Adopted

FY 2015 Operating Budget
FY 2015-2019 Capital Improvement Program

THE CITY OF LYNCHBURG

The City of Lynchburg, Virginia

CITY HALL, LYNCHBURG, VIRGINIA 24505 ● (434) 455-3995
FAX (434) 847-1536
www.lynchburgva.gov

OFFICE OF THE MAYOR

July 1, 2014

Dear Citizens of Lynchburg:

City Council adopted the *FY 2015 Operating and Capital Budget* for all funds on May 27, 2014. This action followed several months of deliberation and review of the proposed budget and Capital Improvement Program (CIP). City Council held a budget retreat, five work sessions, an open house, and a public hearing on the proposed budget and CIP. A copy of the FY 2015 Budget Resolution outlining the appropriations to various City funds can be found behind the Budget Resolution tab in this document.

Adjustments to the *FY 2015 Proposed Operating Budget* are as follows:

General Fund	**Proposed Operating Budget**	**Adjustments**	**Revised Budget**
Revenues and Use of Fund Balance			
Revenues	$168,450,298	$70,953	$168,521,251
Use of Fund Balance	7,805,854		7,805,854
Total Revenues and Use of Fund Balance	**$176,256,152**	**$70,953**	**$176,327,105**
Expenditures			
Operations	$108,626,238	$42,307	$108,668,545
Debt Service	16,562,581	344,721	16,907,302
Schools-Operations	38,562,647	361,500	38,924,147
Greater Lynchburg Transit Company	1,394,038		1,394,038
Transfers to Other Funds	998,909	(46,075)	952,834
Reserves	2,772,063	(631,500)	2,140,563
Capital Improvements - City and Schools	6,299,676		6,299,676
Capital Improvements - School buses	1,040,000		1,040,000
Total Expenditures, Reserves, and Transfers	**$176,256,152**	**$70,953**	**$176,327,105**

Details of these adjustments can be found behind the Council Agenda tab in this document.

With the adjustments noted above, the General Fund undesignated fund balance as of June 30, 2015, is projected to be $17,100,146, or 10.1%, of revenues; Council's target for undesignated fund balance is 10% of revenues. It should be noted that it is Council's practice to dedicate funding in excess of the 10% fund balance target to the Capital Improvement Program.

I want to thank City Council and staff for their dedication to public service. I am proud Council has worked together to adopt a budget that will serve us well during this fiscal year.

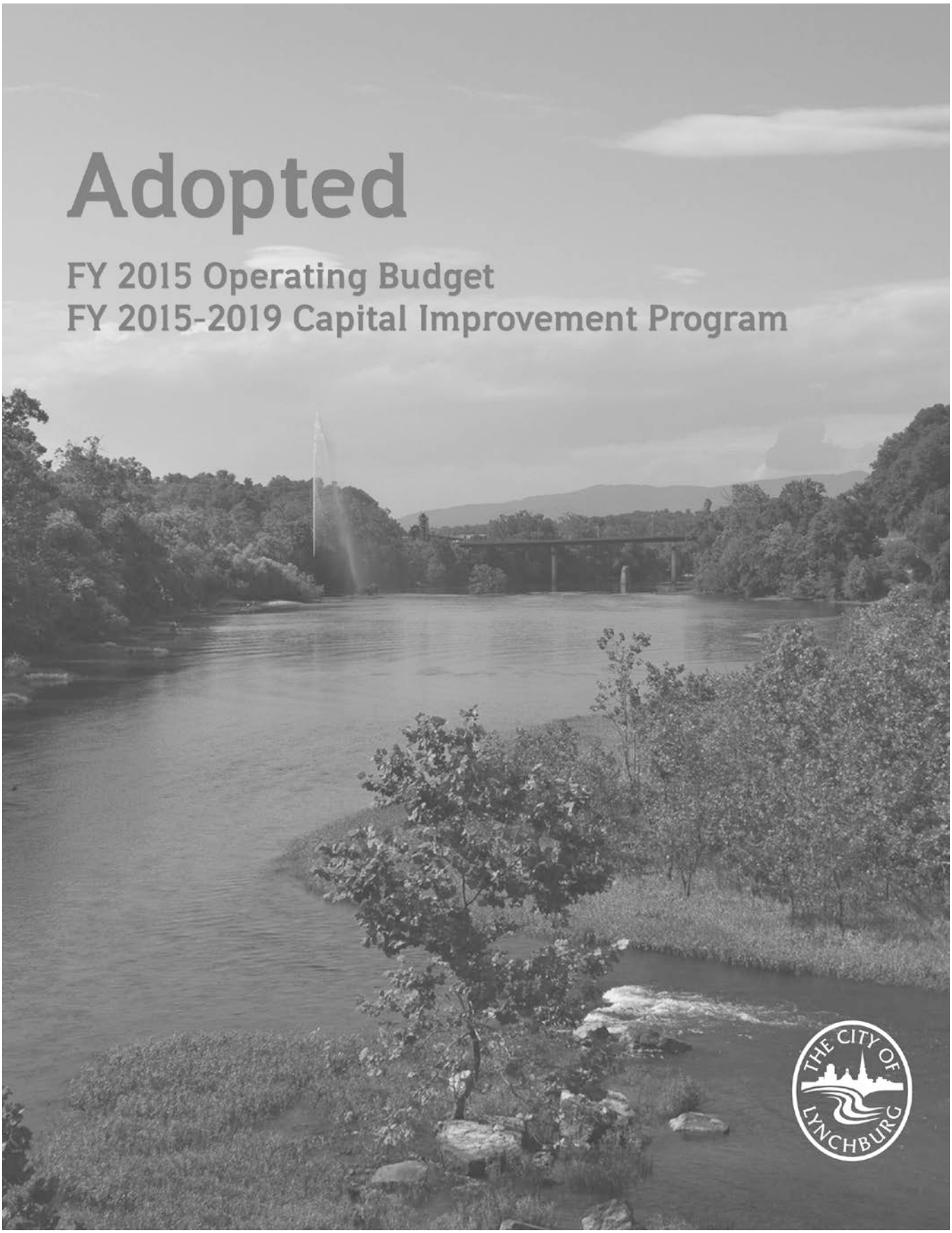
Thank you.

Sincerely,

Michael A. Gillette
Mayor

Adopted

FY 2015 Operating Budget
FY 2015-2019 Capital Improvement Program



ADOPTED
FY 2015 OPERATING BUDGET and
FY 2015 – 2019 CAPITAL IMPROVEMENT PROGRAM
OF THE CITY OF LYNCHBURG, VIRGINIA

General, Fleet, Airport, Water, Sewer, Stormwater, and Other Funds

CITY COUNCIL

Michael A. Gillette, Mayor, Ward I
Ceasor T. Johnson, Vice Mayor, Ward II
Hunsdon "H" Cary, III, At Large
Joan F. Foster, At Large
J. Randolph "Randy" Nelson, At Large
Jeff S. Helgeson, Ward III
Edgar J. T. Perrow, Jr., Ward IV

CITY MANAGER

L. Kimball Payne, III

LEADERSHIP TEAM

Bonnie Svrcek, Deputy City Manager
Walter Erwin, III, City Attorney
William Aldrich, Director of Emergency Services
Valeria Chambers, Clerk of Council
Greg Daniels, City Assessor
Michael Doucette, Commonwealth's Attorney
Steven "Brad" Ferguson, Chief of Fire and Emergency Medical Services
Kay Frazier, Director of Parks and Recreation Services
Michael Goetz, Director of Information Technology
Gaynelle Hart, Director of Public Works
JoAnn Martin, Director of Communications and Marketing
Marilyn Martin, Director of Libraries
John McCorkhill, Director of Fleet Services
Timothy Mitchell, Director of Water Resources
Mitchell Nuckles, Commissioner of the Revenue
Tamara Rosser, Director of Human Services
Margaret Schmitt, Director of Human Resources
Parks Snead, Chief of Police
Marjette Upshur, Director of Economic Development
Kent White, Director of Community Development
Donna Witt, Director of Financial Services

BUDGET STAFF

Megan Palmer, Financial Technician IV
Cindy Speck, Budget Analyst
Michelle White, Budget Analyst

SPECIAL ACKNOWLEDGMENT

Cover photograph by LuAnn Hunt, Communications and Marketing Coordinator

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Lynchburg

Virginia

For the Fiscal Year Beginning

July 1, 2013

Executive Director

About the cover:

The photograph captures a view of the James River from Percival's Island Overlook.

The cover photograph was selected to promote the Lynchburg Museum's newest exhibition, "Experience The James: Lynchburg's Pathway to the World." The exhibition will explore the history, imagery, art, and natural resources of the James River through time. Opening on Friday, June 6, 2014, the exhibition will run through December 31, 2015. The exhibit will explore the James from its source near Eagle Rock to Old Point Comfort and the Chesapeake Bay. Early explorers, the birth and end of slavery in America, pirates, westward expansion, war, how the river has been misused, and the work underway to bring it back to health are included.

The Virginia Canals and Navigations Society, Amazement Square Children's Museum, Lynch's Landing, Lynchburg Parks and Recreation, Lynchburg Water Resources, and the James River Association are all partnering with the Lynchburg Museum to plan educational programs to compliment this exhibition.

EXPERIENCE
THE JAMES
Lynchburg's Pathway to the World

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LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **May 13, 2014** AGENDA ITEM NO.:

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION: (Confidential)

ACTION: **X** INFORMATION:

ITEM TITLE: **1) Adopt and Appropriate the FY 2015 Operating Budget; 2) Adopt the FY 2015-2019 Capital Improvement Program; 3) Adopt and Appropriate the FY 2015 Capital Budget; 4) Adopt a Resolution Authorizing the City Manager to Award Monetary Incentives, Awards, and Bonuses to Employees for Exceptional Services; and 5) Adopt a resolution to set the personal property tax relief rate.**

RECOMMENDATION:

Adopt and appropriate the FY 2015 Operating Budget; adopt the FY 2015-2019 Capital Improvement Program; adopt and appropriate the FY 2015 Capital Budget; adopt a resolution authorizing the City Manager to award monetary incentives, awards, and bonuses to employees for exceptional services; and adopt a resolution to set the personal property tax relief rate.

SUMMARY:

Following the April 1, 2014 Public Hearing for the FY 2015 Budget, Council and staff adjusted the Proposed FY 2015 General Fund Budget as follows:

General Fund

Revenues and Use of Fund Balance	**Proposed Operating Budget**	**Adjustments**	**Revised Budget**
Revenues	$168,450,298	$70,953	$168,521,251
Use of Fund Balance	7,805,854		7,805,854
Total Revenues and Use of Fund Balance	**$176,256,152**	**$70,953**	**$176,327,105**
Expenditures			
Operations	$108,626,238	$42,307	$108,668,545
Debt Service	16,562,581	344,721	16,907,302
Schools-Operations	38,562,647	361,500	38,924,147
Greater Lynchburg Transit Company	1,394,038		1,394,038
Transfers to Other Funds	998,909	(46,075)	952,834
Reserves	2,772,063	(631,500)	2,140,563
Capital Improvements - City and Schools	6,299,676		6,299,676
Capital Improvements - School buses	1,040,000		1,040,000
Total Expenditures, Reserves, and Transfers	**$176,256,152**	**$70,953**	**$176,327,105**

Based on City Council's Work Session discussions regarding the FY 2015 budget, staff made the following adjustments:

To Revenues and Use of Fund Balance:

1. Added $42,065 in indirect cost revenue received from Water Resources.
2. Added $28,888 in Local Law Enforcement (HB 599) revenue to reflect the latest level of funding proposed by the General Assembly.

To Expenditures:

1. Added $23,823 to the Parks and Recreation budget for operational costs not included in the City Manager's Proposed Budget.
2. Reduced the Airport subsidy by $46,075 by utilizing a reserve for debt service in the Airport Fund.

3. Added $139,985 to fund an increase in Virginia Retirement System costs.
4. Reduced non-departmental costs by $53,380 to reflect moving College Lake Dam project oversight into the indirect cost program.
5. Added $6,600 to the Council/Manager Offices budget for outsourcing City Code updates, maintenance, and hosting.
6. Moved $270,000 from the debt service reserve to compensation adjustments for an additional 0.5% salary increase for City employees.
7. Moved $361,500 from the debt service reserve to Schools Operating for an additional 0.5% salary increase for Schools employees.
8. Reduced the Juvenile Services Detention Fund per diem budget by $300,000 and moved to debt service.
9. Eliminated a Juvenile Services caseworker position and moved $44,721 to debt service.

Details of all City Council and staff adjustments can be found in Attachment A.

Also, State code requires the personal property tax relief rate be set at the time the budget is adopted.

Adopting Resolutions A, B, E, F, I, J, K, L, M, N, O, P, and Q require a majority vote of all of the members of City Council in attendance, said vote to be taken by ayes and noes.

Adopting Resolutions C, D, G, and H require a two-thirds majority vote (i.e. five of seven) among the members elected to City Council, said vote to be taken by ayes and noes.

Fleet Services Fund
The Fleet Services Fund is adjusted by $3,135 to include the compensation adjustment for employees.

Regional Airport Fund
The Regional Airport Fund is adjusted by $46,075 to reflect a reduction in the transfer from the General Fund due to using a debt service reserve to make the debt payment.

Sewer Operating Fund
The Sewer Operating Fund is adjusted by $24,100 to eliminate the proposed increase to septic hauler charges.

HOME Fund
The HOME Fund is adjusted by $29,130 to reflect an increase based on the actual federal entitlement award.

Community Development Block Grant Fund
The Community Development Block Grant Fund is adjusted by a net amount of $13,642 to reflect a $16,042 decrease in the actual federal entitlement award offset by a $2,400 increase in programmed expenditures.

City Capital Projects Fund
The City Capital Projects Fund is adjusted by $4,859,815 to include the Juvenile Services Group Home project.

Schools Capital Projects Fund
The Schools Capital Projects Fund is reduced by $2,800,000 based on the need to appropriate funds related to start up and early construction for Heritage High School in FY 2014.

Fund Balance
With the adjustments noted above, the General Fund undesignated fund balance as of June 30, 2015 is projected to be $17,100,146 or 10.1% of revenues. Council's target for undesignated fund balance is 10% of revenues.

PRIOR ACTION(S):
March 11, 18, 25, April 8, 22, 2014 – City Council Work Sessions
April 1, 2014 – Public Hearing on the Proposed FY 2015 Budgets for General Government, Schools, Water, Sewer, Stormwater, Airport, and Other Funds, and the FY 2015 - 2019 Capital Improvement Program

BUDGET IMPACT:
See attached budget resolution.

CONTACT(S):
L. Kimball Payne, III, City Manager, 455-3990
Bonnie Svrcek, Deputy City Manager, 455-3990
Donna Witt, Director of Financial Services, 455-3968

ATTACHMENT(S):
Attachment A: Balancing the FY 2015 General Fund Budget, and Resolutions to 1) adopt and appropriate the FY 2015 Operating Budget; 2) adopt the FY 2015-2019 Capital Improvement Program; 3) adopt and appropriate the FY 2015 Capital Budget; 4) adopt a resolution authorizing the City Manager to award monetary incentives, awards, and bonuses to employees for exceptional services; and 5) adopt a resolution to set the personal property tax relief rate.

REVIEWED BY:

ATTACHMENT A

BALANCING THE FY 2015 GENERAL FUND BUDGET

Revenues and Use of Fund Balance	
Proposed Revenues (from the FY 2015 Proposed Operating Budget)	**$168,450,298**
Use of Fund Balance	7,805,854
Total Proposed Revenues and Use of Fund Balance	**$176,256,152**
Adjustments: Revenue Summary	
Dedicated Revenue Adjustments	
Indirect Cost	$42,065
Local Law Enforcement (HB599)	28,888
Revised Revenues and Use of Fund Balance	**$176,327,105**
Expenditures, Reserves, and Transfers	
Proposed Expenditures, Reserves, and Transfers (*from the FY 2015 Proposed Operating Budget)*	**$176,256,152**
Adjustments: Expenditures, Reserves, and Transfers	
Additional operating costs for the Parks and Recreation department	$23,823
Reduce Airport subsidy	(46,075)
Additional funding for an increase in Virginia Retirement System costs	139,985
Move College Lake Dam project oversight into the indirect cost program	(53,380)
Additional funding to outsource City Code updates, maintenance, and hosting	6,600
Reduce debt service reserve	(631,500)
Additional funding for 0.5% salary increase for City and Schools employees	631,500
Reduce Juvenile Services Detention Fund per diem	(300,000)
Eliminate Juvenile Services caseworker position	(44,721)
Increase debt service	344,721
Revised Expenditures	**$176,327,105**

A. BE IT RESOLVED that by majority vote the FY 2015 General Fund Operating Budget (excluding External Service Providers and Component Units expenditures) including the revenues and expenditures proposed by the City Manager and amended by City Council be adopted as the annual operating budget of the City of Lynchburg for the fiscal year beginning July 1, 2014 and ending June 30, 2015 and said funds be appropriated:

GENERAL FUND INCOME	
Beginning Balance	$24,439,822
Non-Dedicated Revenues	
General Property Taxes	74,766,839
Other Local Taxes	47,778,667
Permits, Privilege Fees and Licenses	717,150
Fines & Forfeitures	476,000
Use of Money & Property	433,064
Charges for Services	4,056,967
Miscellaneous	228,500
Revenue from the Commonw ealth	6,147,584
Dedicated Revenues	
Revenue from Use of Money & Property	
Charges for Services	2,814,266
Recreation Revenue	377,100
Parking	431,800
Miscellaneous	2,797,338
Revenue from the Commonw ealth	
Categorical Aid - State Shared Expenditures	3,047,794
Categorical Aid	17,802,722
Revenue from the Federal Government	6,645,460
Use of Reserves and Committed/Assigned Fund Balance	466,178
Total	**$193,427,251**

GENERAL FUND EXPENDITURES	
General Government	$12,275,209
Judicial Administration	4,778,402
Public Safety	33,859,278
Public Works	16,053,538
Health and Welfare	17,800,037
Parks, Recreation and Cultural	6,196,856
Community Development	2,320,360
Non-Departmental	7,134,331
Transfer to Other Funds	952,834
General Fund - Debt Service	8,101,419
Schools - Debt Service	8,805,883
Reserves	2,140,563
Transfer to Capital - City	4,914,676
Transfer to Capital - Schools	1,385,000
Transfer to Capital - School buses	1,040,000
Ending Balance	17,100,146
Subtotal	**$144,858,532**
External Service Providers[1]	$8,250,534
Component Units[1]	$40,318,185
Total	**$193,427,251**

[1] *To be considered separately*

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

B. BE IT RESOLVED that by majority vote the FY 2015 Mandated and Contractual External Service Providers Budget of $8,081,521 proposed by the City Manager and amended by City Council be adopted as part of the operating budget of the City of Lynchburg for the fiscal year beginning July 1, 2014 and ending June 30, 2015 and said funds be appropriated:

MANDATED	
Blue Ridge Regional Jail Authority	$5,586,635
Horizon Behavioral Health	457,323
Health Department	830,977
TOTAL MANDATED	**$6,874,935**
CONTRACTUAL	
Central Virginia Regional Radio Board	$688,369
Lynchburg Humane Society - Operating	351,697
Southern Memorial Association (Old City Cemetery)	132,438
Virginia Cooperative Extension Service	34,082
TOTAL CONTRACTUAL	**$1,206,586**

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

C. BE IT RESOLVED that by two – thirds majority vote (five of seven) the FY 2015 Central Virginia Area Agency on Aging Budget of $15,000 proposed by the City Manager be adopted as part of the operating budget of the City of Lynchburg for the fiscal year beginning July 1, 2014 and ending June 30, 2015 and said funds be appropriated.

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

D. BE IT RESOLVED that by two – thirds majority vote (five of seven) the FY 2015 Central Virginia Community College Board and Related Operations Budget of $1,917 proposed by the City Manager be adopted as part of the operating budget of the City of Lynchburg for the fiscal year beginning July 1, 2014 and ending June 30, 2015 and said funds be appropriated.

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

E. BE IT RESOLVED that by majority vote the FY 2015 Region 2000 Economic Development Partnership Budget of $81,586 proposed by the City Manager be adopted as part of the operating budget of the City of Lynchburg for the fiscal year beginning July 1, 2014 and ending June 30, 2015 and said funds be appropriated.

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

F. BE IT RESOLVED that by majority vote the FY 2015 Robert E. Lee Soil & Water Conservation District Budget of $10,000 proposed by the City Manager be adopted as part of the operating budget of the City of Lynchburg for the fiscal year beginning July 1, 2014 and ending June 30, 2015 and said funds be appropriated.

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

G. BE IT RESOLVED that by two – thirds majority vote (five of seven) the FY 2015 Virginia Legal Aid Society Budget of $10,816 proposed by the City Manager be adopted as part of the operating budget of the City of Lynchburg for the fiscal year beginning July 1, 2014 and ending June 30, 2015 and said funds be appropriated.

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

H. BE IT RESOLVED that by two – thirds majority vote (five of seven) the FY 2015 Amazement Square Real Estate Tax Refund Budget of $5,302 proposed by the City Manager be adopted as part of the operating budget of the City of Lynchburg for the fiscal year beginning July 1, 2014 and ending June 30, 2015 and said funds be appropriated.

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

I. BE IT RESOLVED that by majority vote the FY 2015 Region 2000 Local Government Council Budget of $44,392 proposed by the City Manager be adopted as part of the operating budget of the City of Lynchburg for the fiscal year beginning July 1, 2014 and ending June 30, 2015 and said funds be appropriated.

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

J. BE IT RESOLVED that by majority vote the FY 2015 School Operating Budget, including the revenues and expenditures proposed by the City Manager, be adopted for the fiscal year beginning July 1, 2014 and ending June 30, 2015 and said funds be appropriated:

SCHOOL INCOME		**SCHOOL EXPENDITURES**	
Beginning Balance	$0	Operations	$88,219,340
State	47,036,973	Grant Funded Expenditures	8,516,356
Federal	426,000	Ending Balance	0
Grants	8,516,356	**Total**	**$96,735,696**
Local – Operating [1]	38,924,147		
Miscellaneous	1,832,220		
Total	**$96,735,696**		

[1] An additional $1,040,000 is included in the FY 2015 Schools Capital Project Fund for school buses.

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

K. BE IT RESOLVED that by majority vote the FY 2015 Greater Lynchburg Transit Company Budget including the revenues and expenditures proposed by the City Manager be adopted for the fiscal year beginning July 1, 2014 and ending June 30, 2015 and said funds be appropriated:

GREATER LYNCHBURG TRANSIT COMPANY INCOME		**GREATER LYNCHBURG TRANSIT COMPANY EXPENDITURES**	
Beginning Balance	$0	Operations	$7,091,143
Fares	1,114,671	Ending Balance	0
Contracts	49,520	**Total**	**$7,091,143**
Federal	1,979,720		
State	1,390,000		
Local - Operating	1,394,038		
Partners	1,030,702		
Miscellaneous	132,492		
Total	**$7,091,143**		

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

L. BE IT RESOLVED that by majority vote the FY 2015 budgets of the funds mentioned herein be adopted for the purposes herein mentioned and said funds be appropriated from the funds and resources of the City of Lynchburg for the fiscal year beginning July 1, 2014 and ending June 30, 2015:

FLEET SERVICES FUND INCOME		**FLEET SERVICES FUND EXPENDITURES**	
Beginning Balance	$2,272,478	Operations	$5,795,363
Revenues	6,568,898	Debt Service	484,353
Total	**$8,841,376**	Ending Balance	2,561,660
		Total	**$8,841,376**

AIRPORT FUND INCOME		**AIRPORT FUND EXPENDITURES**	
Beginning Balance	$200,000	Operations	$2,253,816
Revenue from Cost Centers	2,012,727	Debt Service	179,429
Transfer from General Fund	152,443	Ending Balance	200,000
Interest and Other	222,000	**Total**	**$2,633,245**
Use of Reserves	46,075		
Total	**$2,633,245**		

WATER FUND INCOME		**WATER FUND EXPENDITURES**	
Beginning Balance	$6,481,847	Operations	$9,653,810
Charges for Service	11,650,558	Debt Service	3,839,779
Water Contracts (Amherst/Bedford/Campbell/Industrial)	2,654,950	Transfer to Water Capital Fund	800,000
Interest and Other	294,482	Ending Balance	6,788,248
Total	**$21,081,837**	**Total**	**$21,081,837**

SEWER FUND INCOME		**SEWER FUND EXPENDITURES**	
Beginning Balance	$10,383,492	Operations	$10,350,883
Charges for Services	17,183,336	Debt Service	8,961,298
Sewer Contracts (Amherst/Bedford/Campbell/Industrial)	3,252,820	Transfer to Sewer Capital Fund	2,000,000
Interest and Other	137,454	Ending Balance	9,644,921
Total	**$30,957,102**	**Total**	**$30,957,102**

STORMWATER FUND INCOME		**STORMWATER FUND EXPENDITURES**	
Beginning Balance	$1,413,154	Operations	$2,701,030
Charges for Services	3,149,400	Transfer to Capital Fund	1,050,000
State Categorical Aid	275,000	Ending Balance	1,160,974
Miscellaneous	74,450	**Total**	**$4,912,004**
Total	**$4,912,004**		

ASSET FORFEITURE FUND INCOME		**ASSET FORFEITURE FUND EXPENDITURES**	
Beginning Balance	$139,468	Operations	$0
Revenue	0	Ending Balance	139,468
Total	**$139,468**	**Total**	**$139,468**

COMPREHENSIVE SERVICES ACT FUND INCOME		**COMPREHENSIVE SERVICES ACT FUND EXPENDITURES**	
Beginning Balance	$466,552	Operations	$5,062,797
Miscellaneous	110,000	Ending Balance	466,552
Transfer from General Fund	1,238,852	**Total**	**$5,529,349**
Lynchburg City School Transfer	196,541		
Revenue from the Commonwealth	3,517,404		
Total	**$5,529,349**		

HOME FUND INCOME		**HOME FUND EXPENDITURES**	
Beginning Balance	$0	Operations	$340,925
Federal Entitlement	340,925	Ending Balance	0
Total	**$340,925**	**Total**	**$340,925**

LYNCHBURG BUSINESS DEVELOPMENT CENTRE INCOME		**LYNCHBURG BUSINESS DEVELOPMENT CENTRE EXPENDITURES**	
Beginning Balance	$125,385	Operations	$0
Revenue	0	Ending Balance	125,385
Total	**$125,385**	**Total**	**$125,385**

LEAF FUND INCOME	
Beginning Balance	$182,836
Pledges/Donations	0
Total	**$182,836**

LEAF FUND EXPENDITURES	
Operations	$0
Ending Balance	182,836
Total	**$182,836**

REGIONAL JUVENILE DETENTION CENTER FUND INCOME	
Beginning Balance	$99,158
Charges for Services	1,698,058
Intergovernmental	1,140,120
Total	**$2,937,336**

REGIONAL JUVENILE DETENTION CENTER FUND EXPENDITURES	
Operations	$2,658,929
Debt Service	178,407
Ending Balance	100,000
Total	**$2,937,336**

RISK MANAGEMENT FUND INCOME	
Beginning Balance	$2,351,543
Charges for Services	914,034
Interest	35,000
Subrogation	25,000
Total	**$3,325,577**

RISK MANAGEMENT FUND EXPENDITURES	
Operations	$282,247
Insurance and Claims	683,300
Ending Balance	2,360,030
Total	**$3,325,577**

SPECIAL WELFARE FUND INCOME	
Beginning Balance	$68,334
Donations and Restitutions	68,450
Interest	2,000
Revenue from the Commonw ealth	8,500
Total	**$147,284**

SPECIAL WELFARE FUND EXPENDITURES	
Operations	$104,700
Ending Balance	42,584
Total	**$147,284**

TECHNOLOGY FUND INCOME	
Beginning Balance	$1,604,166
Use of Money & Property	10,000
Transfer from General Fund	622,294
Total	**$2,236,460**

TECHNOLOGY FUND EXPENDITURES	
Operations	$688,369
Capital Outlay	85,000
Ending Balance	1,463,091
Total	**$2,236,460**

CITY/FEDERAL/STATE AID FUND INCOME	
Beginning Balance	$0
Revenue from the Federal Government	1,616,073
Revenue from the Commonw ealth	937,090
Other	82,431
In-Kind	23,706
Transfer from General Fund	12,358
Total	**$2,671,658**

CITY/FEDERAL/STATE AID FUND EXPENDITURES	
Operations	$2,671,658
Ending Balance	0
Total	**$2,671,658**

COMMUNITY DEVELOPMENT BLOCK GRANT INCOME	
Beginning Balance	$0
Federal Entitlement	671,454
Program Income	1,432,764
Total	**$2,104,218**

COMMUNITY DEVELOPMENT BLOCK GRANT EXPENDITURES	
Operations	$853,330
Ending Balance	1,250,888
Total	**$2,104,218**

Introduced: May 13, 2014

Adopted: May 27, 2014

Certified: Valeria P. Chambers

Clerk of Council

M. BE IT RESOLVED that by majority vote the amended FY 2015 - 2019 Capital Improvement Program Budget is hereby adopted.

Adopted: May 13, 2014

Certified: Valeria P. Chambers
Clerk of Council

N. BE IT RESOLVED that by majority vote the FY 2015 Capital Budget is hereby adopted and said funds be appropriated from the funds and resources of the City of Lynchburg for the fiscal year beginning July 1, 2014 and ending June 30, 2015 in the total amount of $22,362,661 for the City Capital Projects Fund, $75,389,191 (including $1,040,000 for school buses) for the School Capital Projects Fund, $1,550,000 for the Airport Capital Projects Fund, $3,250,000 for the Water Capital Projects Fund, $3,070,000 for the Sewer Capital Projects Fund, and $1,480,000 for the Stormwater Capital Projects Fund.

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

O. BE IT RESOLVED that by majority vote in accordance with Section 15.2-1508 of the Code of Virginia, 1950, as amended, City Council authorizes, and subject to the availability of appropriated funds, the payment of monetary incentives, awards, and bonuses to City employees for exceptional services rendered by those employees. Such monetary incentives, awards, or bonuses may not exceed $5,000 or five percent of the employee's annual salary, whichever is greater. Such incentives, awards, and bonuses may be offered and paid for such exceptional services as defined in the procedural directives issued by the City Manager or his/her designee, including, but not necessarily limited to, any or all of the following purposes:

(1) Individual incentive awards,
(2) Special recognition awards,
(3) Outstanding performance awards, and
(4) Cost savings or revenue generating suggestion awards.

The Director of Human Resources shall administer the incentive award and bonus program. The types of incentives, awards, and bonuses and the types of exceptional services for which they may be granted; the amount of particular incentives, awards, and bonuses; and the selection criteria and process for particular incentives, awards, and bonuses shall be set forth in the procedural directives issued by the City Manager. The total amount paid in monetary incentives, awards, and bonuses shall not exceed $60,000 annually.

Adopted: May 13, 2014

Certified: Valeria P. Chambers
Clerk of Council

P. BE IT RESOLVED that by majority vote $50,000 of the FY 2015 Reserve for Contingencies funding is appropriated for use by the City Manager for the fiscal year beginning July 1, 2014 through June 30, 2015.

Introduced: May 13, 2014 Adopted: May 27, 2014

Certified: Valeria P. Chambers
Clerk of Council

Q. BE IT RESOLVED that by majority vote in accordance with Section 14.2 (b) 2 of the Code of Virginia, 1950, as amended, the personal property tax relief rate for the fiscal year beginning July 1, 2014 through June 30, 2015 shall be set at 49.28%.

Adopted: May 13, 2014

Certified: Valeria P. Chambers
Clerk of Council

OFFICE OF THE
CITY MANAGER

CITY HALL, LYNCHBURG, VIRGINIA 24504 ● (434) 455-3990
FAX (434) 847-1536

TO: The Honorable City Council

FROM: L. Kimball Payne, III, City Manager

SUBJECT: *Proposed FY 2015 Budget*

DATE: March 11, 2014

Introduction

The *Proposed FY 2015 Budget* for the City of Lynchburg, which includes the General, Fleet, Capital, Airport, Water, Sewer, Stormwater, and other minor funds, as well as component units, minus beginning funds and transfers between funds, totals $392.5 million. For comparison, the *Adopted FY 2014 Budget* totaled $317.7million and the *Adopted FY 2013 Budget* totaled $294.6 million. The increase is mainly attributable to the appropriation for the construction of Heritage High School ($75.1 million).

The *Proposed FY 2015 Budget* represents only modest change from the current year. It is characterized by stable revenues and lower than anticipated costs in some areas. The most significant new expenditures are for debt service for the new Heritage High School and other necessary capital projects and an across-the-board pay increase of one and a half percent (1.5%) for City and Schools employees. The proposed budget also funds increases in the cost of employee benefits, provides for some enhanced services and continues to support important infrastructure projects.

The *Proposed FY 2015 Budget* does eliminate funding for two community centers to support the reopening of the Miller Center. It does not reduce services in any other areas and complies with the fiscal policies adopted by City Council. It does not include any recommendation for tax increases and proposes only a modest increase in the cost of water and sewer services.

Budget Development

In the abstract, budget development is shaped by a number of factors. They include Financial Management Policies, City Council's vision and priorities, and certain principles of budgeting.

Financial Management Policies

Financial Management Policies address such areas as adopting a balanced budget, the appropriate fund balance to maintain, restrictions on its use for recurring operating expenses, debt management, investments and the establishment of contingency reserves to address unexpected circumstances. If followed, sound financial management policies should do the following:

- Contribute significantly to the City's ability to insulate itself from fiscal crisis and economic disruption.

- Enhance short-term and long-term financial credit ability by helping to achieve the highest credit and bond ratings possible.
- Promote long-term financial stability by establishing clear and consistent guidelines.
- Direct attention to the total financial picture of the City rather than single issue areas.
- Promote the view of linking long-term financial planning with day-to-day operations.
- Provide City Council and the citizens a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines.
- Ensure that the organization is sufficiently resourced to perform mandated responsibilities.
- Provide a foundation for evaluating financial analysis and condition.

City Council first adopted Financial Management Policies in 1999 and has revised and reaffirmed them as appropriate, most recently in February 2013.

The Financial Management Policies are included in the General Information section of the budget document. The proposed budget complies with adopted Financial Management Policies.

City Council's Vision and Priorities

On October 8, 2013, City Council adopted a new vision statement and strategic plan for the Lynchburg community. The strategic plan was a natural evolution from the Sustainable Lynchburg Initiative that had been underway for several years and includes both a foundation and strategic pillars (core areas) that support the vision of Lynchburg as, ***"A Great Place to Live, Work and Play."***

Foundation: *Good Governance and Fiscal Responsibility are the foundation to achieving Council's vision of making Lynchburg "A Great Place to Live, Work and Play."*

Following are the pillars that support Council's Vision:

Arts and Culture: *Lynchburg is a place to discover and enjoy arts, history, and culture.*

Citizen Engagement and Social Capital: *Lynchburg citizens are engaged in participative democracy, interact with each other, learn from each other and together make the community more than the sum of its parts.*

Economic Development: *Lynchburg fosters an environment where businesses develop, thrive and compete in the global marketplace.*

Healthy and Active Living: *Lynchburg supports healthy and active living.*

Infrastructure: *Lynchburg will develop, renew and replace the City's infrastructure in a manner that is cost effective, efficient, and sensitive to the community's needs.*

Land Use: *Lynchburg optimizes the use of land and resources within its 50 square miles.*

Lifelong Learning: *Lynchburg is a community that values, encourages, and supports the pursuit of learning opportunities at all stages of life.*

Natural Resources: *Lynchburg protects, preserves, and restores the natural environment.*

Neighborhoods: *Lynchburg is a community of vibrant, healthy, and diverse neighborhoods.*

Safe Community: *Lynchburg supports a safe and vibrant community through partnerships, planning and prevention.*

Social Equity: *Lynchburg is a city where everyone is valued and respected, and has fair access to public resources.*

Transportation: *Lynchburg's transportation system is multi-modal, safe and accessible to all citizens.*

City Council's vision provides a baseline for City policy development and operational priorities. In December of 2013 Council identified an initial set of priorities, one under each pillar, to advance the implementation of the strategic plan. The plan will be reviewed annually, progress measured, and priorities adjusted as appropriate.

Budget Principles

There are a number of operating principles important to the sound fiscal management of an organization that must meet mandated and contractual financial commitments while delivering quality services to the citizens of Lynchburg. Those principles include:

- Fund debt service
- Fund mandated programs
- Maintain a fund balance in accordance with fiscal policy
- Provide appropriate compensation for City employees
- Preserve employee benefits
- Replace essential equipment, especially vehicles and computers
- Maintain existing facilities and infrastructure
- Provide excellent core services
- Provide quality customer service

The proposed budget supports these principles.

Budget Preparation

Throughout the fiscal year budget personnel have closely monitored current revenues and expenditures compared to the *Adopted FY 2014 Budget*. They have gathered information on significant events that might affect either costs or revenues and have kept abreast of the State budget situation in preparation for FY 2015 budget development. A number of issues or concerns impacting the budget were noted. They are:

- **Employee Compensation and Benefits:** Although there was a desire to provide another compensation increase for employees, early projections, in the Fall of 2013, raised doubts about the ability to fund another increase similar to the current year. Initial planning anticipated an increase in the Virginia Retirement System (VRS) rate from 20.89% to as high as 22.74%. That increase would have cost approximately $700,000. Furthermore, the cost of

medical benefits was estimated to increase seven percent (7%) and additional costs were anticipated due to the implementation of the Affordable Care Act and the new Virginia Local Disability Program.

- **Consumption Tax Revenues:** Conservatively budgeted for FY 2014, these revenues have performed well and were anticipated to provide additional resources.

- **Property Tax Revenues:** Property tax revenues were anticipated to be stable with a possible small increase in Real Property Tax revenues due to new construction.

- **State Funding:** The State's fiscal situation has improved, as demonstrated by good year-end surpluses. The budget proposed by Governor McDonnell provided some additional funding for Schools and in support of public safety (HB 599 funding).

- **Infrastructure:** The major challenge, and the highest priority for the FY 2015 budget, was funding the debt service related to the new Heritage High School, a project with a total cost in excess of $80 million. It was also realized that the start of construction for the new high school would put additional pressure on limited athletic fields. As a result a project to place artificial turf on the football field at City Stadium, and to upgrade its facilities, was initiated. Other school buildings, public safety facilities, roads, bridges and other components of the City's infrastructure continue to be an ongoing funding challenge. The amount of funds available for pay-as-you-go projects continues to be limited due to tighter budgeting producing smaller end of year surpluses.

- **Schools Funding:** The Governor's proposed budget provided approximately $3.3 million in additional funding for schools, due to a reduction in the composite index and other factors. That amount covered additional VRS costs and half of the cost of a two percent (2%) salary increase proposed by the Superintendent. The Superintendent's proposed School Budget seeks additional local funding of $723,000 to fund the other half of the proposed increase. Capital funding is also sought for major building repairs, athletic complexes, school bus replacement and other items.

- **Blue Ridge Regional Jail:** Lynchburg's costs of housing its prisoners in the regional jail have been highly variable from year to year. It appeared that for FY 2014, the City's costs were on a course to be less than budgeted.

In November, preliminary budget projections indicated a potential funding gap of about $2 million, less than two percent of the General Fund budget.

Budget instructions to City departments directed that the projected increases in VRS and medical benefits costs be absorbed in each department budget. Although the result would be flat department budgets, in reality across all departments, cuts of $1.1 million were needed to offset the benefits cost increases. Many departments found that this could not be done without a reduction in services and/or personnel.

After the receipt of departmental budget submissions, Budget Office staff conducted a thorough review of each budget submission. The City Manager, Deputy City Manager, Director of Financial Services and budget staff followed up with department heads to clarify issues. Information on the budget

process to date was shared with City Council during its annual budget retreat in January. There was good news to report in that a lower than anticipated VRS rate, reflecting an actual reduction, would mitigate some of the actions that departments had proposed in their budget submissions. In addition to providing feedback and identifying priorities, Council discussed a preferred borrowing plan for Heritage High School and City Stadium. Based upon that guidance and the most current information a budget balancing scenario was developed and decisions made that resulted in this *Proposed FY 2015 Budget.*

The Budget Document

The budget document provides a complete description of the resources received by the City from all sources and their uses. All of the various funds utilized by the City are shown along with their proposed revenues, expenditures, and balances.

For major revenue categories generating in excess of $1 million annually, information is provided on the enabling legislation, rate history, the amount of revenue generated, the percent change from year to year, and a brief analysis of the FY 2015 estimate. Graphs are included to illustrate revenue history. This information can be found in the summary pages behind the General Fund tab.

Major categories within the General Fund are grouped substantially in accordance with guidance provided by the State Auditor of Public Accounts for comparative cost reporting. Under each General Fund department is information comparing the departmental submission to the proposed FY 2015 funding and a description of significant changes from the *Adopted FY 2014 Budget*. The most significant change in the budget document for FY 2015 is the addition of a new Department of Tourism and its division, the Visitor Information Center.

The department pages are presented in summary format using seven major categories:

Salaries – Compensation for direct labor of persons in the employment of the City. Salaries and wages paid to employees for full-time, part-time and temporary work, including overtime and automobile, clothing and tool allowances.

Employee Benefits – Employment related benefits provided to employees as part of their total compensation. Includes the following:

Group Life Insurance – Payments for both the employer's and employees' portions of premiums for employees' life insurance coverage.

Virginia Retirement System – Payments for the employer's portion of premiums for the employees' retirement program.

Employer's FICA Contribution – Payments for employer's share of Social Security Program contribution.

Workers' Compensation Claims – Payments for authorized claims involving employees' work related injuries.

Group Hospitalization – Payments made for employer's share of insurance for full-time classified employees.

Virginia Local Disability Program – 0.6% of salary is budgeted to pay for third party administration of this state-mandated program that applies to all employees hired after January 1, 2014.

Affordable Care Act Fees – Fees total $65 per employee and are included in the cost of medical benefits.

Unemployment Compensation – Payments for benefits related to unemployment claims.

Tuition Reimbursements – Payments to employees to assist with costs for college or other courses related to City work functions.

Contractual Services – Services acquired on a fee basis or a fixed time contract basis from outside sources (e.g., private vendors, public authorities or other governmental entities). This includes maintenance and repairs for City equipment; facilities and infrastructure; legal, architectural, environmental testing, medical, auditing and financial professional services; information technology services and software purchases; dietary, advertising, printing; and payments to the Economic Development Authority.

