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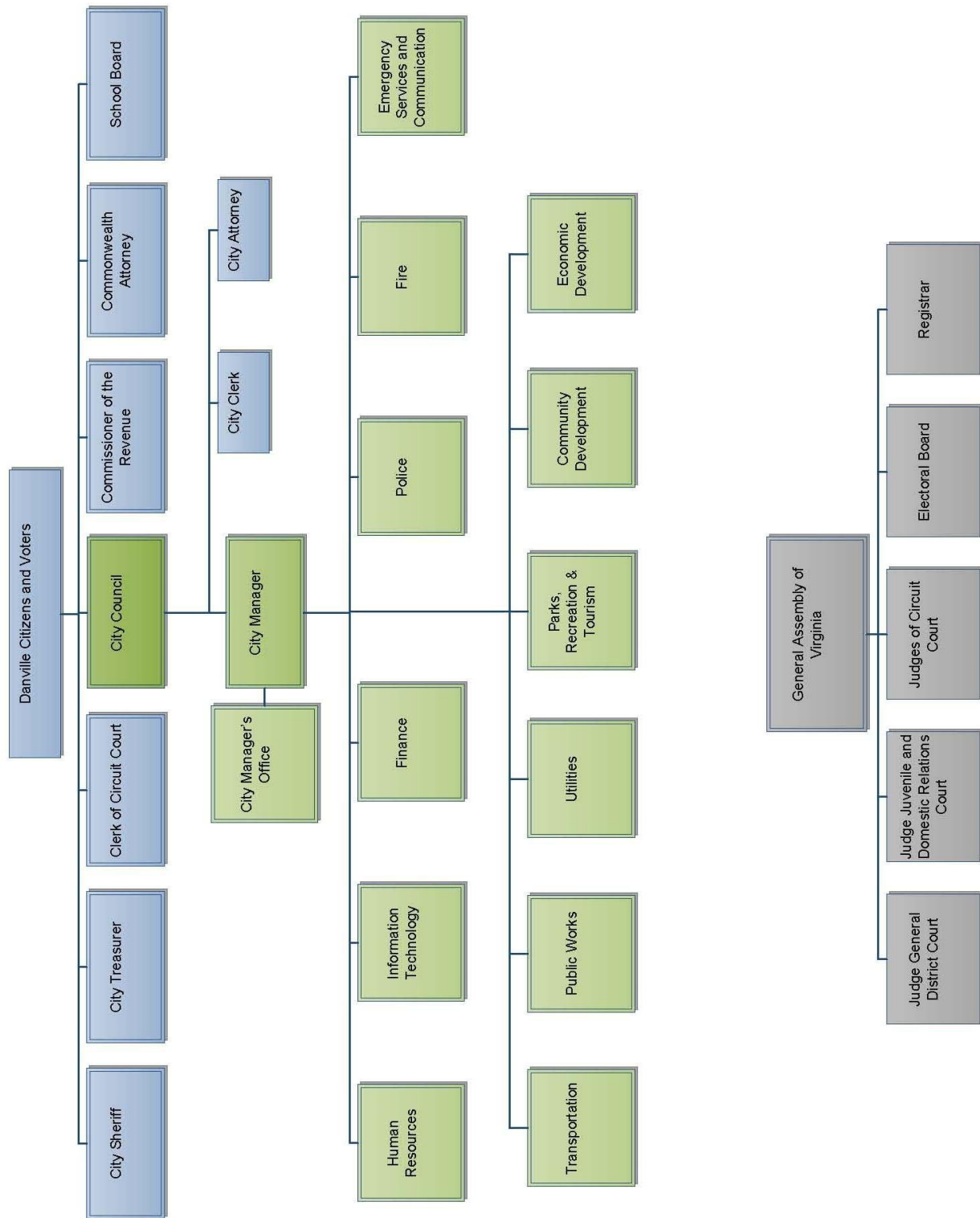
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The Danville City Council has designated eight priority areas to focus the efforts of the City Manager and staff during the next few years. Included is the effective and efficient provision of municipal services and facilities, economic development, crime prevention, education, controlling utility costs, minimizing blight, enhancing Danville's image, and improving race relations. This summary lists preliminary goals and objectives addressing these priorities. It will be refined as directed by City Council. Council-authorized actions taken in addressing each priority will be dependent on available resources.

1. **Municipal Services & Facilities** -- Effectively and efficiently provide municipal services and facilities necessary to ensure that Danville remains a pleasant, safe, and healthy community for its residents, visitors, businesses, and institutions.

- 1.1. Conduct a citizen survey to measure municipal service performance and quality ratings.
- 1.2. Initiate the phased development of written strategic plans for all municipal departments beginning with the Human Resources, Police, Economic Development, Community Development, and Utilities Departments. Incorporate goals and objectives supporting these Council-established priorities.
- 1.3. Conduct a municipal employee survey to identify organizational strengths and weaknesses and help focus productivity improvement efforts.
- 1.4. Undertake a management team building and training program to improve the ability of organization's top, middle, and line managers to plan, organize, control, and lead municipal departments as effectively and efficiently as possible.
- 1.5. Commence a two-year program to develop in FY 2012 and launch in FY 2012 a pay-for-performance system that effectively links employee compensation to job performance.
- 1.6. Produce a written Annual Report summarizing the City's accomplishments in effectively and efficiently providing municipal services and facilities.

2. **Economic Development** -- Support business prosperity and growth sufficient to ensure current and future employment at good wages.

- 2.1. Recruit new businesses and industries to the area that will diversify the economy and increase the overall average wage rate.
- 2.2. Strengthen the business retention and expansion program by visiting and maintaining regular contact with existing businesses and assisting them with their needs.
- 2.3. Develop a comprehensive plan for designing incentive programs as well as for renovating and redeveloping property in the Central Business District and the Tobacco Warehouse District.

-
- Target a “niche” retail strategy by determining what needs (such as an upscale restaurant) are unmet in the community, and formulate a recruiting plan based on the feedback.
- 2.4. Evaluate developable property within the city limits of Danville and complete a plan to redevelop areas for future industrial and commercial growth, emphasizing increasing employment opportunities, strengthening of the tax base, reducing blight, and improving property utilization.
 - 2.5. Work with Pittsylvania County on the certification and development of the 3,500 acre mega-park.
 - 2.6. Continue regional cooperation with economic developers from Pittsylvania County, Martinsville-Henry County, and Caswell and Rockingham Counties in North Carolina to create a regional marketing brand and strategy.

3. **Crime Prevention** -- Maintain a safe and secure community free from the ravages of crime.

- 3.1. Ensure that the Danville Police Department is provided the resources required to effectively combat and prevent crime and that performance reports are regularly issued to the public to track progress made in achieving that goal.
- 3.2. Maintain an effective multifaceted “community policing” effort that engages and works in partnership with the community in order to proactively deal with conditions that give rise to crime, social disorder, and fear of crime.
- 3.3. Establish the “Coalition for a Safe Danville” as a means of uniting community stakeholders, sharing information, developing strategies, engaging and informing the public, and undertaking coordinated, results-oriented crime prevention activities that will combat crime and earn public confidence that Danville is a safe community in which to live, visit, and conduct business.
- 3.4. Expand effective crime prevention programs, including Neighborhood Watch, Business Watch, National Night Out, and Crime Stoppers.
- 3.5. Improve police intelligence gathering activities to support crime prevention efforts and the prosecution of offenders.
- 3.6. Continue and improve existing partnerships with the Danville Public Schools District to maintain public safety in the schools and at school athletic events.
- 3.7. Continue to keep the public informed about crime through media releases, the City’s internet website, and public service announcements while seeking out and effectively using new communications methods.
- 3.8. Continue and expand the Danville Police Department’s active role in regional law enforcement data sharing and communications programs.

- 3.9. Aggressively seek grant funding to support community crime prevention programs and law enforcement improvement activities.

4. **Education** -- To enable productive lifelong learning for Danville's citizens, provide adequate funding to the Danville School District and support for the community's colleges, educational institutions, and workforce training programs.

- 4.1. Support the Danville Public School District, Danville Community College, Averett University, Institute for Advanced Learning and Research, and West Piedmont Workforce Investment Board in emphasizing the importance of academic achievement, work skills development, and lifelong learning in Danville.
- 4.2. Regularly meet with the Danville School Board and administration to maintain a good understanding of public education system operations and budget requirements.
- 4.3. Provide access to lifelong learning opportunities through the collections, programs, and services of the Danville Public Library, classes and events provided by the Department of Parks, Recreation, and Tourism, and nDanville telecommunications services.

5. **Utility Costs** -- While maintaining reliable utility systems and services that meet customer requirements, minimize wholesale energy and operational expenses and encourage and assist customers in efficiency and conservation efforts to hold down their utility costs.

- 5.1. Secure reliable natural gas and electricity wholesale supplies at the lowest, most stable prices available.
- 5.2. Acquire cost-effective, environmentally responsible electric generation assets to reduce dependence on the volatile wholesale markets.
- 5.3. Modify the Northside Wastewater Treatment Plant to lower its operating costs while preserving capacity to meet future needs.
- 5.4. Develop an energy efficiency and conservation strategy to direct municipal operations and regulatory activities.
- 5.5. Engage the public in energy and water efficiency and conservation efforts to minimize their consumption of municipal utility services.

6. **Blight** -- Maintain the physical integrity of Danville's residential and business districts to avoid property deterioration, decline, and abandonment.

- 6.1. Proactively enforce the City's property maintenance code, including effective response to public complaints and rigorous implementation of provisions relating to vacant and blighted structures, graffiti, accumulated trash, overgrowth and weeds, inoperative vehicles, right of way encroachment, hazardous trees, and automobile graveyards and junkyards.
- 6.2. To promote compliance with health and safety standards and reduce substandard conditions in rental housing for low-income residents, continue the Rental Housing Inspection Program within the two designated districts.
- 6.3. Maintain the "Building Blocks Program" in the Westmoreland target area through aggressive rental housing inspections, maintenance of municipal right of ways and green spaces, rehabilitation of salvageable housing, demolition of dilapidated structures, new construction infill, and strategic acquisition and sale of properties.
- 6.4. Addressing the specific needs of the Green Street neighborhood, develop a plan of action during FY 2012 to similarly revitalize that area starting in FY 2012.
- 6.5. Prepare a city-wide building and property condition analysis during 2012 and a strategic plan to deal with blight in other areas of Danville.
- 6.6. Establish an Anti-Blight Task Force to strengthen and accelerate efforts to address the decline of residential neighborhoods and business districts due to property abandonment, decline, and deterioration.
- 6.7. Ensure blight issues are adequately addressed in the housing element of the updated Comprehensive Plan.

7. **Danville's Image** -- Sustain a positive image of Danville among its own residents, as well as those in other communities.

- 7.1. Establish a task force involving groups, businesses, and citizens to address negative perceptions of Danville held by the community and targeted external audiences and to develop a strategic plan for improving Danville's image.
- 7.2. Designate a public information officer staff position in the City Manager's Office to ensure that accurate and positive information is available to everyone, especially to those making decisions that could affect Danville's future.
- 7.3. Pursue attainment of the National Civic League's "All-America City Award."

- 7.4. Maintain efforts to beautify road interchanges and identify opportunities for other visual enhancements in Danville, particularly at gateways to the City and along major entry arterial streets.

8. <u>Race Relations</u> -- Ensure that all citizens of Danville enjoy living in community undivided by barriers of race or ethnicity.

- 8.1. Establish partnerships with community organizations to deal with actual and perceived instances of racial discrimination and inequity and to improve race relations in Danville.
- 8.2. Initiate programs and events to create opportunities for positive interracial dialogue and interaction.
- 8.3. Ensure that municipal programs and services address the needs of a diverse population and provide equitable benefits to all residents.
- 8.4. Use creative, innovative, and proactive means to promote the equitable recruitment of minorities into the municipal workforce in order to ensure that it is representative of the diversity of Danville. Similarly, endeavor to reflect Danville's diversity in the composition of City Council appointed boards and commissions.

Adopted: February 2, 2010

FY 2012 Budget Calendar

Aug 24	Send copy of Authorized Positions to Departments for verification
Sept 1	Budget Application open to departments for FY 2012
Sept 7	Departments return Authorized Position with corrections
Sept 13	Budget Office send completed list of Authorized Positions With vacancies and preliminary Org-Key Distributions To Departments for verification
Sept 30	Departs return completed Vacancy/Dist. report to Budget Office
Oct	CIP Request Due in Budget Office
Dec. 15	All General Fund Appropriation posted to Budget App General Fund Summary of CIP Request Complete
Jan. 18	High-Level Budget Presentation at Council Work Session
Jan. 24	DUC Regular Meeting (Review Revenues)
Jan. 31-Feb. 4	Budget Team Reviews Department Request-Operating
Feb. 1	Budget Information (Personnel Analysis) at Council Work Session
Feb. 21	Deputy City Manager & Budget Director meetings with Department Directors to discuss budget reductions
Feb. 28	DUC Regular Meeting (Recommend Utility Budget)
Feb. 28-Mar 4	Budget Team meets with Council Members to discuss Budget Issues
March 1	Present Budget Update to City Council at Work Session
March 14	Present Budget Update to City Council at Work Session
March 18	Budget Balanced
March 18-21	Complete Budget Message/Highlights
March 22	City Manager Proposed Budget sent to Print Shop
March 28-31	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 5-15	Budget Work Sessions – City Council/Dept Directors Operating Budget Capital Improvement Plan
April 11	Submit Advertisement – Public Hearing – R/E Tax Increase Run Ad 4/15 Public Hearing 5/17
April 15	Advertise – Public Hearing – R/E Tax Increase Public Hearing 5/17
April 20	Submit Advertisement – Public Hearing – School Budget Run Ad 4/26 Public Hearing 5/3
April 26	Run Advertisement - School Budget Public Hearing 5/3
April 30	Introductory Budget (City Charter Section 8-6; VA Code Section 15.2-2503)
May 2	Submit 1 st Advertisement – Public Hearing - Utility Rate/Fee Increases Run Ad 5/8 Public Hearing 6/7
May 3	Presentation & Public Hearing – School Budget 1 st Reading of Resolution approving School Budget
May 8	1 st Advertisement of Rate & Fee Increases Public Hearing 6/7
May 9	Submit 2nd Advertisement – Public Hearing - Utility Rate/Fee Increases Run Ad 5/15 Public Hearing 6/7
May 15	2nd Advertisement of Rate & Fee Increases Public Hearing 6/7
May 16	Submit Advertisement for Public Hearing – City & CIP Budgets Run Ad 5/22 Public Hearing 6/7
May 17	Final Adoption - Resolution Approving School Budget 1 st Reading – R/E Tax Increase Ordinance Public Hearing – R/E Tax Increase 1 st Reading – Rate & Fee Increase Ordinance Public Hearing – Rate & Fee Increase
May 22	Advertise City & CIP Budgets Public Hearing 6/7

June 7	Final Adoption – Utility Rate & Fee Increase Ordinances Final Adoption – R/E Tax Increase Ordinance 1 st Reading of Resolutions approving City & CIP Budgets Public Hearing – City, & CIP Budgets 1 st Reading Budget Appropriation Ordinance
June 21	Final Adoption of Resolutions approving City & CIP Budgets Final Adoption – Budget Appropriation Ordinance
July 1	Begin New Fiscal Year

LEGAL REQUIREMENTS:

Utility Rates and other Fee Increases: Advertise 2 successive weeks with 2nd publication no sooner than 1 week after the first publication. Fourteen days must elapse between the last publication date and the passage of the ordinance.

Notice of Public Hearing for Tax Rate at least 30 days prior to Public Hearing (no tax rate increase/decrease for FY 2011)

Advertise Summary of City, CIP & School Budgets once at least 7 days prior to Public Hearing.
School Budget must be approved by May 15 or within 30 days of receipt of State Revenue Estimated whichever occurs later.

Budget Appropriation Ordinance not to be passed until 10 days after introduction.

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 2012 budget begins on July 1, 2011.

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

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.

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.

Reduction in Force (RIF)

Process by which an employee is separated from service as a result of the abolition of a position.

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.

PRESENTED: June 7, 2011

ADOPTED: June 21, 2011

ORDINANCE NO. 2011- 06 . 04

**BUDGET APPROPRIATION ORDINANCE
FOR FISCAL YEAR 2012**

WHEREAS, the Budget of and for the City of Danville for Fiscal Year 2012 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 7, 2011 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, 1986, as amended, 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 2012.

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, 2011 and ending June 30, 2012, be, and the same hereby are, as follows:

I. GENERAL FUND

Estimated Revenue FY 2012	\$102,799,200
Appropriations	<u>102,799,200</u>
Unappropriated	<u>\$ -0</u>

II. UTILITY FUNDS

	Water	Wastewater	Gas	Electric	Telecommunications
Operating Revenues	\$7,123,200	9,794,080	29,406,580	107,854,730	1,425,280
Expenditures	7,831,400	10,517,570	28,098,410	105,065,010	1,313,130
Transfer (To) General Fund					
Capital Projects	<u>1,000,000</u>	<u> </u>	<u>1,000,000</u>	<u>1,000,000</u>	<u> </u>
Excess of Revenues Over (Under)					
Expenditures	(1,708,200)	(723,490)	308,170	1,789,720	112,150
Add:					
Depreciation	<u>1,660,000</u>	<u>2,070,00</u>	<u>1,350,000</u>	<u>6,300,000</u>	<u>190,000</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>\$ (981,500)</u>	<u>668,750</u>	<u>(998,160)</u>	<u>(972,890)</u>	<u>150</u>

III. OTHER FUNDS

SUMMARY	Transportation-	Central	Motorized	Insurance	Sanitation	Cemetery
		Services	Equipment			
Operating Revenues	\$2,024,670	619,000	3,234,740	2,931,000	3,608,160	1,099,560
Expenditures	<u>2,422,150</u>	<u>621,530</u>	<u>3,661,350</u>	<u>2,881,000</u>	<u>3,398,860</u>	<u>887,900</u>
Excess of Revenues Over (Under)						
Expenditures	(397,480)	(2,530)	(426,610)	50,000	209,300	211,660
Add (Deduct):						
Depreciation	<u>210,000</u>	<u>14,000</u>	<u>600,000</u>	<u>-0-</u>	<u>9,800</u>	<u>-0-</u>
Contribution/Transfer (To) From General Fund	\$187,480	-0-	-0-	-0-	-0-	-0-
Increase (Decrease) In Fund Balance	<u>\$ -0-</u>	<u>11,470</u>	<u>173,390</u>	<u>50,000</u>	<u>219,100</u>	<u>-0-</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
P/W Street Maintenance	VDOT Street & Hwy Maint.
Social Services	State Categorical Aid- Dept of Social Svcs.
Mass Transit Fund	State & Federal Categorical Aid - Transportation
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
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
Clerk of Circuit Court Index/Records	VA Supreme Court- Technology Trust Fund
Central Services Fund Merchandise for Resale/ Postage	Print Shop Revenues
Community Development Fund CDBG-Rehab-Private Property HOME-Rehab-Private Property Downtown Expenditures	Program Income Program Income 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, 2011.

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, 2012, 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 establishment of a Budget Stabilization Fund is hereby authorized, funding to be provided by a transfer from the Unreserved General Fund Balance in the amount of \$3,000,000.

8. The establishment of a Community Redevelopment Fund is hereby authorized for the purpose of funding the Comprehensive Blight Removal & Community Improvement Program and the Danville Economic Development Purchase Plan provided by a transfer in the amount of \$1,000,000 from each of the Unreserved Fund Balances of the Water, Gas, and Electric Funds.

9. The attached FY 2012 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.

10. 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.

11. 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.

12. The funds appropriated in Fiscal Year 2011 and in prior years for the City or School System which were encumbered by purchase order or contract as of June 30, 2011, be, and the same are hereby, reappropriated for the purpose of liquidating said outstanding encumbrances.

13. 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

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

14. Appropriations designated as transfers to Capital Improvements, other than projects funded by grant or the issuance of bonds, are hereby authorized as appropriations in the receiving fund in accordance with the Capital Improvements Plan approved by City Council.

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

16. Authorization to carry forward unexpended appropriation for Other Post Employment Benefits (OPEB) and to designate as reserved funding to be used for the purpose for which it was appropriated.

17. Authorization to carry forward unexpended appropriation for Regional Industrial Facilities Authority Debt Service including interest earned and to designate as reserved funding to be used for the purpose for which it was appropriated.

18. Authorization to carry forward unencumbered appropriation for Support of Public Schools not to exceed \$1,000,000.

19. 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.

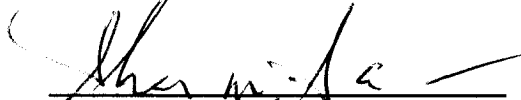
20. Subject to the provisions herein, the City Manager is authorized to approve Budget Transfers during the fiscal year in order to execute the policies and planning encompassed in the budget provided the total appropriations for each fund do not change or exceed those amounts set forth in the Budget.

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

22. Transfers of funds from the General Fund to the Economic Development account in the Capital Projects Fund are available for transfer to the Industrial Development Authority for payments of economic development projects.

24. This Ordinance shall become and be effective on and as of July 1, 2011.

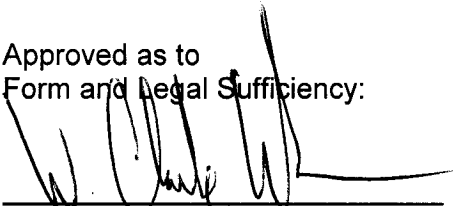
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney



City of Danville, Virginia

Joe King
City Manager
cmo@ci.danville.va.us

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July 1, 2011

Honorable Mayor and Members of Council:

I am pleased to present to you the Adopted FY 2012 Budget. I wish to thank you for the very hard work, diligence, and direction given throughout this budget process.

The impact of declining local revenues and cuts from State funding have made balancing this budget very challenging. The General Fund budget totals \$102,799,200, an increase of 1.31% over the previous fiscal year. This adopted budget does not include increased taxes or utility rates.

As was the case in FY 2011, the Adopted FY 2012 Budget provides no cost of living, tenure, or merit pay increases for municipal employees. This budget absorbs increasing employee retirement and health insurance costs and mandated Social Security program expenses, as well as declining revenues from the Commonwealth and from local consumption tax sources. Additionally, organizational changes were made to better provide services to our citizens while reducing costs. Changes include:

- Elimination of the Human Services Department
 - Adult Detention and Juvenile Detention is under the supervision of the Police Department,
 - Social Services are under the supervision of Community Development, and
 - The Danville Public Library is under the supervision of Parks, Recreation, and Tourism.

These changes will not result in any changes in service or quality levels.

- Elimination of the Occupational Health Office
- Refocusing the Tourism division of Parks, Recreation, and Tourism to special events
- Eliminating 40 positions across all funds, and reclassifying two full time positions to part time

Several service and fee modifications were also included in the FY 2012 Adopted Budget. Changes include:

- Moving to curbside refuse collection and instituting a fee for continued backyard pick-up;
- Implementing new fees from the Fire Department for false alarms, permits, and inspections;
- Increased fees for copies of reports and photos, fingerprinting, and employment of officers for private event security;
- Increased GIS fees that accurately reflect the costs of acquiring, creating, manipulating, and presenting data;
- New administrative fees for hazardous tree and abandoned vehicle removal;
- Implementing Rental Housing Inspection fees in Community Development;
- Increases in Reserve-a-Ride fees in Danville Transit;
- Increased fees in cemetery operations to eliminate a General Fund subsidy; and
- Creation of a Budget Stabilization Fund by transferring \$3 million from the General Fund's unassigned balance.

Funding for the new Fire Station/Emergency Operations Center is included through general obligation bonds with interest only being paid in FY 2012, as we expect to take advantage of significantly lower construction costs due to the economic recession.

The City's support for Danville Public Schools is held constant at \$19,499,940, but will be nearly twice the minimum level required by State Code.

I would like to express my appreciation to our Budget Team and to our Department Heads for a job well done. Again, I would like to express my sincere appreciation to each of you for your cooperation and guidance in developing a budget that will continue to move Danville forward.

