

FY 2017 Adopted Budget



July 1, 2016 – June 30, 2017





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Danville
Virginia**

For the Fiscal Year Beginning

July 1, 2015

Executive Director

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CITY OF DANVILLE, VIRGINIA

CITY COUNCIL

John B. Gilstrap – Mayor
Alonzo L. Jones – Vice Mayor

James B. Buckner
L.G. “Larry” Campbell, Jr.
Gary P. Miller, MD
Sherman M. Saunders

Fred O. Shanks III
J. Lee Vogler
Madison R. Whittle

LEGISLATIVE STAFF

W. Clarke Whitfield, Jr.City Attorney
Susan M. DeMasiCity Clerk

CITY LEADERSHIP

Kenneth F. LarkingCity Manager
Earl B. Reynolds, Jr.....Deputy City Manager
Marc D. Adelman.....Director of Transportation Services
Michael Adkins.....Director of Finance
Philip A. BroadfootChief of Police
Richard I. Drazenovich..... Director of Public Works
David R. Eagle..... Fire Chief
Jason Grey..... Interim Director of Utilities
Earl B. Reynolds, Jr.....Director of Community Development
Inez J. RodenburgDirector of Information Technology
William O. SgriniaDirector of Parks and Recreation
Telly Tucker... ..Director of Economic Development
Sara B. WellerDirector of Human Resources
Cynthia L. ThomassonBudget Director

CONSTITUTIONAL OFFICERS

Michael S. Mondul.....City Sheriff
Michael J. Newman.....Commonwealth Attorney
Gerald A. Gibson..... Clerk of Circuit Court
James M. Gillie..... Commissioner of the Revenue
Sheila Williamson-Branch.....City Treasurer



The City of Danville was founded in 1793, chartered in 1830, and is located on the Dan River in the south-central Piedmont region of Virginia. The North Carolina state line forms the city's southern boundary. The city is surrounded on the west, north, and east by Pittsylvania County.

Danville is but a day's drive to almost two-thirds of the nation's population. Danville is located 143 miles southwest of the state capital in Richmond; 80 miles southeast of Roanoke; and 45 miles north of Greensboro, North Carolina. The City covers an area of approximately 44 square miles and has a population of approximately 42,975. According to the consumer price index, Danville and the southern region of Virginia have a lower cost of living compared to other regions in the United States.

The City operates under the council-manager form of government. Policymaking and legislative authority is vested in the City Council, which consists of nine members including a mayor and vice mayor. Council members are elected at large on a nonpartisan basis to serve four-year terms. The elections are held biennially with five members being elected in one biennium and four in the next. Members of the council elect the Mayor and Vice-Mayor from its membership. The City Council is responsible for passing ordinances, adopting the budget, appointing committee and board members, and hiring the City Manager and City Attorney. The City Manager is the chief executive and is responsible for carrying out the policies and ordinances of City Council, overseeing the day-to-day operations of the City, and appointing department heads.



Built in 1926-27, the Danville Municipal Building is listed on both the Virginia Historic Register and the National Register of Historic Places.

The City provides a full range of services including police and fire protection; sanitation services; the construction and maintenance of streets and infrastructure; recreational activities; and cultural events. In addition to the general government activities, the City provides mass transit, water and wastewater treatment, gas, fiber network, and electric services.

The City boasts an abundance of historical landmarks, an excellent variety of recreational and housing opportunities and beautiful, rolling countryside. Rated among the best in affordability and the lowest in housing costs, Danville has received national recognition for adopting innovative strategies in business development.

But history and surroundings are not the only assets Danville has to offer. Believing that a vibrant downtown is vital to the well-being of a community, Danville supports an economically viable commercial district with unique businesses, attractions, restaurants and residential sites to serve and attract citizens and visitors. The River District Redevelopment Project is entering its fifth year and continues to build on the River District's strengths, implement public improvements that will stimulate private investment, support transformational commercial projects, achieve the right mix of land uses and activities, and support the preservation of the district's unique character.



Main Street in the River District

In addition to a strong K-12 public school system and private school options, Danville's education community includes Averett University, Danville Community College and the Institute for Advanced Learning and Research. Recently, the Capstone Integrated Machining Technology program is receiving recognition for its multidisciplinary training for precision machining. The program is a joint venture between the Institute for Advanced Learning and Research and Danville Community College is a vital for both workforce development program and education.



Mountain biking attracts riders from outside the community.

Danville has been recognized nationally as a Playful City. The City is committed to recreation and providing opportunities for play. The Riverwalk Trail takes advantage of Danville's location along the Dan River to give residents an opportunity to interact with the river while using the 9 miles of trail to walk, run, bike, or commute.

One of the longest single track mountain bike trails in the region is located in Danville. Built through a partnership between Southern Virginia Mountain Bike Association and Danville Parks and Recreation, the system offers a variety of trails for multiple experience levels. With twists and turns, climbs and descents, the Angler's Ridge mountain bike trail system and its 35 miles of stacked-loop single-track trails is ranked No. 1 in Virginia and 32nd in the world. Along the trails are plenty of gravity drops, log pyramids, tight switchbacks, moguls, rock gardens and 40 bridges to challenge you as you travel through beautiful woodlands complete with creeks and wildlife.

Danville's diverse neighborhoods represent a unique blend of the best of rural and metropolitan lifestyles. Communities of comparable size seldom offer such a wide variety of housing. Homes in the Danville area ranges from turn-of-the-century Victorian and Edwardian architecture to suburban Williamsburg style homes, country club developments, urban lofts, apartments, and rural farm settings. Danville has small-town charm as well as the assets of a city ready to burst with excitement. It truly is a great place to live, work, and play!



The City Seal was designed by Gloria Nix, a student at George Washington High School, and adopted in 1957. The circular seal is divided into four quadrants representing different aspects of the city. The lamp and books reflect the importance of education. The train, bus, and airplane represent Danville's position as a regional hub. The textile mill and cotton fields in the top quadrant and the tobacco fields on the bottom quadrant show the two traditional foundations of Danville's economy: textiles and tobacco. The dates on the seal reflect the date of the founding and the date of incorporation.

Date Settled	1793
Date Incorporated	1830
Area (sq. miles)	44
Form of Government	Council-Manager
Number of Employees (July 2015)	1116

Demographics

Population	42,544
Unemployment Rate (5/2016)	5.6%
Number of Registered Voters (8/2015)	27,311
Income per capita - Danville MSA	\$20,569
Median household income	\$32,173
Median home value (owner-occupied)	\$88,300

data.virginialmi.com, Census

Largest Employers

The Goodyear Tire & Rubber Company
Danville City Public Schools
City of Danville
Danville Regional Medical Center
Adecco
Wal-Mart
Averett College
Telvista Incorporated
Nestle USA, Inc.
GCB Staffing

data.virginialmi.com

Local Taxes

Real Estate	\$0.73 per \$100 of assessed value
Personal Property	\$3 per \$100 of assessed value
Business Personal Property	\$3 per \$100 of assessed value
Machinery and Tools	\$1.50 per \$100 of assessed value
Aircraft	\$0.30 per \$100 of assessed value
Mobile Homes	\$0.73 per \$100 of assessed value
Meals Tax	6%
Transient Lodge Tax	6%
Short Term Rental Tax	1%

Bond Ratings

Moody's	Aa3
Standard and Poor's	AA-
Fitch	AA-

As of July 2016

Facilities and Services

Miles of streets (approx.)	458
Number of recreation centers	7
Number of parks	11
Number of skate parks	1
Riverwalk Trail distance (miles)	9
Mountain biking trail distance (miles)	35
Number of libraries	2

Public Safety

Number of Fire stations	7
ISO Rating (Fire)	2
Number of Police stations	1

Hospitals

Number of hospitals	1
Number of patient beds	250

Danville Public Schools

Number of Pre-K Centers	2
Number of Elementary Schools	6
Number of Middle Schools	2
Number of High Schools	2
Number of Special Program Centers	3

Public Utilities

Sanitary Sewer - Department of Public Works

Miles of sanitary sewer (approx.)	395
Number of Service Connections ¹	16,481

Water - Danville Utilities

Miles of water mains (approx.)	343
Number of service connections ¹	15,865
Number of treatment plants (potable) ²	1
Number of treatment plants (industrial) ²	1
Daily average consumption in gallons (potable) ²	5.43 million gallons
Daily average consumption in gallons (industrial) ²	0.387 million gallons
Maximum Daily Capacity of plant (potable) ²	18 million gallons
Maximum Daily Capacity of plant (industrial) ²	3 million gallons
Reservoir Capacity (potable) ²	16.55 million gallons
Reservoir Capacity (industrial)	45 million gallons

Natural Gas - Danville Utilities

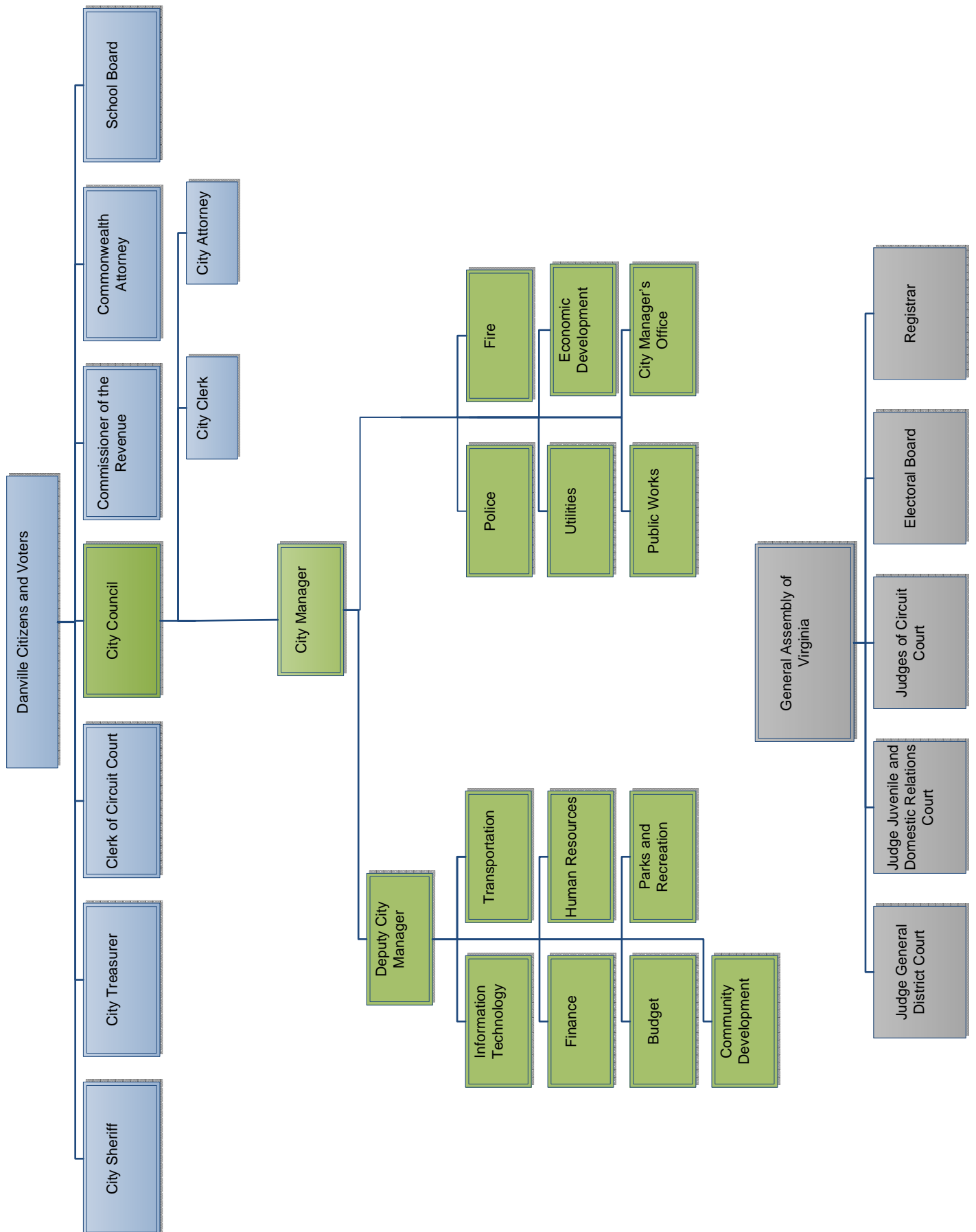
Number of service connections ¹	17,217
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Power and Light - Danville Utilities

Service Territory Area (sq. miles)	535
Number of service connections ¹	41,730

¹Number of service connections may fluctuate on a daily basis.

²FY 2015 Figures





Danville City Council Priorities

Danville currently finds itself in the same situation as other old, isolated industrial cities that have lost their legacy industries. Danville must do what is necessary to recover from its economic, employment, and population losses and transform its economy to a more sustainable, diverse, future-oriented one. To do so will require that Danville once again become both a place of economic opportunity and an attractive, desirable place in which to live.

The Danville City Council is committed to lead the community through this transformation. Council has accordingly identified and ranked eight priority areas to focus the efforts of the City Manager and staff on addressing these issues during the next few years. Included are transforming Danville's economy, ensuring public safety, providing effective and efficient municipal services, practicing good governance, reversing Danville's population decline, encouraging lifelong learning, celebrating Danville's diversity, and promoting the public's good health and wellness. 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 depend on available resources.

1. Transform Danville's Economy -- Support business prosperity and growth sufficient to transform Danville's old tobacco and textile-based economic base to a more forward-focused, diversified economy that ensures current and future employment at good wages and enables community sustainability.

- 1.1. Recruit new businesses and industries to the area that will diversify the economy, increase overall average wage rates, and strengthen the tax base.
 - 1.1.1. Undertake an effective economic development marketing program.
 - 1.1.2. Identify, evaluate, and catalogue suitable developable property in Danville that can accommodate commercial and industrial uses.
 - 1.1.3. Implement the industrial property purchase plan included in the capital improvements budget.
 - 1.1.4. Work with Pittsylvania County on permitting, certification, and development of the Danville-Pittsylvania Regional Industrial Facility Authority's 3,500 acre Mega Park.

1.2. Revitalize Danville's River District.

1.2.1. Complete streetscape developments and special projects now underway in the River District.

1.2.2. Through the Industrial Development Authority, purchase key vacant and underutilized properties, repair them as needed, and resell them to qualified investors and businesses.

1.2.3. Determine unmet market demand in the River District for retail, service, and restaurant businesses and recruit new commercial firms that can best meet those needs.

1.2.4. Encourage private investment in the River District.

1.3. Support retention and expansion of existing businesses through visitation, regular contacts, and provision of needed assistance.

1.4. Work cooperatively with the Danville Public Schools, West Piedmont Workforce Investment Board, Danville Community College, Averett University, the Commonwealth, and other partners to sustain a well-trained workforce that is ready to supply the needs of expanding and newly recruited businesses.

1.5. Support effective regional intergovernmental economic development programs.

1.5.1. Sustain and build upon existing economic development initiatives with Pittsylvania County, the Danville-Pittsylvania Regional Industrial Facility Authority, Dan River Business Development Center, Danville-Pittsylvania Chamber of Commerce, Southern Virginia Regional Alliance, Danville Regional Foundation, Virginia Economic Development Partnership, and the Virginia Tobacco Indemnification and Community Revitalization Commission.

1.5.2. Explore economic development partnerships with neighboring North Carolina jurisdictions

1.6. Develop and implement a program to make Danville the most "business friendly" city in the Virginia-North Carolina region.

1.6.1. Make it easy to do business in Danville through a reasonable, predictable, effective, and efficient permitting process.

1.6.2. Within constraints posed by Virginia law, maximize purchase of goods and services from Danville businesses.

2. Ensure Public Safety -- Maintain a community that is safe, sound, and secure in both perception and reality.

- 2.1 Continue to keep the public informed about public safety through media releases, the City's internet website, public service announcements, and speaking engagements while seeking out and effectively using new communications methods.
- 2.2 Sustain partnerships with the Danville Public School District to maintain public safety in the schools and at school athletic events and increase awareness on the part of faculty, staff, students, and their families of measures that can be taken to keep everyone safe.
- 2.3 Continue and expand active roles in regional public safety.
- 2.4 Aggressively seek grant funding to support public safety programs and improve operational effectiveness and efficiency.
- 2.5 Provide a community free from the ravages and fear of crime.
 - 2.5.1 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.
 - 2.5.1.1 Maintain 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.
 - 2.5.1.2 Expand effective crime prevention programs, including the "See Something Say Something," Neighborhood Watch, Business Watch, National Night Out, Crime Stoppers, and community meetings.
 - 2.5.2 Improve police intelligence gathering activities to support crime prevention efforts and the prosecution of offenders, including effective use of *Data-Driven Approaches to Crime and Traffic Safety* (DDACTS).
 - 2.5.3 Explore expanded use of civilian personnel in the Police Department.
- 2.6. Minimize human suffering and property damage caused by fires, accidents and sudden illness, hazardous material releases, or other disasters.

- 2.6.1. Construct the new Lynn Street Fire Department Headquarters/Fire Station/9-1-1 Communications Center complex on schedule and within budget.
- 2.6.2. Evaluate the cost-effectiveness of constructing a new fire station in the Westover/Riverside/Piedmont area and consolidation there of personnel, vehicles, and equipment from Westover and Piney Forest Fire Stations.
- 2.7. Maintain an effective 9-1-1 call receiving and public safety dispatch capability.
- 2.8. Eradicate devastating property blight, deterioration, decline, and abandonment that are undermining Danville's neighborhoods.
 - 2.8.1 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.
 - 2.8.2 In order 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 existing northern and southern districts and create a third district in the Old West End.
 - 2.8.3 Implement the expand blight eradication program authorized in the FY 2014 Capital Improvements and Projects Plan.

3. Provide Effective & Efficient Municipal Services -- 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.

- 3.1 Conduct a citizen survey to measure municipal service performance and quality ratings.
- 3.2 Maintain a management team building and training program to improve the ability of the organization's top, middle, and line managers to plan, organize, control, and lead municipal departments as effectively and efficiently as possible.
- 3.3 Implement a pay-for-performance system that effectively links employee compensation to job performance.
- 3.4 Implement a comprehensive Customer Service Program that sets employee expectations and provides necessary tools and training to deliver outstanding customer service and holds them accountable for so doing.

- 3.5 Produce a written Annual Report summarizing the City's accomplishments in effectively and efficiently providing municipal services and facilities.

4. Practice Good Governance -- Provide policy guidance developed in a way that is participatory, consensus-oriented, effective and efficient, accountable, transparent, and consistent with applicable laws.

- 4.1 Endorse a budget preparation process and be involved early on to ensure that City Council has appropriate high-level input into budget development.
- 4.2 Improve City Council meeting procedures to provide more information to citizens in attendance and those viewing by television to enable them to better follow and understand Council's decision-making process.
- 4.3 Expand opportunities beyond attendance at public hearings for public participation in decision-making.

5. Reverse Danville's Population Decline -- Reestablish Danville's status as the region's community of opportunity and its community of choice.

- 5.1 Develop a formal marketing plan to promote Danville to perspective residents and businesses.
- 5.2 Sustain a positive image of Danville among its own residents, as well as those in other communities.
- 5.2.1 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.
- 5.2.2 Pursue attainment state and national awards that would draw positive attention to Danville.
- 5.3. Ensure that all of Danville's neighborhoods are attractive, desirable places to live to ensure that newcomers choose to live in the City.

6. Encourage Lifelong Learning -- Enable productive lifelong learning for Danville's residents.

- 6.1 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.
- 6.2 Regularly meet with the Danville School Board and administration to maintain a good understanding of public education system operations and budget requirements.
- 6.3 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.
- 6.4 Support cost-effective training of municipal employees through training provided by professional organizations and associations, the City of Danville University, and the tuition reimbursement program.

7. Celebrate Danville's Diversity -- Ensure that all citizens of Danville live in a welcoming community undivided by barriers of race, ethnicity, or national origin.

- 7.1 Involve, respect, and give equal treatment to all in our organization and in the community, neither discriminating, nor tolerating discrimination in the conduct of municipal government affairs.
- 7.2 Establish partnerships with community organizations to deal with actual and perceived instances of racial discrimination and inequity and to improve race relations in Danville.
- 7.3 Initiate programs and events to create opportunities for positive interracial dialogue and interaction.
- 7.4 Ensure that municipal programs and services address the needs of a diverse population and provide equitable benefits to all residents.
- 7.5 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.

8. Promote Danville's Good Health & Wellness – Support a healthy and active community.

- 8.1 Develop and implement local policies and actions to address health and the broad range of factors that influence health, including transportation and public transit; roads, sidewalks, and bicycle lands; parks and trails; land use; housing; and urban planning; and recreation and cultural activities. Through these efforts, seek to create physical and social environments that make it easier for individuals to take responsibility for their own good health and wellness.
- 8.2 Work with the schools and community nonprofits to develop and implement activities that promote good health and wellness.

Adopted: June 18, 2013
Resolution 2013-06.19

Accrual Basis of Accounting

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

Appropriation

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

Assessment

The official valuation of property for the purposes of taxation.

Assessed Value

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

Balanced Budget

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

Bond

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

Budget

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

Capital Improvement Program

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

Capital Outlay

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

Capital Projects

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

Contingency

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

Contribution Other Entity

Category of expenditures that includes contributions to outside organizations.

Cost Allocation

Cost allocation distributes accumulated indirect costs to the programs that benefit from the accumulated cost on the basis of percentages that represent a reasonable and equitable

allocation base. A cost allocation plan allows the General fund to recover administrative costs from Enterprise Funds, grants, and other participants (Juvenile Detention).

Current Financial Resources

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

Danville-Pittsylvania Regional Industrial Facility Authority (RIFA)

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

Debt Service

Repayment of City debt, including interest.

Department

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

Depreciation

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

Disbursement

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

Division

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

Economic Resources

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

Employee Benefits

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

Encumbrance

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

Enterprise Fund

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

Expenditure

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

Fiscal Year

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

Fund Balance

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

General Fund

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

Grant

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

Internal Services

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

Internal Services Fund

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

Labor Expense Cross

The cost of public works labor charged to another department.

Modified Accrual Basis of Accounting

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

Non-Categorical Aid: 599 Funds

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

Other Operating Expenses

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

Operating Expenses

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

Personnel Services

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

Position

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

Proprietary Funds

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

Public Assistance

A category of expenditures that includes Social Service programs.

Purchased Services

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

Reserve

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

Revenue

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

Tax Base

The aggregate value of all items being taxed.

Tax Rate

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

Transfer Out

General Fund support of other operations.



City of Danville, Virginia

KEN LARKING
CITY MANAGER
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July 1, 2016

Honorable Mayor and Members of Council:

I am pleased to present to you the Adopted FY 2017 Budget. I wish to thank you for the hard work, diligence, and direction given throughout the budgeting process.

This budget maintains the City's critically important efforts to transform its economy, revitalize its River District, stem its population decline, and eradicate property blight. The City must provide just the right mix of municipal services and facilities to satisfy current resident demands and attract newcomers. It must accomplish this while operating cost-effectively with affordable taxes, fees and utility rates.

The Adopted FY 2017 General Fund Budget is \$104,776,460, which is 2.7% more than the previous fiscal year, but does not impose increased taxes. This includes the City's support of Danville Public Schools at \$19,006,570. The Utilities budgets include expenditures (less depreciation) of nearly \$150 million in the Wastewater, Water, Gas, Electric and Telecommunications Funds and \$7.4 million for affiliated capital projects. As part of the biennial rate review, this budget includes an overall 1.5% rate increase in the Electric Fund that will generate approximately \$1,700,000 in new revenue.

This budget estimates revenue growth in local sales and meals tax of \$430,000, and Business & Occupation Licenses of \$200,000. Real estate and machinery and tools taxes show a slight increase of \$200,000. Building permits, inspection fees, and charges for services are also estimated to be flat. State revenues reflect an estimated increase of \$325,000, including an \$85,000 addition for a 2% salary increase for Constitutional Office employees.

This budget includes funding for employee pay for performance of \$792,000 in the General Fund and \$321,900 in other funds.

Accompanying this document is the City's five-year Capital & Special Projects Plan (CSP). Fiscal Year 2017 provides funding for all funds in the amount of \$26,753,030. Funding sources include current revenues of \$2,215,625 from the General Fund and \$5,305,000 from Utilities; Transfers from Unassigned Fund Balance of \$2,662,060 from the General Fund; \$100,000 from Telvista Loan Repayment; \$33,000 Contribution-in-Aid; \$478,315 and \$100,000 Reprogrammed Funds from the General Fund and Electric

Fund respectively. Also included in the CSP are projects funded with grants and bond funds. Appropriations for these projects will be recorded when funding is approved by separate appropriation ordinances.

I would like to express my appreciation to our Budget Team and to our Department Directors 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,

A handwritten signature in black ink that reads "Ken Larking". The signature is written in a cursive, flowing style.

Ken Larking
City Manager



City of Danville, Virginia

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April 8, 2016

FY 2017 City Council Introductory Budget

Honorable Mayor and Members of Council:

Chapter 8, Section 8-6 of the City Charter requires the City Manager to submit a proposed budget by April 1st of each year. This Introductory Draft of the Proposed Fiscal Year (FY) 2017 Budget is respectfully submitted following City Council's month-long review of the Introductory Draft released a month ago. The Charter directs the Manager and Council to work together in modifying the proposed budget into a version presented to the public no later than April 30. Public comment on that edition of budget will be actively encouraged through May and June before a final budget is adopted and associated funds are appropriated by June 30.

For the purposes of this version of the budget, the appropriation for Danville Public Schools is shown at "level funding" from the current year. There will be time for City Council, the School Board and public to have additional discussions regarding the School's request for more funds and adjustments can be made throughout the budget up to the final adoption date in June.

This Introductory Draft incorporates Council's guidance received during work sessions conducted in March. The Danville Utility Commission's recommendations regarding the Water, Wastewater, Electric, Gas, and Telecommunications Funds are likewise included in this Introductory Draft. With exceptions noted below, current municipal services are maintained in FY 2017.

This Proposed FY 2017 Budget maintains the City's critically important efforts to transform its economy, revitalize its River District, stem its population decline, and eradicate property blight. The City must provide just the right mix of municipal services and facilities to satisfy current resident demands and attract newcomers. It must accomplish this while operating cost-effectively with affordable taxes, fees, and utility rates.

To accomplish this will require a comprehensive five-element strategy that was introduced during FY 2014.

1. Build on Economic Strengths -- Transform Danville's economy into a vibrant, future-focused - one built on knowledge, innovation, and entrepreneurship.

2. Fix the Basics -- Sustain just the right mix of public services, facilities, and amenities to retain and attract residents, and do so effectively and efficiently.
3. Transform the Physical Landscape -- Implement capital improvement projects that stimulate revitalization of Danville's economy.
4. Grow the Middle Class -- Reestablish Danville's middle-class character and ensure healthy population growth and a brighter future.
5. Create Neighborhoods of Choice -- Ensure all of Danville's neighborhoods are attractive, desirable places to live.

Implementing this strategy involves making purposeful use of ongoing operating expenditures, as well as special project and capital improvement expenditures.

The City's financial condition is excellent in terms of maintenance of appropriate cash reserves, levels of indebtedness, and retirement system funding. Prudent use of cash reserves and moderate increases in debt financing makes it possible to balance the FY 2017 Budget without increases in property taxes or General Fund charges, as directed by City Council during our last work session discussions.

The biennial utility rate study recently completed by the Danville Utility Commission recommends an average 1.5% electric rate increase in FY 2017 spread across customer classes, customer charges, and consumption rates. The residential customer would experience an increase in monthly customer charges from of about \$2.43.

Changes made to the Introductory Budget for FY 2017 are follows:

	<u>Revenues</u>	<u>Expenditures</u>
<u>General Fund</u>		
Total Working Draft	\$ 103,361,750	\$ 103,361,750
Increases (Decreases):		
Commonwealth Attorney (added position)		65,020
Support of Longwood Small Business Center		15,000
Contingency		(70,020)
	<hr/>	<hr/>
Revised Totals	<u>\$103,361,750</u>	<u>\$ 103,361,750</u>

I am grateful to our budget team for its hard work getting to this point. City staff stands ready to assist Council throughout the remainder of the budget process. We are all ultimately accountable to the citizens in providing needed municipal services and facilities in an effective and efficient manner.

Respectfully,

A handwritten signature in black ink that reads "Ken Larking". The signature is written in a cursive, flowing style.

Ken Larking
City Manager



City of Danville, Virginia

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FY 2017 City Manager's Proposed Budget

March 1, 2016

Honorable Mayor and Members of Council:

Pursuant to Chapter 8, Section 8-6 of the City Charter, I am pleased to present this Proposed Fiscal Year 2017 Budget for your review and consideration.

This recommended budget provides a financial plan for the ensuing fiscal year and was developed in accordance with sound fiscal policies. Our budgeting process requires that municipal departments justify every line item and propose no more, or less, than is needed in FY 2017 to serve the public at Council-authorized levels. The budgetary principles on which this document is based are:

- Basic City services are continued with funding at adequate levels.
- Sound budgetary principles have been followed in developing this budget.
- Revenue projections are estimated at realistic, conservative levels.
- Expenditure projections are estimated at realistic levels.

Staff recommends a budget that will continue City Council's efforts to improve Danville's economy and its status as a desirable place to call home. In recent years' City Council has authorized expenditures above and beyond the status quo in areas like River District revitalization, education, blight eradication and neighborhood stabilization. Based on Council's input, this year's recommendation also includes additional funding for workforce development and public safety.

The City's financial condition is excellent in terms of maintenance of appropriate cash reserves, levels of indebtedness, and retirement system funding. Prudent use of cash reserves and moderate increases in debt financing makes it possible to balance the FY 2016-17 Budget without an increase in property taxes.

This year is a reassessment year for real estate and we anticipate a moderate change to values on average City-wide. When the property tax rate was lowered from \$0.77 to the current rate of \$0.73 in FY 2009, the assessed value of real estate in the City was \$2,252,885,600. With about 50% of the reassessment complete, the estimated value for FY 2017 is \$2,278,653,800, which is a 1.1% increase, or essentially flat for eight years. Fortunately, the City is experiencing record revenues from sales tax and other taxes that are more closely tied to the improving economy. This and continued efforts

to be more efficient in service delivery, has allowed Danville to continue to provide services at adequate levels even as costs increase.

The biennial utility rate study was completed by the Danville Utility Commission in February 2015. The study included an increase in the proposed Electric FY 2017 rates. These increases are spread across customer classes, customer charges, and consumption rates and vary based on the cost to serve each rate class. For example, residential electric customers will expect to see an increase of \$2.43/per 1,000 kilowatt hours consumed mostly in an increase in customer charge from \$7.80/month to \$9.00/month. No other utility rate increases are being requested for FY 2017. The next biennial rate study will be conducted in January 2017.

The FY 2017 Proposed Budget totals \$271,805,620 for all City operations, capital improvements and debt service requirements. This is a \$9,873,620 (3.77%) increase from the FY 2016 Adopted Budget of \$261,932,000. Of the increase, the majority is in the Electric Fund where Purchase Power increased \$9,525,170. In the General Fund, the repayments to the Tobacco Commission increased by \$386,699.

General Fund

The total proposed FY 2017 General Fund budget appropriation is \$103,361,750. This is \$1,322,040 (1.3%) more than the FY 2016.

Revenues

This year's budget includes projected increases in General Fund Revenues for most major revenue categories. The following is a more detailed description of each source:

- **Real Estate Taxes** – Even though the Real Estate Assessment at the printing of this document project a small increase, the administration is recommending no change in the revenue estimate. We are, however, recommending an increase in the Delinquent Tax revenue based on historical collections.

The State code requires localities to advertise an effective tax rate increase for any reassessment in excess of 1%; therefore, the City will advertise an effective tax increase in order to comply with State Code. As you may recall, the previous reassessment in 2014 also projected an increase based on the partial assessments completed as of March during the budget work sessions, but when the assessments were finalized in June, there was a decrease in the total assessments. Advertising in this manner provides Council with greater flexibility.

- **Other Local Tax Revenue** – Local sales, meals, and hotel/motel room tax revenues are good indicators of local economic vitality. Tax receipts for each are projected to increase in FY 2017 \$100,000, \$330,000, and \$30,000, respectively. In addition, Business & Occupational License revenue is projected to increase \$200,000.

- **Transfer from Fund Balance** – The proposed budget recommendation includes \$3,595,560 in transfers from the unreserved balance of the General Fund for funding economic development incentives and capital projects. More information is included in the expenditure section below. Funding for repayments to the Tobacco Commission in the amount of \$1,431,250 are budgeted as a transfer from Reserved Fund Balance. The transfer from unreserved fund balance is in line with last year's adopted budget.
- **Constitutional Offices** – The State Legislature is proposing a 2% COLA for State employees including constitutional offices. This represents the estimated State share of the increase.
- **State Aid to Localities with Police Departments** – There is at this time an increase proposed for this revenue. The amount of the increase is yet to be determined. This budget includes a 5% increase above the FY 2016 budget.

FY 2017 General Fund Revenue Changes

	FY 2016 Adopted Budget	FY 2017 Proposed Budget	Increase (Decrease)
General Property Taxes			
Real Estate Taxes	\$ 16,400,000	\$ 16,500,000	\$ 100,000
Machinery & Tools Taxes (Current & Delinquent)	1,201,000	1,301,000	100,000
Penalties and Interest - All Property Taxes	700,000	650,000	(50,000)
All Other General Property Taxes	9,808,420	9,815,320	6,900
Other Local Taxes:			
Local Sales Taxes	8,400,000	8,500,000	100,000
Business & Occupational Licenses	4,800,000	5,000,000	200,000
Prepared Meals Taxes	6,870,000	7,200,000	330,000
Hotel & Motel Room Taxes	810,000	840,000	30,000
All Other Local Taxes	2,977,000	3,017,000	40,000
Recovered Cost	6,159,760	5,461,620	(698,140)
Interest Income	520,000	762,790	242,790
Charges for Detention	2,660,000	2,851,820	191,820
State Revenues:			
Shared Expenses-Constitutional Offices	4,789,680	4,874,810	85,130
Social Service Programs/Administrative Reimb	6,924,420	6,957,670	33,250
State Telecommunications Tax	3,200,000	3,250,000	50,000
State Aid to Localities (599)	2,450,000	2,570,000	120,000
Other Revenue Areas	3,992,680	3,953,110	(39,570)
Total Revenues	\$ 82,662,960	\$ 83,505,140	\$ 842,180
Transfer In From Utilities:	14,830,000	14,830,000	-
Transfer From Reserved Fund Balance	1,044,551	1,431,250	386,699
Transfer From UnreservedFund Balance	3,502,199	3,595,360	93,161
Total Revenues and Transfer from Fund Balance	\$ 102,039,710	\$ 103,361,750	\$ 1,322,040

Expenditures

This year's major increases and decreases in expenditures are described below:

FY 2017 Major Increases/Decreases in Expenditures

	FY 2016 Adopted Budget	FY 2017 Proposed Budget	Increase (Decrease)
Salaries & Benefits:			
Salaries & Wages	\$ 30,754,720	\$ 34,136,240	\$ 3,381,520
Salaries & Wages - Adjustments	2,077,720	700,000	(1,377,720)
Salaries & Benefits - Constitutional Offices	5,524,840	5,563,720	38,880
Employees Retirement System	1,960,490	2,009,940	49,450
Group Health Insurance	6,981,500	6,960,000	(21,500)
Unemployment Claims	150,000	50,000	(100,000)
Line of Duty Benefit	350,000	400,000	50,000
Other Operating Expenditures:			
Outside Purchased Services	1,200,780	1,189,180	(11,600)
Social Service Programs	2,307,930	2,382,780	74,850
Cost Allocation	1,326,770	1,246,840	(79,930)
Maintenance Service Contracts	1,627,440	1,759,030	131,590
AVL Service Contracts	3,300	17,770	14,470
Postage	249,410	266,640	17,230
Uniforms	188,280	211,360	23,080
Demolitions	281,250	250,000	(31,250)
Software	3,470	29,300	25,830
Debt Service	3,181,640	4,517,510	1,335,870
Support of Other Entities	1,428,310	1,474,760	46,450
Chamber of Commerce	2,200	27,200	25,000
Transfers To/From Other Funds:			
Support of Capital Projects	4,173,020	4,710,690	537,670
Economic Development Incentives	2,404,750	933,500	(1,471,250)
Transfer Out to Transportation Fund	228,820	181,160	(47,660)
Refunds	1,150,000	1,431,250	281,250
All Other Expenditures	34,483,220	32,912,880	(1,570,340)
	\$ 102,039,860	\$ 103,361,750	\$ 1,321,890

- **Health Insurance** – Like many other large employers, the City administers a self-insured health plan for employees and retirees under which the actual claims for health care benefits and prescription coverage are paid. Beginning in January 2013, the City began offering a high deductible plan with a health savings account in addition to the traditional preferred provider organization (PPO) plan. This was done to provide a less costly option to employees who only occasionally utilize their health insurance benefits, saving both the employee and the City money. As the high deductible plan has grown in popularity, the City has experienced significant savings in group health insurance costs. Employee utilization of insurance is difficult to project. However, after analyzing costs over the last three years and considering the mandated administrative fees to fund the Patient Protection and Affordable Care Act, management has budgeted \$6,960,000 in FY

2017 for health insurance costs, representing a decrease of \$21,500 from FY 2016.

- **Refunds (Tobacco Commission)** – This budget provides for the repayment to the Virginia Tobacco Indemnification and Community Revitalization Commission (TROF) Grants made to U.S. Green Energy, Web Parts, GOK, and Danville Hybrid Vehicles. The payments will be made over a four-year period as noted below:

U.S. Green Energy	Payment 4 of 4	\$ 400,000
Web Parts	Payment 3 of 4	250,000
GOK	Payment 3 of 4	250,000
Danville Hybrid Vehicles	Payment 2 of 4	250,000
AllergEase	Payment 2 of 4	<u>281,250</u>
Total		\$ 1,431,250

The City has set aside Reserved Fund Balance to cover these repayments.

- **Economic Development Incentives** – Economic development incentive payments to our clients reflect a decrease of \$1,471,250 from FY 2016 levels. Should new prospects express an interest in locating in Danville during the next budget year, staff may ask for a special appropriation for incentives from City Council.
- **Support of Capital Projects** – This budget reflects an increase of \$537,670 in General Fund Support of Capital Projects. Projects include economic development projects, River District improvements, firefighting apparatus replacement, Information Technology upgrades, Parks and Recreation improvements, Public Works capital maintenance for buildings, and engineering and street projects. See the Capital Improvements Plan for detailed information.
- **Transfer to Schools** – The City’s support of schools is flat with the FY 2014 funding level. This reflects the final of four \$525,000 repayments of the \$2.1 million advance approved in the FY 2013 adopted budget.
- **Regional Tourism** – The City and Pittsylvania County are working with the Danville Pittsylvania Chamber of Commerce to develop a regional tourism program, initially projected to be housed within the Chamber. The contribution from the City is expected to be \$25,000 this year.
- **Employee Retirement System** – See “All Funds” Section
- **Pay-for-Performance Salary Increase** – See “All Funds” Section

Utility Funds

The Utilities Department includes the Divisions of Water & Waste Water Treatment, Water & Gas, Power & Light, Customer Service, Support Services, and Telecommunications. The Proposed FY 2017 Budget includes operating expenditures (less depreciation and General Fund contributions) of \$150 million and \$7,405,000 for affiliated capital projects. In accordance with Article XI, Section 2-283 of the City Code, the Danville Utility Commission was involved in the preparation of the Utility Department's budget and recommends its approval by City Council.

The budget is based on projected revenues using utility rates approved by City Council and includes a 1.5% overall increase in the Electric fund (approximately \$1.7 million) as recommended in the 2015 biennial rate review and the Danville Utilities Commission. None of the additional three Utility funds include a rate increase for Fiscal 2017. The following factors affect all five Utility funds except as noted:

Salary Adjustments

The amount budgeted for FY 2017 for salaries and FICA are based on salary projections and include the compression and pay-for-performance increases received by employees in July 2015. In many instances, the accounts show increases over the FY 2016 budgets because the increases were not distributed to the respective salary and benefit accounts but included in the administrative division of each fund's budget in line item 51417 "Salaries and Wages Adjustment". There is an allowance of \$192,000 for salary adjustments included in this line item in combined Utility budgets for 2017 in anticipation of the continuation of the pay for performance increases.

Retirement Rates

The latest actuarial report reflects the funding status of the pension system has increased to 103.7% and after considering anticipated investment gains from 2016 recommended a decrease from 7.02% of covered payroll to 6.659% in the contribution rate.

Revenue

Revenue will cover operating costs and ongoing system-related improvements to maintain the integrity and reliability of the utility infrastructure. With the exception of Telecommunication, consumption is forecasted to be consistent with prior years or increase at less than 1%. Due to a reduction in contracted services with Danville Public Schools in 2016, Telecommunications experienced a decrease of \$65,000 in revenue (4% of 2015 actual revenue).

Expenditures

This budget includes appropriations of \$14.8 million for contribution to the City's General Fund, which is unchanged for the fourth fiscal year. Due to increases in operational expenses and the absence of revenue growth, reductions were necessary in many operational areas in all Utility funds. Proposed FY 2017 capital improvements include \$7.4 million in projects that are necessary to meet environmental quality requirements, replace outdated infrastructure to improve reliability and safety, and

support the revitalization of the River District. Specific projects include \$1.25 million for replacement and relining of the sanitary sewer lines, \$50,000 for Phase II of Northside Wastewater Treatment Plant improvements, \$400,000 for replacement of aged water mains located at Ballou Park, \$325,000 to replace aging waterlines and infrastructure in the distribution system, \$100,000 for inspection and repair of the Schoolfield Dam, \$400,000 for Water Treatment Plant improvements, and \$1.375 million for the cast iron gas pipeline replacement program and \$125,000 for engineering and consulting for an additional gas feed. In addition, \$3.1 million in capital projects are proposed in electric system improvements (\$1.5 million to be financed with debt). The annual Telecommunications project, Fiber to the Home is budgeted at \$350,000.

The proposed utility fund budgets will ensure continued delivery of reliable services at the lowest rates possible while supporting vital economic development activities.

Transportation Fund

Danville Transit receives federal and state operating funding allocations through the Virginia Department of Rail and Public Transportation. For FY 2017, it is anticipated that the state operating aid funding level will be comparable to state aid received this year. Cash fares are anticipated to decrease 4% during FY 2017 compared to this year due to reduced fuel costs which impacted customer demand for the fixed route service during FY 2016. Federal operating aid is anticipated to increase marginally for FY 2017 due to the projected reduction in cash fares that will increase the transit system's operating deficit and its eligibility for federal operating assistance. The operating budget includes a funding request to fill an additional administrative position to improve coverage during morning hours when only one staff person is presently on duty. Federal operating aid will assist with subsidizing 50% of the related cost of this position.

During FY 2017 the transit system is not eligible to receive capital funding to replace any buses. However, during FY 2016 architectural services was completed using federal and state capital grant funds to design a new administrative building to address capacity constraint issues at the existing transit facility. This building is shared by Danville Transit, Danville Public Schools Transportation, Senior Transportation and Public Works. The FY 2017 budget identifies a funding request to construct a new administrative building and to complete parking lot improvements through the City's Capital Improvement Plan. It is anticipated that the local contribution requirement for this project will be 4% due to available federal and state capital funding.

Sanitation Fund

Residential solid waste collection changed from backyard to curbside in 2011, the Public Works Department began using automated side loader collection vehicles in place of the standard rear loader trucks. Solid Waste Regulation changes required all residents use automated roll-out carts effective January 1, 2014. The use of automated collection has allowed Public Works to reduce its work force over the past three years. Three additional Solid Waste Collector positions are being eliminated this year. These reductions have prevented a refuse fee increase.

Public Works Department is also recommending that the Curbside Recycling Collection be reduced to twice per month and correspondingly that the annual fee be reduced by one-half. The proposed fee is \$90 per year.

Sewers (Public Works section of Wastewater Fund)

The Public Works Department is proposing to replace sanitary sewers along the Sandy Creek sewer interceptor area which runs parallel to Piney Forest Road on the west side. The existing system is deteriorating and allowing infiltration of groundwater.

Cemetery Fund

The Public Works Department is developing a columbarium site at Highland Burial Park to accommodate cremation remains. It will provide a less expensive aboveground alternative to regular burials which many residents cannot afford.

All Funds

Pay-for-Performance Salary Increases – In 2014, market rate adjustments were made to various employee job classifications to prepare the way for a pay-for-performance system initiated in FY 2015. At the end of the current fiscal year, employees will be evaluated against established performance standards and given pay increases based on their performance. Employees on probation or with less than one year of service to the City are not eligible for a performance increase. The Proposed FY 2017 Budget includes funds for pay-for-performance salary increases. Each fund will be impacted as follows:

Pay-for-Performance by Fund			
Fund			PFP
General Fund	\$ 792,000		
Less:			
Social Services State Funding	(59,150)		
JDF Partners Reimbursement	(12,467)		
Net To General Fund			\$ 720,383
VDOT			60,000
Central Collections			1,700
Motorized Equipment			17,500
Mass Transit			18,000
Sanitation			22,000
Cemeteries			11,500
Wastewater			13,200
Water			35,000
Gas			27,000
Electric			112,000
Telecommunications			4,000
Totals			\$ 1,042,283

Salaries for Social Services and the Juvenile Detention Facility receive partial funding from the State and the Juvenile Detention partners. The General Fund total above reflects the total cost of the salary increase and reduced by the State and Juvenile Detention partners portion of the increase.

Employee Retirement System – After several years of market recovery and diligently following the actuarial recommended contribution rates for the City's Employee Retirement System (ERS), the City's actuaries have reported that the ERS was 103.7% funded at June 30, 2015. The City's actuarial consultant has recommended a slight decrease in the contribution rates. The overall percentage of covered payroll will remain at 7% in FY 2017, the same as FY 2016. The ERS board has adopted the recommended rate for FY 2017 and this decrease has been incorporated into the FY 2017 budget.

	Current Rate FY 2016	Proposed Rate FY 2017
General Employees	7.021%	6.659%
Public Safety Employees	6.664%	6.448%

The proposed rate for FY 2017 is a reduction in citywide funding of \$133,000. The chart below shows the reduction by fund. The chart below is based on salary projections run using the current rates compared to the proposed rate.