Internal Services – Charges to departments for services provided by Fleet Services.

Other Charges – This category includes various types of charges such as: supplies and materials; fuel and natural gas; chemicals; parts; and items for buildings, grounds, traffic and computer related maintenance. Safety, law enforcement and laboratory items as well as food, laundry and medical items are included. Utilities and telecommunication charges; postage; insurance premiums and claims; travel and training; dues and memberships; inventory purchases; payments to other funds for services; as well as contributions to other governmental, community and civic organizations are included.

Rentals and Leases – Charges to departments for rentals and leases.

Capital Outlay – Includes expenditures for the acquisition of fixed assets in excess of $5,000 excluding land, buildings and infrastructure which are major capital expenditures. Also includes equipment, furniture and fixtures, heavy equipment such as machinery and tools, computer and radio systems, and specific use equipment for public safety.

To help readers of the document grasp the magnitude of changes in departmental budgets compared to the *Adopted FY 2014 Budget* an increase/decrease column, as well as subtotals for personnel and operating (non-personnel related) costs, has been added to those budget pages.

Performance Measures

Performance measures are meant to demonstrate the City's commitment to results oriented government that promotes the City's mission of providing services in the most efficient, effective, and equitable manner possible and improving the quality of life in Lynchburg. Just as overall financial performance is measured against adopted policy goals, program performance can be measured against set objectives. An effort is being made to more closely align departmental performance measures with City Council's strategic plan and the priorities that were identified in each of the core areas. In this budget, each performance measure has been linked to a pillar or core service.

General Fund Revenues

Total General Fund revenues for FY 2015 are projected to be $168.4 million, an increase of $2.7 million compared to the *Adopted FY 2014 Budget*. General Fund revenues consist of both Dedicated Revenues ($33.8 million) and Non-Dedicated Revenues ($134.6 million). While Dedicated Revenues are projected to decline by approximately $300,000, Non-Dedicated Revenues are projected to increase by about $3 million.

Dedicated Revenues

Dedicated revenues are revenues specifically designated by the federal, state or city government to be used for specific programs and include charges for services, fees, reimbursement for indirect costs from enterprise funds, and federal and state categorical aid and grants. Dedicated revenues in the *Proposed FY 2015 Budget* total $33.8 million, a decrease of nearly $300,000 from the current year. While some categories show growth in dedicated revenues, that growth is offset by significant reductions in other categories.

Charges for Services are projected to decrease by $1.2 million primarily due to an adjustment in the transfer of funds between the General Fund and the Stormwater Fund. Some of the payments from the latter to the former have been reduced or eliminated. The reduction is partially offset by an increase in indirect cost payments.

Recreation Revenues are projected to remain stable at $377,000.

Parking Revenues are projected to decrease by about $11,000, from $443,000 to $432,000, due to an agreement supporting the installation of new parking control equipment in the city-owned parking deck that serves the Holiday Inn. It is anticipated that the utilization of the new equipment will actually increase revenue in the long term.

Miscellaneous Revenue totals approximately $2.8 million and is comprised mostly of indirect cost allocations to the Water, Sewer, Stormwater, Airport, Juvenile Services, and Detention Home Funds for services provided by General Fund departments. These allocations are programmed to increase by about $653,000; however, as noted above the increase is offset by a reduction in direct payments to the General Fund.

State Categorical Aid provides funding for Constitutional Officers, local law enforcement, juvenile corrections, highway maintenance, social services programs, and supports the public library. Funding is expected to total $20.8 million, an increase of $781,000, primarily as the result of additional state aid for social services administration.

Federal Categorical Aid is primarily funding for social services programs and totals $6.6 million, a $490,000 decrease from the current year.

Non-Dedicated Revenues

Non-dedicated revenues, or revenues that can be used at the City's discretion, are projected to show an increase of approximately $3.0 million from the *Adopted FY 2014 Budget*.

In the proposed budget about eighty-eight percent (88.2%) of non-dedicated revenues and more than two-thirds (70.5%) of total General Fund revenues are generated by seven local taxes: the Real Property Tax ($55.7 million), the Personal Property Tax ($21.8 million, including the State reimbursement), the Local Sales Tax ($13.6 million), the Meals Tax ($12.1 million), the Business License Tax ($7.8 million), Consumer Utility Taxes ($4.25 million), and the Communications Sales and Use Tax ($3.45 million).

General Property Taxes

Revenues from the **Real Property Tax** are projected to total $55.7 million, an increase of approximately $800,000, or about one and a half percent (1.5%), from the *Adopted FY 2014 Budget*.

Real Property Tax revenue projections are adjusted for an historically uncollectible percentage of two percent (2.0%, about $1.1 million), rehabilitation tax credits ($490,500) and tax relief for the elderly ($730,000).

This budget proposes no change to the Real Property Tax rate. For budget discussions, each penny on the Real Property Tax rate will generate approximately $480,000. This revenue source represents approximately forty-one percent (41.4%) of General Fund non-dedicated revenues.

The Assessor's Office has projected the total real estate value of property in the City of Lynchburg to be over six billion dollars ($6,445,680,900), an increase of approximately $61.4 million from the assessed value determined by last year's reassessment. Just over twenty-two percent (22.2%) is tax-exempt. The total assessed value of taxable real property in the City is estimated to be just over five billion dollars ($5,014,740,000) as of July 1, 2014, about $70.5 million more than the previous year.

Personal Property Tax revenues are projected to show no change from FY 2014. The local share of the Personal Property Tax category totals $16.3 million. The State reimbursement, which is accounted for as Non-Categorical Aid, will be $5.5 million.

The total statewide reimbursement for the Personal Property Tax has been fixed by the General Assembly at $950 million. Lynchburg's reimbursement, of approximately $5.5 million, is based on the amount of taxes collected by the City in 2005 in proportion to the total collected across the State. Because it is a fixed amount, when the value of personal property tax assessments grows, the State's share of individual personal property tax payments falls. The percentage of State reimbursement that makes up an individual's Personal Property Tax bill will be almost fifty percent (49.28%) for Calendar Year 2015. The State Code requires that the State relief percentage be determined with the adoption of the local budget.

The combination of the local and State portions of the Personal Property Tax represents about sixteen percent (16.2%) of General Fund non-dedicated revenues in the proposed budget.

Public Service Corporations Tax revenue is projected to decrease by about $30,000 to $2.3 million. The value of public service corporation real property in the City is assessed by the State.

Other Local Taxes

Local Sales Tax revenue is the third largest portion of non-dedicated revenues received by the City, representing just over ten percent (10.1%) of those funds. Sales Tax revenues have been relatively stable, with some slight growth, since bottoming out in FY 2010. The estimated revenue of about $13.6 million represents a very small increase ($159,000) compared to the FY 2014 Budget.

Electric and Gas Utility Consumption Tax revenues are projected to increase slightly, by about $65,000, to $4.25 million in FY 2015.

Communications Sales and Use Tax revenues are projected to remain just under $3.5 million.

Meals Tax revenues continue to grow and are projected to total $12.1 million compared to $11.8 million in FY 2014. Meals Tax revenue represents nine percent (9.0%) of General Fund non-dedicated revenues.

Business License Tax revenues of $7.8 million reflect an increase of $350,000 from the current year. This source makes up almost six percent (5.8%) of General Fund non-dedicated revenues.

Motor Vehicle License revenues are projected to increase a small amount to approximately $1.5 million.

Amusement Tax revenues are projected to increase slightly ($35,000) to $660,000.

Other revenues in this category make up approximately $5.1 million of the FY 2015 revenue stream. This category includes **Right-of-Way Fees** ($243,000), **Electricity and Gas Consumption Taxes** ($341,000), **Bank Stock Taxes** ($650,000), **Recordation Taxes** ($400,000), **Tobacco Taxes** ($975,000), and **Lodging Tax** ($1.8 million). In combination, these revenues are projected to increase by about $114,000 in FY 2015 compared to FY 2014. The most significant change is a projected increase of $100,000 in the Lodging Tax.

Permits, Fees, and Licenses ($717,000) are projected to increase by $147,000 reflecting additional development activity. **Fines and Forfeitures** ($476,000) are projected to remain at current levels. **Revenue from the Use of Money and Property** ($433,000) is expected to increase by about $45,000 due to a slightly better return on investments and higher property rent revenue.

Charges for Services are projected to be $4.1 million, an increase of $259,000 from the current year. The majority of this ($2.75 million) will be from charges for Ambulance Services. About $785,000 in this category is revenue from Residential Disposal Fees (decals and prepaid trash bags).

Non-Categorical State Aid totals $6.1 million and includes a number of sources. The largest is the State reimbursement for the Personal Property Tax Relief Act ($5.5 million) which is fixed by State law.

Miscellaneous Non-Dedicated Revenues are projected to be approximately $229,000.

General Fund Expenditures

The General Fund finances all government activities with the exception of those operations financed in the Airport, Water, Sewer, Stormwater, and other, smaller funds. All major funds contribute to the operations of the Fleet Services Fund.

Proposed General Fund expenditures of $176.3 million represent an increase of approximately $3.4 million, or just about two percent (1.99%), from the *Adopted FY 2014 Budget*.

The following chart compares proposed FY 2015 expenditures by categories to the *Adopted FY 2014 Budget* and shows the proportion of the General Fund utilized by each service area.

Proposed FY 2015 Expenditures Compared to Adopted FY 2014 and as a Percent of Total General Fund Expenditures

	Adopted FY 2014	Manager's Proposed FY 2015	FY 2014 Percent Increase/ (Decrease)	Percent of FY 2015 General Fund
GENERAL FUND EXPENDITURES				
Operations - Departmental				
General Government	$12,227,550	$12,268,609	0.3%	7.0%
Judicial Administration	4,650,357	4,778,402	2.8%	2.7%
Public Safety	33,729,233	33,859,278	0.4%	19.2%
Public Works	15,712,847	16,053,538	2.2%	9.1%
Health and Welfare	18,257,519	18,134,758	-0.7%	10.3%
Parks, Recreation, and Cultural	5,064,479	6,173,033	21.9%	3.5%
Community Development	2,302,878	2,320,360	0.8%	1.3%
Total Operations - Departmental	**$91,944,863**	**$93,587,978**	**1.8%**	
Operations - Non-Departmental/Other				
Non-Departmental	$5,288,323	$6,777,726	28.2%	3.8%
Transfers to Other Funds	956,486	998,909	4.4%	0.6%
Transfer to City Capital	3,777,878	4,914,676	30.1%	2.8%
Transfer to Schools Capital	2,250,000	1,385,000	-38.4%	0.8%
Schools Operations	39,203,607	39,602,647	1.0%	22.5%
Greater Lynchburg Transit Company	1,194,239	1,394,038	16.7%	0.8%
External Service Providers	10,338,909	8,260,534	-20.1%	4.7%
Debt Service	13,814,569	16,562,581	19.9%	9.4%
Reserves	4,040,157	2,772,063	-31.4%	1.6%
Total Operations - Non-Departmental/Other	**$80,864,168**	**$82,668,174**	**2.2%**	
TOTAL GENERAL FUND EXPENDITURES	**$172,809,031**	**$176,256,152**	**2.0%**	

General Government includes the Council/Manager Offices, the City Attorney, the City Assessor, the Commissioner of the Revenue, Communications and Marketing, Financial Services, Human Resources, Information Technology, the Electoral Board, the Registrar, and the Treasurer. **Judicial Administration** includes the Circuit, General District, and Juvenile and Domestic Relations Courts; the Clerk of the Circuit Court; the Commonwealth's Attorney; the Magistrate's Office; the Sheriff; and the Court Services Unit. **Public Safety** includes the Police Department, the Fire and EMS Department, the Animal Warden, and Emergency Services. **Public Works** includes Engineering, Buildings and Grounds,

Refuse, Snow and Ice Removal, and Streets. **Health and Welfare** includes the Human Services Department, with the divisions of Social Services and Juvenile Services. **Parks, Recreation, and Cultural** includes Parks and Recreation, the Library, the Museum System and the Tourism Program including the Visitor Information Center. **Community Development** includes Planning, Inspections and Code Compliance, Zoning, Parking Management, and Economic Development.

External Services Providers are groups that provide services to the City outside of general government activities. Some activities, such as the regional jail, are mandated. The City has contractual relationships with other agencies. Funding of some organizations is discretionary. Some of the organizations historically funded in this area are non-profits that provide services through volunteers, private donations, and grants along with a supplement from the City. The services they provide are typically not offered by local government but may impact local government services indirectly.

Non-departmental includes those miscellaneous components of the City budget that generally do not fit nicely into an individual departmental budget but are widespread throughout, such as medical and dental costs and a general salary increase, if programmed. **Transfers** include payments from the General Fund to other funds as a subsidy or payment for services.

Significant Changes from FY 2014

Significant changes from the current year in the proposed General Fund budget include the following:

Reduced Expenditures:

- A reduction in VRS costs of approximately $120,000 due to a reduction in the rate from 20.89% to 20.62%.
- A reduction in funding for the City's share of inmates in the Blue Ridge Regional Jail of just over $800,000.
- A net reduction in depreciation and replacement of Fleet assets ($210,000).
- A reduction in the subsidy for the Lynchburg Regional Airport ($91,000).
- A reduction in funding for the Tourism program ($250,000). It is anticipated that unspent funds from FY 2014 will be carried forward to supplement the proposed FY 2015 Tourism program funding.

Increased Expenditures:

- A compensation increase of one and a half percent for all City employees ($810,000).
- Increased funding across all departments to cover a seven percent (7%) increase in the cost of medical benefits ($330,000).
- Additional funding for Workers Compensation costs ($150,000).
- Increased debt service costs related to the new Heritage High School, City Stadium improvements and other capital projects ($4.0 million).
- An increase in local funding for the operation of Lynchburg City Schools ($361,500) to support a pay increase.
- An increase in funding for pay-as-you-go capital projects of approximately $309,000 utilizing excess fund balance from FY 2013.

- An increase in the payment to the Water Fund for the provision and maintenance of the City's fire suppression system ($521,000).
- An increase in funding for the Greater Lynchburg Transit Company (GLTC) for additional operational costs associated with the new transfer center and for limited service restoration ($200,000).
- Funding for the operation of a Convenience Center at the site of the closed regional landfill located on Concord Turnpike ($100,000).
- Increases in funding for certain External Service Providers (Horizon Behavioral Health, Humane Society, Regional Radio Board, Old City Cemetery, and others) related to contractual obligations and other purposes ($189,000).
- Increased funding to support operations in the Police, Fire and Public Works departments ($600,000).
- Funds to establish a General Fund Debt Service Reserve ($632,000) to be used, if required, for necessary capital projects. If these funds are not needed, it is proposed that they be used to provide an additional one half percent (0.5%) compensation increase for City and Schools employees. The decision on the use of these funds should be made after bids for Heritage High School are received.

Personnel Changes:

- Funding is provided in the Police Department to replace an eliminated Captain's position with a Police Officer.
- A Network Administrator I position is funded in the Police Department for succession planning.
- Two full-time positions are transferred from Juvenile Services to Social Services.
- Two full-time positions are created in Social Services with reductions in part-time and temporary positions.
- A Financial Services Technician III position is converted to temporary.
- The loss of a State funded full-time Sheriff Deputy position is covered by increased temporary hours that are City funded.
- A Parks Maintenance Supervisor position is funded in Parks and Recreation.
- A Refuse Associate position is added in Public Works to monitor the Convenience Center at the Lynchburg landfill site.
- Five full-time positions and temporary positions (6.84 FTE) were added for the new Tourism Department and Visitor Information Center. These positions were previously funded through a contract with the Chamber of Commerce.

Other Changes of Note:

- The proposed budget utilizes Managed Vacancy Savings in the amount of $250,000. This means the budget assumes savings from less than full employment of all positions throughout the fiscal year.
- The only significant service impact that is anticipated will be in the Parks & Recreation Department. As was pointed out last year, the reopening of the Miller Center without additional resources will result in the loss of staff resources at two community centers. Proposals for the operation of the centers by non-profit agencies will be sought.

Local Contribution to City Schools

Local funding in an amount of $51.1 million is proposed for School Operations ($38.6 million), $1.0 million for school bus replacements with pay-as-you-go funding, Schools Capital Projects ($1.4 million), and Debt Service ($10.1 million). This represents an increase of $361,500 in local funding for operations and $3.5 million for debt service.

Every year, the State Superintendent's Office publishes information on the local match required by State law to meet the Standards of Quality (SOQ). That match is referred to as the Required Local Effort (RLE) and is compared to the actual local expenditures in the annual report. (The most current report is entitled, "2013-2014 Required Local Effort and Required Local Match," and was transmitted to the General Assembly on January 7, 2014.) The State Superintendent's Office has reported the following for Lynchburg:

For FY 2009, Lynchburg's RLE was $17,801,027 and the City actually funded $30,875,443, 73.45% more than the RLE. This compared to a First Cities average of 82.58%.

For FY 2010, Lynchburg's RLE was $15,730,049 and the City actually funded $33,769,049, 114.68% more than the RLE. This compared to a First Cities average of 113.80%.

For FY 2011, Lynchburg's RLE was $15,155,956 and the City actually funded $33,195,230, 119.02% more than the RLE. This compared to a First Cities average of 87.22%.

For FY 2012, Lynchburg's RLE was $15,255,668 and the City actually funded $31,942,103, 109.38% more than the RLE. This compared to a First Cities average of 98.83%.

For FY 2013, Lynchburg's RLE was $16,755,419 and the City actually funded $33,383,248 or 99.24% more than the RLE. This compared to a First Cities average of 109.55%

For FY 2014, Lynchburg's budgeted RLE was $16,403,520 and the City budgeted $39,203,607, or 139% more than the RLE. The state's report on RLE for FY 2014 has not yet been released so comparison to First Cities is not possible at this time.

As reported by the State Superintendent of Public Instruction, the FY 2015 Required Local Effort will be $18,357,605 based on the State budget submitted by the Governor to the General Assembly. This number could be modified by the General Assembly and subsequent action taken by the Governor. If it remains unchanged and the amount in the *Proposed FY 2015 Budget* for schools ($39,602,647) is approved, local funding for schools operations will be 115.73% more than the RLE.

The budget proposal approved by the School Board will include State funding approved by the General Assembly. As this message was being written, final information had not been received from the State Superintendent of Public Instruction and the School Board had not adopted its proposed budget for FY 2015.

With a projected enrollment of 8,113.3 students in FY 2015, local per student support for operations would decrease slightly from $4,886 to $4,881.

In the *Proposed FY 2015 Budget* total appropriations for Schools, including all activities and funding sources, is estimated to be $96.4 million.

Note: If possible, it is recommended that local funding for City Schools be increased by an additional $361,500 to support an additional one half percent (0.5%) compensation increase consistent with the proposed Schools budget. The determination of the feasibility of this increased support should be made after bids are received for the new Heritage High School.

Debt Service

The City finances a large component of the Capital Improvement Program (CIP) with general obligation bonds. The last major bond issue occurred in the Summer of 2009 and utilized a combination of general obligation bonds and Qualified School Construction Bonds made available through the American Recovery and Reinvestment Act (ARRA). In addition, $29.7 million in existing debt was refinanced in October 2010, resulting in savings of $2.4 million (all funds). In November 2011, the City issued a five-year General Obligation Bond Anticipation Note and concurrently entered into a bank qualified line of credit Financing Agreement. The Agreement provided for borrowings of up to $10,000,000 to provide interim financing for qualifying capital improvements. Interest on the unpaid principal is two percent (2%) per annum. Currently, this line of credit has been used for water capital projects only. In October 2013 the City issued a $10,000,000 General Obligation Public Improvement Bond. The proceeds will be used to fund governmental activities as follows: $7 million of transportation capital projects, $1 million of school capital projects; and, $2 million for fire public safety capital equipment, which included two pumper engines and a ladder truck. The final maturity date is December 2028 with a 2.75% fixed interest rate and ten year call option.

A bond issue is proposed for spring 2014 with related debt service due in FY 2015. Preliminarily, the bond issuance is sized at $98 million, of which $78 million will be General Fund debt for Heritage High School and City Stadium. The other $20 million will fund water and sewer infrastructure projects. This will require additional debt service expenditures of $2.7 million in the FY 2015 Budget. Ongoing revenues that have been set aside in a Debt Service Reserve over the last three fiscal years will be used for part of the additional debt service.

City Council's Debt Management Policy requires annual debt service expenditures for tax-supported debt not to exceed 10% of total General Fund expenditures plus School Component Unit expenditures, minus the transfer to Schools. FY 2015 debt service as a percent of expenditures is projected to be just over seven percent (7.1%).

Reserves

The City budget includes a number of reserve funds, described on the following page, either in anticipation of future expenses or as a contingency.

The *Proposed FY 2015 Budget* includes additional funding for the following reserves:

General Fund Reserve for Contingencies	$600,000
Other Post Employment Benefits (OPEB)	250,000
Parking	38,575
Reserve for Snow, Streets, and Bridges *(in the CIP)*	250,000
Heritage High School Furniture, Fixtures and Equipment	1,251,988
Debt Service Reserve	631,500
	$3,022,063

The **General Fund Reserve for Contingencies** funds expenditures during the fiscal year that were unanticipated during budget development. Consistent with the financial management policy goal, $1.2 million is proposed for the General Fund Reserve for Contingencies. Any funds remaining in this reserve at the end of the fiscal year revert to the General Fund unassigned fund balance. As of March 1, 2014 it is projected that as much as $600,000 will be unspent in the General Fund Reserve for Contingencies at the end of the fiscal year. It is recommended those funds roll over into the FY 2015 Reserve for Contingencies. That, with $600,000 in proposed funding, will maintain the reserve at $1.2 million.

Rules promulgated by the Governmental Accounting Standards Board (GASB) require localities to address the costs of Other Post-Employment Benefits (OPEB). In FY 2009, an **OPEB Reserve** was established to address that requirement. The City currently funds post-employment health care benefits on a pay-as-you-go basis based on an actuarial study and a plan to achieve full funding of the reserve over a fifteen (15) year period. Due to budget restraints and the concern of setting aside funding that offers no direct services to citizens, the phased in approach is being used. For FY 2015 a General Fund contribution of $250,000, the same as in the current year, is proposed. The balance in the OPEB Reserve for General Fund activities will be $1,864,510 after the FY 2015 contributions.

The **Parking Program Reserve** was established in FY 2012 as a result of the revenues from the Parking Program exceeding expenditures. This reserve will be used as needed for maintaining the parking garages and lots. At the end of FY 2015, the balance in the Parking Program Reserve is projected to be $110,139.

The **Reserve for Snow, Streets, and Bridges** serves as a contingency should the costs of snow removal exceed budgeted resources. These funds are transferred from the General Fund to the City Capital Projects Fund; any unspent funds are used for pay-as-you-go financing of street and bridge projects.

The **Heritage High School Debt Service Reserve**, which was established in FY 2012, will be eliminated as ongoing revenues dedicated to that reserve will be used for new debt service. Remaining cash in this reserve, $1.9 million, will be moved into a new **Heritage High School Furniture, Fixtures and Equipment Reserve**. The balance will be $3,146,211.

A new **Debt Service Reserve** is established in FY 2015 with the intent to fund additional debt service for necessary capital projects going forward in the next two years.

There are other committed and assigned funds identified in the budget document that are reserved for specific purposes:

Detention Home Workers' Compensation	$100,000
Law Library	74,885
Debt Service - Solid Waste	587,281
Future Landfill Post-Closure	1,172,039
Museums	50,028
Medical Benefits	1,041,555
Dental Benefits	150,000
Line of Duty Death Benefit	211,904
Line of Duty Health Claims	145,000
Greater Lynchburg Transit Company (GLTC)	543,830
Recreation Programs	20,133
Partners in Emergency Response (PIER)	19,658
Miscellaneous Reserves	43,365
	$4,159,678

The **Detention Home Workers' Compensation Reserve** was established to fund any workers' compensation claims at the detention home so participating localities would not see an increase in the per diem for these claims.

When the Law Library Fund was closed into the General Fund the **Law Library Reserve** was established for future needs.

The **Reserve for Solid Waste Fund Debt Service** was established when the City's landfill was sold to the Regional Authority. This reserve is used to pay the remainder of the annual debt service related to the landfill.

In anticipation of the City closing the landfill site, a **Future Landfill Post-Closure Reserve** was established to cover that cost.

The **Museums Reserve** was created when the Museums Fund was closed into the General Fund. These funds will be used for future needs of the Museum System.

While no additional funding is provided in FY 2015, the previously established **Medical Benefits and Dental Benefits Reserves** will be maintained as an assigned fund balance reserve. The reserve was established to ameliorate the impact of increasing medical benefits costs.

A new **Line of Duty Reserve** was established in FY 2013 to accrue funds in the event death benefits or survivor medical benefits need to be paid out. The creation of this reserve was necessary since the State shifted to the localities the costs of benefits provided by the Line of Duty Act. The current balance is $356,904.

The **Recreation Programs Reserve** is used to balance the Recreation Programs budget each year based on needs.

A **Greater Lynchburg Transit Reserve** was established in FY 2014 as a contingency fund to assist with cash flow when there is a delay in reimbursements from federal and State grants.

Miscellaneous Reserves totaling $43,365 were established at the end of FY 2013 until it is determined where to appropriate the funds for use.

In addition to the list of committed and assigned funds above, the City also maintains the **Schools' Reserve for Textbooks** ($1.4 million), **Health Insurance** ($1.4 million) and a **Special Education Reserve** ($321,000).

Fund Balance

City Council's Financial Management Policies require an Unassigned Fund Balance equal to 10% of General Fund revenues. In the event the Unassigned General Fund Balance is used to provide for temporary funding of unforeseen emergency needs, the fund balance shall be restored to 10% within five fiscal years. The proposed budget provides for a 10.2% fund balance, amounting to $17.1 million. It also recommends utilizing $7.34 million in fund balance for pay-as-you-go capital outlay.

Personnel

As with any service based organization, the largest part of the City's operating budget, approximately sixty-two percent (61.8%), is devoted to employee compensation through salaries, wages, and benefits.

A stable and proficient workforce is the cornerstone of effective service delivery to the community and the operating budget reflects the investment made in the City's employees. The foundation of the City's compensation plan rests on the goal of attracting and retaining employees who are qualified, competent, and representative of the community through pay and benefits levels that are competitive with the relevant labor market. The Human Resources Department tracks recruitment and retention and regularly measures market competitiveness.

Despite continued efforts to promote workforce stability the City is facing steadily increasing voluntary turnover. While attraction and recruitment for vacant positions remains positive, retention challenges are becoming more pronounced in many areas. Voluntary turnover in CY 2013 increased to almost seven percent (6.94%), up about one and a half percent over CY 2012's rate of just over five percent (5.37%), and almost two percent over CY 2011's rate of just under five percent (4.98%). Total turnover, separations for all reasons, increased by almost one percent to just over eleven percent (11.16%) compared to CY 2012's rate of 10.31%. While retirements remained fairly steady at twenty-seven percent (27%) of all turnover, voluntary resignations increased to almost sixty percent (59.85%) of all turnover.

Continued attention to public safety pay resulted in average sworn employee wages that lead the market by fifteen percent (15.0%) while the average pay of the general workforce lags comparative market averages by approximately eight percent (8.0%). A three percent (3%) general wage increase (1.5% for public safety) effective July 1, 2013 had no apparent impact on the overall comparison to the

market averages for employees outside of public safety. Market forces continue to exert pressure for more significant compensation adjustments in the general workforce. Some City departments, especially Human Services, Parks and Recreation and Public Works, continue to experience much higher than average total turnover, at least partially due to below market wages and increased workloads.

The principles of the City's *Compensation Philosophy*, adopted in 2003, continue to serve the organization well although limited resources have prevented full realization of the goals. The cost of a 1% adjustment to total General Fund salaries, with benefits, is approximately $540,000.

The *Proposed FY 2015 Budget* includes funds to support a one and a half percent (1.5%) pay increase for all employees. For sworn public safety employees the increase will be split between a general wage increase and a structure increase that will raise the starting salaries by one percent (1.0%). This action is consistent with City Council's stated goal of maintaining market leadership in public safety pay. All other employees will see a one and a half percent (1.5%) general wage increase without any adjustment to pay grade starting salaries. In addition, the proposed budget restores City Council pay to the level established in the City Code.

Note: If the situation allows, a general wage increase of two percent (2%) is recommended. This decision should be made after bids are received for Heritage High School and the capital borrowing plan is finalized.

The required local contribution toward employee retirement pensions and life insurance in the Virginia Retirement System (VRS) is calculated each biennium. For the first year of the new biennium, FY 2015, the City's blended VRS contribution rate will be 20.62%. An additional five percent (5.0%) of annual pay is contributed by individual employees. The blended rate funds the City's obligation for all of the various VRS pension programs. In addition, the City fully funds a Group Life Insurance rate of 1.19%. As of January 1, 2014 most new non-public safety employees are covered by the VRS Hybrid Plan which includes a long term disability benefit. The administration of the new Local Disability Program by a third party administrator represents a new cost of nearly six tenths of a percent (0.59%) of covered payroll. As new, non-public safety employees are hired on and after January 1, 2014 a revised paid time off program is provided that accrues generic paid leave in addition to holiday time off for employee use.

While the City continues to effectively manage health care costs, overall City costs are projected to increase in FY 2015 due to rising medical costs and use rates, and the implementation components of the of the Affordable Care Act (ACA), with associated fees. The proposed budget includes a seven percent (7%) increase in the City contribution for medical coverage. On-going work with Lynchburg City Schools has resulted in the full consolidation of dental, vision and pharmacy plans as well as the Health Management Program. The City continues to maintain its "grandfathered" status under the ACA which results in some ongoing differences between the City and Schools medical plans. Robust collaboration continues to work toward full consolidation of medical plan design, similar contribution strategies and improved administrative efficiencies.

The Health Management Program (HMP) provides on-going savings in medical claims, while it helps manage chronic disease and improve the overall health of the members. Almost ninety-eight percent (98%) of eligible employees are participating in the HMP. New employees typically enroll and complete a health risk assessment within the first thirty days of employment. Measured by lower claims

and the direct provision of medical services, the program continues to deliver an excellent return on investment.

The General Fund workforce supported by the *Proposed FY 2015 Budget* totals 1,073.07 Full Time Equivalent (FTE) employees, comprised of 924.44 full-time classified (compared to 924.90 in the *FY 2014 Adopted Budget*), 31.61 part-time classified, 2.00 grant full-time, 57.12 temporary, and 57.90 State-funded positions. The City's workforce in all funds totals 1,308.03 FTEs. This includes 1,112.54 full-time classified, 39.63 part-time classified, 33.39 grant full-time equivalents, 63.92 temporary and 57.90 State-funded positions.

Fleet Services Fund

The Fleet Services Fund is an internal services fund that manages the City's fleet of over 700 vehicles and equipment. The Fleet Services Director reports to a Board of Directors consisting of representatives from various departments that utilize fleet services.

The total operating budget of $6.3 million for Fleet Services is a decrease of twenty-three percent (23.0%) from FY 2014. The decrease is a result of the need to replace fewer large vehicles in FY 2015. The proposed budget recommends replacing forty-one (41) vehicles and equipment in the General Fund, four (4) vehicles and equipment in the Water Fund, four (4) vehicles and equipment in the Sewer Fund, one (1) vehicle in the Detention Fund and one (1) piece of equipment in the Fleet Fund.

Annually, Fleet Services, in consultation with each department, determines the most efficient fleet replacement program for the next year based on actual miles driven and maintenance costs. Vehicle and equipment depreciation is budgeted as a non-departmental expense in the General Fund and in the individual enterprise funds as contributions to the annual replacement costs in the Fleet Services Fund.

Capital Fund

The *Proposed FY 2015-2019 Capital Improvement Program* (CIP) includes $72.7 million for City capital projects and $85.4 million for school capital projects. An additional $1 million for school bus replacements is budgeted in the Schools Capital Fund but is included as operational funds in the Schools Required Local Effort (RLE) calculation. With the addition of the planned capital projects in the Airport, Water, Sewer, and Stormwater funds the proposed five year CIP totals $228 million. Adoption of the CIP is anticipated coincident with adoption of the annual budget.

Proposed capital project appropriations total approximately $94.7 million in FY 2015 for the City and Schools with $75.1 million for Heritage High School construction. The FY 2015 Capital Budget also includes contributions for major building repairs and roof replacements for both City and Schools. The major transportation projects include the continued design of College Lake Dam Improvements, construction of the realignment of the intersection at Timberlake Road and Logans Lane, as well as Phase II and III of this intersection to include safety improvements related to the construction of Heritage High School. The capital budget also supports continued investment in downtown revitalization and funding for the Greater Lynchburg Transit Company (GLTC) Maintenance and Operations Facility.

A bond issue to fund Heritage High School, improvements to City Stadium, and water system projects is proposed for spring 2014 with related debt service due in FY 2015. All other projects in the Capital Improvement Plan, with the exception of a few critical transportation projects, have been deferred until the bids for Heritage High School have been received and a revised five-year funding plan can be developed.

Ideally, a portion of the Capital Improvement Program should be funded each year on a "pay-as-you-go" basis. Beginning in FY 2001, a portion of the undesignated fund balance above the targeted ten percent (10%) of General Fund Revenues was allocated to pay-as-you-go capital construction for smaller projects and/or projects that have a life of less than 20 years. Subsequently, the following budget policy was adopted as a part of the City's Financial Management Policies: "Pay-as-you-go funding as a percentage of the City's Five-Year CIP shall not be less than ten percent (10%) with a goal of fifteen percent (15%)." For FY 2015, over forty-eight percent (48.5%) of the proposed appropriations are to be funded with pay-as-you-go funds.

The *Proposed FY 2015 Budget* provides $7.3 million for pay-as-you-go projects. As budgets become tighter, there will be fewer funds available from excess fund balance at the end of each fiscal year.

A list of proposed pay-as-you-go projects is provided on the next page.

FY 2015 PROPOSED GENERAL FUND AND SCHOOLS PAY-AS-YOU-GO CAPITAL PROJECTS

Buildings	
Major Building Repairs	$1,835,699
Monument Terrace Building Improvements	81,668
Parking Deck Repairs/Maintenance	75,000
Roof Replacement	381,680
Total Buildings	**$2,374,047**
Transportation	
Public Transportation Improvements (GLTC)	$145,129
General Street Improvements	332,000
Total Transportation	**$477,129**
Economic Development	
Downtown Redevelopment	$1,000,000
General Development Support	250,000
Street and Utility Extensions to Promote Economic Development	100,000
Total Economic Development	**$1,350,000**
Parks and Recreation	
Bikeway Bridge to Linkhorne Renovation	$100,000
Athletic Field Maintenance	85,000
General Park Maintenance	47,000
Parks Paving and Lighting/Reconstruction	40,000
Total Parks and Recreation	**$272,000**
Miscellaneous	
Radio Replacements	$191,500
Total Miscellaneous	**$191,500**
Reserves	
Snow, Streets and Bridges Reserve	$250,000
Total Reserves	**$250,000**
TOTAL GENERAL FUND PAY-AS-YOU-GO	**$4,914,676**
Schools	
Major Building Repairs - Schools	$615,000
Athletic Complexes	510,000
Paving and Fencing	145,600
Playground Equipment Replacement	114,400
School Bus Replacements	1,040,000
Total Schools	**$2,425,000**
TOTAL SCHOOLS PAY-AS-YOU-GO	**$2,425,000**
TOTAL GENERAL FUND and SCHOOLS PAY-AS-YOU-GO	**$7,339,676**

Airport Fund

The Lynchburg Regional Airport is budgeted as a separate fund to clearly delineate its financial operation and the support from the General Fund. Cost center revenues and a General Fund subsidy of approximately $199,000 will cover total expenditures of $2.43 million. Airport passenger activity remains strong and revenues from landing fees, terminal rents, rental car concessions, parking and fuel sales are projected to be $93,000 higher for FY 2015 compared to the *Adopted FY 2014 Budget*. The increased revenue, coupled with good cost management, will allow for the General Fund subsidy for airport operations to be reduced by over thirty percent (31.3%) from the current year.

Water Fund

Managed by the Department of Water Resources, the Water Fund operates as an enterprise fund and requires no subsidy from the General Fund. In fact, it makes payments to the General Fund through an indirect cost allocation for administrative support.

The City's water system is known for the quality of its product. The Water Resources Department has received the *Excellence in Waterworks Operations and Performance Award* from the Virginia Department of Health for seven straight years. Additionally, the Pedlar Dam has received the Best Maintained Publically Owned Dam award from the Virginia Lakes and Watersheds Association and the American Water Works Association's American Water Landmark Award.

The City's water system can also be characterized as having low rates and ample capacity while being positioned for significant growth opportunities in its customer base. In addition to serving 22,517 City accounts, water is sold by contract to the counties of Amherst, Bedford, and Campbell and to two large industrial customers.

Overall demand for water service has fallen in recent years, primarily as a result in declining household consumption and that trend is expected to continue. Any reduction in consumption is of concern because of the high percentage of fixed costs in the water system.

A particular challenge is the potential to lose a large portion of Bedford County as a customer due to a proposed water line project from Smith Mountain Lake to the Forest area. Bedford County consumption is nearly 15% of total City water sales and the loss of revenue would dramatically impact the rates for City customers as well as the rates for Amherst and Campbell Counties. Talks are ongoing with the Bedford Public Service Authority with the goal of producing a mutually beneficial arrangement for both parties. Long range financial planning assumes some reduction in either wholesale rates to or water purchased from Bedford County.

Another significant characteristic of the water system is its age. Some components of the 460 mile distribution system, particularly in the downtown area, are over one hundred years old. Seventy-five (75) miles, or over 15% of the water lines, are in that category. There are another 15 miles of small diameter galvanized water lines that are not only very old but also do not provide adequate fire protection to certain areas of the City. Those components are beyond their useful life and are in need of replacement. Water line breaks results in service disruptions, higher operational costs, and, in some cases, damage to private property. The water system downtown is of particular concern and a master plan has been developed to

address the aging system. There are plans to proceed with the first phase of this project within the next two years.

Other important components of the water system that require ongoing maintenance and periodic upgrades include nine (9) pump stations and fourteen (14) water tanks. Construction is beginning on a new water storage tank on Candlers Mountain to meet growing needs in the area of Liberty University and to be able to take the only tank currently existing in that pressure zone off line for periodic maintenance. Another significant capital project is the last phase of the Fifth Street revitalization which is planned to begin in the near future. Included in this project is the replacement of the last segment of the 100 year old water line which serves as the backbone of the downtown water system.

Similar to last year, in an effort to better recover the fixed costs of operating the water system, the FY 2015 rate study conducted for the Water Resources Department recommends increasing the equivalent meter portion of the monthly service charge by $2.00. Of this increase $0.66 will go to the Water Fund and the remaining $1.34 will go to the Sewer Fund. Additionally, a two percent (2%) water rate increase is needed to cover increases in chemicals, utilities, and materials. The increase will result in an additional annual cost to a typical customer for water and sewer services of less than four percent (3.8%), depending on consumption.

A final decision on the proposed increase in the monthly service charge and water volume rate will be made after receiving public comment.

In the *FY 2015 Proposed Budget*, Water Fund total revenues are projected to increase by approximately $974,000, from $13.6 million to $14.6 million. The increased revenues are primarily due to $465,000 from City water sales and monthly service charges. Additionally, in an effort to more closely capture costs in the correct funds, significant adjustments in the General Fund fire protection charges and the indirect cost allocations have been made. The General Fund fire protection charges have increased by $520,000. This cost is based on ISO standards of providing adequate system treatment, storage, and transmission capacity to be able to fight three simultaneous fires lasting for four hours.

Expenditures, including debt service, are projected to increase from $12.9 million to $13.5 million. Operating expenses are expected to total $9.7 million, with debt service of $3.9 million. There is an increase of $301,000 for salaries and benefits and a $247,000 increase in the transfer to the General Fund for indirect costs. An additional capital transfer of $800,000 is proposed for pay-as-you-go funding.

With the proposed fixed charge increase, the unrestricted cash balance is projected to be forty-nine (49%) of total fund expenditures for FY 2015, compared to City Council's policy to maintain a fund balance of between twenty-five and forty percent (25-40%). Consistent with past practices, some of the cash balance should be moved into the capital account for infrastructure improvements. Council's policy also calls for a debt coverage ratio at least 1.2. The proposed budget would result in a projected debt coverage ratio of 1.32.

Sewer Fund

Like the Water Fund, the Sewer Fund is managed by the Department of Water Resources, operates as an enterprise fund and requires no subsidy from the General Fund. It also provides payments to the General Fund through an indirect cost allocation for administrative support.

The City's sewer system serves Lynchburg and portions of the surrounding counties. Although operated by the City, the wastewater treatment plant is a regional asset with capital and operating costs shared proportionally by the participating localities. The City also has contracts with two large industrial users. Wastewater flows have declined over the recent years, coincident with reduced demand in the water system.

As with the Water Fund, the Sewer Fund is challenged by an aging infrastructure, increasing regulation, and higher costs in a number of areas. Over the last twenty years the biggest challenge facing the Sewer Fund has been the requirement to eliminate overflows that occur during periods of high rainfall from the City's combined sewer/stormwater system. The effort to eliminate the overflows has required significant capital expenditure, with resulting debt service, and places a heavy burden on City utility users.

The City is subject to a Special Order with the Department of Environmental Quality (DEQ) that regulates efforts to eliminate the Combined Sewer Overflow (CSO) problem. The Special Order establishes a compliance schedule and project priorities for implementation of the City's CSO control plan.

The compliance schedule established by the Special Order does not contain fixed dates for implementing the CSO control plan, but rather provides for implementation based on three criteria that reflect the limits of the City's financial capability. These criteria are:

1. The City is required to maintain rates so that the annual sewer bill for the average residential customer, using 7 hundred cubic feet (hcf) a month, equals or exceeds 1.25% of median household income (MHI).
2. The City is required to maintain a sewer operating debt coverage ratio within a range of 1.15 to 1.5.
3. The City is required to have reserve funds equal to no more than 25% of the prior year's budgeted operating expenditures.