Respectfully,



Joseph C. King
City Manager

FY 2012 Adopted Budget
Budget Summary
All Funds Summary

<u>Revenues</u>	<u>Adopted Budget FY 2012</u>	<u>Adopted Budget FY 2011</u>
General Fund	\$ 102,799,200	\$ 100,719,270
Transfer From Fund Balance	-	747,850
Wastewater Fund	9,794,080	9,278,400
Water Fund	6,798,200	8,789,880
Transfer From Fund Balance	1,325,000	-
Gas Fund	29,256,580	30,755,000
Transfer From Fund Balance	1,150,000	742,330
Electric Fund	105,304,730	112,784,180
Transfer From Fund Balance	3,550,000	-
Telecommunications Fund	1,425,280	4,212,660
Transportation Fund	2,212,150	1,507,180
Sanitation Fund	3,608,160	3,543,860
Cemetery Fund	1,099,560	924,260
Insurance Fund	2,931,000	2,972,000
Transfer From Fund Balance	1,500,000	-
Central Services Fund	619,000	629,500
Motorized Equipment Fund	3,234,740	3,331,880
Total	\$ 276,607,680	\$ 280,938,250
Less Interfund Charges	(7,411,120)	(7,396,960)
Less Interfund Transfers	(15,132,000)	(13,632,000)
Less Interfund Recoveries	(3,955,120)	(3,972,580)
Total Budget	\$ 250,109,440	\$ 255,936,710

FY 2012 Adopted Budget
Budget Summary
All Funds Summary

<u>Expenditures</u>	<u>Adopted Budget FY 2012</u>	<u>Adopted Budget FY 2011</u>
General Fund	\$ 102,799,200	\$ 101,467,120
Wastewater Fund	9,125,330	9,003,660
Transfer To Fund Balance	668,750	274,740
Water Fund	8,104,700	8,719,970
Transfer To Fund Balance	18,500	69,910
Gas Fund	30,404,740	31,497,330
Transfer To Fund Balance	1,840	-
Electric Fund	108,827,620	112,764,580
Transfer To Fund Balance	27,110	19,600
Telecommunications Fund	1,425,130	4,211,020
Transfer To Fund Balance	150	1,640
Transportation Fund	2,212,150	1,507,180
Sanitation Fund	3,389,060	3,532,180
Transfer To Fund Balance	219,100	11,680
Cemetery Fund	887,900	880,400
Transfer To Fund Balance	211,660	43,860
Insurance Fund	4,381,000	2,907,000
Transfer To Fund Balance	50,000	65,000
Central Services Fund	607,530	616,990
Transfer To Fund Balance	11,470	12,510
Motorized Equipment Fund	3,009,010	3,020,430
Transfer To Fund Balance	225,730	311,450
Total	\$ 276,607,680	\$ 280,938,250
Less Interfund Charges	(7,411,120)	(7,396,960)
Less Interfund Transfers	(15,132,000)	(13,632,000)
Less Interfund Recoveries	(3,955,120)	(3,972,580)
Total Budget	\$ 250,109,440	\$ 255,936,710

FY 2012 Adopted Budget
Budget Summary
Position Summary

FY 2011	FY 2012	CLASSIFICATION	CLASS CODE	GRADE	MIN(\$)	MAX(\$)
GENERAL FUND						
City Manager's Office						
1	1	City Manager	0010	--	--	--
1	1	Deputy City Manager	1991	39	90,429	141,603
1	-	Public Information Officer (Moved to Utilities)	1927	28	52,883	82,789
1	1	Management Analyst	1918	24	43,500	68,129
-	1	Clerk of Council (moved from Director of Finance)	1047	18	32,479	50,852
1	1	Executive Assistant	1015	20	35,793	56,026
1	1	Executive Secretary	1011	17	30,943	48,430
6	6	Authorized Positions				
Human Resources						
1	1	Director of Human Resources	1409	36	78,110	122,354
1	1	Human Resource Business Analyst	1407	24	43,500	68,129
1	1	Organizational Development Specialist	1408	22	39,458	61,796
2	2	Human Resource Specialist	1403	22	39,458	61,796
1	1	Human Resource Technician	1401	15	28,057	43,926
1	1	Secretary	1007	12	24,230	37,961
7	7	Authorized Positions				
Occupational Health Nurse						
1	-	Occupational Health Nurse	1405	23	41,454	64,893
1	-	Authorized Positions				
Budget Office						
1	1	Budget Director	1919	30	58,298	91,287
1	1	Authorized Positions				
City Attorney						
1	1	City Attorney	0015	--	--	--
1	1	Assistant City Attorney	1811	30	58,298	91,287
1	1	Legal Assistant	1028	17	30,943	48,430
1	1	Legal Secretary	1025	15	28,057	43,926
4	4	Authorized Positions				
*Commissioner of Revenue						
1	1	Commissioner of Revenue	9102	--	--	--
1	1	Chief Deputy	9104	--	--	--
1	1	Deputy III	9109			
4	4	Deputy II	9104	--	--	--
1	1	Deputy I	9108	--	--	--
1	1	Administrative Technician	9110	--	--	--

FY 2012 Adopted Budget
Budget Summary
Position Summary

1	1	General Clerk	1001	--	--	--
10	10	Authorized Positions				
*NOTE: Two positions funded 100% by the City, all others partially funded by the State's Compensation Board.						
Information Technology						
1	1	Director of Information Technology	1540	36	78,110	122,354
1	1	Assistant Director of Information Technology	1539	34	70,858	110,957
1	1	Application Support Supervisor	1524	29	55,524	86,954
7	7	Combination of:				
		Database Administrator	1536	27	50,377	78,849
		Sr. Database Administrator	1523	28	52,883	82,789
		System Administrator	1534	27	50,377	78,849
		Programmer/Analyst	1521	22	39,458	61,796
1	1	Network Systems Engineer	1535	26	47,949	75,109
1	1	IT Technology Support Supervisor	1532	29	55,524	86,954
1	1	PC Administrator	1531	28	52,883	82,789
1	1	GIS Programmer Analyst	1526	26	47,949	75,109
2	2	IT Systems Technician	1514	18	32,479	50,852
1	1	GIS Coordinator	1731	29	55,524	86,954
1	1	IT Business Analyst	1516	26	47,949	75,109
1	1	Senior Secretary	1009	14	26,737	41,846
19	19	Authorized Positions				
Real Estate Assessment						
1	1	Real Estate Assessment Director	1249	28	52,883	82,789
4	3	Combination of:				
		Real Estate Appraiser III	1248	23	41,454	64,893
		Real Estate Appraiser II	1247	19	34,097	53,410
		Real Estate Appraiser I	1246	16	29,459	46,121
2	2	Combination of:				
		Senior Real Estate Assessment Clerk	1242	13	25,445	39,848
		Real Estate Assessment Clerk	1241	9	20,941	32,784
7	6	Authorized Positions				
Central Collections						
1	1	Central Collections Director	1119	26	47,949	75,109
5	5	Collection Clerks	1105	12	24,230	37,961
2	2	Senior Collections Clerk	1107	13	25,445	39,848
1	1	Collections Supervisor	1117	24	43,500	68,129
5	5	Cashier	1101	11	23,072	36,161
14	14	Authorized Positions				
*Treasurer						
1	1	City Treasurer	9202	--	--	--
1	1	Chief Deputy	9204	--	--	--
2	2	Combination of:				
		Deputy I	9206	--	--	--

FY 2012 Adopted Budget
Budget Summary
Position Summary

		Deputy II	??			
		Deputy III	??			
<u>4</u>	<u>4</u>	Authorized Positions				
*Note: Partially funded by State's Compensation Board						
Director of Finance						
1	1	Director of Finance	1329	36	78,110	122,354
-	1	Senior Account Clerk (moved from Accounting)	1203	14	26,737	41,846
<u>1</u>	<u>-</u>	Clerk of Council (moved to City Manager's Office)	1047	18	32,479	50,852
2	2	Authorized Positions				
Finance/Accounting						
1	1	Assistant Director of Finance	1229	32	64,256	100,659
1	-	Accounting Supervisor	1225	26	47,949	75,109
1	1	Business Systems Accountant	1224	26	47,949	75,109
3	3	Senior Accountant	1223	23	41,454	64,893
1	1	Accountant	1221	20	35,793	56,026
1	1	Payroll Clerk	1211	15	28,057	43,926
2	1	Senior Account Clerk (moved to Finance Director)	1203	14	26,737	41,846
<u>2</u>	<u>2</u>	Account Clerk	1201	12	24,230	37,961
12	10	Authorized Positions				
Internal Auditing						
<u>1</u>	<u>1</u>	Internal Auditor	1226	26	47,949	75,109
1	1					
Purchasing						
1	1	Purchasing Director	1327	28	52,883	82,789
1	1	Buyer	1325	18	32,479	50,852
<u>2</u>	<u>2</u>	Purchasing Clerk	1321	12	24,230	37,961
4	4	Authorized Positions				
*Registrar						
1	1	Registrar	9302	--	--	--
<u>1</u>	<u>1</u>	Senior Office Assistant	1005	10	21,966	34,417
2	2	Authorized Positions				
*Note: Partially funded by State's Compensation Board						
Circuit Court						
1	1	Law Clerk	1039	23	41,454	64,893
1	1	Judicial Assistant	1029	16	29,459	46,121
<u>1</u>	<u>1</u>	Legal Secretary	1025	15	28,057	43,926
3	3	Authorized Positions				
Clerk of Court						
<u>2</u>	<u>2</u>	Deputy Clerk	1042	13	25,445	39,848
2	2	Authorized Positions				

FY 2012 Adopted Budget
Budget Summary
Position Summary

***Sheriff's Office**

1	1	City Sheriff	9402	--	--	--
1	1	Lieutenant Colonel	9403	--	--	--
1	1	Major	?	--	--	--
2	2	Captain	9406	--	--	--
3	3	Lieutenant	9408	--	--	--
60	60	Combination of:				
		Sergeant	9410	--	--	--
		**Courtroom Security Officer	9411	--	--	--
		Courtroom Security Master Deputy	9421	--	--	--
		Process Server	9411	--	--	--
		Correctional Officer	9414	--	--	--
		Master Deputy Correctional Officer	9422	--	--	--
1	1	LIDS Technician	9426	--	--	--
1	1	Administrative Staff Specialist	9416	--	--	--
3	3	Secretary I	9418	--	--	--
4	4	Nurse	9420	--	--	--
77	77	Authorized Positions				

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

***Commonwealth Attorney**

1	1	Commonwealth Attorney	9502	--	--	--
10	9	Combination of:				
		Asst. Commonwealth Attorney IV	?	--	--	--
		Asst. Commonwealth Attorney III	9504	--	--	--
		Asst. Commonwealth Attorney II	9506	--	--	--
		Asst. Commonwealth Attorney I	9508	--	--	--
1	1	Administrative Assistant II	9510	--	--	--
2	2	** Victim Witness Coordinator	9512	--	--	--
6	6	Secretary	1007	--	--	--
20	19	Authorized Positions				

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

** Note: Two Grant Funded Positions

***Commonwealth Attorney Collections**

3	3	Collections Clerk	1105	12	24,230	37,961
3	3	Authorized Positions				

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

Police Department

1	1	Police Chief	8699	38	86,144	134,848
1	1	Lt. Colonel	8695	34	70,858	110,957
2	2	Major	8690	32	64,256	100,659
7	7	Police Captain	8525	27	50,377	78,849
10	10	Police Lieutenant	8513	24	43,500	68,129
8	8	Police Sergeant	8507	22	39,458	61,796

FY 2012 Adopted Budget
Budget Summary
Position Summary

16	16	Police Corporal	8505	20	35,793	56,026
91	88	Combination of:				
		*Police Officer	8503	18	32,479	50,852
		Senior Investigator	8509	24	43,500	68,129
2	1	Animal Control Officers	8317	16	29,459	46,121
1	-	Parking Attendant	8311	8	19,946	31,207
3	3	Police Records Clerk	8303	10	21,966	34,417
1	1	Senior Secretary	1009	14	26,737	41,846
3	3	Secretary	1007	12	24,230	37,961

146 141 Authorized Positions

*Note: One position funded by School Board; Partial Funding also provided by CDBG Funds

Traffic Control and Maintenance

1	1	Traffic Control Superintendent	3609	24	43,500	68,129
1	1	Traffic Control Supervisor	3607	20	35,793	56,026
1	1	Senior Traffic Signal Technician	3605	16	29,459	46,121
1	1	Traffic Signal Technician	3603	12	24,230	37,961
4	4	Motor Equipment Operator II	3032	14	26,737	41,846
1	1	Public Service Worker	3011	8	19,946	31,207
9	9	Authorized Positions				

Fire Department

1	1	Fire Chief	8299	37	82,018	128,460
2	2	Assistant Fire Chief	8295	30	58,298	91,287
5	5	Battalion Chief	8118	26	47,949	75,109
1	1	Fire Marshall	8116	26	47,949	75,109
2	2	Assistant Fire Marshall	8115	21	37,599	58,842
21	21	Fire Captain	8109	23	41,454	64,893
3	3	Fire Lt./Asst. Training Officer	8107	20	35,793	56,026
87	87	Combination of:				
		Fire Fighter/Engineer	8105	19	34,097	53,410
		Fire Fighter	8103	17	30,943	48,430
1	1	Senior Secretary	1009	14	26,737	41,846
123	123	Authorized Positions				

Juvenile Detention

1	1	Juvenile Detention Director	7339	28	52,883	8278
1	1	Assistant Juvenile Detention Director	7337	23	41,454	64,893
1	-	Juvenile Detention Services Supt.	7335	22	39,458	61,796
2	2	Electronic Monitoring Case Worker (1 Grant Funded)	7323	18	32,479	50,852
2	2	Juvenile Outreach Counselor (Grant Funded)	7321	18	32,479	50,852
1	1	Juvenile Detention Counselor	7315	19	34,097	53,410
4	4	Shift Supervisor	7313	18	32,479	50,852
33	28	Youth Care Worker	7311	16	29,459	46,121
5	5	Senior Youth Care Worker	7312	17	30,943	48,430
2	-	Juvenile Detention Recreation Specialist	7309	15	28,057	43,926
1	-	Laundry Worker	7305	6	18,114	28,311

FY 2012 Adopted Budget
Budget Summary
Position Summary

1	1	Building Maintenance Mechanic	3303	17	30,943	48,430
1	1	Custodian	3001	7	19,001	29,746
2	2	Secretary	1007	12	24,230	37,961
1	1	Senior Account Clerk	1203	14	26,737	41,846
58	49	Authorized Positions				

Adult Detention

1	1	Adult Detention Director	7499	28	52,883	82,789
1	1	Service Program Coordinator	7425	24	43,500	68,129
1	1	Work Program Coordinator	7421	24	43,500	68,129
1	1	Safety & Supply Officer	7415	19	34,097	53,410
1	1	Correctional Health Assistant	7411	21	37,599	58,842
1	1	Chief Correctional Officer	7409	25	45,685	71,533
4	4	Correctional Captain	7405	22	39,458	61,790
5	5	Correctional Lieutenant	7403	20	35,793	56,026
19	19	Correctional Officer	7401	18	32,479	50,852
2	2	Senior Account Clerk	1203	14	26,737	41,846
36	36	Authorized Positions				

Inspections

1	1	Inspections Director	2029	28	52,883	82,789
1	1	Inspections Supervisor	2025	23	41,454	64,893
1	1	Plumbing/Cross Connection Inspector	2017	18	32,479	50,852
1	1	Mechanical Inspector	2015	18	32,479	50,852
1	1	Electrical Inspector	2014	18	32,479	50,852
2	2	Building Inspector	2013	18	32,479	50,852
5	5	Cost Estimator/Inspector (50% CDBG Funded)	2041	18	32,479	50,852
1	1	Permit Clerk	2001	13	25,445	39,848
13	13	Authorized Positions				

Emergency Services

1	1	Director of Emergency Services	8009	28	52,883	82,789
1	1	Assistant Director of Emergency Services	8007	22	39,458	61,796
4	4	Emergency Services Telecommunications Supvr.	8005	19	34,097	53,410
16	16	Emergency Services Telecommunicator	8003	15	28,057	43,926
1	1	Senior Secretary	1009	14	26,737	41,846
23	23	Authorized Positions				

Public Works Warehouse

1	1	Senior Account Clerk	1203	14	26,737	41,846
2	2	Warehouse Stock Clerk	3201	11	23,072	36,161
3	3	Authorized Positions				

FY 2012 Adopted Budget
Budget Summary
Position Summary

Airport						
1	1	Clerical Supervisor	1049	20	35,793	56,026
1	1	Assistant Director of Transportation	3735	21	37,599	58,842
2	2	Airport Maintenance/Security Technician	3731	9	20,941	32,784
4	4	Authorized Positions				
Public Works Engineering						
1	1	Assistant Director of P/W - City Engineer	3995	34	70,858	110,957
1	2	Public Works Chief Engineer	3819	29	55,524	86,954
3	2	Public Works Project Engineer	3815	25	45,685	71,533
2	1	Engineering Technician	3803	16	29,459	46,121
3	3	Combination of:				
		Survey Party Supervisor	3805	19	34,097	53,410
		Construction Inspections Supervisor	3655	21	37,599	58,842
		Construction Inspector	3653	19	34,097	53,410
10	9	Authorized Positions				
Director of Public Works						
1	1	Office Assistant/Dispatcher	4501	9	20,941	32,784
1	1	Director of Public Works	3999	35	74,418	116,558
1	1	Administration Division Director	3990	26	47,949	75,109
1	-	Code Enforcement Inspector (moved to Sanitation)	3651	17	30,943	48,430
1	1	Horticulturist Supervisor (Funded by Special Revenue)	3401	20	35,793	56,026
2	2	Senior Account Clerk	1203	14	26,737	41,846
2	2	Account Clerk	1201	12	24,230	37,961
1	1	Clerical Supervisor	1049	20	35,793	56,026
1	1	Senior Secretary	1009	14	26,737	41,846
11	10	Authorized Positions				
Public Works Street Maintenance						
1	1	Street Division Director	3985	26	47,949	75,109
2	2	General Supervisor	3105	22	39,458	61,796
3	3	Crew Supervisor	3101	19	34,097	53,410
19	17	Combination of:				
		Motor Equipment Operator III	3033	17	30,943	48,430
		Motor Equipment Operator II	3032	14	26,737	41,846
		Motor Equipment Operator I	3031	12	24,230	37,961
8	8	Construction Worker	3019	11	23,072	36,161
1	1	Groundskeeper	3016	10	21,966	34,417
6	6	Public Service Worker	3011	8	19,946	31,207
40	38	Authorized Positions				
Public Works Street Cleaning						
7	7	Combination of:				
		Motor Equipment Operator I	3031	12	24,230	37,961
		Motor Equipment Operator II	3032	14	26,737	41,846
7	7	Authorized Positions				

FY 2012 Adopted Budget
Budget Summary
Position Summary

Maintenance of Buildings and Facilities

1	1	Buildings & Grounds Division Director	3975	26	47,949	75,109
1	1	Building Maintenance Supt.	3305	24	43,500	68,129
8	7	Building Maintenance Mechanic	3303	17	30,943	48,430
1	1	Custodian Supervisor	3005	15	28,057	43,926
1	1	Senior Custodian	3003	9	20,941	32,784
8	8	Custodian	3001	7	19,001	29,746
20	19	Authorized Positions				

Maintenance of Public Grounds

1	1	General Supervisor	3105	22	39,458	61,796
1	1	Crew Supervisor	3101	19	34,097	53,410
3	3	Motor Equipment Operator II	3032	14	26,737	41,846
1	1	Motor Equipment Operator I	3031	12	24,230	37,961
2	2	Groundskeeper	3016	10	21,966	34,417
4	4	Public Service Worker/ Operator	3012	9	20,941	32,784
4	4	Public Service Worker	3011	8	19,946	31,207
16	16	Authorized Positions				

Social Services

1	1	Social Services Director	7199	31	61,210	95,842
1	1	Chief Social Services Supervisor	7125	27	50,377	78,849
3	3	Social Worker Supervisor	7117	24	43,500	68,129
5	5	Protective Service Worker	7115	21	37,599	58,842
3	3	Senior Social Worker	7113	21	37,599	58,842
15	15	Social Worker	7112	19	34,097	53,410
1	1	Social Service Aide	7111	8	19,946	31,207
3	1	Employment Service Aide	7101	10	21,966	34,417
10	8	Employment Services Worker	7105	17	30,943	48,430
1	1	Employment Service Supervisor	7109	20	35,793	56,026
1	1	Chief Eligibility Supervisor	7019	26	47,949	75,109
2	2	Fraud Investigator	7018	17	30,943	48,430
3	3	Eligibility Supervisor	7015	21	37,599	58,842
3	3	Senior Eligibility Worker	7012	18	32,479	50,852
33	33	*Eligibility Worker	7011	15	28,057	43,926
2	2	Senior Account Clerk	1203	14	26,737	41,846
1	1	Accountant	1221	20	35,793	56,026
1	1	Senior Secretary	1009	14	26,737	41,846
3	3	Senior Office Assistant	1005	10	21,966	34,417
10	10	Office Assistant	1003	8	19,946	31,207
102	98	Authorized Positions				

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

FY 2012 Adopted Budget
Budget Summary
Position Summary

Director of Human Services						
1	-	Director of Human Services	7599	34	70,858	110,957
1	-	Senior Secretary	1009	14	26,737	41,846
<u>2</u>	<u>-</u>	Authorized Positions				
Parks, Recreation & Tourism-Administrative Services						
1	1	Director of Parks, Recreation & Tourism	6599	30	58,298	91,287
1	1	Project Account Manager	6558	22	39,458	61,796
1	1	Senior Secretary	1009	14	26,737	41,846
<u>3</u>	<u>3</u>	Authorized Positions				
PRT - Community Recreation						
1	1	Office Assistant	1003	8	19,946	31,207
3	2	Custodian	3001	7	19,001	29,746
5	5	Program Director	6329	17	30,943	48,430
-	1	Director of Community Recreation	TBA	24	43,500	68,129
1	-	Assistant Director of Parks, Recreation & Tourism	6598	26	47,949	75,109
<u>10</u>	<u>9</u>	Authorized Positions				
PRT - Special Recreation						
1	1	Custodian	3001	7	19,001	29,746
2	2	Program Director (1 Grant Funded)	6329	17	30,943	48,430
1	1	Special Population Assistant (1/3 Grant, 2/3 City)	6421	13	25,445	39,848
1	1	Director of Special Recreation	6425	24	43,500	68,129
1	1	Recreation Grants Specialist (Grant Funded)	6555	17	30,943	48,430
<u>6</u>	<u>6</u>	Authorized Positions				
PRT - Outdoor Recreation						
1	1	Director of Outdoor Recreation	6415	24	43,500	68,129
1	1	Assis. Athletic/Outdoor Program Coordinator	6443	18	32,479	50,852
1	1	Recreation Program Supervisor	6221	10	21,966	34,417
<u>3</u>	<u>3</u>	Authorized Positions				
PRT - Athletics						
1	1	Director of Athletics	6445	24	43,500	68,129
1	1	Assist. Athletic/Outdoor Program Coordinator	6443	18	32,479	50,852
<u>2</u>	<u>2</u>	Authorized Positions				
PRT - Tourism						
-	1	Special Events Coordinator	TBA	17	30,943	48,430
1	-	Assistant Director of Tourism	6436	22	39,458	61,796
1	-	Director of Tourism	6435	24	43,500	68,129
<u>2</u>	<u>1</u>	Authorized Positions				

FY 2012 Adopted Budget
Budget Summary
Position Summary

PRT - Grounds Maintenance						
1	1	Director of Parks Maintenance	6560	24	43,500	68,129
3	2	Crew Supervisor	3101	19	34,097	53,410
8	9	Combination of:				
		Motor Equipment Operator I	3031	12	24,230	37,961
		Groundskeeper	3016	10	21,966	34,417
		Park Maintenance Technician	6564	14	26,737	41,846
		Public Service Worker/Operator	3012	9	20,941	32,784
12	12	Authorized Positions				
Public Library						
1	1	Library Director	6199	29	55,524	86,954
1	1	Acquisitions/Reference Librarian	6121	22	39,458	61,796
1	1	Children's Librarian	6111	22	39,458	61,796
1	1	Circulation Librarian	6114	22	39,458	61,796
1	1	Technical Services Supervisor	6105	20	35,793	56,026
2	2	Reference Information Specialist	6015	13	25,445	39,848
5	5	Information Specialist	6011	10	21,966	34,417
1	1	Secretary	1007	12	24,230	37,961
13	13	Authorized Positions				
Director of Community Development						
1	1	Senior Secretary	1009	14	26,737	41,846
1	1	Director of Community Development	2199	33	67,462	105,668
1	-	Development Coordinator	2067	26	47,949	75,109
1	1	Accountant (50% Funded by CDBG)	1221	20	35,793	56,026
4	3	Authorized Positions				
*Note: Grant Funded Positions						
Planning Office						
1	1	Planning Director	2099	31	61,210	95,842
2	2	Combination of:				
		Associate Planner	2063	21	37,599	58,842
		Planner Technician	2061	15	28,057	43,926
3	3	Authorized Positions				
Economic Development						
1	1	Director of Economic Development	1980	37	82,018	128,460
1	1	Assistant Director of Economic Development	1978	31	61,210	95,842
2	1	Economic Development Project Manager	1979	27	50,377	78,849
-	1	Special Projects Assistant	1975	18	32,479	50,852
1	1	Marketing & Research Manager	1977	27	50,377	78,849
5	5	Authorized Positions				
*COMMUNITY DEVELOPMENT FUND						
1	1	**Housing & Development Director (50% General Fund)	2049	28	52,883	82,789
1	1	Housing & Development Coordinator	2047	23	41,454	64,893