Fund	FY 2016 Current Rate	FY 2017 Proposed Rate	Increase (Decrease)
General Fund	\$ 2,079,381	\$ 1,992,656	\$ (86,725)
VDOT	183,121	174,710	(8,411)
Central Services	4,971	4,714	(257)
Motorized Equipment	52,042	49,972	(2,070)
Transportation	52,005	49,483	(2,522)
Sanitation	66,751	63,308	(3,443)
Cemetery	34,523	32,823	(1,700)
Wastewater	39,605	37,729	(1,876)
Water	103,037	98,040	(4,997)
Gas	82,454	78,304	(4,150)
Electric	342,990	326,544	(16,446)
Telecommunication	12,028	11,625	(403)
Total	\$ 3,052,908	\$ 2,919,908	\$ (133,000)

Personnel Changes – The table below details changes to the Authorized Positions for all funds and reflects no net increase.

Department/Office/Position	No. Full-time Positions added			No. Full-time Equivalent Positions reduced			Net Increase		
Adult Detention Facility									
Administrative Lieutenant	1			0			1		
Health Services Administrator	1			0			1		
Parks & Recreation									
Account Clerk	1			1			0		
Administrative Specialist	1			1			0		
Library Technology Specialist	1			1			0		
Community Development									
Intake Diversion Specialist	1			0			1		
Mass Transit									
Account Clerk	1			1			0		
Sanitation Fund									
Solid Waste Collector	0			3			-3		
Total increased Authorized Positions	7			7			0		

Adult Detention is requesting two positions:

- The addition of a Corrections Health Administrator is due to increased medical coverage and due to increased seriously ill inmates.
- The addition of an Administrative Lieutenant is necessary due to a substantial increase in administrative requirements and to help with succession planning.

Community Development is requesting to change a contracted position to a full-time City position. This position has been a contracted position for a number of years; but it has become more difficult to fill since no benefits are offered. There will be a cost savings.

Public Works is recommending the elimination of three Solid Waste Collectors. Due to efficiencies achieved with automated trucks, the City is able to make these changes.

Parks and Recreation and Mass Transit are each decreasing part-time positions and replacing with full-time. With the limitations on number of hours allowed from the Patient Protection and Affordable Care Act, it has become more difficult to fill part-time positions

Capital Project Funding

The Capital Improvements Plan covers proposed projects in all funds and revenue sources to finance them. Financing resources include current revenues, contributions-in-aid, reprogrammed funds, State grants, transfers from unassigned fund balances, and bond proceeds. Over \$10 million in capital projects will be proposed as part of the FY 2017 budget ordinance introduced in May. Other transactions will require separate actions by City Council. Examples include appropriation of State and Federal grants, VDOT funds, and issuance of bonds. The list below details the funding included in the Budget Appropriation Ordinance and funding which will require separate action required by Council.

Funding included in the Budget Apprpriation Ordinance	\$ 10,735,685
Reprogrammed Funds (including Telvista Loan Repayment)	678,315
Funding authorized through separate actions	7,284,353
General Obligation Bonds for General Fund & Electric Fund	8,254,677
Total Capital Projects - All Funds	\$ 26,953,030

Debt Service – General Fund (tax supported) debt as of June 30, 2015, was \$35.9 million, with debt service payments averaging \$3.7 million over the next five years, including debt for schools. The table on the following page shows debt service requirements for each fund. Included is estimated interest for 6 months for bonds proposed in this budget.

The City maintains the following standards to ensure a higher level of security than afforded by State standards:

- Debt to Assessed Value – General Fund tax revenue will not exceed 3% of total taxable assessed value of property within the City limits. As of June 30, 2015, tax supported debt was 1.33% of the total taxable value of property.
- Debt Service to Expenditures – Debt service paid from general tax revenue will not exceed 10% of total General Fund Expenditures. As of June 30, 2015, tax supported debt service was 2.85% of General Fund Expenditures.
- Debt Payout Ratio – The City will structure bond issues to maintain an overall 10-year payout ratio of not less than 60%. As of June 30, 2015, the City's overall payout ratio was 70% (69% General Fund and 71% Proprietary Funds).

Changes in Debt Service

Description	FY 2016 Adopted	FY 2017 Proposed	Incr (Decr)
General Fund			
General Government Bonds (Principal & Interest)	\$ 1,623,920	\$ 2,177,820	\$ 553,900
Juvenile Detention Bonds	95,590	564,920	469,330
Social Service Building Bonds	52,750	53,370	620
School Bonds (Principal & Interest)	1,252,280	1,636,490	384,210
City Share of RIFA Bonds	386,450	444,477	58,027
IDA Bonds	649,390	650,000	610
Reimbursable Agreements	87,010	87,010	-
Fiscal Agent Fees	1,100	1,100	-
General Fund Total	\$ 4,148,490	\$ 5,615,187	\$ 1,466,697
Utilities			
Wastewater Fund			
Bonds	\$ 1,301,780	\$ 2,403,190	\$ 1,101,410
Reimbursables	31,720	31,720	-
Water Fund	1,063,470	1,055,500	(7,970)
Gas Fund	275,460	270,620	(4,840)
Electric Fund	3,765,920	3,910,560	144,640
Utilities Total	\$ 6,438,350	\$ 7,671,590	\$ 1,233,240
Other Funds - Bonds			
Mass Transit Fund	\$ 120	\$ 120	\$ -
Motorized Equipment Fund	3,630	3,560	(70)
Sanitation Fund	2,190	2,210	20
Other Funds Total	\$ 5,940	\$ 5,890	\$ (50)
Total All Funds	\$ 10,592,780	\$ 13,292,667	\$ 2,699,887

The initial stage of the budget process is complete. City Council will now modify this Proposed Budget into the product it wishes presented on April 1st and subsequently introduced to the public at the end of April. Public input will be actively encouraged in May and June before a final budget is adopted and associated funds appropriated by June 30th.

I am grateful to our budget team for its hard work getting to this point. City staff stands ready to assist Council throughout the remainder of the budget process. We are all ultimately accountable to the citizens in providing needed municipal services and facilities in an effective and efficient manner.

Respectfully,

Ken F. Larking
Interim City Manager

Council Letter

City of Danville, Virginia



CL-1427

New Business Item #: G.

City Council Regular Meeting

Meeting Date: 05/17/2016

Subject: Resolutions and Budget Appropriation Ordinance

From: Cynthia Thomasson, Budget Director

COUNCIL ACTION

Business Meeting: 05/17/16 - First Reading - Public Hearing
06/07/16 - Final Adoption

SUMMARY

The Public Hearing for the budgets of the City and Capital and Special Projects Plan (CSP) is scheduled to be held on May 17, 2016.

BACKGROUND

Budget Work Sessions were held during March whereby City Council reviewed the FY 2017 Proposed Budget. A number of changes were made and City Council's Introductory Budget was presented for public review on April 7, 2016. An additional Budget Work Session was held on May 5 resulting in changes to the City's funding for the Support of Public Schools. City Support of schools increases from \$17,399,860 to \$19,006,570 to cover increased cost of insurance, Virginia Retirement System, loss of state carry forward funds, salary increases, upgrades to security, technology and maintenance. In addition, City Council approved the City's membership for FY 2017 to Virginia First Cities; funding to be transferred from contingency.

The schedule of authorized full-time positions and full-time equivalent part-time positions is included.

RECOMMENDATION

It is recommended that City Council adopt the attached resolutions approving the City and CSP budgets and the Budget Ordinance to appropriate the budget for FY 2017.

Attachments

Resolution

Authorized Positions

Resolution

Ordinance

PRESENTED: May 17, 2016

ADOPTED: June 7, 2016

RESOLUTION NO. 2016 – 05 . 05

A RESOLUTION APPROVING THE BUDGETS OF THE VARIOUS FUNDS OF THE CITY OF DANVILLE FOR THE FISCAL YEAR ENDING JUNE 30, 2017.

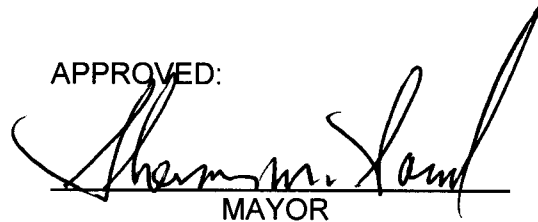
WHEREAS, the Budget of and for the City of Danville for Fiscal year 2017 has been prepared and introduced by the City Manager and received and considered by the Council, including the Budgets for the following funds:

FUND NAME	PROPOSED EXPENDITURE	CONTRIBUTION/ TRANSFER TO (FROM) GENERAL FUND
General Fund	\$104,776,460	
VDOT Special Revenue Fund	10,633,330	
Wastewater	11,259,830	685,760
Water	9,317,080	\$ 937,300
Gas	23,774,590	3,008,330
Power & Light	123,927,070	9,896,610
Telecommunications	1,628,080	302,000
Transportation	2,488,810	(198,600)
Central Services	398,270	-0-
Motorized Equipment	4,085,000	-0-
Insurance Fund	3,074,850	-0-
Sanitation Fund	3,418,140	-0-
Cemetery Fund	963,480	0

AND WHEREAS, a brief synopsis of said Budget has been duly published and a public hearing with respect thereto has been conducted by the Council, after due public notice thereof, and upon consideration of which it is now necessary and desirable to approve the same as prescribed by law.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Danville, Virginia that the attached Budgets for the City of Danville for the Fiscal Year Ending June 30, 2017 representing the General Fund, VDOT Special Revenue, Water, Wastewater, Gas, Power & Light, Telecommunications, Transportation, Central Services, Motorized Equipment, Insurance, Sanitation, and Cemetery Funds, be, and the same are hereby, approved for informative and fiscal planning purposes pursuant to the City Charter and Sections 15.2-2503 through 15.2-2506 of the Code of Virginia, 1950, as amended.

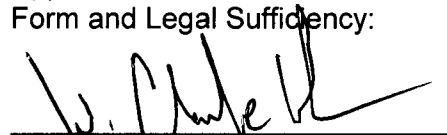
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

PUBLIC NOTICE
CITY COUNCIL'S INTRODUCTORY FY 2017 BUDGETS - CITY OF DANVILLE
GENERAL & SPECIAL REVENUE FUNDS

REVENUES	GENERAL FUND	EXPENDITURES	GENERAL FUND
General Property Taxes.....	\$ 28,266,320	General Government Administration.....	\$ 8,485,450
Other Local Taxes.....	24,557,000	Judicial & Constitution Offices.....	6,466,280
Licenses, Permits & Privilege Fees.....	215,330	Public Safety.....	27,402,490
Fines and Forfeitures.....	524,650	Public Works.....	4,518,240
Revenue from Use of Money & Property.....	1,184,350	Health and Welfare.....	8,748,000
Charges for Services.....	3,453,830	Parks, Recreation & Cultural.....	5,059,410
Transfers from Other Funds.....	14,830,000	Community Development.....	2,076,370
Miscellaneous Revenue.....	125,000	Non-Departmental.....	12,198,310
Recovered Costs.....	5,461,620	Economic Development Incentives.....	933,500
Non-Categorical Aid (State).....	6,084,000	Support of Other Entities.....	1,350,020
Shared Expenses (State).....	4,874,810	Transfers to School Board:	
Categorical Aid (State).....	<u>8,758,030</u>	Operations.....	19,006,570
Total Revenues.....	98,334,940	Debt Service.....	1,636,490
Transfer From Fund Balance.....	6,441,520	Transfers to RIFA.....	519,480
		Transfers to Transportation. & Cemeteries.....	185,160
		Transfers to Capital Projects.....	4,710,690
		Transfers to Grants.....	<u>1,480,000</u>
Total General Fund	\$ 104,776,460	Total General Fund	\$ 104,776,460
VDOT Street Maint Special Revenue.....	<u>10,633,330</u>	Street Maintenance Expenses.....	<u>10,633,330</u>
Total General & Special Revenue Funds	\$ 115,409,790		\$ 115,409,790

PROPRIETARY FUNDS

	Waste Water	Water	Gas	Electric	Telecommu- cations	Transpor- tation	Sanitation	Cemetery	Internal Services	Grand Total
Operating Revenues	\$ 9,898,320	\$ 8,628,450	\$ 25,224,870	\$ 125,179,210	\$ 1,613,090	\$ 1,778,450	\$ 3,777,830	\$ 1,066,350	\$ 6,955,620	\$ 184,120,190
Expenditures	\$ 11,257,830	\$ 9,317,080	\$ 23,774,590	\$ 123,927,070	\$ 1,628,080	\$ 2,488,810	\$ 3,418,140	\$ 963,870	\$ 7,558,120	\$ 184,333,590
Excess of Revenues Over (Under) Expenditures	\$ (1,359,510)	\$ (690,630)	\$ 1,450,280	\$ 1,252,140	\$ (14,990)	\$ (710,360)	\$ 359,690	\$ 102,480	\$ (602,500)	\$ (213,400)
Add Depreciation	\$ 2,100,000	\$ 1,720,000	\$ 1,585,000	\$ 8,745,000	\$ 325,100	\$ 525,000	\$ 14,000	\$ -	\$ 665,200	\$ 15,679,300
Transfer From Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,230	\$ 3,230
Transfer (To) Fund Balance	\$ (54,730)	\$ (92,070)	\$ (26,950)	\$ (100,530)	\$ (8,110)	\$ -	\$ (373,690)	\$ (102,480)	\$ (65,930)	\$ (824,490)
Transfer To (From) General Fund	\$ 685,760	\$ 937,300	\$ 3,008,330	\$ 9,896,610	\$ 302,000	\$ (185,360)	\$ -	\$ -	\$ -	\$ 14,644,640

COMBINED FUNDS

	REVENUES	EXPENDITURES
Government Fund	\$ 98,334,940	\$ 104,776,460
Special Revenue Fund	\$ 10,633,330	\$ 10,633,330
Proprietary Funds	\$ 184,120,190	\$ 184,333,590
Subtotal	<u>\$ 293,088,460</u>	<u>\$ 299,743,380</u>
Add:		
Transfers to General Fund	\$ -	\$ 14,830,000
Transfers From Fund Balance	\$ 6,444,750	\$ -
Deduct:		
Transfers from General Fund	\$ 185,360	\$ -
Transfers To Fund Balance	\$ -	\$ 824,490
Depreciation	\$ -	\$ (15,679,300)
Subtotal	<u>\$ 299,718,570</u>	<u>\$ 299,718,570</u>
Less:		
Interfund Transfers	\$ (14,830,000)	\$ (14,830,000)
Interfund Recoveries	\$ (4,301,290)	\$ (4,301,290)
Interfund Charges	\$ (7,610,000)	\$ (7,610,000)
Total Budget	<u><u>\$ 272,977,280</u></u>	<u><u>\$ 272,977,280</u></u>

PRESENTED: May 17, 2016

ADOPTED: June 7, 2016

RESOLUTION NO. 2016 - 05 . 06

A RESOLUTION APPROVING THE FISCAL YEAR 2017 CAPITAL AND SPECIAL PROJECTS PLAN FOR THE CITY OF DANVILLE, VIRGINIA.

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

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


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

WHEREAS, projects proposed to be funded with proceeds from bonds are contingent upon City Council's approval of the issuance of such bonds; and

WHEREAS, such approval shall be by resolution and appropriation by ordinance; and

WHEREAS, it should be recognized that the plan beyond Fiscal Year 2017 is for planning purposes and does not obligate or commit the City to projects included in the plan beyond Fiscal Year 2017.

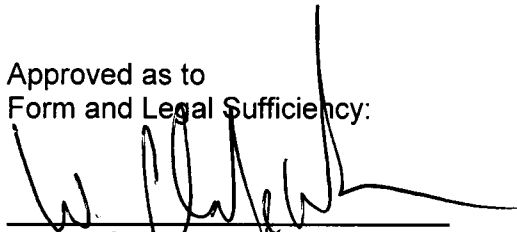
NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Danville, Virginia that the Fiscal Year 2017 Capital and Special Projects Plan referred to above and incorporated herein and made a part hereof by reference be, and the same is hereby approved.


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

PRESENTED: May 17, 2016

ADOPTED: June 7, 2016

ORDINANCE NO. 2016 – 05. 11

**BUDGET APPROPRIATION ORDINANCE
FOR FISCAL YEAR 2017**

WHEREAS, the Budget of and for the City of Danville for Fiscal Year 2017 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 May 17, 2016 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 2017.

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, 2016 and ending June 30, 2017, be, and the same hereby are, as follows:

I. GENERAL FUND

Estimated Revenue FY 2016	\$104,776,460
Appropriations	<u>104,776,460</u>
Unappropriated	<u>\$ -0-</u>

II. VDOT STREET MAINTENANCE FUND

Estimated Revenue FY 2016	\$ 10,633,330
Appropriations	<u>10,633,330</u>
Unappropriated	<u>\$ -0-</u>

II. UTILITY FUNDS

	Wastewater	Water	Gas	Electric	Telecommunications
Operating Revenues	\$ 9,898,320	8,626,450	25,224,870	125,179,210	1,613,090
Expenditures	<u>11,257,830</u>	<u>9,317,080</u>	<u>23,774,590</u>	<u>123,927,070</u>	<u>1,628,080</u>
Excess of Revenues Over (Under) Expenditures	(1,359,510)	(690,630)	1,450,280	1,252,140	(14,990)
Add: Depreciation	2,100,000	1,720,000	1,585,000	8,745,000	325,100
Contribution/Transfer (To)/From General Fund	<u>(685,760)</u>	<u>(937,300)</u>	<u>(3,008,330)</u>	<u>(9,896,610)</u>	<u>(302,000)</u>
Increase (Decrease) In Fund Balance	<u>\$ 54,730</u>	<u>92,070</u>	<u>26,950</u>	<u>100,530</u>	<u>8,110</u>

III. OTHER FUNDS

SUMMARY	Transportation	Central Services	Motorized Equipment	Insurance	Sanitation	Cemetery
Operating Revenues	\$1,778,450	389,840	3,430,280	3,135,500	3,777,830	1,066,350
Expenditures	<u>2,488,810</u>	<u>398,270</u>	<u>4,085,000</u>	<u>3,074,850</u>	<u>3,418,140</u>	<u>963,480</u>
Excess of Revenues Over (Under) Expenditures	(710,360)	(8,430)	(654,720)	60,650	359,690	102,480
Add (Deduct): Depreciation	<u>525,000</u>	<u>5,200</u>	<u>660,000</u>	<u>-0-</u>	<u>14,000</u>	<u>-0-</u>
Contribution/Transfer (To) From General Fund	\$185,360	-0-	-0-	-0-	-0-	-0-
Increase (Decrease) In Fund Balance	<u>\$ -0-</u>	<u>(3,230)</u>	<u>5,280</u>	<u>60,650</u>	<u>373,690</u>	<u>102,840</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/Fire/PRT Departments Extra Pay	Recoveries – Extra Pay
Police Department	Forfeited Funds- State & Federal
Police Department Investigation Expense	Interest Earned-Unexpended Federal & State Forfeited Funds
Commonwealth Attorney Prosecution Expense-State Prosecution Expense-State	Forfeited Funds Interest earned on Forfeited Funds
HAZMAT Reimbursable Expenditures	Emergency Services Funds
Older Americans Title IIIB	Program Income
Older Americans Title IIID	Program Income

Econ Development Projects	Proceeds from Sale of Buildings or Property
Human Resources Wellness Recovery Funds	Wellness Program Expenditures
Grants Funds	State/Federal Funding & Private Donations
Clerk of Circuit Court Index/Records	VA Supreme Court- Technology Trust Fund
Community Development Fund CDBG-Rehab-Private Property HOME-Rehab-Private Property	Program Income Program Income
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, 2016.

4. The accounting for funds designated within the General Fund as unanticipated grants/donations not exceeding \$20,000 and requiring no local funding are authorized for expenditure/assignment within the General Fund or Special Grants Fund. Unanticipated grants/donations in excess of \$20,000 to be submitted as an additional appropriation ordinance for City Council approval and adoption.

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, 2016, 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. Authorization to transfer up to ½ the increase in Unassigned Fund Balance to the Budget Stabilization Fund at June 30, 2016 up to the maximum balance as prescribed by City Council's Financial Policy.

8. Authorization to transfer unexpended funds for the Line of Duty Act (LODA), General Liability Insurance, and Worker's Compensation to the Insurance Fund to be held in reserve for future expenses unless such transfer reduces unassigned Fund Balance/Retained Earnings in respective funds.

9. The FY 2017 Personnel Budget setting forth the Personal Services Detail showing approved as to the total number of authorized full-time and full-time equivalent part-time positions is attached. 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 2016 and in prior years for the City or School System which were encumbered by purchase order or contract as of June 30, 2016,

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 (limited to \$1,000,000)

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 – Jail R& B Fee

Parks, Recreation & Tourism – Scholarship Funds & Revolving Accounts

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. An expenditures in excess of amount budgeted for Group Health Insurance shall be financed by a transfer from the Insurance Fund.

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

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, departments are authorized to transfer budget between line items within the department within the same fund with the following limitations:

- No transfers allowed to or from salary/benefit line items to operating line items unless approved by City Manager, Deputy City Manager, or Budget Director.
- No transfers allowed from fixed line items (General Liability Insurance, Worker's Compensation, Depreciation, Debt Service Principal/Interest, Motorpool Rental) to operating or salary/benefit line items unless approved by City Manager, Deputy City Manager, or Budget Director.
- All transfers must be approved by Department Director or designee.

21. The City Manager or designee is authorized to transfer budget from contingency within same fund.

22. City Manager, Deputy City Manager, or Budget Director authorized to transfer funds between departments within same fund at year-end to cover over-expenditures and during the fiscal year for special one-time purposes.

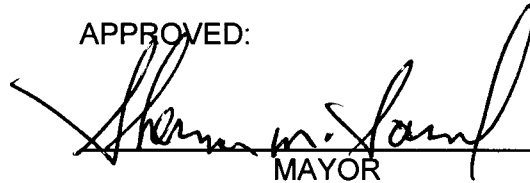
23. Budget Adjustments are hereby authorized for Bond Refundings as approved by City Council.

24. Transfers of funds from the General Fund to the Economic Development Fund are available for transfer to the Industrial Development Authority for payments of economic development projects.

25. Funds received for the Telvista Loan Repayment shall be transferred at year-end to the General Fund Unassigned Balance unless otherwise appropriated by City Council.

28. This Ordinance shall become and be effective on and as of July 1, 2016.

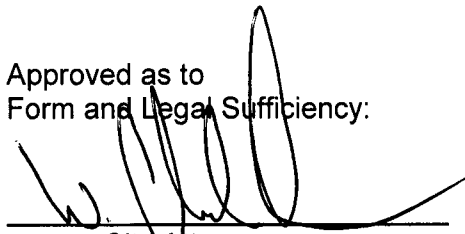
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017						
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals				
						NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
						City Manager's Office			
1		1.0	1		1.0	City Manager			
1		1.0	1		1.0	Deputy City Manager	IV	#####	161,434
1		1.0	1		1.0	Assistant to the City Manager	GE6	46,677	73,283
1		1.0	1		1.0	Clerk of Council	GE4	38,930	61,120
1		1.0	1		1.0	Multi-media Design manager	GE7	51,345	80,612
1		1.0	1		1.0	Public Information Officer (Funded by Utilities)	GE6	46,677	73,283
1		1.0	1		1.0	Director of Budget			
1		1.0	1		1.0	Executive Assistant	GE4	38,930	61,120
1		1.0	1		1.0	Executive Secretary	GN11	35,758	55,067
9	-	9.0	9	-	9.0	TOTAL CITY MANAGER'S OFFICE			
						City Attorney's Office			
1		1.0	1		1.0	City Attorney			
1		1.0	1		1.0	Assistant City Attorney I *	GE7	51,345	80,612
1		1.0	1		1.0	Assistant City Attorney II	GE10	70,854	111,240
1		1.0	1		1.0	Legal Assistant	GE3	35,716	56,074
1		1.0	1		1.0	Legal Secretary	GN8	27,614	42,525
5	-	5.0	5	-	5.0	TOTAL CITY ATTORNEY'S OFFICE			
						Assistant City Attorney I funded by Blight			
						COMMUNITY DEVELOPMENT DEPARTMENT			
						Community Development Fund			
1		1.0	1		1.0	Community Redevelopment Specialist	GE6	46,677	73,283
2		2.0	2		2.0	Cost Estimator/Inspector	GN10	32,507	50,061
1		1.0	1		1.0	Housing & Development Planning Specialist	GE4	38,930	61,120
1		1.0	1		1.0	Senior Account Clerk	GN8	27,614	42,525
1		1.0	1		1.0	Secretary	GN6	24,346	37,494
6		6.0	6		6.0	Sub-Total			
						Director of Community Development			
1		1.0	1		1.0	Director of Community Development	I	83,158	130,558
1		1.0	1		1.0	Accountant II	GE6	46,677	73,283
-		-	1		1.0	Intake Diversion Specialist	GE3	35,716	56,074
1		1.0	1		1.0	Senior Secretary	GN8	27,614	42,525
3	-	3.0	4	-	4.0	Sub-Total			
						Inspections Office			
1		1.0	1		1.0	Division Director of Inspections	GE9	63,262	99,322
1		1.0	1		1.0	Inspections Supervisor	GE6	46,677	73,283
1		1.0	1		1.0	Plumbing/Cross Connection Inspector	GN11	35,758	55,067
1		1.0	1		1.0	Mechanical Inspector	GN11	35,758	55,067
1		1.0	1		1.0	Electrical Inspector	GN11	35,758	55,067
2		2.0	2		2.0	Building Inspector	GN11	35,758	55,067
5		5.0	5		5.0	Property Maintenance Inspector	GN11	35,758	55,067
1		1.0	1		1.0	Permit Technician	GN8	27,614	42,525
13	-	13.0	13	-	13.0	Sub-Total			
						Planning Office			
1		1.0	1		1.0	Division Director of Planning	GE9	63,262	99,322
2		2.0	2		2.0	Combination of:			
						Senior Planner	GE5	42,434	66,621
						Associate Planner	GE4	38,930	61,120
						Planning Technician	GN9	29,823	45,927
3	-	3.0	3	-	3.0	Sub-Total			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017						
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
						Social Services			
1		1.0	1		1.0	Division Director of Social Services	GE10	70,854	111,240
1		1.0	1		1.0	Family Services Manager	GE8	56,993	89,479
1		1.0	1		1.0	Eligibility Services Manager	GE8	56,993	89,479
3		3.0	3		3.0	Family Services Supervisor	GE6	46,677	73,283
1		1.0	1		1.0	Accountant II	GE6	46,677	73,283
1		1.0	1		1.0	Employment Service Supervisor	GE5	42,434	66,621
3		3.0	3		3.0	Eligibility Supervisor	GE5	42,434	66,621
3		3.0	3		3.0	Senior Family Services Specialist	GN13	43,267	66,631
1		1.0	1		1.0	Comprehensive Services Coordinator (Grant Funded)	GN12	39,333	60,573
5		5.0	5		5.0	Child Protective Service Worker	GN12	39,333	60,573
15		15.0	15		15.0	Family Services Specialist	GN11	35,758	55,067
3	0.6	3.6	3	0.6	3.6	Senior Eligibility Worker	GN11	35,758	55,067
2		2.0	2		2.0	Fraud Investigator	GN10	32,507	50,061
1		1.0	1		1.0	Administrative Assistant	GN10	32,507	50,061
8		8.0	8		8.0	Employment Services Worker	GN10	32,507	50,061
1		1.0	1		1.0	SNAPET Coordinator	GN10	32,507	50,061
33	0.2	33.2	33	1.8	34.8	Eligibility Worker	GN9	29,823	45,927
1		1.0	1		1.0	Senior Secretary	GN8	27,614	42,525
1		1.0	1		1.0	Senior Account Clerk	GN8	27,614	42,525
4		4.0	4		4.0	Senior Administrative Specialist	GN4	22,083	34,008
1		1.0	1		1.0	Social Service Aide	GN3	21,031	32,388
1		1.0	1		1.0	Employment Service Aide	GN3	21,031	32,388
9		9.0	9	0.6	9.6	Administrative Specialist	GN2	20,030	30,846
100	0.8	100.8	100	3.0	103.0	Sub-Total			
125	0.8	125.8	126	3.0	129.0	TOTAL COMMUNITY DEVELOPMENT DEPARTMENT			
						Economic Development Department			
1		1.0	1		1.0	Director of Economic Development	III	95,208	149,476
1		1.0	1		1.0	Assistant Director of Economic Development	GE9	63,262	99,322
1		1.0	1		1.0	Economic Development Project Manager	GE8	56,993	89,479
1		1.0	1		1.0	Marketing & Research Manager	GE7	51,345	80,612
1		1.0	1		1.0	Special Project Assitant	GN10	32,507	50,061
5	-	5.0	5	-	5.0	TOTAL ECONOMIC DEVELOPMENT DEPARTMENT			
						FINANCE DEPARTMENT			
						Central Collections			
1		1.0	1		1.0	Division Director of Central Collections	GE8	56,993	89,479
1		1.0	1		1.0	Collections Supervisor	GE5	42,434	66,621
1		1.0	1		1.0	Delinquent Collections Coordinator	GE5	42,434	66,621
2		2.0	2		2.0	Senior Collections Clerk	GN8	27,614	42,525
4		4.0	4		4.0	Combination of:			
						Collection Clerk II	GN7	25,807	39,743
						Senior Cashier	GN7	25,807	39,743
						Collection Clerk I	GN4	22,083	34,008
5		5.0	5		5.0	Cashier	GN4	22,083	34,008
14	-	14.0	14	-	14.0	Sub-Total			
						Central Services Fund			
1		1.0	1		1.0	Print Shop Technician	GN10	32,507	50,061
2		2.0	2		2.0	Combination of:			
						Senior Printer	GN8	27,614	42,525
						Printer	GN6	24,346	37,494
3	-	3.0	3	-	3.0	Sub-Total			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017						
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals				
						NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
						Director of Finance			
1		1.0	1		1.0	Director of Finance	I	83,158	130,558
1		1.0	1		1.0	Senior Secretary	GN8	27,614	42,525
2	-	2.0	2	-	2.0	Sub-Total			
						Accounting			
1		1.0	1		1.0	Assistant Director of Finance	GE10	70,854	111,240
1		1.0	1		1.0	Business Systems Accountant	GE8	56,993	89,479
2		2.0	2		2.0	Accountant II	GE6	46,677	73,283
1		1.0	1		1.0	Accountant III	GE7	51,345	80,612
1		1.0	1		1.0	Payroll Technician	GN9	29,823	45,927
1		1.0	1		1.0	Senior Account Clerk	GN8	27,614	42,525
2		2.0	2		2.0	Account Clerk	GN6	24,346	37,494
9	-	9.0	9	-	9.0	Sub-Total			
						Internal Auditor			
1	-	1.0	1	-	1.0	Internal Auditor	GE8	56,993	89,479
						Purchasing			
1		1.0	1		1.0	Division Director of Purchasing	GE8	56,993	89,479
1		1.0	1		1.0	Buyer	GE4	38,930	61,120
1		1.0	1		1.0	Senior Purchasing Clerk	GN8	27,614	42,525
1		1.0	1		1.0	Purchasing Clerk	GN6	24,346	37,494
		-		0.8	0.8	Printer	GN6	24,346	37,494
4	-	4.0	4	0.8	4.8	Sub-Total			
						Real Estate			
1		1.0	1		1.0	Division Director of Real Estate Assessment	GE8	56,993	89,479
3		3.0	3		3.0	Combination of:			
						Real Estate Appraiser III	GE6	46,677	73,283
						Real Estate Appraiser II	GN10	32,507	50,061
						Real Estate Appraiser I	GN8	27,614	42,525
2		2.0	2		2.0	Combination of:			
						Senior Real Estate Assessment Clerk	GN7	25,807	39,743
						Real Estate Assessment Clerk	GN3	21,031	32,388
6	-	6.0	6	-	6.0	Sub-Total			
39	-	39	39	1	40	TOTAL FINANCE DEPARTMENT			
						FIRE DEPARTMENT			
						Emergency Communications			
	0.5	0.5		0.5	0.5	CERT Coordinator	GN2	20,030	30,846
1		1.0	1		1.0	Emergency Communications Coordinator	GN13	43,267	66,631
4		4.0	4		4.0	Emergency Telecommunications Supervisor	GN12	39,333	60,573
16		16.0	16		16.0	Emergency Telecommunicator	GN9	29,823	45,927
21	0.5	21.5	21	0.5	21.5	Sub-Total			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017						
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
						Fire			
1		1.0	1		1.0	Fire Chief	III	95,208	149,476
2		2.0	2		2.0	Assistant Fire Chief	GE10	70,854	111,240
4		4.0	4		4.0	Fire Battalion Chief	GE7	51,345	80,612
1		1.0	1		1.0	Fire Marshal	GE7	51,345	80,612
21		21.0	21		21.0	Fire Captain	GE6	46,677	73,283
1		1.0	1		1.0	Assistant Fire Marshal	GN13	43,267	66,631
1		1.0	1		1.0	Fire Code Inspector	GN11	35,758	55,067
6		6.0	6		6.0	Fire Lt./Asst. Training Officer	GN13	43,267	66,631
24		24.0	24		24.0	Fire Fighter/Engineer	GN12	39,333	60,573
1		1.0	1		1.0	Fire Support Analyst	GE6	46,667	73,283
60		60.0	60		60.0	Fire Fighter	GN10	32,507	50,061
1		1.0	1		1.0	Administrative Assistant	GN10	32,507	50,061
1		1.0	1		1.0	Senior Secretary	GN8	27,614	42,525
124	-	124.0	124	-	124.0	Sub-Total			
145	0.5	145.5	145	0.5	145.5	TOTAL FIRE DEPARTMENT			
						Circuit Court			
1		1.0	1		1.0	Law Clerk	GE5	42,434	66,621
2		2.0	2		2.0	Judicial Assistant	GE3	35,716	56,074
1		1.0	1		1.0	Legal Secretary	GN8	27,614	45,525
4	-	4.0	4	-	4.0	TOTAL CIRCUIT COURT			
						Human Resources			
1		1.0	1		1.0	Director of Human Resources	I	83,158	130,558
1		1.0	1		1.0	Organization Development Consultant	GE6	46,677	73,283
3		3.0	3		3.0	HR Consultant	GE6	46,677	73,283
1		1.0	1		1.0	Human Resource Technician	GN9	29,823	45,927
1		1.0	1		1.0	Senior Secretary	GN8	27,614	42,525
7	-	7.0	7	-	7.0	TOTAL HUMAN RESOURCES			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017						
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals				
						NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
						Information Technology			
1		1.0	1		1.0	Director of Information Technology	I	83,158	130,558
3		3.0	3		3.0	Combination of:			
						Assistant Director of Information Technology	GE11	79,356	124,589
						Division Director of Application Support	GE9	63,262	99,322
						Division Director of Technical Svcs	GE9	63,262	99,322
						IT Project Manager	GE8	56,993	89,479
						IT Business Relationship Manager	GE7	51,345	80,612
						IT Business Analyst	GE6	46,677	73,283
6	1.0	7.0	6	0.5	6.5	Combination of:			
						Network Systems Engineer	GE8	56,993	89,479
						Network Administrator	GE7	51,345	80,612
						System Administrator	GE7	51,345	80,612
						PC Administrator	GE7	51,345	80,612
						Network Analyst	GE5	42,434	66,621
						Sr. IT Support Technician	GN11	35,758	55,067
						IT Support Technician	GN10	32,507	50,061
10		10.0	10		10.0	Combination of:			
						Help Desk Manager	GN12	39,333	60,573
						GIS Coordinator	GE9	63,262	99,322
						IT Solutions Architect	GE9	63,262	99,322
						Sr. Applications Support Specialist	GE8	56,993	89,479
						Sr. Database Administrator	GE8	56,993	89,479
						IT Application Support Specialist	GE7	51,345	80,612
						Sr. Programmer Analyst	GE7	51,345	80,612
						Sr. GIS Programmer Analyst	GE7	51,345	80,612
						Database Administrator	GE7	51,345	80,612
						GIS Programmer Analyst	GE6	46,677	73,283
						Programmer/Analyst	GE5	42,434	66,621
						GIS Analyst	GN11	35,758	55,067
1		1.0	1		1.0	Administrative Assistant			
-		-	-		-	Senior Secretary	GN8	27,614	42,525
21	1.0	22.0	21	0.5	21.5	TOTAL INFORMATION TECHNOLOGY			
						POLICE DEPARTMENT			
						Adult Detention Facility			
1		1.0	1		1.0	Division Director of Adult Detention	GE9	63,262	99,322
1		1.0	1		1.0	Chief Correctional Officer	GE8	56,993	89,479
1		1.0	1		1.0	Service Program Coordinator	GE7	51,345	80,612
-		-	1		1.0	Health Services Administrator	GE7	51,345	80,612
-		-	1		1.0	Administrative Lieutenant	GN13	35,758	55,067
	0.1	0.1		0.1	0.1	Licensed Physician	GE11	79,356	124,589
1		1.0	1		1.0	Work Program Coordinator	GE7	51,345	80,612
1		1.0	1		1.0	Correctional Health Assistant	GN14	47,593	73,294
4		4.0	4		4.0	Correctional Captain	GN14	47,593	73,294
5		5.0	5		5.0	Correctional Lieutenant	GN13	43,267	66,631
1		1.0	1		1.0	Safety Supply Officer	GN11	35,758	55,067
19	1.1	20.1	19	1.1	20.1	Combination of:			
						Correctional Officer I	GN10	32,507	50,061
						Correctional Officer II	GN11	35,758	55,067
2		2.0	2		2.0	Senior Account Clerk	GN8	27,614	42,525
36	1.2	37.2	38	1.2	39.2	Sub-Total			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017						
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals				
						NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
Juvenile Detention Facility									
1		1.0	1		1.0	Division Director of Juvenile Detention	GE9	63,262	99,322
1		1.0	1		1.0	Assistant Division Director of Juvenile Detention	GE7	51,345	80,612
	0.1	0.1		0.1	0.1	Licensed Physician	GE11	79,356	124,589
1		1.0	1		1.0	Juvenile Program Coordinator	GE4	38,930	61,120
1		1.0	1		1.0	Nurse	GN14	47,593	73,294
2		2.0	2		2.0	Juvenile Outreach Counselor (Grant Funded)	GN11	35,758	55,067
4		4.0	4		4.0	Shift Supervisor	GN11	35,758	55,067
2		2.0	2		2.0	Electronic Monitoring Case Worker (Grant Funded)	GN11	35,758	55,067
1		1.0	1		1.0	Building Maintenance Mechanic I	GN8	27,614	42,525
5		5.0	5		5.0	Senior Youth Care Worker	GN10	32,507	50,061
27	5.4	32.4	27	4.4	31.4	Youth Care Worker	GN9	29,823	45,927
1		1.0	1		1.0	Senior Account Clerk	GN8	27,614	42,525
2		2.0	2		2.0	Secretary	GN6	24,346	37,494
1		1.0	1		1.0	Custodian	GN2	20,030	30,846
49	5.5	54.5	49	4.5	53.5	Sub-Total			
Police									
1		1.0	1		1.0	Police Chief	III	95,208	149,476
1		1.0	1		1.0	Police Lieutenant Colonel	GE11	79,356	124,589
2		2.0	2		2.0	Police Major	GE10	70,854	111,240
7		7.0	7		7.0	Police Captain	GE8	56,993	89,479
10		10.0	10		10.0	Police Lieutenant	GE7	51,345	80,612
1	0.2	1.2	1	0.2	1.2	Senior Investigators	GN15	52,353	80,623
8		8.0	8		8.0	Police Sergeant	GN13	43,267	66,631
16		16.0	16		16.0	Police Corporal	GN12	39,333	60,573
89		89.0	89		89.0	Police Officer	GN11	35,758	55,067
1		1.0	1		1.0	Quarter Master	GN8	27,614	42,525
1		1.0	1		1.0	Police Records Office Manager	GE7	51,345	80,612
1		1.0	1		1.0	Administrative Assistant	GN10	32,507	50,061
1		1.0	1		1.0	Animal Control Officer	GN8	27,614	42,525
3		3.0	2		2.0	Secretary	GN6	24,346	37,494
			1		1.0	Senior Secretary	GN8	27,614	42,525
3		3.0	3		3.0	Police Records Clerk	GN5	23,187	35,708
1		1.0	1		1.0	Crime Analyst*	GE6	46,677	73,283
	0.6	0.6		0.6	0.6	Parking Attendant	GN5	23,187	35,708
	2.0	2.0		2.0	2.0	School Crossing Guard	GN3	21,031	32,388
146	2.8	148.8	146	2.8	148.8	Sub-Total			
* Grant Funded Position									
231	9.5	240.5	233	8.5	241.5	TOTAL POLICE DEPARTMENT			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017						
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals				
						NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
PARKS & RECREATION DEPARTMENT									
Parks & Recreation - Administration (01292)									
1		1.0	1		1.0	Director of Parks & Recreation	I	83,158	130,558
1		1.0	-		-	Project & Account Manager	GE6	46,677	73,283
			1		1.0	Division Director of Parks & Recreation Administration	GE7	51,345	80,612
1		1.0	1		1.0	P&R Communications Specialist	GE5	42,434	66,621
1		1.0	1		1.0	Program Coordinator	GE3	35,716	56,074
1		1.0	1		1.0	Facilities & Services Planning Specialist	GE7	51,345	80,612
1		1.0	1		1.0	Senior Secretary	GN8	27,614	42,525
1		1.0	1		1.0	Secretary	GN6	24,346	37,494
1		1.0	1		1.0	Custodian	GN2	20,030	30,846
	0.3	0.3		0.3	0.3	Administrative Specialist	GN2	20,030	30,846
	0.6	0.6		0.6	0.6	Recreation Program Supervisor	GN7	25,807	39,743
	0.2	0.2		0.2	0.2	Intern	GN2	20,030	30,846
8	1.1	9.1	8	1.1	9.1	Sub-Total			
Athletics (01307)									
1		1.0	1		1.0	Division Director of Athletics	GE7	51,345	80,612
1		1.0	1		1.0	Program Coordinator	GE3	35,716	56,074
	0.6	0.6		0.6	0.6	Administrative Specialist	GN2	20,030	30,846
	0.5	0.5		0.5	0.5	Custodian	GN2	20,030	30,846
	0.6	0.6		0.9	0.9	Recreation Program Supervisor	GN7	25,807	39,743
	0.8	0.8		0.7	0.7	Recreation Sports Official	GN2	20,030	30,846
	2.0	2.0		1.4	1.4	Recreation Facility Operator	GN3	21,031	32,388
2	4.5	6.5	2	4.1	6.1	Sub-Total			
Community Recreation (01295)									
1		1.0	1		1.0	Division Director of Community Recreation	GE7	51,345	80,612
4		4.0	4		4.0	Program Coordinator	GE3	35,716	56,074
1		1.0	1		1.0	Recreation Grants Specialist (Temporary FT Grant Funde	GE1	30,061	47,196
1	0.9	1.9	1	0.9	1.9	Custodian	GN2	20,030	30,846
	0.6	0.6	1		1.0	Administrative Specialist	GN2	20,030	30,846
	1.7	1.7		1.7	1.7	Recreation Aide	GN1	19,073	29,377
	2.6	2.6		2.0	2.0	Recreation Leader	GN2	20,030	30,846
	2.6	2.6		2.5	2.5	Recreation Program Supervisor	GN7	25,807	39,743
	0.2	0.2		0.2	0.2	Recreation Instructor	GN5	23,187	35,708
	1.4	1.4		1.6	1.6	Recreation Site Supervisor	GN5	23,187	35,708
	2.4	2.4		2.5	2.5	Recreation Facility Operator	GN3	21,031	32,388
7.0	12.4	19.4	8.0	11.4	19.4	Sub-Total			
Park Maintenance (01316)									
1		1.0	1		1.0	Division Director of Parks Maintenance	GE7	51,345	80,612
1		1.0	1		1.0	Parks Supervisor	GN13	43,267	66,631
1		1.0	1		1.0	Crew Supervisor	GN11	35,758	55,067
11		11.0	11		11.0	Combination of:			
						Park Maintenance Technician	GN9	29,823	45,927
						Parks Groundskeeper II	GN7	25,807	39,743
						Parks Groundskeeper I	GN5	23,187	35,708
						Motor Equipment Operator I	GN5	23,187	35,708
						Public Service Worker/Operator	GN4	22,083	34,008
	2.8	2.8		2.8	2.8	Public Service Worker	GN2	20,030	30,846
				0.3	0.3	Recreation Facility Operator	GN3	21,031	32,388
			1		1.0	Outdoor Recreation Program Supervisor	GN7	25,807	39,743
	0.3	0.3	1		1.0	Administrative Specialist	GN2	20,030	30,846
14	3.1	17.1	16	3.1	19.1	Sub-Total			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017						
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals				
						NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
Outdoor Recreation (01304)									
1		1.0	-		-	Outdoor Recreation Program Supervisor	GN7	25,807	39,743
	0.5	0.5			-	Recreation Site Supervisor	GN5	23,187	35,708
	0.3	0.3			-	Recreation Leader	GN2	20,030	30,846
	0.3	0.3			-	Recreation Facility Operator	GN3	21,031	32,388
1		1.0	-		-	Administrative Specialist	GN2	20,030	30,846
2	1.1	3.1	-	-	-	Sub-Total			
Special Recreation (01301/01310)									
1		1.0	1		1.0	Division Director of Special Recreation	GE7	51,345	80,612
3		3.0	3		3.0	Program Coordinator	GE3	35,716	56,074
1		1.0	1		1.0	Recreation Grants Specialist	GE1	30,061	47,196
1		1.0	1		1.0	Special Population Assistant	GN9	29,823	45,927
1	0.4	1.4	1	0.4	1.4	Custodian	GN2	20,030	30,846
	0.6	0.6	1		1.0	Account Clerk	GN6	24,346	37,494
	1.2	1.2		1.3	1.3	Administrative Specialist	GN2	20,030	30,846
	1.0	1.0		1.4	1.4	Recreation Leader	GN2	20,030	30,846
1	2.8	3.8	1	3.6	4.6	Recreation Program Supervisor	GN7	25,807	39,743
	0.9	0.9		0.6	0.6	Recreation Aide	GN1	19,073	29,377
	0.2	0.2			-	Recreation Instructor	GN5	23,187	35,708
8	7.1	15.1	9	7.3	16.3	Sub-Total			
Public Library (01322)									
1		1.0	1		1.0	Division Director of Library	GE9	63,262	99,322
1		1.0	1		1.0	Acquisitions/Reference Librarian	GE4	38,930	61,120
1		1.0	1		1.0	Children's Librarian	GE4	38,930	61,120
1		1.0	1		1.0	Circulation Supervisor	GE4	38,930	61,120
1		1.0	1		1.0	Technical Services Librarian	GE4	38,930	61,120
2		2.0	2		2.0	Reference Information Specialist	GN7	25,807	39,743
5	10.2	15.2	5	4.2	9.2	Information Specialist	GN6	24,346	37,494
1		1.0	1		1.0	Senior Administrative Specialist	GN4	22,083	34,008
	0.6	0.6		0.6	0.6	Law Library Information Specialist	GN7	25,807	39,743
	0.5	0.5	1		1.0	Library Technology Specialist	GN8	27,614	42,525
13	11.3	24.3	14	4.8	18.8	Sub-Total			
54	40.6	94.6	57	31.8	88.8	TOTAL PARKS & RECREATION			
PUBLIC WORKS DEPARTMENT									
Cemetery Maintenance (fund 59)									
1		1.0	1		1.0	General Supervisor	GE6	46,677	73,283
2		2.0	2		2.0	Cemetery Supervisor	GN13	43,267	66,631
2		2.0	2		2.0	Groundskeeper	GN7	25,807	39,743
10		10.0	10		10.0	Public Service Worker/Operator	GN4	22,083	34,008
15	-	15.0	15	-	15.0	Sub-Total			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017						
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
						Public Works Administration (0125301)			
1		1.0	1		1.0	Director of Public Works	II	88,979	139,697
1		1.0	1		1.0	Division Director Public Works Administration	GE9	63,262	99,322
1		1.0	1		1.0	Senior Administrative Assistant	GE6	46,677	73,283
1		1.0	1		1.0	Horticulturist (Funded by Special Revenue)	GN10	32,507	50,061
1		1.0	1		1.0	Administrative Assistant	GN10	32,507	50,061
1		1.0	1		1.0	Senior Account Clerk	GN8	27,614	42,525
1		1.0	1		1.0	Senior Secretary	GN8	27,614	42,525
2		2.0	3		3.0	Account Clerk	GN6	24,346	37,494
	0.2	0.2			-	P/W Beautification Coordinator			
1		1.0	-		-	Dispatcher	GN5	23,187	35,708
10	0.2	10.2	10	-	10.0	Sub-Total			
						P/W Building & Grounds Maintenance (01250)			
1		1.0	1		1.0	Division Director of Building & Grounds	GE9	63,262	99,322
1		1.0	1		1.0	Building Maintenance Superintendent	GE6	46,677	73,283
1		1.0	1		1.0	Custodian Supervisor	GN13	43,267	66,631
		-			-	Crew Supervisor	GN11	35,758	55,067
7		7.0	7		7.0	Combination of:			
						Building Maintenance Mechanic III	GN12	39,333	60,573
						Building Maintenance Mechanic II	GN10	32,507	50,061
						Building Maintenance Mechanic I	GN8	27,614	42,525
1		1.0	1		1.0	Senior Custodian	GN5	23,187	35,708
8		8.0	8		8.0	Custodian	GN2	20,030	30,846
19	-	19.0	19	-	19.0	Sub-Total			
						Motorized Equipment (Fund 44)			
2		2.0	2		2.0	Equipment Maintenance Supervisor	GN13	43,267	66,631
15		15.0	15		15.0	Combination of:			
						Automotive Equipment Mechanic III	GN11	35,758	55,067
						Welder	GN10	32,507	50,061
						Automotive Equipment Mechanic II	GN9	29,823	45,927
						Automotive Service Technician	GN8	27,614	42,525
						Automotive Equipment Mechanic I	GN5	23,187	35,708
1		1.0	1		1.0	Transit Mechanic	GN9	29,823	45,927
18	-	18.0	18	-	18.0	Sub-Total			
						Motorized Equipment-Communications (Fund 44)			
1		1.0	1		1.0	Communications Systems Manager	GE7	51,345	80,612
						P/W Sewer Maintenance (Fund 51)			
1		1.0	1		1.0	General Supervisor	GN14	47,593	73,294
1		1.0	1		1.0	Crew Supervisor	GN11	35,758	55,067
1		1.0	1		1.0	CCTV Technician	GN9	29,823	45,927
8		8.0	8		8.0	Combination of:			
						Motor Equipment Operator II	GN8	27,614	42,525
						Motor Equipment Operator I	GN5	23,187	35,708
						Public Service Worker/ Operator	GN4	22,083	34,008
11	-	11.0	11	-	11.0	Sub-Total			
						P/W Warehouse (0125304)			
2		2.0	2		2.0	Public Works Warehouse Stock Clerk	GN6	24,346	37,494
						P/W Sanitation-Code Enforcement (Fund 58)			
2		2.0	2		2.0	Code Enforcement Inspector	GN10	32,507	50,061