Since signing the Special Order in 1993 the City has eliminated 112 out of 132 overflow points and has reduced the pollution loading into the James River and its tributaries by over eighty percent (80%). Although the City has spent over $250 million on the CSO control program, the estimated cost to complete the remaining work, under the current approach, is over $280 million. The largest overall project in the CSO Program, the James River Interceptor, is nearing completion with construction just getting underway on the final phase. Once complete the total James River Interceptor Project will span over seven (7) miles at a cost of over $75 million. This is a major milestone of the program not only because of the size and complexity of the project but due to the benefits of being able to store and convey much larger flows to the wastewater treatment plant. In addition, another major capital project was recently completed. A $10 million upgrade to the wastewater treatment plant's clarifiers, aeration basin, and headworks enables flows to be treated at a much higher rate than ever before, and produces a much higher quality effluent during normal flow conditions. The combination of these two projects has greatly reduced the volume of combined sewer overflows providing significant environmental benefits.

As discussed last year, the Department of Water Resources has undertaken a significant initiative to revise the CSO Long Term Control Plan by evaluating the best and most economical approach for achieving water quality requirements. After nearly five years of work and extensive discussions with the Department of Environmental Quality, the City is close to obtaining final approval from the Department

of Environmental Quality on the new plan. Once approved, the new plan will enable completion of the CSO control program in 10 to 15 years instead of the decades it would take to complete the current plan. The cost of the new plan is approximately $60 million, of which $30 million will be funded through a State grant obtained during last year's General Assembly session. This will result in a cost savings to the citizens of Lynchburg of nearly a quarter billion dollars. For its efforts in taking a holistic approach to water quality improvement, the Water Resources Department has been recognized in a national publication and has received the Excellence in Environmental Engineering Award from the American Academy of Environmental Engineers & Scientists.

The Department of Water Resources contracts annually with a utility rate consultant to review operating budget and capital program assumptions and to recommend if any rate adjustment is necessary, beyond that required by DEQ, in order to adequately finance Sewer Fund activities and to ensure compliance with the provisions of the Special Order.

The FY 2015 rate study proposes no increase in the sewer volume rate as compliance with the Special Order can be maintained without an increase. However, similar to last year, in an effort to better recover the fixed costs of operating the sewer system, the rate study recommends increasing the equivalent meter portion of the monthly service charge by $2.00. Of this increase, $1.34 will go to the Sewer Fund and the remaining $0.66 will go to the Water Fund. This should generate approximately $313,000 in additional revenue. The rate study also proposes a five percent (5%) increase in industrial surcharges and septic hauler charges.

The *Proposed FY 2015 Budget* projects revenues of $20.6 million, compared to expenditures of $19.3 million ($10.3 million for operations, $9.0 million for debt service and a $2.0 million transfer to capital for pay-as-you-go funding). Overall costs are projected to increase approximately nine per cent (9%) primarily due to an increase in indirect cost payments of $419,000, increases in salaries and benefits of $240,000 and an increase of $156,000 in contractors' services for maintenance repair associated with the wastewater treatment plant and utility line marking services. Much of the increase in salaries and benefits is related to the restoration of a sewer line cleaning crew (2 Utility Line Technicians). Two years ago a crew and equipment were moved to the Stormwater Fund for storm system maintenance. It is extremely important that the two positions be restored to the Sewer Fund to provide adequate cleaning and inspection of the sewer system.

The unrestricted cash balance in the Sewer Fund is projected to be twenty-four percent (24%) of fund expenses for FY 2015. The debt coverage ratio is projected at 1.20 and the annual sewer bill for the average residential customer is estimated to be 1.34% of median household income.

Stormwater Fund

The Stormwater Fund was established in 2012 in response to increasing federal and state regulations and the significant costs required both for compliance and the maintenance of existing stormwater infrastructure. Responsibility for the fund and its activities was placed in the newly named Department of Water Resources which already had responsibility for water and wastewater operations.

No increase in the current stormwater management fee of $4.00 is proposed. There is a budgeted reduction in revenues in the fund due to a $375,000 decrease in transfers from the General Fund to the Stormwater Fund for VDOT reimbursable stormwater expenses. This is the approximate value of

stormwater management activities performed by the Public Works Department that are eligible for VDOT reimbursement. Instead of the reimbursement being included in Stormwater Fund revenues and then redistributed to the General Fund for Public Works' activities, in the future the funds will simply remain in the General Fund. A $275,000 transfer from the General Fund to the Stormwater Fund will remain to cover VDOT reimbursable stormwater expenses performed by the Department of Water Resources.

Stormwater management expenses in FY 2015 are anticipated to total $2.7 million. Additionally, a capital transfer of $1 million is proposed for master planning, condition assessment, mapping, infrastructure repairs and replacement and water quality projects.

A transfer in the amount of $738,000 from the Stormwater Fund to the General Fund is budgeted for stormwater management services provided by the Public Works and Community Development Departments. The amount of the transfer is based on a combination of planned and required activities as well as historical activity since fund implementation. A $79,106 reduction in salaries and benefits is primarily due to the reversion of one Information Technology position to the General Fund. However, as a result of increasing stormwater activities driven by regulations, additional personnel resources are needed by the Stormwater Fund.

Five new positions are budgeted in the Water Resources Department and three of those positions, although necessitated by stormwater management requirements, will have responsibilities in all three funds. The three positions will be located in the Administrative Division and include an engineer to design, develop, and manage stormwater infrastructure and water quality projects, a training coordinator to be utilized for department as well as citywide regulatory required training, and an administrative support associate primarily needed to handle an increasing workload associated with regulatory compliance. Although the positions are based in the Water Fund, their costs will be allocated to the Water, Sewer, and Stormwater Funds based on anticipated activities. The other two new positions are the Utility Line Technicians in the Sewer Fund that will restore a line cleaning crew that had been moved to the Stormwater Fund.

Additional costs in the Stormwater Fund include an increase of $170,000 for contracted repair services and materials for repairs to components of the City's stormwater infrastructure determined to be in need of immediate attention by a recent assessment. Furthermore, it is proposed that $400,000 be allocated towards the purchase of a new vacuum/jetter truck as an existing vacuum/jetter truck transferred from the Sewer Fund in FY 2013 will transfer back to the Sewer Fund in FY 2015. This vehicle is necessary for the cleaning and maintenance of storm inlets and piping and certain water quality devices.

[Note: More complete information about the Water, Sewer, and Stormwater Funds can be found in the Department of Water Resources, FY 2015 Rate Study and Annual Report that was presented to City Council on March 11, 2014. It can be found on the City website.]

Outstanding Issues

There are several outstanding issues that may impact budget deliberations.

- Revenue projections in the *Proposed FY 2015 Budget* are based on an analysis of actual revenues and trends up to January 1, 2014. Staff will re-examine revenues after April 1, 2014, and recommend appropriate adjustments.

- Staff is analyzing legislation adopted by the General Assembly to determine its impact on costs and revenues. The State budget finally approved by the General Assembly could also affect revenues.

- On March 12th bids on the new Heritage High School will be opened. After that staff will further refine the plans for financing that project as well as other necessary capital projects. This will include a determination of whether the $632,000 Debt Service Reserve is needed to pay new debt service or if it can be redirected to support an additional one half percent (0.5%) increase in compensation for City and Schools employees.

Outlook

The *Proposed FY 2015 Budget* demonstrates that sound fiscal management, good planning, and discipline in execution can produce positive results. We can take pride in our accomplishment to fund the largest General Fund capital project in City history, Heritage High School, without a tax increase or a significant reduction in our ability to provide necessary services to the citizens of Lynchburg. The confirmation of the City's AA+ bond rating by Standard & Poor's validated the approach followed by City Council.

Nevertheless, the decisions made in coping with the dual challenges of an economic recession and funding a new high school will have repercussions for several years. It is now evident that the economy will not see the sort of strong growth that characterized other post-recessionary periods. Therefore, we cannot expect to see City revenues increase rapidly enough in the short term to address other challenges that are evident today. The two most obvious challenges are infrastructure maintenance and replacement and maintaining a competitive compensation program to both recruit and retain excellent City employees.

Funding Heritage High School will impact the City's capital improvement program for a three to five year period depending on revenue growth and how the costs of day to day service delivery change. From our current perspective it appears that the City's capacity to take on additional debt service during that time will be very limited. Our past practice of borrowing $10-15 million about every two years will have to be curtailed until existing debt is retired. This inability to routinely borrow for capital projects means that important infrastructure projects will have to be deferred for several years. Projects that could be affected include elementary school renovations and important transportation projects. In the short term, our focus will have to be on projects that meet certain criteria including: they are required by regulation, are tied to other funding commitments, have demonstrated revenue streams to cover debt service, or are absolutely necessary for safety or long-term viability of assets. A significant challenge during this year's budget process and beyond will be to revise the five-year capital improvement plan so that it meets these criteria and is otherwise reasonable and affordable.

The slippage in market competitiveness of pay for most City positions, excluding public safety, and increasing turnover rates was noted in the Personnel section of this message. While average pay is about eight percent (8%) behind the market, certain positions are much further behind and it is affecting the ability of certain departments, such as Social Services and Parks & Recreation, to recruit and retain qualified employees. The need to be market competitive will be even more important as the upper management of the City undergoes significant turnover. In the next three to five years a majority of the Leadership Team is expected to retire. Developing an effective succession plan and supporting employee

development with training and appropriate compensation will be critical to sustaining service delivery and good governance through this transition.

Conclusion

The *Proposed FY 2015 Budget* is offered for City Council consideration, deliberation, amendment, and adoption. Over the next several weeks, Council will have the opportunity to hear from and question the representatives of the various departments and agencies seeking funding in FY 2015. Work sessions will be held on Tuesday afternoons throughout the months of March and April.

Three citizen engagement sessions are scheduled for March 18th (Sandusky Middle School), March 24th (Linkhorne Middle School) and March 31st (Dunbar Middle School). Each will be held from 6:00 to 8:00 p.m. A public hearing on the proposed budget is scheduled for April 1, 2014, at 7:00 p.m., in Council Chambers.

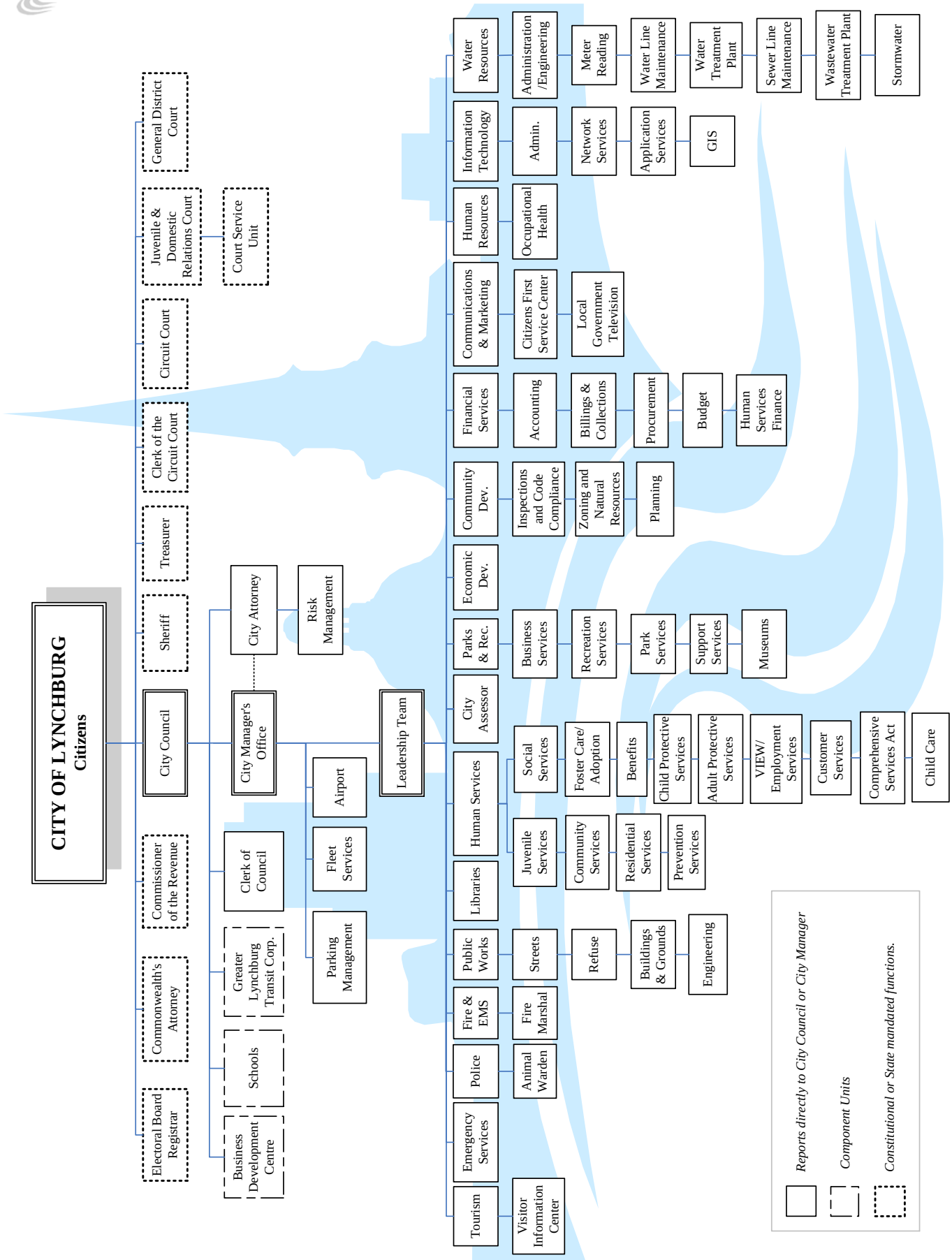
During Council's deliberations, staff is prepared to provide assistance and additional information as Council works through the difficult decisions necessary for budget adoption.

Copies of the *Proposed FY 2015 Budget* are available for public review at the main public library and the downtown branch as well as on the City's website at www.lynchburgva.gov.

Acknowledgements

I would like to acknowledge the hard work of City staff who developed and produced the *Proposed FY 2015 Budget*. Once again Deputy City Manager Bonnie Svrcek and Director of Financial Services Donna Witt provided outstanding leadership for the overall budget process. Michelle White, Megan Palmer, and Cindy Speck in the Budget Office provided valuable analysis, review, and logistical support in the development and production of the budget document. Human Resources Director Margaret Schmitt did important research for the Personnel section. Financial Services staff Barbara Hudson, Reid Lanham, Amanda Smith, Lee Waller, Toni Butler, La'Shonna Wright, Robin Mamola, Courtney Blankenstein, Kathy Collins, and Financial Services Assistant Director Rhonda Allbeck, also provided valuable input in budget development.

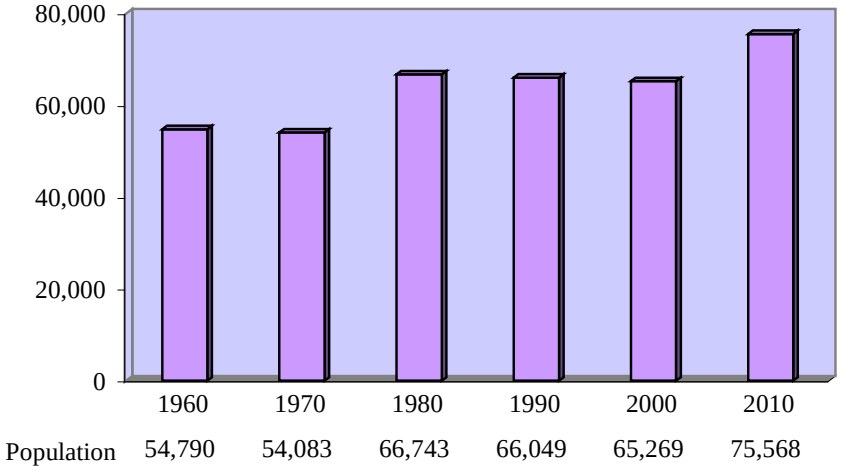
Finally, I want to recognize the directors and staff of the various City departments who are committed to our mission to deliver services to Lynchburg's residents, workers, and visitors in an efficient, effective, and equitable manner and to build a stronger community. Its employees are the City government's greatest assets and they do an outstanding job in making Lynchburg "A Great Place to Live, Work, and Play."


CITY OF LYNCHBURG
Citizens
Electoral Board Registrar
Commonwealth's Attorney
Commissioner of the Revenue
City Council
Sheriff
Treasurer
Clerk of the Circuit Court
Circuit Court
Juvenile & Domestic Relations Court
General District Court
Court Service Unit
Business Development Centre
Schools
Greater Lynchburg Transit Corp.
Clerk of Council
City Manager's Office
City Attorney
Risk Management
Parking Management
Fleet Services
Airport
Leadership Team
Tourism
Emergency Services
Police
Fire & EMS
Public Works
Libraries
Human Services
City Assessor
Parks & Rec.
Economic Dev.
Community Dev.
Financial Services
Communications & Marketing
Human Resources
Information Technology
Water Resources
Visitor Information Center
Animal Warden
Fire Marshal
Streets
Social Services
Juvenile Services
Business Services
Inspections and Code Compliance
Accounting
Occupational Health
Admin.
Administration /Engineering
Foster Care/ Adoption
Community Services
Recreation Services
Zoning and Natural Resources
Billings & Collections
Citizens First Service Center
Network Services
Meter Reading
Refuse
Benefits
Residential Services
Park Services
Planning
Procurement
Local Government Television
Application Services
Water Line Maintenance
Buildings & Grounds
Child Protective Services
Prevention Services
Support Services
Budget
GIS
Water Treatment Plant
Engineering
Adult Protective Services
Museums
Human Services Finance
Sewer Line Maintenance
VIEW/ Employment Services
Customer Services
Wastewater Treatment Plant
Comprehensive Services Act
Stormwater
Child Care
Reports directly to City Council or City Manager
Component Units
Constitutional or State mandated functions.

Date of Incorporation
Lynchburg was founded by John Lynch in 1757; established as a town in October 1786; incorporated as a town on January 10, 1805; and received independent city status in 1852.

Area of City
The area of the City consists of 50.107 square miles.

Population by decade (U. S. Census Bureau)



Note: The most recent figure from the Weldon Cooper Center for Public Service (www.coopercenter.org) estimates the City's July 1, 2013, population to be 77,376.

Form of Government
Lynchburg has operated under a Council/Manager form of government since 1920. The City Council, comprised of seven members, is elected on either an at-large (3 members) or ward (4 members) representative basis for four-year staggered terms of office. From among the elected City Council members, they choose on or near July 1 of each election year by simple majority vote a Mayor and Vice Mayor to serve two-year terms.

Appointed by the City Council, the City Manager serves as the chief administrative officer of the municipal corporation. The City Manager performs the City's administrative and policy-related duties, directs business procedures and has the power of appointment and removal of the heads of all administrative departments as well as other employees of the City. The City Manager's primary focus is on helping Council set priorities; interpreting City Council's actions to the appropriate department, outside organizations, and citizens; and providing professional leadership in executing the adopted policies of City Council.

Segregation of Taxable Subjects for Local Taxation Only
By an Act of the General Assembly of Virginia, approved March 31, 1926, all real estate, tangible personal property, and machinery used for manufacturing purposes, were segregated to the City, and those subjects are not liable to any general tax except the City tax.

Assessments
The City Assessor appraises the market value of real estate on a biannual assessment cycle. The entire City is reviewed every other year (with values effective the first day of July of the odd years) and adjustments are made where necessary based upon market evidence indicating a change in the value.

The Commissioner of Revenue is required by the Code of Virginia to assess vehicles and motorcycles by means of a recognized pricing guide. For most other personal property, the assessed value is based on a percentage of original cost. The Commissioner is also required to assess tangible personal property and machinery and tools. The City prorates personal property on a monthly basis.

Lynchburg, Virginia is a city which remembers its past while focusing on the future - a vibrant central city fostering a strong sense of community, economic opportunity for all our citizens and responsive, results-oriented local government.

Lynchburg is a city of 50 square miles located near the geographic center of the state, bordered by the eastern edge of the beautiful Blue Ridge Mountains. It is located approximately 180 miles southwest of the nation's capital, Washington, D.C.

An active community boasting friendly residential neighborhoods, Lynchburg has a tradition of outstanding public education. Lynchburg operates one of the top school systems in the state and is recognized for its unique Partners in Education program that partners the business and government sector with the schools. The City is also home to five public/private colleges and universities.

A city with outstanding cultural, educational, and recreation opportunities, Lynchburg has over 900 acres of parkland and a nationally recognized urban trail system. The parks and trails provide a full range of recreation opportunities including tennis, basketball, recreational and competitive sports, horseshoes, hiking, biking, and Frisbee golf. Citizens and visitors alike can swim at an Olympic size swimming pool, take in a minor-league baseball game, launch a canoe on the James River, and participate in a recreation class or program at one of the eight community centers (including the Templeton Senior Center).

In October 2013, City Council adopted a Vision for the City – "A Great Place to Live, Work and Play!" along with goal statements for twelve pillars that support the Vision. The twelve pillars are Arts and Culture, Citizen Engagement and Social Capital, Economic Development, Healthy and Active Living, Infrastructure, Land Use, Lifelong Learning, Natural Resources, Neighborhoods, Safe Community, Social Equity, and Transportation.

In December 2013, City Council adopted the priorities related to each pillar that support the Vision. Following Council's adoption of these priorities, the Strategic Planning Action Team is meeting with internal and external stakeholders to identify the metrics that demonstrate progress and/or success with each priority. Within this document as an initial step to linking City functions to the Vision, departments associated pillars with performance measures where there was a connection.

From left to right, downtown Lynchburg is featured with the James River in the foreground; Hollins Mill Dam with a bike rider is in the middle of the collage; and at the end is a young lady in period costume writing in calligraphy at the James River Batteau Festival. Photographs courtesy of Nancy Blackwell-Marion

A
GREAT PLACE
TO LIVE, WORK & PLAY!
OPEN COMMUNICATION - PERSONAL RESPONSIBILITY - INTEGRITY - CUSTOMER FOCUS
ARTS & CULTURE
CITIZEN ENGAGEMENT & SOCIAL CAPITAL
ECONOMIC DEVELOPMENT
HEALTHY & ACTIVE LIVING
INFRASTRUCTURE
LAND USE
LIFELONG LEARNING
NATURAL RESOURCES
NEIGHBORHOODS
SAFE COMMUNITY
SOCIAL EQUITY
TRANSPORTATION
DELIVER SERVICES TO CITY RESIDENTS, WORKERS AND VISITORS IN AN EFFICIENT, EFFECTIVE AND EQUITABLE MANNER AND TO BUILD A STRONGER COMMUNITY
REGIONAL PLANS
DEPARTMENT PLANS
COMPREHENSIVE PLAN
FISCAL RESPONSIBILITY
★GOOD GOVERNANCE★
LYNCHBURG
VIRGINIA

City Council FY 2015 Adopted Priorities

Lynchburg, VA: A Great Place to Live, Work and Play!

- **Arts & Culture:** Lynchburg is a place to discover and enjoy arts, history, and culture.
  Priority: Improve the City's role as facilitator and champion of local and regional efforts to promote preservation, the arts, and heritage development.

- **Citizen Engagement and Social Capital:** Lynchburg citizens are engaged in participative democracy, interact with each other, learn from each other and together make the community more than the sum of its parts.
  Priority: Promote active and effective participation in civic affairs, democratic process, and community improvement efforts.

- **Economic Development:** Lynchburg fosters an environment where businesses develop, thrive and compete in the global marketplace.
  Priority: Focus on areas that will directly impact economic growth and ensure Lynchburg is in a competitive position to attract, retain, and grow the types of companies and industries it desires.

- **Healthy & Active Living:** Lynchburg supports healthy and active living.
  Priority: Upgrade existing facilities in parks to meet current codes and to improve their appearance and function.

- **Infrastructure:** Lynchburg will develop, renew and replace the City's infrastructure in a manner that is cost-effective, efficient, and sensitive to the community's needs.
  Priority: Provide the citizens of Lynchburg with dependable, modern, high-quality roads, utilities and public spaces to meet the City's long-term requirements.

- **Land Use:** Lynchburg optimizes the use of land and resources within its 50 square miles.
  Priority: Promote public and private strategies that allow for transit and pedestrian-oriented, mixed-use development opportunities, especially within designated redevelopment areas.

- **Lifelong Learning:** Lynchburg is a community that values, encourages, and supports the pursuit of learning opportunities at all stages of life.
  Priority: Create partnerships with Lynchburg City Schools, private schools, universities, colleges and the business community to support workforce development.

- **Natural Resources:** Lynchburg protects, preserves, and restores the natural environment.
  Priority: Encourage development that maximizes the use of limited land resources, while being sensitive to cultural and natural resources and surrounding land uses.

- **Neighborhoods:** Lynchburg is a community of vibrant, healthy, and diverse neighborhoods.
  Priority: Support neighborhoods through infrastructure and public services.

- **Safe Community:** Lynchburg supports a safe and vibrant community through partnerships, planning and prevention.
  Priority: Foster a safe and vibrant community through conserving, stabilizing and revitalizing City neighborhoods.

- **Social Equity:** Lynchburg is a city where everyone is valued and respected, and has fair access to public resources.
  Priority: Promote activities which support the healthy development of the City's at-risk youth, adults and families.

- **Transportation:** Lynchburg's transportation system is multi-modal, safe and accessible to all citizens.
  Priority: Create a sustainable, multi-modal transportation system that minimizes and, where possible, reduces pollution and motor vehicle congestion while ensuring safe mobility and access for all.

FY 2013 Accomplishments and Recognitions

ECONOMIC DEVELOPMENT

Areva NP, with North American headquarters in Lynchburg, is the world's largest nuclear power plant designer, manufacturer and service provider and has built one-third of the three hundred plus plants in existence in the world. In January 2013, Areva announced it was selected to provide spent fuel level instrumentation upgrades at a U.S. nuclear plant.

In the health services sector, CENTRA, which owns and operates both Lynchburg General and Virginia Baptist hospitals in the City, completed work on its $3 million Central Virginia Center for Simulation and Virtual Learning. This center is one of the most comprehensive virtual healthcare learning facilities in Virginia.

Other business sector growth includes Banker Steel, which will expand its facility in Lynchburg and hire 50 people after being awarded a major contract in New York. Banker Steel, which fabricates steel structures, will help build the first phase of a $4.9-billion, 15-building residential and commercial project called Atlantic Yards in Brooklyn. Also, J. Crew, a New York-based retailer, opened a $20 million addition to its Lynchburg distribution center to support company growth. This addition supported 170 new full-time jobs added to the more than 1,300 J. Crew employees in Lynchburg.

Liberty University (LU) continues to work on a major campus transformation. The $50 million Jerry Falwell Library opened in January 2014. In spring 2014, a $40 million Center for Medical and Health Sciences is scheduled to be complete. The Center is expected to create an additional 400 new jobs in the next five years. New construction was recently started on an observatory as well as the first of six eight-story residence halls which will replace current one-story residence halls. The 2,500 seat baseball stadium and a three court basketball practice facility both opened in time for their 2013 seasons.

Other academic institutions in the City also made significant capital investments in FY 2013. Lynchburg College broke ground on the $12 million expansion and renovation of its Student Center in April 2013. In February 2013 Randolph College opened its renovated student center, a $6 million project. Lynchburg College and Randolph College were also ranked in the 2013 edition of U.S. News & World Report's Best Colleges.

LYNCHBURG CITY SCHOOLS

For FY 2013, the Commonwealth of Virginia Department of Education notified Lynchburg City Schools that thirteen of the sixteen public schools earned full accreditation and three were accredited with a warning in mathematics. Both E. C. Glass and Heritage high schools were included in the May 2013 ranking of the *Washington Post's* most academically challenging high schools. Eligibility for this honor is based on the number of college-level tests given in the school year divided by the number of graduates for that year. Lynchburg City Schools continues to provide the most Advanced Placement courses in the region. The School Board has adopted a Comprehensive Plan that focuses on achievement, behavior and culture for all students and staff in the school system and a vision of "Every Child, By Name and By Need, to Graduation".

INFRASTRUCTURE

FY 2013 was a year of continued work on downtown redevelopment, the Combined Sewer Overflow (CSO) Program and maintenance type projects. The first phase of the Midtown Connector which includes the re-working

of a major intersection is well underway. Phase II of the 5th Street corridor was recently completed. This second phase included replacing the water and sewer lines, streetscape, and on-street parking. Phase III is currently under design. 5th Street serves as a major gateway into the downtown and midtown areas of the City. Also underway is the $6 million renovation of the Miller Center which houses administrative offices for Parks and Recreation as well as a community center and theater space. This project is partially funded with the sale of State historic tax credits. The renovation will increase the delivery of recreation services by making the building 100% accessible as well as updating facilities for classes and community meetings.

TECHNOLOGY

The City continues to be a leader in using technology to assist in service delivery. The Center for Digital Government and Digital Communities Program has ranked Lynchburg fifth among the top-ranked digital city governments in the 75,000 – 124,999 population categories in the 12th annual Digital Cities Survey. This is Lynchburg's ninth year of ranking in the top ten for communities of its size.

TRANSPORTATION

Greater Lynchburg Transit Company (GLTC) provides public bus service for Lynchburg citizens. Ground breaking for a new bus transfer station was held in January 2013. Design has begun on a new bus maintenance and operations facility. These facilities are designed to improve convenience, amenities, and customer service.

The City is also served by the Lynchburg Regional Airport, a small commercial airport with a significant general aviation presence. Passenger loads on daily flights average around 80% and airport revenues have improved due to increased traffic over the last several years. Through its Air Service Development Partnership with the Chamber of Commerce and area businesses the City is actively seeking new regional service to a northern hub airport. In FY 2013, the Lynchburg Regional Airport received a $2.7 million grant from the Federal Aviation Administration for a carrier ramp and taxiway improvement project.

The Lynchburg Regional Airport has two fixed base operators which provide fueling, maintenance and charter service. In addition, Liberty University's rapidly growing Aeronautical Program is based at the airport.

WATER RESOURCES

The Department of Water Resources has repeatedly earned the Virginia Department of Health (VDH) Office of Drinking Water's Excellence in Water Treatment Plant Performance Award. This year both water filtration plants earned the silver award. The VDH Office of Drinking Water Recognition Program rewards water systems that produce water that is at least three times cleaner than is required by the U.S. Environmental Protection Agency and have demonstrated excellence in performance and operations and for the treatment and distribution of drinking water to the public. Additionally, the City's Pedlar Dam and raw water line have been recognized by the American Water Works Association as National Historic Water Landmarks. The Pedlar Dam has been awarded the Virginia Lakes and Watersheds Association's award for the Best Maintained Publically Owned Dam. This past year the Department of Water Resources was awarded the American Academy of Environmental Engineers and Scientists Excellence in Environmental Engineering Award for the Holistic Combined Sewer Overflow (CSO) Long Term Control Plan Update. The Department also has received national attention in magazine articles focusing on the City's commitment to providing safe drinking water and protecting the environment. This commitment to environmental stewardship is also demonstrated by the quality of its wastewater treatment operations and the development of a stormwater utility.

FINANCIAL SERVICES

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Lynchburg for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2012. This is the City's sixteenth consecutive year in receiving this award.

GFOA also awarded the Distinguished Budget Presentation Award to the City of Lynchburg for its FY 2012 Adopted Budget. This is the City's eighth consecutive year in receiving this award.

UNDERSTANDING THE BUDGET

Purpose of the Lynchburg Operating Budget and Capital Improvement Program

Lynchburg's operating budget provides information about the annual financial plan of the City. Included in this budget document is information on the General Fund, Enterprise Funds, and other funds. The document has program descriptions that explain the function of City departments, performance measures and financial tables that show the revenues, expenses, and other fiscal details of the City's programs and activities.

The five-year Capital Improvement Program is both a financial plan and planning document to guide new and ongoing building, transportation, parks and recreation, economic development, and school projects.

What is an Operating Budget and Capital Improvement Program?

An operating budget shows how much money the City will collect to pay for the normal costs of doing its work and how much it will spend. The proposed operating budget is the City Manager's recommendation to the City Council on how the City should collect and spend money during a fiscal year (July 1 through June 30).

The Capital Improvement Program includes the cost of investing in major capital assets, such as a new building, infrastructure and maintenance of existing assets. The first year of the five-year Capital Improvement Program appears in the appropriated budget. City Council only has the authority to appropriate funds on an annual basis. The costs of the normal work of using and maintaining capital assets appear in the operating budget.

Legal Requirements for the Operating Budget

Section 14 of the City Charter requires the City Manager to act as Budget Commissioner, and as such to prepare and submit an annual budget to the City Council. Further, Section 14 states that "At such time as the Council may direct, but not later than forty-five days before the end of each fiscal year, the City Manager shall prepare and submit to the Council for informative and fiscal planning purposes only, an annual budget for the ensuing year, based upon detailed estimates furnished by the several departments and other divisions in the City government according to a classification as nearly uniform as possible. The budget shall contain such other information as may be prescribed by Council." (Act 1960, Ch. 479, Sec. 1, p. 740)

Budget Process

The budget process is responsive to the overall budget needs of the entire City government, including the fiscal policy concerns of the Council, the financial management responsibility of City staff, the day-to-day operating requirements of City agencies and the needs of citizens for information concerning the budget.

Budget Timetable

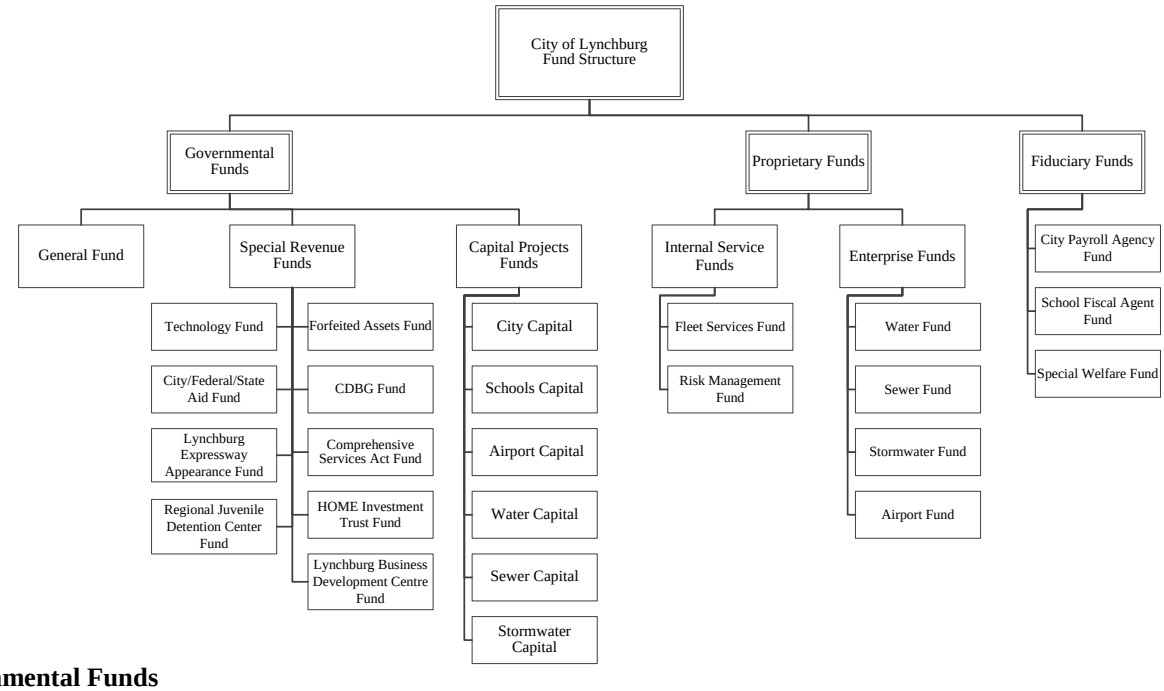
Typically, in early March, the City Manager submits to the City Council a proposed operating budget for the fiscal year starting July 1 and ending June 30 of the following year. The City Manager includes a budget message that explains budget issues and presents recommendations. The operating budget includes proposed expenditures and the means of financing them. Council studies the proposed budget at work sessions throughout the months of March and April and holds a public hearing to receive citizens' comments. In addition, citizen engagement meetings are held concurrently during the months of March and April to receive citizen input in a more informal environment. The Council makes final budget decisions and adopts the budget through passage of an appropriations resolution during the month of May. By July 1st, the beginning of the fiscal year, the City Manager prepares and distributes the adopted budget based on City Council deliberations and adoption of a budget resolution.

DESCRIPTION OF CITY FUNDS

For accounting purposes, a local government is not treated as a single, integral entity. Rather, a government is viewed instead as a collection of smaller, separate entities known as "funds". The Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards (Codification)*, Section 1300, defines a fund as:

> "A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations."

All of the funds used by a government must be classified into one of eleven "fund types." Five of these fund types are used to account for a state or local government's "governmental-type" activities and are known as "governmental funds." Two of these fund types are used to account for a government's "business-type" activities and are known as "proprietary funds." Finally, the remaining four fund types are reserved for a government's "fiduciary activities."



Governmental Funds

Three fund types are used to account for City governmental-type activities: General Fund, Special Revenue Funds, and Capital Funds.

General Fund

The General Fund is used to account for most of the day-to-day operations of the City, which are financed from taxes and other general revenues. Activities financed by the General Fund include those of line and staff departments within the City except for activities of the Proprietary Funds.

Special Revenue Funds

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. These revenues are either legally restricted by outside parties such as Federal and State governments for grants or the local governing body imposes restrictions. The City has the following Special Revenue Funds:

- Forfeited Assets Fund – Accounts for revenues received from the sale of confiscated assets, which are related to illegal drug sales and are used for law enforcement activities.
- Community Development Block Grant Fund – Accounts for revenues received from the Department of Housing and Urban Development, which are used for various development projects to accomplish the goals of the block grant program.
- Comprehensive Services Act Fund – Accounts for revenues received and expenditures made to support the Comprehensive Services Act for At-Risk Youth and Families adopted by the Virginia General Assembly.

DESCRIPTION OF CITY FUNDS (CONTINUED)

- HOME Investment Trust Fund – Accounts for revenues received from the Department of Housing and Urban Development for support of affordable housing needs in the City.
- Lynchburg Business Development Centre Fund – Accounts for revenues received to support a local business incubator and for monies received from the Economic Development Administration for a revolving loan fund and certain other economic development assistance.
- Lynchburg Expressway Appearance Fund (LEAF) – Accounts for the revenues and expenditures associated with beautification of the Lynchburg Expressway.
- Regional Juvenile Detention Center Fund – Accounts for revenues received and expenditures made to support the operations of the City's Juvenile Detention Home.
- Technology Fund – Accounts for revenues received to support the acquisition of computer equipment and maintaining network equipment, servers and the AS400.
- City/Federal/State Aid Fund – Accounts for the City's various federal and state grants for such purposes as building projects, certain social service and community development programs and public safety.

Capital Projects Funds
The Capital Projects Fund accounts for all resources used for the acquisition and/or construction of capital equipment and facilities by the City except those financed by the Enterprise Funds and Trust Funds. These funds consist of City, Schools, Airport, Water, Sewer, and Stormwater Capital Projects Funds.

Proprietary Funds

Two fund types are used to account for a government's business-type activities (activities that receive a significant portion of their funding through user fees). These are the enterprise funds and the internal service fund.

Enterprise Funds
Water, Sewer, Stormwater and Airport Funds are used to account for the acquisition, operation and maintenance of City-owned water and sewer facilities, stormwater facilities and airport operations. These funds are entirely or predominantly self-supported by user charges. The operations of these funds are accounted for in such a manner as to show a profit or loss similar to comparable private enterprises. The Airport Fund receives some support from the General Fund in the form of an interfund transfer for debt service.

Internal Service Fund
Internal Service Fund accounts for the financing of goods and services supplied to other funds of the City and to other governments, on a cost-reimbursement basis the Fleet Services Fund contains funding for maintaining the City's equipment and vehicle fleet. Each department using Fleet Services contains funding to pay for the actual cost of maintaining vehicles utilized by the department. Fleet Services bills departments on a monthly basis for their fleet related expenses. The depreciation of fleet vehicles and equipment is accounted for in non-departmental.

The Risk Management Fund is used to account for the self-insurance related activities including property/casualty and liability insurance.

Fiduciary Funds

These funds are used when a government holds or manages financial resources in a trustee or agency capacity; therefore, these resources cannot be used to support government programs. There are four fund types to account for various types of fiduciary obligations. These are pension trust funds, investment trust funds, private purpose trust funds and agency funds.

The City's Agency Funds are custodial in nature (assets equal liabilities). These funds consist of the City Payroll Agency Fund (which includes health and dental claims), School Fiscal Agent Fund, and Special Welfare Fund.

Lynchburg City Schools

Federal, State, and City funds support the operating needs of the Lynchburg City Schools. Capital construction needs of the schools are primarily supported by City funds with additional State funding as approved by the General Assembly.

The Lynchburg City Schools operates one pre-school, eleven elementary schools, three middle schools, and two high schools in the City. The Schools are fiscally dependent on the City and are prohibited from issuing bonded debt without approval of City Council.

BUDGET PROCESS

Basis of Accounting:

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both "measurable" and "available." Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 45 days of the end of the fiscal period for most revenues. Accordingly, real and personal property tax revenues are recorded as revenues principally on the cash basis until year end, at which time current property tax receipts received within 45 days of year end are accrued. Property taxes not collected within 45 days after year-end, net of allowances for uncollectible accounts are reflected as deferred revenues.

Intergovernmental revenues, consisting principally of categorical aid from federal and state agencies are recognized when earned or at the time of the specific expenditure. Sales, public utility, and Communications Sales and Use taxes, which are collected by the Commonwealth of Virginia and public utilities, respectively, and subsequently remitted to the City, are recognized as revenues and receivables when measurable and available.

Expenditures in governmental funds are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. The exceptions to this general rule are principal and interest on general long-term debt, which are recognized when due.

Proprietary fund types utilize the accrual basis of accounting. Revenues are recognized when earned, including unbilled utility receivables, and expenses are recognized when incurred.

Basis of Budgeting:

The budgets for the General, Airport, Sewer, Water, Stormwater, Capital Projects and all Special Revenue Funds are prepared in accordance with the City Charter on a modified accrual basis of accounting. Encumbrances are treated as a reservation of fund equity and reappropriated in the next fiscal year. Revenues, expenditures, and transfers related to internal service type functions are included for budget purposes. The budget for the Lynchburg City Schools (School Operating Fund) is prepared on the modified accrual basis of accounting.

Project budgets are utilized in the Capital Project Funds. All Operating Budget appropriations which are not encumbered lapse at year-end. Appropriations for the Capital Project Funds are continued until completion of applicable projects, even when projects extend for more than one fiscal year, or until repealed.