FY 2012 Adopted Budget
Budget Summary
Position Summary

1	1	Community Redevelopment Specialist	2046	22	39,458	61,796
2	2	Cost Estimator/Inspector	2041	18	32,479	50,852
1	1	Secretary (40% General Fund)	1007	12	24,230	37,961
6	6					

*Note: Funded by HUD

WASTEWATER FUND

Public Works Sewer Maintenance

1	1	General Supervisor	3105	22	39,458	61,796
1	1	Crew Supervisor	3101	19	34,097	53,410
5	5	Combination of:				
		Motor Equipment Operator II	3032	14	26,737	41,846
		Motor Equipment Operator I	3031	12	24,230	37,961
4	4	Public Service Worker	3011	8	19,946	31,207
11	11	Authorized Positions				

UTILITIES DEPARTMENT

Administrative

1	-	Utilities Marketing Specialist	5688	19	33,097	53,410
-	1	Public Information Officer (Moved from City Manager)	1927	28	52,883	82,789
1	1	Key Accounts Manager	5690	27	50,377	78,849
1	1	Utilities Director	5999	38	86,114	134,848
3	3	Authorized Positions				

Fiscal Services

2	2	Senior Account Clerk	1203	14	26,737	41,846
1	1	Senior Accountant	1223	23	41,454	64,893
1	1	Training & Safety Manager	1505	22	39,458	61,796
2	2	Warehouse Stock Clerk	3201	11	23,072	36,161
1	-	Warehouse Supervisor	3205	20	35,793	56,026
1	1	Fiscal Services Supervisor	5431	22	39,458	61,796
1	1	Support Services Director	5695	30	58,298	91,287
9	8	Authorized Positions				

Customer Service

7	7	Combination of : Utility Billing Clerk	1131	12	24,230	37,961
		Special Billing Clerk	1133	13	25,445	39,848
		Senior Utility Billing Clerk	1134	14	26,737	41,846
7	7	Customer Service Representative	1135	12	24,230	37,961
1	1	Sr Customer Service/Training Representative	1139	20	35,793	56,026
5	-	*Combination of:				
		Meter Reader	1141	12	24,230	37,961
		Senior Meter Reader	1142	14	26,737	41,846
1	-	*Meter Reader Supervisor	1147	20	35,793	56,026
1	1	Customer Service Director	1149	26	47,949	75,109
22	16	Authorized Positions				

* Meter Reading Division to be eliminated for FY 2012

FY 2012 Adopted Budget
Budget Summary
Position Summary

WATER FUND

Administrative Services

1	1	Director of Water and Wastewater Treatment	4399	33	67,462	105,668
<u>1</u>	<u>1</u>	Senior Secretary	1009	14	26,737	41,846
2	2	Authorized Positions				

Treatment Expense

1	1	Water Treatment Director	4355	28	52,883	82,789
1	1	Water Chemist	4360	19	34,097	53,410
2	2	Combination of:				
		Building Maintenance Superintendent	3305	24	43,500	68,129
		Senior Industrial Mechanic	4104	19	34,097	53,410
		Industrial Mechanic	4103	17	30,943	48,430
1	1	Utility Plant Maintenance Worker	4101	9	20,941	32,784
9	9	Combination of:				
		Water Treatment Plant Operator IV	4008	19	34,097	53,410
		Water Treatment Plant Operator III	4007	17	30,943	48,430
		Water Treatment Plant Operator II	4006	15	28,057	43,926
		Water Treatment Plant Operator I	4005	13	25,445	39,848
		Water Treatment Plant Operator Trainee	4001	10	21,966	34,417
<u>14</u>	<u>14</u>	Authorized Positions				

Engineering Division

1	1	W&G Chief Engineer	4619	29	55,524	86,954
1	1	Senior Secretary	1009	14	26,737	41,846
<u>1</u>	-	Senior Office Assistant	1005	10	21,966	34,417
3	2	Authorized Positions				

19 **18** **TOTAL WATER FUND**

GAS FUND

Administrative Services

1	1	Assistant Utility. Gen. Mgr/Dir. Water & Gas Dist.	4899	34	70,858	110,957
<u>1</u>	<u>1</u>	Senior Secretary	1009	14	26,737	41,846
2	2	Authorized Positions				

Control Section

3	3	Gas Control Operator	4505	14	26,737	41,846
2	2	Gas Control Technician	4811	16	29,459	46,121
<u>1</u>	<u>1</u>	Gas Control Manager	4815	26	47,949	75,109
6	6	Authorized Positions				

Engineering Section

1	1	Water and Gas Control Corrosion Technician	4517	15	28,057	43,926
1	1	Water and Gas Engineering Aid	4609	12	24,230	37,961
1	1	Water and Gas GIS Engineer Tech.	4611	16	29,459	46,121
2	2	Water and Gas Senior Engineer Tech.	4615	18	32,479	50,852

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Budget Summary
Position Summary

<u>1</u>	<u>-</u>	Water & Gas Project Engineer	4617	25	45,685	71,533
6	5	Authorized Positions				
Distribution Section						
5	5	Public Service Worker	3011	8	19,946	31,207
6	6	Construction Worker	3019	11	23,072	36,161
5	5	Combination of:				
		Motor Equipment Operator I	3031	12	24,230	37,961
		Motor Equipment Operator II	3032	14	26,737	41,846
		Motor Equipment Operator III	3033	17	30,943	48,430
4	4	Water and Gas Crew Supervisor	4519	19	34,097	53,410
1	1	Water and Gas Welder/Crew Supervisor	4521	19	34,097	53,410
2	2	Water and Gas Construction Supervisor	4529	21	37,599	58,842
1	1	Water and Gas Distribution Supervisor	4735	21	37,599	58,842
<u>1</u>	<u>1</u>	Water and Gas Distribution Superintendent	4835	26	47,949	75,109
25	25	Authorized Positions				
Service Section						
1	1	Office Assistant/Dispatcher	4501	9	20,941	32,784
9	9	Water and Gas Service Tech.	4513	15	28,057	43,926
<u>1</u>	<u>1</u>	Water and Gas Service Supervisor	4715	21	37,599	58,842
11	11	Authorized Positions				
Meters & Regulators Section						
3	3	Water and Gas Meter Tech.	4515	15	28,057	43,926
<u>1</u>	<u>1</u>	Water & Gas Meter & Regulator Supervisor	4725	21	37,599	58,842
4	4	Authorized Positions				
<u>54</u>	<u>53</u>	TOTAL GAS FUND				
ELECTRIC FUND						
Administrative Services						
<u>1</u>	<u>1</u>	Director of Power & Light	5699	34	70,858	110,957
1	1	Authorized Positions				
Engineering Section						
5	5	Combination of:				
		Electric Senior Engineering Technician	5532	18	32,479	50,852
		Electric Engineering Technician	5531	16	29,459	46,121
		Electric Engineering Aide	5521	12	24,230	37,961
1	1	Electric Drafting/GIS Technician	5525	16	29,459	46,121
1	1	Electric Compliance Technician	5534	20	35,793	56,026
1	1	Electric Engineering Supervisor	5535	23	41,454	64,893
1	1	Electrical Engineer	5537	28	52,883	82,789
<u>1</u>	<u>1</u>	Senior Electric Engineer	5539	32	64,256	100,659
10	10	Authorized Positions				

FY 2012 Adopted Budget
Budget Summary
Position Summary

Distribution Section

1	1	Public Service Worker/Operator	3012	9	20,941	32,784
1	1	Crew Supervisor	3101	19	34,097	53,410
23	23	Combination of:				
		Electric Line Technician III	5113	20	35,793	56,026
		Electric Line Technician II	5112	18	32,479	50,852
		Electric Line Technician I	5111	16	29,459	46,121
		Electric Ground Worker	5101	10	21,966	34,417
3	3	Electric Line Equipment Operator	5103	12	24,230	37,961
5	5	Electric Line Crew Supervisor	5115	22	39,458	61,796
1	1	Electric Distribution Superintendent	5119	28	52,883	82,789
2	2	Electric Line Tree Trimmer	5312	13	25,445	39,848
1	1	Inspector Contract Manager	5315	22	39,458	61,796
1	1	Electric Dispatcher	5511	9	20,941	32,784
38	38	Authorized Positions				

Substation Section

4	4	Electric Substation Operator	5211	18	32,479	50,852
1	1	Electric T & D Equipment Technician	5212	18	32,479	50,852
4	4	Electric Substation Technician	5213	18	32,479	50,852
1	1	Electric Substation Supervisor	5215	22	39,458	61,796
1	1	Electric Substation Superintendent	5219	28	52,883	82,789
11	11	Authorized Positions				

Meters Section

4	4	Combination of:				
		Electric Meter Technician III	5415	17	30,943	48,430
		Electric Meter Technician II	5413	15	28,057	43,926
		Electric Meter Technician I	5411	12	24,230	37,961
		Electric Meter Servicer	5405	11	23,072	36,161
1	1	Electric Meter Supervisor	5429	22	39,458	61,796
5	5	Authorized Positions				

Hydro-Electric Section

1	1	Hydro-Electric Attendant	5001	12	24,230	37,961
4	4	Hydro-Electric Operator	5005	13	25,445	39,848
1	1	Hydro-Electric Maintenance Supv.	5007	21	37,599	58,842
1	1	Hydro-Electric Supt.	5009	26	47,949	75,109
7	7	Authorized Positions				

72 72 TOTAL ELECTRIC FUND

TELECOMMUNICATIONS FUND

1	1	Broadband Network Manager	5560	29	55,524	86,954
1	1	Senior Account Clerk	1203	14	26,737	41,846

FY 2012 Adopted Budget
Budget Summary
Position Summary

1	1	Broadband Network Engineer	5538	26	47,949	75,109
1	1	Multi-Media Manager	1925	25	45,685	71,533
<u>4</u>	<u>4</u>					

TRANSPORTATION ENTERPRISE FUND

Mass Transit Services

1	1	Director of Transportation Services	3749	33	67,462	105,668
2	2	Account Clerk	1201	12	24,230	37,961
1	1	Transportation Supervisor	3719	18	32,479	50,852
14	14	Transit Driver	3711	10	21,966	34,417
<u>18</u>	<u>18</u>	Authorized Positions				

SANITATION ENTERPRISE FUND

Refuse Collection-Residential

1	1	Sanitation Director	3965	26	47,949	75,109
1	1	General Supervisor	3105	22	39,458	61,796
8	8	Motor Equipment Operator II	3032	14	26,737	41,846
21	15	Solid Waste Collector	3014	11	23,072	36,161
<u>31</u>	<u>25</u>	Authorized Positions				

SANITATION ENTERPRISE FUND

Composting Operations

1	2	Code Enforcement Inspector (moved from Gen Fund)	3651	17	30,943	48,430
1	1	Motor Equipment Operator II	3032	14	26,737	41,846
<u>2</u>	<u>3</u>	Authorized Positions				

Yard Waste and Leaf Collection

1	-	General Supervisor	3105	22	39,458	61,796
7	7	Motor Equipment Operator II	3032	14	26,737	41,846
<u>8</u>	<u>7</u>	Authorized Positions				

Recycling

2	2	Motor Equipment Operator II	3032	14	26,737	41,846
<u>2</u>	<u>2</u>	Authorized Positions				

CENTRAL SERVICES FUND

Printing

1	-	Print Shop Supervisor	1309	18	32,479	50,852
1	2	Senior Printer	1305	14	26,737	41,846
1	1	Printer	1303	12	24,230	37,961
<u>3</u>	<u>3</u>	Authorized Positions				

MOTORIZED EQUIPMENT FUND

Motorized Equipment & Maintenance

2	2	Equipment Maintenance Supervisor	3525	20	35,793	56,026
1	1	Automotive Service Technician	3521	13	25,445	39,848
3	3	Construction Equipment Mechanic	3519	17	30,943	48,430

FY 2012 Adopted Budget
Budget Summary
Position Summary

1	-	Training & Safety Manager	1505	22	39,458	61,796
2	2	Welder	3515	16	29,459	46,121
8	8	Automotive Mechanic	3511	16	29,459	46,121
1	1	Transit Mechanic	3512	16	29,459	46,121
1	1	Automotive Service Attendant	3501	8	19,946	31,207
19	18	Authorized Positions				

Communications Section

1	1	Communications Systems Manager	3951	22	39,458	61,796
1	1	Authorized Positions				

CEMETERY FUND

Cemeteries Maintenance

1	1	Cemetery Superintendent	3309	24	43,500	68,129
2	2	General Supervisor	3105	22	39,458	61,796
3	3	Groundskeeper	3016	10	21,966	34,417
10	10	Combination of				
		Public Service Worker/Operator	3012	9	20,941	32,784
		Public Service Worker	3011	8	19,946	31,207
16	16	Authorized Positions				

FUND TOTALS

769	737	General Fund (excluding elected/appointed offices)
34	27	Utilities Administration
11	11	Wastewater Fund (Sewer Maintenance)
19	18	Water Fund
54	53	Gas Fund
72	72	Electric Fund
4	4	Telecommunications Fund
18	18	Transportation Fund
43	37	Sanitation Fund
16	16	Cemetery Fund
23	22	Internal Services (Central Services & Motorized Equipment)
1,063	1,015	Total (includes grant funded positions)

Elected or Appointed

2	2	Registrar
20	19	Commonwealth Attorney
3	3	Commonwealth Attorney Collections
77	77	City Sheriff
10	10	Commissioner of Revenue
4	4	Treasurer
116	115	Total Elected or Appointed Positions

6	6	Community Development Fund (CDBG Funded)
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1,185	1,136	Grand Total Authorized Full-time Positions
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Other Elected Positions (Part time)

8	8	City Council
1	1	Mayor
9	9	

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.

FY 2012 Adopted Budget
General Fund
General Fund Summary

History of Revenues

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
General Property Tax	\$ 27,308,547	\$ 27,113,862	\$ 27,028,820	\$ 27,028,820	\$ -
Other Local Taxes	\$ 20,696,492	\$ 21,845,347	\$ 21,530,380	\$ 21,925,380	\$ 395,000
Licenses, Permits, Privilege	\$ 170,180	\$ 225,790	\$ 235,710	\$ 215,940	\$ (19,770)
Fines/Forfeiture	\$ 564,171	\$ 614,979	\$ 556,450	\$ 487,850	\$ (68,600)
Rev-Use Money/Property	\$ 1,370,858	\$ 932,799	\$ 866,170	\$ 806,300	\$ (59,870)
Charges for Services	\$ 3,586,491	\$ 3,480,697	\$ 3,212,560	\$ 3,559,560	\$ 347,000
Miscellaneous Revenue	\$ 24,034	\$ 51,895	\$ 135,500	\$ 135,500	\$ -
Recovered Cost	\$ 4,934,143	\$ 4,867,867	\$ 5,051,610	\$ 5,123,870	\$ 72,260
Non-Cat Aid State	\$ 6,456,981	\$ 6,116,356	\$ 5,877,010	\$ 6,060,940	\$ 183,930
CA State Shared	\$ 4,177,969	\$ 3,782,823	\$ 4,021,040	\$ 3,909,580	\$ (111,460)
Cat Aid State	\$ 18,173,629	\$ 17,515,831	\$ 18,572,020	\$ 18,413,460	\$ (158,560)
Transfers In	\$ 13,632,000	\$ 13,632,000	\$ 13,632,000	\$ 15,132,000	\$1,500,000
Transfers from Fund Balance	\$ -	\$ -	\$ 747,850	\$ -	\$ (747,850)
	\$ 101,095,495	\$ 100,180,246	\$ 101,467,120	\$ 102,799,200	\$1,332,080

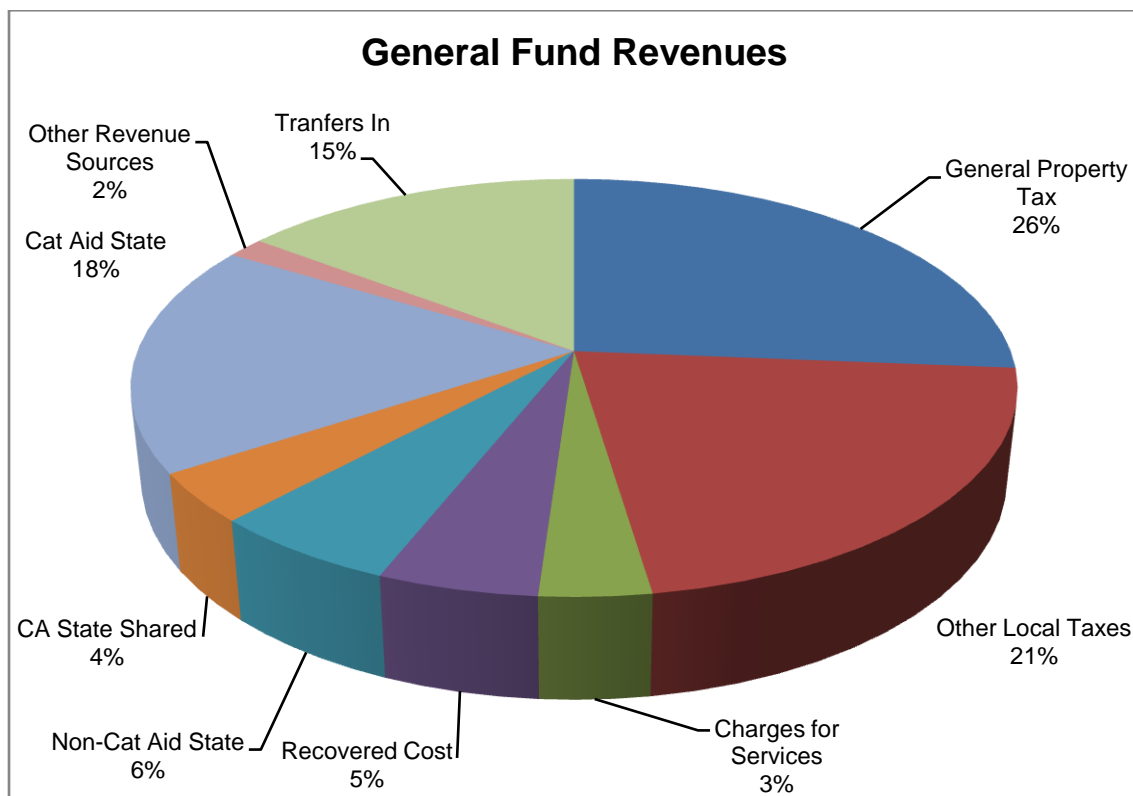
History of Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
City Manager	\$ 912,159	\$ 908,467	\$ 1,073,410	\$ 1,065,220	\$ (8,190)
Human Resources	\$ 4,981,196	\$ 5,827,997	\$ 6,748,150	\$ 8,252,970	\$ 1,504,820
Finance	\$ 5,201,992	\$ 3,435,271	\$ 3,651,570	\$ 3,470,040	\$ (181,530)
Information Technology	\$ 2,450,580	\$ 2,432,645	\$ 2,625,980	\$ 2,501,130	\$ (124,850)
Police	\$ 8,259,766	\$ 8,425,772	\$ 8,820,210	\$ 15,167,690	\$ 6,347,480
Fire	\$ 7,409,174	\$ 7,648,991	\$ 7,496,930	\$ 7,581,210	\$ 84,280
Emergency Management	\$ 1,204,751	\$ 1,205,579	\$ 1,370,030	\$ 1,361,660	\$ (8,370)
Public Works	\$ 12,973,241	\$ 12,286,290	\$ 12,900,880	\$ 12,915,310	\$ 14,430
Human Services	\$ 17,198,732	\$ 16,571,467	\$ 18,462,490	\$ -	\$ (18,462,490)
Parks, Recreation, and Tourism	\$ 3,418,425	\$ 3,473,655	\$ 3,653,540	\$ 4,643,510	\$ 989,970
Community Development	\$ 1,180,655	\$ 1,201,008	\$ 1,220,020	\$ 9,982,370	\$ 8,762,350
Economic Development	\$ 787,211	\$ 829,588	\$ 916,250	\$ 797,240	\$ (119,010)
Transportation Services	\$ 466,471	\$ 487,268	\$ 515,600	\$ 518,160	\$ 2,560
Constitutional Offices	\$ 6,976,149	\$ 6,908,768	\$ 6,779,410	\$ 6,777,430	\$ (1,980)
General Assembly	\$ 465,043	\$ 437,799	\$ 495,240	\$ 575,620	\$ 80,380
Transfer Out/Support Of	\$ 30,457,420	\$ 26,040,275	\$ 24,829,190	\$ 26,625,950	\$ 1,796,760
Non-Departmental	\$ -	\$ 177,074	\$ (91,780)	\$ 563,690	\$ 655,470
	\$ 104,342,965	\$ 98,297,914	\$ 101,467,120	\$ 102,799,200	\$ 1,332,080

General Fund – FY 2012

Summary of Revenues

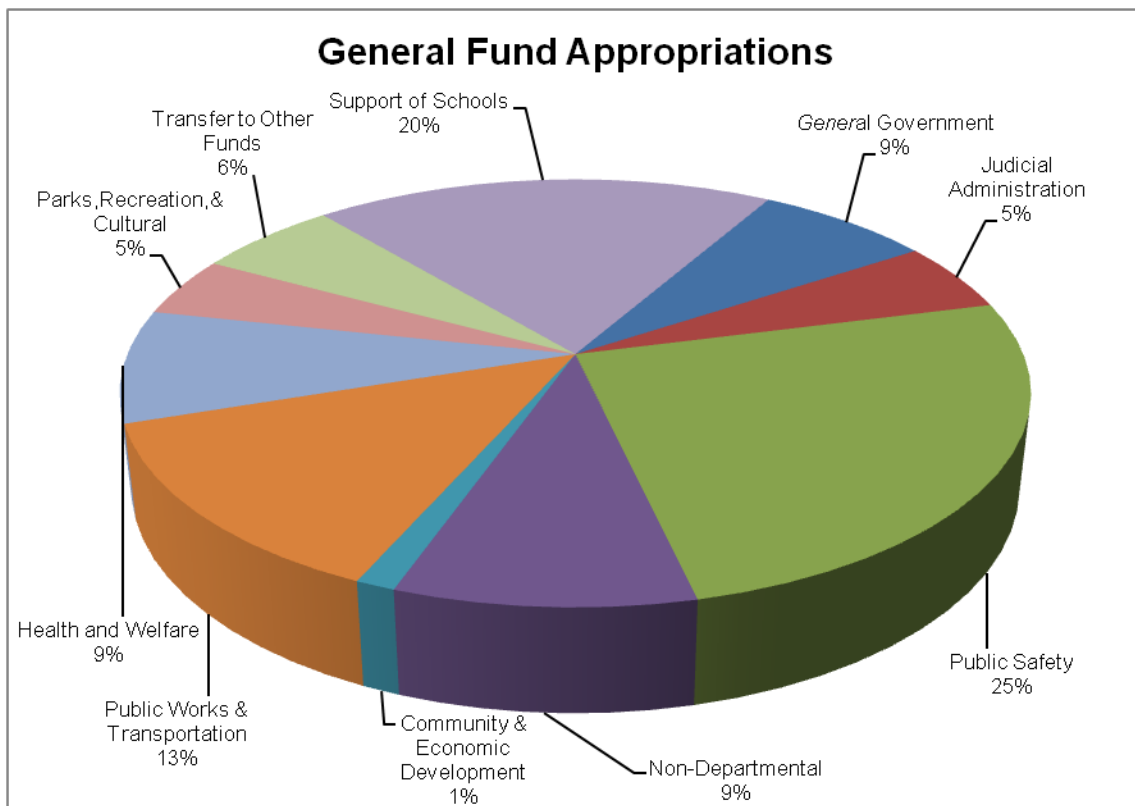
General Property Tax	\$ 27,028,820	26%
Other Local Taxes	\$ 21,925,380	21%
Charges for Services	\$ 3,559,560	3%
Recovered Cost	\$ 5,123,870	5%
Non-Cat Aid State	\$ 6,060,940	6%
CA State Shared	\$ 3,909,580	4%
Cat Aid State	\$ 18,413,460	18%
Other Revenue Sources	\$ 1,645,590	2%
Tranfers In	\$ 15,132,000	15%
Total Revenues	\$102,799,200	100%