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals				
						P/W Sanitation-Composting (Fund 58)			
1		1.0	1		1.0	Sanitation Operator I	GN9	29,823	45,927
						P/W Sanitation-Recycling (Fund 58)			
1		1.0	1		1.0	Recycling Center Operator	GN12	39,333	60,573
2		2.0	2		2.0	Sanitation Operator I	GN9	29,823	45,927
3	-	3.0	3	-	3.0	Sub-Total			
						P/W Sanitation-Residential Refuse Collection (Fund 58)			
1		1.0	1		1.0	Division Director of Sanitation	GE9	63,262	99,322
1		1.0	1		1.0	General Supervisor	GN14	47,593	73,294
14		14.0	11		11.0	Combination of:			
						Sanitation Operator II	GN10	32,507	50,061
						Sanitation Operator I	GN9	29,823	45,927
						Solid Waste Collector	GN4	22,083	34,008
16	-	16.0	13	-	13.0	Sub-Total			
						P/W Sanitation-Yardwaste (Fund 58)			
7		7.0	7		7.0	Sanitation Operator I	GN9	29,823	45,927
						P/W VDOT-Engineering (Fund 15-244)			
1		1.0	1		1.0	Assistant Director of P/W - City Engineer	GE11	79,356	124,589
4		4.0	4		4.0	Combination of:			
		-			-	Public Works Chief Engineer	GE9	63,262	99,322
		-			-	Project Manager	GE8	56,993	89,479
		-			-	Construction Inspections Supervisor	GE5	42,434	66,621
5		5.0	6		6.0	Combination of:			
		-			-	Public Works Project Engineer	GE6	46,677	73,283
		-			-	Construction Inspector	GN11	35,758	55,067
		-			-	Engineering Technician	GN7	25,807	39,743
10	-	10.0	11	-	11.0	Sub-Total			
						P/W VDOT- Grounds Maintenance (Fund 15-250)			
1		1.0	1		1.0	General Supervisor	GN14	47,593	73,294
1		1.0	1		1.0	Crew Supervisor	GN11	35,758	55,067
13		13.0	13		13.0	Combination of:			
						Motor Equipment Operator II	GN8	27,614	42,525
						Motor Equipment Operator I	GN5	23,187	35,708
						Public Service Worker/ Operator	GN4	22,083	34,008
2		2.0	2		2.0	Groundskeeper	GN7	25,807	39,743
17	-	17.0	17	-	17.0	Sub-Total			
						P/W VDOT-Street Cleaning (Fund 15-247)			
7		7.0	7		7.0	Combination of:			
						Motor Equipment Operator II	GN8	27,614	42,525
						Motor Equipment Operator I	GN5	23,187	35,708
7	-	7.0	7	-	7.0	Sub-Total			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals				
						P/W VDOT-Street Maintenance (Fund 15-247)			
1		1.0	1		1.0	Division Director of Streets	GE9	63,262	99,322
1		1.0	1		1.0	Training & Safety Manager	GE5	42,434	66,621
2		2.0	2		2.0	General Supervisor	GN14	47,593	73,294
3		3.0	3		3.0	Crew Supervisor	GN11	35,758	55,067
28		28.0	27		27.0	Combination of:			
						Motor Equipment Operator III	GN9	29,823	45,927
						Motor Equipment Operator II	GN8	27,614	42,525
						Motor Equipment Operator I	GN5	23,187	35,708
						Public Service Worker/ Operator	GN4	22,083	34,008
1		1.0	1		1.0	Groundskeeper	GN7	25,807	39,743
36	-	36.0	35	-	35.0	Sub-Total			
						P/W VDOT-Traffic Control (Fund 15-244)			
1		1.0	1		1.0	Traffic Control Superintendent	GE6	46,677	73,283
1		1.0	1		1.0	Traffic Control Crew Supervisor	GN12	39,333	60,573
1		1.0	1		1.0	Senior Traffic Signal Technician	GN10	32,507	50,061
1		1.0	1		1.0	Traffic Signal Technician	GN8	27,614	42,525
1		1.0	1		1.0	Sign Technician	GN8	27,614	42,525
3		3.0	3		3.0	Motor Equipment Operator II	GN8	27,614	42,525
1		1.0	1		1.0	Public Service Worker/ Operator	GN4	22,083	34,008
9	-	9.0	9	-	9.0	Sub-Total			
184	0.2	184.2	181	-	181.0	TOTAL PUBLIC WORKS DEPARTMENT			
						TRANSPORTATION DEPARTMENT			
						Airport (01241)			
1		1.0	1		1.0	Senior Administrative Assistant	GE6	46,677	73,283
1		1.0	1		1.0	Transportation Building & Grounds Superintendent	GE5	42,434	66,621
1	2.1	3.1	1		1.0	Airport Maintenance Security Tech II	GN8	27,614	42,525
1	0.8	1.8	1	3.0	4.0	Airport Maintenance Security Tech I	GN6	24,346	37,494
4	2.9	6.9	4	3.0	7.0	Sub-Total			
						Mass Transit (Fund 56)			
1		1.0	1		1.0	Director of Transportation Services	I	83,158	130,558
2		2.0	2		2.0	Transportation Supervisor	GE3	35,716	56,074
1		1.0	1		1.0	Senior Account Clerk	GN8	27,614	42,525
23	0.9	23.9	23	0.6	23.6	Transit Driver	GN5	23,187	35,708
-		-	1		1.0	Account Clerk	GN6	24,346	37,494
27	0.9	27.9	28	0.6	28.6	Sub-Total			
31	3.8	34.8	32	3.6	35.6	TOTAL TRANSPORTATION DEPARTMENT			
						UTILITIES DEPARTMENT			
						Utilities Administration (Fund 54)			
1		1.0	1		1.0	Utilities Director	IV	#####	161,434
1		1.0	1		1.0	Key Accounts Manager	GE7	51,345	80,612
1			1		1.0	SCADA Analyst	GE7	51,345	80,612
2		2.0	2		2.0	Senior Secretary	GN8	27,614	42,525
5	-	4.0	5	-	5.0	Sub-Total			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017						
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
						Utilities - Fiscal Services (Fund 54)			
1		1.0	1		1.0	Division Director of Support Services	GE9	63,262	99,322
1		1.0	1		1.0	Accountant II	GE6	46,677	73,283
1		1.0	1		1.0	Training & Safety Manager	GE5	42,434	66,621
1		1.0	1		1.0	Utilities Warehouse Manager	GE5	42,434	66,621
3		3.0	2		2.0	Senior Account Clerk	GN8	27,614	42,525
2		2.0	3		3.0	Warehouse Stock Clerk	GN5	23,187	35,708
9	-	9.0	9	-	9.0	Sub-Total			
						Utilities - Customer Service (Fund 54)			
1		1.0	1		1.0	Division Director of Customer Service	GE8	56,993	89,479
1		1.0	1		1.0	AMI Support Technician	GN9	29,823	45,927
1		1.0	1		1.0	Sr Customer Service/Training Representative	GN8	27,614	42,525
7		7.0	7		7.0	Combination of:			
						Senior Utility Billing Clerk	GN9	29,823	45,927
						Utility Special Billing Clerk	GN8	27,614	42,525
						Utility Billing Clerk	GN7	25,807	39,743
7		7.0	7		7.0	Customer Service Representative	GN7	25,807	39,743
17	-	17.0	17	-	17.0	Sub-Total			
						Water Treatment Administration (Fund 52)			
1		1.0	1		1.0	Division Director of Water/Wastewater Treatment	GE11	79,356	124,589
1		1.0	1		1.0	Senior Secretary	GN8	27,614	42,525
2	-	2.0	2	-	2.0	Sub-Total			
						Water Treatment (Fund 52)			
1		1.0	1		1.0	Water Treatment Manager	GE8	56,993	89,479
1		1.0	1		1.0	Water Chemist	GE4	38,930	61,120
2		2.0	2		2.0	Combination of:			
						Bldg Maintenance Superintendent	GE6	46,677	73,283
						Senior Industrial Mechanic	GN11	35,758	55,067
						Industrial Mechanic	GN9	29,823	45,927
9		9.0	9		9.0	Combination of:			
						Water Treatment Plant Operator Supervisor	GN11	35,758	55,067
						Water Treatment Plant Operator III	GN10	32,507	50,061
						Water Treatment Plant Operator II	GN8	27,614	42,525
						Water Treatment Plant Operator I	GN7	25,807	39,743
						Water Treatment Plant Operator Trainee	GN4	22,083	34,008
1		1.0	1		1.0	Utility Plant Maintenance Worker	GN3	21,031	32,388
14	-	14.0	14	-	14.0	Sub-Total			
						Gas Administration (Fund 53)			
1		1.0	1		1.0	Division Director of Water & Gas	GE11	79,356	124,589
1	-	1.0	1	-	1.0	Sub-Total			
						Gas Control (Fund 53)			
1		1.0	1		1.0	Gas Control Manager	GE8	56,993	89,479
2		2.0	2		2.0	Gas Control Technician	GN10	32,507	50,061
3	-	3.0	3	-	3.0	Sub-Total			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017						
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
						Water & Gas Distribution (Fund 53)			
1		1.0	1		1.0	Water and Gas Distribution Superintendent	GE8	56,993	89,479
1		1.0	1		1.0	Water and Gas Distribution Supervisor	GE5	42,434	66,621
4		4.0	4		4.0	Water and Gas Crew Supervisor	GN12	39,333	60,573
2		2.0	2		2.0	W&G Construction Crew Supervisor	GN12	39,333	60,573
1		1.0	1		1.0	Water and Gas Welder/Crew Supervisor	GN11	35,758	55,067
5		5.0	5		5.0	Combination of:			
						Motor Equipment Operator III	GN9	29,823	45,927
						Motor Equipment Operator II	GN8	27,614	42,525
						Motor Equipment Operator I	GN5	23,187	35,708
6		6.0	6		6.0	Construction Worker	GN5	23,187	35,708
5		5.0	5		5.0	Public Service Worker	GN2	20,030	30,846
25	-	25.0	25	-	25.0	Sub-Total			
						Water & Gas Engineering (Fund 53)			
1		1.0	1		1.0	W&G Chief Engineer	GE9	63,262	99,322
2		2.0	2		2.0	Water and Gas Senior Engineer Tech.	GN13	43,267	66,631
1		1.0	1		1.0	Water and Gas Compliance Coordinator	GN13	43,267	66,631
1		1.0	1		1.0	W&G Corrosion Technician	GN10	32,507	50,061
1		1.0	1		1.0	Water and Gas GIS Engineer Tech.	GN10	32,507	50,061
1		1.0	1		1.0	Water and Gas Engineering Aid	GN6	24,346	37,494
7	-	7	7	-	7	Sub-Total			
						Water & Gas Meters & Regulators (Fundn 53)			
1		1.0	1		1.0	Water & Gas Systems Control Superintendent	GE8	56,993	89,479
3		3.0	3		3.0	Water and Gas Meter Tech.	GN10	32,507	50,061
4	-	4.0	4	-	4.0	Sub-Total			
						Water & Gas Service (Fund 53)			
7		7.0	7		7.0	Water and Gas Service Tech.	GN10	32,507	50,061
1		1.0	1		1.0	Dispatcher	GN5	23,187	35,708
8	-	8.0	8	-	8.0	Sub-Total			
						Electric Administration (Fund 54)			
1		1.0	1		1.0	Division Director of Power & Light	GE11	79,356	124,589
1	-	1.0	1	-	1.0				
						Electric Distribution (Fund 54)			
1		1.0	1		1.0	Electric Distribution Superintendent	GE8	56,993	89,479
5		5.0	5		5.0	Electric Line Crew Supervisor	GN14	47,593	73,294
1		1.0	1		1.0	Inspector-Contractor Manager	GN14	47,593	73,294
1		1.0	1		1.0	Crew Supervisor	GN11	35,758	55,067
22		22.0	22		22.0	Combination of:			
						Electric Line Technician III	GN12	39,333	60,573
						Electric Line Technician II	GN10	32,507	50,061
						Electric Line Technician I	GN8	27,614	42,525
						Electric Ground Worker	GN2	20,030	30,846
3		3.0	3		3.0	Electric Line Equipment Operator	GN7	25,807	39,743
3		3.0	3		3.0	Electric Right of Way Trimmer	GN6	24,346	37,494
1		1.0	1		1.0	Dispatcher	GN5	23,187	35,708
37	-	37.0	37	-	37.0	Sub-Total			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017						
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals				
						NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
						Electric Engineering (Fund 54)			
1		1.0	1		1.0	Electric Engineering Tech Supervisor	GE6	46,677	73,283
1		1.0	1		1.0	Electric Engineering Technician/Compliance Coordinator	GN12	39,333	60,573
1		1.0	1		1.0	Electric GIS/CAD Technician	GN10	32,507	50,061
5		5.0	5		5.0	Combination of:			
						Electric Senior Engineering Technician	GN12	39,333	60,573
						Electric Engineering Technician	GN10	32,507	50,061
						Electric Engineering Aide	GN6	24,346	37,494
2		2.0	2		2.0	Electric Engineer	GN8	56,993	89,479
10	-	10.0	10	-	10.0	Sub-Total			
						Electric Hydro (Fund 54)			
1		1.0	1		1.0	Hydro-Electric Supt.	GE6	46,677	73,283
1		1.0	1		1.0	Hydro Electric Maintenance Technician	GN10	32,507	50,061
4		4.0	4		4.0	Hydro-Electric Operator	GN9	29,823	45,927
1		1.0	1		1.0	Hydro-Electric Attendant	GN6	24,346	37,494
7	-	7.0	7	-	7.0	Sub-Total			
						Electric Meters (Fund 54)			
1		1.0	1		1.0	Electric Meter Supervisor	GN13	43,267	66,631
3		3.0	3		3.0	Combination of:			
						Electric Meter Technician III	GN11	35,758	55,067
						Electric Meter Technician II	GN9	29,823	45,927
						Electric Meter Technician I	GN7	25,807	39,743
4	-	4.0	4	-	4.0	Sub-Total			
						Electric Substations (Fund 54)			
1		1.0	1		1.0	Electric Substation Superintendent	GE8	56,993	89,479
1		1.0	1		1.0	Electric Substation Supervisor	GN13	43,267	66,631
6	0.2	6.2	6		6.0	Utility Operator	GN11	35,758	55,067
1		1.0	1		1.0	Electric T & D Equipment Technician	GN11	35,758	55,067
5		5.0	5		5.0	Electric Substation Technician	GN11	35,758	55,067
14	0.2	14.2	14	-	14.0	Sub-Total			
						Telecommunications (Fund 55)			
1		1.0	1		1.0	Division Director of Telecommunications	GE9	63,262	99,322
2		2.0	2		2.0	Broadband Network Engineering Technician	GE7	51,345	80,612
3	-	3.0	3	-	3.0	Sub-Total			
						*Funded in Electric Fund			
171.0	0.2	170.2	171.0	-	171.0	TOTAL UTILITIES DEPARTMENT			
						CONSTITUTIONAL OFFICES			
2		2.0	2		2.0	Registrar			
10		10.0	10		10.0	Commissioner of the Revenue			
4		4.0	4		4.0	City Treasurer			
79		79.0	79		79.0	Sheriff's Office			
21		21.0	22		22.0	Commonwealth Attorney			
16		16.0	16		16.0	Clerk of Circuit Court			
132	-	132.0	133	-	133.0	TOTAL CONSTITUTIONAL OFFICES			
1,163	56.6	1,218.6	1,168	48.6	1,216.6	GRAND TOTAL			

CITY OF DANVILLE
FY 2017 AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE	GRADE	MIN(\$)	MAX(\$)
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals				
						OTHER ELECTED OFFICIALS (Part-time)			
						Not included in totals below			
-	8.0	8.0	-	8.0	8.0	Council Members			
-	1.0	1.0	-	1.0	1.0	Mayor			
-	9.0	9.0	-	9.0	9.0	TOTAL OTHER ELECTED OFFICIALS			
						FUND TOTALS			
671	56	726.5	677	48	725.0	General Fund (does not include Constitutional Offices)			
79	-	79.0	79	-	79.0	VDOT Fund			
3	-	3.0	3	-	3.0	Central Services			
19	-	19.0	19	-	19.0	Motorized Equipment			
27	0.9	27.9	28	0.6	28.6	Transportation Fund			
29	-	29.0	26	-	26.0	Sanitation Fund			
15	-	15.0	15	-	15.0	Cemetery Fund			
11	-	11.0	11	-	11.0	Wastewater Fund (Sewers)			
16	-	16.0	16	-	16.0	Water Fund			
48	-	48.0	48	-	48.0	Gas Fund			
104	0	104.2	104	-	104.0	Electric Fund			
3	-	3.0	3	-	3.0	Telecommunications Fund			
1,025	56.6	1,081.6	1,029	48.6	1,077.6				
6	-	6.0	6	-	6.0	CDBG Fund			
132	-	132.0	133	-	133.0	Constitutional Officer			
1,163	56.6	1,219.6	1,168	48.6	1,216.6	GRAND TOTAL			
-			-						

Council Letter

City of Danville, Virginia



CL-1428

Old Business Item #: B.

City Council Regular Meeting

Meeting Date: 05/17/2016

Subject: Resolution Approving the Preliminary Budget for Danville Public Schools

From: Ken F. Larking, City Manager

COUNCIL ACTION

Business Meeting: 05/17/16 - Final Adoption

SUMMARY

The Public Hearing for the Fiscal Year 2017 Preliminary School Board Budget was conducted on May 5, 2016. During the Work Session immediately following the regular meeting, the City Council increased the City's Support of Public Schools from \$17,399,860 to \$19,006,570, an increase in the amount of \$1,606,710. The increase is proposed to be funded by reappropriating unencumbered funds from FY 2016 in excess of the \$1,000,000 allowed by the FY 2016 Budget Appropriation Ordinance. The amount of the reappropriation is \$1,414,710. The balance of \$192,000 is covered by a reduction in the City's Contingency account. In addition, the City's Support of Schools includes debt service in the amount of \$1,636,490, for a grand total of \$20,643,060. Also, Capital Improvements in the amount of \$3,790,000 (\$1,600,000 for Precision Machine Lab at George Washington High School and \$2,190,000 for improvements at G.L.H. Johnson Elementary School) are requested by the School Board. Funding for these Capital Projects is anticipated through the issuance of Bonds.

Bond proceeds are appropriated by a separate action of City Council and therefore included neither in the Budget Resolutions nor in the Budget Appropriation Ordinance.

The additional funding covers increase costs for insurance, Virginia Retirement System, loss of State carry forward funds, Title III requirements, a 2.5% salary increase for all school employees effective July 1, 2016, and new initiatives for security, technology, and maintenance.

BACKGROUND

The FY 2013 School Board request included \$2,100,000 additional funding as a one-time appropriation in the form of a "loan" to be repaid to the City in four annual payments of \$525,000. The final payment was scheduled to be repaid in FY 2017; however, the Schools anticipate making this repayment June 2016 from unencumbered/unexpended budget.

RECOMMENDATION

It is recommended the City Council approve the attached resolution for the FY 2017 Danville Public School Budget.

Attachments

Resolution

PRESENTED: May 5, 2016

ADOPTED: May 17, 2016

RESOLUTION NO. 2016- 05 . 02

A RESOLUTION APPROVING THE BUDGET OF THE SCHOOL BOARD OF THE CITY OF DANVILLE FOR THE FISCAL YEAR ENDING JUNE 30, 2017.

WHEREAS, the School Board of the City of Danville presented to the Council its estimate of the amount of money needed for the support of the public schools of the City during Fiscal Year 2017, which estimate reflected total proposed expenditures in the amount of \$61,203,775; and

WHEREAS, the City shall contribute \$19,006,570 for School Operations and \$1,636,490 for School Debt Service for a total appropriation of \$20,643,060; and

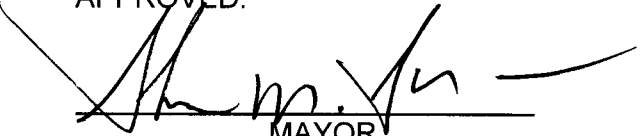
WHEREAS, the City's Capital and Special Projects Plan includes capital projects for school improvements, including \$1,600,000 for the Precision Machine Project at George Washington High School and \$2,190,000 for improvements at G.L.H. Johnson Elementary School, for total capital funding in the amount of \$3,790,000 to be funded by bonds to be appropriated in a separate action; and

WHEREAS, the City Council does not intend by this resolution to guarantee to the School Board of the City of Danville any contribution for support of schools in future fiscal years above that amount required by Virginia law for support of schools; and

WHEREAS, a brief synopsis of the proposed Budget of the School Board for Fiscal Year 2017 was duly published, and, after public notice duly given, a public hearing with respect thereto has been conducted by the Council, after due public notice thereof, and upon consideration of which it is now necessary and desirable to approve the same as prescribed by law.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Danville, Virginia that, pursuant to Section 22.1-93 of the Code of Virginia, 1950, as amended, the attached budget of the School Board of the City of Danville for the Fiscal Year ending June 30, 2017 be, and the same is hereby, approved for educational purposes subject the above recited conditions.

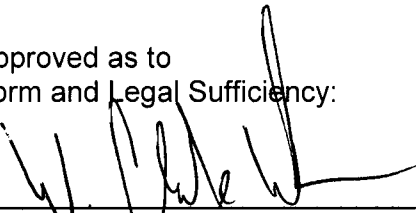
APPROVED:


MAYOR

ATTEST:


CLERK

Approved as to
Form and Legal Sufficiency:


City Attorney

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The City of Danville's annual budget serves as the foundation for financial planning and control. The object of these controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council. Departments are required to submit requests for appropriations to the Budget Director by mid-December of each year. The Budget Director uses these requests as a starting point for developing a work budget. The City Manager, in conjunction with the budget team, reviews departmental requests along with mandated costs and expected revenues. Primary revenue sources for the City's General Fund are property taxes, sales taxes, business and occupational licenses, meals taxes, state revenues, and contributions from the City's Utility Departments. In establishing the budget, historical and trend data are analyzed. In addition to analyzing historical data, economic indicators and the impact the economy will have on the historical data is taken into consideration.

Once a complete budget is developed, it is presented as a recommended budget to the City Council by April 1 for review and deliberation. After City Council's approval, an introductory budget is released by April 30. The City Council Introductory Budget contains all changes and amendments made by the City Council during its budget review. It is the City Council Introductory Budget that is submitted for public hearing. City Council is required to adopt a final budget by June 30 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 2017 budget begins on July 1, 2016.

DESCRIPTION OF MUNICIPAL BUDGET FUNDS

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 and Special 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 and Special Projects Plan document.

Virginia Department of Transportation Fund

In accordance with Section 33.1-41.1 of the Code of Virginia, the Commonwealth Transportation Board authorizes payments to municipalities for maintenance, construction, or reconstruction of eligible roads and highways. The maintenance payments are based on lane miles of principal, collector, or local streets within the city limits. The rates are adjusted annually. This fund will more clearly identify the Virginia Department of Transportation maintenance fund expenditures. The funds are reimbursed to the city on a quarterly basis.

February 22	DUC Meeting-Recommendation to Submit to City Council
March 1	Regular Council Meeting C/M Proposed Budget, CSP & Fee Schedule Presented to City Council (VA Code Section 15.2-2503 and City Charter Section 8-6)
March 8	Budget Work Session
March 15	Regular Council Meeting/Budget Work Session
March 22	Budget Work Session
March 28	Submit to Newspaper Ad for Public Hearing Real Estate Tax Rate
March 29	Budget Work Session Final Adjustments to Work Budget
April 1	Run Ad for Public Hearing - Real Estate Tax
April 5	Regular Council Meeting Introductory Budget, CSP & Fee Schedule presented (per City Charter Section 8-6)
April 6	Submit Ad for Public Hearing on School Budget
April 11	Run Ad for Public Hearing-School Budget Public Hearing
April 18	Submit 1st Ad for Public Hearing - Rate and/or Fee Increases
April 19	Regular Council Meeting Public Hearing and 1 st Reading School Budget Resolution
April 25	Run 1st Ad for Public Hearing on Utility Rate and/or Fee Increases
April 26	Submit 2nd Ad for Public Hearing - Rate and/or Fee Increases
April 29	Submit Ad for Public Hearing on City & CSP Budget
May 2	Run 2nd Ad for Public Hearing on Utility Rate and/or Fee Increases
May 5	Regular Council Meeting Final Adoption - Resolution Approving School Budget Public Hearing & 1st Reading Utility Rate & Fee Increase Ordinances

Public Hearing & 1st Reading Real Estate Tax Rate

- May 6 Run Ad for Public Hearing on City & CSP Budgets
- May 17 Regular Council Meeting
 Final Adoption Utility Rate & Fee Increase Ordinances
 Final Adoption Real Estate Tax Rate
 Public Hearing – City Budget – 1st Reading Resolutions
 1st Reading- Budget Appropriation Ordinance City & CIP
 Budget
- June 7 Regular Council Meeting
 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.

Reassessment years when reassessment produces tax levy in excess 101% of current levy - Notice of Public Hearing for Real Estate Tax Rate at least 30 days prior to Public Hearing. The Public Hearing for the R/E Tax Increase CANNOT be held at the same time of the Public Hearing on the Budget.

Non-reassessment years for Real Estate Taxes and all other local taxes – notice of proposed increase must be published in a newspaper at least seven days before Public Hearing. Ten days must elapse between Public Hearing and passage of ordinance.

Advertise Summary of 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.

Advertise Summary of City & CIP Budgets once at least 7 days prior to Public Hearing.

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

FY 2017 Adopted Budget
Budget Summary
All Funds Summary

<u>Revenues</u>	<u>Adopted Budget FY 2017</u>	<u>Adopted Budget FY 2016</u>
General Fund	\$ 98,334,940	\$ 97,493,110
Transfer From Fund Balance	6,441,520	4,546,750
VDOT Street Maintenance Fund	10,633,330	10,328,980
Wastewater Fund	9,898,320	9,881,960
Water Fund	8,626,450	8,289,080
Transfer From Fund Balance	-	-
Gas Fund	25,224,870	26,745,200
Transfer From Fund Balance	-	-
Electric Fund	125,179,210	115,556,080
Transfer From Fund Balance	-	-
Telecommunications Fund	1,613,090	1,670,250
Transfer From Fund Balance	-	-
Transportation Fund	1,963,810	2,427,950
Sanitation Fund	3,777,830	3,718,700
Cemetery Fund	1,066,350	1,028,270
Insurance Fund	3,135,500	3,038,890
Central Services Fund	389,840	427,480
Transfer From Fund Balance	3,230	
Motorized Equipment Fund	3,430,280	3,520,590
Total	\$ 299,718,570	\$ 288,673,290
Less Interfund Charges	(7,582,730)	(7,610,000)
Less Interfund Transfers	(14,830,000)	(14,830,000)
Less Interfund Recoveries	(4,080,280)	(4,301,290)
Total Budget	\$ 273,225,560	\$ 261,932,000

FY 2017 Adopted Budget
Budget Summary
All Funds Summary

<u>Expenditures</u>	<u>Adopted Budget FY 2017</u>	<u>Adopted Budget FY 2016</u>
General Fund	\$ 104,776,460	\$ 102,039,860
VDOT Street Maintenance Fund	10,633,330	10,328,980
Wastewater Fund	9,843,590	9,219,190
Transfer To Fund Balance	54,730	662,770
Water Fund	8,534,380	8,230,360
Transfer To Fund Balance	92,070	58,720
Gas Fund	25,197,920	26,694,620
Transfer To Fund Balance	26,950	50,580
Electric Fund	125,078,680	115,334,760
Transfer To Fund Balance	100,530	221,320
Telecommunications Fund	1,604,980	1,628,590
Transfer To Fund Balance	8,110	41,660
Transportation Fund	1,963,810	2,427,950
Sanitation Fund	3,404,140	3,480,250
Transfer To Fund Balance	373,690	238,450
Cemetery Fund	963,870	990,430
Transfer To Fund Balance	102,480	37,840
Insurance Fund	3,074,850	2,996,890
Transfer To Fund Balance	60,650	42,000
Central Services Fund	393,070	427,480
Transfer To Fund Balance	-	-
Motorized Equipment Fund	3,425,000	3,443,110
Transfer To Fund Balance	5,280	77,480
Total	\$ 299,718,570	\$ 288,673,290
Less Interfund Charges	(7,582,730)	(7,610,000)
Less Interfund Transfers	(14,830,000)	(14,830,000)
Less Interfund Recoveries	(4,080,280)	(4,301,290)
Total Budget	\$ 273,225,560	\$ 261,932,000

Below is a listing of authorized position changes from FY 2016 to FY 2017

Department/Office/Position	No. Full-time Positions added	No. Full- time Equivalent Positions reduced	Net Increase
Adult Detention Facility			
Administrative Lieutenant	1	0	1
Health Services Administrator	1	0	1
Parks & Recreation			
Account Clerk	1	1	0
Administrative Specialist	1	1	0
Library Technology Specialist	1	1	0
Community Development			
Intake Diversion Specialist	1	0	1
Commonwealth Attorney			
Assistant Commonwealth Atty	1	0	1
Police Department			
Police Officers	2	0	2
Mass Transit			
Account Clerk	1	1	0
Sanitation Fund			
Solid Waste Collector	0	3	-3
Total increased Authorized Positions	10	7	3

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
City Manager's Office						
1		1.0	1		1.0	City Manager
1		1.0	1		1.0	Deputy City Manager
1		1.0	1		1.0	Assistant to the City Manager
1		1.0	1		1.0	Clerk of Council
1		1.0	1		1.0	Multi-media Design manager
1		1.0	1		1.0	Public Information Officer (Funded by Utilities)
1		1.0	1		1.0	Director of Budget
1		1.0	1		1.0	Executive Assistant
1		1.0	1		1.0	Executive Secretary
9	-	9.0	9	-	9.0	TOTAL CITY MANAGER'S OFFICE
City Attorney's Office						
1		1.0	1		1.0	City Attorney
1		1.0	1		1.0	Assistant City Attorney I *
1		1.0	1		1.0	Assistant City Attorney II
1		1.0	1		1.0	Legal Assistant
1		1.0	1		1.0	Legal Secretary
5	-	5.0	5	-	5.0	TOTAL CITY ATTORNEY'S OFFICE
Assistant City Attorney I funded by Blight						
COMMUNITY DEVELOPMENT DEPARTMENT						
Community Development Fund						
1		1.0	1		1.0	Community Redevelopment Specialist
2		2.0	2		2.0	Cost Estimator/Inspector
1		1.0	1		1.0	Housing & Development Planning Specialist
1		1.0	1		1.0	Senior Account Clerk
1		1.0	1		1.0	Secretary
6		6.0	6		6.0	Sub-Total
Director of Community Development						
1		1.0	1		1.0	Director of Community Development
1		1.0	1		1.0	Accountant II
-		-	1		1.0	Intake Diversion Specialist
1		1.0	1		1.0	Senior Secretary
3	-	3.0	4	-	4.0	Sub-Total
Inspections Office						
1		1.0	1		1.0	Division Director of Inspections
1		1.0	1		1.0	Inspections Supervisor
1		1.0	1		1.0	Plumbing/Cross Connection Inspector
1		1.0	1		1.0	Mechanical Inspector
1		1.0	1		1.0	Electrical Inspector
2		2.0	2		2.0	Building Inspector
5		5.0	5		5.0	Property Maintenance Inspector
1		1.0	1		1.0	Permit Technician
13	-	13.0	13	-	13.0	Sub-Total
Planning Office						
1		1.0	1		1.0	Division Director of Planning
2		2.0	2		2.0	Combination of: Senior Planner Associate Planner Planning Technician
3	-	3.0	3	-	3.0	Sub-Total

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
Social Services						
1		1.0	1		1.0	Division Director of Social Services
1		1.0	1		1.0	Family Services Manager
1		1.0	1		1.0	Eligibility Services Manager
3		3.0	3		3.0	Family Services Supervisor
1		1.0	1		1.0	Accountant II
1		1.0	1		1.0	Employment Service Supervisor
3		3.0	3		3.0	Eligibility Supervisor
3		3.0	3		3.0	Senior Family Services Specialist
1		1.0	1		1.0	Comprehensive Services Coordinator (Grant Funded)
5		5.0	5		5.0	Child Protective Service Worker
15		15.0	15		15.0	Family Services Specialist
3	0.6	3.6	3	0.6	3.6	Senior Eligibility Worker
2		2.0	2		2.0	Fraud Investigator
1		1.0	1		1.0	Administrative Assistant
8		8.0	8		8.0	Employment Services Worker
1		1.0	1		1.0	SNAPET Coordinator
33	0.2	33.2	33	1.8	34.8	Eligibility Worker
1		1.0	1		1.0	Senior Secretary
1		1.0	1		1.0	Senior Account Clerk
4		4.0	4		4.0	Senior Administrative Specialist
1		1.0	1		1.0	Social Service Aide
1		1.0	1		1.0	Employment Service Aide
9		9.0	9	0.6	9.6	Administrative Specialist
100	0.8	100.8	100	3.0	103.0	Sub-Total
125	0.8	125.8	126	3.0	129.0	TOTAL COMMUNITY DEVELOPMENT DEPARTMENT
Economic Development Department						
1		1.0	1		1.0	Director of Economic Development
1		1.0	1		1.0	Assistant Director of Economic Development
1		1.0	1		1.0	Economic Development Project Manager
1		1.0	1		1.0	Marketing & Research Manager
1		1.0	1		1.0	Special Project Assitant
5	-	5.0	5	-	5.0	TOTAL ECONOMIC DEVELOPMENT DEPARTMENT
FINANCE DEPARTMENT						
Central Collections						
1		1.0	1		1.0	Division Director of Central Collections
1		1.0	1		1.0	Collections Supervisor
1		1.0	1		1.0	Delinquent Collections Coordinator
2		2.0	2		2.0	Senior Collections Clerk
4		4.0	4		4.0	Combination of: Collection Clerk II Senior Cashier Collection Clerk I
5		5.0	5		5.0	Cashier
14	-	14.0	14	-	14.0	Sub-Total
Central Services Fund						
1		1.0	1		1.0	Print Shop Technician
2		2.0	2		2.0	Combination of: Senior Printer Printer
3	-	3.0	3	-	3.0	Sub-Total

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
Director of Finance						
1		1.0	1		1.0	Director of Finance
1		1.0	1		1.0	Senior Secretary
2	-	2.0	2	-	2.0	Sub-Total
Accounting						
1		1.0	1		1.0	Assistant Director of Finance
1		1.0	1		1.0	Business Systems Accountant
2		2.0	2		2.0	Accountant II
1		1.0	1		1.0	Accountant III
1		1.0	1		1.0	Payroll Technician
1		1.0	1		1.0	Senior Account Clerk
2		2.0	2		2.0	Account Clerk
9	-	9.0	9	-	9.0	Sub-Total
Internal Auditor						
1	-	1.0	1	-	1.0	Internal Auditor
Purchasing						
1		1.0	1		1.0	Division Director of Purchasing
1		1.0	1		1.0	Buyer
1		1.0	1		1.0	Senior Purchasing Clerk
1		1.0	1		1.0	Purchasing Clerk
		-		0.8	0.8	Printer
4	-	4.0	4	0.8	4.8	Sub-Total
Real Estate						
1		1.0	1		1.0	Division Director of Real Estate Assessment
3		3.0	3		3.0	Combination of: Real Estate Appraiser III Real Estate Appraiser II Real Estate Appraiser I
2		2.0	2		2.0	Combination of: Senior Real Estate Assessment Clerk Real Estate Assessment Clerk
6	-	6.0	6	-	6.0	Sub-Total
39	-	39	39	1	40	TOTAL FINANCE DEPARTMENT
FIRE DEPARTMENT						
Emergency Communications						
	0.5	0.5		0.5	0.5	CERT Coordinator
1		1.0	1		1.0	Emergency Communications Coordinator
4		4.0	4		4.0	Emergency Telecommunications Supervisor
16		16.0	16		16.0	Emergency Telecommunicator
21	0.5	21.5	21	0.5	21.5	Sub-Total

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
						Fire
1		1.0	1		1.0	Fire Chief
2		2.0	2		2.0	Assistant Fire Chief
4		4.0	4		4.0	Fire Battalion Chief
1		1.0	1		1.0	Fire Marshal
21		21.0	21		21.0	Fire Captain
1		1.0	1		1.0	Assistant Fire Marshal
1		1.0	1		1.0	Fire Code Inspector
6		6.0	6		6.0	Fire Lt./Asst. Training Officer
24		24.0	24		24.0	Fire Fighter/Engineer
1		1.0	1		1.0	Fire Support Analyst
60		60.0	60		60.0	Fire Fighter
1		1.0	1		1.0	Administrative Assistant
1		1.0	1		1.0	Senior Secretary
124	-	124.0	124	-	124.0	Sub-Total
145	0.5	145.5	145	0.5	145.5	TOTAL FIRE DEPARTMENT
						Circuit Court
1		1.0	1		1.0	Law Clerk
2		2.0	2		2.0	Judicial Assistant
1		1.0	1		1.0	Legal Secretary
4	-	4.0	4	-	4.0	TOTAL CIRCUIT COURT
						Human Resources
1		1.0	1		1.0	Director of Human Resources
1		1.0	1		1.0	Organization Development Consultant
3		3.0	3		3.0	HR Consultant
1		1.0	1		1.0	Human Resource Technician
1		1.0	1		1.0	Senior Secretary
7	-	7.0	7	-	7.0	TOTAL HUMAN RESOURCES

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
Information Technology						
1		1.0	1		1.0	Director of Information Technology
3		3.0	3		3.0	Combination of: Assistant Director of Information Technology Division Director of Application Support Division Director of Technical Svcs IT Project Manager IT Business Relationship Manager IT Business Analyst
6	1.0	7.0	6	0.5	6.5	Combination of: Network Systems Engineer Network Administrator System Administrator PC Administrator Network Analyst Sr. IT Support Technician IT Support Technician
10		10.0	10		10.0	Combination of: Help Desk Manager GIS Coordinator IT Solutions Architect Sr. Applications Support Specialist Sr. Database Administrator IT Application Support Specialist Sr. Programmer Analyst Sr. GIS Programmer Analyst Database Administrator GIS Programmer Analyst Programmer/Analyst GIS Analyst
1		1.0	1		1.0	Administrative Assistant
-		-	-		-	Senior Secretary
21	1.0	22.0	21	0.5	21.5	TOTAL INFORMATION TECHNOLOGY
POLICE DEPARTMENT Adult Detention Facility						
1		1.0	1		1.0	Division Director of Adult Detention
1		1.0	1		1.0	Chief Correctional Officer
1		1.0	1		1.0	Service Program Coordinator
-		-	1		1.0	Health Services Administrator
-		-	1		1.0	Administrative Lieutenant
	0.1	0.1		0.1	0.1	Licensed Physician
1		1.0	1		1.0	Work Program Coordinator
1		1.0	1		1.0	Correctional Health Assistant
4		4.0	4		4.0	Correctional Captain
5		5.0	5		5.0	Correctional Lieutenant
1		1.0	1		1.0	Safety Supply Officer
19	1.1	20.1	19	1.1	20.1	Combination of: Correctional Officer I Correctional Officer II
2		2.0	2		2.0	Senior Account Clerk
36	1.2	37.2	38	1.2	39.2	Sub-Total

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
Juvenile Detention Facility						
1		1.0	1		1.0	Division Director of Juvenile Detention
1		1.0	1		1.0	Assistant Division Director of Juvenile Detention
	0.1	0.1		0.1	0.1	Licensed Physician
1		1.0	1		1.0	Juvenile Program Coordinator
1		1.0	1		1.0	Nurse
2		2.0	2		2.0	Juvenile Outreach Counselor (Grant Funded)
4		4.0	4		4.0	Shift Supervisor
2		2.0	2		2.0	Electronic Monitoring Case Worker (Grant Funded)
1		1.0	1		1.0	Building Maintenance Mechanic I
5		5.0	5		5.0	Senior Youth Care Worker
27	5.4	32.4	27	4.4	31.4	Youth Care Worker
1		1.0	1		1.0	Senior Account Clerk
2		2.0	2		2.0	Secretary
1		1.0	1		1.0	Custodian
49	5.5	54.5	49	4.5	53.5	Sub-Total
Police						
1		1.0	1		1.0	Police Chief
1		1.0	1		1.0	Police Lieutenant Colonel
2		2.0	2		2.0	Police Major
7		7.0	7		7.0	Police Captain
10		10.0	10		10.0	Police Lieutenant
1	0.2	1.2	1	0.2	1.2	Senior Investigators
8		8.0	8		8.0	Police Sergeant
16		16.0	16		16.0	Police Corporal
89		89.0	89		89.0	Police Officer
1		1.0	1		1.0	Quarter Master
1		1.0	1		1.0	Police Records Office Manager
1		1.0	1		1.0	Administrative Assistant
1		1.0	1		1.0	Animal Control Officer
3		3.0	2		2.0	Secretary
			1		1.0	Senior Secretary
3		3.0	3		3.0	Police Records Clerk
1		1.0	1		1.0	Crime Analyst*
	0.6	0.6		0.6	0.6	Parking Attendant
	2.0	2.0		2.0	2.0	School Crossing Guard
146	2.8	148.8	146	2.8	148.8	Sub-Total
* Grant Funded Position						
231	9.5	240.5	233	8.5	241.5	TOTAL POLICE DEPARTMENT

