From) Retained Earnings	<u><u>\$ 110,800</u></u>	<u><u>\$ 463,807</u></u>

Revenues

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	Increase (Decrease)
Rev-Use Money/Property	\$ 4,641	\$ 7,498	\$ -	\$ 25,000	\$ 25,000
Charges for Services	\$ 7,805,218	\$ 8,362,521	\$ 10,174,050	\$ 9,576,450	\$ (597,600)
Miscellaneous Revenue	\$ 54,053	\$ 157,637	\$ 40,000	\$ 80,000	\$ 40,000
Recovered Cost	\$ 1,814	\$ -	\$ -	\$ -	\$ -
Non-Revenue Receipts	\$ -	\$ -	\$ -	\$ 2,350,220	\$ 2,350,220
Transfers In	\$ 7,230	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 7,872,956	\$ 8,527,656	\$ 10,214,050	\$ 12,031,670	\$ 1,817,620

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Services	\$ 314,477	\$ 456,656	\$ 447,547	\$ 429,950	\$ (17,597)
Employee Benefits	\$ 52,516	\$ 78,618	\$ 55,993	\$ 95,063	\$ 39,070
Purchased Services	\$ 2,860,847	\$ 3,939,812	\$ 3,498,150	\$ 2,712,960	\$ (785,190)
Internal Service	\$ 486,121	\$ 472,483	\$ 502,340	\$ 932,880	\$ 430,540
Other Operating Expense	\$ 138,811	\$ 188,163	\$ 191,460	\$ 184,610	\$ (6,850)
Cost Allocation	\$ 481,879	\$ 539,214	\$ 587,560	\$ 633,010	\$ 45,450
Capital Outlay	\$ 334,661	\$ 208,011	\$ 20,000	\$ 22,500	\$ 2,500
CIP Budget	\$ 522,977	\$ -	\$ 1,550,000	\$ 4,275,220	\$ 2,725,220
Depreciation	\$ 1,701,276	\$ 1,710,531	\$ 1,857,580	\$ 2,376,630	\$ 519,050
Debt Service	\$ 2,553,519	\$ 2,560,947	\$ 2,470,120	\$ 1,503,910	\$ (966,210)
Labor Expense Cross	\$ 9,495	\$ 2,546	\$ 2,320	\$ -	\$ (2,320)
Transfer Out	\$ 642,000	\$ 677,760	\$ 677,760	\$ 677,760	\$ -
Contingency	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -
Total Expenditures	\$ 10,098,579	\$ 10,834,741	\$ 11,960,830	\$ 13,944,493	\$ 1,983,663

Authorized Fulltime Personnel

FY 2009	FY 2010	Public Works Sewer Maintenance
1	1	General Supervisor
1	1	Crew Supervisor
5	5	Combination of:
		Motor Equipment Operator II
		Motor Equipment Operator I
4	4	Public Service Worker
11	11	Authorized Positions

The Water Fund's mission is to provide reliable high quality drinking and industrial process water at the lowest cost possible while complying with all local, state, and federal laws, regulations and standards. The City has owned and operated a potable water supply system since 1876. An industrial water system was added in 1966 to serve the Goodyear Tire & Rubber plant and the City's wastewater treatment plants. The Division of Water & Wastewater Treatment is responsible for water supply and treatment, including operation and maintenance of raw water intake facilities, the potable water treatment plant, industrial water plant, water booster stations, and water storage facilities. The Division of Water & Gas maintains the water distribution system and connections to customer premises.

The Water Treatment Plant is designed to purify up to 18 million gallons per day, but is currently operating at third of that rate. The distribution system consists of 1,890 hydrants and approximately 302 miles of distribution mains ranging in size from 2 to 24 inches in diameter and serves approximately 18,000 residential and commercial accounts in Danville. Wholesale potable water service outside the city limits is provided through two master meters to Caswell County, North Carolina and five meters to the Pittsylvania County Service Authority.