General Fund – FY 2012

Summary of Expenditures

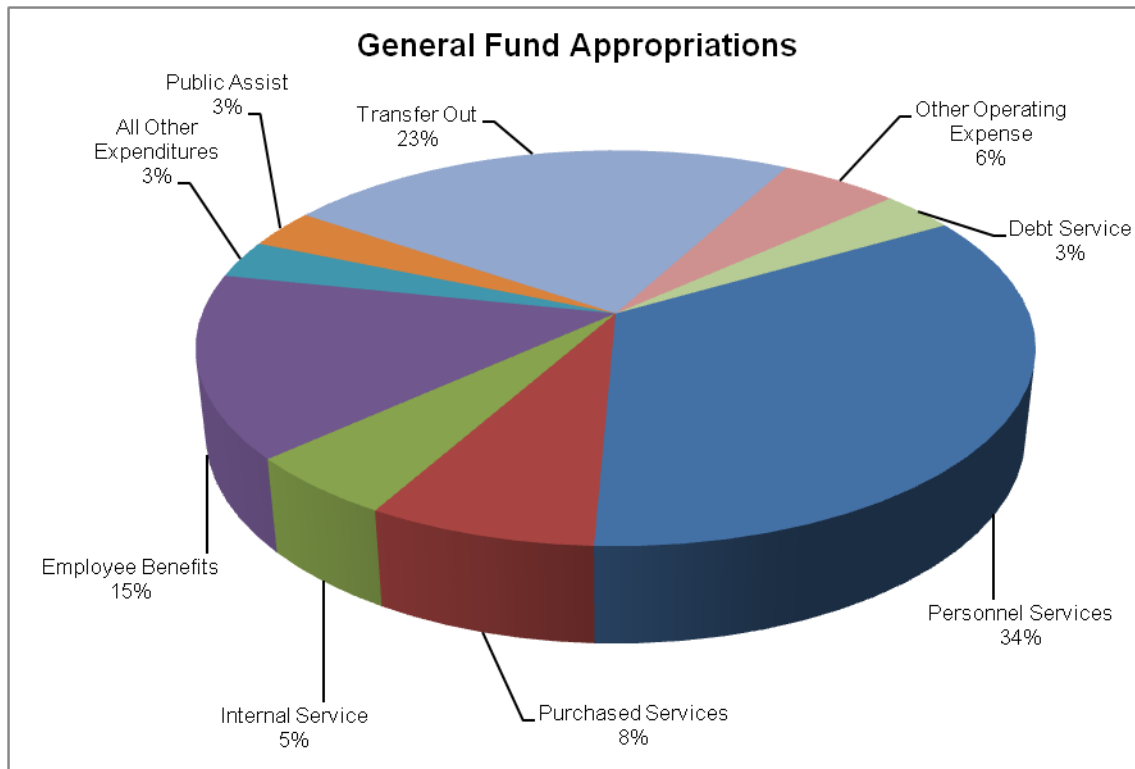
General Government	\$ 7,527,360	7%
Judicial Administration	\$ 5,355,900	5%
Public Safety	\$ 25,828,880	25%
Non-Departmental	\$ 9,194,710	9%
Community & Economic Development	\$ 1,227,940	1%
Public Works & Transportation	\$ 13,433,470	13%
Health and Welfare	\$ 8,671,770	9%
Parks, Recreation, & Cultural	\$ 4,593,360	5%
Transfer to Other Funds	\$ 6,097,430	6%
Support of Schools	\$ 19,760,610	19%
Support of Other Entities	\$ 1,107,770	1%
FUND TOTAL	\$102,799,200	100%



General Fund – FY 2012

Summary of Expenditures by Activity

Personnel Services	\$ 34,972,950	34%
Purchased Services	\$ 7,719,680	8%
Internal Service	\$ 5,257,190	5%
Employee Benefits	\$ 15,367,430	15%
All Other Expenditures	\$ 3,179,010	3%
Public Assist	\$ 3,278,360	3%
Transfer Out	\$ 24,022,290	24%
Other Operating Expense	\$ 5,552,100	5%
Debt Service	\$ 3,450,190	3%
FUND TOTAL	\$ 102,799,200	100%



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 River City TV.

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
Employee Benefits	\$ 3,060	\$ 3,060	\$ 3,060	\$ 3,060	\$ -
Purchased Services	\$ 8,613	\$ 3,130	\$ 3,000	\$ 3,000	\$ -
Internal Service	\$ 126	\$ 39	\$ 500	\$ 250	\$ (250)
Other Operating Expenses	\$ 42,547	\$ 29,844	\$ 43,300	\$ 31,800	\$ (11,500)
	\$ 94,346	\$ 76,073	\$ 89,860	\$ 78,110	\$ (11,750)

Authorized Part Time Personnel

FY 2011	FY 2012	
8	8	City Council
<u>8</u>	<u>8</u>	Authorized Positions

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.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ -
Employee Benefits	\$ 536	\$ 536	\$ 540	\$ 540	\$ -
Internal Service	\$ 90	\$ 80	\$ 100	\$ 100	\$ -
Other Operating Expenses	\$ 364	\$ 5	\$ 1,100	\$ 1,040	\$ (60)
	\$ 7,990	\$ 7,621	\$ 8,740	\$ 8,680	\$ (60)

Authorized Part Time Personnel

FY 2011	FY 2012	
1	1	Mayor
1	1	Authorized Positions

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.

Major Changes

- Public Information Officer has moved to Utilities
- The increase in Purchased Services is for the Effectiveness and Efficiency study

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 288,890	\$ 356,154	\$ 461,980	\$ 373,200	\$ (88,780)
Employee Benefits	\$ 48,884	\$ 58,005	\$ 83,570	\$ 70,750	\$ (12,820)
Purchased Services	\$ 30,912	\$ 4,777	\$ 14,000	\$ 80,000	\$ 66,000
Internal Service	\$ 14,770	\$ 2,429	\$ 3,000	\$ 11,800	\$ 8,800
Other Operating Expenses	\$ 28,712	\$ 26,944	\$ 43,430	\$ 28,050	\$ (15,380)
Capital Outlay	\$ 14,466	\$ 31,950	\$ -	\$ -	\$ -
	\$ 426,634	\$ 480,259	\$ 605,980	\$ 563,800	\$ (42,180)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	City Manager
1	1	Deputy City Manager
1	1	Management Analyst
1	0	Public Information Officer
1	1	Executive Assistant
1	1	Executive Secretary
<u>6</u>	<u>5</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
General Government

Office of the City Manager: Coalition for a Safe Danville - 0110602

City Council established the Coalition for a Safe Danville as a means of uniting community stakeholders, sharing information, developing strategies, engaging and informing the public, and undertaking coordinated, results-oriented crime prevention activities that will combat crime and earn public confidence that Danville is a safe community in which to live, visit, and conduct business.

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Purchased Services	\$ -	\$ 1,496	\$ 4,250	\$ 4,250	\$ -
Internal Service	\$ -	\$ 397	\$ 500	\$ 500	\$ -
Other Operating Expenses	\$ -	\$ 647	\$ 250	\$ 250	\$ -
	\$ -	\$ 2,540	\$ 5,000	\$ 5,000	\$ -

FY 2012 Adopted Budget
General Fund
General Government
Office of the City Manager: City Clerk - 0110603

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.

*This position has been under Finance: Director/Administration during previous fiscal years. For budgeting, it is a sub-activity of the City Manager's Office.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000
Employee Benefits	\$ -	\$ -	\$ -	\$ 6,830	\$ 6,830
Internal Service	\$ -	\$ -	\$ -	\$ 13,620	\$ 13,620
Other Operating Expenses	\$ -	\$ -	\$ -	\$ 7,200	\$ 7,200
	\$ -	\$ -	\$ -	\$ 62,650	\$ 62,650

<u>Authorized Positions</u>		
FY 2011	FY 2012	
1	1	City Clerk
<u>1</u>	<u>1</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
General Government
Human Resources - 0110901

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.

Major Changes

- The increase in Purchased Services is for health insurance consulting, for administration of grievances, and a Pay for Performance study
- The Human Resources department will assume some of the duties of the Occupational Health Office

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 346,139	\$ 294,366	\$ 336,870	\$ 329,750	\$ (7,120)
Employee Benefits	\$ 66,779	\$ 54,437	\$ 71,840	\$ 71,670	\$ (170)
Purchased Services	\$ 18,444	\$ 29,803	\$ 20,670	\$ 216,370	\$ 195,700
Internal Service	\$ 4,798	\$ 3,506	\$ 5,390	\$ 6,150	\$ 760
Other Operating Expenses	\$ 26,590	\$ 21,667	\$ 35,280	\$ 29,880	\$ (5,400)
Capital Outlay	\$ 2,088	\$ 524	\$ 700	\$ 3,200	\$ 2,500
	\$ 464,838	\$ 404,303	\$ 470,750	\$ 657,020	\$ 186,270

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Director of Human Resources
1	1	Human Resource Business Analyst
1	1	Organizational Development Specialist
2	2	Human Resource Specialist
1	1	Human Resource Technician
1	1	Secretary
<u>7</u>	<u>7</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
General Government
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).

Major Changes

- This office has been eliminated. Human Resources will assume the administrative work and the Fire Department will assume First Aid issues

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 70,651	\$ 70,460	\$ 74,250	\$ -	\$ (74,250)
Employee Benefits	\$ 10,668	\$ 10,784	\$ 11,640	\$ -	\$ (11,640)
Purchased Services	\$ 32,547	\$ 34,194	\$ 36,900	\$ -	\$ (36,900)
Internal Service	\$ 462	\$ 650	\$ 760	\$ -	\$ (760)
Other Operating Expenses	\$ 20,984	\$ 18,899	\$ 21,650	\$ -	\$ (21,650)
Capital Outlay	\$ 208	\$ -	\$ -	\$ -	\$ -
	\$ 135,520	\$ 134,987	\$ 145,200	\$ -	\$ (145,200)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	0	Occupational Health Nurse
1	0	Authorized Positions

FY 2012 Adopted Budget
General Fund
General Government
Finance: Budget Office - 0111501

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.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 65,741	\$ 65,741	\$ 65,750	\$ 65,750	\$ -
Employee Benefits	\$ 11,445	\$ 11,622	\$ 12,580	\$ 12,810	\$ 230
Purchased Services	\$ -	\$ 573	\$ -	\$ -	\$ -
Internal Service	\$ 5,964	\$ 5,333	\$ 6,000	\$ 6,000	\$ -
Other Operating Expenses	\$ 5,500	\$ 2,136	\$ 3,250	\$ 3,250	\$ -
Capital Outlay	\$ -	\$ 2,565	\$ -	\$ -	\$ -
	\$ 88,650	\$ 87,970	\$ 87,580	\$ 87,810	\$ 230

Authorized Fulltime Personnel

FY 2011	FY 2012	
<u>1</u>	<u>1</u>	Budget Director
1	1	Authorized Positions

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.

Major Changes

- The increase in Personnel Services is due to the transition of a part time employee into a previously authorized full time position

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 202,315	\$ 215,317	\$ 219,000	\$ 233,650	\$ 14,650
Employee Benefits	\$ 34,461	\$ 36,914	\$ 39,480	\$ 45,540	\$ 6,060
Purchased Services	\$ 26,903	\$ 2,873	\$ 14,050	\$ 14,050	\$ -
Internal Service	\$ 1,187	\$ 1,772	\$ 1,600	\$ 1,600	\$ -
Other Operating Expenses	\$ 21,157	\$ 19,906	\$ 25,340	\$ 22,780	\$ (2,560)
	\$ 286,023	\$ 276,782	\$ 299,470	\$ 317,620	\$ 18,150

<u>Authorized Fulltime Personnel</u>		
FY 2011	FY 2012	
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

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.

Major Changes

- The decrease is due to using this consultant on an "as needed" basis

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Purchased Services	\$ 65,119	\$ 50,855	\$ 50,000	\$ 15,000	\$ (35,000)
Other Operating Expenses	\$ 32,047	\$ 14,337	\$ 14,360	\$ 14,360	\$ -
	\$ 97,166	\$ 65,192	\$ 64,360	\$ 29,360	\$ (35,000)

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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Purchased Services	\$ 99,350	\$ 82,959	\$ 100,000	\$ 102,000	\$ 2,000
	\$ 99,350	\$ 82,959	\$ 100,000	\$ 102,000	\$ 2,000

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.

Major Changes

- The decrease in Personnel Services is due to the elimination of part time salaries

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 388,006	\$ 373,944	\$ 368,560	\$ 349,560	\$ (19,000)
Employee Benefits	\$ 72,005	\$ 71,214	\$ 71,570	\$ 69,740	\$ (1,830)
Purchased Services	\$ 4,211	\$ 6,203	\$ 8,450	\$ 8,450	\$ -
Internal Service	\$ 4,028	\$ 3,605	\$ 7,000	\$ 7,000	\$ -
Other Operating Expenses	\$ 16,270	\$ 17,647	\$ 23,500	\$ 24,410	\$ 910
Capital Outlay	\$ -	\$ 2,716	\$ 1,000	\$ 1,000	\$ -
	\$ 484,520	\$ 475,329	\$ 480,080	\$ 460,160	\$ (19,920)

Authorized Fulltime Personnel

FY 2011	FY 2012	
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

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

FY 2012 Adopted Budget
General Fund
General Government
Real Estate Assessment - 0113301

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 Tax Abatement of Rehabilitated Buildings Program; the Residential Subdivision Reimbursement Program; the Property Tax Exemption or Deferral and Reduced Residential Refuse Fee for the elderly or person found to be permanently and totally disabled program.

Major Changes

- The decrease in Personnel Services is due to retirement savings and holding a vacancy open

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 318,701	\$ 319,079	\$ 319,080	\$ 262,620	\$ (56,460)
Employee Benefits	\$ 55,956	\$ 56,858	\$ 61,030	\$ 51,860	\$ (9,170)
Purchased Services	\$ 603	\$ 482	\$ 1,600	\$ 1,600	\$ -
Internal Service	\$ 23,106	\$ 21,876	\$ 21,180	\$ 16,850	\$ (4,330)
Other Operating Expenses	\$ 18,421	\$ 5,463	\$ 17,300	\$ 7,680	\$ (9,620)
	\$ 416,787	\$ 403,758	\$ 420,190	\$ 340,610	\$ (79,580)

Authorized Fulltime Personnel

1	1	Real Estate Assessment Director
4	3	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>6</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
General Government
Board of Equalization - 0113303

The Real Estate Board of Equalization provides property owners an opportunity to appeal their real estate assessment values. State law requires the City to have a Board of Equalization each reassessment year. Currently the City is on even year biennial reassessment cycle. By law, the Board is composed of not less than three nor more than five members.

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 810	\$ -	\$ 1,800	\$ -	\$ (1,800)
Employee Benefits	\$ 62	\$ -	\$ 140	\$ -	\$ (140)
Purchased Services	\$ 117	\$ -	\$ 150	\$ -	\$ (150)
	\$ 989	\$ -	\$ 2,090	\$ -	\$ (2,090)

FY 2012 Adopted Budget
General Fund
General Government
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 Debt Set-Off 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.

Major Changes

- The decrease in Personnel Services is due to retirement savings
- The increase in Other Operating Expenses is for DMV stop fees for delinquent taxes

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 461,405	\$ 461,160	\$ 465,420	\$ 441,780	\$ (23,640)
Employee Benefits	\$ 79,990	\$ 80,457	\$ 86,760	\$ 83,740	\$ (3,020)
Purchased Services	\$ 52,077	\$ 24,604	\$ 44,660	\$ 47,090	\$ 2,430
Internal Service	\$ 13,297	\$ 16,058	\$ 13,120	\$ 14,670	\$ 1,550
Other Operating Expenses	\$ 115,090	\$ 118,242	\$ 115,500	\$ 123,270	\$ 7,770
Capital Outlay	\$ 349	\$ 3,671	\$ -	\$ -	\$ -
	\$ 722,208	\$ 704,192	\$ 725,460	\$ 710,550	\$ (14,910)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Central Collections Director
5	5	Collection Clerks
2	2	Senior Collections Clerk
1	1	Collections Supervisor
5	5	Cashier
<u>14</u>	<u>14</u>	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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 151,308	\$ 150,728	\$ 151,340	\$ 151,340	\$ -
Employee Benefits	\$ 30,745	\$ 30,324	\$ 31,090	\$ 31,090	\$ -
Purchased Services	\$ 561	\$ 93	\$ 450	\$ 450	\$ -
Internal Service	\$ 5,819	\$ 5,056	\$ 1,500	\$ 5,100	\$ 3,600
Other Operating Expenses	\$ 5,941	\$ 7,967	\$ 5,710	\$ 7,430	\$ 1,720
	\$ 194,374	\$ 194,168	\$ 190,090	\$ 195,410	\$ 5,320

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	City Treasurer
1	1	Chief Deputy
2	2	Combination of:
		Deputy I
		Deputy II
		Deputy III
<u>4</u>	<u>4</u>	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.

Major Changes

- The decrease in Personnel Services is due to the City Clerk position being moved to a dedicated line item and a Senior Account Clerk moving into this activity

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 145,995	\$ 145,995	\$ 146,000	\$ 129,750	\$ (16,250)
Employee Benefits	\$ 26,027	\$ 26,374	\$ 27,930	\$ 25,290	\$ (2,640)
Purchased Services	\$ 17,036	\$ 14,295	\$ 14,220	\$ -	\$ (14,220)
Internal Service	\$ 1,219	\$ 1,206	\$ 1,330	\$ 1,330	\$ -
Other Operating Expenses	\$ 22,430	\$ 20,226	\$ 20,250	\$ 8,790	\$ (11,460)
	\$ 212,707	\$ 208,096	\$ 209,730	\$ 165,160	\$ (44,570)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Director of Finance
1	0	City Clerk
0	1	Senior Account Clerk
<u>2</u>	<u>2</u>	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.

The Accounting Division prepares Consolidated Annual Financial Reports (CAFRs) for both the City and the Employees' Retirement and coordinates the audit of these reports with the City's 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-three consecutive years. It is the responsibility of this division to ensure the City's financial reporting continues to receive this prestigious award and to continually seek to improve the City's financial reporting.

Major Changes

- The decrease in Personnel Services is due to a Senior Account Clerk being moved to the Finance Administration activity and the retirement of a tenured employee
- An Accounting Supervisor position was reclassified to a Senior Accountant

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 572,070	\$ 566,182	\$ 487,610	\$ 465,490	\$ (22,120)
Employee Benefits	\$ 101,120	\$ 103,809	\$ 93,260	\$ 90,720	\$ (2,540)
Purchased Services	\$ 9,981	\$ 11,284	\$ 12,920	\$ 12,920	\$ -
Internal Service	\$ 6,647	\$ 7,252	\$ 7,330	\$ 5,930	\$ (1,400)
Other Operating Expenses	\$ 28,607	\$ 26,359	\$ 30,410	\$ 27,390	\$ (3,020)
Capital Outlay	\$ 1,167	\$ 1,299	\$ 750	\$ 750	\$ -
	\$ 719,592	\$ 716,185	\$ 632,280	\$ 603,200	\$ (29,080)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Assistant Director of Finance
1	-	Accounting Supervisor
1	1	Business Systems Accountant
3	3	Senior Accountant
1	1	Accountant
1	1	Payroll Clerk
2	1	Senior Account Clerk
2	2	Account Clerk
<u>12</u>	<u>10</u>	Authorized Positions

The Internal Audit function in the Finance Department ensures integrity and reliability of financial reporting and protection against fraud. The Internal Auditor also ensures that a minimum acceptable set of control activities are in place in each of the business units and functions. Internal control procedures will be regularly reviewed to identify weaknesses and/or gaps. When necessary, internal control improvements will be recommended with the goal of mitigating risk, increasing productivity, and streamlining business processes. Additionally, this function will routinely review the City's financial policies and procedures manuals, monitor compliance, and establish a process to adopt policies and procedures to changing business requirements.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ -	\$ -	\$ 69,760	\$ 69,760	\$ -
Employee Benefits	\$ -	\$ -	\$ 13,340	\$ 13,600	\$ 260
Other Operating Expenses	\$ -	\$ -	\$ 2,310	\$ 5,470	\$ 3,160
	\$ -	\$ -	\$ 85,410	\$ 88,830	\$ 3,420

<u>Total Fulltime Personnel</u>		
FY 2011	FY 2012	
1	1	Internal Auditor
<u>1</u>	<u>1</u>	Authorized Positions

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.

Major Changes

- The increases in this activity are due to Billing Services being moved into this activity from Information Technology

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 174,945	\$ 174,945	\$ 174,950	\$ 205,750	\$ 30,800
Employee Benefits	\$ 31,093	\$ 31,531	\$ 33,470	\$ 36,470	\$ 3,000
Purchased Services	\$ 205	\$ 119	\$ 1,200	\$ 1,200	\$ -
Internal Service	\$ 6,431	\$ 6,892	\$ 6,000	\$ 8,500	\$ 2,500
Other Operating Expenses	\$ 12,785	\$ 12,372	\$ 11,490	\$ 13,390	\$ 1,900
Capital Outlay	\$ 1,299	\$ -	\$ -	\$ 6,500	\$ 6,500
	\$ 226,758	\$ 225,859	\$ 227,110	\$ 271,810	\$ 44,700

<u>Authorized Fulltime Personnel</u>		
FY 2011	FY 2012	
1	1	Purchasing Director
1	1	Buyer
2	2	Purchasing Clerk
<u>4</u>	<u>4</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
General Government
Information Technology - 0115401

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.

Major Changes

- The decrease in Personnel Services is due to moving Billing Services to Purchasing
- The decrease in Purchased Services is due to maintenance service contract negotiations
- The decrease in Other Operating Expenses is due to a decrease in travel funding

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 1,187,391	\$ 1,196,008	\$ 1,210,840	\$ 1,179,970	\$ (30,870)
Employee Benefits	\$ 203,167	\$ 206,772	\$ 222,550	\$ 227,900	\$ 5,350
Purchased Services	\$ 851,701	\$ 856,427	\$ 1,002,050	\$ 842,580	\$ (159,470)
Internal Service	\$ 12,767	\$ 8,200	\$ 8,220	\$ 7,920	\$ (300)
Other Operating Expenses	\$ 80,076	\$ 58,218	\$ 66,430	\$ 54,360	\$ (12,070)
Capital Outlay	\$ 115,478	\$ 107,020	\$ 115,890	\$ 188,400	\$ 72,510
	\$ 2,450,580	\$ 2,432,645	\$ 2,625,980	\$ 2,501,130	\$ (124,850)

<u>Authorized Fulltime Personnel</u>		
FY 2011	FY 2012	
1	1	Director of Information Technology
1	1	Assistant Director of Information Technology
1	1	Application Support Supervisor
7	7	Combination of:
		Database Administrator
		Senior Database Administrator
		System Administrator
		Programmer/Analyst
1	1	Network Systems Engineer
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
19	19	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.

Major Changes

- The increases in this activity are to cover the cost for a primary election

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 40,000	\$ 52,254	\$ 41,900	\$ 86,500	\$ 44,600
Employee Benefits	\$ 737	\$ 728	\$ 750	\$ 750	\$ -
Purchased Services	\$ 2,617	\$ 2,952	\$ 3,890	\$ 4,010	\$ 120
Internal Service	\$ 2,911	\$ 2,554	\$ 3,200	\$ 3,750	\$ 550
Other Operating Expenses	\$ 31,301	\$ 29,700	\$ 36,260	\$ 45,550	\$ 9,290
	\$ 77,566	\$ 88,188	\$ 86,000	\$ 140,560	\$ 54,560

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.