Encumbrances:

Encumbrance accounting is a process in which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the appropriation for future expenditure. Encumbrances are treated as a reservation of fund equity and re-appropriated in the next fiscal year.

Amending the Budget:

The City Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total budget amounts and/or appropriations of any fund require an amendment to the budget. The Code of Virginia requires that City Council approve any amendment. If the total of the proposed amendment exceeds one percent of the total expenditures shown in the currently adopted budget, the proposed amendment must be advertised and a public hearing must be held before City Council can act. After the public hearing, City Council can act on the proposed amendment.

The Relationship between the Budget and the Capital Improvement Program:

The City also prepares a five-year Capital Improvement Program (CIP) for City Capital Projects, School Capital Projects, Water, Sewer, Stormwater, and Airport funds. The CIP specifies capital improvement or construction projects, which are tentatively identified for funding during the next five years, with the first year of the plan serving as the capital budget. General obligation bonds, revenue bonds, grants and low interest as well as no-cost loans from the State government are the primary means for funding capital improvements. Additionally, "pay-as-you-go financing" (cash) is used to provide capital funding. Restricted sources from user fees such as the Passenger Facility Charge on airfares are another source of funding for Airport Capital Improvements. A debt service schedule for all bonds and loans is included in the Budget and CIP summaries by Fund.

CITY OF LYNCHBURG
BUDGET CALENDAR
FY 2015

August 2, 2013	Capital Improvement Program (CIP) Instructions sent to departments
August 21, 2013	Individual Department Head/Project Manager Meetings to discuss/review FY 2014 CIP projects and continuing projects
September 10, 2013	Regular Council Work Session - Carry forward
September 12, 2013	*Prioritized* CIP submissions due to Budget Office
September 24, 2013	Council Meeting - Carry forward Adoption
September 30, 2013	Progression and classification requests due to Human Resources
October 1, 2013	Initialize Budget; Debt Numbers due to Budget Office from Finance
October 3, 2013	Meet with Department Head/Project Manager to discuss/review FY 2015 CIP submissions
October 3, 2013	First Draft of Financial Projections (Expenditures/Revenues/Debt) completed by Budget Office
October 15, 2013	Preliminary Benefit Rates Due to Budget Office from Human Resources
October 16, 2013	Progression and classification results due to Department and Budget Office from Human Resources
October 31, 2013	Budget Instructions to Departments; Open Budget Module for Keying
November 12, 2013	CIP Financing Plans Due from Accountants to Budget Office
November 13, 2013	New CIP project submissions to the Planning Commission for review for compliance with the Comprehensive Plan
November 21, 2013	Budget Request and Personnel Services Due from small departments
November 27, 2013	Budget Request and Personnel Services Due from medium departments
December 2, 2013	Letters sent to FY 2014 Adopted Budget External Service Providers
December 5, 2013	Budget Request and Personnel Services Due from large departments
December 20, 2013	FY 2014 Adopted Budget External Service Providers FY 2015 Request Due
January 15, 2014	Fund Summaries Due From Accountants
January 21, 2014	Council Budget Retreat
January 22, 2014	Complete General Fund Summary to determine Pay As You Go availability; Schools Operating Budget Due; Expenditure Base for Projections/Budgets Updated in Module; Revenue Projections to City Manager
January 23-24, 2014	Balance Budget
January 24, 2014	Performance Measures Due from All Departments that have performance measures
February 3, 2014	Budget Submission and Fund Summaries Due for Water, Sewer, and Stormwater; Close Budget Module
February 25, 2014	Draft Proposed Budget Posted on Intranet for Departments to Review
February 27, 2014	Department Changes to Proposed Document Due to Budget Office by 5PM
March 4, 2014	Manager's Proposed Budget Book to Printer
March 6, 2014	Send Third Quarter Letter to Departments
March 11, 2014	Regular Council Work Session - Budget Message: City and City Schools, Revenues, Begin to walk through FY 2015 Proposed Budget; Regular Work Session Items
March 12, 2014	Ad for Budget Public Hearing to Communications & Marketing (ad runs March 25, 2014)
March 14, 2014	Third Quarter Requests Due from departments to Accountants
March 18, 2014	Council Budget Work Session - Continue to walk through FY 2015 Proposed Budget Citizen Engagement - Sandusky Middle School
March 21, 2014	Third Quarter Requests Due from Accountants to Budget Office
March 24, 2014	Citizen Engagement - Linkhorne Middle School
March 25, 2014	Regular Council Work Session - CIP, Schools; Regular Work Session Items
March 31, 2014	Ad for Third Quarter Public Hearing (if necessary) Citizen Engagement - Dunbar Middle School
April 1, 2014	Budget Public Hearing
April 8, 2014	Regular Council Work Session - Budget Balancing; Regular Work Session Items
April 15, 2014	Council Budget Work Session - Budget Balancing (optional)
April 22, 2014	Regular Council Work Session - Budget Balancing; Regular Work Session Items - Third Quarter Review Third Quarter Public Hearing
April 29, 2014	Council Budget Work Session - Budget Balancing (if necessary) Resolution for Manager Approval
May 13, 2014	Council Meeting - First Reading of the Budget; Third Quarter Adoption
May 27, 2014	Council Meeting - Second Reading of the Budget and Adoption of the Budget
June 25, 2014	Adopted Budget Book to Printer
July 1, 2014	FY 2015 Adopted Budget available online and in libraries

DEFINITION OF TERMS

accrual basis of accounting – Method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.

Adopted budget – The budget approved by City Council and enacted through a budget appropriation resolution.

Affordable Care Act (ACA) – Federal legislation that mandates certain health benefit requirements.

Airport Fund – Supports the operation and maintenance of the Lynchburg Regional Airport. This fund is intended to operate on a self-sustaining or enterprise basis.

American Recovery and Reinvestment Act (ARRA) – The American Recovery and Reinvestment Act of 2009, abbreviated ARRA and commonly referred to as the Stimulus, is an economic stimulus package enacted by the 111th United States Congress in February 2009.

appropriation – The legal authority granted by City Council to expend or obligate funds for a specific purpose. Appropriations may be adjusted during the fiscal year, either up or down, by amendment of City Council.

assessment – The official valuation of property for purposes of taxation.

assessment ratio – The ratio which the assessed value of a taxed item bears to market value of that item. In the City of Lynchburg, real estate is assessed every other year at market value.

balanced budget – Occurs when total revenues equal total expenditures for a fiscal year; fund balance dollars above the Financial Policy limit of ten percent may be used to offset non-recurring expenditures.

basis of accounting – A term used to indicate when revenues, expenditures, expenses and transfers, as well as the related assets and liabilities are recognized in the accounts and reported in the financial statements.

beginning balance – Unexpended funds from the previous fiscal year, which may be used to fund one-time expenditures during the current fiscal year. This is also referred to as fund balance.

Blue Ridge Regional Jail Authority (BRRJA) – The Blue Ridge Regional Jail Authority, (the "Authority"), was created by member jurisdictions for the purpose of developing and operating a regional jail system by acquiring, renovating and expanding certain existing jail facilities and constructing additional jail facilities. The member jurisdictions are the cities of Lynchburg and Bedford, as well as the counties of Halifax, Bedford and Campbell. The Authority began operating the existing jail facilities in the member jurisdiction on July 1, 1998. The City sold its existing jail facilities to the Authority during fiscal year 1997. A new central jail facility was constructed in Lynchburg and opened in FY 2000. It is owned and operated by the Authority. Each member jurisdiction pays a per diem charge for each day that one of its prisoners is at any Regional Jail Facility. In accordance with the Service Agreement, the Authority has divided the per diem charge into an operating component and a debt service component. The per diem charge is based on an agreed upon number of prisoner days, and is subject to adjustment at the end of each fiscal year.

bond – A written promise to pay a specified sum of money (called the principal) at a specified date in the future, together with periodic interest at a specified rate. In the budget document, these payments are identified as debt service. Bonds may be used as an alternative to tax receipts to secure funding for long-term capital improvements. General Obligation Bonds are debt approved by City Council to which the full faith and credit of the City is pledged. The State Constitution mandates that taxes on real property be sufficient to pay the principal and interest of such bonds.

budget – A plan for the acquisition and allocation of resources to accomplish specified purposes. A plan of financial operations comprising an estimate of proposed expenditures for a fiscal year and the proposed means of financing those expenditures (revenues). The term may be used to describe special purpose fiscal plans or parts of a fiscal plan, such as "the budget of the Police Department or the Capital Budget" or may relate to a fiscal plan for an entire jurisdiction, such as "the budget of the City of Lynchburg."

budget adoption – The official enactment by City Council to establish authority for the obligation and expenditure of resources.

budget document – The official written statement that outlines the annual budget.

Budget Message – A general discussion of the proposed budget presented to City Council by the City Manager as a part of or supplement to the budget document. The budget message explains principal budget issues against the background of financial experience in recent years, and presents recommendations made by the City Manager.

budget schedule – The key dates or milestones that the City follows in preparing, considering and adopting the budget.

budgetary control – A mechanism whereby expenditures are monitored to ensure compliance with legal provisions embodied in the annual appropriated budget approved by City Council.

calendar year – Twelve months beginning January 1 and ending December 31.

capital assets – Assets of long-term character which are intended to continue to be held or used by the City, including land, buildings, machinery and other equipment.

capital expenditure – An expenditure that results in the creation of an asset beyond the year in which that asset is provided.

Capital Improvement Program (CIP) – A five-year plan for public facilities, which results in construction or acquisition of capital assets, primarily buildings and infrastructure needs such as street re-paving. The program also includes funding for parks, sewers, sidewalks, major equipment and major items of capital equipment related to the new facilities. The following funds are included in the capital improvement program: City Capital Projects, School Capital Projects, Airport, Sewer, Stormwater and Water funds.

capital project funds – Fund type used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by enterprise funds or trust funds.

cash management – A conscious effort to manage cash flows in such a way that interest and penalties paid are minimized and interest earned is maximized. Checks received are deposited the same day, bills are paid no sooner that the due date unless discounts can be obtained by paying earlier, future needs for cash are determined with exactness and cash-on-hand not needed immediately is invested in short-term interest-bearing investments.

Component Unit – A legally separate organization that a primary government must include as part of its financial reporting entity for fair presentation in conformity with generally accepted accounting principles.

Comprehensive Plan – Presents a vision of what the community will be like in the future and identifies the steps required to move toward that vision. The 2002-2020 Comprehensive Plan was adopted by City Council in FY 2003, updated in FY 2010, and can be found on the City's website at www.lynchburgva.gov.

debt service – Principal and interest payments on bond and capital lease long term debt.

dedicated revenue – Revenue specifically designated by the Federal or State government to be used for specific programs in the City.

department – An entity within 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 all expenditures and other activities assigned to that department.

depreciation – The systematic and rational distribution of the cost of a tangible capital asset (less salvage value) over its estimated useful life.

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

division – For manageability and accounting purposes, some departments are further divided into smaller units of control, called divisions. For example, the Streets Division is part of the Department of Public Works.

Economic Development Authority (EDA) – Under the Code of Virginia, City Council passed an ordinance on March 14, 1967, which created the Industrial Development Authority of the City of Lynchburg (the "IDA"). The IDA was established to promote industry and develop trade within the City. The IDA is governed by a board of seven directors appointed by City Council. City Council, however, is not financially accountable for the IDA. In 2008 City Council changed the name from the Industrial Development Authority (IDA) to an Economic Development Authority (EDA) to more accurately reflect the work of the Authority beyond the focus of industrial development.

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

enterprise fund – A type of proprietary fund used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

expenditure – The authorized payment of City funds for goods and services. Expenditures include payment in cash for current operating expenses, capital improvement and debt service.

fiscal year (FY) – A year-long accounting period. For the City of Lynchburg, the fiscal year is from July 1 to June 30 of the following year.

fringe benefits – The fringe benefit expenditures included in the budget are the City's share of an employee's fringe benefits. Fringe benefits provided by the City include: FICA taxes (Social Security), health insurance, life insurance, retirement, unemployment insurance and worker's compensation insurance.

fund – A fiscal and accounting entity with a self-balancing set of accounts, which is segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

fund balance – GASB 54 identifies the following as Fund Balance classifications:

Nonspendable Fund Balance – Nonspendable Fund balance includes amounts that cannot be spent because they are either not in spendable form such as inventories and prepaids or they are legally or contractually required to be maintained intact.

Restricted Fund Balance – Restricted Fund balance includes amounts that have constraints placed on their use by external sources such as creditors, grantors, contributors, laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance – Committed Fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the highest level of decision making authority – City Council. Formal Council action includes the annual adoption of the City's Budget Resolution, Council Resolutions appropriating funds and/or resources, Budget amendments appropriating funds and resources from third quarter adjustments and Budget amendments to carry forward appropriations that were unexpended at fiscal year-end.

Assigned Fund Balance – Assigned Fund balance includes amounts that are constrained by the government's intent to be used for specific purposes but are neither restricted nor committed. Fund Balance may be assigned either through the encumbrance process as a result of normal purchasing activity (which includes the issuance of a purchase order), or by the City Manager or his designee.

Unassigned Fund Balance – Unassigned Fund balance is the positive fund balance within the General fund which has not been classified as Restricted, Committed or Assigned and negative fund balances in other governmental funds. These funds are not appropriated for expenditure. The Unassigned Fund balance is targeted at approximately 10% of net operating revenues.

General Accepted Accounting Principles (GAAP) – Uniform minimum standards and guidelines for financial accounting and reporting. GAAP encompasses the conventions, rules and procedures necessary to define accepted accounting practices.

General Fund – A fund type used to account for all revenues and expenditures of the City not required to be accounted for in other funds. Revenues are derived primarily from property taxes, local sales tax, utility taxes, licenses, permits, user fees and other sources. General Fund expenditures finance the daily operations of the City and include the costs of general government activities, transfers to other funds and debt service requirements. Included in the General Fund are the groups and programs discussed in that section of this budget.

governmental funds – Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

intergovernmental revenues – Revenues from other governments, such as the State and Federal government in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

internal service fund – A type of proprietary fund used to account for the financing of goods or services provided to other funds of the City, or to other governments, on a cost-reimbursement basis.

investment earnings – Revenue earned on investments with a third party. The City uses a pooled cash system, investing the total amount of cash regardless of fund boundaries. The interest earned is then allocated back to individual funds by average cash balance in that fund.

lease-purchase agreement – An agreement that conveys the right to property or equipment for a stated period of time. It allows the City to spread the cost of the acquisition over several budget years.

line item – A specific expenditure category within a department budget. For example: supplies and materials, utilities or gasoline/diesel.

maturities – The dates on which the principal or stated values of investments or debt obligations become due and/or may be reclaimed.

non-dedicated revenue – Revenue that can be used at the City's discretion.

operating expenses – The portion of the budget pertaining to the daily operations that provides basic governmental services. Expenditures such as supplies and materials, utilities and gasoline/diesel fuel are considered operating expenditures.

operating transfers – Authorized amounts transferred between funds in the city's financial records that are not related to the provision of a specific service.

performance measures – Indicators that help define effective service delivery.

personnel (FTE) – Full-time equivalents; the total count of full-time and part-time classified as well as temporary personnel in a department or sub-department. Part-time classified and temporary personnel are shown as a percentage of a full-time position.

personnel services – A category of expenditures which primarily covers wages, salaries, overtime and fringe benefit costs paid to or on behalf of City employees.

position – A group of duties and responsibilities, as prescribed by an office or agency, to be performed by a person on a full-time, part-time, or temporary basis.

Proposed budget – The budget recommended for adoption by the City Manager to City Council.

proprietary funds – Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two types of proprietary funds: enterprise funds and internal service funds.

public assistance payments – Payments made to individuals or organizations providing goods or services for individuals in accordance with the requirements of the federal and state public assistance programs.

real property – Real estate, including land and improvements (buildings, fences, pavements, etc.) classified for assessment.

Regional Services Authority (RSA) – Established in 2008, the RSA serves the City of Lynchburg and Campbell County residents and businesses, as well as participating localities (the City of Bedford, Appomattox County, and Nelson County), that transfer solid waste to the regional landfill.

reserve – These accounts contain funds that have been set-aside for a specific purpose or use.

revenue – Government income including but not limited to taxes, permits, fees, licenses, fines, and grants, and also payments from other governmental entities.

Sewer Fund – Consists of the operating budget of the sewer and wastewater treatment programs of the City. Revenues from the operation, such as user fees finance this fund.

special revenue funds – Governmental fund type used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects.

Stadium Fund – Consists of revenue and expenditures for the baseball stadium including operating costs and debt service.

Stormwater Fund –Consists of the operating budget of the stormwater program of the City. Revenues from user fees and other governmental revenue finance this fund.

tax base – The aggregate value of the items being taxed. The base of the City's real property tax is the assessed value of all real estate in the City.

tax rate – The level of taxation stated in terms of either a dollar amount (e.g., $1.05 per $100 assessed valuation), or a percentage of the value of the tax base (e.g., 5 percent sales tax).

unencumbered balance – The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for expenditures.

Water Fund – Consists of the operating budget of the water program of the City. This fund depends on the specific revenues generated by this operation, such as user fees or contracts to supply water to entities.

BUDGET CATEGORIES

Salaries – Compensation for direct labor of persons in the employment of the City. Salaries and wages paid to employees for full-time, part-time and temporary work, including overtime and automobile, clothing and tool allowances.

Employee Benefits – Employment related benefits provided to employees as part of their total compensation. Includes the following:

Group Life Insurance – Payments for both employer's and employees' portions of premiums for employees' life insurance coverage.

Virginia Retirement System – Payments for the employer's portion of premiums for the employees' retirement program.

Employer's FICA Contribution – Payments for the employer's share of Social Security Program contribution.

Workers' Compensation Claims – Payments for authorized claims involving employees' work related injuries.

Group Hospitalization – Payments made for employer's share of insurance for full-time classified employees.

Virginia Local Disability Program – 0.6% of salary is budgeted to pay for third party administration of this State-mandated program that applies to all employees hired after January 1, 2014.

Affordable Care Act Fees – Fees total $65 per employee and are included in the cost of medical benefits.

Unemployment Compensation – Payments for benefits related to unemployment claims.

Tuition Reimbursements – Payments to employees to assist with costs for college or other courses related to City work functions.

Contractual Services – Services acquired on a fee basis or a fixed time contract basis from outside sources (e.g., private vendors, public authorities or other governmental entities). Includes maintenance and repairs for City equipment; facilities and infrastructure; legal, architectural, environmental testing, medical, auditing and financial professional services; information technology services and software purchases; dietary, advertising, printing; and payments to the Economic Development Authority.

Internal Services – Charges to departments for services provided by Fleet Services.

Other Charges – This category includes various types of charges such as: supplies and materials items for the office including books, publications; fuel and natural gas; chemicals; parts; and items for buildings, grounds, traffic and computer related maintenance. Safety, law enforcement and laboratory items as well as food, laundry and medical items are included. Utilities, telecommunication charges; postage; insurance premiums and claims; travel and training; dues and memberships; inventory purchases; payments to other funds for services, rentals and leases; as well as contributions to other governmental, community and civic organizations are included.

Rentals and Leases – Includes expenditures associated with the rental or lease of buildings, real property, and equipment.

Capital Outlay – Includes expenditures for the acquisition of capital assets in excess of $5,000 excluding land, buildings and infrastructure which are major capital expenditures. Includes equipment, furniture and fixtures, heavy equipment such as machinery and tools, computer and radio systems, and specific use equipment for public safety.

FINANCIAL MANAGEMENT POLICIES

Policy I	***Fund Balance***	**Adopted August 10, 1999** **Reaffirmed November 14, 2000** **Revised October 29, 2002** **Reaffirmed September 28, 2004** **Reaffirmed December 12, 2006** **Reaffirmed December 9, 2008** **Reaffirmed November 23, 2010** **Revised May 10, 2011** **Revised February 26, 2013**
Policy II	***Debt Management***	**Adopted August 10, 1999** **Reaffirmed November 14, 2000** **Revised October 29, 2002** **Reaffirmed September 28, 2004** **Revised December 12, 2006** **Revised December 9, 2008** **Revised November 23, 2010** **Revised February 26, 2013**
Policy III	***Budget***	**Adopted November 14, 2000** **Revised October 29, 2002** **Reaffirmed September 28, 2004** **Revised December 12, 2006** **Revised December 9, 2008** **Reaffirmed November 23, 2010** **Revised February 26, 2013**
Policy IV	***Investment***	**Adopted September 25, 2001** **Revised October 29, 2002** **Reaffirmed September 28, 2004** **Revised December 12, 2006** **Revised December 9, 2008** **Reaffirmed November 23, 2010** **Revised February 26, 2013**

BASIS FOR SOUND FINANCIAL MANAGEMENT POLICIES

The primary objective of sound financial management policies is for the City Council to create a framework within which financial decisions can be made. These policies are a statement of the guidelines and goals that influence and guide the financial management practices of the City of Lynchburg. Financial management policies that are adopted, adhered to, and regularly reviewed are recognized as the cornerstone of sound financial management. Sound financial management policies:

- Contribute significantly to the City's ability to insulate itself from fiscal crisis and economic disruption.
- Enhance short-term and long-term financial credit ability by helping to achieve the highest credit and bond ratings possible.
- Promote long-term financial stability by establishing clear and consistent guidelines.
- Direct attention to the total financial picture of the City rather than single-issue areas.
- Promote the view of linking long-term financial planning with day-to-day operations.
- Provide the City Council and citizens a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines.
- Ensure that the organization has sufficient resources to perform mandated responsibilities.
- Provide a foundation for evaluating financial analysis and condition.

FINANCIAL MANAGEMENT POLICIES

Policy I - Fund Balance

General Fund

Unassigned Fund Balance

- The City of Lynchburg's Unassigned General Fund Balance will be maintained at a level to provide the City with sufficient working capital and a comfortable margin of safety to address emergencies and unexpected declines in revenue without borrowing.
- The City shall not use the Unassigned General Fund Balance to finance recurring operating expenditures.
- The City will maintain an Unassigned General Fund Balance (UGFB) equal to 10% of General Fund revenues. In the event the UGFB is used to provide for temporary funding of unforeseen emergency needs, the City shall restore the Unassigned General Fund Balance to the minimum of 10% over five years.
- Funds in excess of the targeted 10% fund balance may be considered to supplement "pay-as-you-go" capital outlay expenditures, other non-recurring expenditures or as additions to fund balance.

Committed Fund Balance

- Committed fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the highest level of decision making authority - City Council. Formal Council action includes the annual adoption of the City's Budget Resolution, Council Resolutions appropriating funds and/or resources, Budget amendments appropriating funds and resources from third quarter adjustments and Budget amendments to carry forward appropriations that were unexpended at fiscal year-end.

Assigned Fund Balance

- Assigned fund balance includes amounts that are constrained by the government's intent to be used for specific purposes but are neither restricted nor committed. Fund Balance may be assigned either through the encumbrance process as a result of normal purchasing activity (which includes the issuance of a purchase order), or by the City Manager or his designee.

Restricted Fund Balance

- Restricted fund balance includes amounts that have constraints placed on their use by external sources such as creditors, grantors, contributors, laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

Non-Spendable Fund Balance

- Non-spendable Fund Balance includes amounts that cannot be spent because they are either not in spendable form such as inventories and prepaids or they are legally or contractually required to be maintained intact.

Policy on the order of spending resources

- The City considers restricted fund balance to be spent when an expenditure is incurred for purposes for which restricted and unrestricted fund balance are available unless prohibited by legal documents or contracts. When an expenditure is incurred for purposes for which committed, assigned or unassigned amounts are available, the City considers committed fund balance to be spent first, then assigned fund balance, and lastly unassigned fund balance.

Enterprise Funds

Water Fund

- Minimum ending fund balance shall not be less than 25% of total fund appropriations with a target balance of 40% of total fund appropriations.
- Funds in excess of the annual requirements may be considered for "pay-as-you-go" capital outlay expenditures, other non-recurring expenditures or funding of necessary reserves.
- A rate review will be conducted at least every two years.

Sewer Fund

- In accordance with the Virginia Department of Environmental Quality Special Order for the correction of the Combined Sewer Overflows, the maximum ending fund balance shall not exceed 25% of total fund appropriations; however, the City shall endeavor to maintain a fund balance as close to 25% as practicable.
- As provided by the Special Order, any excess funds will be directed to "pay-as-you-go" capital outlay expenditures.
- A rate review will be conducted at least every two years.

Policy II - Debt Management

Tax-Supported Debt

Tax-supported obligations are those that are expected to be repaid from the General Fund tax revenue of the City of Lynchburg. These include general obligation bonds (except self-supporting bonds) and capital leases. General obligation bonds issued for self-supporting enterprise funds are not included in calculations of tax-supported bonds.

- The City will not use long-term debt to fund current operations.
- The City will not use short-term borrowing to fund current operations.
- Whenever the City finds it necessary to issue tax-supported bonds, the following policy will be adhered to:
    1. The City will never borrow more than it has the capacity to repay.
    2. The term of any bond issue will not exceed the useful life of the capital project/facility or equipment for which the borrowing is intended.
    3. Annual debt service expenditures for tax-supported debt should not exceed 10% of total General Fund Expenditures plus School Component Unit Expenditures minus the General Fund Transfer to Schools.

4. Total tax-supported debt will not exceed 4.50% of the net assessed valuation of taxable property in the City of Lynchburg.
5. Total tax-supported debt per capita should be maintained at a reasonable level.
6. The 10-Year Principal Payout Ratio shall not be less than 60% at the end of each adopted five-year Capital Improvement Program for Tax-Supported General Obligation Indebtedness.

Revenue-Supported Debt

Revenue-supported obligations are those for which the debt service is payable solely from the revenue generated from the operation of the project being financed or a category of facilities (i.e. water, sewer). These are not considered tax-supported debt of the City. Whenever the City finds it necessary to issue revenue-supported bonds, the following guidelines will be adhered to:

1. The term of any revenue-supported bond issue will not exceed the useful life of the capital project/facility or equipment for which borrowing is intended.
2. Revenue-supported bonds will be structured to allow equal or declining annual debt service payments over a term not to exceed the life of the project being financed. For those revenue-supported bonds issued through the Virginia Revolving Loan Fund, annual debt service payments shall not exceed thirty years.
3. For any enterprise fund issuing revenue-supported bonds, net revenues available for debt service shall not be less than 1.2 times annual debt service for each fiscal year. Net revenues available for debt service will be calculated as operating income, plus depreciation and amortization and plus interest income. Debt service will include all debt service paid by the respective fund; however, the principal portion of any bond anticipation notes or other short-term financing should be excluded.

Refinancing of Debt

- The City shall issue refunding bonds to achieve debt service savings, eliminate onerous covenants or provisions in outstanding bond documents, or to respond to a financial emergency.
- The City shall continually monitor its outstanding debt to identify instances where the City may achieve savings through an advance refunding or current refunding transaction.
- The City shall receive a written refunding analysis indicating the amount of net present value savings from its financial advisor prior to selling bonds to refund any outstanding bonds.
- A refunding transaction to achieve debt service savings should only be undertaken when the net present value of the savings, net of issuance costs, will be at least 3% of the principal amount of the refunded bonds. Refunding transactions for revenue bonds can be structured so that savings are realized over the life of the refunding bonds or up-front, depending on the results of a cost-benefit analysis.

General Debt Policies

- The City will maintain communication with bond rating agencies to keep them abreast of its financial condition and will provide them with information on a timely basis including the City's *Comprehensive Annual Financial Report*, *Annual Adopted Budget* and *Capital Improvement Program*.
- The City shall comply with all of its undertakings in accordance with Securities and Exchange Commission Rule 15c2-12 and will follow the Government Finance Officers' Association and Securities and Exchange Commission requirements for continuing disclosure.
- The City may use the Virginia Public School Authority (VPSA) or State Literary Fund loans to finance school capital projects. City bonds sold to the VPSA and Literary Fund loans constitute general obligation debt of the City. City Council shall approve any application to the VPSA or the Department of Education for a Literary Fund loan. City Council shall approve the issuance of the bonds as required by the Public Finance Act. The School Board shall recommend such financings before a proposed financing is brought to City Council for approval.

Policy III - Budget

Principles

- Public participation in the budgetary process will be encouraged.
- The City will avoid dedicating revenue to a specific project or program because of the constraint this may place on flexibility in resource allocation except in instances where programs are expected to be self-sufficient or where revenue is dedicated to a program for statutory or policy reasons.
- The budget process will be coordinated in a way that major policy issues are identified for City Council several months prior to consideration of budget approval. This will allow adequate time for appropriate decisions and analysis of financial impacts.

Policies

- City Council shall adopt a balanced budget in accordance with all legal requirements.
- A structured budget preparation and formulation process shall be used for all departments and agencies receiving funding from the City.
- Departmental budgets shall be managed within the total appropriated budget for each fiscal year.
- All operating budget appropriations shall lapse at the end of the fiscal year to the extent that they are not expended or encumbered, with the exception of year-end carry-forward items approved by City Council.
- The budget shall be adopted by the favorable vote of a majority of members of City Council.
- The Vision and priorities established by City Council as well as the *Comprehensive Plan* will serve as the framework for the budget proposed by the City Manager.
- The fiscal year for the City is July 1 through June 30 as defined by the *City Code*, Section 18-1.
- One-time revenues shall be used for one-time expenditures only.
- A General Fund Reserve for Contingencies of $1.2 million shall be used as a source of funding for unanticipated expenditures during the budget year. The Reserve for Contingencies is limited to one-time expenditures and shall not be considered a source for recurring financing.

Process

- The City Manager shall annually prepare a *Proposed Budget* for City Council review. The *Proposed Budget* shall serve as a financial plan for the upcoming fiscal year and shall contain the following information:
    1. A budget message that outlines the proposed revenue and expenditures for the upcoming fiscal year together with an explanation of any major changes from the previous fiscal year. The budget message should also include any proposals for major changes in financial policy.
    2. Charts indicating the major revenues and expenditures in each major fund (General, Water, Sewer, Airport) as well as changes in fund balance for all funds.
    3. Summaries of proposed expenditures by function, department and activity for all funds proposed to be expended in a fiscal year.
    4. A schedule of estimated requirements for the principal and interest of each bond issue.
    5. A three-year history of revenues and expenditures to include the prior year actual, current year adopted, amended, and proposed budgets for each major fund.
    6. The proposed budget appropriation resolution, including the tax levy.
- The City Council shall hold a public hearing on the budget submitted by the City Manager and all interested citizens shall be given an opportunity to be heard on issues related to the proposed budget, including the *Capital Improvement Program*.
- Following the public hearing on the *Proposed Budget*, City Council may make adjustments. In instances where City Council increases the total proposed expenditures, it shall also identify a source of funding at least equal to the proposed expenditures.

Capital Improvement Program

- A five-year *Capital Improvement Program (CIP)* that serves as the basis for annual capital appropriations and debt financing requirements shall be prepared and updated annually.
- The *CIP* shall include descriptions, timeline, cost estimates, and a schedule of expected expenditures for each project.
- Debt service requirements and funding needs for schools and City government shall be determined based on the *Adopted CIP*.
- Long-term borrowing shall be confined to major capital improvements and equipment purchases.
- Short-term borrowing shall be limited to bond anticipation notes and equipment leasing, where feasible, with a life of less than 8 years.
- Capital project appropriations shall lapse upon project completion, allowing for an adequate warranty period. Lapsed appropriations shall remain in the Capital Fund for reallocation to other projects.
- Incremental operating costs associated with capital projects shall be funded in the operating budget after being identified and approved in the Capital Improvement Program.
- Pay-as-you-go funding shall not be less than 10% with a goal of 15% as a percentage of the City's 5-Year CIP.

Quarterly Financial Reporting

The City Manager will present to the City Council's Finance Committee (with copies to the remainder of Council) quarterly financial reports identifying meaningful trends in revenues and expenditures for the General, Water and Sewer, Airport, Stormwater, Comprehensive Services Act, and Juvenile Detention Funds.

Third Quarter Review

In mid-March, City staff will evaluate all expenditures and revenues as compared to budget and make recommendations to City Council regarding possible adjustments. Section 15.2-2507 of the *Code of Virginia* requires that a public hearing be held prior to City Council action when the potential increases in the appropriation exceed one percent of the total expenditures shown in the currently adopted budget.

Policy IV - Investment

I. Policy Statement

It is the policy of The City of Lynchburg, Virginia ("the City") that the investment and administration of its funds be made in accordance with the Code of Virginia Investment of Public Funds Act, the applicable provisions of any outstanding bond indebtedness, and this policy. The City shall be in complete compliance with all applicable federal, state and local laws, and other regulations and statutes governing the investment of public funds. Within those parameters, the goal of this policy is to achieve the highest rate of return that is reasonable. The City will establish an Investment Committee consisting of the City Manager, Deputy City Manager, and Director of Financial Services. This Committee will provide broad policy oversight over investments. This policy will be reviewed on an annual basis. Any changes must be approved by the Investment Committee and be reaffirmed by City Council. See Appendix 1 for a Glossary of Investment Terms.

II. Scope

This policy applies to the investment of all the financial assets and funds held by the City. Specific requirements or limitations imposed upon the investment of Bond Proceeds, Debt Service Funds and Debt Service Reserve Funds are located in Section X of this Policy. These Funds are accounted for in the City of Lynchburg's Comprehensive Annual Financial Report and include the General, Special Revenue, Capital Projects, and Proprietary Funds.

III. Objectives

Funds shall be invested in only those investments permitted by Federal, State and local law as it relates to public funds, as well as any contractual agreements entered into by the City.

All of the City's funds, regardless of term, shall be invested with the following objectives listed in the order of priority:

1. *Safety* - Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the portfolio. Specifically, the City will:

    a. seek to avoid realizing any loss through the sale or disposal of an investment; and

    b. seek to mitigate the risk of unrealized losses due to a decline in value of investments held in the portfolio.

2. *Liquidity* - The investment portfolio shall remain sufficiently liquid to meet all cash requirements that may be reasonably anticipated. This shall be accomplished by structuring the portfolio in the following manner:

    a. The City will purchase investments scheduled to mature in accordance with its anticipated cash needs, in order to minimize the need to sell investments prior to maturity;

    b. A portion of City Funds will be maintained in cash equivalents, including money market funds, investment pools and overnight securities, which may be easily liquidated without a loss of principal should an unexpected need for cash arise; and

    c. The portfolio will consist largely of investments with active secondary markets.

3. *Yield* - The City's investment portfolio shall be designed with the objective of maximizing a fair rate of return consistent with the investment risk constraints and cash flow characteristics of the portfolio. The Investment Committee shall establish suitable benchmarks for the measurement of the portfolio's return.

IV. Delegation of Authority

Under the guidance of the Investment Committee, the City's Director of Financial Services is the official charged with collecting, safeguarding and disbursing City funds. In this capacity, and with consensus from the Investment Committee, the Director of Financial Services is responsible for establishing staff roles and responsibilities, considering the quality and capability of staff, selecting investment advisors and consultants involved in investment management, and developing and maintaining appropriate administrative procedures for the operation of the investment program. Examples of key staff roles and responsibilities include, but are not limited to, solicitation of investment offerings, placement of purchase and sell orders, confirmation of trades, and preparation of reports and other activities as required for the daily operations of the investment area. The Director of Financial Services is also charged with developing written standard Investment procedures and an asset allocation plan consistent with this policy. Such procedures shall be reviewed and approved by the Investment Committee. Subject to the approval of the Investment Committee and City Council, the Director of Financial Services may employ financial consultants on a contractual basis to assist in the development and implementation of investment procedures and policies, to monitor the effectiveness and continued compliance with such policies and procedures, and to provide guidance in investment matters.

V. Standards of Care

The standard of prudence to be used by investment personnel shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. The "prudent person" standard states:

> "Investments shall be made with judgment and care – under circumstances then prevailing – which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

The Director of Financial Services, and those delegated investment authority under this Policy, when acting in accordance with written procedures and this Investment Policy and exercising due diligence, shall be relieved of personal responsibility for an

individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

VI. Ethics and Conflicts of Interest

Officers and employees of the City involved in the investment process shall refrain from personal business activities that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose to the Office of the Clerk of Council any material interests in financial institutions with which they conduct business and any personal investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City. Officers and employees are required to abide by the provisions of the Virginia Conflict of Interests Act. The Act prohibits City officers and employees from seeking or accepting money or any other thing of value for the performance of their duties, using confidential information for their own benefit and having a personal interest in a company with which the City is doing business. "Officer" means any person appointed or elected to the City's government whether or not he/she receives compensation or other emolument of office. "Employee" means all persons employed by the City.

VII. Collateral and Safekeeping Arrangements

The City's investments shall be held in safekeeping by a third party and evidenced by safekeeping receipts. As required by Virginia Code, all security holdings with maturities over 30 days may not be held in safekeeping with the "counterparty" to the investment transaction. The Code refers to a counterparty as the issuer or seller of the security and any repurchase agreement provider. All securities purchased or sold will be transferred when possible only under "delivery vs. payment method" to ensure that funds or securities are not released until all criteria relating to the specific transaction are met.

VIII. Competitive Selection of Investment Instruments

It is desirable to select investments on a competitive basis when possible to ensure that the City receives the best price available on a particular investment and avoids paying excessive fees, mark-ups or other compensation to the provider. A list will be maintained of approved financial institutions and security broker/dealers selected by creditworthiness (*e.g.*, a minimum capital requirement of $10,000,000 and at least five years of operations). These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

All financial institutions and broker/dealers who desire to become qualified for investment transactions will supply the following as appropriate:

- Audited financial statements
- Proof of National Association of Securities Dealers (NASD) certification
- Proof of state registration
- Certification of having read and understood and agreeing to comply with the City of Lynchburg Investment Policy

Under the guidance and oversight of the Investment Committee, the Director of Financial Services shall adhere to the following procedures, with assistance from the City's Investment Advisor where appropriate, when funds become available for investment to the extent practical:

1. The Director of Financial Services shall determine the class of investment and maturity range most appropriate for investment of the funds available, based upon the anticipated expenditure schedule of the City, the desired asset allocation of the City's portfolio and the City's Investment Plan.
2. Offers will be solicited for the selected investment from the list of pre-approved providers as noted above.

3. The Director of Financial Services will accept the offer (or bid, if the City is selling an investment) which provides the highest rate of return or which is otherwise deemed most suitable while complying with this Policy and any other criteria specified in the solicitation of offers.

The City shall retain a record of the offers received, the instruments chosen, and the rationale for making the decision.

From time to time, certain investment dealers may present the City with offers that are attractive for investment. Although the City should endeavor to verify (and document) that the price is "fair," it may occasionally purchase such a security without a competitive process if the investment is for $500,000 or less.

Additionally, a competitive process shall not be required for the investment of funds in money market funds, investment pools and overnight securities. However, it shall be the responsibility of the Director of Financial Services to be aware of the yields being offered by various highly liquid investments, and to invest the City's overnight funds in the vehicle(s) which provide a competitive return to the City while complying with this policy and any other criteria established by the Investment Committee or City Council.

IX. Suitable and Authorized Investments – Without Exception, Only the Following Investments Are Suitable and Authorized

1. Treasury Securities
Bonds, Notes and Bills issued by the United States Treasury or certificates representing ownership of treasury bond principal or coupons.

2. Agency Securities (FHLB, FNMA, FFCB, FHLMC, GNMA)
Obligations issued and guaranteed as to principal and interest by the Federal Home Loan Bank, the Federal National Mortgage Association, the Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, or the Government National Mortgage Association, maturing within five years of the date of purchase.

3. Prime Commercial Paper
Commercial Paper maturing within 270 days of the day of purchase rated P-1 or higher by Moody's and A-l or higher by Standard & Poor's, provided that the issuing domestic corporation has a net worth of $50 million and its long-term debt is rated A or better by Moody's and Standard & Poor's.

4. Certificates of Deposit
Certificates of Deposit maturing within one year and issued by domestic banks rated P-l by Moody's and A-l by Standard & Poor's.

5. Banker's Acceptances
Banker's Acceptances maturing within 180 days rated P-l or higher by Moody's and A-l or higher by Standard & Poor's, provided the issuer is a major domestic bank or the domestic office of an international bank rated AA category or higher by Moody's and Standard & Poor's.

6. Commonwealth of Virginia and Virginia Local Government Obligations
General Obligations, Insured Obligations or Revenue Bonds secured by Debt Service Reserve Funds not subject to annual appropriation rated AA category or higher by Moody's or Standard & Poor's.

7. Repurchase Agreements
Repurchase Agreements collateralized by securities approved for investment herein, provided that the counterparty is rate A or better by Moody's and Standard & Poor's and the collateral is held by an independent third party. All Repurchase Agreements are purchased with a Master Repurchase Agreement in place with a third-party custodian.

8. Open-End Investment Funds
Open-end Investment Funds registered under the Securities Act of the Commonwealth or the Federal Investment Company Act of 1940, provided that they invest only in securities approved for investment herein.

9. Virginia Local Government Investment Pool

10. Virginia State Non-Arbitrage Program or Other Authorized Arbitrage Investment Management Programs

X. Suitable and Authorized Investments – Restricted Funds

Funds defined as sinking funds under the Virginia Code may be invested in items listed in Section IX.1 and IX.6 above, repurchase agreements collateralized by those investments, and in the Virginia State Non-Arbitrage Program or other authorized Arbitrage Investment Management programs.

XI. Internal Controls

Under the guidance of the Investment Committee, the Director of Financial Services will establish and maintain an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. The internal control structure will be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management. The Internal Audit Department shall add this Policy and related Procedures to their Audit Universe for audit consideration. The internal control structure will address the following points:

- Control of collusion
- Separation of transaction authority from accounting and record keeping
- Custodial safekeeping
- Avoidance of physical delivery of securities
- Clear delegation of authority to subordinate staff members
- Written confirmation of transactions for investments and wire transfers
- Development of a wire transfer agreement with the lead bank and third-party custodian

XII. Reporting

Under the guidance of the Investment Committee, the Director of Financial Services will ensure that a Management Report will be prepared on a quarterly basis. The information from this Report may be derived from the Investment Advisor and/or the Safekeeping Agent, or both, where appropriate. This Report will include information that provides an analysis of the status of the current investment portfolio and whether investment activities during the reporting period have conformed to the investment policy herein. The Report will be presented to City Council for information and comment. To the extent practical, the report detail may include such items as the following:

- Listing of securities held at the end of the reporting period
- Realized and unrealized gains or losses resulting from appreciation or depreciation
- Average weighted yield to maturity of portfolio on investments compared to benchmarks
- Listing of investment by maturity type
- Percentage of the total portfolio which each type of investment represents

XIII. Diversification

The City will endeavor to diversify its investment portfolio to avoid incurring unreasonable risks regarding (i) security type, (ii) individual financial institution or issuing entity, and (iii) maturity. Target asset allocation strategies shall be developed by the Investment Committee to provide guidance as to appropriate levels of diversification. With the exception of U. S. Treasury securities and authorized pools, no more than 50% of the City's total investment will be the obligations of a single financial institution.