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
PARKS & RECREATION DEPARTMENT						
Parks & Recreation - Administration (01292)						
1		1.0	1		1.0	Director of Parks & Recreation
1		1.0	-		-	Project & Account Manager
			1		1.0	Division Director of Parks & Recreation Administration
1		1.0	1		1.0	P&R Communications Specialist
1		1.0	1		1.0	Program Coordinator
1		1.0	1		1.0	Facilities & Services Planning Specialist
1		1.0	1		1.0	Senior Secretary
1		1.0	1		1.0	Secretary
1		1.0	1		1.0	Custodian
	0.3	0.3		0.3	0.3	Administrative Specialist
	0.6	0.6		0.6	0.6	Recreation Program Supervisor
	0.2	0.2		0.2	0.2	Intern
8	1.1	9.1	8	1.1	9.1	Sub-Total
Athletics (01307)						
1		1.0	1		1.0	Division Director of Athletics
1		1.0	1		1.0	Program Coordinator
	0.6	0.6		0.6	0.6	Administrative Specialist
	0.5	0.5		0.5	0.5	Custodian
	0.6	0.6		0.9	0.9	Recreation Program Supervisor
	0.8	0.8		0.7	0.7	Recreation Sports Official
	2.0	2.0		1.4	1.4	Recreation Facility Operator
2	4.5	6.5	2	4.1	6.1	Sub-Total
Community Recreation (01295)						
1		1.0	1		1.0	Division Director of Community Recreation
4		4.0	4		4.0	Program Coordinator
1		1.0	1		1.0	Recreation Grants Specialist (Temporary FT Grant Funded)
1	0.9	1.9	1	0.9	1.9	Custodian
	0.6	0.6	1		1.0	Administrative Specialist
	1.7	1.7		1.7	1.7	Recreation Aide
	2.6	2.6		2.0	2.0	Recreation Leader
	2.6	2.6		2.5	2.5	Recreation Program Supervisor
	0.2	0.2		0.2	0.2	Recreation Instructor
	1.4	1.4		1.6	1.6	Recreation Site Supervisor
	2.4	2.4		2.5	2.5	Recreation Facility Operator
7.0	12.4	19.4	8.0	11.4	19.4	Sub-Total
Park Maintenance (01316)						
1		1.0	1		1.0	Division Director of Parks Maintenance
1		1.0	1		1.0	Parks Supervisor
1		1.0	1		1.0	Crew Supervisor
11		11.0	11		11.0	Combination of: Park Maintenance Technician Parks Groundskeeper II Parks Groundskeeper I Motor Equipment Operator I Public Service Worker/Operator
	2.8	2.8		2.8	2.8	Public Service Worker
				0.3	0.3	Recreation Facility Operator
	0.3	0.3	1		1.0	Outdoor Recreation Program Supervisor
			1		1.0	Administrative Specialist
14	3.1	17.1	16	3.1	19.1	Sub-Total

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
Outdoor Recreation (01304)						
1		1.0	-		-	Outdoor Recreation Program Supervisor
	0.5	0.5			-	Recreation Site Supervisor
	0.3	0.3			-	Recreation Leader
	0.3	0.3			-	Recreation Facility Operator
1		1.0	-		-	Administrative Specialist
2	1.1	3.1	-	-	-	Sub-Total
Special Recreation (01301/01310)						
1		1.0	1		1.0	Division Director of Special Recreation
3		3.0	3		3.0	Program Coordinator
1		1.0	1		1.0	Recreation Grants Specialist
1		1.0	1		1.0	Special Population Assistant
1	0.4	1.4	1	0.4	1.4	Custodian
	0.6	0.6	1		1.0	Account Clerk
	1.2	1.2		1.3	1.3	Administrative Specialist
	1.0	1.0		1.4	1.4	Recreation Leader
1	2.8	3.8	1	3.6	4.6	Recreation Program Supervisor
	0.9	0.9		0.6	0.6	Recreation Aide
	0.2	0.2			-	Recreation Instructor
8	7.1	15.1	9	7.3	16.3	Sub-Total
Public Library (01322)						
1		1.0	1		1.0	Division Director of Library
1		1.0	1		1.0	Acquisitions/Reference Librarian
1		1.0	1		1.0	Children's Librarian
1		1.0	1		1.0	Circulation Supervisor
1		1.0	1		1.0	Technical Services Librarian
2		2.0	2		2.0	Reference Information Specialist
5	10.2	15.2	5	4.2	9.2	Information Specialist
1		1.0	1		1.0	Senior Administrative Specialist
	0.6	0.6		0.6	0.6	Law Library Information Specialist
	0.5	0.5	1		1.0	Library Technology Specialist
13	11.3	24.3	14	4.8	18.8	Sub-Total
54	40.6	94.6	57	31.8	88.8	TOTAL PARKS & RECREATION
PUBLIC WORKS DEPARTMENT						
Cemetery Maintenance (fund 59)						
1		1.0	1		1.0	General Supervisor
2		2.0	2		2.0	Cemetery Supervisor
2		2.0	2		2.0	Groundskeeper
10		10.0	10		10.0	Public Service Worker/Operator
15	-	15.0	15	-	15.0	Sub-Total

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
Public Works Administration (0125301)						
1		1.0	1		1.0	Director of Public Works
1		1.0	1		1.0	Division Director Public Works Administration
1		1.0	1		1.0	Senior Administrative Assistant
1		1.0	1		1.0	Horticulturist (Funded by Special Revenue)
1		1.0	1		1.0	Administrative Assistant
1		1.0	1		1.0	Senior Account Clerk
1		1.0	1		1.0	Senior Secretary
2		2.0	3		3.0	Account Clerk
	0.2	0.2			-	P/W Beautification Coordinator
1		1.0	-		-	Dispatcher
10	0.2	10.2	10	-	10.0	Sub-Total
P/W Building & Grounds Maintenance (01250)						
1		1.0	1		1.0	Division Director of Building & Grounds
1		1.0	1		1.0	Building Maintenance Superintendent
1		1.0	1		1.0	Custodian Supervisor
		-			-	Crew Supervisor
7		7.0	7		7.0	Combination of: Building Maintenance Mechanic III Building Maintenance Mechanic II Building Maintenance Mechanic I
1		1.0	1		1.0	Senior Custodian
8		8.0	8		8.0	Custodian
19	-	19.0	19	-	19.0	Sub-Total
Motorized Equipment (Fund 44)						
2		2.0	2		2.0	Equipment Maintenance Supervisor
15		15.0	15		15.0	Combination of: Automotive Equipment Mechanic III Welder Automotive Equipment Mechanic II Automotive Service Technician Automotive Equipment Mechanic I
1		1.0	1		1.0	Transit Mechanic
18	-	18.0	18	-	18.0	Sub-Total
Motorized Equipment-Communications (Fund 44)						
1		1.0	1		1.0	Communications Systems Manager
P/W Sewer Maintenance (Fund 51)						
1		1.0	1		1.0	General Supervisor
1		1.0	1		1.0	Crew Supervisor
1		1.0	1		1.0	CCTV Technician
8		8.0	8		8.0	Combination of: Motor Equipment Operator II Motor Equipment Operator I Public Service Worker/ Operator
11	-	11.0	11	-	11.0	Sub-Total
P/W Warehouse (0125304)						
2		2.0	2		2.0	Public Works Warehouse Stock Clerk
P/W Sanitation-Code Enforcement (Fund 58)						
2		2.0	2		2.0	Code Enforcement Inspector

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
1		1.0	1		1.0	P/W Sanitation-Composting (Fund 58) Sanitation Operator I
1		1.0	1		1.0	P/W Sanitation-Recycling (Fund 58) Recycling Center Operator
2		2.0	2		2.0	Sanitation Operator I
3	-	3.0	3	-	3.0	Sub-Total
1		1.0	1		1.0	P/W Sanitation-Residential Refuse Collection (Fund 58) Division Director of Sanitation
1		1.0	1		1.0	General Supervisor
14		14.0	11		11.0	Combination of: Sanitation Operator II Sanitation Operator I Solid Waste Collector
16	-	16.0	13	-	13.0	Sub-Total
7		7.0	7		7.0	P/W Sanitation-Yardwaste (Fund 58) Sanitation Operator I
1		1.0	1		1.0	P/W VDOT-Engineering (Fund 15-244) Assistant Director of P/W - City Engineer
4		4.0	4		4.0	Combination of: - Public Works Chief Engineer - Project Manager - Construction Inspections Supervisor
5		5.0	6		6.0	Combination of: Public Works Project Engineer - Construction Inspector - Engineering Technician
10	-	10.0	11	-	11.0	Sub-Total
1		1.0	1		1.0	P/W VDOT- Grounds Maintenance (Fund 15-250) General Supervisor
1		1.0	1		1.0	Crew Supervisor
13		13.0	13		13.0	Combination of: Motor Equipment Operator II Motor Equipment Operator I Public Service Worker/ Operator
2		2.0	2		2.0	Groundskeeper
17	-	17.0	17	-	17.0	Sub-Total
7		7.0	7		7.0	P/W VDOT-Street Cleaning (Fund 15-247) Combination of: Motor Equipment Operator II Motor Equipment Operator I
7	-	7.0	7	-	7.0	Sub-Total

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
P/W VDOT-Street Maintenance (Fund 15-247)						
1		1.0	1		1.0	Division Director of Streets
1		1.0	1		1.0	Training & Safety Manager
2		2.0	2		2.0	General Supervisor
3		3.0	3		3.0	Crew Supervisor
28		28.0	27		27.0	Combination of: Motor Equipment Operator III Motor Equipment Operator II Motor Equipment Operator I Public Service Worker/ Operator
1		1.0	1		1.0	Groundskeeper
36	-	36.0	35	-	35.0	Sub-Total
P/W VDOT-Traffic Control (Fund 15-244)						
1		1.0	1		1.0	Traffic Control Superintendent
1		1.0	1		1.0	Traffic Control Crew Supervisor
1		1.0	1		1.0	Senior Traffic Signal Technician
1		1.0	1		1.0	Traffic Signal Technician
1		1.0	1		1.0	Sign Technician
3		3.0	3		3.0	Motor Equipment Operator II
1		1.0	1		1.0	Public Service Worker/ Operator
9	-	9.0	9	-	9.0	Sub-Total
184	0.2	184.2	181	-	181.0	TOTAL PUBLIC WORKS DEPARTMENT
TRANSPORTATION DEPARTMENT						
Airport (01241)						
1		1.0	1		1.0	Senior Administrative Assistant
1		1.0	1		1.0	Transportation Building & Grounds Superintendent
1	2.1	3.1	1		1.0	Airport Maintenance Security Tech II
1	0.8	1.8	1	3.0	4.0	Airport Maintenance Security Tech I
4	2.9	6.9	4	3.0	7.0	Sub-Total
Mass Transit (Fund 56)						
1		1.0	1		1.0	Director of Transportation Services
2		2.0	2		2.0	Transportation Supervisor
1		1.0	1		1.0	Senior Account Clerk
23	0.9	23.9	23	0.6	23.6	Transit Driver
-		-	1		1.0	Account Clerk
27	0.9	27.9	28	0.6	28.6	Sub-Total
31	3.8	34.8	32	3.6	35.6	TOTAL TRANSPORTATION DEPARTMENT
UTILITIES DEPARTMENT						
Utilities Administration (Fund 54)						
1		1.0	1		1.0	Utilities Director
1		1.0	1		1.0	Key Accounts Manager
1			1		1.0	SCADA Analyst
2		2.0	2		2.0	Senior Secretary
5	-	4.0	5	-	5.0	Sub-Total

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
Utilities - Fiscal Services (Fund 54)						
1		1.0	1		1.0	Division Director of Support Services
1		1.0	1		1.0	Accountant II
1		1.0	1		1.0	Training & Safety Manager
1		1.0	1		1.0	Utilities Warehouse Manager
3		3.0	2		2.0	Senior Account Clerk
2		2.0	3		3.0	Warehouse Stock Clerk
9	-	9.0	9	-	9.0	Sub-Total
Utilities - Customer Service (Fund 54)						
1		1.0	1		1.0	Division Director of Customer Service
1		1.0	1		1.0	AMI Support Technician
1		1.0	1		1.0	Sr Customer Service/Training Representative
7		7.0	7		7.0	Combination of: Senior Utility Billing Clerk Utility Special Billing Clerk Utility Billing Clerk Customer Service Representative
7		7.0	7		7.0	
17	-	17.0	17	-	17.0	Sub-Total
Water Treatment Administration (Fund 52)						
1		1.0	1		1.0	Division Director of Water/Wastewater Treatment
1		1.0	1		1.0	Senior Secretary
2	-	2.0	2	-	2.0	Sub-Total
Water Treatment (Fund 52)						
1		1.0	1		1.0	Water Treatment Manager
1		1.0	1		1.0	Water Chemist
2		2.0	2		2.0	Combination of: Bldg Maintenance Superintendent Senior Industrial Mechanic Industrial Mechanic
9		9.0	9		9.0	Combination of: Water Treatment Plant Operator Supervisor Water Treatment Plant Operator III Water Treatment Plant Operator II Water Treatment Plant Operator I Water Treatment Plant Operator Trainee
1		1.0	1		1.0	Utility Plant Maintenance Worker
14	-	14.0	14	-	14.0	Sub-Total
Gas Administration (Fund 53)						
1		1.0	1		1.0	Division Director of Water & Gas
1	-	1.0	1	-	1.0	Sub-Total
Gas Control (Fund 53)						
1		1.0	1		1.0	Gas Control Manager
2		2.0	2		2.0	Gas Control Technician
3	-	3.0	3	-	3.0	Sub-Total

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
Water & Gas Distribution (Fund 53)						
1		1.0	1		1.0	Water and Gas Distribution Superintendent
1		1.0	1		1.0	Water and Gas Distribution Supervisor
4		4.0	4		4.0	Water and Gas Crew Supervisor
2		2.0	2		2.0	W&G Construction Crew Supervisor
1		1.0	1		1.0	Water and Gas Welder/Crew Supervisor
5		5.0	5		5.0	Combination of: Motor Equipment Operator III Motor Equipment Operator II Motor Equipment Operator I
6		6.0	6		6.0	Construction Worker
5		5.0	5		5.0	Public Service Worker
25	-	25.0	25	-	25.0	Sub-Total
Water & Gas Engineering (Fund 53)						
1		1.0	1		1.0	W&G Chief Engineer
2		2.0	2		2.0	Water and Gas Senior Engineer Tech.
1		1.0	1		1.0	Water and Gas Compliance Coordinator
1		1.0	1		1.0	W&G Corrosion Techn ician
1		1.0	1		1.0	Water and Gas GIS Engineer Tech.
1		1.0	1		1.0	Water and Gas Engineering Aid
7	-	7	7	-	7	Sub-Total
Water & Gas Meters & Regulators (Fudn 53)						
		-			-	
1		1.0	1		1.0	Water & Gas Systems Control Superintendent
3		3.0	3		3.0	Water and Gas Meter Tech.
4	-	4.0	4	-	4.0	Sub-Total
Water & Gas Service (Fund 53)						
7		7.0	7		7.0	Water and Gas Service Tech.
1		1.0	1		1.0	Dispatcher
8	-	8.0	8	-	8.0	Sub-Total
Electric Administration (Fund 54)						
1		1.0	1		1.0	Division Director of Power & Light
1	-	1.0	1	-	1.0	
Electric Distribution (Fund 54)						
1		1.0	1		1.0	Electric Distribution Superintendent
5		5.0	5		5.0	Electric Line Crew Supervisor
1		1.0	1		1.0	Inspector-Contractor Manager
1		1.0	1		1.0	Crew Supervisor
22		22.0	22		22.0	Combination of: Electric Line Technician III Electric Line Technician II Electric Line Technician I Electric Ground Worker
3		3.0	3		3.0	Electric Line Equipment Operator
3		3.0	3		3.0	Electric Right of Way Trimmer
1		1.0	1		1.0	Dispatcher
37	-	37.0	37	-	37.0	Sub-Total

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
Electric Engineering (Fund 54)						
1		1.0	1		1.0	Electric Engineering Tech Supervisor
1		1.0	1		1.0	Electric Engineering Technician/Compliance Coordinator
1		1.0	1		1.0	Electric GIS/CAD Technician
5		5.0	5		5.0	Combination of: Electric Senior Engineering Technician Electric Engineering Technician Electric Engineering Aide
2		2.0	2		2.0	Electric Engineer
10	-	10.0	10	-	10.0	Sub-Total
Electric Hydro (Fund 54)						
1		1.0	1		1.0	Hydro-Electric Supt.
1		1.0	1		1.0	Hydro Electric Maintenance Technician
4		4.0	4		4.0	Hydro-Electric Operator
1		1.0	1		1.0	Hydro-Electric Attendant
7	-	7.0	7	-	7.0	Sub-Total
Electric Meters (Fund 54)						
1		1.0	1		1.0	Electric Meter Supervisor
3		3.0	3		3.0	Combination of: Electric Meter Technician III Electric Meter Technician II Electric Meter Technician I
4	-	4.0	4	-	4.0	Sub-Total
Electric Substations (Fund 54)						
1		1.0	1		1.0	Electric Substation Superintendent
1		1.0	1		1.0	Electric Substation Supervisor
6	0.2	6.2	6		6.0	Utility Operator
1		1.0	1		1.0	Electric T & D Equipment Technician
5		5.0	5		5.0	Electric Substation Technician
14	0.2	14.2	14	-	14.0	Sub-Total
Telecommunications (Fund 55)						
1		1.0	1		1.0	Division Director of Telecommunications
2		2.0	2		2.0	Broadband Network Engineering Technician
3	-	3.0	3	-	3.0	Sub-Total
*Funded in Electric Fund						
171.0	0.2	170.2	171.0	-	171.0	TOTAL UTILITIES DEPARTMENT
CONSTITUTIONAL OFFICES						
2		2.0	2		2.0	Registrar
10		10.0	10		10.0	Commissioner of the Revenue
4		4.0	4		4.0	City Treasurer
79		79.0	79		79.0	Sheriff's Office
21		21.0	22		22.0	Commonwealth Attorney
16		16.0	16		16.0	Clerk of Circuit Court
132	-	132.0	133	-	133.0	TOTAL CONSTITUTIONAL OFFICES
1,163	56.6	1,218.6	1,168	48.6	1,216.6	GRAND TOTAL

FTE = Full-time Equivalent

Fiscal Year 2016			Fiscal Year 2017			NEW POSITION TITLE
Full-Time Positions	Part-Time FTEs	Totals	Full-Time Positions	Part-Time FTEs	Totals	
-	8.0	8.0	-	8.0	8.0	OTHER ELECTED OFFICIALS (Part-time)
-	1.0	1.0	-	1.0	1.0	Not included in totals below
-	9.0	9.0	-	9.0	9.0	Council Members
						Mayor
						TOTAL OTHER ELECTED OFFICIALS
						FUND TOTALS
671	56	726.5	677	48	725.0	General Fund (does not include Constitutional Offices)
79	-	79.0	79	-	79.0	VDOT Fund
3	-	3.0	3	-	3.0	Central Services
19	-	19.0	19	-	19.0	Motorized Equipment
27	0.9	27.9	28	0.6	28.6	Transportation Fund
29	-	29.0	26	-	26.0	Sanitation Fund
15	-	15.0	15	-	15.0	Cemetery Fund
11	-	11.0	11	-	11.0	Wastewater Fund (Sewers)
16	-	16.0	16	-	16.0	Water Fund
48	-	48.0	48	-	48.0	Gas Fund
104	0	104.2	104	-	104.0	Electric Fund
3	-	3.0	3	-	3.0	Telecommunications Fund
1,025	56.6	1,081.6	1,029	48.6	1,077.6	
6	-	6.0	6	-	6.0	CDBG Fund
132	-	132.0	133	-	133.0	Constitutional Officer
1,163	56.6	1,219.6	1,168	48.6	1,216.6	GRAND TOTAL
-			-			

Reference: City of Danville Financial Policies, Section 4 – Fund Balance, amended May 2015

Sufficient reserves must be retained by the City at all times to provide financial stability. A properly sized and configured fund balance in each operating fund is essential in accomplishing this. The Governmental Accounting Standards Board requires that General Fund balance elements be structured in five categories that span a continuum of use constraints that classify a fund's net resources from those that have the most constraints placed on their use to the least. What was formally accounted for as the "unrestricted" fund balance is now separated into "assigned" and "unassigned" fund balance accounts.*

- Nonspendable Fund Balance -- amounts that cannot be spent because of form (such as inventory) or because of legally or contractual requirements (such as the principal of an endowment fund, pre-paid items, or long-term receivables).
- Restricted Fund Balance -- amounts that are constrained to being used for a specific purpose by external parties (such as grantors, bondholders, or the state or federal governments), through constitutional provisions, or by enabling legislation. Such restrictions normally cannot be removed by City Council.
- Committed Fund Balance -- amounts committed by ordinance for specific purposes by the City Council itself. Council can likewise remove such constraints through an amending ordinance. These relate to expenditures that are not expected to occur routinely. Examples include reserves established by Council to construct a new facility or to purchase property for an industrial park.
- Assigned Fund Balance -- amounts that Council sets aside for specific purposes, but with fewer restrictions than intended with restricted or committed fund balance amounts. Examples include the City's special revenue, capital project, debt service, and budget or rate stabilization funds.
- Unassigned Fund Balance -- amounts that have not been restricted, committed, or assigned and are therefore available for any Council-authorized purpose.

In the case of municipal funds other than the General Fund (for example, utility and enterprise funds) assigned and unassigned fund balances remain combined in "unrestricted" fund balance accounts.

* GASB Statement No. 54, "Fund Balance Reporting and Governmental Fund Type Definitions," effective for fiscal periods beginning after June 15, 2010.

Changes in Fund Balance – General Fund

	Actual 2012-13	Actual 2013-14	Actual 2014-15	Adopted 2015-16	Adopted 2016-17
Revenues					
Property taxes	\$ 27,848,904	\$ 27,754,056	\$ 27,618,077	\$ 28,109,420	\$ 28,266,320
Local taxes	23,413,891	24,396,546	24,720,732	23,857,000	24,557,000
Fines and forfeitures	539,186	520,154	487,897	565,200	524,650
Permits, privilege fees, and regulatory licenses	217,675	218,083	216,705	221,030	215,330
Revenue from use of money and property	936,699	1,446,701	872,916	950,340	1,184,350
Charges for services	2,561,408	3,411,896	3,376,394	3,284,440	3,453,830
Miscellaneous & Contributions	58,678	90,870	72,432	125,000	125,000
Recovered costs	6,003,288	6,290,842	9,021,819	6,159,760	5,461,620
Intergovernmental ⁽¹⁾	20,962,196	18,139,469	18,449,044	19,390,920	19,716,840
Total revenues	82,541,925	82,268,617	84,836,016	82,663,110	83,504,940
Expenditures					
General government	7,465,889	7,509,999	7,485,370	8,036,370	8,485,450
Judicial administration	5,857,636	6,023,740	6,205,932	6,397,310	6,466,280
Public safety	24,570,118	26,524,804	26,269,528	25,813,070	26,837,570
Public Works ⁽¹⁾	3,745,016	3,814,161	4,023,483	4,424,080	4,518,240
Health and welfare	7,775,433	8,158,761	8,903,633	8,501,610	8,694,630
Education	19,380,145	18,724,575	16,420,448	17,399,860	19,006,570
Parks, recreation, and cultural	4,710,663	4,608,958	4,758,806	4,996,800	5,059,410
Community development	1,256,258	1,498,646	1,909,305	1,449,580	1,386,980
Nondepartmental	9,148,205	5,419,946	8,073,669	11,132,940	11,282,400
Debt service					
Principal	2,990,346	1,226,188	1,424,172	1,668,900	2,877,400
Interest	1,340,152	1,129,392	1,316,796	1,515,940	1,643,310
Total expenditures	88,239,861	84,639,170	86,791,142	91,336,460	96,258,240
Excess of revenues over (under) expenditures	(5,697,936)	(2,370,553)	(1,955,126)	(8,673,350)	(12,753,300)
Other financing sources (uses)					
Transfers in	14,483,345	14,931,345	14,830,000	14,830,000	14,830,000
Transfers out	(11,871,753)	(11,580,680)	(10,633,923)	(10,703,400)	(8,518,220)
Bonds issued, including premium/discount	-	4,123,367	2,953,000	-	-
Refunding bonds issued	8,266,227	-	-	-	-
Payments to refunded bond escrow agent	(6,226,490)	-	-	-	-
Total other financing sources (uses)	4,651,329	7,474,032	7,149,077	4,126,600	6,311,780
Net change in fund balances	\$ (1,046,607)	\$ 5,103,479	\$ 5,193,951	\$ (4,546,750)	\$ (6,441,520)
Beginning Fund Balance ⁽²⁾	\$ 37,163,587	\$ 37,768,281	\$ 42,871,760	\$ 48,065,711	\$ 43,518,961
Ending Fund Balance	\$ 36,116,980	\$ 42,871,760	\$ 48,065,711	\$ 43,518,961	\$ 37,077,441

(1) In FY 2013, the City created a VDOT Fund to account for State-funded highway and property maintenance. This is why Intergovernmental Revenues and Public Works Expenditures are much less after FY 2012.

(2) FY 2014 Beginning Fund Balance was restated for additional accrued revenues. See the City's FY 2014 CAFR, Note 16, for details.

The City of Danville's Capital & Special Projects Plan (CSP) is a five-year presentation of proposed major capital and special projects for all municipal funds. Included are projects with provisions for blight removal, economic development, River District renovation, construction, replacement or rehabilitation of public facilities, technology infrastructure, major street improvements, equipment replacement, and utility infrastructure. Careful consideration is given annually to developing a CSP that is economically feasible and prudent, and will provide long-term benefits for the safety and well-being of the community.

The CSP is categorized into General Fund, Mass Transit, and Utility Fund projects. The proposed 2017-21 Five-Year CSP provides for total revenues and expenditures of \$137,387,625 of which FY 2017 projects total \$26,833,030.

FUNDING

Bonds

This CSP includes the issuance of \$6,657,677 in General Obligation Bonds during FY 2017 to fund projects in General Fund departments, including fire, police, parks & recreation, public schools, public works buildings and grounds, streets, registrar, and airport. This represents approximately 26.8% of FY 2017 funding sources. Projects funded with bonds are not included in the Budget Appropriation Ordinance. These projects are appropriated by a separate Bond Appropriation Ordinance.

Pursuant to Chapter 9, Section 9.7 (A), (D), (E), and (F) of the City Charter, issuance of the following may be authorized by City Council without voter's approval:

- Up to \$6 million of bonds in any one fiscal year to finance capital expenditures excluding capital improvements related to water, sewer, gas, or electric improvements.
- Up to \$10 million of bonds in any one fiscal year to finance capital expenditures relating to the City's water, sewer, gas, electric systems, or other undertaking from which the City may derive a revenue.
- Up to \$25 million of bonds or notes in any one fiscal year for capital expenditures relating to the City's water treatment, wastewater treatment, stormwater treatment, solid waste disposal, recycling facilities, and any extraordinary maintenance improvements or expansions of transmission and/or distribution infrastructure for the electric or gas systems.
- Refunding bonds issued to refinance existing debt.

State and Federal Funding

State grants from the Virginia Department of Transportation (VDOT) Revenue Sharing program provide funding for Public Works street projects. Other State grants provide funding for various airport and mass transit projects. FY 2017 proposes funding in the amount of \$7,131,353, approximately 26.6% of FY 2017 project funding. These funds are appropriated by a separate additional appropriation ordinance.

State Aid to Localities

Virginia Fire Service Program provides funding for qualified projects. These projects are required to fund purchases not included in the Fire Department's operating budget. With the 1987 annexation, the City used these funds in combination with General Fund current revenues to pay debt service for lease-purchases of fire apparatus equipment. In FY 2004, a Fire Apparatus Replacement Program was instituted to provide pay-as-you-go funding of new fire trucks and equipment. Fire pumper trucks have an average life of 15 years and ladder trucks 20 years. The FY 2017 CSP includes \$349,800 toward the Apparatus/Equipment Plan with estimated State funding in the amount of \$100,000.

Current Revenues

This category provides total FY 2017 funding in the amount \$7,050,625, representing 26.3% of FY 2017 funding sources. Utility revenues provide \$4,955,000 while the General Fund provides support of \$2,095,625.

Unreserved Fund Balance

Transfers from the unreserved fund balance include \$2,662,060 from the General Fund, \$350,000 from the Gas Fund, and \$53,000 from the Transportation Fund and represents 11.4% of project funding.

Reprogrammed Funds

This funding source represents project funding appropriated prior to July 1, 2016. These funds result when a project is completed under budget and unexpended funds are transferred to the unallocated account. The funds remain in the capital fund and are available for project overruns or new project request as included in the FY 2017 capital request. Also, \$78,315 of unallocated funds in the Capital Projects fund were transferred to the Airport Terminal Building in FY 2016 project for engineering and design work needed prior to submitting a grant application for State funding.

The local share required for the Patton Street Storm Drain Improvement in the amount \$400,000 was appropriated in December 2015 from the General Fund Unreserved Fund Balance and is therefore classified for the FY 2017 CSP as reprogrammed funds.

The Electric Fund provides Reprogrammed funding for four projects for a total of \$1,600,000.

Other Funding Sources

The Electric Fund's Weatherization and Energy Efficiency program uses revenues from the Power Cost Adjustment in the amount of \$500,000 for FY 2017 which represents 1.9% of project funding.

Also included in the FY 2016 CSP is the recommendation to use \$100,000 from the repayment of the Telvista Loan to fund Economic Development projects.

PROJECTS

General Fund

Community Development – The Blight Removal Project benefits the City by eliminating derelict structures and repairing owner-occupied structures. Reduction in property blight should stimulate improvement in the housing market and reduce demands on municipal services. The City's image as a great place to live, work, and raise a family will be enhanced.

Economic Development – This category includes the International Recruitment Implementation, River District Purchase and Improvement Plan, and Industrial Site Development.

Fire Department – Projects for the Fire Department include the asphalt and resurfacing at the Regional Fire Training Center, the Fire Apparatus/Equipment Replacement Plans and roof replacements. Pittsylvania County will provide 50% of the funding for the asphalt and resurfacing at the Regional Fire Training Center.

Information Technology – Technology continues to change and the City needs to stay current with the latest infrastructure, end-of-life replacements of hardware and enhancements that will make the organization more efficient and effective. Projects in this category include the Computer Plan providing for infrastructure needs, Enterprise Resource Planning providing upgrades and enhancements to the City's financial and human resource management systems, and geographic information system upgrades.

Parks and Recreation – Projects in this category include the purchase of two copiers for the Public Library, facilities and improvements, Riverwalk Trail maintenance, and park paving projects. Maintaining modern recreational facilities is important to maintaining Danville's favorable quality of life.

Police – The purchase of a crime scene vehicle is included for the Police Department. The Adult Detention facility improvements have been a continuing project since 2002 with the roof replacement slated for FY 2017. This is a multi-faceted and comprehensive approach to renovating the facility. The Juvenile Detention Facility includes the replacement of their security system which has reached its end-of-life.

Public Works – General maintenance of Buildings and Grounds provides for major repairs and maintenance of city-owned buildings. An annual appropriation for this project is included each year. Annual provision for roof, elevator and HVAC replacements of City buildings has been added to the Five-Year CSP. Roofs, elevators and heating, ventilating, and air conditioning (HVAC) systems are aging and the CSP provides a plan to address these areas. Other projects include River District street improvements, stormwater improvements, and general street improvements. The VDOT revenue sharing program will provide funding for most street projects.

Public Schools – The Schools projects include improvements for G.L.H. Johnson Elementary School for FY 2017. In addition, the Precision Machine Lab project is included in the amount of \$1,600,000. The Schools has submitted an application for Qualified Zone Academy Bonds (QZAB) which carry a 0% interest rate.

Transportation Department – Airport projects include renovations to the airport terminal building and several taxiway projects. The HVAC system at the airport terminal building is experiencing numerous repair calls and parts are no longer available. The City has applied for State funding. Mass Transit has a project in the FY 2017 capital plan to expand the mass transit building and parking lot. Federal and State grants will provide the majority of the funding required.

Utility Funds

Sewer/Wastewater - Public Works sewer projects include annual funding for sewer line reconstruction and new sewer lines/inflow and infiltration reduction. Other major sewer projects scheduled include replacement of Pumpkin Creek Tributary Sewer lines (FY 2017 & 2018), Apple Branch Sewer lines (FY 2018), Sandy Creek Sewer Collector Improvements (FY 2019 & 2020), Luna Lake Sewer lines (FY 2021). Wastewater Treatment Plant projects include continuation of the Northside Plant process modifications.

Water – Many of the City's water mains and service lines are old, deteriorating, and have outlived their life expectancies. The Water Line Reconstruction project is a multi-year effort to address the replacement of pipelines causing continuous problems. Other projects include replacement of Ballou distribution water mains, Water Treatment Plant improvements, and repair of Schoolfield Dam gate guides.

Gas – The Cast Iron Main Replacement Project began in 1994 to replace old cast iron and steel pipelines that have deteriorated and can present a safety hazard. Other projects include northern gas feed, gas main extensions and the Holland Road gas main extension.

Electric – Distribution, Load Management, and Substation projects are included over the next five years. The Weatherization – Energy Efficiency Program was implemented in September 2010 to provide Danville Utilities Power & Light Division with the necessary revenue to continue funding our energy efficiency incentive, education, and customer outreach programs. Preliminary engineering and design are proposed to begin in FY 2017 for a new utility warehouse. The City has been leasing a facility located on Goodyear Blvd.

The new warehouse will be located on the property where the Brantley Steam plant currently stands. The facility will be designed to more efficiently organize and distribute our inventory and allow Utilities to move more material to inside or covered storage.

Telecommunications – nDanville has gradually extended its service to residential neighborhoods on a pay-as-you-go basis. The deployment will continue to expand nDanville into residential neighborhoods while operating debt free.

PROJECT SUMMARIES

On the following pages are five-year CSP summary tables listing all capital projects by Fund/Department. Additionally, FY 2017 funding sources for General Fund, Gas Fund, and Electric Fund projects are included. Section 2 contains 5-year summaries for each fund. Section 3 contains project details.

UNFUNDED/UNSCHEDULED PROJECTS

In addition to projects listed in this five-year CSP, the City needs to address numerous projects beyond the next five years. As a matter of information, an appendix is included listing such projects. The information is intended to inform City Council of future needs.

FY 2017 Adopted Budget
Budget Summary
Capital and Special Projects

ALL FUNDS						
ADOPTED BUDGET - CAPITAL & SPECIAL PROJECTS - FY 2017 - 2021						
Fund/Department	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	5 Yr Total
<u>General Fund</u>						
Non-Departmental	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 400,000
Community Development	1,000,000	1,150,000	900,000	850,000	750,000	4,650,000
Economic Development	1,420,000	3,950,000	3,950,000	-	-	9,320,000
Fire Department	445,800	475,000	498,000	500,000	500,000	2,418,800
General Assembly - Circuit Court	335,000	639,420	-	-	-	974,420
Information Technology	642,700	1,463,000	582,600	631,000	580,000	3,899,300
Parks & Recreation	463,000	677,000	745,000	470,000	145,000	2,500,000
Police Department - Admin	75,000	-	16,000,000	-	-	16,075,000
Police Department - Juvenile Detention	211,575	-	-	-	-	211,575
Police Department - Adult Detention	150,000	-	70,000	-	-	220,000
P/W - Building & Grounds	988,000	959,000	950,000	1,024,000	1,010,000	4,931,000
P/W Engineering & Street	3,500,000	2,800,000	3,700,000	2,700,000	2,700,000	15,400,000
Public Schools	3,790,000	2,225,000	2,815,000	1,788,000	-	10,618,000
Transportation Services	4,881,955	2,142,575	-	-	-	7,024,530
General Fund Total	\$ 18,103,030	\$ 16,680,995	\$ 30,210,600	\$ 7,963,000	\$ 5,685,000	\$ 78,642,625
<u>Wastewater Fund</u>						
Sewers	\$ 1,250,000	\$ 1,300,000	\$ 1,350,000	\$ 1,300,000	\$ 1,250,000	\$ 6,450,000
Wastewater Treatment	50,000	400,000	400,000	400,000	-	1,250,000
Wastewater Fund Total	\$ 1,300,000	\$ 1,700,000	\$ 1,750,000	\$ 1,700,000	\$ 1,250,000	\$ 7,700,000

FY 2017 Adopted Budget
Budget Summary
Capital and Special Projects

ALL FUNDS						
ADOPTED BUDGET - CAPITAL & SPECIAL PROJECTS - FY 2017 - 2021						
Fund/Department	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Yr Total
<u>Water Fund</u>						
Distribution	\$ 725,000	\$ 1,000,000	\$ 1,100,000	\$ 1,000,000	\$ 1,000,000	\$ 4,825,000
Water Treatment	440,000	500,000	400,000	460,000	500,000	2,300,000
Water Fund Total	\$ 1,165,000	\$ 1,500,000	\$ 1,500,000	\$ 1,460,000	\$ 1,500,000	\$ 7,125,000
<u>Gas Fund</u>						
Distribution	\$ 1,500,000	\$ 4,625,000	\$ 5,700,000	\$ 3,800,000	\$ 3,400,000	\$ 19,025,000
Gas Fund Total	\$ 1,500,000	\$ 4,625,000	\$ 5,700,000	\$ 3,800,000	\$ 3,400,000	\$ 19,025,000
<u>Electric Fund</u>						
Distribution	\$ 1,900,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 7,900,000
Load Management	600,000	1,000,000	1,000,000	-	-	2,600,000
Sub-Stations	-	1,710,000	1,620,000	1,650,000	1,400,000	6,380,000
Miscellaneous	600,000	2,800,000	500,000	500,000	-	4,400,000
Electric Fund Total	\$ 3,100,000	\$ 7,010,000	\$ 4,620,000	\$ 3,650,000	\$ 2,900,000	\$ 21,280,000
<u>Telecommunications</u>						
Distribution	\$ 340,000	\$ 450,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,290,000
Telecommunications Total	\$ 340,000	\$ 450,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,290,000
<u>Transportation</u>						
Mass Transit	\$ 330,000	\$ -	\$ -	\$ -	\$ -	\$ 330,000
Telecommunications Total	\$ 330,000	\$ -	\$ -	\$ -	\$ -	\$ 330,000
	\$ 25,838,030	\$ 31,965,995	\$ 44,280,600	\$ 19,073,000	\$ 15,235,000	\$ 136,392,625
Funding:						
General Fund Revenues	\$ 2,095,625	\$ 12,935,995	\$ 9,375,600	\$ 4,855,000	\$ 4,985,000	\$ 34,247,220
Fund Balance	3,065,060	3,125,000	4,200,000	2,300,000	1,900,000	14,590,060
Aid to Localities-VA Fire Program	120,000	120,000	120,000	120,000	-	480,000
Utility Fund Revenues	4,955,000	6,150,000	6,250,000	6,160,000	5,750,000	29,265,000
To Be Determined	-	2,225,000	18,815,000	1,788,000	-	22,828,000
PCA Revenue	500,000	500,000	500,000	500,000	-	2,000,000
State/Federal Grants	7,131,353	1,400,000	1,900,000	1,200,000	700,000	12,331,353
Reprogrammed Funds	2,078,315	2,300,000	-	-	-	4,378,315
Other	230,000	-	-	-	-	230,000
Bonds	6,657,677	3,210,000	3,120,000	2,150,000	1,900,000	17,037,677
Total Funding-All Funds:	\$ 26,833,030	\$ 31,965,995	\$ 44,280,600	\$ 19,073,000	\$ 15,235,000	\$ 137,387,625

FY 2017 Adopted Budget
Budget Summary
Capital and Special Projects

GENERAL FUND						
ADOPTED BUDGET - CAPITAL & SPECIAL PROJECTS - FY 2017						
	Fund Balance		Debt Financing	Current Revenues	Grants/CIA	Other - To Be Determined
Total						
<u>Non-Departmental</u>						
Riverfront Park Master Plan & Design	\$ 200,000	(1)	\$ -	\$ -	\$ -	\$ -
	\$ 200,000		\$ -	\$ -	\$ -	\$ 200,000
<u>Community Development</u>						
Comprehensive Blight Removal	1,000,000		-	-	-	-
	\$ 1,000,000		\$ -	\$ -	\$ -	\$ 1,000,000
<u>Economic Development</u>						
E/D Industrial Site Development	\$ -		\$ -	\$ 110,000	\$ -	\$ -
E/D River District Purchase Plan	1,210,000		-	-	-	-
International Recruitment Implementation	-		-	-	-	100,000
	\$ 1,210,000		\$ -	\$ 110,000	\$ -	\$ 100,000
						\$ 1,420,000
<u>Fire</u>						
Fire Station Roof Replacement	\$ -		\$ 30,000	\$ -	\$ -	\$ -
Fire Apparatus and Equipment Replacement Plan	-		200,000	149,800	-	-
Regional Training Center Asphalt Resurfacing	-		33,000	-	33,000	-
	\$ -		\$ 263,000	\$ 149,800	\$ 33,000	\$ -
						\$ 445,800
<u>General Assembly-Regirtrar</u>						
Voting Machines	-		335,000	-	-	-
	\$ -		\$ 335,000	\$ -	\$ -	\$ -
						\$ 335,000
<u>Information Technology</u>						
Enterprise Resource Planning Enhancements & Upgrades	\$ -		\$ -	\$ 432,180	\$ -	\$ -
Computer plan	-		-	210,520	-	-
	\$ -		\$ -	\$ 642,700	\$ -	\$ -
						\$ 642,700

(1) After final adoption of the CSP, the City finalized the agreement with Duke Power in reference to the coal ash spill. The agreement provided full funding for this project. Therefore, this amount will be posted to the Unallocated Account and will be available for CSP funding in FY 2018

FY 2017 Adopted Budget
Budget Summary
Capital and Special Projects

GENERAL FUND						
ADOPTED BUDGET - CAPITAL & SPECIAL PROJECTS - FY 2017						
	Fund Balance	Debt Financing	Current Revenues	Grants/CIA	Other - To Be Determined	Total
<u>Parks Recreation Tourism</u>						
Riverwalk Trail	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ 35,000
Park Improvements	-	-	50,000	-	-	50,000
Facility Improvements	-	116,000	-	-	-	116,000
Parks Paving Projects	-	150,000	-	-	-	150,000
Sandy Creek Park		- (2)				-
Library Equipment	-	-	15,000	-	-	15,000
	\$ -	\$ 266,000	\$ 100,000	\$ -	\$ -	\$ 366,000
<u>Police - Admin</u>						
Crime Scene Vehicle	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000
	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000
<u>Police - Juvenile Detention Facility</u>						
W.W. Moore Security System Upgrade	\$ 52,060	\$ -	\$ 159,515	\$ -	\$ -	\$ 211,575
	\$ 52,060	\$ -	\$ 159,515	\$ -	\$ -	\$ 211,575
<u>Police - Adult Detention Facility</u>						
ADF-Roof Replacement	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
<u>Public Works-Bldg and Grounds</u>						
Roof Replacement - City Buildings	\$ -	\$ 288,000	\$ -	\$ -	\$ -	\$ 288,000
HVAC Replacement - City Buildings	-	275,000	-	-	-	275,000
General Maintenance of Buildings & Grounds	-	-	150,000	-	-	150,000
Elevator Upgrade	-	275,000	-	-	-	275,000
	\$ -	\$ 838,000	\$ 150,000	\$ -	\$ -	\$ 988,000
(2) After final adoption of the CSP, the City finalized the agreement with Duke Power in reference to the coal ash spill. The agreement provided funding for the local share of this project. Therefore, the \$97,000 funding for this project will reduce the amount needed for bonds as presented in the Introductory CSP.						

FY 2017 Adopted Budget
Budget Summary
Capital and Special Projects

GENERAL FUND						
ADOPTED BUDGET - CAPITAL & SPECIAL PROJECTS - FY 2017						
	Fund Balance	Debt Financing	Current Revenues	Grants/CIA	Other - To Be Determined	Total
<u>Public Works-Engineering & Streets</u>						
River District Street Improvements	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ 1,000,000
River District Street Landscaping - Non VDOT	-	-	100,000	-	-	100,000
Stormwater Improvements	200,000	-	-	-	-	200,000
General Street Improvements	-	-	200,000	200,000	-	400,000
Riverside Drive Reconstruction	-	500,000	-	500,000	-	1,000,000
Patton Street Storm Drain Improvements	-	-	-	400,000	400,000	800,000
	\$ 200,000	\$ 500,000	\$ 800,000	\$ 1,600,000	\$ 400,000	\$ 3,500,000
<u>Public Schools</u>						
School Improvements	\$ -	\$ 2,190,000	\$ -	\$ -	\$ -	\$ 2,190,000
Precision Machine Lab	-	1,600,000	-	-	-	1,600,000
	\$ -	\$ 3,790,000	\$ -	\$ -	\$ -	\$ 3,790,000
<u>Transportation Services</u>						
Airport Terminal Building Improvements	\$ -	\$ 263,739	\$ 1	\$ 175,826	\$ 78,315	\$ 517,881
Taxiway D&E Repair	-	-	103,610	414,440	-	518,050
Taxiway A Fillet Widening	-	30,000	-	120,000	-	150,000
T-hangar Taxi lane Rehab/Construction	-	81,130	-	324,520	-	405,650
Taxiway A Rehabilitation	\$ -	\$ 65,808	\$ -	\$ 3,224,567	\$ -	\$ 3,290,375
	\$ -	\$ 440,677	\$ 103,611	\$ 4,259,353	\$ 78,315	\$ 4,881,956
Project Totals	\$2,662,060	\$ 6,657,677	\$ 2,215,626	\$5,892,353	\$ 578,315	\$18,006,031

GAS FUND				
ADOPTED BUDGET - CAPITAL & SPECIAL PROJECTS - FY 2017				
	Debt Financing	Current Revenues	Fund Balance	Total
<u>Distribution</u>				
Cast Iron Replacements	\$ -	\$ 1,150,000	\$ 350,000	\$ 1,500,000
Total Projects	\$ -	\$ 1,150,000	\$ 350,000	\$ 1,500,000

FY 2017 Adopted Budget
Budget Summary
Capital and Special Projects

ELECTRIC FUND					
ADOPTED BUDGET - CAPITAL & SPECIAL PROJECTS - FY 2017					
	Debt Financing	Current Revenues	Fund Balance	Reprogrammed	Total
<u>Distribution</u>					
GIS Software Replacement	-	400,000	-	-	400,000
Street Light Upgrade	-	-	-	500,000	500,000
Downtown Underground Conversion	-	-	-	500,000	500,000
System Reliability Inspections	-	-	-	500,000	500,000
Distribution Total	\$ -	\$ 400,000	\$ -	\$ 1,500,000	\$ 1,900,000
<u>Load Management</u>					
Behind the Meter Generation	\$ -	\$ 600,000	\$ -	\$ -	\$ 600,000
Sub-Stations Total	\$ -	\$ 600,000	\$ -	\$ -	\$ 600,000
<u>Miscellaneous</u>					
Utilities Warehouse	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
Weatherization - Energy Efficiency	-	500,000	-	-	500,000
Miscellaneous Total	\$ -	\$ 500,000	\$ -	\$ 100,000	\$ 600,000
Total Capital & Non-Capital Projects:	\$ -	\$ 1,500,000	\$ -	\$ 1,600,000	\$ 3,100,000

City recognizes the primary purpose of facilities and equipment is to support pro-vision of public services. Using debt financing to meet the capital needs of the community, the City must balance between debt financing and "pay-as-you-go" methods. The City realizes failure to meet the demands of growth may inhibit its continued economic viability but also realizes too much debt may have detrimental effects.