Major Changes

- The increases in this activity are to cover the cost for a primary election

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 81,082	\$ 79,368	\$ 79,380	\$ 82,380	\$ 3,000
Employee Benefits	\$ 13,736	\$ 13,794	\$ 14,620	\$ 15,350	\$ 730
Purchased Services	\$ 1,134	\$ 265	\$ 1,200	\$ 1,200	\$ -
Internal Service	\$ 1,485	\$ 889	\$ 1,500	\$ 6,300	\$ 4,800
Other Operating Expenses	\$ 9,489	\$ 7,432	\$ 9,580	\$ 32,660	\$ 23,080
	\$ 106,926	\$ 101,748	\$ 106,280	\$ 137,890	\$ 31,610

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Registrar
1	1	Senior Office Assistant
<u>2</u>	<u>2</u>	Authorized Positions

*Note: Partially funded by State's Compensation Board

FY 2012 Adopted Budget
General Fund
Judicial Administration
Circuit Court - 0116301

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.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 129,437	\$ 125,351	\$ 145,740	\$ 140,570	\$ (5,170)
Employee Benefits	\$ 18,509	\$ 17,853	\$ 21,190	\$ 20,570	\$ (620)
Purchased Services	\$ 1,550	\$ 3,389	\$ 14,700	\$ 14,700	\$ -
Internal Service	\$ 2,008	\$ 2,647	\$ 3,000	\$ 3,000	\$ -
Other Operating Expenses	\$ 13,302	\$ 14,525	\$ 18,200	\$ 18,200	\$ -
Capital Outlay	\$ 5,037	\$ -	\$ 2,500	\$ 2,500	\$ -
	\$ 169,843	\$ 163,765	\$ 205,330	\$ 199,540	\$ (5,790)

<u>Authorized Fulltime Personnel</u>		
FY 2011	FY 2012	
1	1	Law Clerk
1	1	Judicial Assistant
1	1	Legal Secretary
<u>3</u>	<u>3</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Judicial Administration
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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Purchased Services	\$ 39,124	\$ 31,105	\$ 34,100	\$ 34,100	\$ -
Internal Service	\$ 640	\$ 540	\$ 300	\$ 300	\$ -
Other Operating Expenses	\$ 12,422	\$ 13,572	\$ 15,150	\$ 15,150	\$ -
Capital Outlay	\$ 5,588	\$ 1,587	\$ 1,300	\$ 1,300	\$ -
	\$ 57,774	\$ 46,804	\$ 50,850	\$ 50,850	\$ -

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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Internal Service	\$ 34	\$ 27	\$ 50	\$ 50	\$ -
Other Operating Expenses	\$ 555	\$ 85	\$ 950	\$ 950	\$ -
Capital Outlay	\$ 678	\$ 1,572	\$ 1,330	\$ 1,330	\$ -
	\$ 1,267	\$ 1,684	\$ 2,330	\$ 2,330	\$ -

FY 2012 Adopted Budget
General Fund
Judicial Administration
22nd District Court Service - 0117201

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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Purchased Services	\$ -	\$ -	\$ 200	\$ 200	\$ -
Internal Service	\$ 697	\$ 803	\$ 800	\$ 1,100	\$ 300
Other Operating Expenses	\$ 2,930	\$ 2,491	\$ 4,800	\$ 4,200	\$ (600)
Capital Outlay	\$ 4,408	\$ 985	\$ 1,200	\$ 1,500	\$ 300
	\$ 8,035	\$ 4,279	\$ 7,000	\$ 7,000	\$ -

FY 2012 Adopted Budget
General Fund
Judicial Administration
Juvenile and Domestic Relations Court Service - 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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Purchased Services	\$ 14,034	\$ 11,047	\$ 16,350	\$ 16,350	\$ -
Internal Service	\$ 625	\$ 338	\$ 800	\$ 800	\$ -
Other Operating Expenses	\$ 18,767	\$ 19,791	\$ 19,800	\$ 19,800	\$ -
Capital Outlay	\$ 10,206	\$ 155	\$ 500	\$ 500	\$ -
	\$ 43,632	\$ 31,331	\$ 37,450	\$ 37,450	\$ -

FY 2012 Adopted Budget
General Fund
Judicial Administration
Clerk of Circuit Court - 0117801

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.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 91,370	\$ 107,175	\$ 95,950	\$ 95,950	\$ -
Employee Benefits	\$ 98,693	\$ 93,734	\$ 94,890	\$ 95,110	\$ 220
Purchased Services	\$ 25,528	\$ 15,459	\$ 50,030	\$ 50,090	\$ 60
Internal Service	\$ 7,892	\$ 8,379	\$ 5,000	\$ 5,000	\$ -
Other Operating Expenses	\$ 30,351	\$ 27,955	\$ 21,750	\$ 21,250	\$ (500)
Capital Outlay	\$ 125	\$ 45	\$ 500	\$ 500	\$ -
	\$ 253,959	\$ 252,747	\$ 268,120	\$ 267,900	\$ (220)

Authorized Fulltime Personnel

FY 2011	FY 2012	
2	2	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.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 2,793,927	\$ 2,627,524	\$ 2,705,710	\$ 2,705,710	\$ -
Employee Benefits	\$ 609,217	\$ 681,627	\$ 648,790	\$ 648,790	\$ -
Purchased Services	\$ 18,195	\$ 19,316	\$ 20,710	\$ 21,370	\$ 660
Internal Service	\$ 106,963	\$ 115,839	\$ 118,640	\$ 115,900	\$ (2,740)
Other Operating Expenses	\$ 50,752	\$ 65,623	\$ 66,740	\$ 66,570	\$ (170)
Capital Outlay	\$ 4,539	\$ 2,041	\$ 6,050	\$ 6,050	\$ -
	\$ 3,583,593	\$ 3,511,970	\$ 3,566,640	\$ 3,564,390	\$ (2,250)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	City Sheriff
1	1	Lieutenant Colonel
1	1	Major
2	2	Captain
3	3	Lieutenant
60	60	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
4	4	Nurse
<u>77</u>	<u>77</u>	Authorized Positions

*Note: Nurses 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.

FY 2012 Adopted Budget
General Fund
Judicial Administration
Commonwealth Attorney - 0118401

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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 882,812	\$ 823,331	\$ 827,670	\$ 827,670	\$ -
Employee Benefits	\$ 177,664	\$ 162,455	\$ 172,060	\$ 172,060	\$ -
Purchased Services	\$ 1,307	\$ 973	\$ 12,280	\$ 11,750	\$ (530)
Internal Service	\$ 4,291	\$ 7,072	\$ 6,500	\$ 7,000	\$ 500
Other Operating Expenses	\$ 101,714	\$ 101,585	\$ 103,180	\$ 106,100	\$ 2,920
	\$ 1,167,788	\$ 1,095,416	\$ 1,121,690	\$ 1,124,580	\$ 2,890

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Commonwealth Attorney
10	9	Combination of:
		Asst. Commonwealth Attorney III
		Asst. Commonwealth Attorney II
		Asst. Commonwealth Attorney I
1	1	Administrative Assistant II
2	2	** Victim Witness Coordinator
6	6	Secretary
<u>20</u>	<u>19</u>	Authorized Positions

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

** Note: Grant Funded Positions

FY 2012 Adopted Budget
General Fund
Judicial Administration
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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 73,203	\$ 74,397	\$ 72,950	\$ 72,950	\$ -
Employee Benefits	\$ 14,797	\$ 15,216	\$ 15,010	\$ 15,010	\$ -
Internal Service	\$ 1,656	\$ 1,997	\$ 1,700	\$ 1,700	\$ -
Other Operating Expenses	\$ 9,523	\$ 9,179	\$ 10,200	\$ 10,200	\$ -
Capital Outlay	\$ -	\$ 1,644	\$ 2,000	\$ 2,000	\$ -
	\$ 99,179	\$ 102,433	\$ 101,860	\$ 101,860	\$ -

Authorized Fulltime Personnel

FY 2011	FY 2012	
3	3	Collections Clerk
3	3	Authorized Positions

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

FY 2012 Adopted Budget
General Fund
Public Safety Administration
Danville Police Department - 0119001

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.

Major Changes

- The decrease in Personnel Services is due to retirement savings
- The increase in Employee Benefits is due to retirement rate increases
- The increases in Purchased Services is due to maintenance service contracts
- The increase in Capital Outlay is for the purchase of communication equipment

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 5,922,910	\$ 5,964,727	\$ 6,219,710	\$ 6,058,650	\$ (161,060)
Employee Benefits	\$ 1,200,840	\$ 1,335,416	\$ 1,490,710	\$ 1,499,690	\$ 8,980
Purchased Services	\$ 222,233	\$ 218,039	\$ 166,060	\$ 204,360	\$ 38,300
Internal Service	\$ 32,065	\$ 37,384	\$ 27,970	\$ 30,670	\$ 2,700
Contribution Other Entity	\$ -	\$ 2,000	\$ -	\$ -	\$ -
Other Operating Expenses	\$ 534,830	\$ 518,809	\$ 560,010	\$ 559,040	\$ (970)
Capital Outlay	\$ 221,206	\$ 223,576	\$ 229,900	\$ 256,820	\$ 26,920
	\$ 8,134,084	\$ 8,299,951	\$ 8,694,360	\$ 8,609,230	\$ (85,130)

Authorized Fulltime Personnel

FY 2011	FY 2012	
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
91	88	Combination of:
		*Police Officer
		Senior Investigator
2	1	Animal Control Officers
1	0	Parking Attendant
3	3	Police Records Clerk
1	1	Senior Secretary
3	3	Secretary
<hr/> 146	<hr/> 141	Authorized Positions

*Note: One position funded by School Board

Positions funded by CDBG Funds up to maximum funding of \$62,225

FY 2012 Adopted Budget
General Fund
Public Safety Administration
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.

	<u>Expenditures</u>				Increase/ (Decrease)
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	
Personnel Services	\$ 840	\$ 980	\$ 1,000	\$ 1,000	\$ -
	\$ 840	\$ 980	\$ 1,000	\$ 1,000	\$ -

FY 2012 Adopted Budget
General Fund
Public Safety Administration
City Jail - 0118201

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.

Major Changes

- The increases in Personnel Services is an adjustment to the part time salary to reflect actual hours worked

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 32,778	\$ 37,321	\$ 31,350	\$ 41,690	\$ 10,340
Employee Benefits	\$ 2,434	\$ 2,817	\$ 2,400	\$ 3,190	\$ 790
Purchased Services	\$ 83,322	\$ 120,510	\$ 88,710	\$ 89,440	\$ 730
Internal Service	\$ 263,907	\$ 274,600	\$ 252,000	\$ 252,000	\$ -
Other Operating Expenses	\$ 780,403	\$ 819,547	\$ 638,210	\$ 638,550	\$ 340
Capital Outlay	\$ 29,892	\$ 21,910	\$ 38,260	\$ 38,260	\$ -
	\$ 1,192,736	\$ 1,276,705	\$ 1,050,930	\$ 1,063,130	\$ 12,200

FY 2012 Adopted Budget
General Fund
Public Safety Administration
Fire Department - 0119001, -02

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 holds an ISO-Class 2 Rating and 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 Technical Rescue Team.

Major Changes

- The increase in Personnel Services is related to salary adjustments for promotions
- The increase in Employee Benefits is for the retirement rate increase

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 5,455,316	\$ 5,420,937	\$ 5,486,850	\$ 5,523,810	\$ 36,960
Employee Benefits	\$ 1,180,529	\$ 1,509,439	\$ 1,267,480	\$ 1,305,510	\$ 38,030
Purchased Services	\$ 150,765	\$ 147,404	\$ 162,390	\$ 166,570	\$ 4,180
Internal Service	\$ 342,261	\$ 348,768	\$ 347,770	\$ 348,380	\$ 610
Other Operating Expenses	\$ 228,953	\$ 180,199	\$ 208,440	\$ 212,940	\$ 4,500
Capital Outlay	\$ 51,350	\$ 42,244	\$ 24,000	\$ 24,000	\$ -
	\$ 7,409,174	\$ 7,648,991	\$ 7,496,930	\$ 7,581,210	\$ 84,280

<u>Authorized Fulltime Personnel</u>		
FY 2011	FY 2012	
1	1	Fire Chief
3	2	Assistant Fire Chief
-	6	Battalion Chief
1	-	Battalion Chief of Fire Training and Safety
1	-	Battalion Chief of Emergency Medical Svcs & Safety
1	-	Fire Marshall
1	2	Assistant Fire Marshall
3	-	Fire Captain /Headquarters
18	21	Fire Captain
3	3	Fire Lt./Asst. Training Officer
87	87	Combination of: Fire Fighter/Engineer Fire Fighter
1	1	Senior Secretary
<u>123</u>	<u>123</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Public Safety Administration
Police: Adult Detention - 012721

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.

Major Changes

- The increases in Personnel Services is related to a decrease in full time salary and an increase in part time salaries
- The increase in Employee Benefits is for the retirement rate increase
- Additional decreases are seen in motor pool usage, building maintenance, and uniforms

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 1,410,098	\$ 1,357,207	\$ 1,526,530	\$ 1,540,090	\$ 13,560
Employee Benefits	\$ 237,083	\$ 231,276	\$ 278,690	\$ 283,500	\$ 4,810
Purchased Services	\$ 189,914	\$ 170,800	\$ 181,250	\$ 176,110	\$ (5,140)
Internal Service	\$ 228,691	\$ 231,726	\$ 220,380	\$ 213,620	\$ (6,760)
Contribution Other Entity	\$ -	\$ 2	\$ -	\$ -	\$ -
Other Operating Expenses	\$ 460,128	\$ 457,739	\$ 442,500	\$ 438,600	\$ (3,900)
Capital Outlay	\$ 17,921	\$ 4,489	\$ 15,600	\$ 15,600	\$ -
	\$ 2,543,835	\$ 2,453,239	\$ 2,664,950	\$ 2,667,520	\$ 2,570

Authorized Fulltime Personnel

FY 2011	FY 2012	
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
5	5	Correctional Lieutenant
19	19	Correctional Officer
2	2	Senior Account Clerk
<u>36</u>	<u>36</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Public Safety Administration
Police: Juvenile Detention - 0120821

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, nutritional, 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, ages 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.

Major Changes

- The decrease in Personnel Services is the elimination of vacancies

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 1,668,136	\$ 1,557,882	\$ 1,754,590	\$ 1,690,310	\$ (64,280)
Employee Benefits	\$ 299,023	\$ 272,294	\$ 327,620	\$ 324,470	\$ (3,150)
Purchased Services	\$ 157,175	\$ 150,631	\$ 204,160	\$ 201,250	\$ (2,910)
Internal Service	\$ 137,605	\$ 136,922	\$ 145,940	\$ 144,800	\$ (1,140)
Other Operating Expenses	\$ 259,918	\$ 270,358	\$ 358,360	\$ 352,120	\$ (6,240)
Cost Allocation	\$ 387,244	\$ 403,492	\$ 439,690	\$ 475,130	\$ 35,440
Capital Outlay	\$ 40,932	\$ 73,619	\$ 25,050	\$ 34,140	\$ 9,090
Debt Service	\$ 546,866	\$ 542,866	\$ 542,870	\$ 542,870	\$ -
	\$ 3,496,899	\$ 3,408,064	\$ 3,798,280	\$ 3,765,090	\$ (33,190)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Juvenile Detention Director
1	1	Assistant Juvenile Detention Director
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	28	Youth Care Worker
5	5	Senior Youth Care Worker
2	-	Juvenile Detention Recreation Specialist
1	-	Laundry Worker
1	1	Building Maintenance Mechanic
1	1	Custodian
2	2	Secretary
1	1	Senior Account Clerk
<hr/> 58	<hr/> 49	Authorized Positions

*Note: Grant Funded/Partially Grant Funded Positions

FY 2012 Adopted Budget
General Fund
Public Safety Administration
Juvenile 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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ -	\$ 23,600	\$ -	\$ -	\$ -
Employee Benefits	\$ -	\$ 1,805	\$ -	\$ -	\$ -
Purchased Services	\$ 36,723	\$ 72	\$ 45,500	\$ 47,840	\$ 2,340
	\$ 36,723	\$ 25,477	\$ 45,500	\$ 47,840	\$ 2,340

FY 2012 Adopted Budget
General Fund
Public Safety Administration
Emergency Services - 0122901

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.

*The Commonwealth of Virginia supplements the Direction of Emergency Services salary

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 82,722	\$ 84,946	\$ 90,100	\$ 89,440	\$ (660)
Employee Benefits	\$ 13,649	\$ 15,027	\$ 17,240	\$ 17,440	\$ 200
Purchased Services	\$ 19,679	\$ 22,615	\$ 24,620	\$ 24,620	\$ -
Internal Service	\$ 33,471	\$ 22,312	\$ 17,430	\$ 17,590	\$ 160
Other Operating Expenses	\$ 33,742	\$ 25,599	\$ 32,720	\$ 28,670	\$ (4,050)
Capital Outlay	\$ 16,513	\$ 6,927	\$ 5,000	\$ 4,000	\$ (1,000)
	\$ 199,776	\$ 177,426	\$ 187,110	\$ 181,760	\$ (5,350)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Director of Emergency Services
1	1	Senior Secretary
<u>2</u>	<u>2</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Public Safety Administration
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 their callers before emergency personnel arrive.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 602,268	\$ 656,813	\$ 774,140	\$ 774,040	\$ (100)
Employee Benefits	\$ 97,039	\$ 109,649	\$ 134,420	\$ 136,780	\$ 2,360
Purchased Services	\$ 37,303	\$ 31,897	\$ 54,580	\$ 54,580	\$ -
Internal Service	\$ 10,977	\$ 8,994	\$ 9,580	\$ 7,360	\$ (2,220)
Other Operating Expenses	\$ 89,064	\$ 72,149	\$ 72,940	\$ 71,880	\$ (1,060)
Capital Outlay	\$ 56,295	\$ 24,843	\$ 13,200	\$ 11,200	\$ (2,000)
	\$ 892,946	\$ 904,345	\$ 1,058,860	\$ 1,055,840	\$ (3,020)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Assistant Director of Emergency Services
4	4	Emergency Services Telecommunications Supvr.
16	16	Emergency Services Telecommunicator
<u>21</u>	<u>21</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Public Safety Administration
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, plumbing, amusement device, and sign permits. In addition to issuing such permits, the inspectors perform inspections on work completed during the construction process. The Maintenance Code/RHIP process involves inspecting existing properties to verify their compliance with Virginia Uniform Statewide Building and Maintenance Codes and City Ordinances.

Major Changes

- The increase in Personnel Services is due to a Cost Estimator position moving from the CDBG Fund to the General Fund
- The increase in Other Operating Expenses is due to increase funding for demolitions

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 418,749	\$ 411,974	\$ 426,470	\$ 462,690	\$ 36,220
Employee Benefits	\$ 74,128	\$ 73,881	\$ 81,570	\$ 90,170	\$ 8,600
Purchased Services	\$ 19,529	\$ 24,120	\$ 30,320	\$ 31,180	\$ 860
Internal Service	\$ 57,683	\$ 46,475	\$ 45,130	\$ 52,710	\$ 7,580
Other Operating Expenses	\$ 67,094	\$ 114,462	\$ 75,050	\$ 219,510	\$ 144,460
Capital Outlay	\$ -	\$ 1,051	\$ -	\$ -	\$ -
	\$ 637,183	\$ 671,963	\$ 658,540	\$ 856,260	\$ 197,720

Authorized Fulltime Personnel

FY 2011	FY 2012	
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
5	5	Cost Estimator/Inspector
1	1	Permit Clerk
<u>13</u>	<u>13</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Public Works and Transportation
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.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 212,165	\$ 218,362	\$ 222,130	\$ 221,910	\$ (220)
Employee Benefits	\$ 29,926	\$ 31,460	\$ 33,740	\$ 34,210	\$ 470
Purchased Services	\$ 73,071	\$ 61,859	\$ 69,080	\$ 69,510	\$ 430
Internal Service	\$ 89,463	\$ 94,835	\$ 95,260	\$ 97,200	\$ 1,940
Other Operating Expenses	\$ 52,203	\$ 47,513	\$ 60,060	\$ 59,330	\$ (730)
Capital Outlay	\$ 9,643	\$ -	\$ 600	\$ -	\$ (600)
	\$ 466,471	\$ 454,029	\$ 480,870	\$ 482,160	\$ 1,290

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Clerical Supervisor
1	1	Assistant Director of Transportation
2	2	Airport Maintenance/Security Technician
<u>4</u>	<u>4</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Public Works and Transportation
Transportation Services: Amtrak Station - 0124102

The Transportation Services Departments oversees the security contract of the Amtrak facility at the Crossing at the Dan, including the Amtrak Lobby, all buildings of the Danville Science Center, Passenger Loading Platforms, the grounds and pedestrian bridge, the Community Market, Pepsi Building, and other facilities at the complex. This provides a uniformed, unarmed security officer for the hours between 11pm and 7am, seven days a week. Amtrak and the Commonwealth of Virginia on behalf of the Danville Science Center provide a partial reimbursement to the City for their share of the service.

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Purchased Services	\$ -	\$ 33,239	\$ 34,730	\$ 36,000	\$ 1,270
	\$ -	\$ 33,239	\$ 34,730	\$ 36,000	\$ 1,270

FY 2012 Adopted Budget
General Fund
Public Works and Transportation
Public Works: Administration - 01253---

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.

Major Changes

- The decrease in Personnel Services is due to the Horticulturalist position moving from the General Fund to a Special Revenue Fund

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 547,936	\$ 549,154	\$ 535,150	\$ 455,150	\$ (80,000)
Employee Benefits	\$ 101,716	\$ 101,417	\$ 101,870	\$ 88,200	\$ (13,670)
Purchased Services	\$ 86,919	\$ 98,927	\$ 94,580	\$ 94,210	\$ (370)
Internal Service	\$ 80,069	\$ 89,122	\$ 90,440	\$ 87,860	\$ (2,580)
Other Operating Expenses	\$ 61,645	\$ (13,667)	\$ 63,840	\$ 62,930	\$ (910)
	\$ 878,285	\$ 824,953	\$ 885,880	\$ 788,350	\$ (97,530)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Director of Public Works
1	1	Office Assistant/Dispatcher
1	1	Director of Public Works
1	1	Administration Division Director
1	-	Code Enforcement Inspector (Moved to Sanitation Fund)
1	1	*Horticulturist Supervisor
2	2	Senior Account Clerk
2	2	Account Clerk
1	1	Clerical Supervisor
1	1	Senior Secretary
<u>11</u>	<u>10</u>	Authorized Positions

*Funded by Special Revenue

FY 2011	FY 2012	
1	1	Warehouse
2	2	Senior Account Clerk
2	2	Warehouse Stock Clerk
<u>3</u>	<u>3</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Public Works and Transportation
Public Works: Engineering - 01244---

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.

Major Changes

- The decrease in Personnel Services is due to a portion of salaries moving to the sewer Capital Projects and an elimination of a position

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 874,366	\$ 865,600	\$ 872,030	\$ 789,350	\$ (82,680)
Employee Benefits	\$ 161,165	\$ 159,234	\$ 164,850	\$ 151,110	\$ (13,740)
Purchased Services	\$ 31,518	\$ 40,000	\$ 13,550	\$ 12,590	\$ (960)
Internal Service	\$ 171,665	\$ 178,311	\$ 161,870	\$ 166,120	\$ 4,250
Other Operating Expenses	\$ 115,260	\$ 120,731	\$ 131,430	\$ 130,210	\$ (1,220)
Capital Outlay	\$ 89,990	\$ 294,867	\$ 200,500	\$ 200,500	\$ -
	\$ 1,443,964	\$ 1,658,743	\$ 1,544,230	\$ 1,449,880	\$ (94,350)

Authorized Fulltime Personnel

FY 2011	FY 2012	Public Works Engineering
1	1	Assistant Director of P/W - City Engineer
1	2	Public Works Chief Engineer
3	2	Public Works Project Engineer
2	1	Engineering Technician
3	3	Combination of: Survey Party Supervisor Construction Inspections Supervisor Construction Inspector
<hr/> 10	<hr/> 9	Authorized Positions

FY 2011	FY 2012	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

FY 2012 Adopted Budget
General Fund
Public Works and Transportation
Public Works: Buildings and Grounds - 0125---

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.