XIV. Maximum Maturities

To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than one year from the date of purchase.

Appendix 1: Glossary of Investment Terms

accrued interest – The accumulated interest due on a bond as of the last interest payment made by the issuer.

agency – A debt security issued by a federal or federally sponsored agency. Federal agencies are backed by the full faith and credit of the U.S. Government. Federally sponsored agencies (FSA's) are backed by each particular agency with a market perception that there is an implicit government guarantee. An example of a federal agency is the Government National Mortgage Association (GNMA). An example of a FSA is the Federal National Mortgage Association (FNMA).

amortization – The systematic reduction of the amount owed on a debt issue through periodic payments of principal.

average life – The average length of time that an issue of serial bonds and/or term bonds with a mandatory sinking fund feature is expected to be outstanding.

basis point – A unit of measurement used in the valuation of fixed -income securities equal to l/l00 of 1 percent of yield, e.g., "one-quarter" of 1 percent is equal to 25 basis points.

bid – The indicated price at which a buyer is willing to purchase a security or commodity.

book value – The value at which a security is carried on the inventory lists or other financial records of an investor. The book value may differ significantly from the security's current value in the market.

call price – The price at which an issuer may redeem a bond prior to maturity. The price is usually at a slight premium to the bond's original issue price to compensate the holder for loss of income and ownership.

call risk – The risk to a bondholder that a bond may be redeemed prior to maturity.

callable bond – A bond issue in which all or part of its outstanding principal amount may be redeemed before maturity by the issuer under specified conditions.

cash sale/purchase – A transaction which calls for delivery and payment of securities on the same day that the transaction is initiated.

collateralization – Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

commercial paper – An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

convexity – A measure of a bond's price sensitivity to changing interest rates. A high convexity indicates greater sensitivity of a bond's price to interest rate changes.

coupon rate – The annual rate of interest received by an investor from the issuer of certain types of fixed-income securities. Also known as the "interest rate."

credit quality – The measurement of the financial strength of a bond issuer to help an investor to understand an issuer's ability to make timely interest payments and repay the loan principal upon maturity. Generally, the higher the credit quality of a bond issuer, the lower the interest rate paid by the issuer because the risk of default is lower. Credit quality ratings are provided by nationally recognized rating agencies.

credit risk – The risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

current yield (Current Return) – A yield calculation determined by dividing the annual interest received on a security by the current market price of that security.

delivery versus payment (DVP) – A type of securities transaction in which the purchaser pays for the securities when they are delivered either to the purchaser or his/her custodian.

discount – The amount by which the par value of a security exceeds the price paid for the security.

diversification – A process of investing assets among a range of security types by sector, maturity, and quality rating.

duration – A measure of the timing of the cash flows, such as the interest payments and the principal repayment, to be received from a given fixed-income security. This calculation is based on three variables: term to maturity, coupon rate, and yield to maturity. The duration of a security is a useful indicator of its price volatility for given changes in interest rates.

fair value – The amount at which an investment could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale.

federal funds (Fed Funds) – Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis through the Federal Reserve banking system. Fed funds are considered to be immediately available funds.

federal funds rate – Interest rate charged by one institution lending federal funds to the other.

government securities – An obligation of the U.S. government, backed by the full faith and credit of the government. These securities are regarded as the highest quality of investment securities available in the U.S. securities market See "Treasury Bills, Notes, and Bonds."

interest rate – See "Coupon Rate."

interest rate risk – The risk associated with declines or rises in interest rates which cause an investment in a fixed-income security to increase or decrease in value.

internal controls – An internal control structure designed to ensure that the assets of the entity are protected from loss, theft, or misuse. The internal control structure is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Internal controls should address the following points:

1. Control of collusion - Collusion is a situation where two or more employees are working in conjunction to defraud their employer.
2. Separation of transaction authority from accounting and record keeping - By separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, a separation of duties is achieved.
3. Custodial safekeeping - Securities purchased from any bank or dealer including appropriate collateral (as defined by state law) shall be placed with an independent third party for custodial safekeeping.
4. Avoidance of physical delivery securities - Book-entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
5. Clear delegation of authority to subordinate staff members - Subordinate staff members must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.
6. Written confirmation of transactions for investments and wire transfers -Due to the potential for error and improprieties arising from telephone and electronic transactions, all transactions should be supported by written communications and approved by the appropriate person written communications may be via fax if on letterhead and if the safekeeping institution has a list of authorized signatures.
7. Development of a wire transfer agreement with the lead bank and third-party custodian – The designated official should ensure that an agreement will be entered into and will address the following points: controls, security provisions, and responsibilities of each party making and receiving wire transfers.

inverted yield curve – A chart formation that illustrates long-term securities having lower yields than short-term securities. This configuration usually occurs during periods of high inflation coupled with low levels of confidence in the economy and a restrictive monetary policy.

Investment Company Act of 1940 – Federal legislation which sets the standards by which investment such as mutual funds, are regulated in the areas of advertising, promotion, performance reporting requirements, and securities valuations.

investment policy – A concise and clear statement of the objectives and parameters formulated by an investor or investment manager for a portfolio of investment securities.

liquidity – An asset that can be converted easily and quickly into cash.

Local Government Investment Pool (LGIP) – An investment by local governments in which their money is pooled as a method for managing local funds.

mark-to-market – The process whereby the book value or collateral value of a security is adjusted to reflect its current market value.

market risk – The risk that the value of a security will rise or decline as a result of changes in market conditions.

market Value – Current market price of a security.

maturity – The date on which payment of a financial obligation is due. The final stated maturity is the date on which the issuer must retire a bond and pay the face value to the bondholder. See 'Weighted Average Maturity."

Money Market Mutual Fund – Mutual funds that invest, solely in money market instruments (short-term debt instruments, such as Treasury bills, commercial paper, bankers' acceptances, repos and federal funds).

mutual fund – An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments. Mutual funds are regulated by the Investment Company Act of 1940 and must abide by the following Securities and Exchange Commission (SEC) disclosure guidelines:

1. Report standardized performance calculations.
2. Disseminate timely and accurate information regarding the fund's holdings, performance, management and general investment policy.
3. Have the fund's investment policies and activities supervised by a board of trustees, which are independent of the adviser, administrator or other vendor of the fund.
4. Maintain the daily liquidity of the fund's shares.
5. Value their portfolios on a daily basis.
6. Have all individuals who sell SEC-registered products licensed with a self-regulating organization (SRO) such as the National Association of Securities Dealers (NASD).
7. Have an investment policy governed by a prospectus which is updated and filed by the SEC annually.

mutual fund statistical services – Companies that track and rate mutual funds, e.g., IBC/Donoghue, Lipper Analytical Services, and Morningstar.

National Association of Securities Dealers (NASD) – A self-regulatory organization (SRO) of brokers and dealers in the over-the-counter securities business. Its regulatory mandate includes authority over firms that distribute mutual fund shares as well as other securities.

net asset value – The market value of one share of an investment company, such as a mutual fund. This figure is calculated by totaling a fund's assets which includes securities, cash, and any accrued earnings, subtracting this from the fund's liabilities and dividing this total by the number of shares outstanding. This is calculated once a day based on the closing price for each security in the fund's portfolio. (See below.) [(Total assets) - (Liabilities)] / (Number of shares outstanding)

no load fund – A mutual fund which does not levy a sales charge on the purchase of its shares.

nominal yield – The stated rate of interest that a bond pays its current owner, based on par value of the security. It is also known as the "coupon," "coupon rate," or 'interest rate."

offer – An indicated price at which market participants are willing to sell a security or commodity. Also referred to as the "Ask price."

par – Face value or principal value of a bond, typically $1,000 per bond.

positive yield curve – A chart formation that illustrates short-term securities having lower yields than long-term securities.

premium – The amount by which the price paid for a security exceeds the security's par value.

prime rate – A preferred interest rate charged by commercial banks to their most creditworthy customers. Many interest rates are keyed to this rate.

principal – The face value or par value of a debt instrument. Also may refer to the amount of capital invested in a given security.

prospectus – A legal document that must be provided to any prospective purchaser of a new securities offering registered with the SEC. This can include information on the issuer, the issuer's business, the proposed use of proceeds, the experience of the issuer's management, and certain certified financial statements.

Prudent Person Rule – An investment standard outlining the fiduciary responsibilities of public funds investors relating to investment practices.

regular way delivery – Securities settlement that calls for delivery and payment on the third business day following the trade date (T+3); payment on a T+l basis is currently under consideration. Mutual funds are settled on a same day basis; government securities are settled on the next business day.

reinvestment risk – The risk that a fixed-income investor will be unable to reinvest income proceeds from a security holding at the same rate of return currently generated by that holding.

repurchase agreement (repo or RP) – An agreement of one party to sell securities at a specified price to a second party and a simultaneous agreement of the first party to repurchase the securities at a specified price or at a specified later date.

reverse repurchase agreement (Reverse Repo) – An agreement of one party to purchase securities at a specified price from a second party and a simultaneous agreement by the first party to resell the securities at a specified price to the second party on demand or at a specified date.

Rule 2a-7 of the Investment Company Act – Applies to all money market mutual funds and mandates such funds to maintain certain standards, including a 13-month maturity limit and a 90-day average maturity on investments, to help maintain a constant net asset value of one dollar ($1.00).

safekeeping – Holding of assets (e.g., securities) by a financial institution.

serial bond – A bond issue, usually of a municipality, with various maturity dates scheduled at regular intervals until the entire issue is retired.

sinking fund – Money accumulated on a regular basis in a separate custodial account that is used to redeem debt securities or preferred stock issues.

swap – Trading one asset for another.

term bond – Bonds comprising a large part or all of a particular issue which come due in a single maturity. The issuer usually agrees to make periodic payments into a sinking fund for mandatory redemption of term bonds before maturity.

total return – The sum of all investment income plus changes in the capital value of the portfolio. For mutual funds, return on an investment is composed of share price appreciation plus any realized dividends or capital gains. This is calculated by taking the following components during a certain time period. (Price Appreciation) + (Dividends paid) + (Capital gains) = Total Return.

Treasury Bills – Short-term U.S. government non-interest bearing debt securities with maturities of no longer than one year and issued in minimum denominations of $10,000. Auctions of three- and six-month bills are weekly, while auctions of one-year bills are monthly. The yields on these bills are monitored closely in the money markets for signs of interest rate trends.

Treasury Bonds – Long-term U.S. government debt securities with maturities of ten years or longer and issued in minimum denominations of $1,000. Currently, the longest outstanding maturity for such securities is 30 years.

Treasury Notes – Intermediate U.S. government debt securities with maturities of one to 10 years and issued in denominations ranging from $1,000 to $1 million or more.

Uniform Net Capital Rule – SEC Rule 15C3-1 outlining capital requirements for broker/dealers.

volatility – A degree of fluctuation in the price and valuation of securities.

"Volatility Risk" Rating – A rating system to clearly indicate the level of volatility and other non-credit risks associated with securities and certain bonds funds. The ratings for bond funds range from those that have extremely low sensitivity to changing market conditions and offer the greatest stability of the returns ("AAA" by S&P; "V- 1" by Fitch) to those that are highly sensitive with currently identifiable market volatility risk ("CCC"- S&P, "V-10" by Fitch).

Weighted Average Maturity (WAM) **–** The average maturity of all the securities that comprise a portfolio. According to SEC rule 2a-7, the WAM for SEC registered money market mutual funds may not exceed 90 days and no one security may have a maturity that exceeds 397 days.

when issued (WI) **–** A conditional transaction in which an authorized new security has not been issued. All "when issued' transactions are settled when the actual security is issued.

yield – The current rate of return on an investment security generally expressed as a percentage of the security's current price.

yield curve – A graphic representation that depicts the relationship at a given point in time between yields and maturity for bonds that are identical in every way except maturity. A normal yield curve may be alternatively referred to as a positive yield curve.

yield-to-call (YTC) **–** The rate of return an investor earns on a bond assuming the bond is redeemed (called) prior to its nominal maturity date.

yield-to-maturity – The rate of return yielded by a debt security held to maturity when both interest payments and the investor's potential capital gain or loss are included in the calculation of return.

zero-coupon securities – Security that is issued at a discount and makes no periodic interest payments. The rate of return consists of a gradual accretion of the principal of the security and is payable at par upon maturity.

MISCELLANEOUS STATISTICS

Date of Incorporation	1805
Date of Independent City Status	1852
2013 City Population [1]	77,376
Metropolitan Statistical Area Population	252,634
Composition of Population	
White	65.0%
Black	28.8%
Other	6.2%
Median Household Income, 2 Person Family	$37,774
Form of Government	Council-Manager
Number of Employees – All Funds (excluding Police and Fire):	
Full and Part-Time FTE	844.3
Temporary FTE	31.8
City of Lynchburg Facilities and Services:	
Miles of Streets	379
Number of Street Lights	10,167
Number of Traffic Signals	120
Culture and Recreation:	
Community Centers	6
Senior Centers	1
Parks	21
Park acreage	948
Swimming Pools	2
Tennis Courts	40
Gymnasiums	7
Fire and Emergency Medical Services (EMS):	
Number of Stations	8
Number of Fire Personnel and Officers	194.0
Number of Calls Answered per month [2]	315
Number of Inspections Conducted	254
Number of EMS Calls	20,612
Police protection:	
Number of Stations	1
Number of Police Personnel and Officers [3]	232.9
Number of Patrol Units	57
Number of Law Violations:	
Physical Arrests	6,835
Traffic Violations	12,483
Sewage System:	
Number of Service Connections	18,916
Daily Average Treatment in Gallons	10 million
Maximum Daily Capacity of Treatment Plant in Gallons	44 million
Water System:	
Number of Service Connections	22,517
Number of Fire Hydrants	3,177
Daily Average Consumption in Gallons	10 million
Maximum Daily Capacity of Plant in Gallons	26 million
Education:	
Number of Elementary Schools	11
Number of Secondary Schools	5
Number of Teachers and Administrators	836
Number of Community Colleges	1
Number of Universities or Colleges	4
Facilities and Service not included in the Reporting Entity:	
Hospitals:	
Number of Hospitals	2
Number of Patient Beds	519

[1] Weldon Cooper Center for Public Service, University of Virginia; www.coopercenter.org
[2] Fire calls only, not EMS
[3] Includes Emergency Services

Source: Comprehensive Annual Financial Report for Fiscal Year ended June 30, 2013

PRINCIPAL PROPERTY TAXPAYERS IN 2013

Taxpayer	Type of Business	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
AEP	Utility	$ 75,753,034	1	1.30 %
Areva NP Inc.	Nuclear Power Design & Fuel	55,975,543	2	0.96
Frito Lay, Inc.	Food Manufacturer	52,766,043	3	0.90
Verizon Va, Inc.	Utility	52,485,054	4	0.90
River Ridge, Ltd.	Shopping Mall	46,604,400	5	0.80
Genworth Financial, Inc.	Life Insurance	41,561,923	6	0.71
Meredith-Burda (fmr R R Donnelley)	Periodical Publication Printing	36,208,130	7	0.62
Wal-Mart Real Estate Business Trust	Real Estate Company	35,151,800	8	0.60
CCRC, Inc.	Nursing Home/Assisted Living	18,802,100	9	0.32
LU Candlers Station Holdings LLC	Shopping Mall	17,588,400	10	0.30
Total		$ 432,896,427		7.41 %
Total Assessed Valuation:		$ 5,844,237,020		

Source: Real Estate Assessor and Commissioner of Revenue, City of Lynchburg, Virginia

DEMOGRAPHIC AND ECONOMIC STATISTICS, LAST TEN CALENDAR YEARS

Fiscal Year	Population [1]	Personal Income (thousands of dollars) [2]	Per Capita Personal Income [3]	Median Age [4]	School Enrollment [5]	Unemployment Rate [6]
2004	68,319	$1,929,329	$28,240	35.1	8,775	5.6
2005	69,340	2,023,411	29,181	35.1	8,620	5.2
2006	70,491	2,180,569	30,934	35.1	8,808	4.0
2007	72,331	2,327,105	32,173	35.1	8,883	4.3
2008	73,834	2,450,846	33,194	35.1	8,715	5.6
2009	75,204	2,393,367	31,825	35.1	8,634	9.3
2010	75,826	2,461,009	32,456	30.3	8,597	9.2
2011	76,448	2,573,545	33,664	30.3	8,646	9.1
2012	77,203	*	*	30.3	8,688	8.9
2013	77,203	*	*	30.3	8,576	8.4

Source: Director of Financial Services, City of Lynchburg, Virginia.

[1] Weldon Cooper Center for Public Service, University of Virginia www.coopercenter.org
Figures given are the final estimate for that year. Since the estimate for the current fiscal year is not available at this time, the prior year data is given. 2010 is based on a July 1, 2010 estimate, 2011 is based on a July 1, 2011 estimate and 2012 is based on a July 1, 2012 estimate.

[2] U.S. Department of Commerce, Economic and Statistic Administration, Bureau of Economic Analysis per Capita Personal Income multiplied by Populati Annual dollars revised due to revisions in Per Capita Personal Income (see note 3 below).

[3] U.S. Department of Commerce, Economic and Statistic Administration, Bureau of Economic Analysis Report CA1-3 - Personal Income Summary - www.bea.gov/regional/docs/income. New estimates for 2011 and revisions for 2009 - 2010 were released on November 26, 2012. The table been revised to reflect these changes.

[4] United States Census - 2010

[5] Virginia Department of Education reported by Lynchburg City Schools. Enrollment as of September 30 for each year presented. These figures were previously reported based on preliminary information provided by Lynchburg City Schools and have been updated with the information available from the Virginia Department of Education. The figures given are as of September 30 of the prior year.

[6] Virginia Employment Commission & U.S. Department of Labor, Bureau of Labor Statistics, as of June 2013; 2012 Unemployment Rate has been adjustec reflect the most current data available.

***** Information unavailable

PRINCIPAL EMPLOYERS,
CURRENT YEAR AND NINE YEARS AGO

	2013			2004		
Employer	**Ownership**	**Employees [1]**	**Rank**	**Ownership**	**Employees [2]**	**Rank**
Liberty University [3]	Private	5000+	1	Private	1,000	7
Centra Health, Inc.	Public	5000+	2	Public	4,000	1
Areva [4]	Public	1500-1999	3	Public	1,700	2
Lynchburg City Schools	Local Government	1500-1999	4	Local Government	1,554	4
J. Crew Outfitters	Private	1000-1499	5	Private	-	-
City of Lynchburg	Local Government	1000-1499	6	Local Government	1,150	6
Genworth Financial Inc. [5]	Public	1000-1499	7	Public	1,200	5
Central Virginia Community Svcs	Private	500-999	8	Private		
Kroger	Public	500-999	9	Public	674	9
Walmart	Public	500-999	10	Public	-	-
Southern Air, Inc.		-	-	Private	680	8
Central Virginia Training Center		-	-	Private	1,600	3
R.R. Donnelley		-	-	Public	600	10

Employed Civilian Labor Force (June 2013) Lynchburg City - Virginia Employment Commission	35,128
Employed Civilian Labor Force (June 2004) Lynchburg City - Virginia Employment Commission	31,101

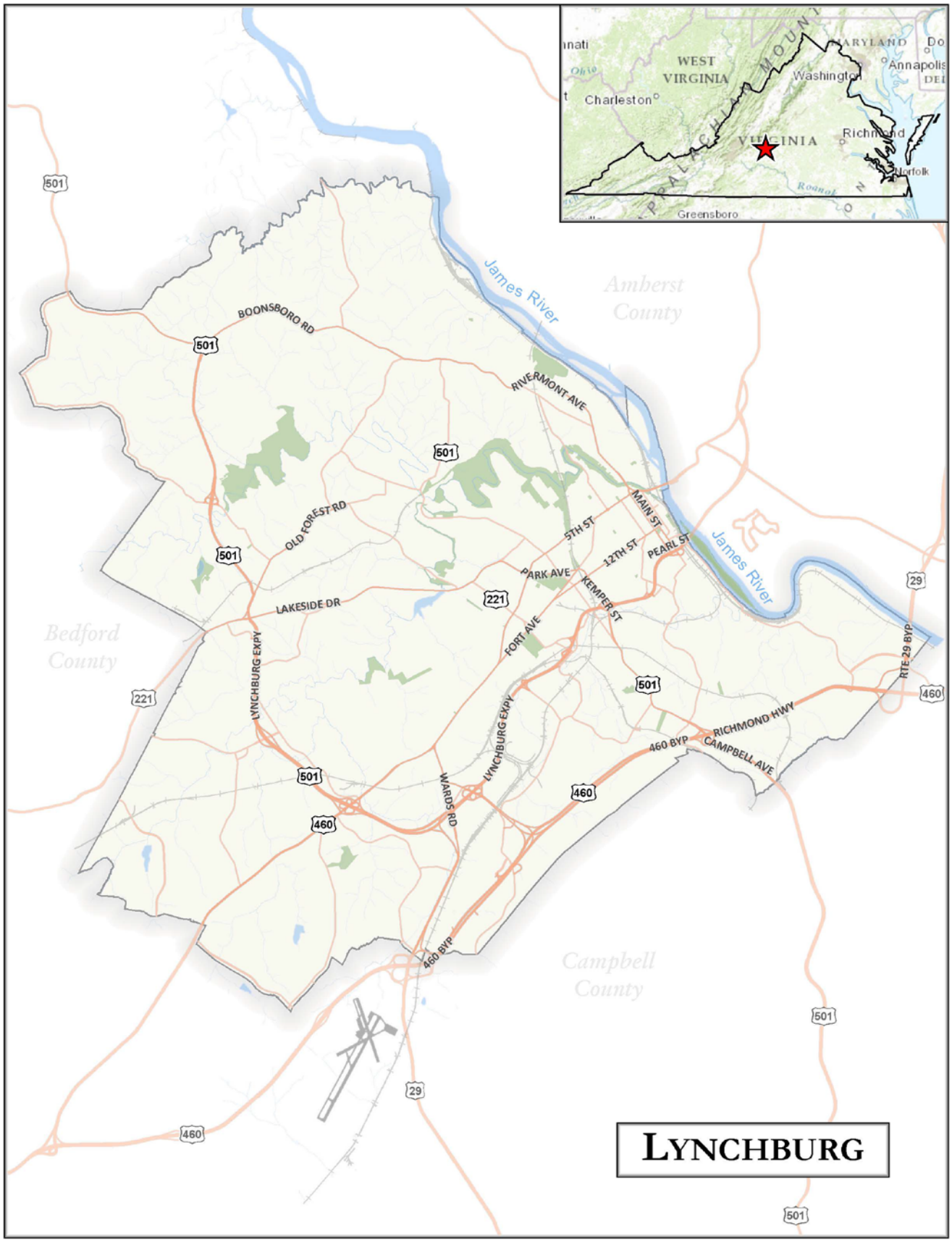
Source: FY 2013 numbers are derived from Office of Economic Development, City of Lynchburg, VA, or employer contact, as of June 30, 2013.

Source: FY 2004 numbers are derived from Official Statement for bond issue dated June 1, 2004.

[1] Beginning in FY 2013 ranges will be used for employee count due to privacy issues as well as availability of data from employers.
[2] Numbers as reported in the Official Statement.
[3] Liberty University operates an online higher education program, and as a result a number of employees live outside of the City.
[4] Formerly Framatome
[5] Formerly First Colony Life Insurance Co. and GE Financial Assurance

Identification of Acronyms and Initialisms

ACA	Affordable Care Act
ALS	Advanced Life Support
AMR	Automated Meter Reading
APA	Auditor of Public Accounts
BABs	Build America Bonds
BJA	Byrne Justice Assistance
BLS	Basic Life Support
BOE	Board of Equalization
CAD	Computer-Aided Dispatch
CAFR	Comprehensive Annual Financial Report
CCL	Citizens for a Clean Lynchburg
CDAC	Community Development Advisory Committee
CDBG	Community Development Block Grant
CHDO	Community Housing Development Organization
CIP	Capital Improvement Program
CPM	Center for Performance Measurement
CPMT	Community Policy Management Team
CSA	Comprehensive Services Act
CSI	Cost Savings Initiative
CVRCB	Central Virginia Radio Communications Board
CY	Calendar Year
DARE	Drug Abuse Resistance Education
DEQ	Department of Environmental Quality (Virginia)
DHCD	Department of Housing and Community Development (Virginia)
DMV	Department of Motor Vehicles
DOE	Department of Education (U. S.)
DOE	Department of Energy (U. S.)
EDA	Economic Development Authority
EECBG	Energy Efficiency and Conservation Block Grant
EMS	Emergency Medical Services
EPA	Environmental Protection Agency (U. S.)
EZ	Enterprise Zone
FAPT	Family and Planning Assessment Team
FTE	Full-time equivalents
FY	Fiscal Year
GAAP	General Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographic Information System
GLTC	Greater Lynchburg Transit Company
HUD	Department of Housing and Urban Development (U. S.)
ICMA	International City/County Management Association
J&DR	Juvenile and Domestic Relations (District Court)
JAG	Justice Assistance Grant
LEAF	Lynchburg Expressway Appearance Fund
LEDA	Lynchburg Economic Development Authority
LPA	Lynchburg Parking Authority
LRHA	Lynchburg Redevelopment and Housing Authority
LWIA	Local Workforce Investment Area
MHI	Median Household Income
MPO	Metropolitan Planning Organization
MSA	Metropolitan Statistical Area
NADA	National Automobile Dealers Association
OPEB	Other Post-Employment Benefits
OSHA	Occupational Safety and Health Administration
PDC	Planning District Commission
PIER	Partners in Emergency Response
PPTRA	Personal Property Tax Relief Act
PSAP	Public Safety Answering Point
RIF	Reduction-In-Force
RLE	Required Local Effort
RSA	Region 2000 Services Authority
SOQ	Standards of Quality
SRO	School Resource Officer
SUV	Sport Utility Vehicle
SWAC	Stormwater Advisory Committee
TANF	Temporary Assistance for Needy Families
TRT	Technical Rescue Team
TY	Tax Year
USDA	U. S. Department of Agriculture
VAWA	Violence Against Women Act
VFC	Virginia First Cities
VLDP	Virginia Local Disability Program
VML	Virginia Municipal League
VPSA	Virginia Public School Authority
VRA	Virginia Resources Authority
VRS	Virginia Retirement System
WIA	Workforce Investment Act
WWTP	Wastewater Treatment Plant


LYNCHBURG
James River
Amherst County
Bedford County
Campbell County
BOONSBORO RD
RIVERMONT AVE
OLD FOREST RD
LAKESIDE DR
LYNCHBURG EXPY
MAIN ST
5TH ST
12TH ST
PEARL ST
PARK AVE
KEMPER ST
FORT AVE
WARDS RD
460 BYP
RICHMOND HWY
CAMPBELL AVE
RTE 29 BYP
501
221
460
29
WEST VIRGINIA
Charleston
Washington
Annapolis
Richmond
Norfolk
Greensboro

HISTORICAL QUOTE:

"Be it enacted by the General Assembly…that the mayor, recorder, aldermen and common councilmen…are hereby made a body corporate and politic, by the name of the Mayor and Commonality of the town of Lynchburg…[they] shall have power to erect work houses, houses of correction, prisons and other public buildings….And be it further enacted, that all half acre lots of land, as the same were laid off adjoining the said town, by John Lynch, shall, so soon as a connected plan of the said lots be duly admitted to record in the court of Campbell county, be added to, incorporated with, and considered as a part of, the said town."

An Act for incorporating the town of Lynchburg, and enlarging the same.
January 10, 1805

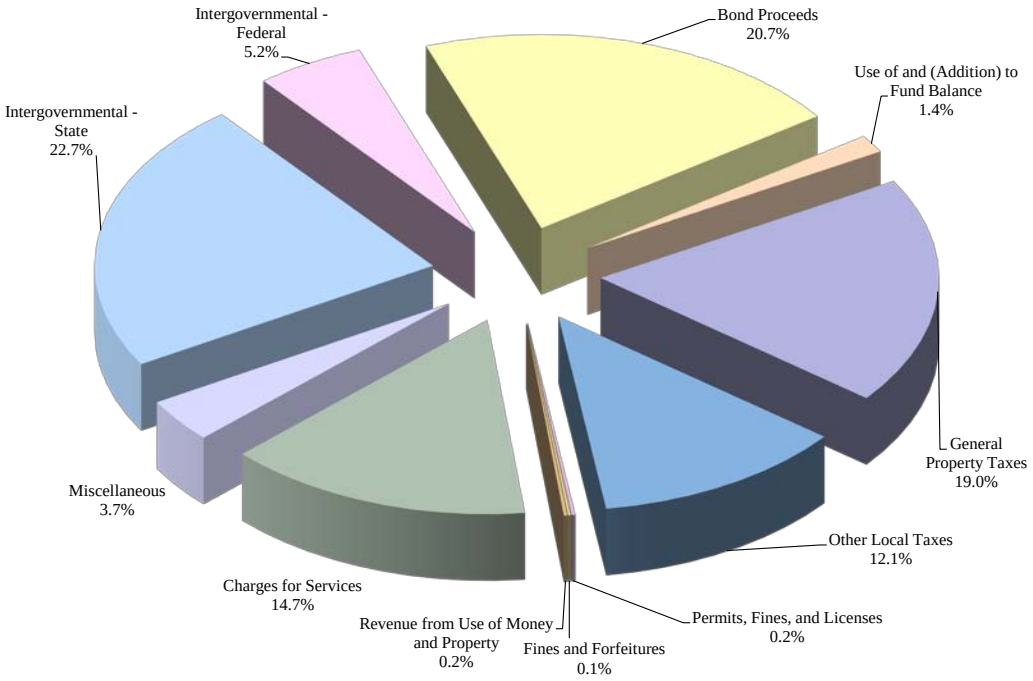
-- S. Allen Chambers, Lynchburg An Architectural History, University Press of Virginia, 1982.

SUMMARY OF ALL FUNDS BY REVENUES AND EXPENDITURES

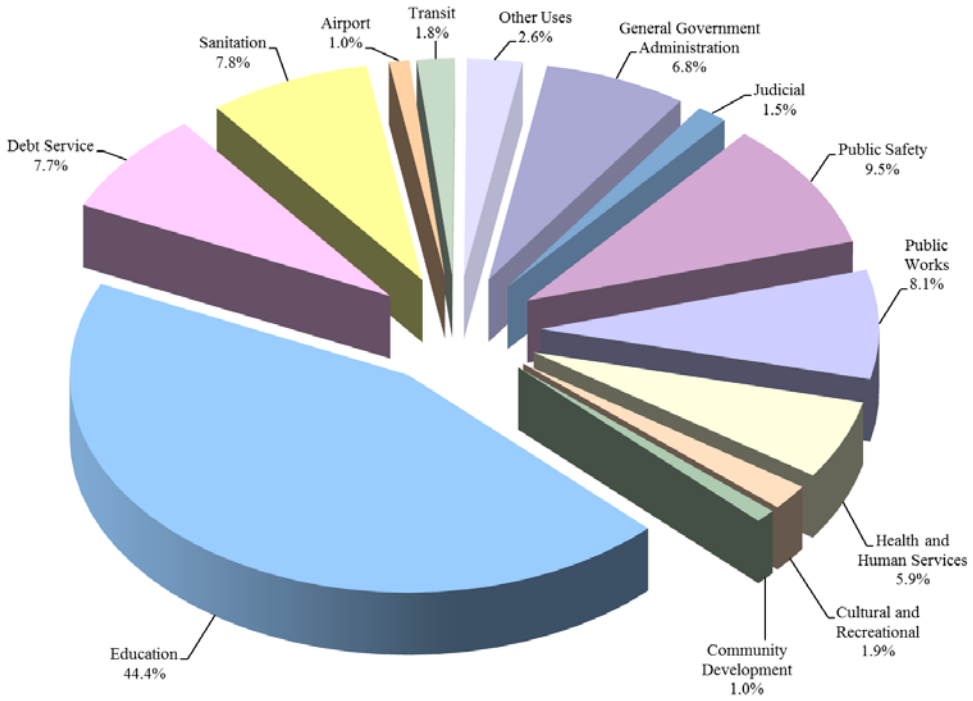
ALL FUNDS	Actual FY 2013	Adopted FY 2014	Adopted FY 2015
BEGINNING FUNDS	**$54,958,791**	**$45,316,486**	**$50,228,235**
REVENUES			
General Property Taxes	$74,369,767	$73,358,784	$74,766,839
Other Local Taxes	48,066,955	46,688,787	47,778,667
Permits, Fines, and Licenses	780,101	569,900	717,150
Fines and Forfeitures	626,335	481,000	476,000
Revenue from Use of Money and Property	545,444	631,448	669,018
Charges for Services	55,832,811	58,914,544	57,772,460
Miscellaneous	7,951,645	6,883,807	14,402,953
Intergovernmental - State	81,555,945	82,522,324	89,636,210
Intergovernmental - Federal	24,947,599	22,646,819	20,503,176
Lynchburg City Schools (Governor's School/Lottery Proceeds)	58,568	0	0
Bond Proceeds	0	18,664,254	81,732,953
Operating Transfers In	50,655,896	52,567,603	53,896,088
Use of and (Addition) to Fund Balance	23,344,572	6,341,924	5,823,890
TOTAL REVENUES	**$368,735,638**	**$370,271,194**	**$448,175,404**
Less Interfund Transfers	(50,655,896)	(52,567,603)	(53,896,088)
TOTAL REVENUES NET OF TRANSFERS	**$318,079,742**	**$317,703,591**	**$394,279,316**
TOTAL AVAILABLE RESOURCES NET OF TRANSFERS	**$373,038,533**	**$363,020,077**	**$444,507,551**
EXPENDITURES			
General Government Administration	$35,944,856	$28,075,032	$26,943,819
Judicial	5,673,661	5,731,259	5,779,578
Public Safety	37,083,207	36,649,966	37,367,416
Public Works	20,751,919	27,962,637	35,842,884
Health and Human Services	22,118,304	23,104,436	22,698,755
Cultural and Recreational	4,908,990	12,508,401	7,503,856
Community Development	4,002,591	3,507,430	3,864,615
Education	94,073,224	97,126,137	171,928,346
Debt Service	31,550,716	26,808,139	30,550,568
Interfund Transfers	50,655,896	52,567,603	53,896,088
Sanitation	44,309,350	30,628,600	30,505,723
Airport	2,598,844	4,426,923	3,803,816
Transit	6,311,871	6,777,936	7,091,143
Other Uses	8,752,209	14,396,695	10,398,797
TOTAL EXPENDITURES	**$368,735,638**	**$370,271,194**	**$448,175,404**
Less Interfund Transfers	(50,655,896)	(52,567,603)	(53,896,088)
TOTAL EXPENDITURES NET OF TRANSFERS	**$318,079,742**	**$317,703,591**	**$394,279,316**
ENDING FUND BALANCES	$54,958,791	$45,316,486	$50,228,235
TOTAL EXPENDITURES AND FUND BALANCES NET OF TRANSFERS	**$373,038,533**	**$363,020,077**	**$444,507,551**

SUMMARY OF ALL FUNDS BY REVENUES AND EXPENDITURES (CONTINUED)

REVENUES – ALL FUNDS
$394,279,316



EXPENDITURES – ALL FUNDS
$394,279,316

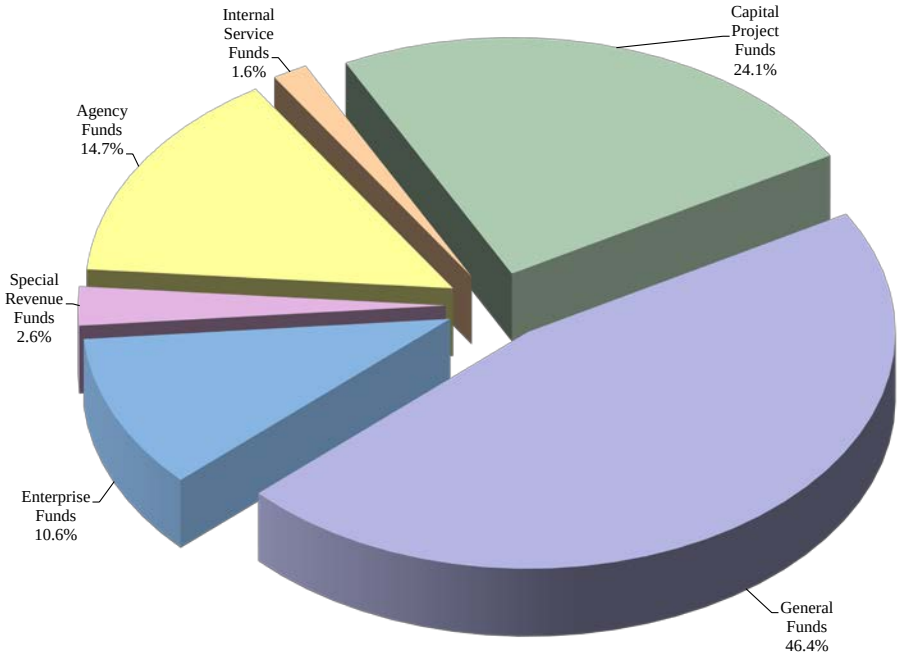


SUMMARY OF REVENUES AND EXPENDITURES BY FUND TYPE

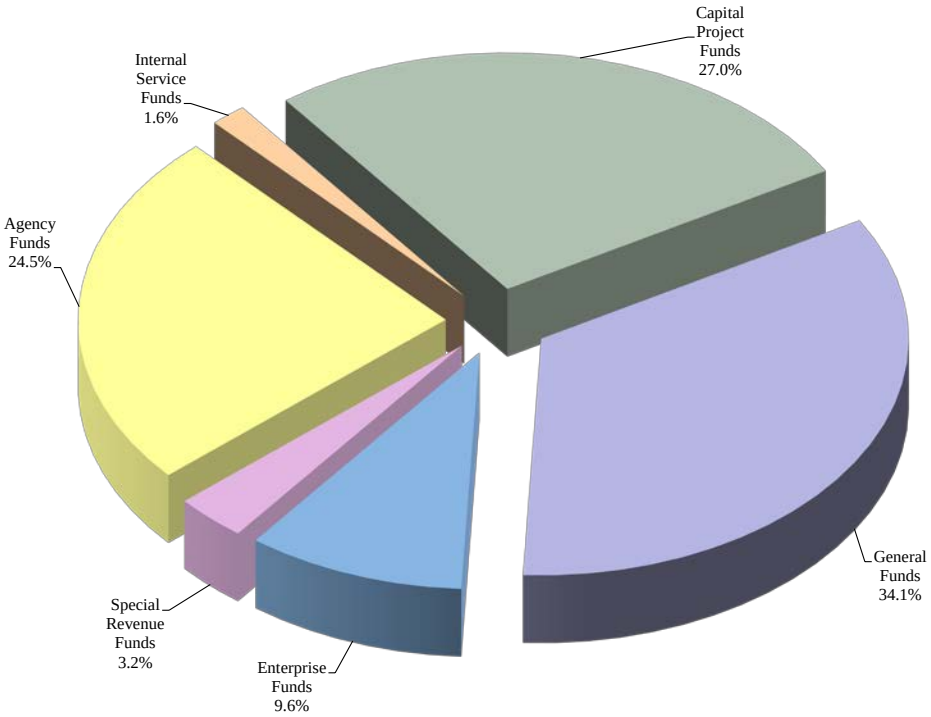
BUDGET SUMMARY BY FUND TYPE FOR FISCAL YEAR 2015	General Funds	Enterprise Funds	Special Revenue Funds	Agency Funds	Internal Service Funds	Capital Project Funds	Grand Total
BEGINNING FUNDS	**$26,791,365**	**$18,478,493**	**$2,617,565**	**$68,334**	**$2,272,478**	**$0**	**$50,228,235**
REVENUES							
General Property Taxes	$74,766,839	$0	$0	$0	$0	$0	$74,766,839
Other Local Taxes	47,778,667	0	0	0	0	0	47,778,667
Permits, Fines, and Licenses	717,150	0	0	0	0	0	717,150
Fines and Forfeitures	476,000	0	0	0	0	0	476,000
Revenue from Use of Money and Property	468,064	188,954	10,000	2,000	0	0	669,018
Charges for Services	10,037,652	39,903,591	1,698,058	0	6,133,159	0	57,772,460
Miscellaneous	3,934,738	337,132	186,137	1,931,670	300,000	7,713,276	14,402,953
Intergovernmental - State	28,388,100	370,000	5,594,614	48,877,549	0	6,405,947	89,636,210
Intergovernmental - Federal	8,625,180	107,500	4,061,216	7,079,280	0	630,000	20,503,176
Bond Proceeds	0	0	0	0	0	81,732,953	81,732,953
Operating Transfers In	1,394,038	152,443	2,100,045	38,924,147	135,739	11,189,676	53,896,088
Use of Fund Balance	7,797,367	730,425	(1,110,655)	25,750	(289,182)	(1,329,815)	5,823,890
TOTAL REVENUES	**$184,383,795**	**$41,790,045**	**$12,539,415**	**$96,840,396**	**$6,279,716**	**$106,342,037**	**$448,175,404**
Less Interfund Transfers	(1,394,038)	(152,443)	(2,100,045)	(38,924,147)	(135,739)	(11,189,676)	(53,896,088)
TOTAL REVENUES NET OF TRANSFERS	**$182,989,757**	**$41,637,602**	**$10,439,370**	**$57,916,249**	**$6,143,977**	**$95,152,361**	**$394,279,316**
TOTAL AVAILABLE RESOURCES NET OF TRANSFERS	**$209,781,122**	**$60,116,095**	**$13,056,935**	**$57,984,583**	**$8,416,455**	**$95,152,361**	**$444,507,551**
EXPENDITURES							
General Government Administration	$20,375,087	$0	$773,369	$0	$5,795,363	$0	$26,943,819
Judicial	4,778,402	0	1,001,176	0	0	0	5,779,578
Public Safety	33,859,278	0	3,316,638	0	0	191,500	37,367,416
Public Works	16,053,538	0	0	0	0	19,789,346	35,842,884
Health and Human Services	16,561,185	0	6,032,870	104,700	0	0	22,698,755
Cultural and Recreational	6,196,856	0	35,000	0	0	1,272,000	7,503,856
Community Development	2,320,360	0	1,194,255	0	0	350,000	3,864,615
Education	0	0	0	96,539,155	0	75,389,191	171,928,346
Debt Service	16,907,302	12,980,506	178,407	0	484,353	0	30,550,568
Interfund Transfers	49,849,547	3,850,000	0	196,541	0	0	53,896,088
Sanitation	0	22,705,723	0	0	0	7,800,000	30,505,723
Airport	0	2,253,816	0	0	0	1,550,000	3,803,816
Transit	7,091,143	0	0	0	0	0	7,091,143
Other Uses	10,391,097	0	7,700	0	0	0	10,398,797
TOTAL EXPENDITURES	**$184,383,795**	**$41,790,045**	**$12,539,415**	**$96,840,396**	**$6,279,716**	**$106,342,037**	**$448,175,404**
Less Interfund Transfers	(49,849,547)	(3,850,000)	0	(196,541)	0	0	(53,896,088)
TOTAL EXPENDITURES NET OF TRANSFERS	**$134,534,248**	**$37,940,045**	**$12,539,415**	**$96,643,855**	**$6,279,716**	**$106,342,037**	**$394,279,316**
ENDING FUND BALANCES	26,791,365	18,478,493	2,617,565	68,334	2,272,478	0	50,228,235
TOTAL EXPENDITURES AND FUND BALANCES NET OF TRANSFERS	**$161,325,613**	**$56,418,538**	**$15,156,980**	**$96,712,189**	**$8,552,194**	**$106,342,037**	**$444,507,551**