Tax Support Debt Outstanding, 6/30/16:

General Fund	\$27,449,524
Schools	\$13,242,450
Total	\$40,691,974

Current Tax-Supported Debt Obligations

FY	Principal	Interest	Total	Payout Ratio
Total	\$ 40,691,974	\$ 13,651,950	\$ 54,343,924	
2017	2,675,590	1,592,388	4,267,978	11.2%
2018	2,770,234	1,496,442	4,266,676	18.3%
2019	2,876,397	1,392,935	4,269,332	25.7%
2020	2,994,023	1,276,833	4,270,856	33.3%
2021	3,126,776	1,146,800	4,273,576	41.3%
2022	3,243,190	1,027,678	4,270,868	49.6%
2023	2,524,184	909,602	3,433,786	55.9%
2024	2,601,748	822,692	3,424,440	62.3%
2025	2,709,833	721,401	3,431,234	69.0%
2026	2,807,999	615,649	3,423,648	76.0%
2027	1,268,804	503,957	1,772,761	78.6%
2028	1,318,330	448,075	1,766,405	81.3%
2029	1,372,097	389,890	1,761,987	84.2%
2030	1,170,184	336,576	1,506,760	86.5%
2031	1,204,830	288,645	1,493,475	88.8%
2032	1,251,357	238,096	1,489,453	91.2%
2033	1,301,767	184,300	1,486,067	93.8%
2034	1,344,294	128,257	1,472,551	96.4%
2035	959,703	79,444	1,039,147	97.7%
2036	793,112	40,924	834,036	98.9%
2037	377,522	11,367	388,889	100.0%

Debt Policy

General Authority

The Constitution of Virginia and State Code authorizes localities to issue debt within certain limitations. The Constitution restricts the amount of General Obligation debt – that is, debt payable from general municipal revenues and backed by the full faith and credit of a city – to 10% of the assessed valuation of real property in the jurisdiction plus any applicable limitations set forth in the city's charter. In determining the debt applicable to the 10% legal debt limit, the following types of debt are excluded:

- Notes issued in anticipation of the collection of revenue and maturing within 12 months;
- Bonds secured by the full faith and credit of the municipality, for which the principal and interest payments are made with revenues earned by the utility or facility (double-barrel bonds);
- Bonds of the municipality, the principal and interest on which are payable exclusively from the revenues and receipts of a utility system or other specific undertaking from which a city may derive a revenue (revenue bonds); and
- Financial instruments on which the debt service payments are contingent upon annual appropriations by the governing body (lease purchase agreements and reimbursable agreements).

With the following exceptions, the City Charter is more restrictive in providing that no debt shall be issued until approved by a majority of the qualified voters at an election. Issuance of the following may be authorized by City Council without voters' approval:

- Up to \$6 million of bonds in any one fiscal year to finance capital expenditures, excluding capital improvements related to water, sewer, gas, and/or electric improvements.
- Up to \$10 million of bonds in any one fiscal year to finance capital expenditures relating to the City's water, sewer, gas, or electric systems or other undertaking from which the City may derive a revenue.
- Up to \$25 million of bonds or notes in any one fiscal year for capital expenditures relating to the City's water treatment, wastewater treatment, stormwater treatment, solid waste disposal, or recycling facilities, and any extraordinary maintenance improvements or expansions of transmission, and distribution infrastructure for the electric or gas systems.
- Bonds of any amount necessary to pay costs or expenditures related to annexation.
- Refunding bonds issued to refinance existing debt.
- Notes issued in anticipation of revenue not to exceed \$500,000 with a maximum maturity of 24 months.
- Contractual obligations other than bonds and notes, such as lease-purchase contracts.

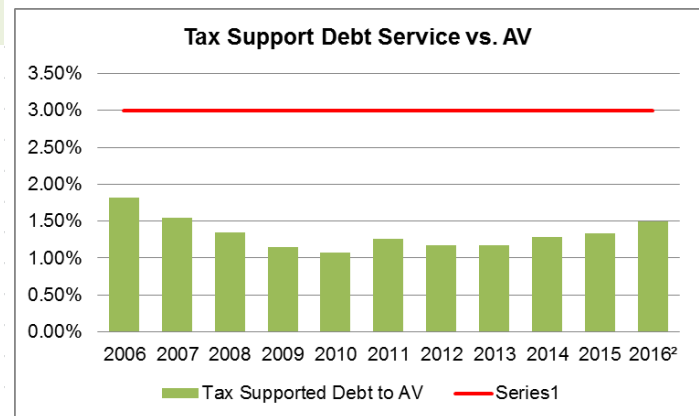
City of Danville Standards

The City will maintain the following standards to ensure a higher level of financial security than that afforded by meeting minimum State standards:

- Debt to Assessed Value: Debt supported by General Fund tax revenue will not exceed 3.0% of total taxable assessed value of property within City limits. For the purposes of calculating this ratio, assessed value shall include real property and personal property.

Tax Support Debt Service vs. Assessed Value

Fiscal Year	Assessed Value	Tax Supported Debt ¹	Tax Supported Debt to AV
2006	2,372,864,914	43,153,899	1.82%
2007	2,497,659,386	38,718,151	1.55%
2008	2,531,311,088	34,213,375	1.35%
2009	2,664,746,381	30,604,652	1.15%
2010	2,686,875,502	28,875,765	1.07%
2011	2,660,962,178	33,563,634	1.26%
2012	2,702,338,379	31,756,730	1.18%
2013	2,675,917,254	31,523,096	1.18%
2014	2,689,711,757	34,600,414	1.29%
2015	2,692,400,532	35,893,854	1.33%
2016 ²	2,710,763,341	40,691,974	1.50%



¹Debt for the General Fund/Schools only. Includes Lease Revenue debt. Does not include debt of Utility/Enterprise funds, even if General Obligation as such debt is considered self-supporting

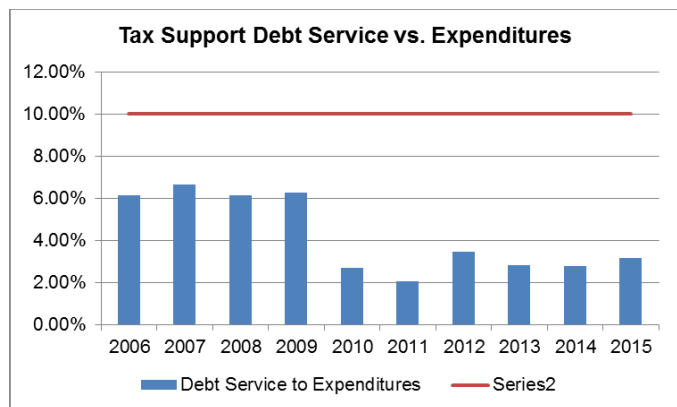
²Estimate - public service corporation number is revised in october of each year and adjusted accordingly

Source: CAFR, City Staff - Assessed Value refers to Real and Personal Property

- Debt Service to Expenditures: Debt service paid from general tax revenue will not exceed 10% of total General Fund Expenditures, including transfers out.

Tax Support Debt Service vs. Expenditures

Fiscal Year	Tax Supported Debt Service ¹	General Fund Expenditures	Debt Service to Expenditures
2005	5,402,562	80,881,074	6.68%
2006	5,093,135	82,861,871	6.15%
2007	5,748,291	86,500,331	6.65%
2008	5,680,693	92,456,962	6.14%
2009	5,930,414	94,366,647	6.28%
2010	2,497,287	91,791,747	2.72%
2011	1,908,664	93,089,850	2.05%
2012	3,386,481	98,145,073	3.45%
2013	2,506,015	88,239,861	2.84%
2014	2,355,580	84,639,170	2.78%
2015	2,740,968	86,755,295	3.16%



¹Debt Service per Statement of Revenues, Expenditures and Changes in Fund Balance with the following adjustments: 2012: Net of \$3,848,678 in refunded principal; 2013: Net of \$1,824,483 in refunded principal. Source: CAFR, City Finance Department

- Debt Payout Ratio: The City will structure its bond issues to maintain an overall 10-year payout ratio (the amount of principal retired within 10 years) of not less than 60%.
- Derivatives: The City will not use interest rate exchange agreements, swaps, or other derivatives in managing its debt portfolio.

Other standards adhered to by the City of Danville include the following:

- No debt will be issued until an ordinance has been adopted by Council by affirmative vote of two-thirds (six of nine) of its members.
- Long-term borrowing for capital improvements will be confined to such improvements and projects that cannot be reasonably financed from current revenues.
- In consideration of bond issue cost, bond issues shall be appropriately sized, preferably not less than \$3 million. Several projects may be grouped together in a single bond issue. However, no single project element should cost less than \$100,000, as lower level expenditures will be included in operating budgets and financed with current revenues.
- Capital improvements that are financed by issuing general obligation bonds, revenue bonds, or other long-term debt, including lease-purchase obligations, will be repaid within a period not to exceed the expected useful life of the improvement.
- Unless required to be credited to a trustee held account by requirements of a trust indenture, it is the accounting policy of the City to recognize temporary investment earnings on bond proceeds in the General Fund in order to match transfers out to the Debt Service Fund for bond interest expenditures.
- To maintain a predictable debt service burden, the City will give preference to debt that carries a fixed interest rate. However, consideration may be given to variable rate debt. Conservative estimates will be used in budgeting variable rate debt service interest expenses. Variable rate debt will be limited to no more than 20% of total outstanding debt.

Long & Medium-Term Debt

The City makes use of general obligation and revenue bonds for debt financing normally extending over 20 to 30 years and lease-purchase financing for debt paid over five to 10 years.

- General Obligation Bonds -- General obligation bonds will be used for public improvement projects that have a direct benefit to the citizens of Danville. General obligation bonds may be used to finance utility projects if doing so is more cost effective than using revenue bonds.
- Revenue Bonds -- The City uses revenue bonds to finance utility projects when general obligation bonds are not feasible or cost effective.
- Lease-Purchases -- Lease-purchase obligations, bonds, or other debt instruments may be used as a medium-term (4 to 10 years) method of borrowing for the financing of vehicles, specialized equipment, or capital improvements. Assets with a longer

useful life may be lease financed if it is determined it is in the City's best interest. The equipment or improvement must have an expected life of more than five years and cost in excess of \$100,000. Such debt will be paid before expiration of the expected life of the equipment or improvement acquired.

Short-Term Debt

The City's policies regarding fund balance and unrestricted cash reserves are designed to eliminate the need to borrow to meet operating cash flow requirements. However, from time to time, as part of an overall plan to stabilize utility rates and manage its utility business over a multi-year planning period, the City may borrow on a short-term basis through the issuance of short-term notes or through the procurement of a line of credit. Security for the notes or line of credit may include a pledge of utility revenues on a gross or net basis or the general obligation pledge of the City. Bond Anticipation Notes (BANs) may be issued for capital related cash purposes to reduce the debt service during the construction period of a project or to provide interim financing. BAN financing is limited to five years or less.

Reference: City of Danville Financial Policies, Section 9 - Debt, amended May 2015

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 2017 Adopted Budget
General Fund
General Fund Summary

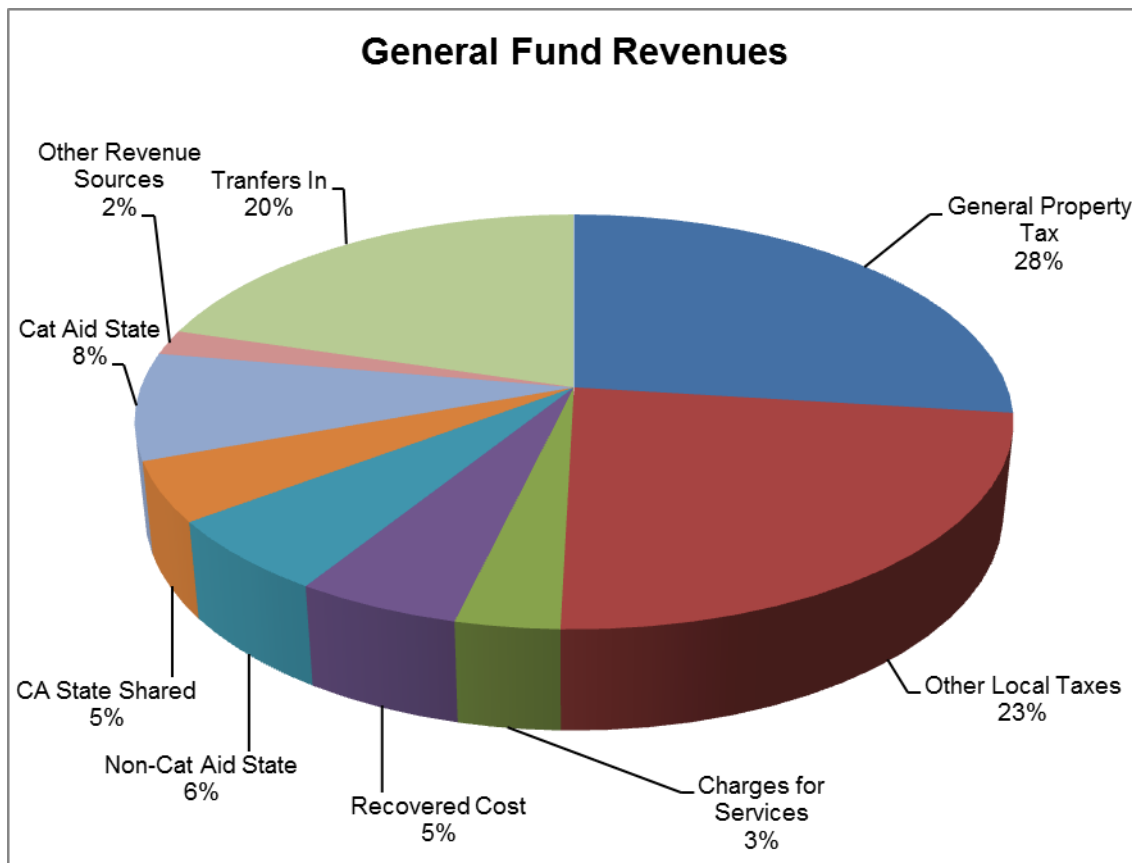
History of Revenues

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
General Property Tax	\$ 27,970,843	\$ 27,829,265	\$ 28,109,420	\$ 28,266,320	\$ 156,900
Other Local Taxes	\$ 24,181,651	\$ 24,523,067	\$ 23,857,000	\$ 24,557,000	\$ 700,000
Licenses, Permits, Privilege	\$ 218,083	\$ 229,378	\$ 221,030	\$ 215,330	\$ (5,700)
Fines/Forfeiture	\$ 549,297	\$ 511,945	\$ 565,050	\$ 524,650	\$ (40,400)
Rev-Use Money/Property	\$ 910,952	\$ 964,207	\$ 950,340	\$ 1,184,350	\$ 234,010
Charges for Services	\$ 3,273,555	\$ 3,181,963	\$ 3,284,440	\$ 3,453,830	\$ 169,390
Miscellaneous Revenue	\$ 52,030	\$ 25,619	\$ 125,000	\$ 125,000	\$ -
Recovered Cost	\$ 5,845,170	\$ 8,653,097	\$ 6,159,760	\$ 5,461,620	\$ (698,140)
Non-Revenue Receipts	\$ 4,085,000	\$ 2,953,000	\$ -	\$ -	\$ -
Non-Cat Aid State	\$ 6,029,062	\$ 5,935,845	\$ 5,905,000	\$ 6,084,000	\$ 179,000
CA State Shared	\$ 4,449,442	\$ 4,423,392	\$ 4,789,680	\$ 4,874,810	\$ 85,130
Cat Aid State	\$ 7,479,839	\$ 7,945,270	\$ 8,696,240	\$ 8,758,030	\$ 61,790
Transfers In	\$ 14,830,000	\$ 14,830,000	\$ 14,830,000	\$ 14,830,000	\$ -
Transfers from Fund Balance	\$ -	\$ -	\$ 4,546,750	\$ 6,441,520	\$ 1,894,770
	\$ 99,874,924	\$ 102,006,048	\$ 102,039,710	\$ 104,776,460	\$ 2,736,750

General Fund – FY 2017 Adopted Budget

Summary of Revenues

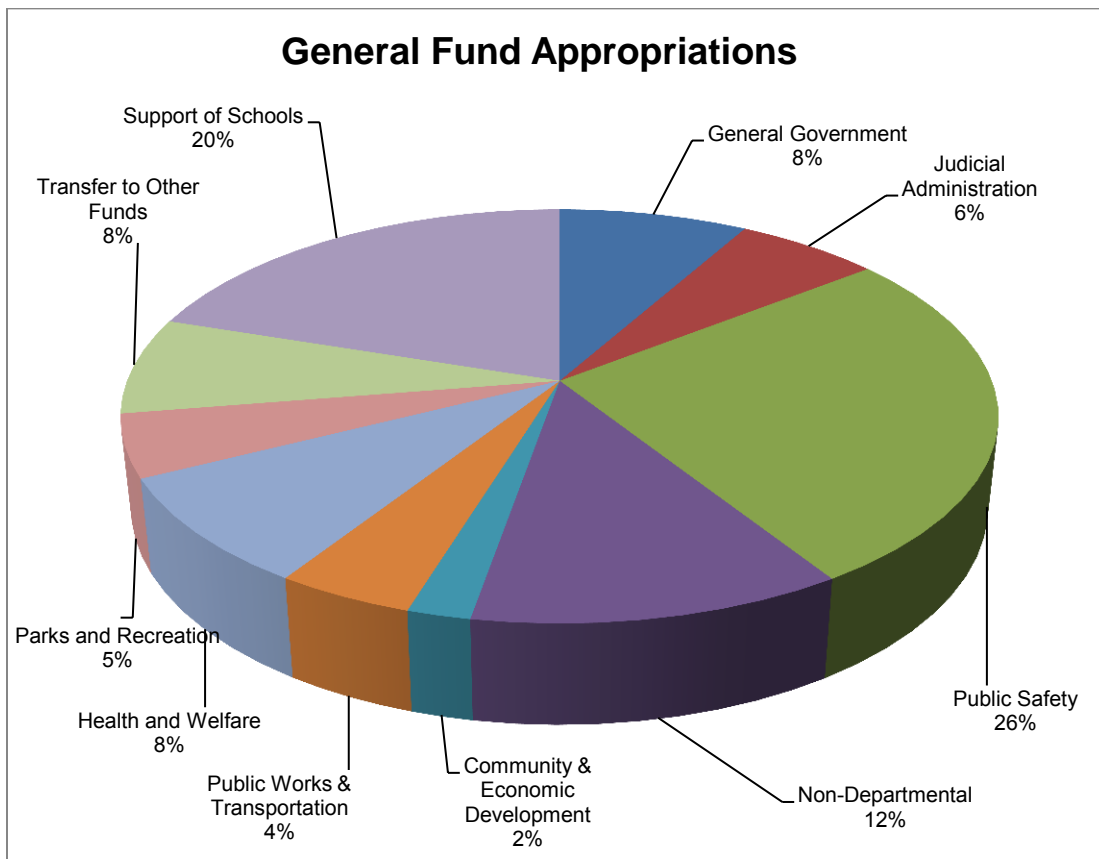
<u>Revenue</u>		
General Property Tax	\$ 28,266,320	28%
Other Local Taxes	\$ 24,557,000	23%
Charges for Services	\$ 3,453,830	3%
Recovered Cost	\$ 5,461,620	5%
Non-Cat Aid State	\$ 6,084,000	6%
CA State Shared	\$ 4,874,810	5%
Cat Aid State	\$ 8,758,030	8%
Other Revenue Sources	\$ 2,049,330	2%
Transfers In	\$ 21,271,520	20%
	\$ 104,776,460	100%



General Fund – FY 2017 Adopted Budget

Summary of Expenditures

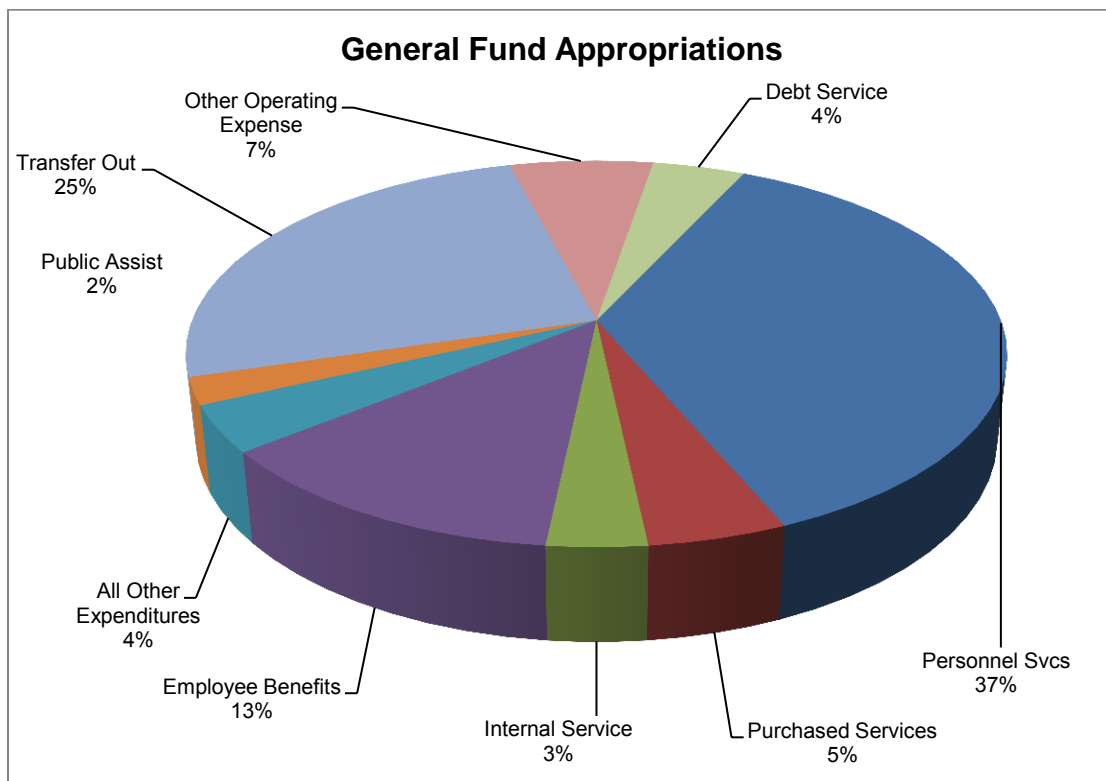
General Government	\$ 8,485,450	8%
Judicial Administration	\$ 6,466,280	6%
Public Safety	\$ 27,402,490	26%
Non-Departmental	\$ 12,198,310	12%
Community & Economic Development	\$ 2,076,370	2%
Public Works & Transportation	\$ 4,518,240	4%
Health and Welfare	\$ 8,748,000	8%
Parks and Recreation	\$ 5,059,410	5%
Transfer to Other Funds	\$ 7,828,830	8%
Support of Schools	\$ 20,643,060	20%
Support of Other Entities	\$ 1,350,020	1%
	\$ 104,776,460	100%



General Fund – FY 2017 Adopted Budget

Summary of Expenditures by Activity

Personnel Services	\$	38,426,390	37%
Purchased Services	\$	4,910,640	5%
Internal Service	\$	3,516,690	3%
Employee Benefits	\$	13,108,710	13%
All Other Expenditures	\$	4,110,380	4%
Public Assist	\$	2,353,580	2%
Transfer Out	\$	26,835,400	25%
Other Operating Expense	\$	6,993,960	7%
Debt Service	\$	4,520,710	4%
	\$	104,776,460	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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 40,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ -
Employee Benefits	\$ 3,060	\$ 6,120	\$ 6,120	\$ 6,120	\$ -
Purchased Services	\$ 1,639	\$ 2,259	\$ 2,000	\$ 2,300	\$ 300
Internal Service	\$ 503	\$ 2,826	\$ 2,540	\$ 1,470	\$ (1,070)
Other Operating Expenses	\$ 27,993	\$ 85,623	\$ 83,900	\$ 136,960	\$ 53,060
Capital Outlay	\$ -	\$ 2,745	\$ -	\$ -	\$ -
	\$ 73,195	\$ 179,573	\$ 174,560	\$ 226,850	\$ 52,290

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 7,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
Employee Benefits	\$ 536	\$ 918	\$ 920	\$ 920	\$ -
Internal Service	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Expenses	\$ 2,360	\$ 2,098	\$ 1,600	\$ 2,100	\$ 500
Capital Outlaw	\$ -	\$ 250	\$ -	\$ -	\$ -
	\$ 9,896	\$ 15,266	\$ 14,520	\$ 15,020	\$ 500

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 417,395	\$ 418,149	\$ 419,070	\$ 437,530	\$ 18,460
Employee Benefits	\$ 85,211	\$ 63,752	\$ 61,350	\$ 59,460	\$ (1,890)
Purchased Services	\$ 7,338	\$ 20,577	\$ 7,900	\$ 11,600	\$ 3,700
Internal Service	\$ 14,149	\$ 20,106	\$ 19,070	\$ 24,740	\$ 5,670
Other Operating Expenses	\$ 27,976	\$ 39,956	\$ 41,500	\$ 44,300	\$ 2,800
Capital Outlay	\$ 12,938	\$ 129	\$ -	\$ -	\$ -
	\$ 565,007	\$ 562,669	\$ 548,890	\$ 577,630	\$ 28,740

FY 2017 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. For budgeting, it is a sub-activity of the City Manager's Office.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 39,319	\$ 41,597	\$ 41,600	\$ 43,790	\$ 2,190
Employee Benefits	\$ 8,234	\$ 6,516	\$ 6,130	\$ 6,270	\$ 140
Purchased Services	\$ 16,823	\$ 19,940	\$ 16,300	\$ 17,000	\$ 700
Internal Service	\$ 361	\$ 468	\$ 1,130	\$ 1,230	\$ 100
Other Operating Expenses	\$ 8,995	\$ 8,267	\$ 15,630	\$ 13,910	\$ (1,720)
Capital Outlay	\$ 1,199	\$ 310	\$ 3,600	\$ 15,000	\$ 11,400
	\$ 74,931	\$ 77,098	\$ 84,390	\$ 97,200	\$ 12,810

River City TV serves as the City of Danville's government-educational access channel. The mission of River City TV is to keep the citizens of Danville well-informed of the functions of local government and the Danville Public School System.

The channel is managed and operated by the City of Danville's Multimedia Media Design Manager through the City's cable franchise agreement.

Notes

- This activity moved from the Telecommunications Fund to the General Fund in FY 2015

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ -	\$ 58,944	\$ 58,950	\$ 62,490	\$ 3,540
Employee Benefits	\$ -	\$ 9,551	\$ 8,650	\$ 8,940	\$ 290
Purchased Services	\$ -	\$ 11,212	\$ 14,400	\$ 17,400	\$ 3,000
Internal Service	\$ -	\$ 4,050	\$ 9,430	\$ 3,480	\$ (5,950)
Other Operating Expenses	\$ -	\$ 797	\$ 2,500	\$ 2,450	\$ (50)
Capital Outlay	\$ 2,004	\$ 8,137	\$ 10,000	\$ 7,000	\$ (3,000)
	\$ 2,004	\$ 92,691	\$ 103,930	\$ 101,760	\$ (2,170)

FY 2017 Adopted Budget
General Fund
General Government
Human Resources - 0110901

The Department of Human Resources strives to serve as an innovative and proactive business partner supporting the mission and values of the City of Danville while striving to make the City an employer of choice. This is done by providing consistent and professional support to City staff through efficient and strategic recruitment, development, and retention of a diversified and competent workforce.

	FY 2014 Actual	FY 2015 Adopted	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 309,232	\$ 336,795	\$ 337,700	\$ 360,850	\$ 23,150
Employee Benefits	\$ 67,228	\$ 65,680	\$ 60,400	\$ 66,240	\$ 5,840
Purchased Services	\$ 276,835	\$ 266,897	\$ 348,170	\$ 331,380	\$ (16,790)
Internal Service	\$ 8,816	\$ 11,754	\$ 13,230	\$ 13,520	\$ 290
Other Operating Expenses	\$ 19,617	\$ 25,969	\$ 33,540	\$ 34,440	\$ 900
Capital Outlay	\$ 1,112	\$ 738	\$ 1,250	\$ 15,250	\$ 14,000
	\$ 682,840	\$ 707,833	\$ 794,290	\$ 821,680	\$ 27,390

FY 2017 Adopted Budget
General Fund
General Government
City Manager's Office: 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 67,713	\$ 80,015	\$ 80,020	\$ 89,640	\$ 9,620
Employee Benefits	\$ 14,256	\$ 12,642	\$ 11,750	\$ 12,830	\$ 1,080
Purchased Services	\$ 988	\$ 484	\$ -	\$ 500	\$ 500
Internal Service	\$ 7,728	\$ 3,590	\$ 4,320	\$ 4,820	\$ 500
Other Operating Expenses	\$ 454	\$ 709	\$ 1,330	\$ 1,030	\$ (300)
Capital Outlay	\$ 878	\$ 706	\$ -	\$ -	\$ -
	\$ 92,017	\$ 98,146	\$ 97,420	\$ 108,820	\$ 11,400

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 247,120	\$ 231,669	\$ 259,370	\$ 270,520	\$ 11,150
Employee Benefits	\$ 51,666	\$ 36,706	\$ 38,060	\$ 38,720	\$ 660
Purchased Services	\$ 37,492	\$ 33,791	\$ 15,150	\$ 15,150	\$ -
Internal Service	\$ 3,239	\$ 3,662	\$ 4,350	\$ 4,610	\$ 260
Other Operating Expenses	\$ 18,703	\$ 32,235	\$ 35,600	\$ 37,500	\$ 1,900
Capital Outlay	\$ 2,705	\$ -	\$ 200	\$ 200	\$ -
	\$ 360,925	\$ 338,063	\$ 352,730	\$ 366,700	\$ 13,970

FY 2017 Adopted Budget
General Fund
General Government
Legislative Affairs - 0112401

Legislative Affairs develops and coordinates the City's legislative program, serving as the liaison between city and elected officials. Funding will go towards representing the City's interest at the General Assembly and may represent the City at meetings of appointed officials that may impact the Danville area.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Purchased Services	\$ 52,578	\$ 50,078	\$ 53,000	\$ 53,000	\$ -
Other Operating Expenses	\$ 14,784	\$ 14,666	\$ 14,670	\$ 14,700	\$ 30
	\$ 67,362	\$ 64,744	\$ 67,670	\$ 67,700	\$ 30

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Purchased Services	\$ 135,022	\$ 155,282	\$ 150,000	\$ 150,000	\$ -
	\$ 135,022	\$ 155,282	\$ 150,000	\$ 150,000	\$ -

FY 2017 Adopted Budget
General Fund
General Government
Commissioner of Revenue - 0113001

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 397,622	\$ 394,740	\$ 399,640	\$ 397,980	\$ (1,660)
Employee Benefits	\$ 74,792	\$ 70,888	\$ 76,230	\$ 77,570	\$ 1,340
Purchased Services	\$ 6,243	\$ 5,662	\$ 6,600	\$ 6,600	\$ -
Internal Service	\$ 13,324	\$ 13,039	\$ 15,960	\$ 15,200	\$ (760)
Other Operating Expenses	\$ 18,009	\$ 15,569	\$ 21,870	\$ 21,910	\$ 40
Capital Outlay	\$ 3,382	\$ -	\$ 1,000	\$ 500	\$ (500)
	\$ 513,372	\$ 499,898	\$ 521,300	\$ 519,760	\$ (1,540)

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 270,495	\$ 276,372	\$ 276,380	\$ 303,490	\$ 27,110
Employee Benefits	\$ 57,574	\$ 44,137	\$ 40,560	\$ 43,430	\$ 2,870
Purchased Services	\$ 61	\$ 539	\$ 700	\$ 2,060	\$ 1,360
Internal Service	\$ 22,660	\$ 16,909	\$ 19,360	\$ 20,590	\$ 1,230
Other Operating Expenses	\$ 4,534	\$ 15,262	\$ 9,260	\$ 18,990	\$ 9,730
	\$ 355,324	\$ 353,219	\$ 346,260	\$ 388,560	\$ 42,300

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

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ -	\$ 630	\$ -	\$ 1,800	\$ 1,800
Employee Benefits	\$ -	\$ 48	\$ -	\$ 140	\$ 140
Purchased Services	\$ -	\$ 173	\$ -	\$ 500	\$ 500
	\$ -	\$ 851	\$ -	\$ 2,440	\$ 2,440

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; 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; and providing collection of delinquent accounts by using appropriate collection methods to include court proceedings, distress warrants, tax liens, etc.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 430,172	\$ 425,954	\$ 445,240	\$ 463,610	\$ 18,370
Employee Benefits	\$ 90,567	\$ 67,561	\$ 65,330	\$ 66,350	\$ 1,020
Purchased Services	\$ 84,789	\$ 88,320	\$ 70,800	\$ 76,460	\$ 5,660
Internal Service	\$ 25,888	\$ 25,831	\$ 27,370	\$ 34,150	\$ 6,780
Other Operating Expenses	\$ 156,274	\$ 156,587	\$ 155,300	\$ 159,450	\$ 4,150
Capital Outlay	\$ 775	\$ 13,797	\$ 200	\$ 1,500	\$ 1,300
	\$ 788,465	\$ 778,050	\$ 764,240	\$ 801,520	\$ 37,280

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 163,243	\$ 158,873	\$ 166,370	\$ 164,490	\$ (1,880)
Employee Benefits	\$ 32,100	\$ 29,653	\$ 34,060	\$ 33,680	\$ (380)
Purchased Services	\$ 311	\$ 250	\$ 360	\$ 620	\$ 260
Internal Service	\$ 10,741	\$ 7,383	\$ 7,320	\$ 7,770	\$ 450
Other Operating Expenses	\$ 6,786	\$ 6,609	\$ 8,900	\$ 8,900	\$ -
Capital Outlay	\$ -	\$ -	\$ (3,700)	\$ (2,600)	\$ (1,100)
	\$ 213,181	\$ 202,768	\$ 220,710	\$ 218,060	\$ (2,650)

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 Collections, Purchasing, Central Services, Employees Retirement System, Internal Audit, and Real Estate Assessment.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 144,578	\$ 112,418	\$ 133,600	\$ 135,460	\$ 1,860
Employee Benefits	\$ 29,772	\$ 17,535	\$ 19,600	\$ 19,390	\$ (210)
Purchased Services	\$ 65	\$ 26,698	\$ -	\$ -	\$ -
Internal Service	\$ 1,996	\$ 1,344	\$ 3,510	\$ 2,640	\$ (870)
Other Operating Expenses	\$ 6,767	\$ 11,452	\$ 14,620	\$ 17,830	\$ 3,210
Capital Outlay	\$ -	\$ 706	\$ -	\$ -	\$ -
	\$ 183,178	\$ 170,153	\$ 171,330	\$ 175,320	\$ 3,990

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, accounts payable, grant reporting, 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 of daily financial operation of the City's Retirement System. The accounting and financial reporting for the Regional Industrial Facility Authority and the Industrial Development Authority 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-eight 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 435,005	\$ 390,703	\$ 463,330	\$ 507,570	\$ 44,240
Employee Benefits	\$ 92,025	\$ 61,618	\$ 67,980	\$ 68,200	\$ 220
Purchased Services	\$ 13,858	\$ 19,215	\$ 43,040	\$ 28,340	\$ (14,700)
Internal Service	\$ 13,183	\$ 14,476	\$ 13,240	\$ 14,420	\$ 1,180
Other Operating Expenses	\$ 21,467	\$ 19,133	\$ 26,280	\$ 25,720	\$ (560)
Capital Outlay	\$ 7,265	\$ 1,000	\$ 870	\$ 1,000	\$ 130
	\$ 582,803	\$ 506,145	\$ 614,740	\$ 645,250	\$ 30,510

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.

Funding for this position is split between Finance: Internal Auditor and Finance: Accounting.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 35,925	\$ 37,092	\$ 37,100	\$ 41,100	\$ 4,000
Employee Benefits	\$ 7,708	\$ 5,977	\$ 5,450	\$ 5,890	\$ 440
Internal Service	\$ 1,177	\$ 571	\$ 580	\$ 710	\$ 130
Other Operating Expenses	\$ 1,049	\$ 1,623	\$ 3,100	\$ 3,540	\$ 440
	\$ 45,859	\$ 45,263	\$ 46,230	\$ 51,240	\$ 5,010

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 216,491	\$ 231,462	\$ 231,360	\$ 260,940	\$ 29,580
Employee Benefits	\$ 43,343	\$ 35,265	\$ 32,420	\$ 35,900	\$ 3,480
Purchased Services	\$ 45,086	\$ 38,321	\$ 47,400	\$ 51,000	\$ 3,600
Internal Service	\$ 7,674	\$ 12,487	\$ 16,480	\$ 17,710	\$ 1,230
Other Operating Expenses	\$ 9,883	\$ 12,474	\$ 13,650	\$ 13,650	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
	\$ 322,477	\$ 330,009	\$ 341,310	\$ 384,200	\$ 42,890

FY 2017 Adopted Budget
General Fund
General Government
Information Technology - 0115401

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 1,191,212	\$ 1,245,583	\$ 1,279,800	\$ 1,365,150	\$ 85,350
Employee Benefits	\$ 247,908	\$ 194,114	\$ 185,330	\$ 193,830	\$ 8,500
Purchased Services	\$ 789,523	\$ 883,020	\$ 986,800	\$ 1,042,010	\$ 55,210
Internal Service	\$ 75,682	\$ 52,871	\$ 66,750	\$ 50,970	\$ (15,780)
Other Operating Expenses	\$ 45,971	\$ 49,797	\$ 72,370	\$ 69,300	\$ (3,070)
Capital Outlay	\$ 376,157	\$ 244,309	\$ 334,170	\$ 336,800	\$ 2,630
Reimbursement	\$ (518,400)	\$ (553,160)	\$ (577,280)	\$ (573,480)	\$ 3,800
	\$ 2,208,053	\$ 2,116,534	\$ 2,347,940	\$ 2,484,580	\$ 136,640

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

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 40,387	\$ 23,938	\$ 82,700	\$ 60,000	\$ (22,700)
Employee Benefits	\$ 642	\$ 632	\$ 800	\$ 800	\$ -
Purchased Services	\$ 658	\$ 688	\$ 1,200	\$ 1,740	\$ 540
Internal Service	\$ 2,647	\$ 776	\$ 8,740	\$ 10,000	\$ 1,260
Other Operating Expenses	\$ 34,271	\$ 25,550	\$ 45,950	\$ 46,960	\$ 1,010
	\$ 78,605	\$ 51,584	\$ 139,390	\$ 119,500	\$ (19,890)

FY 2017 Adopted Budget
General Fund
General Government
Registrar - 0116001

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 82,446	\$ 84,965	\$ 98,350	\$ 97,520	\$ (830)
Employee Benefits	\$ 17,107	\$ 13,267	\$ 13,180	\$ 13,030	\$ (150)
Purchased Services	\$ 420	\$ 370	\$ 830	\$ 1,270	\$ 440
Internal Service	\$ 3,777	\$ 3,293	\$ 5,240	\$ 12,000	\$ 6,760
Other Operating Expenses	\$ 8,548	\$ 8,851	\$ 16,920	\$ 37,840	\$ 20,920
	\$ 112,298	\$ 110,746	\$ 134,520	\$ 161,660	\$ 27,140

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 123,109	\$ 129,173	\$ 150,280	\$ 161,800	\$ 11,520
Employee Benefits	\$ 21,649	\$ 16,746	\$ 24,160	\$ 23,160	\$ (1,000)
Purchased Services	\$ 8,452	\$ 2,060	\$ 3,400	\$ 1,650	\$ (1,750)
Internal Service	\$ 4,598	\$ 5,045	\$ 4,440	\$ 3,860	\$ (580)
Other Operating Expenses	\$ 13,972	\$ 14,920	\$ 19,200	\$ 19,600	\$ 400
Capital Outlay	\$ 5,192	\$ -	\$ 2,000	\$ 2,000	\$ -
	\$ 176,972	\$ 167,944	\$ 203,480	\$ 212,070	\$ 8,590

FY 2017 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 \$25,000.