Major Changes

- The decrease in Personnel Services is due to turnover and a position elimination
- The decrease in Internal Service is due to a decrease in motor pool funding

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 1,029,423	\$ 978,311	\$ 1,139,060	\$ 1,092,250	\$ (46,810)
Employee Benefits	\$ 206,506	\$ 186,196	\$ 210,700	\$ 205,440	\$ (5,260)
Purchased Services	\$ 542,529	\$ 567,526	\$ 619,160	\$ 625,620	\$ 6,460
Internal Service	\$ 1,111,345	\$ 1,029,659	\$ 998,000	\$ 973,640	\$ (24,360)
Other Operating Expenses	\$ 193,245	\$ 187,843	\$ 214,460	\$ 225,540	\$ 11,080
Capital Outlay	\$ 139,701	\$ 17,633	\$ 26,450	\$ 26,490	\$ 40
	\$ 3,222,749	\$ 2,967,168	\$ 3,207,830	\$ 3,148,980	\$ (58,850)

Authorized Fulltime Personnel

FY 2011	FY 2012	Maintenance of Buildings and Facilities
1	1	Buildings & Grounds Division Director
1	1	Building Maintenance Supt.
8	7	Building Maintenance Mechanic
1	1	Custodian Supervisor
1	1	Senior Custodian
8	8	Custodian
<u>20</u>	<u>19</u>	Authorized Positions

FY 2011	FY 2012	Maintenance of Public Grounds
1	1	Grounds Maintenance 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
<u>16</u>	<u>16</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Public Works and Transportation
Public Works: Streets - 01247---

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.

Major Changes

- The decrease in Personnel Services is due to the elimination of two positions
- The increase in this activity is related to an increase in revenues from the Virginia Department of Transportation

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 1,092,647	\$ 1,108,565	\$ 1,394,050	\$ 1,354,290	\$ (39,760)
Employee Benefits	\$ 219,804	\$ 210,460	\$ 252,410	\$ 247,220	\$ (5,190)
Purchased Services	\$ 3,836,896	\$ 3,004,135	\$ 3,155,930	\$ 3,370,930	\$ 215,000
Internal Service	\$ 1,739,406	\$ 1,980,034	\$ 1,878,050	\$ 1,928,080	\$ 50,030
Other Operating Expenses	\$ 524,950	\$ 520,123	\$ 567,500	\$ 612,580	\$ 45,080
Capital Outlay	\$ 14,540	\$ 12,109	\$ 15,000	\$ 15,000	\$ -
	\$ 7,428,243	\$ 6,835,426	\$ 7,262,940	\$ 7,528,100	\$ 265,160

Authorized Fulltime Personnel

FY 2011	FY 2012	Public Works Street Maintenance
1	1	Street Division Director
2	2	General Supervisor
3	3	Crew Supervisor
19	17	Combination of"
		Motor Equipment Operator III
		Motor Equipment Operator II
		Motor Equipment Operator I
9	8	Construction Worker
-	1	Groundskeeper
6	6	Public Service Worker
<u>40</u>	<u>38</u>	Authorized Positions
 FY 2011	 FY 2012	 Public Works Street Cleaning
7	7	Combination of:
		Motor Equipment Operator I
		Motor Equipment Operator II
<u>7</u>	<u>7</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Health and Welfare
Human Services: Director/Administration - 0128601

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.

Major Changes

- This department has been eliminated

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 129,567	\$ 129,211	\$ 129,220	\$ -	\$ (129,220)
Employee Benefits	\$ 22,819	\$ 23,046	\$ 24,720	\$ -	\$ (24,720)
Purchased Services	\$ -	\$ 42	\$ -	\$ -	\$ -
Internal Service	\$ 2,283	\$ 3,785	\$ 3,600	\$ -	\$ (3,600)
Other Operating Expenses	\$ 7,364	\$ 7,721	\$ 10,680	\$ -	\$ (10,680)
Capital Outlay	\$ 118	\$ 799	\$ -	\$ -	\$ -
	\$ 162,151	\$ 164,604	\$ 168,220	\$ -	\$ (168,220)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	0	Director of Human Services
1	0	Senior Secretary
<u>2</u>	<u>0</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Health and Welfare
Community Development: Social Services – 0128921, -24 -25

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 encourages 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, Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (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 and SNAPET), 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).

Major Changes

- The decrease in this activity reflects a reduction in State funding

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 3,203,596	\$ 3,297,845	\$ 3,555,050	\$ 3,320,350	\$ (234,700)
Employee Benefits	\$ 863,768	\$ 937,193	\$ 935,420	\$ 1,045,970	\$ 110,550
Purchased Services	\$ 177,616	\$ 203,303	\$ 169,000	\$ 171,000	\$ 2,000
Internal Service	\$ 159,804	\$ 134,901	\$ 175,200	\$ 143,540	\$ (31,660)
Public Assistance	\$ 3,862,128	\$ 3,260,407	\$ 4,060,710	\$ 3,278,360	\$ (782,350)
Other Operating Expenses	\$ 159,004	\$ 180,477	\$ 210,730	\$ 180,390	\$ (30,340)
Contribution - Other Entity	\$ 11,260	\$ -	\$ -	\$ -	\$ -
Cost Allocation	\$ 348,601	\$ 415,612	\$ 383,470	\$ 420,160	\$ 36,690
Capital Outlay	\$ 21,821	\$ 16,648	\$ 79,380	\$ 10,500	\$ (68,880)
Debt Service	\$ 230,475	\$ 231,565	\$ 232,070	\$ 36,500	\$ (195,570)
	\$ 9,038,073	\$ 8,677,951	\$ 9,801,030	\$ 8,606,770	\$(1,194,260)

FY 2012 Adopted Budget
General Fund
Health and Welfare
Community Development: Social Services – 0128921, -24 -25

<u>Authorized Fulltime Personnel</u>		
FY 2011	FY 2012	
1	1	Social Services Director
1	1	Chief Social Services 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	1	Employment Service Aide
10	8	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
33	33	*Eligibility Worker
2	2	Senior Account Clerk
1	1	Accountant
1	1	Senior Secretary
3	3	Senior Office Assistant
10	10	Office Assistant
102	98	Authorized Positions

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

FY 2012 Adopted Budget
General Fund
Health and Welfare
Property Tax Relief for the Elderly/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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Other Operating Expenses	\$ 55,468	\$ 53,311	\$ 70,000	\$ 65,000	\$ (5,000)
	\$ 55,468	\$ 53,311	\$ 70,000	\$ 65,000	\$ (5,000)

FY 2012 Adopted Budget
General Fund
Parks, Recreation, and Culture
Parks, Recreation, and Tourism: Administration – 01292-

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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 209,636	\$ 210,797	\$ 214,590	\$ 224,010	\$ 9,420
Employee Benefits	\$ 37,255	\$ 37,422	\$ 40,320	\$ 41,690	\$ 1,370
Purchased Services	\$ 91,811	\$ 78,689	\$ 109,190	\$ 140,170	\$ 30,980
Internal Service	\$ 47,721	\$ 41,234	\$ 38,550	\$ 37,660	\$ (890)
Other Operating Expenses	\$ 48,014	\$ 48,043	\$ 51,350	\$ 51,040	\$ (310)
Capital Outlay	\$ 12,080	\$ 7,239	\$ 6,000	\$ 6,000	\$ -
	\$ 446,517	\$ 423,424	\$ 460,000	\$ 500,570	\$ 40,570

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Director of Parks, Recreation & Tourism
1	1	Project Account Manager
1	1	Senior Secretary
<u>3</u>	<u>3</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Parks, Recreation, and Culture
Parks, Recreation, and Tourism: Community Recreation – 01295--,

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.

Major Changes

- The increase in Purchased Services is for program leaders for activities. The increase is offset by a revenue.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 552,301	\$ 583,653	\$ 606,280	\$ 523,040	\$ (83,240)
Employee Benefits	\$ 69,044	\$ 71,903	\$ 76,710	\$ 66,310	\$ (10,400)
Purchased Services	\$ 36,697	\$ 62,451	\$ 19,530	\$ 53,430	\$ 33,900
Internal Service	\$ 17,999	\$ 23,680	\$ 18,510	\$ 21,980	\$ 3,470
Other Operating Expenses	\$ 73,081	\$ 94,225	\$ 77,010	\$ 76,020	\$ (990)
Capital Outlay	\$ 5,917	\$ 3,875	\$ 9,240	\$ 9,240	\$ -
	\$ 755,039	\$ 839,787	\$ 807,280	\$ 750,020	\$ (57,260)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Office Assistant
3	2	Custodian
5	5	Program Director
0	1	Director of Community Recreation
1	0	Assistant Director of Parks, Recreation & Tourism
<u>10</u>	<u>9</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Parks, Recreation, and Culture
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.

Major Changes

- The decrease in Personnel Services is for moving an employee from the General Fund to a grant fund
- The increase in Authorized Positions comes from the elimination of the Tourism division and a refocusing of efforts onto special events and activities.

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 308,754	\$ 295,261	\$ 349,790	\$ 332,850	\$ (16,940)
Employee Benefits	\$ 41,906	\$ 38,923	\$ 50,440	\$ 43,000	\$ (7,440)
Purchased Services	\$ 46,258	\$ 44,570	\$ 46,880	\$ 59,010	\$ 12,130
Internal Service	\$ 10,216	\$ 27,112	\$ 39,980	\$ 27,560	\$ (12,420)
Other Operating Expenses	\$ 37,382	\$ 37,835	\$ 47,820	\$ 54,880	\$ 7,060
Capital Outlay	\$ 693	\$ 1,375	\$ 1,500	\$ 2,000	\$ 500
	\$ 445,209	\$ 445,076	\$ 536,410	\$ 519,300	\$ (17,110)

Authorized Fulltime Personnel

FY 2011	FY 2012	
2	2	Custodian
1	1	*Program Director
1	1	*Special Population Assistant
0	1	Director of Special Recreation
1	1	Special Events Coordinator
1	1	Recreation Grants Specialist
6	7	Authorized Positions

*Note: Two grant funded positions (2 Program Director - funded 100%) 1 position partially grant-funded (Special Population Assistant)

FY 2012 Adopted Budget
General Fund
Parks, Recreation, and Culture
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.

Major Changes

- The increase in Purchased Services is for program leaders for activities. The increase is offset by a revenue.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 142,058	\$ 145,390	\$ 153,750	\$ 159,370	\$ 5,620
Employee Benefits	\$ 19,160	\$ 19,770	\$ 24,930	\$ 25,550	\$ 620
Purchased Services	\$ 6,267	\$ 5,837	\$ 6,420	\$ 13,620	\$ 7,200
Internal Service	\$ 13,182	\$ 10,902	\$ 7,940	\$ 8,020	\$ 80
Other Operating Expenses	\$ 25,206	\$ 20,659	\$ 26,680	\$ 27,110	\$ 430
Capital Outlay	\$ 856	\$ 471	\$ 430	\$ 430	\$ -
	\$ 206,729	\$ 203,029	\$ 220,150	\$ 234,100	\$ 13,950

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Director of Outdoor Recreation
1	1	Assist. Athletic/Outdoor Program Coordinator
1	1	Recreation Program Supervisor
<u>3</u>	<u>3</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Parks, Recreation, and Culture
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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 161,455	\$ 179,471	\$ 191,180	\$ 241,480	\$ 50,300
Employee Benefits	\$ 19,594	\$ 22,885	\$ 24,770	\$ 28,100	\$ 3,330
Purchased Services	\$ 1,136	\$ 61	\$ 450	\$ 450	\$ -
Internal Service	\$ 6,551	\$ 8,486	\$ 9,650	\$ 9,330	\$ (320)
Other Operating Expenses	\$ 42,750	\$ 32,343	\$ 43,970	\$ 45,640	\$ 1,670
Capital Outlay	\$ -	\$ -	\$ 650	\$ 650	\$ -
	\$ 231,486	\$ 243,246	\$ 270,670	\$ 325,650	\$ 54,980

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Director of Athletics
1	1	Assist. Athletic/Outdoor Program Coordinator
<u>2</u>	<u>2</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Parks, Recreation, and Culture
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.

Major Changes

- This division has been eliminated. The efforts on special events and programs will be handled by a Special Events Coordinator in another Parks, Recreation, and Tourism division.

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 78,070	\$ 76,492	\$ 75,570	\$ -	\$ (75,570)
Employee Benefits	\$ 11,248	\$ 11,328	\$ 11,770	\$ -	\$ (11,770)
Purchased Services	\$ 103,321	\$ 102,382	\$ 104,130	\$ -	\$ (104,130)
Internal Service	\$ 1,802	\$ 3,101	\$ 1,070	\$ -	\$ (1,070)
Contribution Other Entity	\$ 15,000	\$ -	\$ -	\$ -	\$ -
Other Operating Expenses	\$ 21,963	\$ 20,995	\$ 21,380	\$ -	\$ (21,380)
Capital Outlay	\$ 500	\$ -	\$ -	\$ -	\$ -
	\$ 231,904	\$ 214,298	\$ 213,920	\$ -	\$ (213,920)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	0	Assistant Director of Tourism
1	0	Director of Tourism
<u>2</u>	<u>0</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Parks, Recreation, and Culture
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.

Major Changes

- The decrease in Internal Service is a reduction in the use of motor pool

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 435,994	\$ 467,057	\$ 489,500	\$ 477,020	\$ (12,480)
Employee Benefits	\$ 65,662	\$ 69,889	\$ 78,120	\$ 76,790	\$ (1,330)
Purchased Services	\$ 114,455	\$ 94,884	\$ 95,680	\$ 96,430	\$ 750
Internal Service	\$ 344,042	\$ 331,321	\$ 344,090	\$ 337,920	\$ (6,170)
Other Operating Expenses	\$ 114,774	\$ 113,737	\$ 110,490	\$ 109,740	\$ (750)
Capital Outlay	\$ 21,331	\$ 22,624	\$ 21,940	\$ 21,940	\$ -
	\$ 1,096,258	\$ 1,099,512	\$ 1,139,820	\$ 1,119,840	\$ (19,980)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Director of Parks Maintenance
3	2	Crew Supervisor
8	9	Combination of:
		Motor Equipment Operator I
		Groundskeeper
		Park Maintenance Technician
		Public Service Worker/Operator
<hr/> 12	<hr/> 12	Authorized Positions

FY 2012 Adopted Budget
General Fund
Parks, Recreation, and Culture
Parks, Recreation, and Tourism: Public Library - 0132221

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.

Major Changes

- This division has been moved to Parks, Recreation, and Tourism from Human Services
- The decrease in Personnel Services is due to staff changes

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 537,366	\$ 496,247	\$ 598,260	\$ 562,720	\$ (35,540)
Employee Benefits	\$ 85,866	\$ 79,445	\$ 98,830	\$ 94,480	\$ (4,350)
Purchased Services	\$ 41,218	\$ 30,097	\$ 31,130	\$ 26,810	\$ (4,320)
Internal Service	\$ 94,777	\$ 97,306	\$ 84,900	\$ 85,660	\$ 760
Other Operating Expenses	\$ 274,247	\$ 255,325	\$ 289,280	\$ 282,330	\$ (6,950)
Cost Allocation	\$ 97,766	\$ 47,329	\$ 51,170	\$ 66,060	\$ 14,890
Capital Outlay	\$ 1,324	\$ 8,200	\$ 7,170	\$ -	\$ (7,170)
	\$ 1,132,564	\$ 1,013,949	\$ 1,160,740	\$ 1,118,060	\$ (42,680)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Library Director
1	1	Acquisitions/Reference Librarian
1	1	Children's Information Specialist
1	1	Circulation Librarian
1	1	Technical Services Supervisor
2	2	Reference Information Specialist
5	5	Information Specialist
1	1	Secretary
<u>13</u>	<u>13</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Parks, Recreation, and Culture
Parks, Recreation, and Tourism: Law Library - 0132206

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. This activity is revenue-funded.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 20,743	\$ 20,612	\$ 23,110	\$ 20,860	\$ (2,250)
Employee Benefits	\$ 1,587	\$ 1,577	\$ 1,770	\$ 1,600	\$ (170)
Internal Service	\$ 2	\$ 27	\$ 300	\$ 300	\$ -
Other Operating Expenses	\$ 20,688	\$ 14,505	\$ 3,060	\$ 3,060	\$ -
	\$ 43,020	\$ 36,721	\$ 28,240	\$ 25,820	\$ (2,420)

FY 2012 Adopted Budget
General Fund
Community and Economic Development
Community Development: Director/Administration – 0132501, -02

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, and update Capital Project Coordination and Grantsmanship.

Major Changes

- The increase in Personnel Services is due to staff changes

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 177,337	\$ 179,519	\$ 206,290	\$ 162,050	\$ (44,240)
Employee Benefits	\$ 30,749	\$ 31,368	\$ 39,460	\$ 32,420	\$ (7,040)
Purchased Services	\$ 59,725	\$ 12,200	\$ 5,070	\$ 4,570	\$ (500)
Internal Service	\$ 6,181	\$ 4,918	\$ 4,780	\$ 1,000	\$ (3,780)
Other Operating Expenses	\$ 11,765	\$ 9,241	\$ 12,620	\$ 11,280	\$ (1,340)
Capital Outlay	\$ -	\$ 1,051	\$ -	\$ -	\$ -
	\$ 285,757	\$ 238,297	\$ 268,220	\$ 211,320	\$ (56,900)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Senior Secretary
1	1	Director of Community Development
1	0	Development Coordinator
1	1	*Accountant (50% funded by CDBG)
<u>4</u>	<u>3</u>	Authorized Positions

*Note: Grant Funded Positions

FY 2011	FY 2012	*COMMUNITY DEVELOPMENT FUND
1	1	Housing & Development Director (50% General Fund)
1	1	Housing & Development Coordinator
1	1	Community Redevelopment Specialist
2	2	Cost Estimator/Inspector
1	1	Secretary (40% General Fund)
<u>6</u>	<u>6</u>	Authorized Positions

*Note: Funded by HUD

FY 2012 Adopted Budget
General Fund
Community and Economic Development
Community Development: Energy Efficiency Program - 0132503

The City is preparing a plan to improve energy efficiency and conservation in its own operations and to address inadequate energy efficiency in Danville's aging housing stock that results in high utility expenses for moderate and low-income residents.

<u>Expenditures</u>					
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Purchased Services	\$ -	\$ -	\$ 74,990	\$ 74,990	\$ -
Reimbursement	\$ -	\$ -	\$ (74,990)	\$ (74,990)	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2012 Adopted Budget
General Fund
Community and Economic Development
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.

Major Changes

- The decrease in Personnel Services is due to the retirement of a long-term employee and fully funding the Community Development secretary's salary in the Community Development Director activity

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 171,159	\$ 160,091	\$ 170,780	\$ 143,790	\$ (26,990)
Employee Benefits	\$ 30,305	\$ 28,388	\$ 32,670	\$ 28,020	\$ (4,650)
Purchased Services	\$ 143	\$ 32,443	\$ 1,420	\$ 1,570	\$ 150
Internal Service	\$ 8,589	\$ 7,538	\$ 6,530	\$ 5,070	\$ (1,460)
Contribution Other Entity	\$ 5,475	\$ 9,668	\$ 11,950	\$ 11,950	\$ -
Other Operating Expenses	\$ 6,564	\$ 4,429	\$ 9,410	\$ 8,540	\$ (870)
Capital Outlay	\$ -	\$ 1,204	\$ -	\$ -	\$ -
	\$ 222,235	\$ 243,761	\$ 232,760	\$ 198,940	\$ (33,820)

<u>Authorized Fulltime Personnel</u>		
FY 2011	FY 2012	
1	1	Planning Director
2	2	Combination of:
		Associate Planner
		Planner Technician
<u>3</u>	<u>3</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Community and Economic Development
Community Development: Planning Commission - 0133701

The City Planning Commission is comprised of seven members 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 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Purchased Services	\$ 3,937	\$ 3,857	\$ 3,320	\$ 3,800	\$ 480
Internal Service	\$ 342	\$ 300	\$ 380	\$ 380	\$ -
Other Operating Expenses	\$ 1,611	\$ 1,700	\$ 2,400	\$ 2,400	\$ -
	\$ 5,890	\$ 5,857	\$ 6,100	\$ 6,580	\$ 480

FY 2012 Adopted Budget
General Fund
Community and Economic Development
Community Development: Zoning Board - 0134301

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

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 585	\$ 435	\$ 1,050	\$ 1,050	\$ -
Employee Benefits	\$ 45	\$ 33	\$ 10	\$ 10	\$ -
Purchased Services	\$ 1,731	\$ 1,207	\$ 2,020	\$ 2,280	\$ 260
Internal Service	\$ 153	\$ 300	\$ 130	\$ 130	\$ -
Other Operating Expenses	\$ 189	\$ 363	\$ 390	\$ 390	\$ -
	\$ 2,703	\$ 2,338	\$ 3,600	\$ 3,860	\$ 260

FY 2012 Adopted Budget
General Fund
Community and Economic Development
Economic Development: Administration - 0132801

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.

Major Changes

- The increase in Purchased Services is for advertising
- A Project Manager position has been eliminated
- The decrease in Other Operating Expenses is for a reduction in travel, telephone, and general liability insurance

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Personnel Services	\$ 343,358	\$ 301,929	\$ 270,190	\$ 245,380	\$ (24,810)
Employee Benefits	\$ 59,637	\$ 53,643	\$ 51,680	\$ 47,810	\$ (3,870)
Purchased Services	\$ 129,142	\$ 158,616	\$ 144,680	\$ 147,040	\$ 2,360
Internal Service	\$ 15,472	\$ 15,658	\$ 15,650	\$ 16,810	\$ 1,160
Contribution Other Entity	\$ 477	\$ 1,094	\$ 2,000	\$ 1,000	\$ (1,000)
Other Operating Expenses	\$ 87,637	\$ 63,816	\$ 94,800	\$ 76,700	\$ (18,100)
Capital Outlay	\$ 2,222	\$ 3,769	\$ 1,750	\$ -	\$ (1,750)
	\$ 637,945	\$ 598,525	\$ 580,750	\$ 534,740	\$ (46,010)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Director of Economic Development
1	1	Assistant Director of Economic Development
2	1	Economic Development Project Manager
0	1	Special Projects Assistant
1	1	Marketing & Research Manager
<u>5</u>	<u>5</u>	Authorized Positions

FY 2012 Adopted Budget
General Fund
Community and Economic Development
Economic Development: Enterprise Zone Activities - 0133101

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, Corning, Airside Business Park, Riverview as well as an Enterprise Zone in conjunction with Pittsylvania County that includes Cane Creek Business Center.

Major Changes

- The decrease in this activity is based on a reduced estimate for payments

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 65,352	\$ 155,039	\$ 273,000	\$ 232,500	\$ (40,500)
Other Operating Expenses	\$ 18,146	\$ 14,999	\$ 15,000	\$ 15,000	\$ -
	\$ 83,498	\$ 170,038	\$ 288,000	\$ 247,500	\$ (40,500)

FY 2012 Adopted Budget
General Fund
Non-Departmental Services
0199001

Non-Departmental includes funding for vacancies or salary adjustments, the balances of worker's compensation and general liability funding, and contingency appropriations. Non-Departmental also includes activities that impact various areas, such as Human Resources Benefits and Training, Debt Service Administration, and Employee Retirement Accounting, which receives a reimbursement from the Employees' Retirement System.

	<u>Expenditures</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
HR Employee Benefits	\$ 4,354,357	\$ 5,272,242	\$ 6,092,000	\$ 7,564,450	\$ 1,472,450
HR Employee Benefits - Other	\$ 19,062	\$ 12,067	\$ 23,000	\$ 18,500	\$ (4,500)
HR Employee Training	\$ 7,419	\$ 4,398	\$ 17,200	\$ 13,000	\$ (4,200)
Debt Service Administration	\$ 2,659,424	\$ 952,941	\$ 1,091,720	\$ 1,035,070	\$ (56,650)
Employee Retirement - Ben	\$ 59	\$ -	\$ -	\$ -	\$ -
Non-Departmental	\$ -	\$ 177,074	\$ (91,780)	\$ 563,690	\$ 655,470
	\$ 7,040,321	\$ 6,418,722	\$ 7,132,140	\$ 9,194,710	\$ 2,062,570

FY 2012 Adopted Budget
General Fund
Contributions to Other Entities

Danville Community College - 0111502

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.

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 30,973	\$ 10,424	\$ 10,760	\$ 10,760	\$ -
	\$ 30,973	\$ 10,424	\$ 10,760	\$ 10,760	\$ -

Danville Area Humane Society - 0119093

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.

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 124,842	\$ 124,841	\$ 124,850	\$ 124,850	\$ -
	\$ 124,842	\$ 124,841	\$ 124,850	\$ 124,850	\$ -

Western Virginia EMS Council - 0122903

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.

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 9,055	\$ 9,055	\$ 9,060	\$ 9,060	\$ -
	\$ 9,055	\$ 9,055	\$ 9,060	\$ 9,060	\$ -

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.