SUMMARY OF REVENUES AND EXPENDITURES BY FUND TYPE (CONTINUED)

REVENUES BY FUND TYPE
$394,279,316



EXPENDITURES BY FUND TYPE
$394,279,316



Personnel Summary

FY 2015 Benefit Rates: Retirement – 20.80% Life – 1.19% Health – $5,107/yr Dental – $336/yr

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
FUND PERSONNEL SUMMARY					
General Government Administration					
Council/Manager Offices	6.00	6.00	6.00	6.00	6.00
City Assessor					
Full-Time	10.00	9.00	9.00	9.00	9.00
Part-Time	0.00	0.60	0.00	0.00	0.00
Temporary	0.00	0.00	0.60	0.60	0.60
City Attorney	6.90	6.90	5.90	6.90	6.90
Commissioner of the Revenue					
City Full-Time	4.00	4.00	4.00	4.00	4.00
City Temporary	0.40	0.40	0.40	0.40	0.40
State Full-Time	6.00	6.00	6.00	6.00	6.00
Communications and Marketing	4.00	4.00	4.00	4.00	4.00
Citizens First Customer Service Center					
Full-Time	2.00	2.00	2.00	2.00	2.00
Part-Time	1.50	1.00	0.50	0.50	0.50
Temporary	0.00	0.00	0.50	0.50	0.50
Local Government Channel	2.00	2.00	2.00	2.00	2.00
Financial Services - Office of the Director	5.00	6.00	6.00	6.00	6.00
Financial Services - Accounting	10.00	10.00	10.00	10.00	10.00
Financial Services - Billings and Collections					
Full-Time	20.00	19.00	19.00	19.00	19.00
Temporary	0.00	0.73	0.00	0.73	0.73
Full-Time (Water Fund)	1.00	0.00	0.00	0.00	0.00
Financial Services - Budget	2.00	2.00	2.00	2.00	2.00
Financial Services - Procurement					
Full-Time	3.00	4.00	4.00	4.00	4.00
Full-Time (Water Fund)	1.00	0.00	0.00	0.00	0.00
Financial Services - Human Services Financial					
Full-Time	7.00	6.00	5.00	5.00	5.00
Part-Time	0.80	0.00	0.00	0.00	0.00
Temporary	0.00	0.00	0.73	0.73	0.73
Human Resources					
Full-Time	8.00	8.00	8.00	8.00	8.00
Part-Time	0.50	0.00	0.00	0.00	0.00
Temporary	0.00	0.70	0.15	0.50	0.50
Human Resources - Occupational Health					
Full-Time	1.00	1.00	1.00	1.00	1.00
Part-Time	0.50	0.50	0.00	0.00	0.00
Temporary	0.00	0.00	0.13	0.13	0.13
Information Technology Administration	4.00	4.00	4.00	4.00	4.00
Information Technology Application Services					
Full-Time	11.00	10.00	11.00	11.00	11.00
Full-Time (Stormwater Fund)	0.00	1.00	0.00	0.00	0.00
Information Technology Geographic Informatn System	3.00	3.00	3.00	3.00	3.00
Information Technology Network Services	12.00	12.00	12.00	12.00	12.00

Personnel Summary (continued)

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
FUND PERSONNEL SUMMARY					
General Government Administration (continued)					
Registrar and Electoral Board					
City Full-Time	1.00	1.00	1.00	1.00	1.00
City Part-Time	0.34	0.50	0.50	0.50	0.50
State Full-Time	1.00	1.00	1.00	1.00	1.00
State Treasurer					
State Full-Time	2.00	2.00	2.00	2.00	2.00
State Temporary	0.04	0.04	0.00	0.00	0.00
General Government Administration Total FTEs	**136.98**	**134.37**	**131.41**	**133.49**	**133.49**
Judicial Administration					
Circuit Court Clerk					
State Full-Time	13.00	13.00	13.00	13.00	13.00
Circuit Court Judges	2.00	2.00	2.00	2.00	2.00
Commonwealth Attorney					
City Full-Time	2.78	1.80	2.88	2.88	2.88
State Full-Time	14.90	14.90	13.90	13.90	13.90
Sheriff					
City Full-Time	2.00	2.00	2.00	2.00	2.00
City Temporary	5.43	5.43	6.60	6.60	6.60
State Full-Time	23.00	23.00	22.00	22.00	22.00
Judicial Administration Total FTEs	**63.11**	**62.13**	**62.38**	**62.38**	**62.38**
Public Safety					
Police Department					
Sworn Full-Time	169.00	169.00	170.00	170.00	170.00
Civilian Full-Time	22.00	22.00	22.00	23.00	23.00
Part-Time	1.40	1.40	1.40	1.40	1.40
Animal Control Unit					
Civilian Full-Time	3.00	3.00	3.00	3.00	3.00
Part-Time	1.80	1.70	1.70	1.70	1.70
Off-Duty					
Temporary	0.70	0.70	0.70	0.70	0.70
Emergency Services					
Full-Time	35.00	35.00	34.00	35.00	35.00
Temporary	0.00	0.50	0.45	0.60	0.60
Fire Department					
Sworn Full-Time	175.00	177.00	174.00	177.00	177.00
Civilian Full-Time	8.00	8.00	8.00	8.00	8.00
Temporary	0.95	1.45	1.45	1.45	1.45
Sworn Full-Time Not Funded	0.00	0.00	3.00	0.00	0.00
Civilian Full-Time Not Funded	1.00	1.00	1.00	1.00	1.00
Public Safety Total FTEs	**417.85**	**420.75**	**420.70**	**422.85**	**422.85**

Personnel Summary (continued)

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
FUND PERSONNEL SUMMARY					
Public Works					
Public Works Administration	10.00	10.00	10.00	10.00	10.00
Buildings Maintenance					
Full-Time	38.50	39.00	39.00	39.00	39.00
Part-Time	0.50	0.50	0.50	0.50	0.50
Temporary	0.95	0.95	0.95	0.95	0.95
Parks and Grounds Maintenance					
Full-Time	29.00	29.00	29.00	29.00	29.00
Part-Time	1.44	1.44	0.72	0.72	0.72
Temporary	1.44	1.44	2.16	2.16	2.16
Engineering					
Full-Time	27.50	27.50	28.52	28.52	28.52
Part-Time	1.75	1.70	0.50	0.50	0.50
Temporary	0.50	0.50	2.20	2.20	2.20
Full-Time (Water Fund)	1.00	1.00	0.00	0.00	0.00
Street Maintenance					
Full-Time	26.00	26.00	26.00	26.00	26.00
Part-Time	1.20	1.20	0.72	0.72	0.72
Temporary	1.40	1.40	1.88	1.88	1.88
Refuse					
Full-Time	21.00	16.00	16.00	17.00	17.00
Part-Time	2.55	2.16	1.44	1.44	1.44
Temporary	0.00	0.69	1.41	1.41	1.41
Public Works Total FTEs	**164.73**	**160.48**	**161.00**	**162.00**	**162.00**
Health and Welfare					
Human Services - Juvenile Services					
Full-Time	28.00	27.00	26.00	26.00	25.00
Part-Time	1.13	1.86	1.86	1.86	1.86
Temporary	4.80	6.40	5.30	5.30	5.30
Grant Full-Time	3.00	3.00	2.00	2.00	2.00
Human Services - Social Services Administration					
Full-Time	119.00	122.00	126.00	126.00	126.00
Part-Time	5.07	2.69	1.96	1.96	1.96
Temporary	3.38	3.38	3.38	3.38	3.38
Health and Welfare Total FTEs	**164.38**	**166.33**	**166.50**	**166.50**	**165.50**
Parks, Recreation, and Cultural					
Public Library					
Full-Time	20.00	20.00	20.00	20.00	20.00
Part-Time	9.35	7.28	5.09	5.09	5.09
Temporary	0.37	2.06	4.25	4.25	4.25
Law Library					
Temporary	0.00	0.31	0.31	0.31	0.31
Parks and Recreation					
Full-Time	29.26	30.00	31.00	31.00	31.00
Part-Time	8.38	9.78	6.56	6.56	6.56
Temporary	4.72	5.86	6.02	6.02	7.39
Full-Time Not Funded	0.00	1.00	0.00	0.00	0.00
Part-Time Not Funded	0.00	0.70	0.00	0.00	0.00
Temporary Not Funded	0.00	0.22	0.00	0.00	0.00

Personnel Summary (continued)

FUND PERSONNEL SUMMARY	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
Parks, Recreation, and Cultural (continued)					
Recreation Programs					
Part-Time	4.39	4.77	2.61	2.61	2.61
Temporary	1.02	3.42	5.89	5.89	5.89
Community Market					
Full-Time	2.00	2.00	2.00	2.00	2.00
Part-Time	2.84	3.02	2.64	2.64	2.64
Temporary	0.00	0.00	0.38	0.38	0.38
Museums					
Full-Time	4.00	4.00	4.00	4.00	4.00
Part-Time	4.94	4.92	2.16	2.16	2.16
Temporary	0.00	0.00	2.91	2.91	2.91
Tourism					
Full-Time	0.00	0.00	5.00	5.00	5.00
Tourism - Visitor Information Center					
Temporary	0.00	0.00	6.84	6.84	6.84
Parks, Recreation, and Cultural Total FTEs	**91.27**	**99.34**	**107.66**	**107.66**	**109.03**
Community Development					
Community Development - Office of the Director	3.50	3.50	3.00	3.00	3.00
Inspections and Code Compliance					
Full-Time	11.50	11.50	11.48	11.48	11.48
Part-Time	0.75	0.75	0.75	0.75	0.75
Temporary	0.30	0.30	0.30	0.30	0.30
Planning	4.00	4.00	4.00	4.00	4.00
Zoning and Natural Resources	2.00	2.00	2.50	2.50	2.50
Economic Development	3.00	3.00	3.00	3.00	3.00
Parking Management	5.00	5.00	5.00	5.00	5.00
Community Development Total FTEs	**30.05**	**30.05**	**30.03**	**30.03**	**30.03**
TOTAL GENERAL FUND FTEs	**1,068.37**	**1,073.45**	**1,079.68**	**1,084.91**	**1,085.28**
FLEET SERVICES FUND					
Full-Time	11.00	10.00	10.00	10.00	10.00
Part-Time	0.50	0.50	0.00	0.00	0.00
Temporary	0.00	0.00	0.50	0.50	0.50
TOTAL FLEET SERVICES FUND FTEs	**11.50**	**10.50**	**10.50**	**10.50**	**10.50**
AIRPORT FUND					
Administration					
Full-Time	4.00	4.00	4.00	4.00	4.00
Part-Time	0.70	0.70	0.70	0.70	0.70
Terminal	6.00	6.00	6.00	6.00	6.00
Airfield	3.00	3.00	3.00	3.00	3.00
General Aviation	1.00	1.00	1.00	1.00	1.00
Police and Fire Services Grant	3.00	3.00	3.00	3.00	3.00
TOTAL AIRPORT FUND FTEs	**17.70**	**17.70**	**17.70**	**17.70**	**17.70**

Personnel Summary (continued)

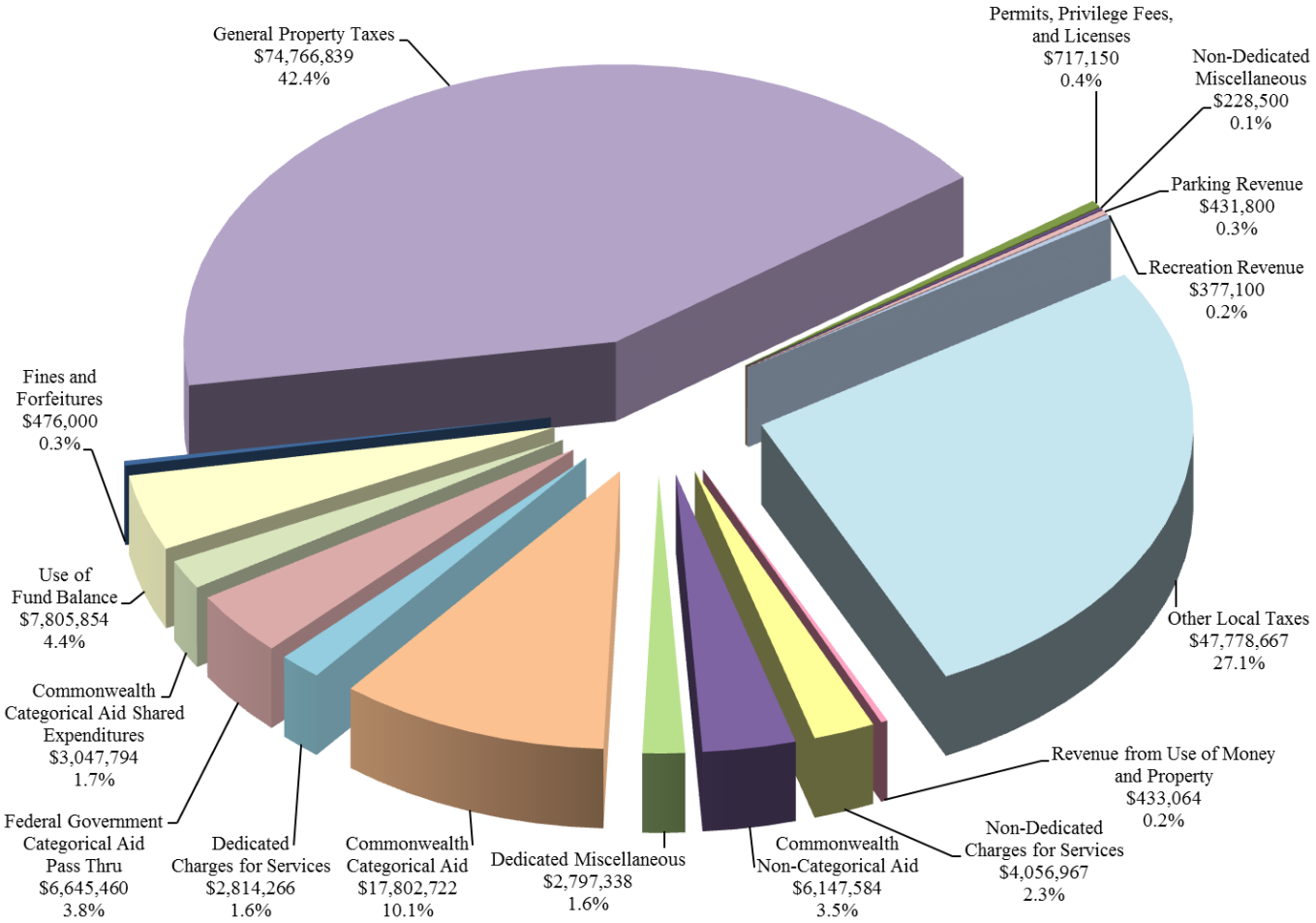
	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
FUND PERSONNEL SUMMARY					
WATER FUND					
Administration/Engineering					
Full-Time	19.00	19.00	22.00	22.00	22.00
Part-Time	0.60	0.60	0.60	0.60	0.60
Meter Reading					
Full-Time	7.00	7.00	7.00	7.00	7.00
Part-Time	0.80	0.73	0.63	0.63	0.63
Water Line Maintenance	14.75	14.75	14.75	14.75	14.75
Water Treatment Plant	24.00	24.00	24.00	24.00	24.00
TOTAL WATER FUND FTEs	**66.15**	**66.08**	**68.98**	**68.98**	**68.98**
SEWER FUND					
Sewer Line Maintenance	13.45	13.45	15.45	15.45	15.45
Wastewater Treatment Plant					
Full-Time	34.00	34.00	34.00	34.00	34.00
Part-Time	0.60	0.60	0.60	0.60	0.60
Temporary	2.40	2.40	2.40	2.40	2.40
TOTAL SEWER FUND FTEs	**50.45**	**50.45**	**52.45**	**52.45**	**52.45**
STORMWATER FUND					
Full-Time	5.80	6.80	6.80	6.80	6.80
TOTAL STORMWATER FUND FTEs	**5.80**	**6.80**	**6.80**	**6.80**	**6.80**
OTHER FUNDS					
Comprehensive Services Act (CSA) Fund					
Grant Full-Time	1.00	1.00	1.00	1.00	1.00
Regional Juvenile Detention Center Fund					
Full-Time	39.00	39.00	38.00	38.00	38.00
Part-Time	4.62	4.62	4.62	4.62	4.62
Temporary	2.50	2.50	2.50	2.50	2.50
Risk Management Fund					
Full-Time	2.10	2.10	2.10	2.10	2.10
Part-Time	0.87	0.87	0.87	0.87	0.87
Community Development Block Grant (CDBG) Fund					
Grant Full-Time	0.50	0.50	0.50	0.50	0.50
Grant Part-Time	0.60	0.60	0.60	0.60	0.60
HOME Investment Trust Fund					
Grant Part-Time	0.20	0.20	0.20	0.20	0.20

Personnel Summary (continued)

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
FUND PERSONNEL SUMMARY					
OTHER FUNDS (continued)					
City/Federal/State Aid Fund					
Office of the Commonwealth's Attorney Grants					
Grant Full-Time	6.22	6.30	5.22	5.22	5.22
Grant Part-Time	1.54	1.54	2.14	2.14	2.14
Fire Department Grants					
Grant Sworn Full-Time	9.00	9.00	9.00	9.00	9.00
Human Services - Social Services Grants					
Grant Full-Time	3.00	3.00	1.00	1.00	1.00
Grant Part-Time	0.73	0.73	0.00	0.00	0.00
Community Corrections and Pre-Trial Svcs Grants					
Grant Full-Time	8.00	8.00	8.00	8.00	8.00
Grant Part-Time	0.88	0.62	0.00	0.00	0.00
Grant Temporary	0.00	0.00	0.73	0.73	0.73
City Capital Projects Fund					
Temporary	2.15	2.15	1.40	1.40	1.40
TOTAL OTHER FUNDS FTEs	**82.91**	**82.73**	**77.88**	**77.88**	**77.88**
TOTAL FULL TIME EQUIVALENTS	**1,302.88**	**1,307.71**	**1,313.99**	**1,319.22**	**1,319.59**

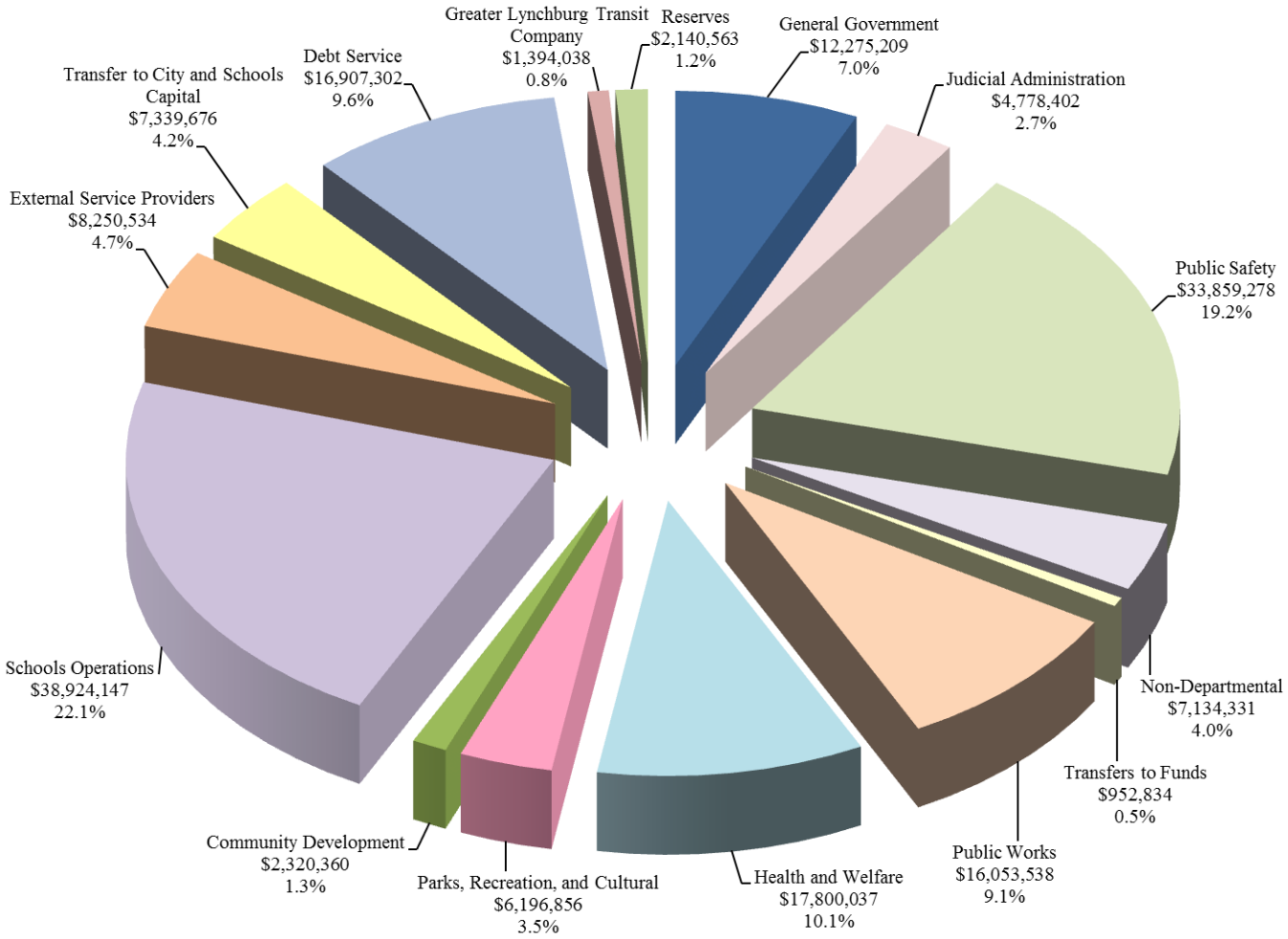
FY 2015 REVENUES AND USE OF FUND BALANCE

$176,327,105



FY 2015 EXPENDITURES, RESERVES, AND TRANSFERS

$176,327,105



General Fund Financial Summary

	Actual FY 2013	Adopted FY 2014	Revised Estimate FY 2014	Manager's Proposed FY 2015	Adopted FY 2015
BEGINNING UNASSIGNED FUND BALANCE	**$28,835,657**	**$22,744,259**	**$31,673,717**	**$24,439,822**	**$24,439,822**
REVENUES					
Non-dedicated Revenue	$135,179,197	$131,564,948	$134,095,597	$134,604,771	$134,604,771
Dedicated Revenue	33,687,015	34,142,711	32,842,089	33,845,527	33,916,480
TOTAL REVENUES	**$168,866,212**	**$165,707,659**	**$166,937,686**	**$168,450,298**	**$168,521,251**
Other Financing Sources	$4,129,625	$0	$0	$0	$0
Use of Committed/Assigned Fund Balance	8,363,017	992,570	4,470,501	466,178	466,178
Additions Committed/Assigned Fund Balance	(6,600,987)	0	(363,367)	0	0
TOTAL REVENUES AND USE OF COMMITTED/ASSIGNED FUND BALANCE	**$174,757,867**	**$166,700,229**	**$171,044,820**	**$168,916,476**	**$168,987,429**
Use of (Additions to) Unassigned Fund Balance	($7,562,068)	$0	$1,125,093	$0	$0
Use of Unassigned Fund Balance - Capital	4,724,009	6,108,802	6,108,802	7,339,676	7,339,676
TOTAL REVENUES AND USE OF FUND BALANCE	**$171,919,808**	**$172,809,031**	**$178,278,715**	**$176,256,152**	**$176,327,105**
EXPENDITURES					
Operating - Departmental	$92,028,293	$91,944,863	$93,410,163	$93,587,978	$93,283,680
Operating - Non-Departmental	14,812,832	15,627,232	16,088,220	15,038,260	15,384,865
Transfers To Other Funds	1,151,383	956,486	1,090,709	998,909	952,834
General Fund - Debt Service	11,784,553	7,249,168	7,425,316	7,756,698	8,101,419
Greater Lynchburg Transit Company	622,538	1,194,239	1,194,239	1,394,038	1,394,038
Schools - Operations	35,243,485	38,201,147	38,708,634	38,562,647	38,924,147
Schools - Debt Service	6,897,714	6,565,401	6,583,083	8,805,883	8,805,883
Reserves					
Debt Service - Heritage High School	$0	$3,044,657	$3,044,657	$0	$0
Debt Service	0	0	0	631,500	0
Heritage High School Furniture, Fixtures and Equipment	0	0	0	1,251,988	1,251,988
Law Library	0	80	80	0	0
Post Employment Benefits	0	250,000	250,000	250,000	250,000
Parking	0	45,420	52,004	38,575	38,575
Contingencies	0	700,000	822,771	600,000	600,000
TOTAL EXPENDITURES	**$162,540,798**	**$165,778,693**	**$168,669,876**	**$168,916,476**	**$168,987,429**
TRANSFER TO CAPITAL FUNDS					
School Capital Projects Fund	$4,455,000	$2,250,000	$4,024,731	$1,385,000	$1,385,000
School Capital Projects Fund - School Buses	0	1,002,460	1,002,460	1,040,000	1,040,000
City Capital Projects Fund	4,924,009	3,777,878	4,581,648	4,914,676	4,914,676
TOTAL TRANSFER TO CAPITAL	**$9,379,009**	**$7,030,338**	**$9,608,839**	**$7,339,676**	**$7,339,676**
TOTAL EXPENDITURES, RESERVES & TRANSFERS	**$171,919,807**	**$172,809,031**	**$178,278,715**	**$176,256,152**	**$176,327,105**
UNASSIGNED FUND BALANCE	**$31,673,717**	**$16,635,457**	**$24,439,822**	**$17,100,146**	**$17,100,146**
COMMITTED/ASSIGNED FUND BALANCE RESERVES *(detail on next page)*	**$12,646,407**	**$14,145,665**	**$11,679,863**	**$13,985,748**	**$13,354,248**
TOTAL FUND BALANCE	**$44,320,124**	**$30,781,122**	**$36,119,685**	**$31,085,894**	**$30,454,394**

Note: Use of Fund Balance is consistent with Financial Policies adopted by City Council.

Committed and Assigned Fund Balance Reserves

COMMITTED FUND BALANCE	Actual FY 2013	Adopted FY 2014	Revised Estimate FY 2014	Manager's Proposed FY 2015	Adopted FY 2015
Encumbrances	$892,648	0	0	0	0
Contingencies	0	700,000	0	600,000	600,000
Technology Fund	33,113	0	0	0	0
Detention Home Workers' Compensation	100,000	100,000	100,000	100,000	100,000
Medical Benefits	677,017	656,617	677,017	677,017	677,017
Lynchburg City Schools - Textbooks	1,432,254	1,059,392	1,432,254	1,432,254	1,432,254
Lynchburg City Schools - Health Insurance	1,440,608	1,140,608	1,440,608	1,440,608	1,440,608
Lynchburg City Schools - Future Expenditure Needs	75,908	0	0	0	0
Other Post Employment Benefits (OPEB)	1,364,510	1,581,231	1,614,510	1,864,510	1,864,510
Debt Service - Solid Waste	1,186,075	841,605	841,605	587,281	587,281
Future Landfill Post-Closure	604,284	604,284	604,284	604,284	604,284
Debt Service	0	0	0	631,500	0
Debt Service - Heritage High School (non-recurring)	624,297	624,297	0	0	0
Debt Service - Heritage High School (recurring)	0	3,044,657	1,894,223	0	0
Heritage High School Furniture, Fixtures and Equipment	0	0	0	3,146,211	3,146,211
Lynchburg City Schools - Special Education	321,000	0	321,000	321,000	321,000
GLTC	746,724	0	543,860	543,860	543,860
Public Safety Compensation Adjustments	13,968	13,968	13,968	0	0
Debt Service - Central Virginia Regional Radio Board	5,929	5,929	5,929	0	0
Sub-total Committed Fund Balance	**$9,518,335**	**$10,372,588**	**$9,489,258**	**$11,948,525**	**$11,317,025**
ASSIGNED FUND BALANCE					
Encumbrances	$220,393	$0	$0	$0	$0
Lynchburg City Schools - Return of School Funding	787,305	2,398,505	279,818	279,818	279,818
Law Library	79,965	80,021	74,885	74,885	74,885
Museums	50,028	50,028	50,028	50,028	50,028
Recreation Programs	184,282	1,008	112,090	20,133	20,133
Partners in Emergency Response (PIER)	19,658	0	19,658	19,658	19,658
Dental Benefits	150,000	150,000	150,000	150,000	150,000
Medical Benefits	364,538	364,538	364,538	364,538	364,538
Future Landfill Post-Closure	204,438	204,438	567,755	567,755	567,755
Fire Equipment	100,000	50,000	100,000	0	0
Line of Duty Death Benefit	211,904	211,904	211,904	211,904	211,904
Line of Duty Health Claims	145,000	145,000	145,000	145,000	145,000
Parking	69,560	114,413	71,564	110,139	110,139
Point of Honor	2,653	2,653	2,653	2,653	2,653
Police Range Operations	569	569	569	569	569
Health Management Plan	500,000	0	0	0	0
Fire Restitution	0	0	50	50	50
Public Works - Snow	34,498	0	34,498	34,498	34,498
Adopt-A-Bed Program	3,281	0	3,281	3,281	3,281
Virginia Land Conservation	0	0	2,314	2,314	2,314
Sub-total Assigned Fund Balance	**$3,128,072**	**$3,773,077**	**$2,190,605**	**$2,037,223**	**$2,037,223**
TOTAL COMMITTED AND ASSIGNED FUND BALANCE RESERVES	**$12,646,407**	**$14,145,665**	**$11,679,863**	**$13,985,748**	**$13,354,248**

Changes to Committed and Assigned Fund Balance Reserves

COMMITTED AND ASSIGNED FUND BALANCE RESERVES	REVISED ESTIMATE FY 2014	ADOPTED FY 2015	CHANGE BETWEEN FY 2014 and FY 2015	REASON FOR CHANGE
Contingencies	$0	$600,000	$600,000	Funds set aside for unanticipated expenditures outside of budget development
Debt Service - Heritage High School (recurring)	1,894,223	0	(1,894,223)	Moved to Heritage High School Reserve for Furniture, Fixtures and Equipment
Heritage High School Furniture, Fixtures and Equipment	0	3,146,211	3,146,211	Funds set aside for furniture, fixtures and equipment purchases
Debt Service - Solid Waste	841,605	587,281	(254,324)	Amount proposed to fund Solid Waste Debt Payment
Public Safety Compensation Adjustments	13,968	0	(13,968)	Amount proposed to be put toward compensation adjustments
Debt Service - Central Virginia Regional Radio Board	5,929	0	(5,929)	Amount proposed to fund Central Virginia Regional Radio Board debt service
Fire Equipment	100,000	0	(100,000)	Funds are proposed to be used for purchase of an ambulance
Other Post Employment Benefits (OPEB)	1,614,510	1,864,510	250,000	Funds set aside for payment of future health benefits for retirees
Parking	71,564	110,139	38,575	Funds set aside for future parking expenditures
Recreation Programs	112,090	20,133	(91,957)	Amount proposed to fund recreation program expenditures

General Fund Revenue Summary by Category

REVENUE SUMMARY BY CATEGORY	Actual FY 2013	Adopted FY 2014	Revised FY 2014	Manager's Proposed FY 2015	Adopted FY 2015
NON-DEDICATED REVENUE					
General Property Taxes	$74,369,767	$73,358,784	$74,506,444	$74,766,839	$74,766,839
Other Local Taxes	48,066,955	46,688,787	47,792,888	47,778,667	47,778,667
Permits, Privilege Fees, and Licenses	780,101	569,900	729,300	717,150	717,150
Fines and Forfeitures	626,335	481,000	476,000	476,000	476,000
Revenue from Use of Money and Property	324,240	388,226	454,914	433,064	433,064
Charges for Services	4,206,124	3,798,467	3,810,267	4,056,967	4,056,967
Miscellaneous	723,787	231,200	228,200	228,500	228,500
Revenue from Lynchburg City Schools	29,284	0	0	0	0
Revenue from the Commonwealth Non-Categorical Aid	6,052,604	6,048,584	6,147,584	6,147,584	6,147,584
TOTAL NON-DEDICATED REVENUE	$135,179,197	$131,564,948	$134,145,597	$134,604,771	$134,604,771
DEDICATED REVENUE					
Charges for Services	$3,305,987	$4,047,771	$3,469,081	$2,814,266	$2,814,266
Recreation Revenue	354,420	374,000	368,000	377,100	377,100
Parking Revenue	430,970	442,600	435,400	431,800	431,800
Miscellaneous	1,989,861	2,102,556	2,102,556	2,755,273	2,797,338
Interfund Transfers	18,524	0	0	0	0
Revenue from the Commonwealth					
Categorical Aid for State Shared Expenditures	2,626,256	2,975,787	3,031,148	3,047,794	3,047,794
Categorical Aid	17,473,348	17,064,771	17,069,358	17,773,834	17,802,722
Revenue from the Federal Government					
Federal Categorical Aid Pass Thru	7,487,649	7,135,226	7,108,546	6,645,460	6,645,460
TOTAL DEDICATED REVENUE	$33,687,015	$34,142,711	$33,584,089	$33,845,527	$33,916,480
TOTAL REVENUES	$168,866,212	$165,707,659	$167,729,686	$168,450,298	$168,521,251

Current Real Property Tax

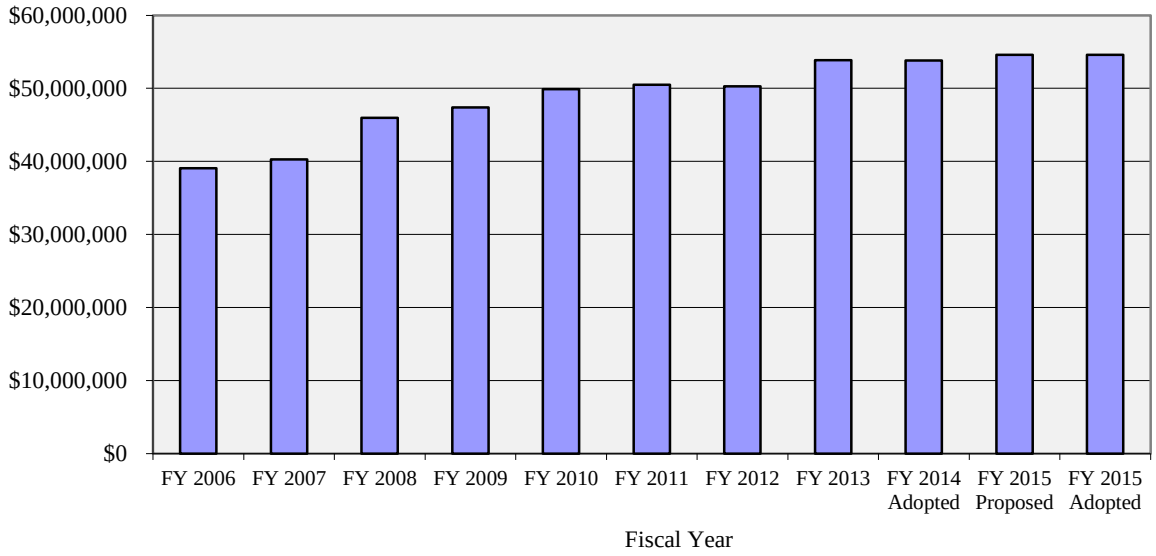
Fiscal Year	Tax Rate	Amount	Percent Change
2006	$1.11 per $100 assessed value	$39,068,092	
2007	$1.11 per $100 assessed value	$40,281,964	3.1%
2008	$1.05 per $100 assessed value	$45,969,063	14.1%
2009	$1.05 per $100 assessed value	$47,380,606	3.1%
2010	$1.05 per $100 assessed value	$49,900,321	5.3%
2011	$1.05 per $100 assessed value	$50,494,608	1.2%
2012	$1.05 per $100 assessed value	$50,268,152	(0.4%)
2013	$1.11 per $100 assessed value	$53,837,603	7.1%
2014 Adopted	$1.11 per $100 assessed value	$53,798,784	(0.1%)
2015 Proposed	$1.11 per $100 assessed value	$54,306,944	1.4%
2015 Adopted	**$1.11 per $100 assessed value**	**$54,578,339**	**0.0%**

Enabling Legislation and Rate Changes:

Section 58.1-3200 through 58.1-3389 of the Virginia Code authorizes localities to levy taxes on real property. This tax includes land, buildings, and improvements on such buildings. There is no cap on this tax. Reassessments are completed on a biennial basis and revenues are projected based on information received from the City Assessor.

Real estate taxes are levied as of the first day of July each year. Supplemental real estate taxes are levied throughout the year to reflect construction in progress during the fiscal year. Real estate taxes are payable in four installments on November 15, January 15, March 15, and May 15. If paid thereafter, a 10% penalty and interest at the rate of 10% per annum is added.

Current Real Property Tax
FY 2006 through FY 2015



FY 2015 Analysis:

As a non-reassessment year, FY 2015 Real Property Tax revenue is proposed to slightly increase as a result of added value from new construction as well as remodeling/renovation projects. While the economy continues to recover, growth in real property values has been sluggish.

Current Personal Property Tax – Local Portion

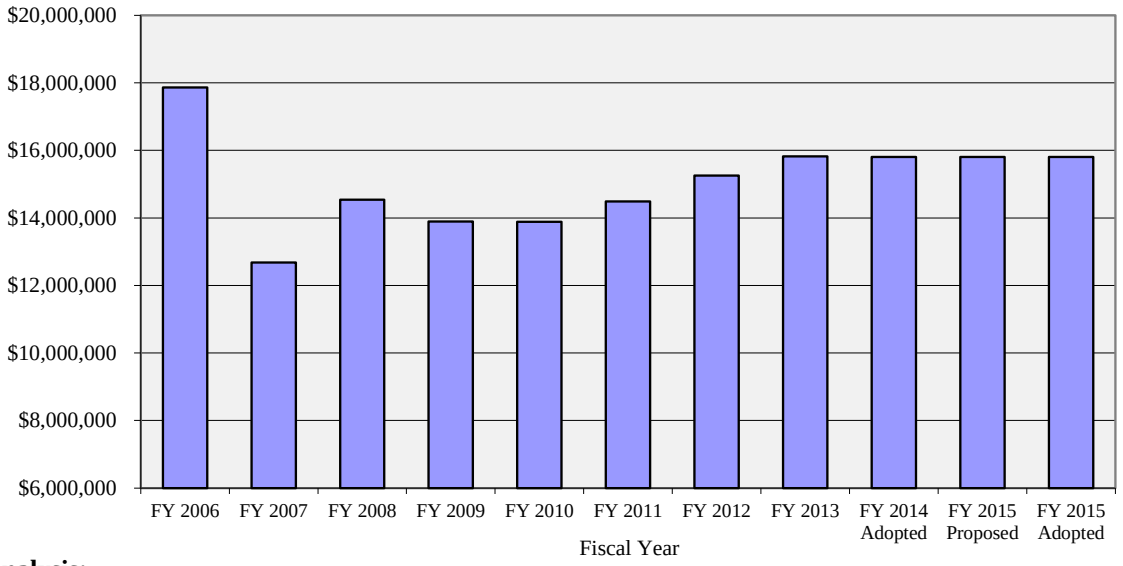
Fiscal Year	Tax Rate	Amount	Percent Change
2006	$3.80 per $100 assessed value	$17,867,625	
2007	$3.80 per $100 assessed value	$12,676,129	(29.1%)
2008	$3.80 per $100 assessed value	$14,541,089	14.7%
2009	$3.80 per $100 assessed value	$13,895,531	(4.4%)
2010	$3.80 per $100 assessed value	$13,887,974	(0.1%)
2011	$3.80 per $100 assessed value	$14,488,805	4.3%
2012	$3.80 per $100 assessed value	$15,256,027	5.3%
2013	$3.80 per $100 assessed value	$15,821,976	3.7%
2014 Adopted	$3.80 per $100 assessed value	$15,805,000	(0.1%)
2015 Proposed	$3.80 per $100 assessed value	$15,805,000	0.0%
2015 Adopted	**$3.80 per $100 assessed value**	**$15,805,000**	**0.0%**

Enabling Legislation and Rate Changes:

Sections 58.1-3500 and 58.1 3531 of the Virginia Code allows cities to levy a tax on tangible personal property of businesses and individuals. There is no cap on the tax rate. The Commonwealth allocates $5.5 million to the City to be utilized in providing tax relief for automobiles owned by individuals and used for personal use.