	FY 2014 Actual	FY 2015 Adopted	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Purchased Services	\$ 31,066	\$ 26,200	\$ 30,800	\$ 29,900	\$ (900)
Internal Service	\$ 675	\$ 700	\$ 300	\$ -	\$ (300)
Other Operating Expenses	\$ 13,112	\$ 16,331	\$ 12,960	\$ 14,960	\$ 2,000
Capital Outlay	\$ 862	\$ 285	\$ -	\$ -	\$ -
	\$ 45,715	\$ 43,516	\$ 44,060	\$ 44,860	\$ 800

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Internal Service	\$ 90	\$ 22	\$ 100	\$ 100	\$ -
Other Operating Expenses	\$ 550	\$ 572	\$ 800	\$ 800	\$ -
Capital Outlay	\$ 99	\$ 859	\$ 600	\$ 600	\$ -
	\$ 739	\$ 1,453	\$ 1,500	\$ 1,500	\$ -

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Internal Service	\$ 436	\$ 197	\$ 1,100	\$ 350	\$ (750)
Other Operating Expenses	\$ 3,706	\$ 4,688	\$ 3,800	\$ 4,550	\$ 750
Capital Outlay	\$ 712	\$ 16	\$ -	\$ -	\$ -
	\$ 4,854	\$ 4,901	\$ 4,900	\$ 4,900	\$ -

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ -	\$ -	\$ -	\$ 8,000.00	\$ 8,000
Employee Benefits	\$ -	\$ -	\$ -	\$ 620.00	\$ 620
Purchased Services	\$ 8,320	\$ 22,044	\$ 11,750	\$ 13,000	\$ 1,250
Internal Service	\$ -	\$ -	\$ 800	\$ 800	\$ -
Other Operating Expenses	\$ 17,721	\$ 17,316	\$ 22,480	\$ 23,930	\$ 1,450
Capital Outlay	\$ -	\$ 16,050	\$ -	\$ 10,000	\$ 10,000
	\$ 26,041	\$ 55,410	\$ 35,030	\$ 56,350	\$ 21,320

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 538,767	\$ 558,722	\$ 611,920	\$ 615,690	\$ 3,770
Employee Benefits	\$ 108,209	\$ 106,509	\$ 124,240	\$ 127,440	\$ 3,200
Purchased Services	\$ 33,947	\$ 7,807	\$ 51,900	\$ 34,350	\$ (17,550)
Internal Service	\$ 11,711	\$ 12,005	\$ 14,480	\$ 10,200	\$ (4,280)
Other Operating Expenses	\$ 21,004	\$ 19,969	\$ 23,250	\$ 21,250	\$ (2,000)
Capital Outlay	\$ 14,585	\$ 20,526	\$ 3,950	\$ 4,450	\$ 500
	\$ 728,223	\$ 725,538	\$ 829,740	\$ 813,380	\$ (16,360)

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 2,876,901	\$ 2,901,275	\$ 3,029,600	\$ 2,974,500	\$ (55,100)
Employee Benefits	\$ 633,013	\$ 715,419	\$ 665,330	\$ 680,810	\$ 15,480
Purchased Services	\$ 20,039	\$ 20,026	\$ 22,100	\$ 26,860	\$ 4,760
Internal Service	\$ 141,735	\$ 137,536	\$ 153,700	\$ 134,570	\$ (19,130)
Other Operating Expenses	\$ 69,775	\$ 68,491	\$ 68,390	\$ 71,020	\$ 2,630
Capital Outlay	\$ 4,181	\$ 5,540	\$ 5,850	\$ 5,850	\$ -
	\$ 3,745,644	\$ 3,848,287	\$ 3,944,970	\$ 3,893,610	\$ (51,360)

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 878,484	\$ 903,193	\$ 903,260	\$ 983,640	\$ 80,380
Employee Benefits	\$ 175,556	\$ 173,963	\$ 184,900	\$ 201,360	\$ 16,460
Purchased Services	\$ 1,694	\$ 2,003	\$ 3,070	\$ 3,120	\$ 50
Internal Service	\$ 21,138	\$ 20,694	\$ 20,800	\$ 22,230	\$ 1,430
Other Operating Expenses	\$ 98,786	\$ 100,227	\$ 105,340	\$ 110,740	\$ 5,400
	\$ 1,175,658	\$ 1,200,080	\$ 1,217,370	\$ 1,321,090	\$ 103,720

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 80,302	\$ 81,458	\$ 79,960	\$ 81,800	\$ 1,840
Employee Benefits	\$ 15,936	\$ 16,165	\$ 16,360	\$ 16,750	\$ 390
Internal Service	\$ 1,654	\$ 7,042	\$ 7,870	\$ 7,720	\$ (150)
Other Operating Expenses	\$ 9,940	\$ 9,035	\$ 10,070	\$ 10,250	\$ 180
Capital Outlay	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -
	\$ 107,832	\$ 113,700	\$ 116,260	\$ 118,520	\$ 2,260

FY 2017 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. 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 6,045,491	\$ 6,539,833	\$ 6,549,220	\$ 7,074,580	\$ 525,360
Employee Benefits	\$ 1,317,156	\$ 812,173	\$ 781,380	\$ 803,950	\$ 22,570
Purchased Services	\$ 268,098	\$ 216,812	\$ 255,190	\$ 286,440	\$ 31,250
Internal Service	\$ 101,660	\$ 117,571	\$ 105,530	\$ 135,520	\$ 29,990
Other Operating Expenses	\$ 635,788	\$ 600,194	\$ 580,060	\$ 555,980	\$ (24,080)
Capital Outlay	\$ 266,111	\$ 501,597	\$ 404,420	\$ 431,060	\$ 26,640
	\$ 8,634,304	\$ 8,788,180	\$ 8,675,800	\$ 9,287,530	\$ 611,730

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 1,020	\$ 1,060	\$ 1,000	\$ 1,000	\$ -
	\$ 1,020	\$ 1,060	\$ 1,000	\$ 1,000	\$ -

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 37,339	\$ 33,486	\$ 42,000	\$ 42,000	\$ -
Employee Benefits	\$ 2,856	\$ 2,562	\$ 3,220	\$ 3,220	\$ -
Purchased Services	\$ 102,405	\$ 173,093	\$ 144,770	\$ 171,600	\$ 26,830
Internal Service	\$ 305,938	\$ 309,310	\$ 282,640	\$ 288,410	\$ 5,770
Other Operating Expenses	\$ 906,364	\$ 960,908	\$ 934,490	\$ 932,490	\$ (2,000)
Capital Outlay	\$ 38,411	\$ 82,205	\$ 62,760	\$ 62,760	\$ -
	\$ 1,393,313	\$ 1,561,564	\$ 1,469,880	\$ 1,500,480	\$ 30,600

FY 2017 Adopted Budget
General Fund
Public Safety Administration
Fire Department - 0119001, -02

The mission of the Danville Fire Department is to strive to protect life, property, and environment through prevention, mitigation, response, recovery, and education in order to promote the entire community's health, safety, and well-being. 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 5,562,095	\$ 5,765,197	\$ 5,632,130	\$ 5,945,220	\$ 313,090
Employee Benefits	\$ 2,039,751	\$ 1,070,411	\$ 713,010	\$ 714,130	\$ 1,120
Purchased Services	\$ 213,054	\$ 200,335	\$ 181,600	\$ 207,590	\$ 25,990
Internal Service	\$ 180,780	\$ 283,724	\$ 283,550	\$ 277,280	\$ (6,270)
Other Operating Expenses	\$ 187,531	\$ 242,027	\$ 276,190	\$ 280,000	\$ 3,810
Capital Outlay	\$ 22,806	\$ 19,106	\$ 26,000	\$ 26,000	\$ -
	\$ 8,206,017	\$ 7,580,800	\$ 7,112,480	\$ 7,450,220	\$ 337,740

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 1,351,487	\$ 1,478,144	\$ 1,720,650	\$ 1,817,120	\$ 96,470
Employee Benefits	\$ 251,772	\$ 280,687	\$ 237,320	\$ 245,700	\$ 8,380
Purchased Services	\$ 295,461	\$ 404,646	\$ 338,620	\$ 341,870	\$ 3,250
Internal Service	\$ 230,195	\$ 247,500	\$ 228,080	\$ 230,440	\$ 2,360
Other Operating Expenses	\$ 416,588	\$ 432,448	\$ 426,490	\$ 425,840	\$ (650)
Capital Outlay	\$ 37,353	\$ 33,182	\$ 4,400	\$ 8,600	\$ 4,200
	\$ 2,582,856	\$ 2,876,607	\$ 2,955,560	\$ 3,069,570	\$ 114,010

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 1,530,226	\$ 1,552,670	\$ 1,870,550	\$ 1,871,730	\$ 1,180
Employee Benefits	\$ 301,435	\$ 241,963	\$ 252,980	\$ 258,350	\$ 5,370
Purchased Services	\$ 175,662	\$ 114,585	\$ 153,220	\$ 142,140	\$ (11,080)
Internal Service	\$ 124,062	\$ 150,018	\$ 159,230	\$ 162,410	\$ 3,180
Other Operating Expenses	\$ 313,349	\$ 336,085	\$ 356,460	\$ 342,510	\$ (13,950)
Cost Allocation	\$ 555,250	\$ 418,380	\$ 465,620	\$ 408,290	\$ (57,330)
Capital Outlay	\$ 14,580	\$ 15,878	\$ 40,800	\$ 40,600	\$ (200)
Debt Service	\$ 95,585	\$ 95,585	\$ 97,690	\$ 564,920	\$ 467,230
	\$ 3,110,149	\$ 2,925,164	\$ 3,396,550	\$ 3,790,950	\$ 394,400

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 19,729	\$ -	\$ 43,000	\$ 40,000	\$ (3,000)
Employee Benefits	\$ 1,509	\$ -	\$ 3,290	\$ 5,730	\$ 2,440
Purchased Services	\$ 21,500	\$ 43,000	\$ -	\$ -	\$ -
	\$ 42,738	\$ 43,000	\$ 46,290	\$ 45,730	\$ (560)

FY 2017 Adopted Budget
General Fund
Public Safety Administration
Fire Department - Emergency Services - 0122911

Emergency Management is a division of the Fire Department, and provides interagency coordination, communications and support at emergency incidents as well as large special events. 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, this division educates the public on preparedness, coordinates, and supports the response to and recovery from emergencies and collects and disseminates critical information.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ (336)	\$ -	\$ 15,540	\$ 15,540	\$ -
Employee Benefits	\$ (26)	\$ -	\$ 1,190	\$ 1,190	\$ -
Purchased Services	\$ 27,022	\$ 41,112	\$ 30,370	\$ 32,240	\$ 1,870
Internal Service	\$ 9,817	\$ 15,430	\$ 17,900	\$ 15,160	\$ (2,740)
Other Operating Expenses	\$ 18,418	\$ 21,348	\$ 23,880	\$ 25,380	\$ 1,500
Capital Outlay	\$ 2,342	\$ -	\$ 4,500	\$ 1,500	\$ (3,000)
	\$ 57,237	\$ 77,890	\$ 93,380	\$ 91,010	\$ (2,370)

FY 2017 Adopted Budget
General Fund
Public Safety Administration
Fire Department – 911 Communications - 0123211

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 641,311	\$ 742,860	\$ 802,200	\$ 800,510	\$ (1,690)
Employee Benefits	\$ 130,752	\$ 113,958	\$ 111,910	\$ 109,720	\$ (2,190)
Purchased Services	\$ 21,824	\$ 31,995	\$ 48,130	\$ 53,490	\$ 5,360
Internal Service	\$ 13,992	\$ 14,047	\$ 11,340	\$ 7,590	\$ (3,750)
Other Operating Expenses	\$ 61,526	\$ 51,481	\$ 70,740	\$ 62,890	\$ (7,850)
Capital Outlay	\$ 734	\$ 1,673	\$ 12,000	\$ 7,000	\$ (5,000)
	\$ 870,139	\$ 956,014	\$ 1,056,320	\$ 1,041,200	\$ (15,120)

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 482,309	\$ 534,672	\$ 514,830	\$ 569,410	\$ 54,580
Employee Benefits	\$ 102,115	\$ 84,826	\$ 75,540	\$ 81,480	\$ 5,940
Purchased Services	\$ 30,092	\$ 35,290	\$ 39,430	\$ 36,760	\$ (2,670)
Internal Service	\$ 68,829	\$ 57,181	\$ 56,130	\$ 51,960	\$ (4,170)
Other Operating Expenses	\$ 307,645	\$ 101,683	\$ 305,310	\$ 276,140	\$ (29,170)
Capital Outlay	\$ -	\$ -	\$ 6,980	\$ 3,150	\$ (3,830)
	\$ 990,990	\$ 813,652	\$ 998,220	\$ 1,018,900	\$ 20,680

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 237,188	\$ 262,498	\$ 266,420	\$ 280,590	\$ 14,170
Employee Benefits	\$ 39,948	\$ 35,219	\$ 33,570	\$ 34,910	\$ 1,340
Purchased Services	\$ 90,403	\$ 84,764	\$ 68,760	\$ 72,320	\$ 3,560
Internal Service	\$ 93,737	\$ 118,129	\$ 113,330	\$ 119,330	\$ 6,000
Other Operating Expenses	\$ 51,183	\$ 62,536	\$ 59,400	\$ 57,050	\$ (2,350)
Capital Outlay	\$ -	\$ 11,855	\$ -		\$ -
	\$ 512,459	\$ 575,001	\$ 541,480	\$ 564,200	\$ 22,720

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Purchased Services	\$ 36,290	\$ 37,468	\$ 37,500	\$ 39,000	\$ 1,500
	\$ 36,290	\$ 37,468	\$ 37,500	\$ 39,000	\$ 1,500

FY 2017 Adopted Budget
General Fund
Public Works and Transportation
Public Works: Administration - 01253---

The Administrative Division of Public Works is comprised of the Public Works office staff which provides clerical support for all Public Works functions, such as budgeting, personnel, and invoicing. It also includes the Warehouse which stocks the unique maintenance items as well as some general supplies to support other Divisions. The Administrative Division Director also oversees the Code Enforcement Section which enforces overgrowth, hazardous trees, illegal accumulation/dumping, junkyards, and inoperable vehicle ordinances; the Communications Section which maintains the City's radio and telephone network; the Motorized Equipment Fund which provides maintenance and repair to 628 vehicles and equipment; and Cemetery operations which is an enterprise fund.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 458,925	\$ 486,424	\$ 492,190	\$ 526,780	\$ 34,590
Employee Benefits	\$ 98,577	\$ 81,215	\$ 72,020	\$ 74,560	\$ 2,540
Purchased Services	\$ 28,899	\$ 32,601	\$ 32,370	\$ 37,940	\$ 5,570
Internal Service	\$ 79,370	\$ 100,733	\$ 108,040	\$ 86,670	\$ (21,370)
Other Operating Expenses	\$ 37,349	\$ 39,899	\$ 37,320	\$ 36,580	\$ (740)
	\$ 703,120	\$ 740,872	\$ 741,940	\$ 762,530	\$ 20,590

FY 2017 Adopted Budget
General Fund
Public Works and Transportation
Public Works: Engineering - 01244---

The Engineering Division of Public Works provides support to 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 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, Capital Improvement Projects, and State Highway Maintenance Funds. The majority of projects are funded by the Capital Improvements Program and/or federal and state funding provided from special grant projects.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 172,536	\$ 186,445	\$ 214,100	\$ 220,220	\$ 6,120
Employee Benefits	\$ 36,531	\$ 28,340	\$ 31,430	\$ 31,530	\$ 100
Purchased Services	\$ 61	\$ 1,293	\$ 1,280	\$ 1,620	\$ 340
Internal Service	\$ 11,487	\$ 10,870	\$ 10,410	\$ 8,810	\$ (1,600)
Other Operating Expenses	\$ 5,103	\$ 7,216	\$ 10,590	\$ 11,880	\$ 1,290
Capital Outlay	\$ -	\$ 288	\$ 700	\$ 2,000	\$ 1,300
	\$ 225,718	\$ 234,452	\$ 268,510	\$ 276,060	\$ 7,550

FY 2017 Adopted Budget
General Fund
Public Works and Transportation
Public Works: Buildings and Grounds - 0125---

The Buildings and Grounds Division of Public Works 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. 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.

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 522,733	\$ 560,557	\$ 693,040	\$ 699,240	\$ 6,200
Employee Benefits	\$ 120,950	\$ 140,449	\$ 99,150	\$ 97,630	\$ (1,520)
Purchased Services	\$ 497,576	\$ 365,493	\$ 502,130	\$ 515,240	\$ 13,110
Internal Service	\$ 699,527	\$ 806,671	\$ 797,950	\$ 784,350	\$ (13,600)
Other Operating Expenses	\$ 110,849	\$ 138,745	\$ 150,240	\$ 167,060	\$ 16,820
Capital Outlay	\$ 1,834	\$ -	\$ 5,800	\$ 3,900	\$ (1,900)
	\$ 1,953,469	\$ 2,011,915	\$ 2,248,310	\$ 2,267,420	\$ 19,110

FY 2017 Adopted Budget
General Fund
Public Works and Transportation
Public Works: Streets - 01247---

Streets, sidewalks, curbs, and gutters are inspected and repaired as required. 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. Streets crews respond to winter storm events.

The Streets Division receives a majority of its funding from State Highway Maintenance Funds (VDOT Special Revenue Fund 15) reimbursed 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 for services not funded by State Highway Maintenance Funds.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 198,943	\$ 194,806	\$ 269,670	\$ 316,780	\$ 47,110
Employee Benefits	\$ 43,728	\$ 39,278	\$ 38,200	\$ 44,050	\$ 5,850
Purchased Services	\$ 36,889	\$ 124,840	\$ 38,400	\$ 39,680	\$ 1,280
Internal Service	\$ 101,441	\$ 85,809	\$ 144,620	\$ 146,220	\$ 1,600
Other Operating Expenses	\$ 48,589	\$ 33,206	\$ 90,850	\$ 60,200	\$ (30,650)
Capital Outlay	\$ -	\$ 489	\$ 4,600	\$ 2,100	\$ (2,500)
Reimbursement	\$ (46,479)	\$ (54,656)	\$ -		\$ -
	\$ 383,111	\$ 423,772	\$ 586,340	\$ 609,030	\$ 22,690

FY 2017 Adopted Budget
General Fund
Health and Welfare
Community Development: Social Services – 0128921, -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.

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).

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 3,104,264	\$ 3,384,408	\$ 3,862,240	\$ 4,011,570	\$ 149,330
Employee Benefits	\$ 1,068,911	\$ 991,191	\$ 934,380	\$ 966,760	\$ 32,380
Purchased Services	\$ 132,519	\$ 107,514	\$ 136,850	\$ 108,460	\$ (28,390)
Internal Service	\$ 118,471	\$ 137,178	\$ 151,970	\$ 146,660	\$ (5,310)
Public Assistance	\$ 1,743,114	\$ 2,286,061	\$ 2,307,930	\$ 2,353,580	\$ 45,650
Other Operating Expenses	\$ 185,634	\$ 181,407	\$ 219,790	\$ 219,390	\$ (400)
Cost Allocation	\$ 752,257	\$ 739,262	\$ 777,650	\$ 769,310	\$ (8,340)
Capital Outlay	\$ 3,234	\$ 4,057	\$ 34,800	\$ 33,900	\$ (900)
Debt Service	\$ 50,763	\$ 51,773	\$ 52,750	\$ 53,370	\$ 620
	\$ 7,159,167	\$ 7,882,851	\$ 8,478,360	\$ 8,663,000	\$ 184,640

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Other Operating Expenses	\$ 71,529	\$ 73,918	\$ 76,000	\$ 85,000	\$ 9,000
	\$ 71,529	\$ 73,918	\$ 76,000	\$ 85,000	\$ 9,000

FY 2017 Adopted Budget
General Fund
Parks, Recreation, and Culture
Parks and Recreation: Park Maintenance – 01316-

The City of Danville Parks and Recreation Department's primary objective is "Engaging Community and Enhancing Lives through People, Places and Services". 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 some capital improvements and other development in the City's parks and public outdoor recreation properties.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 462,087	\$ 502,833	\$ 557,880	\$ 621,800	\$ 63,920
Employee Benefits	\$ 84,622	\$ 72,082	\$ 73,780	\$ 81,250	\$ 7,470
Purchased Services	\$ 102,557	\$ 100,240	\$ 96,580	\$ 94,350	\$ (2,230)
Internal Service	\$ 323,274	\$ 395,386	\$ 323,200	\$ 336,520	\$ 13,320
Other Operating Expenses	\$ 100,411	\$ 101,864	\$ 117,950	\$ 119,110	\$ 1,160
Capital Outlay	\$ 19,798	\$ 17,614	\$ 18,880	\$ 13,380	\$ (5,500)
	\$ 1,092,749	\$ 1,190,019	\$ 1,188,270	\$ 1,266,410	\$ 78,140

FY 2017 Adopted Budget
General Fund
Parks, Recreation, and Culture
Parks and Recreation: Libraries – 01322--

The Danville Public Library provides access to information for the public. The Public Library functions in accordance with the guidelines established by the American Library Association and The Library of Virginia. The Library functions include: Law Library, Children's Area, Genealogical Research, Reference as well as providing public access to computers and printers, and the Westover Branch Library.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 561,079	\$ 587,582	\$ 623,130	\$ 637,780	\$ 14,650
Employee Benefits	\$ 99,879	\$ 81,757	\$ 80,520	\$ 81,120	\$ 600
Purchased Services	\$ 32,027	\$ 24,446	\$ 27,630	\$ 36,170	\$ 8,540
Internal Service	\$ 110,439	\$ 126,357	\$ 124,330	\$ 121,980	\$ (2,350)
Other Operating Expenses	\$ 269,893	\$ 267,088	\$ 278,600	\$ 279,200	\$ 600
Cost Allocation	\$ 35,740	\$ 34,220	\$ 83,500	\$ 69,240	\$ (14,260)
Capital Outlay	\$ 11,743	\$ 6,921	\$ 9,000	\$ 9,000	\$ -
	\$ 1,120,800	\$ 1,128,371	\$ 1,226,710	\$ 1,234,490	\$ 7,780

FY 2017 Adopted Budget
General Fund
Parks, Recreation, and Culture
Parks and Recreation: Administration – 01292-, 0131301

The City of Danville Parks and Recreation Department's primary objective is "Engaging Community and Enhancing Lives through People, Places and Services". The department strives 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; and maintain, protect and conserve open spaces.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 271,161	\$ 309,851	\$ 308,040	\$ 419,780	\$ 111,740
Employee Benefits	\$ 70,903	\$ 52,697	\$ 43,490	\$ 58,480	\$ 14,990
Purchased Services	\$ 178,891	\$ 152,709	\$ 185,150	\$ 182,440	\$ (2,710)
Internal Service	\$ 44,053	\$ 51,742	\$ 45,570	\$ 53,060	\$ 7,490
Other Operating Expenses	\$ 44,310	\$ 56,926	\$ 55,230	\$ 80,050	\$ 24,820
Capital Outlay	\$ 7,342	\$ 19,094	\$ 30,500	\$ 30,050	\$ (450)
	\$ 616,660	\$ 643,019	\$ 667,980	\$ 823,860	\$ 155,880

FY 2017 Adopted Budget
General Fund
Parks, Recreation, and Culture
Parks and Recreation: Community Recreation - 01295--, 01298-

The Community Recreation Division serves the recreation and leisure interest of the city's population in general. The Division operates four recreation centers and one dog park with emphasis on three service areas: Out of School Programs, Health and Wellness and Facility Management. Out of School programs provide programming for children ages 5-12 during all out of school time. The Health and Wellness area focuses on delivering a well-rounded approach to healthy lifestyles as well as supporting grant funded childhood obesity programs.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 392,479	\$ 365,508	\$ 477,980	\$ 481,120	\$ 3,140
Employee Benefits	\$ 56,823	\$ 42,975	\$ 51,650	\$ 54,130	\$ 2,480
Purchased Services	\$ 32,140	\$ 29,037	\$ 34,500	\$ 36,440	\$ 1,940
Internal Service	\$ 17,947	\$ 35,186	\$ 25,910	\$ 36,600	\$ 10,690
Other Operating Expenses	\$ 38,850	\$ 42,022	\$ 55,180	\$ 68,880	\$ 13,700
Capital Outlay	\$ 4,893	\$ 159	\$ 4,800	\$ 4,800	\$ -
	\$ 543,132	\$ 514,887	\$ 650,020	\$ 681,970	\$ 31,950

FY 2017 Adopted Budget
General Fund
Parks, Recreation, and Culture
Parks and Recreation: Special Recreation - 01301---

The Special Recreation Division provides a wide variety of recreational opportunities to enrich the lives of citizens. Special Recreation Division includes Therapeutic Recreation, Senior programs and Senior services, operation of the Welcome Center and Special Events. Many of the programs and services are offered at the Stonewall Therapeutic Recreation Center and the Ballou Recreation Center.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 343,160	\$ 353,144	\$ 409,490	\$ 459,510	\$ 50,020
Employee Benefits	\$ 51,526	\$ 43,929	\$ 44,690	\$ 55,820	\$ 11,130
Purchased Services	\$ 121,389	\$ 124,309	\$ 122,960	\$ 123,940	\$ 980
Internal Service	\$ 45,020	\$ 49,750	\$ 43,540	\$ 47,930	\$ 4,390
Other Operating Expenses	\$ 60,173	\$ 52,584	\$ 56,770	\$ 57,940	\$ 1,170
Capital Outlay	\$ 1,622	\$ 1,431	\$ 2,220	\$ 2,220	\$ -
	\$ 622,890	\$ 625,147	\$ 679,670	\$ 747,360	\$ 67,690

FY 2017 Adopted Budget
General Fund
Parks, Recreation, and Culture
Parks and Recreation: Outdoor Recreation – 01304-

Due to department reorganization, the Outdoor Recreation Division was eliminated and responsibilities have been divided among Administration, Community Recreation and Park Maintenance.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 157,621	\$ 186,475	\$ 192,510	\$ -	\$ (192,510)
Employee Benefits	\$ 29,169	\$ 27,605	\$ 26,540	\$ -	\$ (26,540)
Purchased Services	\$ 16,281	\$ 14,598	\$ 15,500	\$ -	\$ (15,500)
Internal Service	\$ 16,900	\$ 16,195	\$ 13,870	\$ -	\$ (13,870)
Other Operating Expenses	\$ 24,468	\$ 25,546	\$ 34,280	\$ -	\$ (34,280)
Capital Outlay	\$ 1,015	\$ 115	\$ 1,650	\$ -	\$ (1,650)
	\$ 245,454	\$ 270,534	\$ 284,350	\$ -	\$ (284,350)

FY 2017 Adopted Budget
General Fund
Parks, Recreation, and Culture
Parks and Recreation: Athletics – 01307-

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 is also responsible for overseeing the public's use and reservations of all city athletic fields as well as supervision of Squire Recreation Center.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 159,361	\$ 186,959	\$ 220,990	\$ 227,020	\$ 6,030
Employee Benefits	\$ 23,773	\$ 23,908	\$ 24,940	\$ 25,270	\$ 330
Purchased Services	\$ 6,806	\$ 3,778	\$ 3,900	\$ 3,900	\$ -
Internal Service	\$ 9,627	\$ 4,537	\$ 5,810	\$ 7,530	\$ 1,720
Other Operating Expenses	\$ 28,067	\$ 21,261	\$ 41,760	\$ 40,350	\$ (1,410)
Capital Outlay	\$ 600	\$ 675	\$ 1,200	\$ 1,250	\$ 50
	\$ 228,234	\$ 241,118	\$ 298,600	\$ 305,320	\$ 6,720

FY 2017 Adopted Budget
General Fund
Community and Economic Development
Community Development: Director/Administration – 0132501, -02, -03

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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 236,825	\$ 229,695	\$ 344,030	\$ 323,560	\$ (20,470)
Employee Benefits	\$ 45,475	\$ 36,654	\$ 50,420	\$ 46,310	\$ (4,110)
Purchased Services	\$ 213,673	\$ 200,334	\$ 279,280	\$ 259,780	\$ (19,500)
Internal Service	\$ 19,375	\$ 23,440	\$ 19,710	\$ 20,810	\$ 1,100
Contribution Other Entity	\$ 1,053	\$ 598	\$ 2,250	\$ 2,250	\$ -
Other Operating Expenses	\$ 26,437	\$ 38,368	\$ 74,330	\$ 74,810	\$ 480
Capital Outlay	\$ 72	\$ 958	\$ -	\$ -	\$ -
	\$ 542,910	\$ 530,047	\$ 770,020	\$ 727,520	\$ (42,500)

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 162,291	\$ 170,511	\$ 170,520	\$ 176,350	\$ 5,830
Employee Benefits	\$ 34,615	\$ 27,214	\$ 25,030	\$ 25,250	\$ 220
Purchased Services	\$ 1,086	\$ 1,292	\$ 840	\$ 1,530	\$ 690
Internal Service	\$ 6,551	\$ 7,482	\$ 8,410	\$ 7,360	\$ (1,050)
Other Operating Expenses	\$ 4,792	\$ 3,893	\$ 10,730	\$ 7,140	\$ (3,590)
Capital Outlay	\$ 627	\$ -	\$ 6,200	\$ 800	\$ (5,400)
	\$ 209,962	\$ 210,392	\$ 221,730	\$ 218,430	\$ (3,300)

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Purchased Services	\$ 4,122	\$ 6,580	\$ 4,500	\$ 6,380	\$ 1,880
Internal Service	\$ 165	\$ 922	\$ 350	\$ 440	\$ 90
Other Operating Expenses	\$ 1,983	\$ 2,352	\$ 3,030	\$ 3,490	\$ 460
	\$ 6,270	\$ 9,854	\$ 7,880	\$ 10,310	\$ 2,430

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 660	\$ 630	\$ 1,050	\$ 1,700	\$ 650
Employee Benefits	\$ 51	\$ 48	\$ 80	\$ 80	\$ -
Purchased Services	\$ 1,805	\$ 1,978	\$ 1,860	\$ 2,140	\$ 280
Internal Service	\$ 9	\$ 75	\$ 150	\$ 150	\$ -
Other Operating Expenses	\$ 233	\$ 212	\$ 1,140	\$ 1,140	\$ -
	\$ 2,758	\$ 2,943	\$ 4,280	\$ 5,210	\$ 930

FY 2017 Adopted Budget
General Fund
Community and Economic Development
Economic Development: Administration - 0132801

The primary mission of the Office of Economic Development is to create an environment conducive for job creation, wealth creation, and quality of life improvement in the City of Danville.

The Office of Economic Development achieves these goals through new business recruitment, business retention and expansion, and the facilitation of entrepreneurial endeavors, which all come together to enhance the economic wellbeing of the community.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Personnel Services	\$ 236,825	\$ 229,695	\$ 344,030	\$ 323,560	\$ (20,470)
Employee Benefits	\$ 45,475	\$ 36,654	\$ 50,420	\$ 46,310	\$ (4,110)
Purchased Services	\$ 213,673	\$ 200,334	\$ 279,280	\$ 259,780	\$ (19,500)
Internal Service	\$ 19,375	\$ 23,440	\$ 19,710	\$ 20,810	\$ 1,100
Contribution Other Entity	\$ 1,053	\$ 598	\$ 2,250	\$ 2,250	\$ -
Other Operating Expenses	\$ 26,437	\$ 38,368	\$ 74,330	\$ 74,810	\$ 480
Capital Outlay	\$ 72	\$ 958	\$ -	\$ -	\$ -
	\$ 542,910	\$ 530,047	\$ 770,020	\$ 727,520	\$ (42,500)

FY 2017 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 real property investment and job creation. 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Purchased Services	\$ 11,756	\$ -	\$ -	\$ -	\$ -
Contribution Other Entity	\$ 39,652	\$ -	\$ 22,000	\$ 20,000	\$ (2,000)
Other Operating Expenses	\$ -	\$ -	\$ 35,000	\$ 5,000	\$ (30,000)
Capital Outlay	\$ 168,551	\$ -	\$ -	\$ -	\$ -
	\$ 219,959	\$ -	\$ 57,000	\$ 25,000	\$ (32,000)

FY 2017 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.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
HR Employee Benefits	\$ 5,103,492	\$ 5,346,310	\$ 7,291,840	\$ 7,184,300	\$ (107,540)
HR Employee Benefits - Other	\$ 12,311	\$ 14,807	\$ 15,500	\$ 15,500	\$ -
HR Employee Training	\$ 7,726	\$ 28,583	\$ 45,000	\$ 41,000	\$ (4,000)
Debt Service Administration	\$ 1,222,316	\$ 1,500,948	\$ 1,712,030	\$ 2,265,930	\$ 553,900
Non-Departmental	\$ 4,422	\$ 2,058,099	\$ 3,781,800	\$ 2,691,580	\$ (1,090,220)
	\$ 6,350,267	\$ 8,948,747	\$ 12,846,170	\$ 12,198,310	\$ (647,860)

FY 2017 Adopted Introductory
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 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 12,450	\$ 12,080	\$ 11,230	\$ 10,480	\$ (750)
	\$ 12,450	\$ 12,080	\$ 11,230	\$ 10,480	\$ (750)

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 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 120,046	\$ 130,383	\$ 136,420	\$ 136,420	\$ -
	\$ 120,046	\$ 130,383	\$ 136,420		\$ (136,420)

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 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 9,060	\$ 8,528	\$ 8,530	\$ 9,060	\$ 530
	\$ 9,060	\$ 8,528	\$ 8,530	\$ 9,060	\$ 530

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 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Danville Life Saving Crew	\$ 80,000	\$ 80,000	\$ 0,000	\$ 80,000	\$ -
Four for Life	\$ 33,594	\$ 16,907	\$ 16,750	\$ 16,750	\$ -
	\$ 113,594	\$ 96,907	\$ 96,750	\$ 96,750	\$ -

FY 2017 Adopted Introductory
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 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 591,970	\$ 601,970	\$ 601,970	\$ 601,970	\$ -
	\$ 591,970	\$ 01,970	\$ 01,970	\$ 601,970	\$ -

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 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 282,650	\$ 291,130	\$ 299,870	\$ 329,860	\$ 29,990
	\$ 282,650	\$ 291,130	\$ 299,870	\$ 329,860	\$ 29,990

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 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 57,208	\$ 48,459	\$ 54,070	\$ 64,750	\$ 10,680
	\$ 57,208	\$ 48,459	\$ 54,070	\$ 64,750	\$ 10,680

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 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 5,549	\$ 5,459	\$ 5,460	\$,460	\$ -
	\$ 5,549	\$ 5,459	\$ 5,460		\$ (5,460)

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 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 22,496	\$ 22,496	\$ 24,130	\$ 24,130	\$ -
	\$ 22,496	\$ 22,496	\$ 24,130	\$ 24,130	\$ -

Metro Planning Organization – 0134002

The Danville Metropolitan Planning Organization is an entity encouraged by federal legislation whose mandate is to help ensure that current and future expenditures for transportation programs and projects have a basis or foundation in a continuing, cooperative, and comprehensive planning. The MPO develops plans and programs that are subject to approval by federal transportation agencies in order for federal-aid to transportation funding to flow to the region.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 6,910	\$ 4,586	\$ 11,950	\$ 11,950	\$ -
	\$ 6,910	\$ 4,586	\$ 11,950	\$ 11,950	\$ -

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 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 30,000	\$ 55,000	\$ 100,000	\$ 115,000	\$ 15,000
	\$ 30,000	\$ 55,000	\$ 100,000	\$ 115,000	\$ 15,000

Support of IDA – 0132803

The Industrial Development Authority works in cooperation with the City and its Economic Development Office to promote and facilitate redevelopment activities in the River District by the purchase, renovation, and subsequent lease or sale of real estate site throughout the District. The IDA also provides significant opportunities for industrial and commercial development in the City and in Danville-Pittsylvania County Regional Industrial Facility Authority owned parks by providing competitively priced lease/purchase arrangements with companies locating in the Danville region.

The IDA issues tax-exempt bonds to provide long-term financing to promote industry and develop trade by inducing manufacturing, industrial, governmental and commercial enterprises and institutions of higher education to locate in and remain in the Commonwealth and in the City and further the use of Virginia's agricultural products and natural resources, either through the increase of commerce, or through the promotion of safety, health, welfare, convenience or prosperity.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ 97,710	\$ 62,133	\$ 689,390	\$ 689,390	\$ -
	\$ 97,710	\$ 662,133	\$ 689,390	\$ 689,390	\$ -

Downtown Danville Association – 0132804

The Downtown Danville Association (DDA) includes representatives from Downtown merchants, the City of Danville, Downtown property owners, banks, Danville Public Schools, Danville Science Center and the Danville Historical Society. The DDA encourages public/private partnerships, the restoration and revitalization of Downtown Danville, and focuses on economic development, physical design, organization and promotional events.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Contribution Other Entity	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ -

FY 2017 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.

Other Funds

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Support/Transfer To Capital	\$ 8,293,419	\$ 6,986,705	\$ 4,173,020	\$ 4,710,690	\$ 537,670
Economic Development Incentives	\$ 1,105,000	\$ 1,447,250	\$ 2,404,750	\$ 933,500	\$(1,471,250)
Support/Transfer To Grants	\$ 1,310,000	\$ 1,245,155	\$ 1,481,090	\$ 1,480,000	\$ (1,090)
Support/Transfer To Transportation	\$ 192,600	\$ 199,463	\$ 198,600	\$ 185,160	\$ (13,440)
Support/Transfer To RIFA	\$ 553,330	\$ 454,600	\$ 461,450	\$ 519,480	\$ 58,030
Support/Transfer To Cemeteries	\$ 88,540	\$ -	\$ -	\$ -	\$ -
	\$ 11,542,889	\$ 10,333,173	\$ 8,718,910	\$ 7,828,830	\$ (890,080)

Danville Public Schools

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ (Decrease)
Debt Service	\$ 1,277,268	\$ 1,278,467	\$ 1,322,370	\$ 1,636,490	\$ 314,120
Transfer Out	\$ 18,712,125	\$ 16,408,425	\$ 17,399,860	\$ 19,006,570	\$ 1,606,710
	\$ 19,989,393	\$ 17,686,892	\$ 18,722,230	\$ 20,643,060	\$ 1,920,830

FY 2017 Adopted Budget
Special Revenue Fund: VDOT Funding

In accordance with Section 33.1-41.1 of the Code of Virginia, the Commonwealth Transportation Board authorizes payments to municipalities for maintenance, construction, or reconstruction of eligible roads and highways. The maintenance payments are based on lane miles of principal, collector, or local streets within the city limits. The rates are adjusted annually.

Contribution to (from) Fund Balance/General Fund

	Adopted Budget FY 2016	Adopted Budget FY 2017
Revenues		
Licenses, Permits, Privilege	\$ 1,650	\$ 4,800
Revenues from Use of Money and Property	\$ 5,000	\$ 7,280
Categorical State Aid	\$10,322,330	\$10,621,250
Estimated Revenue	\$ 10,328,980	\$ 10,633,330
 Operating Expenditures		
Public Safety	\$ 910,840	\$ 930,520
Public Works and Transportation	\$ 9,418,140	\$ 9,702,810
Operating Expenses	\$ 10,328,980	\$ 10,633,330
Net Operating Income (Loss)	\$ -	\$ -
Add:		
Depreciation	\$ -	\$ -
Deduct:		
Debt Service Capital	\$ -	\$ -
Capital Expenditures from	\$ -	\$ -
Current Operating Funds	\$ -	\$ -
 Contribution To/From Fund Balance/General Fund	 <u>\$ -</u>	 <u>\$ -</u>

FY 2017 Adopted Budget
Special Revenue Fund: VDOT Funding

Revenues

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Licenses,Permits,Privileges	\$ -	\$ -	\$ 1,650	\$ 4,800	\$ 3,150
Charges for Services	\$ 1,053	\$ 5,537	\$ 5,000	\$ 7,280	\$ 2,280
Categorical Aid: State	\$ 9,765,845	\$ 2,831	\$ 10,322,330	\$ -	\$(10,322,330)
Transfers In	\$ -	\$ 10,021,224	\$ -	\$ 10,621,250	\$ 10,621,250
	\$ 9,766,898	\$ 10,029,592	\$ 10,328,980	\$ 10,633,330	\$ 304,350

Expenditures

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Personnel Services	\$ 2,083,589	\$ 2,178,394	\$ 2,632,450	\$ 2,849,730	\$ 217,280
Employee Benefits	\$ 469,091	\$ 512,416	\$ 404,990	\$ 435,760	\$ 30,770
Purchased Services	\$ 4,644,132	\$ 3,134,953	\$ 3,638,100	\$ 3,908,990	\$ 270,890
Internal Services	\$ 2,404,208	\$ 2,127,806	\$ 2,636,900	\$ 2,439,900	\$ (197,000)
Other Operating Expense	\$ 595,521	\$ 648,616	\$ 717,240	\$ 697,680	\$ (19,560)
Capital Outlay	\$ 152,896	\$ 350,611	\$ 299,300	\$ 246,700	\$ (52,600)
Debt Service	\$ -	\$ -	\$ -	\$ 54,570	\$ 54,570
	\$ 10,349,437	\$ 8,952,796	\$ 10,328,980	\$ 10,633,330	\$ 304,350

Authorized Fulltime Personnel

*This fund also contains portions of salaries for some personnel in the Public Works Department.

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

	Adopted Budget FY 2016	Adopted Budget FY 2017
Revenues		
Revenues from Use of Money and Property	\$ 42,000	\$ 60,650
Charges for Services	\$2,996,890	\$3,074,850
Estimated Revenue	\$3,038,890	\$3,135,500
 Operating Expenditures		
Worker's Comp	\$1,430,000	\$1,583,000
Claims/Services		
Insurance Claims/Services	\$1,566,890	\$1,491,850
Operating Expenses	\$2,996,890	\$3,074,850
Net Operating Income (Loss)	\$ 42,000	\$ 60,650
Add:		
Depreciation	\$ -	\$ -
Deduct:		
Debt Service Principal	\$ -	\$ -
Capital Expenditures from Current Op. Funds	\$ -	\$ -
 Contribution To/From Fund Balance/General Fund	 <u>\$ 42,000</u>	 <u>\$ 60,650</u>

Revenues

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 41,377	\$ 41,703	\$ 42,000	\$ 60,650	\$ 18,650
Charges for Services	\$ 2,706,973	\$ 2,724,260	\$ 2,996,890	\$ 3,074,850	\$ 77,960
	\$ 2,748,350	\$ 2,765,963	\$ 3,038,890	\$ 3,135,500	\$ 96,610

Expenditures

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Administration	\$ -	\$ 96,600	\$ -	\$ -	\$ -
W/C Claims and Services	\$ 1,348,863	\$ 1,379,664	\$ 1,430,000	\$ 1,583,000	\$ 153,000
Claims and Services	\$ 1,358,111	\$ 1,344,595	\$ 1,566,890	\$ 1,491,850	\$ (75,040)
	\$ 2,706,974	\$ 2,820,859	\$ 2,996,890	\$ 3,074,850	\$ 77,960

Authorized Fulltime Personnel

*Personnel from the Finance Department oversee the Insurance Fund.

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

Envisioned as a self-supporting operation, Central Services receives only limited support directly from the General Fund (none has been required during the last 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

	Adopted Budget FY 2016	Adopted Budget FY 2017
Revenues		
Charges for Services	\$390,160	\$389,840
Estimated Income	\$390,160	\$ 389,840
 Operating Expenditures		
Printing	\$100,070	\$ 81,260
Mailing	\$273,790	\$279,720
Storeroom and General	\$ 19,320	\$ 21,290
Operating Expenses	\$393,180	\$ 382,270
Net Operating Income (Loss)	\$ (3,020)	\$ 7,570
Add:		
Depreciation	\$ 4,000	\$ 5,200
Deduct:		
Debt Service Capital	\$ -	\$ -
Capital Expenditures from Current Operating Funds	\$ 38,300	\$ 16,000
 Contribution To/From Fund Balance/General Fund	 <u>\$(37,320)</u>	 <u>\$ (3,230)</u>

Revenues

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Miscellaneous Revenue	\$ (641)	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 301,213	\$ 305,238	\$ 390,160	\$ 389,840	\$ (320)
	\$ 300,572	\$ 305,238	\$ 390,160	\$ 389,840	\$ (320)

Expenditures

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Personnel Services	\$ 77,721	\$ 79,925	\$ 85,290	\$ 72,510	\$ (12,780)
Employee Benefits	\$ 16,386	\$ 12,673	\$ 13,730	\$ 12,160	\$ (1,570)
Purchased Services	\$ 11,919	\$ (1,896)	\$ 32,200	\$ 32,200	\$ -
Internal Service	\$ 10,770	\$ 12,063	\$ 9,690	\$ 11,270	\$ 1,580
Other Operating Expense	\$ 178,958	\$ 196,040	\$ 248,270	\$ 248,930	\$ 660
Capital Outlay	\$ -	\$ 32,446	\$ 38,300	\$ 16,000	\$ (22,300)
Depreciation	\$ 12,966	\$ 9,901	\$ 4,000	\$ 5,200	\$ 1,200
	\$ 308,720	\$ 341,152	\$ 431,480	\$ 398,270	\$ (33,210)

FY 2017 Adopted Budget
Motorized Equipment Fund

The Motorized Equipment Section of Public Works is a Special 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. Service for heavy construction equipment that is difficult to transport can be accomplished in the field. 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.

Contribution to (from) Fund Balance/General Fund

	Adopted Budget FY 2016	Adopted Budget FY 2017
Revenues		
Revenues from Use of Money and Property	\$3,257,130	\$3,156,210
Charges for Services	\$ 263,460	\$ 274,070
Estimated Income	\$3,520,590	\$3,430,280
 Operating Expenditures		
Motorized Equipment and Maintenance	\$3,180,600	\$2,999,160
Communications Sections	\$ 118,040	\$ 117,030
Operating Expenses	\$3,298,640	\$3,116,190
Net Operating Income (Loss)	\$ 221,950	\$ 314,090
Add:		
Depreciation	\$ 631,000	\$ 660,000
Deduct:		
Debt Service Principal	\$ 2,670	\$ 2,810
Capital Expenditures from Current Operating Funds	<u>\$ 772,800</u>	<u>\$ 966,000</u>
 Contribution To/From Fund Balance/General Fund	 <u>\$ 77,480</u>	 <u>\$ 5,280</u>

FY 2017 Adopted Budget
Motorized Equipment Fund

<u>Revenues</u>					
	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 3,159,593	\$ 2,925,981	\$ 3,257,130	\$ 3,156,210	\$ (100,920)
Charges for Services	\$ 255,080	\$ 253,424	\$ 263,460	\$ 274,070	\$ 10,610
Miscellaneous Revenue	\$ 11,259	\$ -	\$ -	\$ -	\$ -
	\$ 3,425,932	\$ 3,179,405	\$ 3,520,590	\$ 3,430,280	\$ (90,310)

<u>Expenditures</u>					
	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Personnel Services	\$ 542,856	\$ 540,258	\$ 773,460	\$ 790,960	\$ 17,500
Employee Benefits	\$ 112,193	\$ 83,080	\$ 112,080	\$ 114,150	\$ 678,880
Purchased Services	\$ 787,372	\$ 840,361	\$ 625,960	\$ 617,210	\$ (511,810)
Internal Service	\$ 138,751	\$ 128,681	\$ 78,710	\$ 58,340	\$ 538,500
Other Operating Expense	\$ 1,042,477	\$ 984,533	\$ 1,107,470	\$ 909,780	\$ (1,049,130)
Capital Outlay	\$ 667,589	\$ 693,976	\$ 741,800	\$ 931,000	\$ 167,980
Depreciation	\$ 616,175	\$ 607,901	\$ 631,000	\$ 660,000	\$ 300,000
Debt Service	\$ 3,082	\$ 2,602	\$ 3,630	\$ (3,560)	\$ 656,370
	\$ 3,910,495	\$ 3,881,392	\$ 4,074,110	\$ 4,085,000	\$ 10,890

FY 2017 Adopted Budget
Transportation Fund

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

Contribution to (from) Fund Balance/General Fund

	Adopted Budget FY 2016	Adopted Budget FY 2017
Revenues		
Revenues from Use of Money and Property	\$ 25,500	\$ 25,500
Charges for Services	\$ 345,000	\$ 330,000
Miscellaneous Revenue	\$ 9,800	\$ 6,800
Non-Revenue Receipts	\$ 233,560	\$ 238,170
Categorical Aid - State	\$ 381,140	\$ 324,550
Categorical Aid - Federal	\$1,234,350	\$ 853,430
 Estimated Income	 \$ 2,229,350	 \$ 1,778,450
 Operating Expenditures		
Mass Transit Service	\$2,229,750	\$2,305,640
Operating Expenses	\$ 2,229,750	\$ 2,305,640
Net Operating Income (Loss)	\$ (400)	\$ (527,190)
Add:		
Depreciation	\$ 485,000	\$ 525,000
Deduct:		
Debt Service Principal	\$ 90	\$ 90
Capital Expenditures from Current Operating Funds	<u>\$ 683,110</u>	<u>\$ 183,080</u>
 Contribution To (Support of) City's General Fund	 <u>\$ (198,600)</u>	 <u>\$ (185,360)</u>

FY 2017 Adopted Budget
Transportation Fund

Revenues

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 26,144	\$ 28,743	\$ 25,500	\$ 25,500	\$ -
Charges for Services	\$ 337,683	\$ 336,963	\$ 345,000	\$ 330,000	\$ (15,000)
Miscellaneous Revenue	\$ 89,091	\$ (60,867)	\$ 9,800	\$ 6,800	\$ (3,000)
Non-Revenue Receipts	\$ 231,360	\$ 225,670	\$ 233,560	\$ 238,170	\$ 4,610
Cat Aid State	\$ 357,790	\$ 371,039	\$ 381,140	\$ 324,550	\$ (56,590)
Cat Aid Federal	\$ 772,219	\$ 1,041,907	\$ 1,234,350	\$ 853,430	\$ (380,920)
Transfers In	\$ 190,391	\$ 284,277	\$ 198,600	\$ 183,160	\$ (15,440)
	\$ 2,004,678	\$2,227,732	\$ 2,427,950	\$ 1,961,610	\$ (466,340)

Expenditures

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Personnel Services	\$ 673,571	\$ 759,968	\$ 774,600	\$ 872,310	\$ 97,710
Employee Benefits	\$ 125,689	\$ 149,912	\$ 116,700	\$ 128,590	\$ 11,890
Purchased Services	\$ 118,461	\$ 181,125	\$ 162,600	\$ 208,040	\$ 45,440
Internal Service	\$ 81,310	\$ 81,076	\$ 111,240	\$ 99,460	\$ (11,780)
Other Operating Expense	\$ 326,600	\$ 323,056	\$ 386,020	\$ 284,870	\$ (101,150)
Cost Allocation	\$ 231,360	\$ 225,670	\$ 233,560	\$ 238,170	\$ 4,610
Capital Outlay	\$ 202,046	\$ 552,750	\$ 643,110	\$ 132,250	\$ (510,860)
Depreciation	\$ 391,524	\$ 409,887	\$ 485,000	\$ 525,000	\$ 40,000
Debt Service	\$ 125	\$ 110	\$ 120	\$ 120	\$ -
	\$ 2,150,686	\$2,683,554	\$ 2,912,950	\$ 2,488,810	\$ (424,140)

FY 2017 Adopted Budget
Sanitation Fund

The Sanitation Enterprise Fund includes activities such as weekly garbage, yard waste, debris, and loose leaf collection in addition to recycling, disposal, composting, and landfill post-closure care. Solid waste is funded through a \$16.50 per month fee on residential units for full solid waste services. A \$2.00 per month fee is placed on multiple family residential and commercial electric accounts for recycling, composting, landfill post-closure, and debt service.