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Danville Life Saving Crew	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	
Four for Life	\$ 22,974	\$ 34,753	\$ 35,000	\$ 35,000	\$ -
	\$ 102,974	\$ 114,753	\$ 115,000	\$ 115,000	\$ -

FY 2012 Adopted Budget
General Fund
Contributions to Other Entities

Health Department - 0128602

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.

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 561,354	\$ 586,201	\$ 586,210	\$ 586,210	\$ -
	\$ 561,354	\$ 586,201	\$ 586,210	\$ 586,210	\$ -

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, intellectual disability, and substance abuse and prevention programs and services as provided in Chapter 5 of Title 37.2 of the Code of Virginia as amended. Some of the available services include Mental Health – emergency, outpatient, case management, psychosocial, rehabilitation, supportive living, psychiatric; Intellectual Disability – 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.

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 168,411	\$ 168,411	\$ 170,940	\$ 170,940	\$ -
	\$ 168,411	\$ 168,411	\$ 170,940	\$ 170,940	\$ -

Virginia Cooperative Extension Office – 0128604

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.

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 26,962	\$ 36,850	\$ 38,380	\$ 44,860	\$ 6,480
	\$ 26,962	\$ 36,850	\$ 38,380	\$ 44,860	\$ 6,480

Southern Area Agency on Aging – 0131901

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.

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 5,283	\$ 5,283	\$ 5,290	\$ 5,290	\$ -
	\$ 5,283	\$ 5,283	\$ 5,290	\$ 5,290	\$ -

FY 2012 Adopted Budget
General Fund
Contributions to Other Entities

West Piedmont Planning District – 0134001

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.

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 26,887	\$ 25,555	\$ 25,800	\$ 25,800	\$ -
	\$ 26,887	\$ 25,555	\$ 25,800	\$ 25,800	\$ -

Small Business Support - 0132802

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.

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 65,768	\$ 61,025	\$ 47,500	\$ 15,000	\$ (32,500)
	\$ 65,768	\$ 61,025	\$ 47,500	\$ 15,000	\$ (32,500)

FY 2012 Adopted Budget
General Fund
Transfers
0199501, -02, -05, -07, -08, -09, -10

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

	<u>Other Funds</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Support/Transfer To Capital	\$ 9,268,459	\$ 4,284,550	\$ 2,769,220	\$ 3,522,550	\$ 753,330
Support/Transfer To Grants	\$ 935,824	\$ 1,074,588	\$ 1,500,000	\$ 1,500,000	\$ -
Support/Transfer To Transportation	\$ 175,805	\$ 166,181	\$ 161,540	\$ 187,480	\$ 25,940
Support/Transfer To RIFA	\$ 400,000	\$ 1,427,241	\$ 887,730	\$ 887,400	\$ (330)
Support/Transfer To Cemeteries	\$ 95,054	\$ 21,333	\$ -	\$ -	\$ -
	\$10,875,142	\$ 6,973,893	\$ 5,318,490	\$ 6,097,430	\$ 778,940

	<u>Danville Public Schools</u>				
	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ (Decrease)
Debt Service	\$ 2,878,317	\$ 1,544,345	\$ 1,575,080	\$ 1,835,750	\$ 260,670
Transfer Out	\$16,672,988	\$17,511,613	\$17,924,860	\$17,924,860	\$ -
	\$19,551,305	\$19,055,958	\$19,499,940	\$19,760,610	\$ 260,670

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 2011</u>	<u>Adopted Budget FY 2012</u>
Estimated Revenue		
Rev-Use Money/Property	\$ 65,000	\$ 50,000
Charges for Services	\$ 2,907,000	\$ 2,881,000
Total Estimated Revenue	\$ 2,972,000	\$ 2,931,000
Operating Expenses		
Workers Comp-Claims & Ser	\$ 1,392,000	\$ 1,396,000
Insurance Claims & Ser	\$ 1,515,000	\$ 1,485,000
Total Operating Expenses	\$ (2,907,000)	\$ (2,881,000)
Deduct		
Contribution to General Fund		\$ (1,500,000)
Calculation of Contribution to(from) Fund Balance/General Fund	\$ 65,000	\$ (1,450,000)

Revenues

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 124,262	\$ 83,466	\$ 65,000	\$ 50,000	\$ (15,000)
Charges for Services	\$ 2,495,060	\$ 2,897,521	\$ 2,907,000	\$ 2,881,000	\$ (26,000)
	\$ 2,619,322	\$ 2,980,987	\$ 2,972,000	\$ 2,931,000	\$ (41,000)

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Employee Benefits	\$ 923,074	\$ 1,534,883	\$ 1,392,000	\$ 1,396,000	\$ 4,000
Other Operating Expense	\$ 1,571,986	\$ 1,362,637	\$ 1,515,000	\$ 1,485,000	\$ (30,000)
Transfer Out	\$ -	\$ 1,950	\$ -	\$ -	\$ 1,500,000
	\$ 2,495,060	\$ 2,899,470	\$ 2,907,000	\$ 2,881,000	\$ 1,474,000

Authorized Fulltime Personnel

*Personnel from the Finance Department oversee the Insurance Fund.

FY 2012 Adopted Budget
Central Services 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 eight 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 2011</u>	<u>Adopted Budget FY 2012</u>
Estimated Revenue		
Rev-Use Money/Property	\$ 500	-
Charges for Services	\$ 629,000	\$ 619,000
Total Estimated Revenue	\$ 629,500	\$ 619,000
Operating Expenses		
Printing	\$ 202,180	\$ 219,630
Mailing	\$ 208,980	\$ 196,970
Storeroom & General	\$ 202,830	\$ 204,930
Total Operating Expenses	\$ 613,990	\$ 621,530
Revenues over (under) Expenses	\$ 15,510	\$ (2,530)
Add:		
Depreciation	\$ 11,000	\$ 14,000
Deduct:		
Capital Expenditures from		
Current Operating Funds	<u>\$ (14,000)</u>	<u>-</u>
Calculation of Contribution to(from) Fund Balance/General Fund	\$ 12,510	\$ 11,470

Revenues

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 597	\$ -	\$ 500	\$ -	\$ (500)
Charges for Services	\$ 463,940	\$ 495,874	\$ 629,000	\$ 619,000	\$ (10,000)
	\$ 464,537	\$ 495,874	\$ 629,500	\$ 619,000	\$ (10,500)

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Personnel Services	\$ 107,709	\$ 114,266	\$ 123,100	\$ 120,890	\$ (2,210)
Employee Benefits	\$ 18,353	\$ 19,057	\$ 23,960	\$ 21,770	\$ (2,190)
Purchased Services	\$ 27,239	\$ 23,678	\$ 31,500	\$ 41,500	\$ 10,000
Internal Service	\$ 7,284	\$ 5,484	\$ 10,000	\$ 8,780	\$ (1,220)
Other Operating Expense	\$ 332,485	\$ 344,971	\$ 414,430	\$ 414,590	\$ 160
Capital Outlay	\$ -	\$ 45,308	\$ 14,000	\$ -	\$ (14,000)
Depreciation	\$ 9,055	\$ 13,230	\$ 11,000	\$ 14,000	\$ 3,000
	\$ 502,125	\$ 565,994	\$ 627,990	\$ 621,530	\$ (6,460)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	0	Printing
1	2	Print Shop Supervisor
1	1	Senior Printer
1	1	Printer
<u>3</u>	<u>3</u>	Authorized Positions

FY 2012 Adopted Budget
Motorized Equipment Fund

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 2011</u>	<u>Adopted Budget FY 2012</u>
Estimated Revenue		
Rev-Use Money/Property	\$ 3,029,440	\$ 2,917,940
Charges for Services	\$ 302,440	\$ 316,800
Total Estimated Revenue	\$ 3,331,880	\$ 3,234,740
Operating Expenses		
Motorized Equipment	\$ 2,982,970	\$ 2,895,700
Communications	\$ 102,000	\$ 101,610
Total Operating Expenses	\$ (3,084,970)	\$ (2,997,310)
Revenues over (under)	\$ 246,910	\$ 237,430
Add:		
Depreciation	\$ 675,000	\$ 600,000
Deduct:		
Debt Service Principal		\$ (1,240)
Capital Expenditures from		
Current Operating Funds	<u>\$ (610,460)</u>	<u>\$ (610,460)</u>
Calculation of Contribution to(from) Fund Balance/General Fund	\$ 311,450	\$ 225,730

Revenues

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 2,584,713	\$ 3,033,079	\$ 3,029,440	\$ 2,917,940	\$ (111,500)
Charges for Services	\$ 307,071	\$ 289,366	\$ 302,440	\$ 316,800	\$ 14,360
	<u>\$ 2,891,784</u>	<u>\$ 3,322,445</u>	<u>\$ 3,331,880</u>	<u>\$ 3,234,740</u>	<u>\$ (97,140)</u>

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Personnel Services	\$ 600,545	\$ 571,381	\$ 738,210	\$ 695,970	\$ (42,240)
Employee Benefits	\$ 109,685	\$ 103,068	\$ 147,720	\$ 145,610	\$ (2,110)
Purchased Services	\$ 614,745	\$ 613,550	\$ 560,160	\$ 572,960	\$ 12,800
Internal Service	\$ 120,680	\$ 139,813	\$ 41,970	\$ 40,610	\$ (1,360)
Other Operating Expense	\$ 931,856	\$ 872,940	\$ 899,930	\$ 920,180	\$ 20,250
Capital Outlay	\$ 589,116	\$ 692,954	\$ 630,460	\$ 630,460	\$ -
Depreciation	\$ 598,189	\$ 605,708	\$ 675,000	\$ 600,000	\$ (75,000)
Debt Service	\$ 39,950	\$ 2,005	\$ 1,980	\$ 3,220	\$ 1,240
	<u>\$ 3,604,766</u>	<u>\$ 3,601,419</u>	<u>\$ 3,695,430</u>	<u>\$ 3,609,010</u>	<u>\$ (86,420)</u>

Authorized Fulltime Personnel

FY 2011	FY 2012	Motorized Equipment & Maintenance
2	2	Equipment Maintenance Supervisor
1	1	Automotive Service Technician
3	3	Construction Equipment Mechanic
1	0	Training & Safety Manager
2	2	Welder
8	8	Automotive Mechanic
1	1	Transit Mechanic
1	1	Automotive Service Attendant
<u>19</u>	<u>18</u>	Authorized Positions

FY 2011	FY 2012	Communications Section
1	1	Communications Systems Manager
<u>1</u>	<u>1</u>	Authorized Positions

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 2011</u>	<u>Adopted Budget FY 2012</u>
Estimated Revenue		
Rev-Use Money/Property	\$ 25,000	\$ 25,000
Charges for Services	\$ 250,540	\$ 265,000
Miscellaneous Revenue	\$ 19,000	\$ 18,000
Non-Revenue Receipts	\$ 142,630	\$ 262,670
Cat Aid State	\$ 232,570	\$ 257,590
Cat Aid Federal	\$ 675,900	\$ 1,196,410
Total Estimated Revenue	\$ 1,345,640	\$ 2,024,670
Operating Expenses		
Mass Transit Services	\$ 1,472,170	\$ 1,628,800
Total Operating Expenses	\$ (1,472,170)	\$ (1,628,800)
Revenues over (under) Expenses	\$ (126,530)	\$ 395,870
Add:		
Depreciation	\$ 210,000	\$ 210,000
Deduct:		
Debt Service Principal		\$ (40)
Capital Expenditures from		
Current Operating Funds	<u>\$ (245,010)</u>	<u>\$ (793,310)</u>
Calculation of Contribution to(from) Fund Balance/General Fund	\$ (161,540)	\$ (187,480)

FY 2012 Adopted Budget
Transportation Fund

<u>Revenues</u>					
	FY 2009	FY 2010	FY 2011	FY 2012	Increase/
	Actual	Actual	Budget	Adopted	Decrease
Rev-Use Money/Property	\$ 24,313	\$ 24,601	\$ 25,000	\$ 25,000	\$ -
Charges for Services	\$ 232,043	\$ 254,230	\$ 250,540	\$ 265,000	\$ 14,460
Miscellaneous Revenue	\$ (28,295)	\$ (49,303)	\$ 19,000	\$ 18,000	\$ (1,000)
Non-Revenue Receipts	\$ 152,062	\$ 127,812	\$ 142,630	\$ 262,670	\$ 120,040
Cat Aid State	\$ 218,344	\$ 153,461	\$ 232,570	\$ 257,590	\$ 25,020
Cat Aid Federal	\$ 613,695	\$ 481,875	\$ 675,900	\$ 1,196,410	\$ 520,510
Transfers In	\$ 175,805	\$ 166,181	\$ 161,540	\$ 187,480	\$ 25,940
	\$ 1,387,967	\$ 1,158,857	\$ 1,507,180	\$ 2,212,150	\$ 704,970

<u>Expenditures</u>					
	FY 2009	FY 2010	FY 2011	FY 2012	Increase/
	Actual	Actual	Budget	Adopted	Decrease
Personnel Services	\$ 581,838	\$ 612,790	\$ 595,430	\$ 593,770	\$ (1,660)
Employee Benefits	\$ 92,047	\$ 94,989	\$ 119,570	\$ 120,250	\$ 680
Purchased Services	\$ 78,184	\$ 89,387	\$ 94,560	\$ 98,500	\$ 3,940
Internal Service	\$ 86,418	\$ 87,478	\$ 88,850	\$ 96,360	\$ 7,510
Contribution Other Entity	\$ 1,089	\$ 1,179	\$ 1,210	\$ 1,210	\$ -
Other Operating Expense	\$ 245,831	\$ 203,666	\$ 234,850	\$ 245,970	\$ 11,120
Cost Allocation	\$ 152,062	\$ 127,812	\$ 142,630	\$ 262,670	\$ 120,040
Capital Outlay	\$ 61,241	\$ 98,927	\$ 230,010	\$ 793,310	\$ 563,300
Depreciation	\$ 197,816	\$ 206,069	\$ 210,000	\$ 210,000	\$ -
Debt Service	\$ 1,230	\$ 62	\$ 70	\$ 110	\$ 40
	\$ 1,497,756	\$ 1,522,359	\$ 1,717,180	\$ 2,422,150	\$ 704,970

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Director of Transportation Services
2	2	Account Clerk
1	1	Transportation Supervisor
14	14	Transit Driver
<u>18</u>	<u>18</u>	Authorized Positions

FY 2012 Adopted Budget
Sanitation Fund

The Sanitation Division is an Enterprise Fund and is operated as a business. Its functions are to provide refuse, recycling, composting, yard waste, and debris collection to customers on a weekly service schedule and loose 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.

Major Changes

- Transition to curbside trash pick-up, with an optional fee-based set-out service
- Addition of fees for curbside recycling
- Decrease in Personnel Services due to transition to curbside pickup

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget FY 2011</u>	<u>Adopted Budget FY 2012</u>
Estimated Revenue		
Rev-Use Money/Property	\$ 23,040	\$ 10,040
Charges for Services	\$ 3,520,820	\$ 3,598,120
Total Estimated Revenue	\$ 3,543,860	\$ 3,608,160
Operating Expenses		
Refuse	\$ 2,447,680	\$ 2,290,400
Yardwaste	\$ 584,740	\$ 556,620
Leaf Collection	\$ 161,300	\$ 153,110
Landfill	\$ 97,010	\$ 103,010
Composting	\$ 140,560	\$ 138,720
Recycling	\$ 109,590	\$ 156,240
Total Operating Expenses	\$ (3,540,880)	\$ (3,398,100)
Revenues over (under) Expenses	\$ 2,980	\$ 210,060
Add:		
Depreciation	\$ 8,700	\$ 9,800
Deduct:		
Debt Service Principal	\$ -	\$ (760)
Calculation of Contribution to(from) Fund Balance/General Fund	\$ 11,680	\$ 219,100

Revenues

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Rev-Use Money/Property Charges for Services	\$ 24,896	\$ 15,159	\$ 23,040	\$ 10,040	\$ (13,000)
	\$ 3,457,738	\$ 3,476,809	\$ 3,520,820	\$ 3,598,120	\$ 77,300
	\$ 3,482,634	\$ 3,491,968	\$ 3,543,860	\$ 3,608,160	\$ 64,300

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Personnel Services	\$ 1,342,000	\$ 1,314,266	\$ 1,331,280	\$ 1,180,480	\$ (150,800)
Employee Benefits	\$ 272,892	\$ 256,470	\$ 277,200	\$ 259,100	\$ (18,100)
Purchased Services	\$ 854,230	\$ 892,327	\$ 865,710	\$ 869,520	\$ 3,810
Internal Service	\$ 351,975	\$ 415,011	\$ 437,740	\$ 440,900	\$ 3,160
Other Operating Expense	\$ 92,372	\$ 127,847	\$ 77,900	\$ 70,220	\$ (7,680)
Cost Allocation	\$ 597,983	\$ 620,310	\$ 541,140	\$ 538,870	\$ (2,270)
Capital Outlay	\$ 70,795	\$ 27,832	-	\$ 28,000	\$ 28,000
Depreciation	\$ 5,236	\$ 10,135	\$ 8,700	\$ 9,800	\$ 1,100
Debt Service	\$ 24,455	\$ 1,227	\$ 1,210	\$ 1,970	\$ 760
	\$ 3,611,938	\$ 3,665,425	\$ 3,540,880	\$ 3,398,860	\$ (142,020)

Authorized Fulltime Personnel

FY 2011	FY 2012	Refuse Collection-Residential
1	1	Sanitation Director
1	1	General Supervisor
8	8	Motor Equipment Operator II
21	15	Solid Waste Collector
<u>31</u>	<u>25</u>	Authorized Positions
		Composting Operations
1	2	Code Enforcement Inspector
1	1	Motor Equipment Operator II
<u>2</u>	<u>3</u>	Authorized Positions
		Yard Waste and Leaf Collection
1	-	General Supervisor
7	7	Motor Equipment Operator II
<u>8</u>	<u>7</u>	Authorized Positions
		Recycling
2	2	Motor Equipment Operator II
<u>2</u>	<u>2</u>	Authorized Positions

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 2011</u>	<u>Adopted Budget FY 2012</u>
Estimated Revenue		
License, Permits, Privilege	\$ 5,000	\$ 181,250
Rev-Use Money/Property	\$ 263,000	\$ 213,000
Charges for Services	\$ 496,850	\$ 529,080
Non-Revenue Receipts	\$ 159,410	\$ 176,230
Total Estimated Revenue	\$ 924,260	\$ 1,099,560
Operating Expenses		
Burial Services	\$ 274,340	\$ 270,220
Cemetery Maintenance	\$ 606,060	\$ 617,680
Total Operating Expenses	\$ (880,400)	\$ (887,900)
Calculation of Contribution to(from) Fund Balance/General Fund	\$ 43,860	\$ 211,660

Revenues

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
License, Permits, Privilege	\$ 5,960	\$ 6,775	\$ 5,000	\$ 181,250	\$ 176,250
Rev-Use Money/Property	\$ 198,378	\$ 222,387	\$ 263,000	\$ 213,000	\$ (50,000)
Charges for Services	\$ 405,185	\$ 415,580	\$ 496,850	\$ 529,080	\$ 32,230
Non-Revenue Receipts	\$ 175,976	\$ 150,855	\$ 159,410	\$ 176,230	\$ 16,820
Transfers In	\$ 95,054	\$ 21,333	\$ -	\$ -	\$ -
	\$ 880,553	\$ 816,930	\$ 924,260	\$ 1,099,560	\$ 175,300

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Personnel Services	\$ 466,180	\$ 419,529	\$ 454,120	\$ 446,550	\$ (7,570)
Employee Benefits	\$ 91,702	\$ 82,579	\$ 94,120	\$ 95,890	\$ 1,770
Purchased Services	\$ 17,827	\$ 9,389	\$ 19,280	\$ 19,280	\$ -
Internal Service	\$ 107,162	\$ 109,272	\$ 109,220	\$ 105,400	\$ (3,820)
Other Operating Expense	\$ 18,405	\$ 19,200	\$ 25,400	\$ 25,700	\$ 300
Cost Allocation	\$ 175,976	\$ 150,855	\$ 159,410	\$ 176,230	\$ 16,820
Capital Outlay	\$ 14,180	\$ 12,955	\$ 18,850	\$ 18,850	\$ -
	\$ 891,432	\$ 803,779	\$ 880,400	\$ 887,900	\$ 7,500

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Cemetery Superintendent
2	2	General Supervisor
3	3	Groundskeeper
10	10	Combination of Public Service Worker/Operator Public Service Worker
<hr/> 16	<hr/> 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 Key Accounts.



Summary: All Utility Funds

	Wastewater Fund - 51	Water Fund - 52	Gas Fund - 53	Electric Fund - 54	Telecomm Fund - 55	Total
Revenue						
Rev-Use Money/Property	\$ 55,000	\$ 334,340	\$ 354,780	\$ 1,648,550	\$ 26,780	\$ 2,419,450
Charges for Services	\$ 9,482,150	\$ 6,388,860	\$ 28,881,800	\$ 102,847,430	\$ 1,398,500	\$ 148,998,740
Miscellaneous Revenue	\$ 256,930	\$ 75,000	\$ 20,000	\$ 711,520	\$ -	\$ 1,063,450
Recovered Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Revenue Receipts	\$ -	\$ -	\$ -	\$ 97,230	\$ -	\$ 97,230
Total -- Operating Revenue	\$ 9,794,080	\$ 6,798,200	\$ 29,256,580	\$ 105,304,730	\$ 1,425,280	\$ 152,578,870
Transfer from Fund Balance	\$ -	\$ 1,325,000	\$ 1,150,000	\$ 3,550,000	\$ -	\$ 6,025,000
Total Revenue	\$ 9,794,080	\$ 8,123,200	\$ 30,406,580	\$ 108,854,730	\$ 1,425,280	\$ 158,603,870
Operating Expenses						
Treatment Plants	\$ 3,300,120	\$ -	\$ -	\$ -	\$ -	\$ 3,300,120
Public Works	\$ 1,381,780	\$ -	\$ -	\$ -	\$ -	\$ 1,381,780
Laboratory	\$ -	\$ 87,790	\$ -	\$ -	\$ -	\$ 87,790
Operations-Main	\$ -	\$ 1,017,360	\$ -	\$ -	\$ -	\$ 1,017,360
Operations-Industrial	\$ -	\$ 127,820	\$ -	\$ -	\$ -	\$ 127,820
Treatment-Main	\$ -	\$ 333,350	\$ -	\$ -	\$ -	\$ 333,350
Administration Services	\$ 958,660	\$ 2,453,930	\$ 3,363,700	\$ 5,583,210	\$ 8,650	\$ 12,368,150
Engineering	\$ -	\$ 380,260	\$ 572,840	\$ 949,130	\$ -	\$ 1,902,230
Distribution	\$ -	\$ 631,470	\$ 618,220	\$ 2,950,810	\$ -	\$ 4,200,500
Service	\$ -	\$ 324,150	\$ 319,610	\$ -	\$ -	\$ 643,760
Meters & Regulators	\$ -	\$ 120,190	\$ 201,620	\$ -	\$ -	\$ 321,810
Meters	\$ -	\$ -	\$ -	\$ 400,250	\$ -	\$ 400,250
Gas Control	\$ -	\$ -	\$ 518,800	\$ -	\$ -	\$ 518,800
Substations	\$ -	\$ -	\$ -	\$ 1,334,500	\$ -	\$ 1,334,500
Hydro-Electric Plant	\$ -	\$ -	\$ -	\$ 752,670	\$ -	\$ 752,670
Transmissions	\$ -	\$ -	\$ -	\$ 316,640	\$ -	\$ 316,640
Generators	\$ -	\$ -	\$ -	\$ 57,500	\$ -	\$ 57,500
Customer Services	\$ -	\$ -	\$ -	\$ 1,003,250	\$ -	\$ 1,003,250
Utility Administrative Services	\$ -	\$ -	\$ -	\$ 837,660	\$ -	\$ 837,660
Support Services	\$ -	\$ -	\$ -	\$ 723,090	\$ -	\$ 723,090
Operations	\$ -	\$ -	\$ -	\$ -	\$ 488,020	\$ 488,020
Rivercity TV	\$ -	\$ -	\$ -	\$ -	\$ 100,260	\$ 100,260
Purchased Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ 1,002,350	\$ 448,390	\$ 120,490	\$ 1,306,400	\$ -	\$ 2,877,630
Capital Expenses	\$ 554,660	\$ 1,246,690	\$ 1,005,190	\$ 6,077,890	\$ 114,200	\$ 8,998,630
Subtotal -- Operating Expense (Net of Source of Supply)	\$ 7,197,570	\$ 7,171,400	\$ 6,720,470	\$ 22,293,000	\$ 711,130	\$ 44,093,570
Depreciation	\$ 2,070,000	\$ 1,660,000	\$ 1,350,000	\$ 6,300,000	\$ 190,000	\$ 11,570,000
Source of Supply	\$ -	\$ -	\$ 19,395,440	\$ 70,926,710	\$ 162,000	\$ 90,484,150
Total -- Operating Expense	\$ 9,267,570	\$ 8,831,400	\$ 27,465,910	\$ 99,519,710	\$ 1,063,130	\$ 146,147,720
Annual Contribution to General Fund	\$ 677,760	\$ 933,300	\$ 2,656,330	\$ 9,062,610	\$ 302,000	\$ 13,632,000
Total Expenditures	\$ 9,945,330	\$ 9,764,700	\$ 30,122,240	\$ 108,582,320	\$ 1,365,130	\$ 159,779,720
Add - Depreciation	\$ 2,070,000	\$ 1,660,000	\$ 1,350,000	\$ 6,300,000	\$ 190,000	\$ 11,570,000
Revenue in excess of Operating Capital Improvements	\$ 1,918,750	\$ 18,500	\$ 1,634,340	\$ 6,572,410	\$ 250,150	\$ 10,394,150
Capital Projects	\$ -	\$ -	\$ 1,632,500	\$ 6,545,300	\$ 250,000	\$ 8,427,800
Sewer Capital Projects	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -	\$ 1,250,000
Total -- Capital Improvements	\$ 1,250,000	\$ -	\$ 1,632,500	\$ 6,545,300	\$ 250,000	\$ 9,677,800
Revenues Over (Under) Expenses	\$ 668,750	\$ 18,500	\$ 1,840	\$ 27,110	\$ 150	\$ 716,350