For FY 2006 personal property taxes were due November 15, 2005 for calendar year 2005 levy. Due to the implementation of a semi-annual billing process, the first installment of personal property taxes for calendar year 2006 levy was due June 15, 2006 with the second installment due December 5, 2006. Future installments will be due June 5 and December 5. Supplemental billings for personal property acquisitions will be due March 5 and September 5.

Current Personal Property Tax
FY 2006 through FY 2015



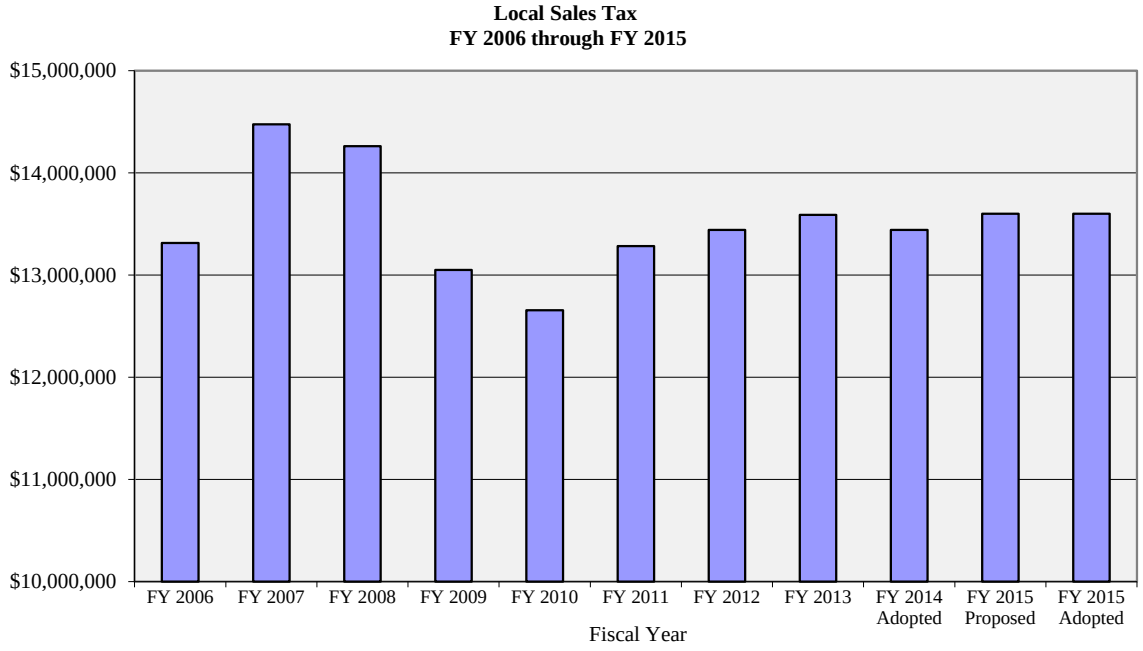
FY 2015 Analysis:

The Commissioner of Revenue assesses vehicles at 100% of the average trade-in value as listed by the National Automobile Dealers Association (NADA) using information provided by the Department of Motor Vehicles (DMV). While personal property tax is projected to grow based on new car sales, this increase will be offset by the other components of this tax, the Machinery and Tools Tax and Business Personal Property Tax, which are expected to decrease based on aging equipment.

Local Sales Tax

Fiscal Year	Tax Rate	Amount	Percent Change
2006	1% + 4.0% VA tax	$13,315,093	
2007	1% + 4.0% VA tax	$14,475,896	8.7%
2008	1% + 4.0% VA tax	$14,260,830	(1.5%)
2009	1% + 4.0% VA tax	$13,050,834	(8.5%)
2010	1% + 4.0% VA tax	$12,656,929	(3.0%)
2011	1% + 4.0% VA tax	$13,284,506	5.0%
2012	1% + 4.0% VA tax	$13,440,973	1.2%
2013	1% + 4.0% VA tax	$13,589,747	1.1%
2014 Adopted	1% + 4.3% VA tax	$13,440,973	(1.1%)
2015 Proposed	1% + 4.3% VA tax	$13,600,000	1.2%
2015 Adopted	**1% + 4.3% VA tax**	**$13,600,000**	**0.0%**

Enabling Legislation and Rate Changes:
Section 58.1-603 of the Virginia Code authorizes the imposition of a sales tax on the purchase price of retail products. Section 58.1-605 of the Virginia Code allows cities to levy a general retail sales tax of 1% to provide revenue to the General Fund. Section 36-188 of the City Code enables the City to collect the 1% sales tax; the State component of the sales tax was increased from 4.0% to 4.3% in FY 2014.



FY 2015 Analysis:
The FY 2015 projection is flat compared to the FY 2013 Actual Sales Tax revenue collected. The slight growth realized in FY 2013 is expected to remain stable through FY 2014 based on a monthly analysis of sales tax receipts. While the initial success of a new shopping center has generated additional revenue, the FY 2015 proposed revenue assumes no growth due to the uncertainty in consumer spending.

Consumer Utility Tax Electric

Fiscal Year	Tax Rate	Amount	Percent Change
2006	See below	$3,766,901	
2007	See below	$3,837,889	1.9%
2008	See below	$3,898,549	1.6%
2009	See below	$3,830,068	(1.8%)
2010	See below	$3,785,732	(1.2%)
2011	See below	$3,821,263	0.9%
2012	See below	$3,706,119	(3.0%)
2013	See below	$3,773,583	1.8%
2014 Adopted	See below	$3,650,000	(3.3%)
2015 Proposed	See below	$3,700,000	1.4%
2015 Adopted	**See below**	**$3,700,000**	**0.0%**

Residential (R): The greater of: $0.0046 for the first 1,000 kwh (or a fraction thereof) plus $0.0026 for each kwh over the first 1,000 kwh, *or* 7% of the minimum monthly charge.

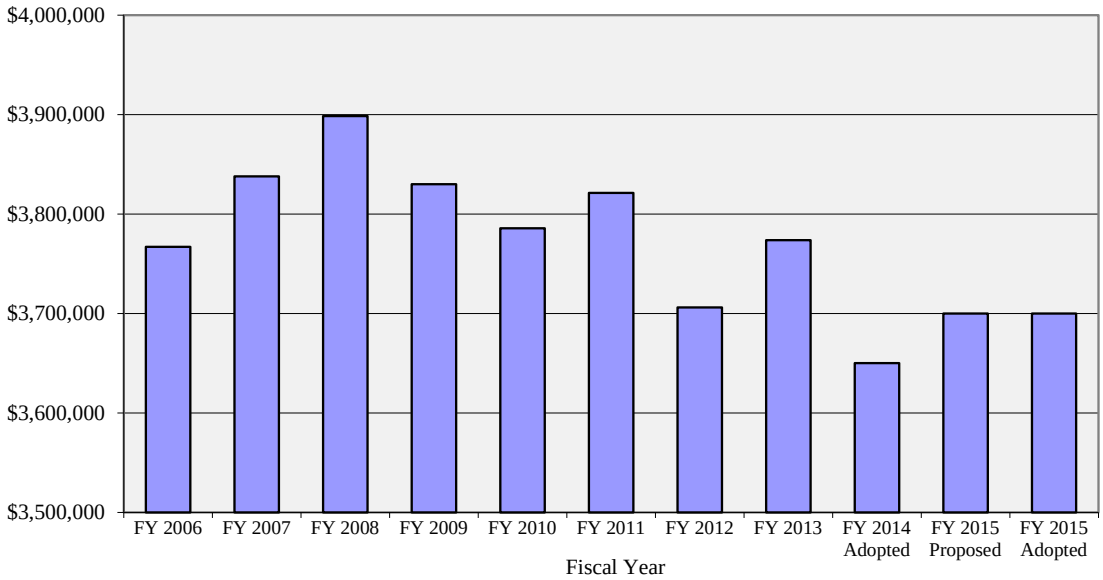
Commercial (C): The greater of: $0.0048 for the first 1,000 kwh (or a fraction thereof) plus $0.0092 for each kwh over the first 1,000 kwh, *or* 7% of the minimum monthly charge.

Industrial (I): The greater of: $0.00375 for the first 1,000 kwh (or a fraction thereof) plus $0.0026 for each kwh over the first 1,000 kwh, *or* 7% of the minimum monthly charge.

Enabling Legislation and Rate Changes:

Section 58.1-3814 of the Virginia Code allows localities to impose a local utility tax on the consumers of public utilities. These utilities include electric, gas, and water. The percentage of the tax varies based on residential (R), commercial (C), or industrial (I) classification. In 2001, the General Assembly changed the rate of the electric tax to a consumption tax. This tax is now based on kilowatt hours of electricity used by the consumer.

Consumer Utility Tax Electric
FY 2006 through FY 2015



FY 2015 Analysis:

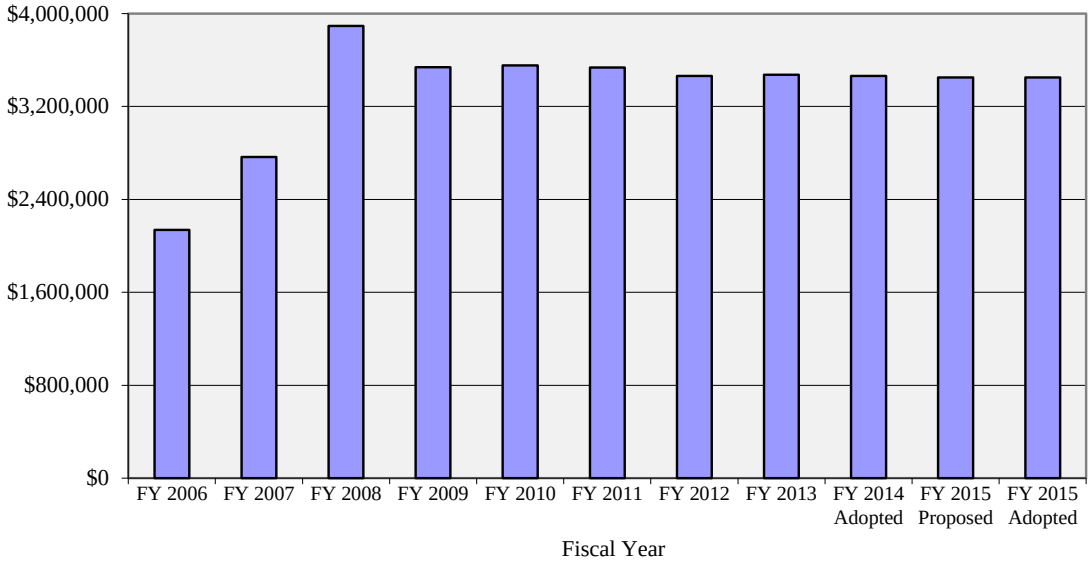
Revenue projections are based on historical averages and weather patterns. Due to the weather experienced in FY 2013 and the cold winter thus far in FY 2014, the FY 2014 projection is revised to increase slightly and continue for FY 2015.

Communications Sales and Use Tax

Fiscal Year	Tax Rate	Amount	Percent Change
2006	7%	$2,136,777	
2007	See below	$2,765,483	29.4%
2008	See below	$3,893,158	40.8%
2009	See below	$3,537,283	(9.1%)
2010	See below	$3,552,028	0.4%
2011	See below	$3,534,449	(0.5%)
2012	See below	$3,462,621	(2.0%)
2013	See below	$3,471,805	0.3%
2014 Adopted	See below	$3,462,621	(0.3%)
2015 Proposed	See below	$3,450,000	(0.4%)
2015 Adopted	**See below**	**$3,450,000**	**0.0%**

Enabling Legislation and Rate Changes:
Section 58.1-662 of the Virginia Code allows the State to collect this tax. The tax is then allocated and distributed monthly according to the percentage of telecommunications and television cable funds (local consumer utility tax on landlines and wireless, E-911, business license tax in excess of 0.5%, video programming excise tax and local consumer utility tax on cable television) received by the locality in Fiscal Year 2006 from local tax rates adopted on or before January 1, 2006. This legislation became effective January 1, 2007 and is intended to be revenue neutral for localities.

Communications Sales and Use Tax
FY 2006 through FY 2015

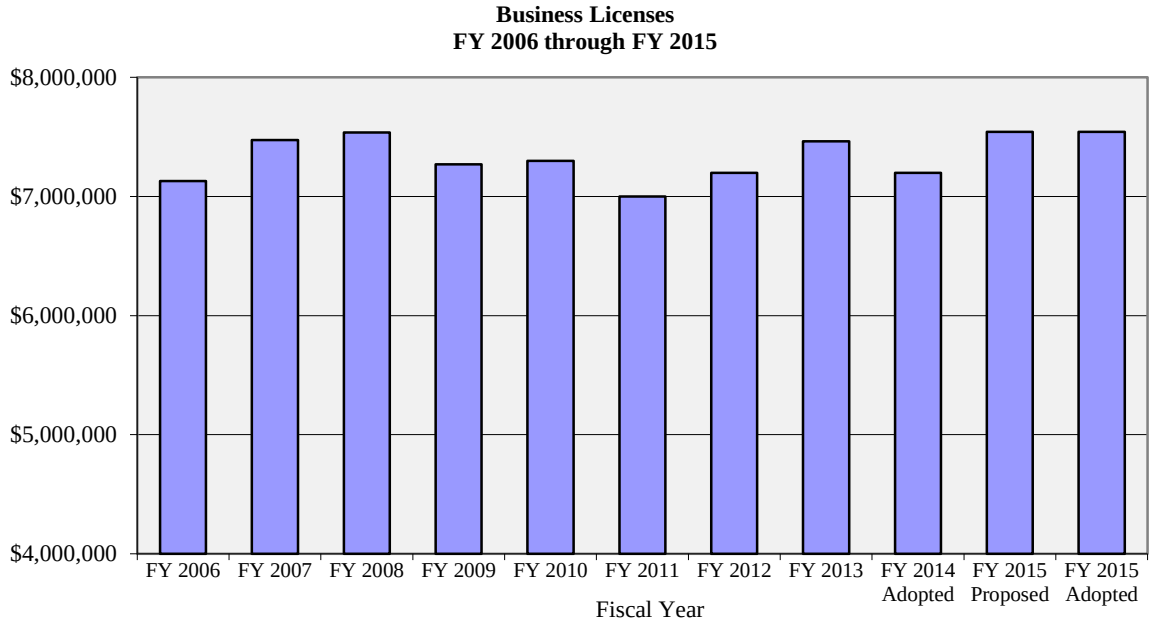


FY 2015 Analysis:
The FY 2015 proposed is slightly reduced compared to FY 2014 Adopted figures based on a consistently lower than expected collection each month. Outside of refunds issued by the State due to the correction of erroneous filings by businesses, this revenue stream was intended to remain relatively stable. However, with the decline in the number of land lines and the reduction in the cost of cellular service, this revenue is expected to continue to fall slightly each year.

Business Licenses

Fiscal Year	Tax Rate	Amount	Percent Change
2006	See Below	$7,130,237	
2007	See Below	$7,474,759	4.8%
2008	See Below	$7,537,805	0.8%
2009	See Below	$7,271,043	(3.5%)
2010	See Below	$7,297,765	0.4%
2011	See Below	$6,999,206	(4.1%)
2012	See Below	$7,197,936	2.8%
2013	See Below	$7,463,878	3.7%
2014 Adopted	See Below	$7,199,604	(3.5%)
2015 Proposed	See Below	$7,542,720	4.8%
2015 Adopted	**See Below**	**$7,542,720**	**0.0%**

Enabling Legislation and Rate Changes:
Sections 58.1-3700 through 58.1-3735 of the Virginia Code authorizes localities to impose a local license tax on businesses, professions, and occupations. The tax rate varies depending on the type of business as well as gross receipts/purchases. For gross receipts/purchases greater than $100,000 the tax rate per $100 is: $0.16 on contracting; $0.20 on retail; $0.36 on repair, personal, and business services; $0.58 on financial real estate; and $0.28 plus a $20 fee for wholesale merchants. These rates are the maximum allowed by State law. Business License taxes are due on May 1.

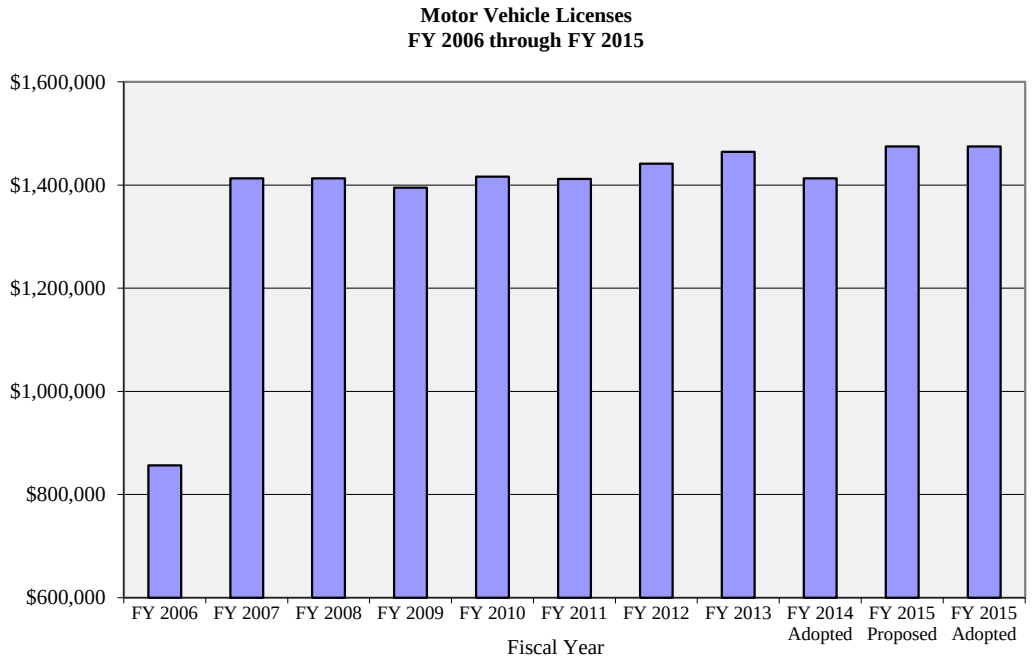


FY 2015 Analysis:
Business License Tax is assessed based on receipts from the previous calendar year; therefore, there is generally a slight delay in realizing a loss in a recession. Actual FY 2013 collections demonstrated continued recovery in receipts since the recession. As a result, the FY 2014 projection is revised to reflect the continued slight growth. Based on uncertainty in consumer spending, the FY 2015 projection is flat with FY 2014 revised.

Motor Vehicle Licenses

Fiscal Year	Tax Rate	Amount	Percent Change
2006	$29.50/$34.50	$856,406	
2007	$29.50/$34.50	$1,413,309	65.0%
2008	$29.50/$34.50	$1,413,142	0.0%
2009	$29.50/$34.50	$1,395,208	(1.3%)
2010	$29.50/$34.50	$1,416,389	1.5%
2011	$29.50/$34.50	$1,411,996	(0.3%)
2012	$29.50/$34.50	$1,441,546	2.1%
2013	$29.50/$34.50	$1,464,608	1.6%
2014 Adopted	$29.50/$34.50	$1,413,142	(3.5%)
2015 Proposed	$29.50/$34.50	$1,475,000	4.4%
2015 Adopted	**$29.50/$34.50**	**$1,475,000**	**0.0%**

Enabling Legislation and Rate Changes:
Section 46.2-752 of the Virginia Code authorizes cities to levy a license tax on motor vehicles, trailers, and semi-trailers. In 2004 the City of Lynchburg increased the Motor Vehicle Tax from $25.00 to $29.50 for vehicles weighing 4,000 pounds or less, and $34.50 for vehicles weighing greater than 4,000 pounds. The City cannot charge more than the State fee for a license plate. Revenues for FY 2006 were lower due to prorating license fees when decals were eliminated.

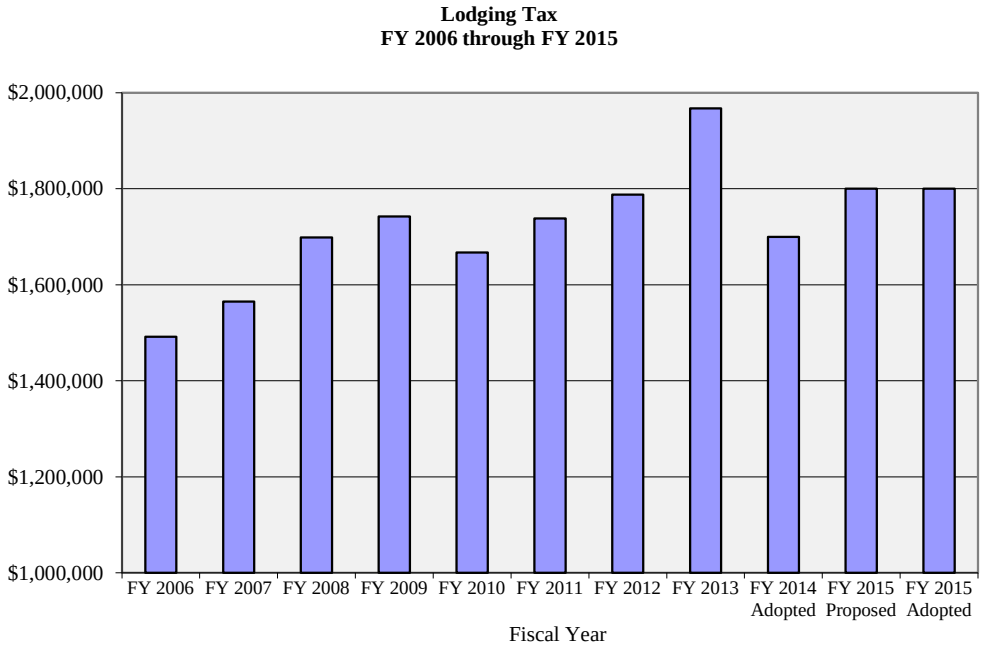


FY 2015 Analysis:
Revenue from Motor Vehicle Licenses has remained stable since the elimination of decals in FY 2006; FY 2015 is expected to trend the same.

Lodging Tax

Fiscal Year	Tax Rate	Amount	Percent Change
2006	5.5% + $1 per room/night	$1,491,943	
2007	5.5% + $1 per room/night	$1,565,191	4.9%
2008	5.5% + $1 per room/night	$1,698,848	8.5%
2009	5.5% + $1 per room/night	$1,742,232	2.6%
2010	5.5% + $1 per room/night	$1,667,064	(4.3%)
2011	5.5% + $1 per room/night	$1,738,042	4.3%
2012	5.5% + $1 per room/night	$1,787,719	2.9%
2013	5.5% + $1 per room/night	$1,967,393	10.1%
2014 Adopted	5.5% + $1 per room/night	$1,700,000	(13.6%)
2015 Proposed	5.5% + $1 per room/night	$1,800,000	5.9%
2015 Adopted	**5.5% + $1 per room/night**	**$1,800,000**	**0.0%**

Enabling Legislation and Rate Changes:
Section 58.1-3819 of the Virginia Code allows for a lodging tax to be imposed on rooms intended for dwelling or sleeping. The City of Lynchburg has a lodging tax of 5.5%. In FY 2001, Lynchburg changed the lodging tax from 5.5% to 5.5% plus $1 per room per night. Currently, this tax is not capped by the State.

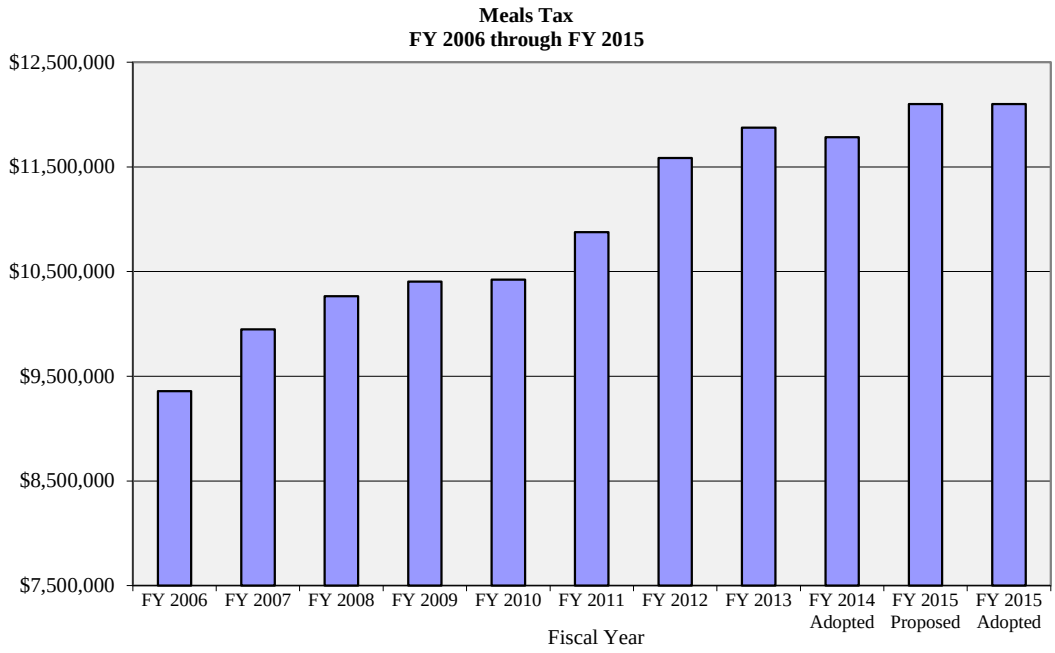


FY 2015 Analysis:
The FY 2013 Actual includes a one-time delinquent collection of $140,000. The FY 2014 monthly receipts reflect continued growth since FY 2011. Employing a conservative approach in forecasting lodging tax collections, FY 2015 is projected to be flat with the FY 2014 revised estimate.

Meals Tax

Fiscal Year	Tax Rate	Amount	Percent Change
2006	6.5%	$9,358,567	
2007	6.5%	$9,947,175	6.3%
2008	6.5%	$10,264,150	3.2%
2009	6.5%	$10,403,618	1.4%
2010	6.5%	$10,422,049	0.2%
2011	6.5%	$10,876,035	4.4%
2012	6.5%	$11,585,083	6.5%
2013	6.5%	$11,874,579	2.5%
2014 Adopted	6.5%	$11,785,000	(0.8%)
2015 Proposed	6.5%	$12,100,000	2.7%
2015 Adopted	**6.5%**	**$12,100,000**	**0.0%**

Enabling Legislation and Rate Changes:
Section 58.1-3833 of the Virginia Code allows for a city or county with general taxing powers to levy a meals tax. In 2005, Lynchburg raised the meals tax by one-half percent. There is no State cap.



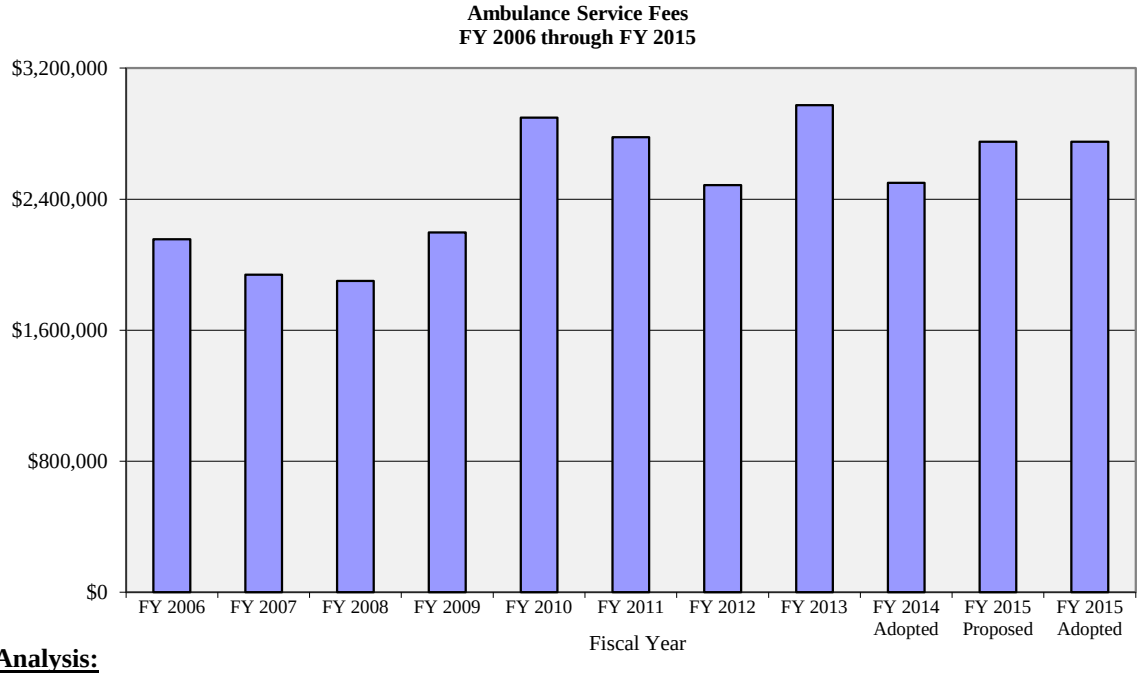
FY 2015 Analysis:
The FY 2013 Actual revenue reflected continued growth in meals tax collections. The FY 2014 projection is revised to include a slight increase due to the opening of a new shopping center. The increase is projected to continue through FY 2015 based on a monthly analysis of year-to-date collections in FY 2014.

Ambulance Service Fees

Fiscal Year	Fee Schedule	Amount	Percent Change
2006	See Below	$2,155,876	
2007	See Below	$1,938,536	(10.1%)
2008	See Below	$1,900,243	(2.0%)
2009	See Below	$2,197,504	15.6%
2010	See Below	$2,898,419	31.9%
2011	See Below	$2,778,840	(4.1%)
2012	See Below	$2,486,568	(10.5%)
2013	See Below	$2,973,257	19.6%
2014 Adopted	See Below	$2,500,000	(15.9%)
2015 Proposed	See Below	$2,750,000	10.0%
2015 Adopted	**See Below**	**$2,750,000**	**0.0%**

Enabling Legislation and Rate Changes:

Section 32.1-11.14 of the Virginia Code enables localities to charge for ambulance services. The City of Lynchburg has five different rates for these services. The first two are grouped under the classification of Basic Life Service. If, under this service, the incident is classified as an emergency, the fee is $425. In addition to this base charge, there shall be a charge of $9 for each mile the patient is transported. If it is classified as a non-emergency, then it will cost $325. The other three rates are grouped under the classification of Advanced Life Support. If, under this service, the incident is classified as an emergency, the fee is $500; if it is a non-emergency the fee is $425. A fee of $700 is charged if three or more different medications combined with at least one Advanced Life Support procedure are administered. Additionally, a fee of $100 will be charged to a patient who receives emergency medical services, but does not require transport.



FY 2015 Analysis:

Actual FY 2010 and FY 2011 revenues reflect significant one-time collections through a new vendor contract. The FY 2013 actual revenue is substantially higher than FY 2012 based on adjusting fees to meet new Medicare maximum allowances. The FY 2015 Proposed revenue reflects continued conservative budgeting used to project FY 2014 due to the difficulty in collecting ambulance fees.

Revenue Detail	Actual FY 2013	Adopted FY 2014	Revised FY 2014	Manager's Proposed FY 2015	Adopted FY 2015
NON-DEDICATED REVENUE					
General Property Taxes					
Current Real Property	$53,837,603	$54,896,718	$55,415,249	$55,692,183	$55,692,183
Real Property Tax Relief Program	(774,870)	(780,000)	(730,000)	(730,000)	(730,000)
Real Property Housing Rehab Program	(480,371)	(500,000)	(490,500)	(490,500)	(490,500)
Allowance for Uncollectible Real Property (2.0%)		(1,097,934)	(1,108,305)	(1,113,844)	(1,113,844)
Delinquent Real Property Taxes	1,675,937	1,000,000	1,400,000	1,400,000	1,400,000
Current Public Service Corporation (PSC)	2,333,580	2,330,000	2,311,000	2,300,000	2,300,000
Penalty PSC Taxes	15,378	0	0	0	0
Current Personal Property - Local portion	15,821,976	16,293,814	16,293,814	16,293,814	16,293,814
Delinquent Personal Property Tax	931,697	950,000	950,000	950,000	950,000
Allowance for Uncollectible Personal Property (3.0%)		(488,814)	(488,814)	(488,814)	(488,814)
Penalty on Delinquent Tax	636,317	500,000	600,000	600,000	600,000
Interest on Delinquent Taxes	367,660	250,000	350,000	350,000	350,000
Miscellaneous General Property Taxes	4,860	5,000	4,000	4,000	4,000
Total General Property Taxes	**$74,369,767**	**$73,358,784**	**$74,506,444**	**$74,766,839**	**$74,766,839**
Other Local Taxes					
Local Sales Tax	$13,589,747	$13,440,973	$13,600,000	$13,600,000	$13,600,000
Consumer Utility Tax - Electric	3,773,583	3,650,000	3,700,000	3,700,000	3,700,000
Consumer Utility Tax - Gas	610,682	535,000	550,000	550,000	550,000
Communications Sales and Use Tax	3,471,805	3,462,621	3,462,621	3,450,000	3,450,000
Right of Way Fees	244,382	243,000	243,000	243,000	243,000
Business License Tax	7,463,878	7,407,000	7,760,000	7,760,000	7,760,000
Allowance for Uncollectible Business License (2.8%)		(207,396)	(217,280)	(217,280)	(217,280)
Electric Consumption Tax [1]	314,328	306,420	306,420	306,420	306,420
Gas Consumption Tax [1]	32,109	35,000	35,000	35,000	35,000
Penalty on Business License Tax	58,107	55,000	55,000	55,000	55,000
Motor Vehicle Licenses	1,464,608	1,413,142	1,475,000	1,475,000	1,475,000
Delinquent Motor Vehicle Licenses	178,812	150,000	165,000	165,000	165,000
Bank Stock Tax	722,734	650,000	650,000	650,000	650,000
Recordation Tax - City	529,397	400,000	400,000	400,000	400,000
Probate Tax	19,659	15,000	15,000	15,000	15,000
Tobacco Tax	1,025,289	950,000	975,000	975,000	975,000
Amusement Tax	660,558	625,000	660,000	660,000	660,000
Penalty/Interest - Amusement Tax	172	1,500	0	0	0
Lodging Tax	1,967,393	1,700,000	1,800,000	1,800,000	1,800,000
Penalty/Interest - Lodging Tax	22,690	2,000	3,600	2,000	2,000
Meals Tax	11,874,579	11,785,000	12,100,000	12,100,000	12,100,000
Penalty/Interest - Meals Tax	41,943	65,000	50,000	50,000	50,000
Franchise License Tax MCI	0	4,027	4,027	4,027	4,027
Franchise License Tax Sprint	500	500	500	500	500
Total Other Local Taxes	**$48,066,955**	**$46,688,787**	**$47,792,888**	**$47,778,667**	**$47,778,667**

[1] Formerly referred to as a business license tax.

Revenue Detail	Actual FY 2013	Adopted FY 2014	Revised FY 2014	Manager's Proposed FY 2015	Adopted FY 2015
NON-DEDICATED REVENUE (continued)					
Permits, Privilege Fees, and Licenses					
Animal Licenses	$16,159	$15,000	$15,000	$15,000	$15,000
Land Disturbing Fees	22,293	12,000	14,000	15,500	15,500
Transfer Fees	1,741	1,600	1,600	1,600	1,600
Site Plans - Planning	15,345	18,000	18,000	18,000	18,000
Building Plan Review	37,458	15,500	38,500	37,500	37,500
Conditional Use Permits	3,703	4,800	4,800	4,800	4,800
Rezoning Fees - Planning	3,412	6,500	9,000	10,000	10,000
Subdivision Plats	4,215	6,500	5,200	6,000	6,000
Inspection Permit Fee - Building	452,758	312,000	450,000	425,000	425,000
Inspection Permit Fee - Signs	8,400	6,500	6,500	6,000	6,000
Demolition Fees	8,688	11,200	10,000	10,000	10,000
False Alarm Assessment and Permit Fees	132,857	100,000	100,000	100,000	100,000
Rental Inspection Fee - Annual/Periodic	8,600	15,500	7,500	9,000	9,000
Concealed Weapons Permits	29,399	13,000	13,000	20,000	20,000
Legal Notice Advertising	3,286	4,000	7,400	9,600	9,600
Elevator Administration Fee	20,094	20,200	20,200	20,200	20,200
Miscellaneous Permits, Privilege Fees, and Licenses	11,693	7,600	8,600	8,950	8,950
Total Permits, Privilege Fees, and Licenses	**$780,101**	**$569,900**	**$729,300**	**$717,150**	**$717,150**
Fines and Forfeitures					
Court Fines and Forfeitures	$623,978	$461,000	$461,000	$461,000	$461,000
Criminal Court Fees	2,357	20,000	15,000	15,000	15,000
Total Fines and Forfeitures	**$626,335**	**$481,000**	**$476,000**	**$476,000**	**$476,000**
Revenue from Use of Money and Property					
Interest on Investments	$128,913	$58,000	$85,000	$85,000	$85,000
Interest - City Capital	49,670	22,000	22,000	22,000	22,000
Interest - School Capital	1,227	1,300	1,300	200	200
Interest - Health Insurance	20,399	20,000	18,150	18,000	18,000
Interest - Other Post Employment Benefits (OPEB)	33,279	19,080	12,000	12,000	12,000
Interest - Market Value Gain/Loss	(168,566)	0	0	0	0
Interest - State Non-Arbitrage Program (SNAP) Incom	0	0	3,000	9,400	9,400
Interest on Skybox Loan	0	382	0	0	0
General Government Property Rent	35,334	40,000	85,000	60,000	60,000
Public Safety Property Rent	24,464	24,464	24,464	24,464	24,464
Public Works Property Rent	6,000	6,500	6,000	6,000	6,000
Health Department Property Rent	100,000	100,000	100,000	100,000	100,000
Cultural and Recreation Property Rent	15,070	15,000	15,000	15,000	15,000
Property Rental Stadium	805	1,500	3,000	1,000	1,000
Property Rental Market	77,490	80,000	80,000	80,000	80,000
Property Rental Market - Penalty and Interest	195	0	0	0	0
Park Concession Stand	(40)	0	0	0	0
Total Revenue from Use of Money and Property	**$324,240**	**$388,226**	**$454,914**	**$433,064**	**$433,064**

Revenue Detail	Actual FY 2013	Adopted FY 2014	Revised FY 2014	Manager's Proposed FY 2015	Adopted FY 2015
NON-DEDICATED REVENUE (continued)					
Charges for Services					
Collection and Tax Lien Fees	$18,607	$10,000	$16,000	$16,000	$16,000
DMV Administration Fee	225,762	200,000	200,000	200,000	200,000
DMV Select Agency	23,179	15,000	20,000	20,000	20,000
Payroll Deduction Fees	6,810	5,000	6,500	6,500	6,500
Fees for Court Officers	7,244	7,244	7,244	7,244	7,244
Commonwealth Attorney Fees	7,540	3,700	7,000	7,000	7,000
Fines and Fees - Non-Dedicated	56,531	50,173	50,173	54,873	54,873
Ambulance Service Fees	2,973,257	2,500,000	2,500,000	2,750,000	2,750,000
Delinquent Ambulance Bills > 120 days	101,383	100,000	100,000	100,000	100,000
Wards Crossing West	104,792	105,000	105,000	105,000	105,000
Residential Disposal - Decals	484,909	510,000	510,000	510,000	510,000
Residential Disposal - Bags - City	5,575	8,000	8,000	0	0
Residential Disposal - Bags - Vendor	177,033	275,000	275,000	275,000	275,000
Miscellaneous Charges for Services	13,502	9,350	5,350	5,350	5,350
Total Charges for Services	**$4,206,124**	**$3,798,467**	**$3,810,267**	**$4,056,967**	**$4,056,967**
Revenue from the Commonwealth for State Non-Categorical Aid					
Rolling Stock Taxes	$418	$80,000	$103,000	$103,000	$103,000
Deeds of Conveyance	119,304	120,000	120,000	120,000	120,000
Recordation Taxes	76,797	140,000	140,000	140,000	140,000
Auto Rental Tax - DMV	311,228	160,000	240,000	240,000	240,000
Personal Property Tax Relief	5,543,584	5,543,584	5,543,584	5,543,584	5,543,584
Mobile Home Titling Taxes	1,273	5,000	1,000	1,000	1,000
Total State Non-Categorical Aid	**$6,052,604**	**$6,048,584**	**$6,147,584**	**$6,147,584**	**$6,147,584**
Revenue from Lynchburg City Schools					
Governor's School Debt	$29,284	$0	$0	$0	$0
Total from Lynchburg City Schools	**$29,284**	**$0**	**$0**	**$0**	**$0**
Miscellaneous Non-Dedicated					
Payment in Lieu of Tax - Westminster	$51,472	$50,000	$50,000	$50,000	$50,000
Drop-Off Recycling	34,737	0	0	0	0
Payment in Lieu of Tax - LRHA	19,430	27,000	27,000	27,000	27,000
Regional Services Authority Profit Sharing	363,317	0	0	0	0
Lynchburg Baseball Corporation Profit/Skybox	46,745	0	0	0	0
Credit Card Rebate	84,480	80,000	80,000	80,000	80,000
Miscellaneous Revenue	123,606	74,200	71,200	71,500	71,500
Total Miscellaneous Non-Dedicated	**$723,787**	**$231,200**	**$228,200**	**$228,500**	**$228,500**
TOTAL NON-DEDICATED REVENUES	**$135,179,197**	**$131,564,948**	**$134,145,597**	**$134,604,771**	**$134,604,771**