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget 2009</u>	<u>FY</u>	<u>Adopted Budget FY 2010</u>
Estimated Income	\$ 7,992,820		\$ 8,965,960
Operating Expenses:	<u>(6,072,030)</u>		<u>(6,339,239)</u>
Net Operating Income (Loss)	\$ 1,920,790		\$ 2,626,721
Add:			
Depreciation	1,377,660		1,490,400
Deduct:			
Debt Service Principal	(1,404,080)		-
Capital Maint.Expenditures	(951,850)		(986,600)
Capital Projects	-		(2,050,220)
Contribution To - City's General Fund	<u>(933,300)</u>		<u>(933,300)</u>
Contribution To (From) Retained Earnings	<u>\$ 9,220</u>		<u>\$ 147,001</u>

	<u>Revenues</u>				
	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	Increase (Decrease)
Rev-Use Money/Property	\$ 289,276	\$ 355,151	\$ 438,130	\$ 296,460	\$ (141,670)
Charges for Services	\$ 6,983,673	\$ 7,095,376	\$ 7,464,690	\$ 6,463,280	\$ (1,001,410)
Miscellaneous Revenue	\$ 704,340	\$ 618,692	\$ 90,000	\$ 156,000	\$ 66,000
Recovered Cost	\$ 1,010	\$ -	\$ -	\$ -	\$ -
Non-Revenue Receipts	\$ -	\$ -	\$ -	\$ 2,050,220	\$ 2,050,220
Total Revenues	\$ 7,978,299	\$ 8,069,219	\$ 7,992,820	\$ 8,965,960	\$ 973,140

	<u>Expenditures</u>				
	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Services	\$ 1,181,986	\$ 1,205,149	\$ 1,616,920	\$ 1,691,950	\$ 75,030
Employee Benefits	\$ 141,838	\$ 193,436	\$ 307,600	\$ 348,750	\$ 41,150
Purchased Services	\$ 454,921	\$ 1,021,162	\$ 925,780	\$ 811,830	\$ (113,950)
Internal Service	\$ 423,632	\$ 450,708	\$ 487,050	\$ 549,220	\$ 62,170
Other Operating Expense	\$ 773,253	\$ 800,531	\$ 1,133,460	\$ 1,047,860	\$ (85,600)
Cost Allocation	\$ 481,459	\$ 560,649	\$ 538,920	\$ 493,040	\$ (45,880)
Capital Outlay	\$ 126,792	\$ 129,833	\$ 195,100	\$ 134,390	\$ (60,710)
CIP Budget	\$ 1,160,039	\$ -	\$ -	\$ 2,050,220	\$ 2,050,220
Depreciation	\$ 1,182,336	\$ 1,314,939	\$ 1,377,660	\$ 1,490,400	\$ 112,740
Debt Service	\$ 1,830,331	\$ 1,792,545	\$ 1,745,470	\$ 658,399	\$ (1,087,071)
Labor Expense Cross	\$ -	\$ 331	\$ -	\$ -	\$ -
Transfer Out	\$ 867,000	\$ 933,300	\$ 933,300	\$ 933,300	\$ -
Contingency	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -
Total Expenditures	\$ 8,623,587	\$ 8,402,583	\$ 9,361,260	\$ 10,309,359	\$ 948,099

Authorized Fulltime Personnel

FY 2009	FY 2010	Administrative Services
1	1	Director of Water and Wastewater Treatment
1	1	Senior Secretary
<u>2</u>	<u>2</u>	Authorized Positions
FY 2009	FY 2010	Treatment Expense
1	1	Water Treatment Director
1	1	Water Chemist
2	2	Combination of:
		Senior Industrial Mechanic
		Industrial Mechanic
1	1	Utility Plant Maintenance Worker
9	9	Combination of:
		Water Treatment Plant Operator IV
		Water Treatment Plant Operator III
		Water Treatment Plant Operator II
		Water Treatment Plant Operator I
		Water Treatment Plant Operator Trainee
<u>14</u>	<u>14</u>	Authorized Positions
FY 2009	FY 2010	Engineering Division
-	1	Director of Engineering (moved from W&G Eng)
-	1	Senior Secretary (moved from Util Admin)
-	1	Senior Office Assistant (moved from P&L Eng)
<u>-</u>	<u>3</u>	Authorized Positions
<u>16</u>	<u>19</u>	TOTAL WATER FUND

The mission of the Gas Fund is to provide reliable and affordable natural gas service to its customers while complying with state and federal regulations. The City's natural gas distribution system is one of three such municipally-owned enterprises in the Commonwealth of Virginia. Danville has been in the natural gas business since 1876 and became the first customer to receive gas from on- and offshore wells in Texas and Louisiana on the Transcontinental Gas Pipeline (TRANSCO). Two years ago, Danville signed a full requirements wholesale gas supply contract with MuniGas of Houston, Texas that provides gas at discounted prices.