Contribution to (from) Fund Balance/General Fund

	Adopted Budget FY 2016	Adopted Budget FY 2017
Revenues		
Revenues from Use of Money and Property	\$ 54,500	\$ 83,630
Charges for Services	\$3,664,200	\$3,694,200
Estimated Income	\$ 3,718,700	\$ 3,777,830
 Operating Expenditures		
Refuse Collection - Residential	\$2,156,060	\$2,069,030
Yardwaste	\$ 529,760	\$ 526,040
Leaf Collection	\$ 130,730	\$ 126,770
Landfill Operations	\$ 103,500	\$ 104,740
Composting Operations	\$ 294,270	\$ 294,850
Recycling	\$ 284,290	\$ 294,990
Operating Expenses	\$ 3,498,610	\$ 3,416,420
Net Operating Income (Loss)	\$ 220,090	\$ 361,410
Add:		
Depreciation	\$ 20,000	\$ 14,000
Deduct:		
Debt Service Principal	\$ 1,640	\$ 1,720
Capital Expenditures from Current Operating Funds	<u>\$ -</u>	<u>\$ -</u>
 Contribution To/From Fund Balance/General Fund	 <u>\$ 238,450</u>	 <u>\$ 373,690</u>

Revenues

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/Decrease
Rev-Use Money/Property	\$ 403,195	\$ 122,010	\$ 54,500	\$ 83,630	\$ 29,130
Charges for Services	\$ 3,648,909	\$3,651,891	\$ 3,664,200	\$ 3,694,200	\$ 30,000
Miscellaneous Revenue	\$ -	\$ 1,144	\$ -	\$ -	\$ -
	\$ 4,052,104	\$3,775,045	\$ 3,718,700	\$ 3,777,830	\$ 59,130

Expenditures

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/Decrease
Personnel Services	\$ 998,917	\$1,016,756	\$ 1,112,200	\$ 1,015,760	\$ (96,440)
Employee Benefits	\$ 225,150	\$ 249,193	\$ 181,680	\$ 169,190	\$ (12,490)
Purchased Services	\$ 990,799	\$ 754,839	\$ 960,190	\$ 982,550	\$ 22,360
Internal Service	\$ 530,916	\$ 500,059	\$ 498,280	\$ 500,920	\$ 2,640
Other Operating Expense	\$ 528,371	\$ 188,779	\$ 131,650	\$ 136,970	\$ 5,320
Cost Allocation	\$ 613,471	\$ 467,755	\$ 520,760	\$ 478,770	\$ (41,990)
Capital Outlay	\$ 193	\$ 821	\$ 73,300	\$ 82,000	\$ 8,700
Depreciation	\$ 16,091	\$ 15,163	\$ 20,000	\$ 14,000	\$ (6,000)
Debt Service	\$ 2,478	\$ 2,184	\$ 2,190	\$ 37,980	\$ 35,790
	\$ 3,906,386	\$3,195,549	\$ 3,500,250	\$ 3,418,140	\$ (82,110)

The Cemetery Enterprise Fund provides for funeral burial 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 burial lots or archeological/genealogical research. Additionally, this fund provides for the maintenance of the eight municipally owned cemeteries.

Contribution to (from) Fund Balance/General Fund

	Adopted Budget FY 2016	Adopted Budget FY 2017
Revenues		
Licenses, Permits & Privilege Fees	\$158,600	\$166,100
Revenue from Use of Money & Property	\$221,880	\$254,750
Charges for Services	\$419,590	\$441,920
Non-Revenue Receipts	\$228,200	\$203,580
Estimated Income	\$1,028,270	\$ 1,066,350
 Operating Expenditures		
Cemetery Maintenance	\$698,240	\$688,680
Burial Services	\$262,190	\$275,190
Operating Expenses	\$ 960,430	\$ 963,870
Net Operating Income	\$ 67,840	\$ 102,480
Add:		
Depreciation	\$ -	\$ -
Deduct:		
Debt Service Principal	\$ -	\$ -
Capital Expenditures from Current Op.	\$ 30,000	\$ -
 Contribution To Fund Balance (From General Fund)	 <u>\$ 37,840</u>	 <u>\$ 102,480</u>

Revenues

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
License, Permits, Privilege	\$ 136,640	\$ 142,808	\$ 158,600	\$ 166,100	\$ 7,500
Rev-Use Money/Property	\$ 142,989	\$ 185,230	\$ 221,880	\$ 254,750	\$ 32,870
Charges for Services	\$ 366,633	\$ 373,193	\$ 419,590	\$ 441,920	\$ 22,330
Non-Revenue Receipts	\$ 218,380	\$ 205,940	\$ 228,200	\$ 203,580	\$ (24,620)
Transfers In	\$ 88,540	\$ -	\$ -	\$ -	\$ -
	\$ 953,182	\$ 907,171	\$ 1,028,270	\$ 1,066,350	\$ 38,080

Expenditures

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Personnel Services	\$ 442,979	\$ 405,745	\$ 499,550	\$ 514,920	\$ 15,370
Employee Benefits	\$ 104,011	\$ 104,241	\$ 79,240	\$ 82,150	\$ 2,910
Purchased Services	\$ 8,946	\$ 22,013	\$ 19,130	\$ 14,850	\$ (4,280)
Internal Service	\$ 112,703	\$ 116,301	\$ 111,900	\$ 118,300	\$ 6,400
Other Operating Expense	\$ 17,357	\$ 13,138	\$ 17,980	\$ 18,920	\$ 940
Cost Allocation	\$ 218,380	\$ 205,940	\$ 228,200	\$ 203,580	\$ (24,620)
Capital Outlay	\$ 13,950	\$ 12,082	\$ 34,430	\$ 11,150	\$ (23,280)
	\$ 918,326	\$ 879,460	\$ 990,430	\$ 963,870	\$ (26,560)



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 across five funds.



FY 2017 Adopted Budget
Danville Utilities

Description	Wastewater Fund - 51	Water Fund - 52	Gas Fund - 53	Electric Fund - 54	Telecomm Fund - 55	Total
Revenue						
Rev-Use Money/Property	\$ 62,510	\$ 225,600	\$ 633,070	\$ 1,757,370	\$ 31,370	\$ 2,709,920
Charges for Services	\$ 9,746,810	\$ 8,340,500	\$ 24,204,800	\$ 123,213,840	\$ 1,581,720	\$ 167,087,670
Miscellaneous Revenue	\$ 89,000	\$ 59,000	\$ 37,000	\$ 173,000	\$ -	\$ 358,000
Recovered Cost	\$ -	\$ 1,350	\$ -	\$ 35,000	\$ -	\$ 36,350
Non-Revenue Receipts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total -- Operating Revenue	\$ 9,898,320	\$ 8,626,450	\$ 24,874,870	\$ 125,179,210	\$ 1,613,090	\$ 170,191,940
Transfer from Fund Balance	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000
Total	\$ 9,898,320	\$ 8,626,450	\$ 25,224,870	\$ 125,179,210	\$ 1,613,090	\$ 170,541,940
Operating Expenses						
Treatment Plants	\$ 2,947,450	\$ -	\$ -	\$ -	\$ -	\$ 2,947,450
Public Works	\$ 1,386,960	\$ -	\$ -	\$ -	\$ -	\$ 1,386,960
Laboratory	\$ -	\$ 96,260	\$ -	\$ -	\$ -	\$ 96,260
Operations-Main	\$ -	\$ 1,155,600	\$ -	\$ -	\$ -	\$ 1,155,600
Operations-Industrial	\$ -	\$ 147,370	\$ -	\$ -	\$ -	\$ 147,370
Treatment-Main	\$ -	\$ 356,450	\$ -	\$ -	\$ -	\$ 356,450
Administration Services	\$ 785,170	\$ 1,472,860	\$ 2,220,190	\$ 3,787,920	\$ 6,700	\$ 8,272,840
Engineering	\$ -	\$ 309,110	\$ 617,920	\$ 1,003,790	\$ -	\$ 1,930,820
Distribution	\$ -	\$ 591,490	\$ 617,940	\$ 1,965,370	\$ -	\$ 3,174,800
Service	\$ -	\$ 226,920	\$ 236,190	\$ -	\$ -	\$ 463,110
Meters & Regulators	\$ -	\$ 158,650	\$ 210,120	\$ -	\$ -	\$ 368,770
Meters	\$ -	\$ -	\$ -	\$ 361,690	\$ -	\$ 361,690
Gas Control	\$ -	\$ -	\$ 503,070	\$ -	\$ -	\$ 503,070
Substations	\$ -	\$ -	\$ -	\$ 1,482,590	\$ -	\$ 1,482,590
Hydro-Electric Plant	\$ -	\$ -	\$ -	\$ 881,920	\$ -	\$ 881,920
Transmissions	\$ -	\$ -	\$ -	\$ 225,000	\$ -	\$ 225,000
Generators	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
Customer Services	\$ -	\$ -	\$ -	\$ 1,164,990	\$ -	\$ 1,164,990
Utility Administrative Services	\$ -	\$ -	\$ -	\$ 835,760	\$ -	\$ 835,760
Support Services	\$ -	\$ -	\$ -	\$ 373,720	\$ -	\$ 373,720
Operations	\$ -	\$ -	\$ -	\$ -	\$ 588,580	\$ 588,580
Rivercity TV	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ 2,189,410	\$ 823,030	\$ 193,760	\$ 2,657,660	\$ -	\$ 5,863,860
Capital Expenses	\$ 548,840	\$ 1,094,340	\$ 1,461,170	\$ 5,225,490	\$ 192,500	\$ 8,522,340
Subtotal -- Operating Expense	\$ 7,857,830	\$ 6,432,080	\$ 6,060,360	\$ 19,970,900	\$ 787,780	\$ 41,108,950
Depreciation	\$ 2,100,000	\$ 1,720,000	\$ 1,585,000	\$ 8,745,000	\$ 325,100	\$ 14,475,100
Source of Supply	\$ -	\$ -	\$ 14,629,230	\$ 94,211,170	\$ 175,200	\$ 109,015,600
Total -- Operating Expense	\$ 9,957,830	\$ 8,152,080	\$ 22,274,590	\$ 122,927,070	\$ 1,288,080	\$ 164,599,650
Annual Contribution to General Fund	\$ 685,760	\$ 937,300	\$ 3,008,330	\$ 9,896,610	\$ 302,000	\$ 14,830,000
Total	\$ 10,643,590	\$ 9,089,380	\$ 25,282,920	\$ 132,823,680	\$ 1,590,080	\$ 179,429,650
Add - Depreciation	\$ 2,100,000	\$ 1,720,000	\$ 1,585,000	\$ 8,745,000	\$ 325,100	\$ 14,475,100
Revenue in excess of Operating Expenses	\$ 1,354,730	\$ 1,257,070	\$ 1,526,950	\$ 1,100,530	\$ 348,110	\$ 5,587,390
Capital Improvements						\$ -
Capital Projects	\$ 50,000	\$ 1,165,000	\$ 1,500,000	\$ 1,000,000	\$ 340,000	\$ 4,055,000
Sewer Capital Projects	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -	\$ 1,250,000
Total -- Capital	\$ 1,300,000	\$ 1,165,000	\$ 1,500,000	\$ 1,000,000	\$ 340,000	\$ 5,305,000
Revenues Over (Under)	\$ 54,730	\$ 92,070	\$ 26,950	\$ 100,530	\$ 8,110	\$ 282,390

FY 2017 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

	Adopted Budget FY 2016	Adopted Budget FY 2017
Revenues		
Revenues from Use of Money and Property	\$ 42,000	\$ 62,510
Charges for Services	\$ 9,744,960	\$9,746,810
Miscellaneous Revenue	\$ 95,000	\$ 89,000
Estimated Income	\$ 9,881,960	\$ 9,898,320
 Operating Expenditures		
Administrative Services	\$ 2,104,560	\$2,085,170
Treatment Plants	\$ 3,001,660	\$2,947,450
Sewer Capital Projects	\$ 1,250,000	\$1,250,000
Public Works - Sewers	\$ 2,178,860	\$2,186,960
Capital Expenses	\$ 491,910	\$ 548,840
Capital Projects	\$ 550,000	\$ 50,000
Operating Expenses	\$ 9,576,990	\$ 9,068,420
Net Operating Income (Loss)	\$ 304,970	\$ 829,900
Add:		
Depreciation	\$ 2,125,000	\$ 2,100,000
Deduct:		
Debt Service Principal	\$ 1,081,440	\$ 2,189,410
Contribution to City's General Fund	\$ 685,760	\$ 685,760
Contribution To(From) Retained Earnings	<u>\$ 662,770</u>	<u>\$ 54,730</u>

Revenues

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 46,339	\$ 55,309	\$ 42,000	\$ 62,510	\$ 20,510
Charges for Services	\$ 9,410,786	\$ 9,697,361	\$ 9,744,960	\$ 9,746,810	\$ 1,850
Miscellaneous Revenue	\$ 55,292	\$ 52,964	\$ 60,000	\$ 54,000	\$ (6,000)
	\$ 9,512,417	\$ 9,805,634	\$ 9,846,960	\$ 9,863,320	\$ 16,360

Expenditures

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Personnel Services	\$ 23,661	\$ 66,782	\$ 70,790	\$ 72,090	\$ 1,300
Employee Benefits	\$ 5,094	\$ 10,832	\$ 10,670	\$ 11,020	\$ 350
Purchased Services	\$ 3,275,632	\$ 2,232,284	\$ 2,855,110	\$ 2,808,950	\$ (46,160)
Internal Service	\$ 392,540	\$ 429,287	\$ 421,260	\$ 432,540	\$ 11,280
Other Operating Expense	\$ 229,895	\$ 84,065	\$ 127,600	\$ 119,070	\$ (8,530)
Cost Allocation	\$ 386,063	\$ 441,996	\$ 467,730	\$ 494,950	\$ 27,220
Capital Outlay	\$ 25,281	\$ 26,601	\$ -	\$ 30,000	\$ 30,000
Capital Projects	\$ -	\$ -	\$ 550,000	\$ 50,000	\$ (500,000)
Depreciation	\$ 1,097,287	\$ 1,213,621	\$ 1,300,000	\$ 1,300,000	\$ -
Debt Service	\$ 919,787	\$ 665,267	\$ 662,960	\$ 1,708,010	\$ 1,045,050
Transfer Out	\$ 685,760	\$ 685,760	\$ 685,760	\$ 685,760	\$ -
Contingency Appropriation	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -
	\$ 7,041,000	\$ 5,856,495	\$ 7,251,880	\$ 7,812,390	\$ 560,510

FY 2017 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

	Adopted Budget FY 2016	Adopted Budget FY 2017
Revenues		
Revenues from Use of Money and Property	\$ 207,810	\$ 225,600
Charges for Services	\$ 8,019,920	\$ 8,340,500
Miscellaneous Revenue	\$ 60,000	\$ 59,000
Recovered Cost	\$ 1,350	\$ 1,350
Estimated Income	\$ 8,289,080	\$ 8,626,450
Operating Expenditures		
Administrative Services	\$ 3,361,310	\$ 3,192,860
Engineering	\$ 339,840	\$ 309,110
Distribution	\$ 604,720	\$ 591,490
Service	\$ 210,360	\$ 226,920
Meters and Regulators	\$ 150,150	\$ 158,650
Treatment - Main	\$ 336,190	\$ 356,450
Laboratory	\$ 87,670	\$ 96,260
Operations - Main	\$ 1,020,340	\$ 1,155,600
Operations - Industrial	\$ 141,310	\$ 147,370
Capital Expenses	\$ 942,360	\$ 1,094,340
Capital Projects	\$ 1,155,000	\$ 1,165,000
Operating Expenses	\$ 8,349,250	\$ 8,494,050
Net Operating Income (Loss)	\$ (60,170)	\$ 132,400
Add:		
Depreciation	\$ 1,845,000	\$ 1,720,000
Deduct:		
Debt Service Principal	\$ 788,810	\$ 823,030
Capital Expenditures from Operating	\$ -	\$ -
Contribution to City's General Fund	\$ 937,300	\$ 937,300
Contribution To(From) Retained Earnings	<u>\$ 58,720</u>	<u>\$ 92,070</u>

FY 2017 Adopted Budget
Water Fund

Revenues

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 245,899	\$ 187,885	\$ 207,810	\$ 225,600	\$ 17,790
Charges for Services	\$ 7,277,186	\$ 8,205,504	\$ 8,019,920	\$ 8,340,500	\$ 320,580
Miscellaneous Revenue	\$ 126,394	\$ 56,062	\$ 60,000	\$ 59,000	\$ (1,000)
Recovered Costs	\$ 2,500	\$ -	\$ 1,350	\$ 1,350	\$ -
	\$ 7,651,979	\$ 8,449,451	\$ 8,289,080	\$ 8,626,450	\$ 337,370

Expenditures

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Personnel Services	\$ 1,275,466	\$ 1,240,569	\$ 1,625,570	\$ 1,632,340	\$ 6,770
Employee Benefits	\$ 256,795	\$ 212,871	\$ 256,500	\$ 259,720	\$ 3,220
Purchased Services	\$ 1,582,118	\$ 1,682,936	\$ 732,770	\$ 781,390	\$ 48,620
Internal Service	\$ 737,235	\$ 866,855	\$ 773,530	\$ 879,790	\$ 106,260
Other Operating Expense	\$ 978,372	\$ 904,959	\$ 957,940	\$ 1,037,870	\$ 79,930
Cost Allocation	\$ 480,346	\$ 546,920	\$ 522,380	\$ 534,800	\$ 12,420
Capital Outlay	\$ 115,208	\$ 144,269	\$ 105,900	\$ 150,670	\$ 44,770
Capital Projects	\$ -	\$ -	\$ 1,155,000	\$ 1,165,000	\$ 10,000
Depreciation	\$ 1,696,396	\$ 1,710,131	\$ 1,845,000	\$ 1,720,000	\$ (125,000)
Debt Service	\$ 1,162,958	\$ 1,066,864	\$ 1,063,470	\$ 1,055,500	\$ (7,970)
Transfer Out	\$ 937,300	\$ 937,300	\$ 937,300	\$ 937,300	\$ -
Contingency Appropriation	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -
	\$ 9,222,194	\$ 9,313,674	\$ 10,075,360	\$ 10,254,380	\$ 179,020

FY 2017 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

	Adopted Budget FY 2016	Adopted Budget FY 2017
Revenues		
Revenues from Use of Money and Property	\$ 485,800	\$ 633,070
Charges for Services	\$25,868,400	\$ 24,204,800
Miscellaneous Revenue	\$ 41,000	\$ 37,000
Transfer from Fund Balance	\$ 350,000	\$ 350,000
Estimated Income	\$ 26,745,200	\$ 25,224,870
 Operating Expenditures		
Administrative Services	\$ 3,825,150	\$ 3,805,190
Engineering	\$ 563,760	\$ 617,920
Gas Control	\$16,856,620	\$ 15,132,300
Distribution	\$ 600,580	\$ 617,940
Service	\$ 264,130	\$ 236,190
Meters and Regulators	\$ 182,100	\$ 210,120
Capital Expenses	\$ 1,273,290	\$ 1,461,170
Capital Projects	\$ 1,500,000	\$ 1,500,000
Operating Expenses	\$ 25,065,630	\$ 23,580,830
Net Operating Income (Loss)	\$ 1,679,570	\$ 1,644,040
Add:		
Depreciation	\$ 1,565,000	\$ 1,585,000
Deduct:		
Debt Service Principal	\$ 185,660	\$ 193,760
Capital Expenditures from Operating	\$ -	\$ -
Contribution to City's General Fund	<u>\$ 3,008,330</u>	<u>\$ 3,008,330</u>
Contribution To(From) Retained Earnings	<u>\$ 50,580</u>	<u>\$ 26,950</u>

FY 2017 Adopted Budget
Gas Fund

Revenues

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 511,840	\$ 594,031	\$ 485,800	\$ 633,070	\$ 147,270
Charges for Services	\$ 26,114,593	\$ 23,991,061	\$ 25,868,400	\$ 24,204,800	\$ (1,663,600)
Miscellaneous Revenue	\$ 127,290	\$ 13,253	\$ 41,000	\$ 37,000	\$ (4,000)
Transfer from Fund Balance	\$ -	\$ -	\$ 350,000		\$ (350,000)
	\$ 26,753,723	\$ 24,598,345	\$ 26,745,200	\$ 24,874,870	\$ (1,870,330)

Expenditures

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Personnel Services	\$ 1,201,231	\$ 1,247,705	\$ 1,307,790	\$ 1,302,120	\$ (5,670)
Employee Benefits	\$ 237,267	\$ 197,605	\$ 205,340	\$ 206,540	\$ 1,200
Purchased Services	\$ 2,285,123	\$ 2,276,582	\$ 1,059,240	\$ 1,088,960	\$ 29,720
Internal Service	\$ 209,879	\$ 277,766	\$ 187,930	\$ 275,550	\$ 87,620
Other Operating Expense	\$ 1,191,350	\$ 1,098,507	\$ 1,098,950	\$ 1,088,110	\$ (10,840)
Source of Supply	\$ 16,912,593	\$ 15,362,805	\$ 16,351,860	\$ 14,629,230	\$ (1,722,630)
Cost Allocation	\$ 1,513,009	\$ 1,604,347	\$ 1,552,620	\$ 1,608,070	\$ 55,450
Capital Outlay	\$ 95,321	\$ 86,001	\$ 47,100	\$ 120,390	\$ 73,290
Capital Projects	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -
Depreciation	\$ 1,372,943	\$ 1,448,078	\$ 1,565,000	\$ 1,585,000	\$ 20,000
Debt Service	\$ 292,475	\$ 275,488	\$ 275,460	\$ 270,620	\$ (4,840)
Transfer Out	\$ 3,008,330	\$ 3,008,330	\$ 3,008,330	\$ 3,008,330	\$ -
Contingency Appropriation	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -
	\$ 28,319,521	\$ 26,883,214	\$ 28,259,620	\$ 26,782,920	\$ (1,476,700)

FY 2017 Adopted Budget
Electric Fund

The mission of the Electric Fund is to provide reliable and affordable electric service to its customers. 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.

Contribution to (from) Fund Balance/General Fund

	Adopted Budget FY 2016	Adopted Budget FY 2017
Revenues		
Revenues from Use of Money and Property	\$ 1,616,230	\$ 1,757,370
Charges for Services	\$ 113,707,850	\$ 123,213,840
Miscellaneous Revenue	\$ 165,000	\$ 173,000
Recovered Cost	\$ 67,000	\$ 35,000
Non-Revenue Receipts	\$ -	\$ -
Estimated Income	\$ 115,556,080	\$ 125,179,210
Operating Expenditures		
Administrative Services	\$ 4,445,300	\$ 3,832,920
Utility Administration Services	\$ 603,680	\$ 835,760
Support Services	\$ 394,960	\$ 373,720
Engineering	\$ 826,010	\$ 1,003,790
Distribution	\$ 94,615,710	\$ 104,876,540
Meters	\$ 290,750	\$ 361,690
Transmissions	\$ 165,000	\$ 225,000
Substations	\$ 1,477,000	\$ 1,482,590
Generators	\$ -	\$ 881,920
Hydro-Electric Plant	\$ 762,790	\$ 5,000
Customer Services	\$ 1,094,420	\$ 1,164,990
Capital Expenses	\$ 5,384,070	\$ 5,225,490
Capital Projects	\$ 1,000,000	\$ 1,000,000
Operating Expenses	\$ 111,059,690	\$ 121,269,410
Net Operating Income (Loss)	\$ 4,496,390	\$ 3,909,800
Add:		
Depreciation	\$ 8,070,000	\$ 8,745,000
Deduct:		
Debt Service Principal	\$ 2,448,460	\$ 2,657,660
Capital Expenditures from Operating	\$ -	\$ -
Contribution to City's General Fund	\$ 9,896,610	\$ 9,896,610
Contribution To(From) Retained Earnings	<u>\$ 221,320</u>	<u>\$ 100,530</u>

FY 2017 Adopted Budget
Electric Fund

Revenues

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 1,636,847	\$ 1,510,202	\$ 1,616,230	\$ 1,757,370	\$ 141,140
Charges for Services	\$124,899,923	\$ 115,288,524	\$113,707,850	\$123,213,840	\$ 9,505,990
Miscellaneous Revenue	\$ 187,154	\$ 211,510	\$ 165,000	\$ 173,000	\$ 8,000
Recovered Cost	\$ 145,629	\$ 7,181	\$ 67,000	\$ 35,000	\$ (32,000)
Non-Revenue Receipts	\$ 4,240	\$ 3,588	\$ -	\$ -	\$ -
	\$126,873,793	\$ 117,021,005	\$115,556,080	\$125,179,210	\$ 9,623,130

Expenditures

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Personnel Services	\$ 5,230,492	\$ 4,817,790	\$ 5,515,260	\$ 5,606,080	\$ 90,820
Employee Benefits	\$ 1,112,855	\$ 952,928	\$ 860,560	\$ 876,720	\$ 16,160
Purchased Services	\$ 6,947,568	\$ 5,049,335	\$ 3,042,960	\$ 3,633,110	\$ 590,150
Internal Service	\$ 658,368	\$ 703,710	\$ 756,680	\$ 722,060	\$ (34,620)
Contribution Other Entity	\$ -	\$ 500	\$ -	\$ -	\$ -
Other Operating Expense	\$ 7,240,462	\$ 4,084,305	\$ 4,276,920	\$ 4,108,070	\$ (168,850)
Source of Supply	\$ 92,406,607	\$ 84,078,765	\$ 84,686,000	\$ 94,211,170	\$ 9,525,170
Cost Allocation	\$ 1,196,537	\$ 915,512	\$ 951,660	\$ 598,250	\$ (353,410)
Capital Outlay	\$ 244,901	\$ 80,543	\$ 81,440	\$ 15,300	\$ (66,140)
Capital Projects	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -
Depreciation	\$ 7,353,517	\$ 7,866,883	\$ 8,070,000	\$ 8,745,000	\$ 675,000
Debt Service	\$ 3,876,547	\$ 3,766,716	\$ 3,766,670	\$ 3,911,310	\$ 144,640
Transfer Out	\$ 9,896,610	\$ 9,896,610	\$ 9,896,610	\$ 9,896,610	\$ -
Contingency Appropriation	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ -
	\$136,164,464	\$ 122,213,597	\$123,404,760	\$133,823,680	\$ 10,418,920

FY 2017 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.

Contribution to (from) Fund Balance/General Fund

	Adopted Budget FY 2016	Adopted Budget FY 2017
Revenues		
Revenues from Use of Money and Property	\$ 14,800	\$ 31,370
Charges for Services	\$ 1,655,450	\$1,581,720
Non-Revenue Receipts	\$ -	\$ -
Estimated Income	\$ 1,670,250	\$ 1,613,090
 Operating Expenditures		
Administrative Services	\$ 12,440	\$ 11,800
Operations	\$ 860,990	\$ 908,580
Purchased Services	\$ 150,000	\$ 175,200
Capital Expenses	\$ 232,400	\$ 192,500
Capital Projects	\$ 390,960	\$ 340,000
Operating Expenses	\$ 1,646,790	\$ 1,628,080
Net Operating Income (Loss)	\$ 23,460	\$ (14,990)
Add:		
Depreciation	\$ 320,200	\$ 325,100
Deduct:		
Debt Service Principal	\$ -	\$ -
Capital Expenses from Operating	\$ -	\$ -
Contribution to City's General Fund	\$ 302,000	\$ 302,000
Contribution To(From) Retained Earnings	<u>\$ 41,660</u>	<u>\$ 8,110</u>

FY 2017 Adopted Budget
Telecommunications Fund

	<u>Revenues</u>				
	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Rev-Use Money/Property	\$ 49,035	\$ 27,980	\$ 14,800	\$ 31,370	\$ 16,570
Charges for Services	\$ 1,412,582	\$ 1,723,205	\$ 1,655,450	\$ 1,581,720	\$ (73,730)
Miscellaneous Revenue	\$ 33,679	\$ -	\$ -	\$ -	\$ -
Non-Revenue Receipts	\$ 553	\$ 111	\$ -	\$ -	\$ -
	\$ 1,495,849	\$ 1,751,296	\$ 1,670,250	\$ 1,613,090	\$ (57,160)

	<u>Expenditures</u>				
	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Increase/ Decrease
Personnel Services	\$ 192,034	\$ 56,816	\$ 175,630	\$ 179,300	\$ 3,670
Employee Benefits	\$ 47,503	\$ 12,814	\$ 23,510	\$ 24,990	\$ 1,480
Purchased Services	\$ 541,798	\$ 475,165	\$ 240,670	\$ 251,690	\$ 11,020
Internal Service	\$ 29,452	\$ 33,155	\$ 32,620	\$ 41,160	\$ 8,540
Other Operating Expense	\$ 411,300	\$ 198,522	\$ 174,720	\$ 118,040	\$ (56,680)
Source of Supply	\$ 144,248	\$ 157,445	\$ 150,000	\$ 175,200	\$ 25,200
Cost Allocation	\$ 67,800	\$ 151,046	\$ 137,750	\$ 146,100	\$ 8,350
Capital Outlay	\$ 13,670	\$ 25,411	\$ 730	\$ 26,500	\$ 25,770
Capital Projects	\$ -	\$ -	\$ 390,960	\$ 340,000	\$ (50,960)
Depreciation	\$ 261,165	\$ 302,642	\$ 320,200	\$ 325,100	\$ 4,900
Reimbursement	\$ (3,628)	\$ -	\$ -	\$ -	\$ -
Transfer Out	\$ 302,000	\$ 302,000	\$ 302,000	\$ 302,000	\$ -
	\$ 2,007,342	\$ 1,715,016	\$ 1,948,790	\$ 1,930,080	\$ (18,710)



Financial Policies

City of Danville, Virginia

11/15/2011
Revised May 5, 2015



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Approved by Resolution #2011-11.08 of the Danville City Council
November 15, 2011

Introduction: Written, adopted financial policies have many benefits, such as assisting elected officials and staff in the financial management of the City, saving time and energy when discussing financial matters, engendering public confidence, and providing continuity over time as elected officials and staff members change. While these policies will be amended periodically, they will provide the basic foundation and framework for many of the issues and decisions facing the City. They will promote sound financial management and assist in the City's stability, efficiency, and effectiveness. Policies are designed to conform to state and local regulations, generally accepted accounting standards, standards set by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA), and best practices employed by other local governments. The City Manager's "Administrative Policies & Procedures" and operating procedures maintained by municipal departments supplement these Financial Policies.

1. Guiding Principles

The City provides a wide variety of essential and desirable services and facilities to its residents, visitors, businesses, and institutions. The Danville City Council and staff are responsible for managing municipal finances wisely, ensuring adequate funding to meet current and future needs, appropriately accounting for all revenues and expenditures, and complying with all applicable regulations. To satisfy these obligations, the Council and staff are committed to developing a sound financial plan for municipal operations, maintenance, and capital improvements. To achieve this, the City Council:

- Establishes financial policies;
- Sets policy guidance for preparation of operating and capital improvement budgets;
- Adopts budgets for all funds based on adopted policies and in accordance with the City Charter and State laws; and
- Oversees the administration of finances and budgets undertaken by the City Manager.

2. Financial Structure

In accordance with the GASB, the financial structure of the City will be divided into tax-supported governmental funds (including a General Fund to support the governmental services of the City) and self-supporting proprietary funds established for nongovernmental purposes. Proprietary funds will include a series of enterprise funds, which shall be managed as business enterprises supported by

revenues derived by that enterprise. A list of funds with descriptions of each is provided in the Appendix of this document.

3. Budget

The Council will annually adopt a budget that includes funds as may be required by law or by sound financial practices and generally accepted accounting principles. The budget will control the levy of taxes and expenditures for all City purposes during the ensuing fiscal year. The City budget will be balanced using approved funding sources, including fund balances. The annual budget will serve as the official plan of services and facility operations intended to accomplish the City's goals and objectives.

3.1 Budget Preparation & Adoption

The budget process is one of the most important undertaken by the City each year. However, the City Charter provides only minimal guidance on how the budget is to be prepared, reviewed, and adopted.* It simply states that

- The City Manager is responsible for preparation of the budget;
- A proposed budget is to be presented to the City Council no later than April 1st;
- No more than 30 days later, after collaboration with the Council, the Manager is to introduce a completed budget;
- A brief synopsis of the budget is to be published in the newspaper and Council is to conduct a public hearing; and
- The budget is to be adopted before July 1st.

The City Council and City Manager will exceed the minimum requirements by starting the process earlier, providing more direct Council guidance along the way, and encouraging more active public engagement throughout the process, including during the City Manager's budget preparation process. The City Council will similarly exceed minimum requirements in conducting additional budget hearings and encouraging public input through not only providing testimony at hearings, but also through e-mails, social media tools, telephone calls, and direct discussion. The budget process undertaken by Council and staff will endeavor to

- Maintain a transparent process;
- Provide a steady flow of readily available information to the public;
- Inform, involve, and engage the public;
- Identify and consider issues and concerns of the public; and

* City Charter, §3-3, §8-6, and §8-7

- Achieve public understanding, if not acceptance, of trade-offs and decisions made in adopting a balanced budget.

3.2 Revenue & Expenditure Forecasts

Budget revenue estimates will be conservative, yet realistic. Expenditure estimates will fully cover, but not overstate, projected costs. A five-year forecast of General Fund revenues and expenses will be prepared at the beginning of each budget process to help determine if projected revenues can sustain current services. The City Council will consider the five-year forecast and other information provided and set priorities and offer guidance at the outset of the City Manager's annual budget preparation process. Council will additionally at that time make desired modifications to Financial Policies that might affect the budgeting process.

The City will avoid dependence on temporary or unstable revenues to fund mainstream municipal services. The City will not use one-time revenues to fund ongoing operational costs. Neither will debt be used to fund current expenditures. The City will strive to maintain a reasonable real estate tax rate and will only consider upward adjustments to the property tax as a last resort.

If a deficit is projected for the coming fiscal year, the City will take steps to reduce expenditures and/or increase revenues. If a deficit is caused by emergency or temporary economic conditions, Council may consider a transfer from the Budget Stabilization Fund or the Unassigned Fund Balance to balance the budget as described in Policy 4.

3.3 Service & Facility Charges

Many services and facility uses are allowed by the City without additional charge. Examples include general use of parks and emergency responses by police officers. Services or facility uses that solely benefit an individual or group and can be practicably controlled and priced will be provided at reasonable fees. The City will maximize the application of user charges rather than depending on general revenues and subsidies from other City funds for services so identified and where costs are directly related to the level of service provided. The following principles will apply in establishing user fees:

- City staff will provide services and facilities as efficiently as is possible to keep user fees reasonable and affordable.
- City Council will determine under what circumstances cost subsidies, discounts, or waivers will be granted.
- User fees will otherwise be set at levels that recover full costs, including all direct, capital and facility wear and tear, and overhead expenses.

- Reimbursable work performed by the City shall be billed at actual costs except in cases where firm estimates and/or “not-to-exceed” prices were quoted to a client.
- Where practical, user charges shall be comparable to other neighboring cities and private sector providers. In the interest doing no harm to other local service and facility providers, whether in the private or non-profit sectors, the City will avoid undercutting rates charged by others in Danville.

Departments that impose fees or service charges will prepare and/or update them for inclusion in the annual budget process. Responsibility for consideration and adoption of fees is assigned to the City Council or its boards and commissions as authorized*. The City will maintain a current schedule of fees and charges, showing when the fees were last reviewed and/or recalculated.

3.4 Budget Contingency Accounts

Annual budgets will be stripped of informal contingency accounts to protect against expenditure overruns. The City Manager will instead propose appropriation of Contingency Accounts in the General Fund and each utility fund to cover unanticipated expenditure needs. The Contingency Account for each applicable fund shall be established at a minimum of \$100,000. If approved by City Council through its appropriation of the budget, Contingency Accounts will be used at the direction and approval of the City Manager.

3.5 Capital Improvement Plan

In addition to the operating budget, the City Manager will annually submit a five-year Capital Improvement Plan (CIP) for review by Council. The CIP will include new or expanded facilities; infrastructure projects; extraordinary maintenance projects; land acquisition; special initiatives such as blight eradication or River District revitalization; large equipment items such as fire trucks; and large computer, telecommunications, and other technology investments. Normally, any such expenditure of \$50,000 or more will be included in the CIP. As with the operating budget, items included in the CIP are those considered necessary to maintain public services and facilities. The CIP will show proposed expenditures and associated revenue sources. Current revenues and grants are the preferred methods of financing rather than borrowing. Operating impacts of CIP elements will be will be reported in the plan.

3.6 Legal Level of Control

Budget appropriations shall be legally controlled at the fund level. The City Manager is delegated authority to administer the budget within appropriated fund levels. In accordance with state code, municipal appropriations made to the

* For example, by the Danville Utility Commission in the case of non-consumption fees and charges associated with the City's utilities.

Danville Public Schools (DPS) are administered independently under the authority of the School Board. The DPS is allowed to carry forward \$1 million of its unencumbered municipal appropriation at the end of each fiscal year without further consideration and approval by the City Council.

3.7 Budget Administration

The City Manager and department directors are responsible for continuously monitoring revenues and expenditures and for carefully administering adopted budgets. The City Council will receive monthly financial reports and briefings. Council's boards, commissions, and committees charged with budgeting responsibilities will similarly be kept informed.

The City will take immediate corrective actions if, at any time during the fiscal year, expenditure and revenue estimates are such that an operating deficit is projected at year-end. Corrective actions may include a hiring freeze, expenditure reductions, fee increases, or use of contingencies. The City Council may approve additional measures as appropriate.

4. Fund Balances

Sufficient reserves must be retained by the City at all times to provide financial stability. A properly sized and configured fund balance in each operating fund is essential in accomplishing this. The Governmental Accounting Standards Board requires that General Fund balance elements be structured in five categories that span a continuum of use constraints that classify a fund's net resources from those that have the most constraints placed on their use to the least. What was formally accounted for as the "unrestricted" fund balance is now separated into "assigned" and "unassigned" fund balance accounts.*

- Nonspendable Fund Balance -- amounts that cannot be spent because of form (such as inventory) or because of legally or contractual requirements (such as the principal of an endowment fund, pre-paid items, or long-term receivables).
- Restricted Fund Balance -- amounts that are constrained to being used for a specific purpose by external parties (such as grantors, bondholders, or the state or federal governments), through constitutional provisions, or by enabling legislation. Such restrictions normally cannot be removed by City Council.
- Committed Fund Balance -- amounts committed by ordinance for specific purposes by the City Council itself. Council can likewise remove such constraints through an amending ordinance. These relate to expenditures that are not expected to occur routinely. Examples

* GSAB Statement No. 54, "Fund Balance Reporting and Governmental Fund Type Definitions," effective for fiscal periods beginning after June 15, 2010.

include reserves established by Council to construct a new facility or to purchase property for an industrial park.

- Assigned Fund Balance -- amounts that Council sets aside for specific purposes, but with fewer restrictions than intended with restricted or committed fund balance amounts. Examples include the City's special revenue, capital project, debt service, and budget or rate stabilization funds.
- Unassigned Fund Balance -- amounts that have not been restricted, committed, or assigned and are therefore available for any Council-authorized purpose.

In the case of municipal funds other than the General Fund (for example, utility and enterprise funds) assigned and unassigned fund balances remain combined in "unrestricted" fund balance accounts.

4.1 Unassigned & Unrestricted Fund Balances

Unassigned or unrestricted fund balances are important in maintaining financial stability and are considered by bond rating agencies as key indicators of credit-worthiness. They provide the financial resources to deal with emergencies, natural disasters, precipitous economic downturns, revenue shortfalls, and unanticipated expenditures. They also provide cash flow liquidity in responding to fluctuations in major revenue sources, such as with property tax receipts. Unassigned and unrestricted balances themselves generate revenue through investment interest earnings.

The City Council designates the following minimum levels for unassigned and unrestricted fund balances:

- General Fund -- The unassigned General Fund balance shall be maintained at a level not less than 20% of operating revenues.
- Utility Funds -- The Water, Wastewater, Gas, Electric, and Telecommunications Funds shall maintain unrestricted fund balances equal to at least 90 days of average operating and maintenance expenses, inclusive of transfers to the General Fund, plus 90 days of the next fiscal year's debt service payments.

During recent years, the Wastewater Fund has been running a deficit and has depleted its unrestricted fund balance. The City's goal is to bring the Wastewater Fund into compliance by FY 2017. During this time, the combined Utility Funds will collectively adhere to this unassigned fund balance policy, meaning the other utility funds will maintain higher than normal levels of cash reserves.

- Other Funds -- The City's other enterprise, internal service, special, and fiduciary funds will be budgeted to fully cover expenses but will not at this time be subjected to unassigned or unrestricted fund balance standards.

Actual fund balance levels may rise and fall during the fiscal year, but will be restored to designated levels during the annual budgeting process. An appropriation from an unassigned or unrestricted fund balance that would result in the balance falling below its designated level requires a majority plus one vote of Council (with six of nine members voting “aye”). No such vote shall be taken until the Council receives a briefing from the City Manager that identifies potential ramifications of the appropriation and includes a financial plan to restore the unassigned or unrestricted fund balance to its designated minimum level within two years.

Because the City’s budgets are based on appropriately conservative revenue and expenditure budget projections, it is to be expected that at least some surplus revenue will be added to fund balances at the end of each fiscal year. Surpluses may be appropriated for specific expenditures by the City Council or assigned to fund balance accounts, normally to unassigned or unrestricted fund balances. Unassigned and unrestricted fund balances in excess of established minimum levels may be appropriated by Council for nonrecurring expenditures such as unanticipated budget shortfalls, economic development incentive payments, special projects, acquisition of real property, capital purchases, local matches for grants, pre-payment of existing debt, prepayment of equipment maintenance contracts, and one-time employee pay bonuses. Except during periods of economic recession or under unusual circumstances, excess funds will not be used to support routine operating expenditures. Nor will availability of excess cash reserves be allowed to supplant prudent budgeting practices.

4.2 General Fund Budget Stabilization Reserve

Amended by Resolution 2015-05.03 of the Danville City Council, May 5, 2015

As part of the FY 2012 Budget process, the City Council authorized creation of a Budget Stabilization Fund as part of the General Fund’s assigned fund balance using revenues in excess of its designated 20% unassigned fund balance level. The Budget Stabilization Fund will not be used to finance new or expanded services. It is instead intended to help sustain municipal operations during times when revenue sources such as property, sales, meals, and business tax receipts are sluggish due to continuing effects of the economic recession or continuing response to emergencies. As it deems appropriate, the City Council will appropriate revenue from the Budget Stabilization Fund for use during the current or coming fiscal year to sustain current municipal service levels.

The fund is subject to the following restrictions:

- There is no designated minimum size for the Budget Stabilization Fund. It may, from time to time, be drawn down significantly or even depleted entirely. The fund does, however, have an upper limit. Its maximum size will not exceed a balance of \$3,000,000.
(R2015-05.03)

- The Budget Stabilization Fund will retain interest earnings on the balance of revenues held in the fund.
- After allocation of surplus revenues to designated fund balance reserves, up to one-half of remaining General Fund revenue surpluses will be transferred to the Budget Stabilization Fund at the closing of each fiscal year, subject to its aforementioned maximum size limit.
- The Budget Stabilization Fund is not to be used to offset minor revenue shortfalls. Appropriations from the fund to balance the coming year's budget will be made only in the event that total projected ongoing General Fund revenues are expected to decline more than one percent below the current year's estimated receipts.
- As the Budget Stabilization Fund has no direct revenue source of its own to replenish expended resources, care will be taken in its use.
- Use of the Budget Stabilization Fund will not take the place of prudent budgeting practices that carefully establish appropriate services and service levels, properly maintain municipal facilities, undertake important initiatives, and set fees, charges and taxes necessary to pay associated expenditures.
- Spending cuts or other cost-saving measures must be undertaken in combination with use of Budget Stabilization Fund revenues.

5. Utility Contributions to the General Fund

The Electric, Gas, Water, Wastewater, and Telecommunications Fund all make contributions to the General Fund at levels meant to approximate taxes that would be paid to the City were these enterprises run by private sector utilities, as well as profit that would be earned by shareholders. Total utility fund transfers budgeted for FY 2013 amount to \$14,382,000, constituting approximately 15% of General Fund revenues.

FY 2013 Utility Fund contributions to the General Fund are designated as the base rates for these transfers. Transfers from the Telecommunications Fund are handled separately because its primary customers are the City itself and the Danville Public Schools.

FY 2013 General Fund
Contribution Amounts

Electric Fund	\$	9,562,610
Gas Fund		2,906,330
Water Fund		933,300
Wastewater Fund		677,760

To emulate tax burdens imposed on taxable utilities in other communities, transfers from Utility Funds to the General Fund will be increased based on the growth in net fixed assets. The increase in the transferred amount from a utility fund will be calculated on the basis of half of the average proportional growth of that fund's net fixed assets (fixed assets less depreciation) over the previous five fiscal years, rounded to the nearest thousand. In order to preserve the City's credit score with American Municipal Power, the Electric Fund will have the additional requirement that a minimum of six months cash reserves be maintained.* In no event will contributions from the Electric, Gas, Water, and Wastewater Funds be reduced from one year to the next. Applicable adjustments in the General Fund contributions will be implemented every other year as part of the biennial utility rate studies.