Authorized Fulltime Personnel

FY 2011	FY 2012	Administrative
1	-	Utilities Marketing Specialist
1	1	Key Accounts Manager
1	1	Utilities Director
-	1	Public Information Officer
<u>3</u>	<u>3</u>	Authorized Positions
		Fiscal Services
2	2	Senior Account Clerk
1	1	Senior Accountant
1	1	Training & Safety Manager
2	2	Warehouse Stock Clerk
1	-	Warehouse Supervisor
1	1	Fiscal Services Supervisor
1	1	Support Services Director
<u>9</u>	<u>8</u>	Authorized Positions
		Customer Service
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
5	-	Combination of: Meter Reader Senior Meter Reader
1	-	Meter Reader Supervisor
1	1	Customer Service Director
<u>22</u>	<u>16</u>	Authorized Positions

FY 2012 Adopted Budget
Wastewater Fund

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 7 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 2011</u>	<u>Adopted Budget FY 2012</u>
Estimated Revenue		
Rev-Use Money/Property	\$ 65,000	\$ 55,000
Charges for Services	\$ 8,948,100	\$ 9,482,150
Miscellaneous Revenue	\$ 265,300	\$ 256,930
Total Estimated Revenue	\$ 9,278,400	\$ 9,794,080
Operating Expenses		
Administration Services	\$ 2,570,410	\$ 2,458,660
Treatment Plants	\$ 3,123,300	\$ 3,300,120
Sewer Capital Projects	\$ 1,250,000	\$ 1,250,000
Public Works	\$ 1,886,180	\$ 1,951,780
Capital Expenses	\$ 647,610	\$ 554,660
Capital Projects	\$ 375,000	-
Total Operating Expenses	\$ (9,852,500)	\$ (9,515,220)
Revenues over (under)	\$ (574,100)	\$ 278,860
Add:		
Depreciation	\$ 2,271,990	\$ 2,070,000
Deduct:		
Debt Service Principal	\$ (745,390)	\$ (1,002,350)
Contribution to General Fund	<u>\$ (677,760)</u>	<u>\$ (677,760)</u>
Calculation of Contribution to(from) Fund Balance	\$ 274,740	\$ 668,750

FY 2012 Adopted Budget
Wastewater Fund

Revenues

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 55,579	\$ 97,361	\$ 65,000	\$ 55,000	\$ (10,000)
Charges for Services	\$ 9,306,578	\$ 9,511,550	\$ 8,948,100	\$ 9,482,150	\$ 534,050
Miscellaneous Revenue	\$ 301,137	\$ 380,630	\$ 265,300	\$ 256,930	\$ (8,370)
Recovered Costs	\$ 6,822	\$ -	\$ -	\$ -	\$ -
Non-Revenue Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 9,670,116	\$ 9,989,541	\$ 9,278,400	\$ 9,794,080	\$ 515,680

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Personnel Services	\$ 465,830	\$ 494,286	\$ 482,850	\$ 513,980	\$ 31,130
Employee Benefits	\$ 88,061	\$ 92,967	\$ 101,760	\$ 98,800	\$ (2,960)
Purchased Services	\$ 3,485,771	\$ 3,848,772	\$ 2,867,040	\$ 3,028,920	\$ 161,880
Internal Service	\$ 662,319	\$ 879,283	\$ 937,230	\$ 911,520	\$ (25,710)
Other Operating Expense	\$ 220,750	\$ 2,389,360	\$ 353,390	\$ 264,870	\$ (88,520)
Cost Allocation	\$ 550,352	\$ 591,258	\$ 502,010	\$ 628,850	\$ 126,840
Capital Outlay	\$ 11,131	\$ 50,762	\$ 21,000	\$ 81,000	\$ 60,000
Capital Projects	\$ -	\$ -	\$ 1,625,000	\$ 1,250,000	\$ (375,000)
Depreciation	\$ 1,777,292	\$ 1,748,435	\$ 2,271,990	\$ 2,070,000	\$ (201,990)
Debt Service	\$ 2,369,991	\$ 1,242,110	\$ 1,335,620	\$ 1,569,630	\$ 234,010
Transfer Out	\$ 677,760	\$ 677,760	\$ 677,760	\$ 677,760	\$ -
Contingency Appropriation	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -
	\$ 10,309,257	\$ 12,014,993	\$ 11,275,650	\$ 11,195,330	\$ (80,320)

Authorized Fulltime Personnel

FY 2011	FY 2012	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
<u>11</u>	<u>11</u>	Authorized Positions

FY 2012 Adopted Budget
Water Fund

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 2,050 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 FY 2011</u>	<u>Adopted Budget FY 2012</u>
Estimated Revenue		
Rev-Use Money/Property	\$ 402,840	\$ 334,340
Charges for Services	\$ 7,450,900	\$ 6,388,860
Miscellaneous Revenue	\$ 936,140	\$ 75,000
Transfer from Fund Balance	\$ -	\$ 1,325,000
Total Estimated Revenue	\$ 8,789,880	\$ 8,123,200
Operating Expenses		
Administration Services	\$ 3,349,440	\$ 4,113,930
Engineering	\$ 459,470	\$ 380,260
Distribution	\$ 624,310	\$ 631,470
Service	\$ 332,660	\$ 324,150
Meters & Regulators	\$ 144,830	\$ 120,190
Treatment-Main	\$ 306,290	\$ 333,350
Laboratory	\$ 87,520	\$ 87,790
Operations-Main	\$ 1,030,870	\$ 1,017,360
Operations-Industrial	\$ 106,390	\$ 127,820
Capital Expenses	\$ 1,195,750	\$ 1,246,690
Capital Projects	\$ 1,575,000	-
Total Operating Expenses	\$ (9,212,530)	\$ (8,383,010)
Revenues over (under) Expenses	\$ (422,650)	\$ (259,810)
Add:		
Depreciation	\$ 1,663,370	\$ 1,660,000
Deduct:		
Debt Service Principal	\$ (237,510)	\$ (448,390)
Contribution to General Fund	<u>\$ (933,300)</u>	<u>\$ (933,300)</u>
Calculation of Contribution to(from) Fund Balance	\$ 69,910	\$ 18,500

FY 2012 Adopted Budget
Water Fund

Revenues

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 288,196	\$ 278,612	\$ 402,840	\$ 334,340	\$ (68,500)
Charges for Services	\$ 6,882,286	\$ 6,432,928	\$ 7,450,900	\$ 6,388,860	\$ (1,062,040)
Miscellaneous Revenue	\$ 290,752	\$ 93,491	\$ 936,140	\$ 75,000	\$ (861,140)
Recovered Costs	\$ -	\$ 22,190	\$ -	\$ -	\$ -
Transfer from Fund Balance	\$ -	\$ -	\$ -	\$ 1,325,000	\$ 1,325,000
	\$ 7,461,234	\$ 6,827,221	\$ 8,789,880	\$ 8,123,200	\$ (666,680)

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Personnel Services	\$ 1,275,079	\$ 1,410,506	\$ 1,673,050	\$ 1,595,090	\$ (77,960)
Employee Benefits	\$ 225,625	\$ 236,257	\$ 364,130	\$ 362,920	\$ (1,210)
Purchased Services	\$ 560,492	\$ 666,934	\$ 816,250	\$ 782,120	\$ (34,130)
Internal Service	\$ 662,469	\$ 643,483	\$ 662,120	\$ 661,960	\$ (160)
Other Operating Expense	\$ 1,127,355	\$ 2,464,302	\$ 1,134,050	\$ 1,213,390	\$ 79,340
Cost Allocation	\$ 573,572	\$ 633,327	\$ 521,640	\$ 410,620	\$ (111,020)
Capital Outlay	\$ 69,734	\$ 112,621	\$ 207,440	\$ 102,710	\$ (104,730)
Capital Projects	\$ -	\$ -	\$ 1,575,000	\$ -	\$ (1,575,000)
Depreciation	\$ 1,445,591	\$ 1,496,485	\$ 1,663,370	\$ 1,660,000	\$ (3,370)
Debt Service	\$ 1,810,911	\$ 507,640	\$ 732,990	\$ 942,590	\$ 209,600
Transfer Out	\$ 933,300	\$ 933,300	\$ 933,300	\$ 1,933,300	\$ 1,000,000
Contingency Appropriation	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -
	\$ 8,684,128	\$ 9,104,855	\$ 10,383,340	\$ 9,764,700	\$ (618,640)

Authorized Fulltime Personnel

FY 2011	FY 2012	Administrative Services
1	1	Director of Water and Wastewater Treatment
1	1	Senior Secretary
<u>2</u>	<u>2</u>	Authorized Positions
		Treatment Expense
1	1	Water Treatment Director
1	1	Water Chemist
2	2	Combination of:
		Building Maintenance Superintendent
		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	1	Director of Engineering
1	1	Senior Secretary
1	0	Senior Office Assistant
<u>3</u>	<u>2</u>	Authorized Positions
19	18	TOTAL WATER FUND

FY 2012 Adopted Budget
Gas 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). Three 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 354 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 16,000 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 2011</u>	<u>Adopted Budget FY 2012</u>
Estimated Revenue		
Rev-Use Money/Property	\$ 281,240	\$ 354,780
Charges for Services	\$ 30,453,760	\$ 28,881,800
Miscellaneous Revenue	\$ 20,000	\$ 20,000
Transfer from Fund Balance	-	\$ 1,150,000
Total Estimated Revenue	\$ 30,755,000	\$ 30,406,580
Operating Expenses		
Administration Services	\$ 3,997,790	\$ 4,713,700
Engineering	\$ 583,640	\$ 572,840
Gas Control	\$ 21,561,460	\$ 19,914,240
Distribution	\$ 663,350	\$ 618,220
Service	\$ 305,420	\$ 319,610
Meters & Regulators	\$ 190,230	\$ 201,620
Capital Expenses	\$ 1,009,270	\$ 1,005,190
Capital Projects	\$ 1,860,000	\$ 1,632,500
Total Operating Expenses	\$ (30,171,160)	\$ (28,977,920)
Revenues over (under)	\$ 583,840	\$ 1,428,660
Add:		
Depreciation	\$ 1,383,880	\$ 1,350,000
Deduct:		
Debt Service Principal	\$ (53,720)	\$ (120,490)
Contribution to General Fund	\$ (2,656,330)	\$ (2,656,330)
Calculation of Contribution to(from) Fund Balance	\$ (742,330)	\$ 1,840

FY 2012 Adopted Budget
Gas Fund

Revenues

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 619,788	\$ 532,248	\$ 281,240	\$ 354,780	\$ 73,540
Charges for Services	\$ 32,455,492	\$ 27,060,178	\$ 30,453,760	\$ 28,881,800	\$ (1,571,960)
Miscellaneous Revenue	\$ (1,846,770)	\$ 1,762,998	\$ 20,000	\$ 20,000	\$ -
Recovered Costs	\$ 928,975	\$ 5,103	\$ -	\$ -	\$ -
Transfer from Fund Balance	\$ -	\$ -	\$ -	\$ 1,150,000	\$ 1,150,000
	\$ 32,157,485	\$ 29,360,527	\$ 30,755,000	\$ 30,406,580	\$ (348,420)

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Personnel Services	\$ 1,172,677	\$ 1,161,788	\$ 1,202,490	\$ 1,184,070	\$ (18,420)
Employee Benefits	\$ 173,046	\$ 161,064	\$ 260,320	\$ 263,330	\$ 3,010
Purchased Services	\$ 2,283,134	\$ 2,591,407	\$ 1,159,210	\$ 1,066,770	\$ (92,440)
Internal Service	\$ 211,456	\$ 142,376	\$ 136,050	\$ 111,340	\$ (24,710)
Other Operating Expense	\$ 1,094,028	\$ 2,468,344	\$ 1,261,080	\$ 1,146,870	\$ (114,210)
Source of Supply	\$ 23,262,370	\$ 17,120,762	\$ 20,987,010	\$ 19,395,440	\$ (1,591,570)
Cost Allocation	\$ 1,242,152	\$ 1,228,525	\$ 1,625,190	\$ 1,491,450	\$ (133,740)
Capital Outlay	\$ 32,694	\$ 124,754	\$ 60,670	\$ 101,840	\$ 41,170
Capital Projects	\$ -	\$ -	\$ 1,860,000	\$ 1,632,500	\$ (227,500)
Depreciation	\$ 1,178,426	\$ 1,178,956	\$ 1,383,880	\$ 1,350,000	\$ (33,880)
Debt Service	\$ 248,037	\$ 132,364	\$ 188,980	\$ 254,800	\$ 65,820
Transfer Out	\$ 2,656,330	\$ 2,656,330	\$ 2,656,330	\$ 3,656,330	\$ 1,000,000
Contingency Appropriation	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -
	\$ 33,554,350	\$ 28,966,670	\$ 32,881,210	\$ 31,754,740	\$ (1,126,470)

Authorized Fulltime Personnel

FY 2011	FY 2012	Administrative Services
1	1	Assistant Utility. Gen. Mgr/Dir. Water & Gas Dist.
1	1	Senior Secretary
<u>2</u>	<u>2</u>	Authorized Positions
		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
		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	0	Water & Gas Project Engineer
<u>6</u>	<u>5</u>	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
1	1	Water and Gas Distribution Superintendent
<u>25</u>	<u>25</u>	Authorized Positions
		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
		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
54	53	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 Pinnacles 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 (AMP), 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 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 2011</u>	<u>Adopted Budget FY 2012</u>
Estimated Revenue		
Rev-Use Money/Property	\$ 1,823,060	\$ 1,648,550
Charges for Services	\$ 106,569,370	\$ 102,847,430
Miscellaneous Revenue	\$ 94,520	\$ 711,520
Non-Revenue Receipts	\$ 4,297,230	\$ 97,230
Transfer from Fund Balance	-	\$ 3,550,000
Total Estimated Revenue	\$ 112,784,180	\$ 108,854,730
Operating Expenses		
Administration Services	\$ 5,127,410	\$ 5,883,210
Utility Administrative Services	\$ 825,630	\$ 837,660
Support Services	\$ 799,780	\$ 723,090
Engineering	\$ 1,000,730	\$ 949,130
Distribution	\$ 86,148,270	\$ 79,877,520
Meters	\$ 313,050	\$ 400,250
Transmissions	\$ 302,520	\$ 316,640
Substations	\$ 1,324,760	\$ 1,334,500
Hydo-Electric Plant	\$ 756,090	\$ 752,670
Generators	\$ 57,500	\$ 57,500
Customer Services	\$ 1,214,090	\$ 1,003,250
Capital Expenses	\$ 6,135,930	\$ 6,077,890
Capital Projects	\$ 5,077,300	\$ 6,545,300
Total Operating Expenses	\$ (109,083,060)	\$ (104,758,610)
Revenues over (under)	\$ 3,701,120	\$ 4,096,120
Add:		
Depreciation	\$ 6,381,570	\$ 6,300,000
Deduct:		
Debt Service Principal	\$ (1,000,480)	\$ (1,306,400)
Contribution to General Fund	<u>\$ (9,062,610)</u>	<u>\$ (9,062,610)</u>
Calculation of Contribution to(from) Fund Balance	\$ 19,600	\$ 27,110

FY 2012 Adopted Budget
Electric Fund

Revenues

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 2,466,105	\$ 1,972,315	\$ 1,823,060	\$ 1,648,550	\$ (174,510)
Charges for Services	\$ 98,617,636	\$ 105,906,979	\$ 106,569,370	\$ 102,847,430	\$ (3,721,940)
Miscellaneous Revenue	\$ 1,733,008	\$ 1,119,024	\$ 94,520	\$ 711,520	\$ 617,000
Recovered Costs	\$ 9,236	\$ 8,213	\$ -	\$ -	\$ -
Non-Revenue Receipts	\$ -	\$ -	\$ 4,297,230	\$ 97,230	\$ (4,200,000)
Transfer from Fund Balance	\$ -	\$ -	\$ -	\$ 3,550,000	\$ 3,550,000
	\$ 102,825,985	\$ 109,006,531	\$ 112,784,180	\$ 108,854,730	\$ (3,929,450)

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Personnel Services	\$ 5,041,594	\$ 5,248,477	\$ 5,198,310	\$ 5,037,780	\$ (160,530)
Employee Benefits	\$ 824,851	\$ 1,024,333	\$ 1,106,260	\$ 1,054,450	\$ (51,810)
Purchased Services	\$ 4,618,868	\$ 8,642,842	\$ 3,230,470	\$ 4,321,660	\$ 1,091,190
Internal Service	\$ 765,603	\$ 645,785	\$ 661,810	\$ 575,980	\$ (85,830)
Other Operating Expense	\$ 9,382,741	\$ 12,493,927	\$ 6,183,220	\$ 6,139,720	\$ (43,500)
Source of Supply	\$ 68,117,501	\$ 75,721,966	\$ 77,311,580	\$ 70,926,710	\$ (6,384,870)
Cost Allocation	\$ 459,618	\$ 715,943	\$ 879,420	\$ 617,330	\$ (262,090)
Capital Outlay	\$ 948,538	\$ 1,046,952	\$ 611,230	\$ 615,850	\$ 4,620
Capital Projects	-	-	\$ 5,077,300	\$ 5,545,900	\$ 468,600
Depreciation	\$ 5,498,255	\$ 5,714,292	\$ 6,381,570	\$ 6,300,000	\$ (81,570)
Debt Service	\$ 2,253,443	\$ 1,962,975	\$ 2,867,380	\$ 3,354,640	\$ 487,260
Reimbursement	-	-	\$ 74,990	\$ 74,990	\$ -
Transfer Out	\$ 9,062,610	\$ 9,062,610	\$ 9,062,610	\$ 10,062,610	\$ 1,000,000
Contingency Appropriation	-	-	\$ 500,000	\$ 500,000	\$ -
	\$ 106,973,622	\$ 122,280,102	\$ 119,146,150	\$ 115,127,620	\$ (4,018,530)

Authorized Fulltime Personnel

FY 2011	FY 2012	
		Administrative Services
1	1	Director of Power & Light
1	1	Authorized Positions
		Engineering Section
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>10</u>	<u>10</u>	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
<u>38</u>	<u>38</u>	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
<u>11</u>	<u>11</u>	Authorized Positions
		Meters Section
4	4	Combination of:
		Electric Meter Technician III
		Electric Meter Technician II
		Electric Meter Technician I
		Electric Meter Servicer
1	1	Electric Meter Supervisor
<u>5</u>	<u>5</u>	Authorized Positions
		Hydro-Electric Section
1	1	Hydro-Electric Attendant
4	4	Hydro-Electric Operator
1	1	Hydro-Electric Maint. Supv.
1	1	Hydro-Electric Supt.
<u>7</u>	<u>7</u>	Authorized Positions
72	72	TOTAL ELECTRIC FUND

FY 2012 Adopted Budget
Telecommunications 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. The City TV-20 government and education channel is funded completely out of the Telecommunication fund. This service is managed by the Multimedia Manager located in the City Manager's office.

Contribution to (from) Fund Balance/General Fund

	<u>Adopted Budget FY 2011</u>	<u>Adopted Budget FY 2012</u>
Estimated Revenue		
Rev-Use Money/Property	\$ 64,940	\$ 26,780
Charges for Services	\$ 1,646,620	\$ 1,398,500
Miscellaneous Revenue	-	-
Non-Revenue Receipts	\$ 2,501,100	-
Total Estimated Revenue	\$ 4,212,660	\$ 1,425,280
Operating Expenses		
Administration Services	\$ 49,200	\$ 38,650
Operations	\$ 885,350	\$ 648,020
City TV 20	\$ 99,970	\$ 100,260
Purchased Services	\$ 189,000	\$ 162,000
Capital Expenses	\$ 272,000	\$ 114,200
Capital Projects	\$ 2,500,000	\$ 250,000
Total Operating Expenses	\$ (3,995,520)	\$ (1,313,130)
Revenues over (under)	\$ 217,140	\$ 112,150
Add:		
Depreciation	\$ 211,500	\$ 190,000
Deduct:		
Debt Service Principal	\$ (125,000)	
Contribution to General Fund	<u>\$ (302,000)</u>	<u>\$ (302,000)</u>
Calculation of Contribution to(from) Fund Balance	\$ 1,640	\$ 150

FY 2012 Adopted Budget
Telecommunications Fund

Revenues

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 75,994	\$ 42,030	\$ 64,940	\$ 26,780	\$ (38,160)
Charges for Services	\$ 1,512,834	\$ 1,433,950	\$ 1,646,620	\$ 1,398,500	\$ (248,120)
Miscellaneous Revenue	\$ 42	\$ -	\$ -	\$ -	\$ -
Non-Revenue Receipts	\$ 1,725	\$ 15,234	\$ 2,501,100	\$ -	\$ (2,501,100)
	\$ 1,590,595	\$ 1,491,214	\$ 4,212,660	\$ 1,425,280	\$ (2,787,380)

Expenditures

	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted	Increase/ Decrease
Personnel Services	\$ 165,697	\$ 196,534	\$ 193,380	\$ 193,860	\$ 480
Employee Benefits	\$ 29,293	\$ 45,198	\$ 44,730	\$ 46,220	\$ 1,490
Purchased Services	\$ 524,952	\$ 609,394	\$ 347,490	\$ 289,140	\$ (58,350)
Internal Service	\$ 9,092	\$ 17,190	\$ 21,180	\$ 22,380	\$ 1,200
Other Operating Expense	\$ 451,902	\$ 422,491	\$ 216,760	\$ 100,770	\$ (115,990)
Source of Supply	\$ 207,630	\$ 229,551	\$ 189,000	\$ 162,000	\$ (27,000)
Cost Allocation	\$ -	\$ -	\$ 100,030	\$ 42,310	\$ (57,720)
Capital Outlay	\$ 36,646	\$ 23,874	\$ 18,950	\$ 16,450	\$ (2,500)
Capital Projects	\$ -	\$ -	\$ 2,500,000	\$ 250,000	\$ (2,250,000)
Depreciation	\$ 191,937	\$ 160,008	\$ 211,500	\$ 190,000	\$ (21,500)
Debt Service	\$ -	\$ -	\$ 277,500	\$ -	\$ (277,500)
Transfer Out	\$ 302,000	\$ 302,000	\$ 302,000	\$ 302,000	\$ -
	\$ 1,919,149	\$ 2,006,240	\$ 4,422,520	\$ 1,615,130	\$ (2,807,390)

Authorized Fulltime Personnel

FY 2011	FY 2012	
1	1	Broadband Network Manager
1	1	Senior Account Clerk
1	1	Broadband Network Engineer
1	1	Multi-Media Manager
<u>4</u>	<u>4</u>	Authorized Positions