The City's distribution system contains approximately 320 miles of mains ranging in size from 1¼ inches to 16 inches and 54 district regulators that supply customers at suitable pressures. Gas is supplied to approximately 17,000 service accounts. The City's natural gas service is staffed by personnel trained and equipped to handle both natural gas and potable water distribution systems.

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget FY 2009</u>	<u>Adopted Budget FY 2010</u>
Estimated Income	\$ 28,457,560	\$ 34,901,950
Operating Expenses:		
Total Operating Expenses	<u>(24,739,730)</u>	<u>(29,083,392)</u>
Net Operating Income (Loss)	\$ 3,717,830	\$ 5,818,558
Add:		
Depreciation	1,097,670	1,254,720
Deduct:		
Debt Service Principal	(197,170)	(119,570)
Capital Maint. Expenditures	(1,067,120)	(1,159,020)
Capital Projects	(1,810,000)	(2,986,430)
Contribution To - City's General Fund	<u>(2,656,330)</u>	<u>(2,656,330)</u>
Contribution To (From) Retained Earnings	<u><u>\$ (915,120)</u></u>	<u><u>\$ 151,928</u></u>

Revenues

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	Increase (Decrease)
Rev-Use Money/Property	\$ 601,133	\$ 803,872	\$ 361,400	\$ 514,700	\$ 153,300
Charges for Services	\$ 26,290,132	\$ 32,949,607	\$ 28,046,160	\$ 32,850,820	\$ 4,804,660
Miscellaneous Revenue	\$ 518,662	\$ 44,069	\$ 50,000	\$ 50,000	\$ -
Recovered Cost	\$ 31	\$ 460,142	\$ -	\$ -	\$ -
Non-Revenue Receipts	\$ -	\$ -	\$ -	\$ 1,486,430	\$ 1,486,430
Total Revenues	\$ 27,409,958	\$ 34,257,690	\$ 28,457,560	\$ 34,901,950	\$ 6,444,390

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Services	\$ 1,005,467	\$ 1,055,776	\$ 1,452,710	\$ 1,208,890	\$ (243,820)
Employee Benefits	\$ 258,596	\$ 168,188	\$ 269,930	\$ 245,390	\$ (24,540)
Purchased Services	\$ 902,929	\$ 1,548,246	\$ 1,176,650	\$ 1,126,510	\$ (50,140)
Internal Service	\$ 32,774	\$ 32,468	\$ 19,600	\$ 19,350	\$ (250)
Other Operating Expense	\$ 974,690	\$ 1,133,918	\$ 1,281,140	\$ 1,322,530	\$ 41,390
Source of Supply	\$ 18,889,927	\$ 23,777,948	\$ 18,889,970	\$ 23,282,550	\$ 4,392,580
Cost Allocation	\$ 1,004,742	\$ 1,219,189	\$ 1,333,860	\$ 1,389,390	\$ 55,530
Capital Outlay	\$ 42,242	\$ 102,717	\$ 106,100	\$ 92,580	\$ (13,520)
CIP BUDGET	\$ 919,080	\$ -	\$ 1,810,000	\$ 2,986,430	\$ 1,176,430
Depreciation	\$ 1,028,206	\$ 987,490	\$ 1,097,670	\$ 1,254,720	\$ 157,050
Debt Service	\$ 297,297	\$ 285,891	\$ 255,490	\$ 293,302	\$ 37,812
Labor Expense Cross	\$ 18,499	\$ 26,232	\$ 20,900	\$ 26,770	\$ 5,870
Transfer Out	\$ 2,797,000	\$ 2,656,330	\$ 2,656,330	\$ 2,656,330	\$ -
Contingency	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -
Total Expenditures	\$ 28,171,449	\$ 32,994,393	\$ 30,470,350	\$ 36,004,742	\$ 5,534,392