* Cash reserves = [annual operating expense (excluding purchased power cost and depreciation) + regular capital maintenance + capital improvements] X (.50 or 180 days/ 360 days)

This does not change the City's Fund Balance Policy, but rather guarantees American Municipal Power the City's Policy will meet or exceed their requirements.

6. Biennial Utility Rate Studies

Under the direction of the Danville Utility Commission, the City shall undertake a utility cost-of-service and rate study every two years. The City will endeavor to set utility rates that are consistently

- Fair, just, and reasonable;
- As low as is prudently possible;
- Structured in a fashion consistent with best utility practices; and
- Generate revenue sufficient to
 - Support continued provision of reliable, safe, environmentally responsible, high quality service;
 - Sustain infrastructure required to accommodate economic development; and
 - Generate sufficient revenue to meet established General Fund contribution obligations.

7. Vehicle Replacement

The City's vehicles are to be used in a fashion that yields the highest possible return on investment. Factors taken into account in determining when each vehicle is replaced will include safety, cost of operation, and resale value. When prudent to do so, a vehicle may be transferred after a time from an organizational unit with intense vehicle operating requirements (i.e., Police Patrol) to another with lower operating demands (i.e., Police Detectives or Building Inspections). While each will be retained as long as it can be driven safely and cost-effectively, the following guidelines will be used for replacing vehicles and large equipment items.

Replacement Guidelines	
Sedans, & Bucket or Digger Derrick Trucks	10 years or 100,000 miles
Pickup Trucks & Vans	12 years or 100,000 miles
Other Equipment	12 years or 10,000 hours

Old vehicles replaced by new ones will be sold as soon as practicable. The City will avoid "fleet creep" wherein use of old, replaced vehicles is continued. If additions to the fleet can be justified, they will be included in the City Manager's proposed budget and considered by City Council.

The City's utilities finance their own fleets. Vehicles operated by General Fund departments and other funds are financed through the Motorized Equipment Fund. Vehicle rental rates are charged for applicable vehicles at rates established by the City Manager. Rental rates are reviewed annually and revised as needed to ensure that sufficient funds are available to replace vehicles.

8. Investments

Investment of revenues will be made in conformance with best practices to meet four primary objectives:

- Safety – to preserve invested funds with minimal risk of loss
- Diversity – to avoid excessive market risk
- Liquidity – to maintain sufficient to meet cash flow and operating requirements
- Yield – to produce maximum interest earnings

City Manager is responsible for control of City revenues. Responsibility for investing idle funds is delegated to the Finance Director.

All excess cash, except for cash in certain restricted and special accounts, will be pooled for investment purposes. The investment income derived from the pooled investment account shall be allocated to the contributing funds based upon the proportion of the respective average balances relative to the total pooled balance. Interest earnings shall be distributed to the individual funds not less than annually.

9. Debt Management

City recognizes the primary purpose of facilities and equipment is to support provision of public services. Using debt financing to meet the capital needs of the community, the City must balance between debt financing and "pay-as-you-go" methods. The City realizes failure to meet the demands of growth may inhibit its continued economic viability but also realizes too much debt may have detrimental effects.

9.1 General Authority

The Constitution of Virginia and State Code authorizes localities to issue debt within certain limitations. The Constitution restricts the amount of General Obligation debt – that is, debt payable from general municipal revenues and backed by the full faith and credit of a city – to 10% of the assessed valuation of real property in the jurisdiction plus any applicable limitations set forth in the city's charter. In determining the debt applicable to the 10% legal debt limit, the following types of debt are excluded:

- Notes issued in anticipation of the collection of revenue and maturing within 12 months;
- Bonds secured by the full faith and credit of the municipality, for which the principal and interest payments are made with revenues earned by the utility or facility (double-barrel bonds);
- Bonds of the municipality, the principal and interest on which are payable exclusively from the revenues and receipts of a utility system or other specific undertaking from which a city may derive a revenue (revenue bonds); and
- Financial instruments on which the debt service payments are contingent upon annual appropriations by the governing body (lease purchase agreements and reimbursable agreements).

With the following exceptions, the City Charter is more restrictive in providing that no debt shall be issued until approved by a majority of the qualified voters at an election. Issuance of the following may be authorized by City Council without voters' approval:

- Up to \$6 million of bonds in any one fiscal year to finance capital expenditures, excluding capital improvements related to water, sewer, gas, and/or electric improvements.
- Up to \$10 million of bonds in any one fiscal year to finance capital expenditures relating to the City's water, sewer, gas, or electric systems or other undertaking from which the City may derive a revenue.
- Up to \$25 million of bonds or notes in any one fiscal year for capital expenditures relating to the City's water treatment, wastewater treatment, stormwater treatment, solid waste disposal, or recycling facilities, and any extraordinary maintenance improvements or expansions of transmission, and distribution infrastructure for the electric or gas systems.
- Bonds of any amount necessary to pay costs or expenditures related to annexation.
- Refunding bonds issued to refinance existing debt.
- Notes issued in anticipation of revenue not to exceed \$500,000 with a maximum maturity of 24 months.
- Contractual obligations other than bonds and notes, such as lease-purchase contracts.

9.2 City of Danville Standards

The City will maintain the following standards to ensure a higher level of financial security than that afforded by meeting minimum State standards:

- Debt to Assessed Value: Debt supported by General Fund tax revenue will not exceed 3.0% of total taxable assessed value of property within City limits. For the purposes of calculating this ratio, assessed value shall include real property and personal property.
- Debt Service to Expenditures: Debt service paid from general tax revenue will not exceed 10% of total General Fund Expenditures, including transfers out.
- Debt Payout Ratio: The City will structure its bond issues to maintain an overall 10-year payout ratio (the amount of principal retired within 10 years) of not less than 60%.
- Derivatives: The City will not use interest rate exchange agreements, swaps, or other derivatives in managing its debt portfolio.

Other standards adhered to by the City of Danville include the following:

- No debt will be issued until an ordinance has been adopted by Council by affirmative vote of two-thirds (six of nine) of its members.

- Long-term borrowing for capital improvements will be confined to such improvements and projects that cannot be reasonably financed from current revenues.
- In consideration of bond issue cost, bond issues shall be appropriately sized, preferably not less than \$3 million. Several projects may be grouped together in a single bond issue. However, no single project element should cost less than \$100,000, as lower level expenditures will be included in operating budgets and financed with current revenues.
- Capital improvements that are financed by issuing general obligation bonds, revenue bonds, or other long-term debt, including lease-purchase obligations, will be repaid within a period not to exceed the expected useful life of the improvement.
- Unless required to be credited to a trustee held account by requirements of a trust indenture, it is the accounting policy of the City to recognize temporary investment earnings on bond proceeds in the General Fund in order to match transfers out to the Debt Service Fund for bond interest expenditures.
- To maintain a predictable debt service burden, the City will give preference to debt that carries a fixed interest rate. However, consideration may be given to variable rate debt. Conservative estimates will be used in budgeting variable rate debt service interest expenses. Variable rate debt will be limited to no more than 20% of total outstanding debt.

9.3 Long & Medium-Term Debt

The City makes use of general obligation and revenue bonds for debt financing normally extending over 20 to 30 years and lease-purchase financing for debt paid over five to 10 years.

- General Obligation Bonds -- General obligation bonds will be used for public improvement projects that have a direct benefit to the citizens of Danville. General obligation bonds may be used to finance utility projects if doing so is more cost effective than using revenue bonds. G
- Revenue Bonds -- The City uses revenue bonds to finance utility projects when general obligation bonds are not feasible or cost effective. R
- Lease-Purchases -- Lease-purchase obligations, bonds, or other debt instruments may be used as a medium-term (4 to 10 years) method of borrowing for the financing of vehicles, specialized L

equipment, or capital improvements. Assets with a longer useful life may be lease financed if it is determined it is in the City's best interest. The equipment or improvement must have an expected life of more than five years and cost in excess of \$100,000. Such debt will be paid before expiration of the expected life of the equipment or improvement acquired.

9.4 Short-Term Debt

The City's policies regarding fund balance and unrestricted cash reserves are designed to eliminate the need to borrow to meet operating cash flow requirements. However, from time to time, as part of an overall plan to stabilize utility rates and manage its utility business over a multi-year planning period, the City may borrow on a short-term basis through the issuance of short-term notes or through the procurement of a line of credit. Security for the notes or line of credit may include a pledge of utility revenues on a gross or net basis or the general obligation pledge of the City. Bond Anticipation Notes (BANs) may be issued for capital related cash purposes to reduce the debt service during the construction period of a project or to provide interim financing. BAN financing is limited to five years or less.

10. Capitalization

Capital costs are costs incurred on the purchase of land, buildings, construction and equipment to be used in the provision of municipal services. Capital costs do not include labor costs except for labor used for construction. Unlike operating costs, capital costs are one-time expenses, although payment may be spread out, or "capitalized," over many years in financial reports. Capital outlays are budgeted as expenditures during the applicable fiscal year and then as fixed assets in financial statements thereafter. The threshold for capitalizing capital assets is \$5,000 for equipment, \$25,000 for capital leases, and \$100,000 for infrastructure and buildings. Capitalization thresholds are applied to individual, rather than to groups of fixed assets. Fixed asset accounts are not treated as having cash value in governmental accounting.

The following policies apply to the capitalization of fixed assets:

- Capital assets are reported as the sum of the initial invoice cost, the value of any trade-in for equipment items, installation cost excluding in-house labor, and ancillary charges, such as freight and transportation charges, site preparation costs, and professional fees. Interest costs for borrowed funds are capitalized for construction projects only.
- Donated capital assets are valued at their estimated fair market value on the date donated.
- Maintenance, repairs, and minor equipment are charged to operations when incurred and are booked as fixed assets in the event

they materially change capacities or extend useful lives of capital assets.

- Depreciation of fixed assets is recorded over applicable useful lives on a straight-line basis.
- Upon the sale or retirement of land, buildings, and equipment, the cost and related accumulated depreciation, if applicable, are eliminated from the respective accounts, and any resulting gain or loss is included in current year's operations.

11. Grants

City departments will take full advantage of state, federal, business, and foundation grants to achieve municipal goals and objectives. The City Manager will ensure that required matching funds are available before making application for grants and that careful consideration is given to administrative and regulatory requirements, as well as accommodation of ongoing operating costs. Grants that require budget adjustments to authorize increased expenditures are taken to City Council in the form of proposed budget ordinance amendments.

12. Pay Adjustments for City Retirees

Amended by Resolution 2014-06.01 of the Danville City Council, June 3, 2014

Chapter 32 of the City Code establishes the Employees' Retirement System (ERS) of the City of Danville for the purpose of providing a pension benefit to City employees upon retirement. The City strives to provide a pension benefit that is competitive in order to hire and retain a highly skilled workforce. However, pension benefits must also be affordable and the ERS plan must maintain a healthy funded status with sufficient investment earnings and City contribution levels that are sustainable within the City's budget. This ensures the City's ability to provide a promised benefit to both current and future retirees.

The pension benefit shall be calculated according to Chapter 32, Article III of the City Code. The City will not grant post-retirement cost-of-living increases for its retirees through the ERS. However, in the event that the following criteria are met, lump sum ad-hoc pension bonuses of up to one-half of the retiree's base pension payment may be appropriated by City Council from current operating revenues as part of the annual personnel expense budget. Only those hired before July 1, 2014 are eligible to receive bonuses. The following criteria will be used to consider provision of such bonuses:

1. The cumulative inflation growth since the most recent pay adjustment for retirees as measured by the "All Urban Consumers Consumer Price Index" (CPI-U) has been at least 5%;

2. The Retirement System's funded status for the prior fiscal year is at least 90% (as calculated by dividing actuarial value of assets by the accrued liability as of the appropriate valuation date);
3. The City's contribution to fund the normal cost of the pension plan, as a percent of payroll, for the budgetary period under review is no more than 12%; and
4. Operating revenues from applicable funds are available to cover the cost.

The following chart will be used to determine the amount of bonus to be considered by Council based on varying levels of ERS funding contributions. The bonus amount will be calibrated against the City's combined contribution to fund the normal pension cost. In no event will the Council-authorized bonus exceed one-half of the retiree's normal monthly benefit payment.

<u>City's Combined ERS Contribution as % of Payroll*</u>	<u>% of Bonus Available</u>
> 12%	0
> 11% but ≤ 12%	25%
> 10% but ≤ 11%	50%
> 9% but ≤ 10%	75%
≤ 9%	100%

*As determined in the appropriate actuarial valuation

Retirees are not eligible for a bonus until the first year anniversary of their retirement date. The retirement date is defined as the first day of the month following the employee's separation date.

The cost of the bonus will be allocated to the various City funds based on each fund's full-time payroll budget.

The effective date of this plan provision is July 1, 2014.

Appendix

City of Danville Funds

Operating Funds

- The General Fund – The General Fund is the primary operating fund for government activities. Its 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 accounting records are maintained on a modified accrual basis.

Enterprise Funds

Utility Funds: The Wastewater, Water, Gas, Electric, and Telecommunications Funds are all designed to be self-supporting with user fees that cover the expenses for the collection system and treatment facilities and contributions to the General Fund. All use an accrual basis of accounting.

- Wastewater Fund – This fund provides accountability for activities relation to the treatment of household, commercial, and industrial wastewater.
- Water Fund – This fund provides accountability for activities relating to the treatment and distribution of potable water to residential, commercial, and industrial users.
- Gas Fund – This fund provides accountability for activities relating to the purchase and distribution of natural gas to residential, commercial, and industrial users.
- Electric Fund – This fund provides accountability 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.
- 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.

Other Enterprise Funds:

- Transportation Fund – This fund provides for activities relating to mass transit bus services. The fund is on an accrual basis of accounting. 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.

- Sanitation Fund – This fund provides for activities relating to the collection and disposal of solid waste. This fund is self-supporting with user fees, which cover the operating and maintenance cost. The fund is on an accrual basis of accounting.
- Cemetery Services 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 designed to be self –supporting; however, an annual subsidy from the General Fund has been required. The fund is on an accrual basis of accounting.

Internal Service Funds:

- 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 worker 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.
- 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 department 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.
- 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 department on a cost-reimbursement basis and is on a modified accrual basis.

Special Funds:

- Capital Projects Fund – General Government – This fund provides accountability for financial resources used for major construction projects relating to general government use. Funding resources include proceeds from the sale of bonds, federal and state grants and transfers from the General Fund. The fund operates on a modified accrual basis of accounting.
- Community Development Fund – This fund provides accountability for projects and programs involving Federal funds received through the Community Development Block Grant (CDBG) program. Funding

resources include CDBG funds and program income from some of the programs. The fund operates on a modified accrual basis.

Fiduciary Funds:

- Cemetery Maintenance Fund – This fund is a permanent fund used to account for funds set aside to provide for the perpetual care of the City cemeteries. Only the earnings from the investments of this fund may be expended.
- Retirement Fund – This fund is used to account for the investments of the City of Danville Employees Retirement System. This fund is audited and provides financial reports separate from all other City funds. Funding is provided by contributions from the City and investment earnings.

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**City of Danville, Virginia
Tax & Fee Schedule FY 2017**

TAXES– Property Taxes

Real Estate	\$0.73 Per \$100 of Assessed Value (rate in effect since 2009)
Tangible Personal Property	\$3.00 Per \$100 of Assessed Value (rate in effect since 1971)
Meals Tax	A tax of 6% on prepared foods (rate in effect since 2009)
Lodging Tax	A tax of 6% of the charge made for each room rented in a hotel or motel (rate in effect since 2009)
Aircraft	\$0.30 Per \$100 of Assessed Value - (rate in effect since 2001)
Mobile Homes	\$0.73 Per \$100 of Assessed Value (rate in effect since 2009)
Machinery Used for Manufacturing	\$1.50 Per \$100 of Assessed Value (rate in effect since 1987)

Real Estate is assessed annually at "fair market value" by the City Assessor of Real Estate. The tax year for Real Estate Taxes begins July 1 and ends June 30. Taxes are assessed based on values as of July 1, the first day of the tax year. The tax is payable in two installments. The first half is due December 5 and the second half is due June 5.

The tax year for Tangible Personal Property, Machinery and Tools, and Mobile Homes begins January 1 and ends December 31. Taxes are assessed based on values as of January 1, the first day of the tax year. The tax is payable in two installments. The first half is due June 5 and the second half due December 5.

City of Danville, Virginia
Tax & Fee Schedule FY 2017

TAXES– Other Local Taxes

Business & Professional License

Sales

Wholesale	\$50 if Gross Purchases are less than \$100,000 \$0.15 per \$100 of Gross Purchases if Gross Purchases exceed \$100,000
Retail	\$50 if Gross Purchases are less than \$100,000 \$0.20 per \$100 of Gross Purchases if Gross Purchases exceed \$100,000
Professional Occupations	\$50 if Gross Receipts are less than \$100,000 \$0.58 Per \$100 of Gross Receipts if they exceed \$100,000
Services	\$50 if Gross Receipts are less than \$100,000 \$0.36 Per \$100 of Gross Receipts if they exceed \$100,000
Contractors	\$50 if Gross Receipts are less than \$100,000 \$0.16 Per \$100 of Gross Receipts if they exceed \$100,000

Motor Vehicle License

Private passenger vehicles	\$25
Trucks Fees graduated in accordance with gross weight	Minimum Rate \$25; maximum rate \$175
Bank Franchise Tax	\$0.80 on each \$100 of taxable value (rate in effect since 1979)
Sales & Use Tax	4% State and 1% Local

**City of Danville, Virginia
Tax & Fee Schedule FY 2017**

TAXES– Other Local Taxes

Utility Consumption Tax – Effective January 1, 2012

Monthly application rates on Electric Consumption

State Consumption Rate:	Special Regulatory Rate:	Local Consumption Rate:
\$0.00102/kWh	\$0.00012/kWh	\$0.00038/kWh

2,501 – 50,000 kWh@ the rate of \$0.00094

State Consumption Rate:	Special Regulatory Rate:	Local Consumption Rate:
\$0.00065/kWh	\$0.00008/kWh	\$0.00024/kWh

Excess of 50,000 kWh \$0.0071

State Consumption Rate:	Special Regulatory Rate:	Local Consumption Rate:
\$0.00050/kWh	\$0.00006/kWh	\$0.00018 kWh

Monthly Application Rates on Natural Gas consumption
(see Section 58.1 2904 of the Virginia State Code)

Electric and Natural Gas Utility Consumer Tax – Effective January 1, 2001

Monthly Electric Application Rates:

Residential Consumers:

\$0.27 plus \$0.0035/ kWh
Maximum tax per month \$0.90

Commercial Consumers:

\$0.49 plus \$0.0037/kWh on the first 1500 kWh
\$0.0036 per kWh on the next 3500 kWh
\$0.0032 per kWh for excess over 5000 kWh
Maximum tax per month \$30.00

Industrial Consumers:

\$39 plus \$0.0019 on each kWh delivered
Maximum tax per month \$60

Monthly Natural Gas Application Rates:

Residential Consumers:

\$0.27 plus \$0.0485 per hundred cubic feet (CCF)
Maximum tax per month \$90

Commercial Consumers:

\$0.68 plus \$0.0446 per CCF on the first 100 CCF
Plus \$0.0444 per CCF for excess over 100 CCF delivered
Maximum tax per month \$30

Industrial Consumers:

\$0.95 plus the rate of \$0.0445 per CCF for the first 1000 CCF delivered
plus \$0.0437 for excess over 1000 CCF delivered
Maximum tax per month \$60

**City of Danville, Virginia
Tax & Fee Schedule FY 2017**

FEES- CITY TREASURER

Dog & Kennel License Tax	
Annual Dog License (tag)	\$5
Annual Kennel License tax	\$25
Duplicate Tags	\$1
Impoundment of Dog	
Owner may claim	\$10 + \$1 per day + cost of license if not previously procured
Dog may be sold	\$15 + \$5 board per day + expense of sterilization
Vaccination of Cats, Impoundment	
Charges to owner to redeem cat	\$15 + \$5 per day + cost of vaccination required
Vehicles	
License Tax	\$25
Transfer fee from other locality	\$1
Transfer fee from other vehicle by owner	\$1

FEES- Community Development

Planning & Zoning Division

The issuance of a Zoning Clearance for Business License	\$10.00
Items requiring a public hearing before the Planning Commission (Rezoning/ Special Use Permit /Code Amendment)	\$350.00
Items requiring a public hearing before the Board of Zoning Appeals (Variance/ Appeal of Zoning Administrator)	\$200.00
Items requiring Certificates of Appropriateness	\$25.00
Items requiring appeals from the Local Board of Building Code Appeals (Appeals of Building Official/ Appeals of Fire Official)	\$200.00

Inspections Division

SIGN PERMIT FEES

<i>Fees for the sign & banner permits shall be as follows:</i>	
For the installation or erection of all temporary banners or temporary portable trailer, A-frame or stand type signs	\$30.00
<i>For all other signs not otherwise provided for, where:</i>	
-cost is less than \$1,000 or less	\$30.00
-cost is in excess of \$1,000	\$30 1 st M plus \$4.10 per M fraction thereof

FEES– Community Development

INSPECTIONS FEES

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

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

PLAN REVIEW FEES

Commercial

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

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

Residential

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

Construction of any <u>addition</u> to a Single-Family Dwelling – 150 S.F. or more	\$25.00
Construction of a <u>new</u> Single-Family Dwelling	\$50.00

City of Danville, Virginia
Tax & Fee Schedule FY 2017

FEES– Community Development

BUILDING PERMIT FEES

Fees for building permits shall be as follows:

Where cost is \$1,000 or less		\$30.00
Where cost is in excess of \$1,000 and does not exceed \$5,000	\$30.00 1 st M plus \$6.90 per M or fraction thereof	
Where cost is in excess of \$5,000 and does not exceed \$20,000	\$48.60 1 st 5M plus \$6.55 per M or fraction thereof	
Where cost is in excess of \$20,000 and does not exceed \$100,000	\$146.85 1 st 20M plus \$4.10 per M or fraction thereof	
Where cost is in excess of \$100,000 and does not exceed \$500,000	\$474.85 1 st 100M plus \$2.65 per M or fraction thereof	
Where cost is in excess of \$500,000 and does not exceed \$1,000,000	\$1,534.85 1 st 500M plus \$1.10 per M or fraction thereof	
Where cost is in excess of \$1,000,000	\$2,084.85 1 st 1000M plus 75¢ per M or fraction thereof	
For the demolition of any structure		\$50.00
For the moving of any structure		\$75.00

Permits for the installation of automatic sprinkler systems, fire alarm systems, elevators & escalators, fire escapes, underground storage tanks and other miscellaneous structures shall be calculated in the same manner as building permits above.

Temporary Certificate of Use & Occupancy	\$30.00
Permanent Certificate of Use & Occupancy	\$30.00
Change of Use Survey	\$25.00

****Note: plus 2.00% levy***

FEES- Community Development

MECHANICAL PERMIT FEES

Fees for mechanical permits shall be as follows:

Where cost is \$1,000 or less	\$30.00
Where cost is in excess of \$1,000 and does not exceed \$5,000	\$30.00 1 st M plus \$6.90 per M or fraction thereof
Where cost is in excess of \$5,000 and does not exceed \$20,000	\$48.60 1 st 5M plus \$6.55 per M or fraction thereof
Where cost is in excess of \$20,000 and does not exceed \$100,000	\$146.85 1 st 20M plus \$4.10 per M or fraction thereof
Where cost is in excess of \$100,000 and does not exceed \$500,000	\$474.85 1 st 100M plus \$2.65 per M or fraction thereof
Where cost is in excess of \$500,000 and does not exceed \$1,000,000	\$1,534.85 1 st 500M plus \$1.10 per M or fraction thereof
Where cost is in excess of \$1,000,000	\$2,084.85 1 st 1000M plus 75¢ per M or fraction thereof

****Note: plus 2.00% levy***

PLUMBING PERMIT FEES

Fees for plumbing permits shall be as follows:

Minimum plumbing permit fee	\$30.00
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For plumbing in new or existing buildings:

-Base fee	\$13.75
-For each fixture	\$7.00
For new building sewer or water service or renewal of existing building or water service	\$30.00
For water connection to any potable water supply	\$30.00

For the installation or replacement of backflow prevention devices:

-Base fee	\$8.25
-For each device	\$2.75

****Note: plus 2.00% levy***

FEES– Community Development

ELECTRICAL PERMIT FEES

Fees for electrical permits shall be as follows:

Minimum permit fee	\$30.00
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For outlets, unless otherwise provided for:

When not in excess of 10	\$2.75
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When more than 10 but not in excess of 100	\$13.75
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When more than 100 but not in excess of 150	\$30.00
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When more than 150	\$30.00 plus 20¢/outlet in excess of 150
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For additional feeders other than main service	\$10.25 each
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For special outlets:

Electric range	\$4.15
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Electric water heater	\$4.15
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Electric dryers	\$4.15
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Air conditioners – 1 to 5 horsepower	\$4.15
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All types of electric heat	50¢ per kilowatt
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X-Ray machines	\$4.15
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Other special equipment	\$4.15
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*For altered or new services only:
(no additional outlets)*

Size service entrance, 60 & 100 ampere	\$30.00
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Size service entrance, 150 ampere	\$36.50
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Size service entrance, 200 ampere	\$50.25
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Size service entrance, 400 ampere	\$57.25
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Size service entrance, 600 ampere	\$64.00
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Size service entrance, 800 ampere	\$71.00
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Size service entrance, over 800 ampere	\$84.50
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***Note: plus 2.00% levy**

FEES– Community Development

AMUSEMENT DEVICE PERMIT FEES

Fees for amusement device permits shall be as follows:

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

-Kiddie Ride	\$15
-Major Ride	\$25
-Spectacular Ride	\$45

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

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

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

-Kiddie Ride	\$15
-Major Ride	\$25
-Spectacular Ride	\$45

**City of Danville, Virginia
Tax & Fee Schedule FY 2017**

**FEES- Fire Department
Permits**

Blasting permit-30 days	\$125.00
Blasting permit-90 days	\$200.00
Burn permit-30 days	\$100.00
Burn permit-each extension	\$50.00
Fireworks-specific date	\$100.00
Fumigations-specific date	\$100.00

Compliance Inspections

Wet system 5 or more heads- visual, hydro, flush	\$100.00
Dry system 5 or more heads- visual, hydro, air, trip, final	\$100.00
Fire pump test	\$100.00
Hood system test	\$100.00
Clean agent system/other test	\$100.00
Fire alarm system test, (battery test-no charge), final	\$100.00
Underground fire main-visual, hydro, flush	\$100.00
Tank removals and installations	\$100.00
Cancellation fee- cancellation of fire protection inspections after two hours prior to the scheduled time	\$27.50
Additional inspections of failed systems. After four inspections court action will be taken.	\$27.50

Routine Fire Prevention Inspection

<i>Original inspection and first follow-up are free</i>	
Re-inspection fee after first follow-up or any thereafter	\$50.00

**City of Danville, Virginia
Tax & Fee Schedule FY 2017**

**FEES– Fire Department
Plan Reviews**

Automatic fire sprinkler	\$30.00
Fire alarm system	\$30.00
Commercial kitchen hood suppression system	\$30.00
General plan review (covered under permit cost)	No charge

False Alarms

1 st two false alarms within the calendar year	No charge
3 rd false alarm	\$50.00
4 th false alarm	\$75.00
5 th false alarm	\$100.00
6 th and subsequent false alarms	\$125.00

FEES– Parks & Recreation
Facility and Program Fees

GENERAL TERMS AND CONDITIONS

- A. The general policy of the City is to recover a portion of the costs of rentals or programs through the use of fees.
- B. Fees for programs and events are determined based on the cost to provide the program/event.
- C. For events that are cosponsored by Parks and Recreation, the Director will determine the appropriate fees. These events include, but are not limited to, Harvest Jubilee and Festival in the Park.
- D. The fees for the use of a large portion of a park will be determined by the Director of Parks and Recreation and will be based on the direct impact associated with facility use. The minimum fee for large park events will be \$25/half-day and \$50/full-day. Examples include the use of the front half of Ballou Park or the entire use of neighborhood parks like Doyle Thomas Park.
- E. Individuals, business or commercial vendors operating a concession for personal profit or gain on Parks and Recreation property must agree by contract to pay the City of Danville 20% of the gross receipts from vendor's sale. A Community or non-profit group or organization operating a concession on Parks and Recreation property must agree by contract to pay to the City of Danville 10% of the gross receipts from vendor's sales. Contracts are available from the Administration Office at the City Auditorium building.
- F. When advantageous, Parks and Recreation will seek to provide programs or services through a contractual instructor agreement with an individual or organization. These agreements are a business relationship and as such share responsibilities. The City will retain 30% of the class fees and will pay out the contractor the remaining 70%. Danville Parks and Recreation will assist in advertising, provide space and facility oversight, receive registration and receipt all payments. In return, the contractor will provide the service that has been contracted and defined in a signed agreement between the city and contractor.
- G. The City Manager, or his designee, is authorized to develop administrative policies and procedures for billing, and/or fees which are consistent with the provisions and the authorizing ordinance.

City of Danville, Virginia
Tax & Fee Schedule FY 2017

FEES– Parks & Recreation

Facility and Program Fees

Community Facility Fees

<u>Facility</u>	<u>Fees</u>
Coates, Glenwood and Stonewall Recreation Centers	\$200/ 4-hour minimum \$50 add'l hr.
Squire Recreation Center and City Auditorium	\$300 / 4-hr.min. \$75 add'l hr.
Ballou Nature Center and City Auditorium Lobby	\$150 / 4-hr.min. \$35 add'l hr.
Ballou Park Stage	\$180 / 4-hr.min. \$45 add'l hr.
Community Market	\$480 / 4-hr.min. \$120 add'l hr.
Community Market Community Room	\$320 / 4-hr.min. \$80 add'l hr.
Ballou Senior Center, Pepsi Building and City Auditorium Gym	\$260 / 4-hr.min. \$65 add'l hr.

Outdoor Athletic Facility Fees

<u>Facility</u>	<u>Small Group Revenue Generation Fees</u>	<u>Large Group Revenue Generation Fees</u>	<u>Danville Non-Profit Fees</u>
Riverwalk Trail	\$50 + \$2/ participant	\$100 + \$2/ participant includes shelter	No Fee
Disc Golf Course	\$50 + \$2/ participant	\$100 + \$2/ participant includes shelter	No Fee

**City of Danville, Virginia
Tax & Fee Schedule FY 2017**

FEES– Parks & Recreation

<u>Facility</u>	<u>Fees</u>
Skate Park	\$30 / hr.
Tennis Court	\$30 / hr.
American Legion Field at Dan Daniel Park	\$225/ 4-hr.min. \$55 add'l hr.
Baseball, Softball and Soccer Field Use	\$50/ field
Baseball/Softball Field Service Costs	
Preparation	\$25 / field
Field Lights	\$20 / field

Carrington Pavilion Facility Fees

<u>Uses and Conditions</u>	<u>Fees</u>
Option 1 – No admissions charged or concessions sold	5-hour use: \$600 \$100/add'l hr.
	City retains concessions if desired.
Option 2 – Facility user charges admission and retains concession revenues	10-hour use: \$1,000 \$200/add'l hr.

City of Danville, Virginia
Tax & Fee Schedule FY 2017

FEES– Parks & Recreation
Main Street Plaza and Lawn Fees

<u>Facility</u>	<u>Fees</u>
Main Street Plaza No. 1 (3,282 Sq. Ft.) 220 Capacity	\$30 per hour 4-hour minimum
Main Street Plaza No. 2 - Trailhead Lawn (2,855 Sq. Ft.)	\$10 per hour 5-hour minimum

Picnic Shelter Fees

<u>Shelter and Location</u>	<u>Fees</u>
REFUNDABLE CLEAN UP-DEPOSIT	\$30
Ballou Park - Shelter No. 6 Shelter No. 10	5-hour use: \$35 10-hour use: \$40
Ballou Park - Shelter No. 2 Shelter No. 8	5-hour use: \$25 10-hour use: \$50
Dan Daniel Park – Shelter No. 17	5-hour use: \$35 10-hour use: \$65
Dan Daniel Park - Shelter No. 11 Shelter No. 13 Shelter No. 15	5-hour use: \$25 10-hour use: \$40
Camilla Williams Park – Shelter No. 1 Shelter No. 2	5-hour use: \$25 10-hour use: \$40
Coates Recreation - Shelter	5-hour use: N/A 10-hour use: \$40
Anglers Park - Shelter No. 21	5-hour use: \$35 10-hour use: \$65
All other Picnic Sites	5-hour use: \$12 10-hour use: \$25

City of Danville, Virginia
Tax & Fee Schedule FY 2017

FEES- Parks & Recreation

Equipment Rentals

<u>Items</u>		<u>Fees</u>
Canoe	Day Use	\$35
	Weekend Use	\$70
Kayak	Day Use	\$25
	Weekend Use	\$50
Miscellaneous - Day or Weekend Use	Car Pads	\$5 per set
	Paddles	\$5 each
	Personal Flotation Device	\$5 each

City of Danville, Virginia
Tax & Fee Schedule FY 2017

FEES– Parks & Recreation

Library Division

Lost Library Card Fee	\$2.00
<u>Late Fines</u>	
Books, Music CD, Book on CD	10¢ per day up to \$5.00
DVD	\$1.00 per day up to \$15.00
Interlibrary Loan	\$2.00 per day
Lost fee	90 days after the due date, the replacement cost of the material is charged. The cost paid for lost materials returned within 6 months of the billing date will be refunded.
Interlibrary Loan	\$2.00 per request
Copies and Printing	15¢ per copy; 10¢ per black and white print; and 25¢ per color print.
FAX	Within the US \$1.75 for the first page and \$1.00 per additional page. International \$4.95 for the first page and \$3.45 per additional page.
Notary Service	\$2.00 per signature
Programming Fee	Library programs and services are free of charge. Occasionally there is a charge to cover materials. If there is an established fee per participant for a program that the Library is the intermediary, the fee is passed on to the participant.
Room Rental	\$15 per hour
Library Card	Free to anyone within 50 miles driving distance to the Main Library, temporary residents and employees of public and private schools in Danville. Guest access for computers available to anyone living outside 50 miles driving distance at no cost.

**City of Danville, Virginia
Tax & Fee Schedule FY 2017**

FEES – Police Department

Permit for Street Closing	\$75
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**FEES – Public Works Department
Nuisance Violation Fees**

Administrative Fee as follows:

Weeds as public nuisance	\$100
Hazardous Tree Removal	\$100
Obstructions	\$100
Abandoned Vehicles	\$100
Inoperative Vehicles	\$100

Engineering Division

LAND DISTURBANCE PERMIT

Land disturbance permit for areas of 5,000 square feet or greater (non-single family) - first acre	\$75
Each additional acre	\$50
Land disturbance permit for single-family residential lots	\$50

EXCAVATION PERMIT

For each street pavement or sidewalk cut & patch not exceeding 10 sq. ft. in area	\$20
For each street pavement or sidewalk cut & patch exceeding 10 sq. ft. in area	\$20 + 5¢ per sq. ft. beyond 10 sq. ft.
For each utility boring under the street or sidewalk	\$20
For each cut or crossing in new subdivision where utility lines are constructed under the street or sidewalk area	\$20

**City of Danville, Virginia
Tax & Fee Schedule FY 2017**

FEES – Public Works Department

STORM DRAINAGE SYSTEM (FACILITY PERMIT)	
Plan Review	\$10
Each private property storm sewer	\$7.50
Each stormwater conveyance channel	\$7.50
Combination of storm sewer & stormwater conveyance channel	\$10
Each lateral or a storm drain	\$5
Each driveway pipe	\$7.50
Each manhole, drop inlet catch basin or area drain on a storm sewer line	\$5
Each roof drain & outside leader (Note: No fee for outside leaders wasting on ground or extending to cut line)	\$5
Minimum permit fee	\$7.50

City of Danville, Virginia
Tax & Fee Schedule FY 2017

FEES – Public Works Department

Engineering Division

Permit for curb cut or installation, repair of driveway	\$15
Virginia Stormwater Management Program (VSMP Permit Fees)	
General/Stormwater Mgt-Small Construction Activity/Land Clearing (less than one acre)	\$290
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than one acre, less than five acres)	\$2,700
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than five acres, less than ten acres)	\$3,400
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than 10 acres, less than 50 acres)	\$4,500
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than 50 acres, less than 100 acres)	\$6,100
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than 100 acres)	\$9,600
Individual permit for discharges of stormwater from construction activities	\$15,000

**City of Danville, Virginia
Tax & Fee Schedule FY 2017**

FEES – Public Works Department

Permit Modification/Transfer Fees	
General/Stormwater Mgt-Small Construction Activity/Land Clearing (less than one acre)	\$20
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than one acre, less than five acres)	\$200
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than five acres, less than ten acres)	\$250
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than 10 acres, less than 50 acres)	\$300
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than 50 acres, less than 100 acres)	\$450
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than 100 acres)	\$700
Individual permit for discharges of stormwater from construction activities	\$5,000

**City of Danville, Virginia
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FEES – Public Works Department

Annual Maintenance Fees	
Chesapeake Bay Preservation Act Land-Disturbing Activity (not subject to General Permit coverage; sites within designated areas of Chesapeake Bay Act Localities with land disturbance acreage equal to or greater than 2,500 square feet and less than one acre)	\$50
General/Stormwater Mgt-Small Construction Activity/Land Clearing (less than one acre)	\$50
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than one acre, less than five acres)	\$400
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than five acres, less than ten acres)	\$500
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than 10 acres, less than 50 acres)	\$650
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than 50 acres, less than 100 acres)	\$900
General Stormwater Mgt-Small Construction Activity/ Land Clearing (equal to or greater than 100 acres)	\$1,400

**City of Danville, Virginia
Tax & Fee Schedule FY 2017**

FEES – Public Works Department

Sanitation Division

Trailer rental for bulk debris or special collection of debris by clamshell truck	\$120
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Trailer rental for yard waste or special collection of yard waste by clamshell truck	\$75
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COMPOST USE FEES:

Waste/composting disposal fee	\$10 per cubic yard
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Firewood (subject to availability)	No charge
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RESIDENTIAL SOLID WASTE COLLECTION FEE

Collection & disposal of refuse plus recycling, composting, landfill care, yard waste/loose leave & debt service for each single family dwelling or premises as defined by Sec. 17-2	\$16.50 per month
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Recycling, composting, landfill care, yard waste/loose leave & debt service – no residential refuse collection as defined by Sec. 17-25b	\$2 (or \$1) per month
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Disabled residents – Refuse Set Out Service	\$260 annually-in addition to monthly fee
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Elderly/disabled residents who qualify	\$8.25 per month
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Vacant single-family dwelling	\$8.25 per month
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Each commercial & industrial unit with the City for recycling, composting, landfill post, closure care & debt service	\$2.00 per month
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RECYCLING & APPLIANCE COLLECTION & DISPOSAL

CFC Appliances (freezers, air conditioners, refrigerators)	\$40 per appliance
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Non CFC Appliances (stoves, dishwashers, etc.)	\$15 per appliance
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Curbside Recycling Collection (Bi-monthly collection on 1 st & 3 rd Thursday)	\$90 annually
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Disposal charge for passenger & light truck tires	\$2 per tire
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Disposal charge for heavy truck tires	\$5 per tire
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**City of Danville, Virginia
Tax & Fee Schedule FY 2017**

FEES – Public Works Department

SALE OF NEW & USED ROLL OUT CARTS:	
35 gallon	\$35
64 gallon	\$45
96 gallon	\$50
Used (If available)	\$20

SANITARY SEWER CONNECTION FEES

Four-inch diameter sewer connection on an outfall line	\$500
Four-inch less than 50 feet right-of-way	\$1,200
Four-inch 51 feet - 60 feet right-of-way	\$1,500
Four-inch 61 feet - 70 feet right-of-way	\$1,750
Four-inch 71 feet - 80 feet right-of-way	\$2,000
Four-inch over 80 feet right-of-way	\$2,000
Four-inch - each add'l foot over 80 feet	\$50
Six-inch diameter sewer connection, angle, and otherwise,	\$2,000
plus an up-size charge per foot of actual sewer pipe installed.	\$9
Eight-inch diameter sewer connection, angle and otherwise,	\$2,000
plus an up-size charge per foot of actual sewer pipe installed.	\$15
Second sewer connection in a common ditch shall be charged per foot.	\$10
Angle sewer connection shall be charged for the corresponding perpendicular four-inch sewer connection; plus a cost per foot for the extra distance caused by the angle being used.	\$50
Manhole 0 to 6 feet in depth	\$1,450
Manhole – each add'l foot over 6 feet in depth	\$145

The fee for sewer connections on interceptor lines shall be as approved and priced by the Department of Public Works – Engineering Division

Sewer main extensions, should sewer main extension be necessary, the City will provide the first one hundred feet at no cost to the applicant. The applicant will provide funding for any extension in excess of one hundred feet.

City of Danville, Virginia
Tax & Fee Schedule FY 2017

FEES – Public Works Department
Cemeteries

Cemetery Plots & Fees

Adult Grave (Plot fees include \$125 for Perpetual Care)	\$825
Child Grave (Plot fees include \$125 for Perpetual Care)	\$325
Perpetual Care not previously paid	\$125
Transfer of Ownership	\$100
Permit for Markers & Monuments	\$100
Vault Permit Fee	\$300

Cemetery Service Fees

<i>Regular Charges</i>	
Adult Grave Opening and Closing	\$775
Child Grave Opening & Closing	\$400
Mausoleum	\$425
Cremated Body Service	\$425
Less than 24 Hour Notice Penalty	\$100
<i>Equipment Fee</i>	
Single Axle	\$50
Double Axle	\$100
<i>Overtime Charges</i>	
Adult Grave Opening and Closing	\$925
Child Grave Opening and Closing	\$500
Mausoleum	\$510
Cremated Body Service	\$510

Child graves are four feet or less. Regular charges are for funerals conducted between the hours of 8:00 a.m. and 3:30 p.m., Monday through Friday. Includes disinterment, re-interment, and indigent burials.

Limited to one tent, twelve chairs, one artificial grass, and one lowering device, if needed. Includes burial and memorial set-ups.

Overtime charges are for funerals conducted on Saturdays, Sundays, holidays, and between 3:30 p.m. and 6:00 p.m. on Monday through Friday. Indigent burials are available during regular hours only.

**City of Danville, Virginia
Tax & Fee Schedule FY 2017**

FEES – Real Estate

Real Estate Land Book	\$250
Delinquent Real Estate Tax File	\$60

**FEES – Transportation Department
*Airport***

80' x 80' Corporate Hangar	\$1,015
80' x 80' Corporate Hangar (shared use)	\$400
65' x 60' Corporate Hangar	\$715
55' x 51' Clear Span Hangar	\$275
T-Hangars (new units)	\$150
T-Hangars (bi-fold doors)	\$150
T-Hangars (older units)	\$150
Tie-downs	\$40
CLOSED RUNWAY RENTAL FEE	
Non-aviation related per day	\$400
Aviation related per day	\$250

AIRPORT CONFERENCE ROOM RENTAL FEES

2 hour minimum	\$50
Per add'l hour up to 5 hours	\$25
5 hours or more	\$125
Food & Beverage Clean up Fee	\$25

City of Danville, Virginia
Tax & Fee Schedule FY 2017

FEES – Transportation Department
Mass Transit

Fixed route base fare:	\$1.00
-One child 12 years or younger	
With paying adult	Free
Each add'l child regardless of age	\$1.00
Fixed Route Half Fare	
-persons with disabilities or 60 years and above	50¢
-half fare discount service period	6AM-NOON
Handivan Fare:	\$2.00
One child 12 years or younger	
-traveling with paying adult	ONE CHILD FREE
-each additional child regardless of age	\$2.00
Reserve-a-ride Fare:	\$4.00
Children 12 years or younger	
-traveling with paying adult	Up to two children free
-each add'l child	\$4.00
Students with a valid I.D. Card	\$2.00

City of Danville, Virginia
Tax & Fee Schedule FY 2017

FEES – Utilities Department

Returned Check/Draft Charge	50.00
Service Initiation Fee (electric, gas and/or water) <i>(location w/inactive services)</i>	40.00
Service Transfer Fee <i>(location w/active services)</i>	10.00
Billing Analysis Charge	10.00
Delinquent Payment Fee	50.00
Unauthorized Meter Operation <i>(water, gas and/or electric)</i>	150.00
Removal of Unauthorized Meter <i>(water, gas and/or electric)</i>	150.00
Field Investigation <i>(water, gas and/or electric)</i>	60.00
Meter Replacement <i>(water, gas and/or electric)</i>	175.00
Disconnect Electric Service at Pole - Nonpay	150.00
Reconnect Electric Service at Pole - Nonpay	150.00
Electric Service Restoration Fee - Nonpay	50.00
Electric Service Call	30.00
Electric Service Call - After Hours	60.00
Turn On Electric Service - Seasonal	60.00
Turn Off Electric Service - Seasonal	60.00
Conversion from Overhead to Underground	150.00
Temporary Charges	
Underground Construction	65.00
Overhead Construction	100.00

City of Danville, Virginia
Tax & Fee Schedule FY 2017

FEES – Utilities Department

Thermocouple Installation	<i>service call + materials</i>
Thermocouple Installation - After Hours	<i>service call + materials</i>
Install 3/4 Inch Flexible Connection	<i>service call + materials</i>
Install 3/8 Inch Flexible Connection	<i>service call + materials</i>
Lighting Pilot	30.00
Lighting Pilot - After Hours	60.00
Turn On Gas Meter-Seasonal	30.00
Turn On Gas Meter-Seasonal - After Hours	60.00
Gas Service Call	30.00
Gas Service Call-After Hours	60.00
Gas Service Restoration - Nonpay	50.00
Turn On and Off Water Seasonal	30.00
Commercial	60.00
Water Service Call	30.00
Water Service Call-After Hours	60.00
Water Service Restoration Fee - Nonpay	50.00
Water Tap 3/4 inch	1,500.00
Water Tap - all other sizes	as determined
Water Bacteria Test	35.00
Telecommunication CPE Fee	8.80

City of Danville, Virginia
Tax & Fee Schedule FY 2017

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