Authorized Fulltime Personnel

FY 2009	FY 2010	Administrative Services
1	1	Assistant Utility. Gen. Mgr/Dir. Water & Gas Dist.
1	-	Senior Secretary (moved to Fiscal Svcs)
<u>2</u>	<u>1</u>	Authorized Positions
FY 2009	FY 2010	Control Section
3	3	Gas Control Operator
2	2	Gas Control Technician
1	1	Gas Control Manager
<u>6</u>	<u>6</u>	Authorized Positions
FY 2009	FY 2010	Engineering Section
1	1	Water and Gas Control Corrosion Technician
1	1	Water and Gas Engineering Aid
1	1	Water and Gas GIS Engineer Tech.
2	2	Water and Gas Senior Engineer Tech.
1	1	Water & Gas Project Engineer
1	-	Water & Gas Chief Engineer (moved to Water Eng)
<u>7</u>	<u>6</u>	Authorized Positions
FY 2009	FY 2010	Distribution Section
5	5	Public Service Worker
6	6	Construction Worker
5	5	Combination of:
		Motor Equipment Operator I
		Motor Equipment Operator II
		Motor Equipment Operator III
4	4	Water and Gas Crew Supervisor
1	1	Water and Gas Welder/Crew Supervisor
2	2	Water and Gas Construction Supervisor
1	1	Water and Gas Distribution Supervisor
1	1	Water and Gas Distribution Superintendent
<u>25</u>	<u>25</u>	Authorized Positions
FY 2009	FY 2010	Service Section
1	1	Office Assistant/Dispatcher
9	9	Water and Gas Service Tech.
1	1	Water and Gas Service Supervisor
<u>11</u>	<u>11</u>	Authorized Positions
FY 2009	FY 2010	Meters & Regulators Section
3	3	Water and Gas Meter Tech.
1	1	Water & Gas Meter & Regulator Supervisor
<u>4</u>	<u>4</u>	Authorized Positions
<u>55</u>	<u>53</u>	TOTAL GAS FUND

The mission of the Electric Fund is to provide reliable and affordable electric service to its customers. The electric system was formed in 1886, initially to provide street lighting, and is one of the oldest in the country. Danville's is the largest of 15 municipal electric systems in the Commonwealth of Virginia. The Electric Fund covers the Division of Power & Light and functions as the cost allocation center for the Utilities Department's Administration, Customer Service, and Support Services Divisions that serve the Electric, Gas, Water, Wastewater, and Telecommunications Funds.

Danville's electric distribution system covers approximately 500 square miles including the City and portions of three adjacent counties. The electric system's 1,400 miles of 12,470/7,200 volt distribution lines originate from 17 substations that are serviced by 118 miles of 69,000-volt transmission lines. Service is provided to approximately 42,000 customer locations.

The City owns and operates a 10.5 megawatt (MW) hydroelectric generating plant located at the Meadows of the Dan near Stuart, Virginia that supplies one to five percent of its power needs. Power required to meet customer needs is otherwise purchased from American Municipal Power – Ohio (AMP-Ohio), a membership based power agency that serves 125 municipal electric operations located in six states. Danville is actively pursuing joint ownership of 140 MW in several AMP-Ohio electric generation plants now in design and construction. AEP also provides transmission service for all purchased power to two City delivery points.

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget FY 2009</u>	<u>Adopted Budget FY 2010</u>
Estimated Income	\$ 107,099,720	\$ 111,894,600
Operating Expenses:		
Total Operating Expenses	<u>(79,635,170)</u>	<u>(92,227,446)</u>
Net Operating Income (Loss)	\$ 27,464,550	\$ 19,667,154
Add:		
Depreciation	4,632,600	5,455,820
Deduct:		
Debt Service Principal	(1,640,100)	(869,780)
Capital Maint. Expenditures	(6,882,860)	(5,872,860)
Capital Projects (including Bonded funded)	(14,449,200)	(9,181,580)
Contribution To - City's General Fund	<u>(9,062,610)</u>	<u>(9,062,610)</u>
Contribution To (From) Retained Earnings	<u>\$ 62,380</u>	<u>\$ 136,144</u>

Revenues

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	Increase (Decrease)
Rev-Use Money/Property	\$ 2,941,511	\$ 3,379,099	\$ 2,893,750	\$ 2,208,890	\$ (684,860)
Charges for Services	\$ 88,800,471	\$ 89,901,702	\$ 93,640,930	\$ 102,221,090	\$ 8,580,160
Miscellaneous Revenue	\$ 526,410	\$ 1,140,811	\$ 589,050	\$ 1,269,050	\$ 680,000
Recovered Cost	\$ 636,390	\$ 128,100	\$ 3,310	\$ 3,310	\$ -
Non-Revenue Receipts	\$ 600,000	\$ 1,060,000	\$ 9,972,680	\$ 6,192,260	\$ (3,780,420)
Total Revenues	\$ 93,504,782	\$ 95,609,712	\$ 107,099,720	\$ 111,894,600	\$ 4,794,880

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Services	\$ 4,265,341	\$ 4,814,246	\$ 5,510,190	\$ 5,312,050	\$ (198,140)
Employee Benefits	\$ 655,985	\$ 802,172	\$ 1,019,740	\$ 1,116,600	\$ 96,860
Purchased Services	\$ 2,149,965	\$ 8,336,756	\$ 3,716,280	\$ 2,995,010	\$ (721,270)
Internal Service	\$ 62,790	\$ 79,393	\$ 49,670	\$ 54,240	\$ 4,570
Other Operating Expense	\$ 5,456,069	\$ 9,511,031	\$ 7,270,240	\$ 6,582,850	\$ (687,390)
Source of Supply	\$ 59,625,738	\$ 60,659,705	\$ 60,983,720	\$ 73,128,306	\$ 12,144,586
Cost Allocation	\$ 614,282	\$ 513,892	\$ 408,010	\$ 738,410	\$ 330,400
Capital Outlay	\$ 262,216	\$ 391,991	\$ 1,002,630	\$ 401,290	\$ (601,340)
CIP BUDGET	\$ 9,294,013	\$ -	\$ 14,449,200	\$ 9,181,580	\$ (5,267,620)
Depreciation	\$ 3,914,584	\$ 4,048,946	\$ 4,632,600	\$ 5,455,820	\$ 823,220
Debt Service	\$ 2,034,258	\$ 2,116,536	\$ 3,041,100	\$ 2,657,090	\$ (384,010)
Labor Expense Cross	\$ 20,963	\$ 27,844	\$ 23,950	\$ 28,420	\$ 4,470
Transfer Out	\$ 8,524,000	\$ 9,062,610	\$ 9,062,610	\$ 9,062,610	\$ -
Contingency	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ -
Total Expenditures	\$ 96,880,204	\$ 100,365,122	\$ 111,669,940	\$ 117,214,276	\$ 5,544,336

Authorized Fulltime Personnel

FY 2009	FY 2010	Administrative Services
<u>1</u>	<u>1</u>	Director of Power & Light
1	1	Authorized Positions
FY 2009	FY 2010	Engineering Section
1	-	Senior Office Assistant (moved to Water Eng)
5	5	Combination of:
		Electric Senior Engineering Technician
		Electric Engineering Technician
		Electric Engineering Aide
1	1	Electric Drafting/GIS Technician
1	1	Electric Compliance Technician
1	1	Electric Engineering Supervisor
1	1	Electrical Engineer
1	1	Electric Engineer Manager
<u>11</u>	<u>10</u>	Authorized Positions
FY 2009	FY 2010	Distribution Section
1	1	Public Service Worker
1	1	Crew Supervisor
23	23	Combination of:
		Electric Line Technician III
		Electric Line Technician II
		Electric Line Technician I
		Electric Ground Worker
3	3	Electric Line Equipment Operator
5	5	Electric Line Crew Supervisor
1	1	Electric Distribution Superintendent
2	2	Tree Trimmer
1	1	Inspector Contract Manager
1	1	Electric Dispatcher
<u>38</u>	<u>38</u>	Authorized Positions
FY 2009	FY 2010	Substation Section
4	4	Electric Substation Operator
1	1	Electric T & D Equipment Technician
4	4	Electric Substation Technician
1	1	Electric Substation Supervisor
1	1	Electric Substation Superintendent
<u>11</u>	<u>11</u>	Authorized Positions
FY 2009	FY 2010	Meters Section
6	6	Combination of:
		Electric Meter Technician III
		Electric Meter Technician II
		Electric Meter Technician I
		Electric Meter Servicer
1	1	Electric Meter Supervisor
<u>7</u>	<u>7</u>	Authorized Positions
FY 2009	FY 2010	Hydro-Electric Section
1	-	Utility Plant Mechanic (Position eliminated)
1	1	Hydro-Electric Attendant
4	4	Hydro-Electric Operator
1	1	Hydro-Electric Maint. Supv.
1	1	Hydro-Electric Supt.
<u>8</u>	<u>7</u>	Authorized Positions
<u>65</u>	<u>64</u>	TOTAL ELECTRIC FUND

The mission of the Telecommunications Fund is to provide world class network services at affordable costs. The Telecommunications Fund is an e-rate service provider to the Danville Public Schools and the Pittsylvania County Schools and maintains and operates nDanville, a high-tech fiber optic network. nDanville is currently connected to 20 schools, 60 government buildings, and 50 businesses. The City serves its own needs, but is not a commercial telecommunications service provider. nDanville is open to any internet or telecommunications provider. The City and public school districts use nDanville to improve communications and data transmission, support shared use of computer applications and data files enable distance conferencing and learning, expand internet access, monitor and control equipment, and improve the reliability of utility systems.

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget FY 2009</u>	<u>Adopted Budget FY 2010</u>
Estimated Income	\$ 1,697,944	\$ 4,825,358
Operating Expenses:		
Total Operating Expenses	<u>(1,110,000)</u>	<u>(1,120,240)</u>
Net Operating Income (Loss)	\$ 587,944	\$ 3,705,118
Add:		
Depreciation	104,580	122,730
Deduct:		
Debt Service Principal	-	(118,750)
Capital Maint. Expenditures	(270,930)	(555,000)
Capital Projects	(116,565)	(2,850,000)
Contribution To - City's General Fund	<u>(302,000)</u>	<u>(302,000)</u>
Contribution To (From) Retained Earnings	<u><u>\$ 3,029</u></u>	<u><u>\$ 2,098</u></u>

Revenues

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	Increase (Decrease)
Rev-Use Money/Property	\$ 118,051	\$ 123,331	\$ 124,900	\$ 126,756	\$ 1,856
Charges for Services	\$ 1,425,783	\$ 1,512,273	\$ 1,571,544	\$ 2,098,295	\$ 526,751
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ 98,000	\$ 98,000
Non-Revenue Receipts	\$ -	\$ 144	\$ 1,500	\$ 2,502,307	\$ 2,500,807
Total Revenues	\$ 1,543,834	\$ 1,635,748	\$ 1,697,944	\$ 4,825,358	\$ 3,127,414

Expenditures

	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	FY 2010 Increase (Decrease)
Personnel Services	\$ 122,308	\$ 182,069	\$ 401,780	\$ 200,470	\$ (201,310)
Employee Benefits	\$ 19,250	\$ 31,316	\$ 62,400	\$ 42,920	\$ (19,480)
Purchased Services	\$ 140,769	\$ 178,904	\$ 351,140	\$ 564,960	\$ 213,820
Internal Service	\$ 5,542	\$ 5,322	\$ 5,700	\$ 6,000	\$ 300
Other Operating Expense	\$ (21,308)	\$ 449,299	\$ 244,080	\$ 317,670	\$ 73,590
Source of Supply	\$ 159,161	\$ 158,914	\$ 170,250	\$ 158,900	\$ (11,350)
Cost Allocation	\$ -	\$ -	\$ -	\$ 100,020	\$ 100,020
Capital Outlay	\$ 24,232	\$ 77,873	\$ 41,000	\$ 136,400	\$ 95,400
CIP BUDGET	\$ 123,570	\$ -	\$ 116,565	\$ 2,850,000	\$ 2,733,435
Depreciation	\$ 14,572	\$ 21,101	\$ 104,580	\$ 122,730	\$ 18,150
Debt Service	\$ 666,400	\$ 1,088,267	\$ -	\$ 143,750	\$ 143,750
Labor Expense Cross	\$ -	\$ 255	\$ -	\$ 170	\$ 170
Transfer Out	\$ 125,000	\$ 302,000	\$ 302,000	\$ 302,000	\$ -
Total Expenditures	\$ 1,379,496	\$ 2,495,320	\$ 1,799,495	\$ 4,945,990	\$ 3,146,495

Authorized Fulltime Personnel

FY 2009	FY 2010	
1	1	Broadband Network Manager
1	1	Senior Account Clerk
1	1	Broadband Network Engineer
1	1	Multi-Media Manager
4	4	