Revenue Detail	Actual FY 2013	Adopted FY 2014	Revised FY 2014	Manager's Proposed FY 2015	Adopted FY 2015
DEDICATED REVENUE					
Charges for Services					
Network Services - Schools Share	$92,069	$95,377	$95,377	$0	$0
Document Reproduction Fee	11,028	13,000	13,000	13,000	13,000
Legal Service Charges - Schools	20,000	20,000	20,000	20,000	20,000
Probation Supervision Fee	15,369	15,000	15,000	15,000	15,000
Police - Schools Resource Officer (SRO) Program	124,505	130,000	130,000	108,500	108,500
Police Report Sales	15,615	11,500	11,500	12,500	12,500
Off-Duty Police Fee	281,580	525,000	525,000	550,000	550,000
Off-Duty Police Fee Penalty and Interest	60	0	0	0	0
Range Use Fee	15,000	15,000	15,000	15,000	15,000
Sheriff's Fee Courtroom Services	124,347	110,000	110,000	110,000	110,000
Fines and Fees - Dedicated	60,244	64,827	64,827	62,327	62,327
Engineering Service Charges - Water Resources	142,743	163,300	163,300	0	0
Community Development Stormwater Charges	298,408	388,873	388,873	430,235	430,235
Public Works Administrative Stormwater Charges	361,953	540,332	275,000	0	0
Public Works Engineering Stormwater Charges	15,787	107,740	16,000	44,000	44,000
Public Works Streets Stormwater Charges	479,792	666,491	433,000	264,000	264,000
Public Works Grounds Stormwater Charges	4,631	11,927	18,000	0	0
Building Maintenance - Other	10,142	5,000	5,000	5,000	5,000
Juvenile Service Providers	946,447	876,404	876,404	876,404	876,404
Court Order Fee	400	0	0	0	0
Library Fines and Fees	75,629	80,000	80,000	74,000	74,000
Lost/Damaged Library Property	4,358	5,000	5,000	5,000	5,000
Law Library Fees	46,240	60,000	60,000	60,000	60,000
Delinquent Library Charges	4,506	4,000	4,000	4,000	4,000
Delinquent Library Charges Other	11,317	0	10,800	10,800	10,800
Point of Honor Admission	11,762	10,000	10,000	10,000	10,000
Lynchburg Museum Admission	21,732	16,500	16,500	17,000	17,000
PIER Outside Contract Agreements	32,500	32,500	32,500	32,500	32,500
PIER Internal Contract Agreements	50,000	50,000	50,000	50,000	50,000
Abandoned Vehicle Reimbursements	100	0	0	0	0
Weed Ordinance Program	27,723	30,000	25,000	25,000	25,000
Total Charges for Services	**$3,305,987**	**$4,047,771**	**$3,469,081**	**$2,814,266**	**$2,814,266**
Recreation Revenue					
Swimming Pool Fees	$21,897	$30,000	$24,000	$24,000	$24,000
City-Wide Centers	56,702	78,000	78,000	70,000	70,000
Neighborhood Centers	9,584	10,000	10,000	10,000	10,000
RecQuest Outreach Programs	14,522	14,000	14,000	17,000	17,000
Aquatics	9,845	14,000	14,000	10,000	10,000
Recreation General Administration	839	2,000	2,000	1,100	1,100
Athletics	71,769	70,000	70,000	70,000	70,000
Park Services	48,982	46,000	46,000	53,000	53,000
Business Services	18,421	18,000	18,000	20,000	20,000
Naturalist Program	18,757	18,000	18,000	18,000	18,000
Community Market Co-op Program	83,102	74,000	74,000	84,000	84,000
Total Recreation Revenue	**$354,420**	**$374,000**	**$368,000**	**$377,100**	**$377,100**

Revenue Detail	Actual FY 2013	Adopted FY 2014	Revised FY 2014	Manager's Proposed FY 2015	Adopted FY 2015
DEDICATED REVENUE (continued)					
Parking Revenue					
Downtown Parking Deck Lease	$93,600	$93,600	$86,400	$82,800	$82,800
Hourly Parking Fees	26,270	25,000	25,000	25,000	25,000
Permit Parking Fees	210,997	214,000	214,000	214,000	214,000
Fines	100,103	110,000	110,000	110,000	110,000
Total Parking Revenue	**$430,970**	**$442,600**	**$435,400**	**$431,800**	**$431,800**
Miscellaneous Revenue					
Indirect Costs and Services - Water	$807,321	$852,890	$852,890	$1,159,304	$1,099,940
Indirect Costs and Services - Sewer	231,216	203,812	203,812	357,787	342,794
Indirect Costs and Services - WWTP	352,560	488,021	488,021	651,258	767,680
Indirect Costs and Services - Stormwater	0	81,807	81,807	107,986	107,986
Indirect Costs and Services - Airport	117,752	113,489	113,489	118,303	118,303
Indirect Costs and Services - Detention Home	236,450	237,218	237,218	250,435	250,435
Indirect Costs and Services - Juvenile Services	15,000	15,000	15,000	15,000	15,000
Miscellaneous Subrogation	98,762	0	0	0	0
Derecho Insurance	50,646	0	0	0	0
Friends of the Lynchburg Library	14,500	14,500	14,500	14,500	14,500
Special Welfare Recoupment	7,587	30,000	30,000	30,000	30,000
Reimbursement - Point of Honor/Carriage House	19,247	26,603	26,603	20,000	20,000
Digg's Trust (Lynchburg Museum System)	37,254	38,616	38,616	30,000	30,000
Other Miscellaneous Dedicated Revenue	1,566	600	600	700	700
Total Miscellaneous Revenue	**$1,989,861**	**$2,102,556**	**$2,102,556**	**$2,755,273**	**$2,797,338**
Revenue from the Commonwealth					
State Categorical Aid for State Shared Expenditures					
Commissioner of the Revenue	$160,451	$164,518	$164,518	$171,092	$171,092
State Treasurer	94,296	94,049	98,607	99,638	99,638
Registrar/Electoral Board	49,659	53,455	53,455	53,455	53,455
Clerk of Court (includes Technology Trust Fund)	547,442	533,826	533,826	548,524	548,524
Sheriff	1,016,367	1,206,302	1,206,302	1,217,709	1,217,709
Commonwealth Attorney	758,041	923,637	974,440	957,376	957,376
Total Categorical Aid-State Shared Expenditures	**$2,626,256**	**$2,975,787**	**$3,031,148**	**$3,047,794**	**$3,047,794**
Intergovernmental: State Categorical Aid					
Juvenile Correction Block Grant	$247,716	$228,624	$228,624	$247,716	$247,716
Recovery - E-911 Wireless	241,160	263,000	263,000	263,000	263,000
Highway Maintenance	7,097,905	7,192,968	7,192,968	7,114,754	7,114,754
FY 2012 Derecho Reimbursement	129,375	0	0	0	0
Local Law Enforcement Funding (House Bill 599)	2,930,790	2,930,790	2,930,790	3,025,474	3,054,362
Social Services Administration	1,452,162	1,272,377	1,272,377	2,025,496	2,025,496
Social Services Finance Unit	149,942	181,287	181,287	111,916	111,916
Social Services Programs	4,904,289	4,839,566	4,839,566	4,810,245	4,810,245
Public Library	149,455	148,646	153,233	153,233	153,233
Parks and Recreation Healthy Youth Grant	5,426	7,513	7,513	0	0
SNAP Program Reimbursements	0	0	0	12,000	12,000
SNAP Grant Program	10,000	0	0	10,000	10,000
Health Department Funding	155,128	0	0	0	0
Total State Categorical Aid	**$17,473,348**	**$17,064,771**	**$17,069,358**	**$17,773,834**	**$17,802,722**

Revenue Detail	Actual FY 2013	Adopted FY 2014	Revised FY 2014	Manager's Proposed FY 2015	Adopted FY 2015
DEDICATED REVENUE (continued)					
Intergovernmental: Federal Categorical Aid Pass Thru					
Build America Bond Interest Subsidy - City	$65,712	$65,711	$60,000	$60,000	$60,000
Build America Bond Interest Subsidy - Schools	227,968	227,969	210,000	211,000	211,000
Social Services Administration	3,343,633	3,735,752	3,735,752	3,242,455	3,242,455
Social Services Finance Unit	217,292	97,588	94,588	162,198	162,198
Social Services Programs	2,694,820	2,470,725	2,470,725	2,415,021	2,415,021
Human Services Capital Lease	101,852	112,481	112,481	129,786	129,786
Human Services Building and Grounds	24,406	25,000	25,000	25,000	25,000
FY 2012 Derecho Reimbursement	421,877	0	0	0	0
Indirect Cost Reimbursement	390,089	400,000	400,000	400,000	400,000
Total Federal Categorical Aid Pass Thru	**$7,487,649**	**$7,135,226**	**$7,108,546**	**$6,645,460**	**$6,645,460**
Interfund Transfers					
CSA Operations	$9,524	$0	$0	$0	$0
Community Development Block Grant	9,000	0	0	0	0
Total Interfund Transfers	**$18,524**	**$0**	**$0**	**$0**	**$0**
TOTAL DEDICATED REVENUES	**$33,687,015**	**$34,142,711**	**$33,584,089**	**$33,845,527**	**$33,916,480**
TOTAL GENERAL FUND REVENUES	**$168,866,212**	**$165,707,659**	**$167,729,686**	**$168,450,298**	**$168,521,251**

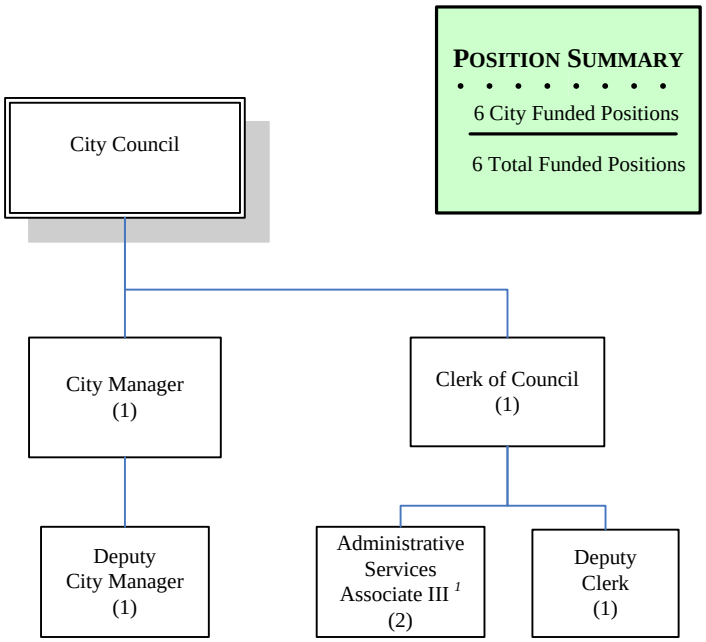
Expenditure Detail

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
DEPARTMENTAL EXPENDITURE DETAIL SUMMARY					
General Government					
Communications and Marketing	$379,526	$440,530	$440,131	$440,131	$440,131
Citizens First Customer Service Center	110,456	118,834	119,327	119,327	119,327
Local Government Channel	147,758	208,592	185,240	185,240	185,240
Council/Manager Offices	837,857	858,585	848,092	867,579	874,179
City Attorney	623,789	651,504	624,890	663,076	663,076
Self-Insurance	555,524	505,356	505,356	505,356	505,356
State Treasurer	142,518	150,677	148,454	148,454	148,454
Commissioner of the Revenue	796,298	697,138	694,172	694,172	694,172
City Assessor	684,893	723,145	724,070	724,070	724,070
Office of the Director of Financial Services	552,888	651,052	646,466	646,466	646,466
Billing and Collections Division	1,253,382	1,284,213	1,266,363	1,286,735	1,286,735
Procurement Division	209,089	275,026	303,177	303,177	303,177
Accounting Division	785,386	833,288	830,219	830,219	830,219
Budget Division	158,271	163,461	163,519	163,519	163,519
Human Services Financial Division	331,975	338,826	316,518	316,518	316,518
Human Resources	666,245	704,814	695,280	706,182	706,182
Occupational Health	144,480	121,405	120,334	120,334	120,334
Application Services Division	1,212,109	1,169,825	1,280,498	1,280,498	1,280,498
Network Services Division	1,327,886	1,369,095	1,344,302	1,344,302	1,344,302
Information Technology (IT) Administration Division	432,949	467,740	445,066	445,066	445,066
Geographic Information System (GIS) Division	247,104	272,558	264,287	264,287	264,287
Registrar	157,615	163,629	170,032	170,032	170,032
Electoral Board	69,841	58,257	43,869	43,869	43,869
TOTAL GENERAL GOVERNMENT	**$11,827,839**	**$12,227,550**	**$12,179,662**	**$12,268,609**	**$12,275,209**
Judicial Administration					
Circuit Court Judges (24th Judicial District)	$152,436	$163,585	$161,921	$161,921	$161,921
General District Court	70,427	62,550	91,323	68,723	68,723
Juvenile and Domestic Relations (J&DR) District Court	13,295	15,409	15,409	15,409	15,409
Court Service Unit (24th Judicial District)	337	1,632	1,550	1,550	1,550
Office of the Commonwealth's Attorney	1,450,513	1,471,566	1,534,446	1,534,446	1,534,446
Magistrate	2,937	4,193	4,193	4,193	4,193
Circuit Court Clerk (24th Judicial District)	795,074	798,229	815,411	815,411	815,411
Sheriff's Office	2,078,604	2,133,193	2,176,749	2,176,749	2,176,749
TOTAL JUDICIAL ADMINISTRATION	**$4,563,623**	**$4,650,357**	**$4,801,002**	**$4,778,402**	**$4,778,402**
Public Safety					
Police Department	$15,157,823	$15,173,082	$15,218,402	$15,206,219	$15,206,219
Animal Control Unit	244,637	282,608	280,569	280,569	280,569
Range Operations	15,586	15,000	15,000	15,000	15,000
Off-Duty	412,895	525,000	550,000	550,000	550,000
Emergency Services	2,905,075	2,438,616	2,411,019	2,481,286	2,481,286
Fire and EMS Department	15,019,887	15,212,427	14,966,223	15,243,704	15,243,704
Technical Rescue Team/PIER Program	127,019	82,500	82,500	82,500	82,500
TOTAL PUBLIC SAFETY	**$33,882,922**	**$33,729,233**	**$33,523,713**	**$33,859,278**	**$33,859,278**

Expenditure Detail

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
DEPARTMENTAL EXPENDITURE DETAIL SUMMARY					
Public Works					
Public Works Administration	$724,150	$714,239	$754,629	$754,629	$754,629
Engineering	3,505,465	3,308,594	3,356,005	3,356,005	3,356,005
Street Maintenance	3,470,789	3,219,977	3,127,424	3,142,424	3,142,424
Snow and Ice Removal	205,948	187,975	192,254	192,254	192,254
Refuse	2,737,694	2,289,513	2,287,886	2,545,139	2,545,139
Parks and Grounds Maintenance	2,529,152	2,502,159	2,475,932	2,485,932	2,485,932
Baseball Stadium Maintenance	130,525	93,063	93,063	93,063	93,063
Building Maintenance	3,599,134	3,188,944	3,182,742	3,275,709	3,275,709
Human Services Building	198,152	208,383	208,383	208,383	208,383
TOTAL PUBLIC WORKS	**$17,101,009**	**$15,712,847**	**$15,678,318**	**$16,053,538**	**$16,053,538**
Health and Welfare					
Human Services - Juvenile Services	$3,658,110	$4,037,993	$3,862,777	$3,862,777	$3,518,056
Human Services - Social Services Administration	6,043,001	6,707,783	6,857,333	6,857,333	6,867,333
Human Services - Social Services Public Assistance	7,911,485	7,511,743	7,414,648	7,414,648	7,414,648
TOTAL HEALTH AND WELFARE	**$17,612,596**	**$18,257,519**	**$18,134,758**	**$18,134,758**	**$17,800,037**
Parks, Recreation, and Cultural					
Parks and Recreation	$2,827,430	$3,098,872	$3,106,778	$3,170,778	$3,194,601
Public Library	1,497,192	1,491,502	1,534,941	1,534,941	1,534,941
Law Library	20,066	33,770	33,770	33,770	33,770
Museums	412,175	440,335	436,247	436,247	436,247
Tourism	0	0	897,297	997,297	997,297
TOTAL PARKS, RECREATION, AND CULTURAL	**$4,756,863**	**$5,064,479**	**$6,009,033**	**$6,173,033**	**$6,196,856**
Community Development					
Office of the Director of Community Development	$319,698	$355,899	$307,662	$307,662	$307,662
Planning Division	318,607	313,117	330,568	330,568	330,568
Inspections and Code Compliance Division	734,277	792,301	820,432	820,432	820,432
Zoning and Natural Resources Division	149,338	158,779	186,680	186,680	186,680
Office of Economic Development	390,090	321,623	318,455	318,455	318,455
Parking Management	371,431	361,159	356,563	356,563	356,563
TOTAL COMMUNITY DEVELOPMENT	**$2,283,441**	**$2,302,878**	**$2,320,360**	**$2,320,360**	**$2,320,360**
OPERATING - DEPARTMENTAL	$92,028,293	$91,944,863	$92,646,846	$93,587,978	$93,283,680
OPERATING - NON-DEPARTMENTAL	$14,812,832	$15,627,232	$15,353,866	$15,038,260	$15,384,865
TRANSFER TO OTHER FUNDS	$1,151,383	$956,486	$998,909	$998,909	$952,834
DEBT SERVICE - GENERAL FUND	$11,784,553	$7,249,168	$7,756,698	$7,756,698	$8,101,419
DEBT SERVICE - SCHOOLS	$6,897,714	$6,565,401	$8,805,883	$8,805,883	$8,805,883
SCHOOLS	$35,243,485	$38,201,147	$38,924,147	$38,562,647	$38,924,147
GREATER LYNCHBURG TRANSIT COMPANY	$622,538	$1,194,239	$1,394,038	$1,394,038	$1,394,038
RESERVES	$0	$4,040,157	$2,740,563	$2,772,063	$2,140,563
TRANSFER TO CAPITAL - GENERAL FUND	$4,924,009	$3,777,878	$4,914,676	$4,914,676	$4,914,676
TRANSFER TO CAPITAL - SCHOOLS	$4,455,000	$3,252,460	$2,425,000	$2,425,000	$2,425,000
TOTAL EXPENDITURES, RESERVES & TRANSFERS	**$171,919,807**	**$172,809,031**	**$175,960,626**	**$176,256,152**	**$176,327,105**

COUNCIL/MANAGER OFFICES



[1] *The two Administrative Services Associate IIIs are supervised by the Clerk of Council; however, they provide administrative support to the entire staff in the City Manager's Office and to City Council.*

Council/Manager Offices. Consists of the City Council, Clerk of Council, and City Manager. The Council is the City's legislative body elected to accomplish City Charter-prescribed responsibilities. The Clerk is appointed by City Council to maintain and preserve the official records of City Council proceedings. The City Manager is the City's chief administrative officer who oversees the day-to-day operations of the City and who studies and proposes solutions for community needs and programs; prepares the annual budget; interprets City Council actions for operating departments, outside organizations, and citizens; and provides leadership in executing Council policies.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	6	6	6	6	6
TOTAL FTE	**6**	**6**	**6**	**6**	**6**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$573,621	$574,134	$574,129	$588,129	$588,129
Employee Benefits	172,117	182,230	184,522	185,593	185,593
Subtotal Personnel Services	***$745,738***	***$756,364***	***$758,651***	***$773,722***	***$773,722***
Operating					
Contractual Services	$8,342	$7,084	$3,084	$3,084	$9,684
Internal Service Charges	39	0	0	0	0
Other Charges	83,738	95,137	86,357	90,773	90,773
Subtotal Operating	***$92,119***	***$102,221***	***$89,441***	***$93,857***	***$100,457***
TOTAL CITY COST	**$837,857**	**$858,585**	**$848,092**	**$867,579**	**$874,179**

Council/Manager Offices Budget Description

The City Manager's Proposed FY 2015 Council/Manager Offices budget of $867,579 represents a 1.0% increase of $8,994 compared to the Adopted FY 2014 budget of $858,585.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $13,995 increase in Salaries reinstating City Council wages which were reduced beginning in FY 2010.
- $3,363 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $4,000 decrease in Contractual Services reflecting a reduction in advertising.
- $4,364 decrease in Other Charges primarily due to reductions in cellular phone service costs, postage, and courtesies to guests as well as ending the City's Alliance for Innovation membership.

The Proposed FY 2015 Council/Manager Offices budget was adopted by City Council with the following change:

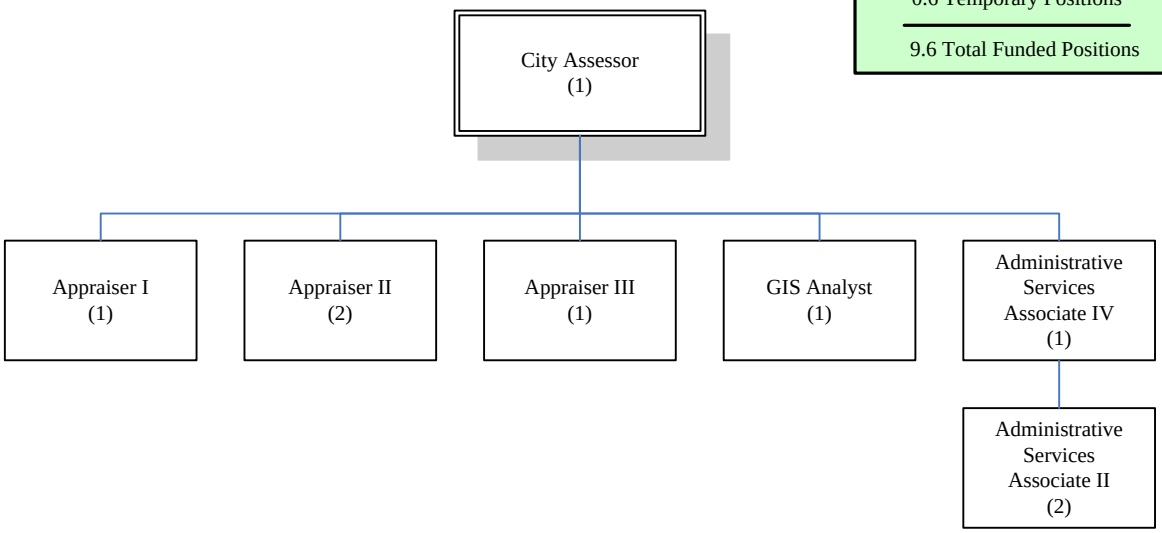
- $6,600 increase in Contractual Services reflecting the annual cost to outsource City Code updates, maintenance, and hosting.

CITY ASSESSOR

POSITION SUMMARY

9.0 City Funded Positions
0.6 Temporary Positions

9.6 Total Funded Positions



City Assessor. Maintains and updates ownership and physical characteristic records for approximately 31,600 parcels and provides assessments for the properties. New construction and additions to properties are recorded and valued by the appraisers. The City Assessor also administers the Land Use Program and the Real Estate Rehabilitation Program. Staff provides assistance to the public, other City departments, and various local, state and federal agencies. This department has substantial information and resources that are utilized by those in the real estate profession, economic development, and related fields.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	10.0	9.0	9.0	9.0	9.0
City Funded Part-Time	0.0	0.6	0.0	0.0	0.0
City Funded Temporary	0.0	0.0	0.6	0.6	0.6
TOTAL FTE	**10.0**	**9.6**	**9.6**	**9.6**	**9.6**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$448,527	$483,901	$475,693	$475,693	$475,693
Employee Benefits	175,200	183,813	183,612	183,612	183,612
Subtotal Personnel Services	***$623,727***	***$667,714***	***$659,305***	***$659,305***	***$659,305***
Operating					
Contractual Services	$26,417	$25,500	$26,290	$26,290	$26,290
Internal Service Charges	6,796	8,483	7,777	7,777	7,777
Other Charges	25,839	19,648	28,898	28,898	28,898
Rentals and Leases	2,114	1,800	1,800	1,800	1,800
Subtotal Operating	***$61,166***	***$55,431***	***$64,765***	***$64,765***	***$64,765***
TOTAL CITY COST	**$684,893**	**$723,145**	**$724,070**	**$724,070**	**$724,070**

City Assessor Budget Description

The City Manager's Proposed FY 2015 City Assessor budget of $724,070 represents a 0.1% increase of $925 compared to the Adopted FY 2014 budget of $723,145.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $8,208 decrease in Salaries compared to the adopted budget.
- $201 decrease in Employee Benefits reflecting a lower Virginia Retirement System rate offset by a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014.
- $9,250 increase in Other Charges for postage costs associated with mailing biennial reassessment notices.

The Proposed FY 2015 City Assessor budget was adopted by City Council without changes.

City Assessor Performance Measures

Goal 1:
To achieve a reasonable assessment-to-sale value ratio by assessing all real property within the City fairly and equitably.

Objective:
Completion of the general reassessment, appeals, and Board of Equalization (BOE) hearings with values based on real estate market trends and sales.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Assessment-to-Sale Value Ratio	100.0%	98.0%	98.0%	97.5%

Analysis of the Data:
Annually the Virginia Department of Taxation conducts an assessment-to-sale ratio study and monitors the results. The City reassesses real property every other year. In a reassessment year, the Assessor's target assessment-to-sale ratio is 98% - 100%. In FY 2015, this ratio is expected to deviate from the target because the next reassessment will occur in FY 2016. The ratio indicates, on average, how close the assessment is to the actual market value City-wide.

FISCAL RESPONSIBILITY

Goal 2:
Assess fairly and equitably all real property within the City at fair-market value by having accurate data with a recent on-site inspection.

Objective:
Review property to verify the data is accurate.

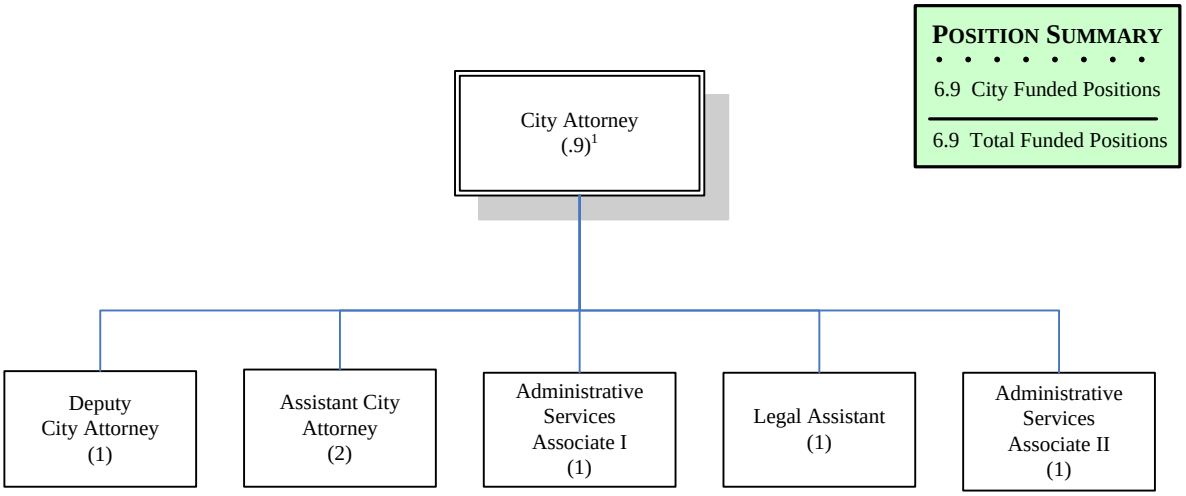
Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Property Reviews Completed	48%	85%	75%	100%

Analysis of the Data:
It is a standard of the International Association of Assessing Officers (IAAO) to review all properties at least once every five years. While this project is very time consuming, it is necessary to achieve a high quality reassessment.

FISCAL RESPONSIBILITY

Benchmark Localities:
Charlottesville, Danville, Hampton, Norfolk, Richmond, Roanoke

CITY ATTORNEY



[1] *Additional 0.1 FTE for the City Attorney is assigned to the Risk Management Budget.*

City Attorney. Provides legal services to City Council, the City Manager, City departments and agencies as well as the Lynchburg School Board. Services include rendering formal and informal opinions; recommending appropriate legal changes in the City Code, regulations and policies; advising of changes in law which affect the City; drafting ordinances, resolutions, Charter revisions, proposed legislation, contracts, deeds, leases and other legal documents; handling real estate matters, including necessary title examinations, negotiations and closings; prosecuting and defending lawsuits on behalf of the City; supervising the City's Risk Management activities and the Self-Insurance Plan; and reviewing legislation which concerns the City.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	6.9	6.9	5.9	6.9	6.9
TOTAL FTE	**6.9**	**6.9**	**5.9**	**6.9**	**6.9**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$430,528	$442,285	$425,067	$450,359	$450,359
Employee Benefits	154,788	166,044	156,648	169,542	169,542
Subtotal Personnel Services	***$585,316***	***$608,329***	***$581,715***	***$619,901***	***$619,901***
Operating					
Contractual Services	$145	$3,750	$3,750	$3,750	$3,750
Other Charges	38,328	39,425	39,425	39,425	39,425
Subtotal Operating	***$38,473***	***$43,175***	***$43,175***	***$43,175***	***$43,175***
TOTAL EXPENDITURES	**$623,789**	**$651,504**	**$624,890**	**$663,076**	**$663,076**
DEDICATED REVENUES					
Legal Service Charges - Schools	$20,000	$20,000	$20,000	$20,000	$20,000
TOTAL DEDICATED REVENUES	**$20,000**	**$20,000**	**$20,000**	**$20,000**	**$20,000**
TOTAL CITY COST	**$603,789**	**$631,504**	**$604,890**	**$643,076**	**$643,076**

City Attorney Budget Description

The City Manager's Proposed FY 2015 City Attorney budget of $663,076 represents a 1.8% increase of $11,572 compared to the Adopted FY 2014 budget of $651,504.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $8,074 increase in Salaries compared to the adopted budget.
- $3,498 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.

The Proposed FY 2015 City Attorney budget was adopted by City Council without changes.

Self-Insurance. The City's self-insurance program is an alternative to the routine procurement of general liability and automobile liability insurance policies from commercial insurance companies. The program is funded through annual contributions from the General Fund, Water Resources Funds, Airport Fund, Regional Juvenile Detention Fund and Self-Insurance Fund interest income. The claims placed in this fund are expended in lieu of insurance to settle liability claims filed against the City.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Other Charges	$555,524	$505,356	$505,356	$505,356	$505,356
TOTAL CITY COST	**$555,524**	**$505,356**	**$505,356**	**$505,356**	**$505,356**

Self-Insurance Budget Description

The City Manager's Proposed FY 2015 Self-Insurance budget of $505,356 represents no change compared to the Adopted FY 2014 budget.

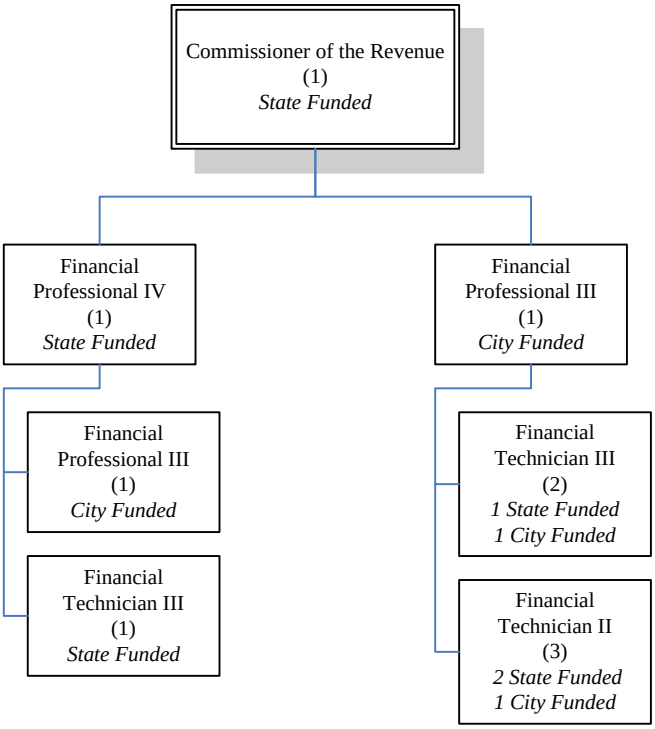
The Proposed FY 2015 Self-Insurance budget was adopted by City Council without changes.

COMMISSIONER OF THE REVENUE

POSITION SUMMARY

6.0 State Funded Positions
4.0 City Funded Positions
0.4 City Temporary Position

10.4 Total Funded Positions



Commissioner of the Revenue. A State Constitutional Office elected by City residents, the Commissioner assesses personal property, machinery/tools, business/professional licenses, bank stock tax, public service corporations, meals, lodging, amusement, and income taxes. The Commissioner prepares and audits State income tax returns, administers tax relief for the elderly, furnishes information on local and State tax issues, and maintains the automotive vehicle license file. Also, in partnership with the Billings and Collections Division of Financial Services, the Office provides DMV Select Services including vehicle registrations and renewals, titling, driver transcripts, issuance of plates and placards, and collection of sales tax.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	4.0	4.0	4.0	4.0	4.0
City Funded Temporary	0.4	0.4	0.4	0.4	0.4
State Funded Full-Time	6.0	6.0	6.0	6.0	6.0
TOTAL FTE	**10.4**	**10.4**	**10.4**	**10.4**	**10.4**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$456,358	$471,219	$473,938	$473,938	$473,938
Employee Benefits	173,559	189,315	192,372	192,372	192,372
Subtotal Personnel Services	***$629,917***	***$660,534***	***$666,310***	***$666,310***	***$666,310***
Operating					
Contractual Services	$9,995	$11,367	$10,031	$10,031	$10,031
Other Charges	153,551	21,564	14,996	14,996	14,996
Rentals and Leases	2,835	3,673	2,835	2,835	2,835
Subtotal Operating	***$166,381***	***$36,604***	***$27,862***	***$27,862***	***$27,862***
TOTAL EXPENDITURES	**$796,298**	**$697,138**	**$694,172**	**$694,172**	**$694,172**
DEDICATED REVENUES					
Commonwealth Aid for Shared Expenditures	$160,451	$164,518	$171,092	$171,092	$171,092
TOTAL DEDICATED REVENUES	**$160,451**	**$164,518**	**$171,092**	**$171,092**	**$171,092**
TOTAL CITY COST	**$635,847**	**$532,620**	**$523,080**	**$523,080**	**$523,080**

Commissioner of the Revenue Budget Description

The City Manager's Proposed FY 2015 Commissioner of the Revenue budget of $694,172 represents a 0.4% decrease of $2,966 compared to the Adopted FY 2014 budget of $697,138.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $2,719 increase in Salaries primarily due to a salary adjustment granted by the State Compensation Board.
- $3,057 increase in Employee Benefits reflecting a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014 offset by a lower Virginia Retirement System rate.
- $1,336 decrease in Contractual Services reflecting a reduction in advertising.
- $6,568 decrease in Other Charges reflecting reductions in mailing service costs, office supplies, and training.
- $838 decrease in Rentals and Leases reflecting lower than anticipated leasing costs.

The Proposed FY 2015 Commissioner of the Revenue budget was adopted by City Council without changes.

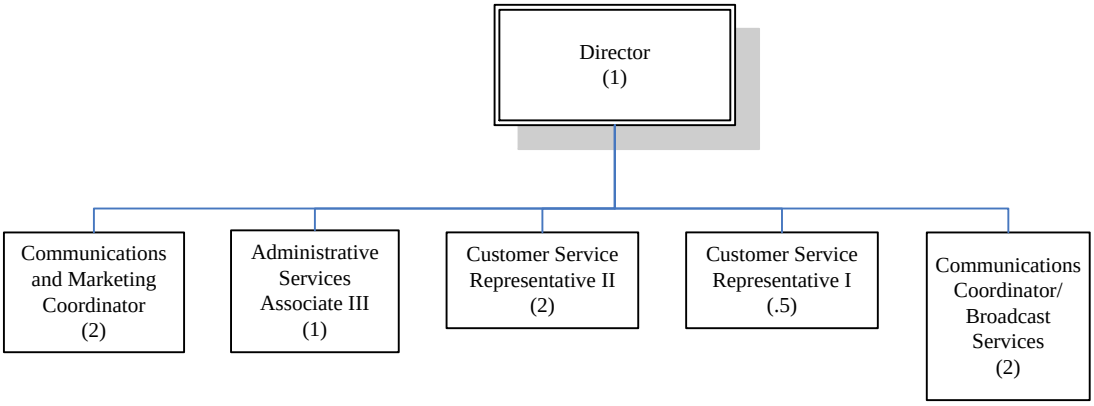
COMMUNICATIONS AND MARKETING

(includes Citizens First Customer Service Center and Local Government Channel)

POSITION SUMMARY

8.5 City Funded Positions
0.5 Temporary Positions

9.0 Total Funded Positions



Communications and Marketing including Citizens First Customer Service Center and Local Government Channel (LTV/Channel 15). Develops and executes public relations and marketing strategies by coordinating media, public, and community relations, and by encouraging citizen involvement in local government through a variety of informational sources including, but not limited to, the area's media outlets; the City's newsletter, City Source; the City's websites, www.lynchburgva.gov, www.lynchburgislistening.com, and www.discoverlynchburg.com; the local government television station, LTV/Channel 15; print advertisements; public service announcements; and social media.

The department oversees five areas: media relations, strategic communications, web communications/social media, marketing, and the Citizens First Information Center. Media relations captures and delivers emerging news information to the media on the activities of City government; strategic communications provides a wide range of services in support of communications, including crisis communications and special projects; web communications/social media oversees the content on the City's web sites and administers the City's official Facebook, YouTube, and Twitter accounts; and the Citizens First Information Center, which provides residents with a one-stop resource for any City-related services/information. Additionally, the department works with other City departments to shape messages and develop strategic marketing plans that generate interest in its programs and services and promotes its amenities to residents in the city and within a 50 mile radius of Lynchburg.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	8.0	8.0	8.0	8.0	8.0
City Funded Part-Time	1.5	1.0	0.5	0.5	0.5
City Funded Temporary	0.0	0.0	0.5	0.5	0.5
TOTAL FTE	**9.5**	**9.0**	**9.0**	**9.0**	**9.0**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$389,373	$400,908	$398,635	$398,635	$398,635
Employee Benefits	145,268	155,034	156,016	156,016	156,016
Subtotal Personnel Services	***$534,641***	***$555,942***	***$554,651***	***$554,651***	***$554,651***
Operating					
Contractual Services	$66,654	$130,645	$128,145	$128,145	$128,145
Internal Service Charges	5,078	1,199	2,982	2,982	2,982
Other Charges	31,367	30,170	58,920	58,920	58,920
Capital Outlay	0	50,000	0	0	0
Subtotal Operating	***$103,099***	***$212,014***	***$190,047***	***$190,047***	***$190,047***
TOTAL CITY COST	**$637,740**	**$767,956**	**$744,698**	**$744,698**	**$744,698**

Communications and Marketing

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	4	4	4	4	4
TOTAL FTE	**4**	**4**	**4**	**4**	**4**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$210,575	$215,299	$213,030	$213,030	$213,030
Employee Benefits	79,936	84,442	84,529	84,529	84,529
Subtotal Personnel Services	***$290,511***	***$299,741***	***$297,559***	***$297,559***	***$297,559***
Operating					
Contractual Services	$62,714	$125,145	$125,145	$125,145	$125,145
Internal Service Charges	5,078	1,199	2,982	2,982	2,982
Other Charges	21,223	14,445	14,445	14,445	14,445
Subtotal Operating	***$89,015***	***$140,789***	***$142,572***	***$142,572***	***$142,572***
TOTAL CITY COST	**$379,526**	**$440,530**	**$440,131**	**$440,131**	**$440,131**

Communications and Marketing Budget Description

The City Manager's Proposed FY 2015 Communications and Marketing budget of $440,131 represents a 0.1% decrease of $399 compared to the Adopted FY 2014 budget of $440,530.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $2,269 decrease in Salaries compared to the adopted budget.
- $87 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $1,783 increase in Internal Service Charges reflecting Fleet Services operating estimates.

The Proposed FY 2015 Communications and Marketing budget was adopted by City Council without changes.

Communications and Marketing – Citizens First Customer Service Center

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	2.0	2.0	2.0	2.0	2.0
City Funded Part-Time	1.5	1.0	0.5	0.5	0.5
City Funded Temporary	0.0	0.0	0.5	0.5	0.5
TOTAL FTE	**3.5**	**3.0**	**3.0**	**3.0**	**3.0**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$81,642	$85,769	$85,765	$85,765	$85,765
Employee Benefits	28,413	30,690	31,187	31,187	31,187
Subtotal Personnel Services	***$110,055***	***$116,459***	***$116,952***	***$116,952***	***$116,952***
Operating					
Contractual Services	$0	$500	$500	$500	$500
Other Charges	401	1,875	1,875	1,875	1,875
Subtotal Operating	***$401***	***$2,375***	***$2,375***	***$2,375***	***$2,375***
TOTAL CITY COST	**$110,456**	**$118,834**	**$119,327**	**$119,327**	**$119,327**

Communications and Marketing – Citizens First Customer Service Center Budget Description

The City Manager's Proposed FY 2015 Communications and Marketing – Citizens First Customer Service Center budget of $119,327 represents a 0.4% increase of $493 compared to the Adopted FY 2014 budget of $118,834.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $497 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.

The Proposed FY 2015 Communications and Marketing – Citizens First Customer Service Center budget was adopted by City Council without changes.

Communications and Marketing – Local Government Channel (LTV/Channel 15)

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	2	2	2	2	2
TOTAL FTE	**2**	**2**	**2**	**2**	**2**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$97,156	$99,840	$99,840	$99,840	$99,840
Employee Benefits	36,919	39,902	40,300	40,300	40,300
Subtotal Personnel Services	***$134,075***	***$139,742***	***$140,140***	***$140,140***	***$140,140***
Operating					
Contractual Services	$3,940	$5,000	$2,500	$2,500	$2,500
Other Charges	9,743	13,850	42,600	42,600	42,600
Capital Outlay	0	50,000	0	0	0
Subtotal Operating	***$13,683***	***$68,850***	***$45,100***	***$45,100***	***$45,100***
TOTAL CITY COST	**$147,758**	**$208,592**	**$185,240**	**$185,240**	**$185,240**

Communications and Marketing – Local Government Channel Budget Description

The City Manager's Proposed FY 2015 Communications and Marketing – Local Government Channel budget of $185,240 represents an 11.2% decrease of $23,352 compared to the Adopted FY 2014 budget of $208,592.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $398 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $2,500 decrease in Contractual Services reflecting a 50% reduction for contract labor due to the installation of robotic cameras in City Council Chamber.
- $28,750 increase in Other Charges reflecting the cost of replacing aging and/or failing equipment.
- $50,000 decrease in Capital Outlay reflecting the completion of the installation of robotic cameras in City Council Chamber.

The Proposed FY 2015 Communications and Marketing – Citizens First Customer Service Center budget was adopted by City Council without changes.

Communications and Marketing Performance Measures

Goal 1:
Ensure citizens receive a timely response from Customer Service Representatives (CSRs) through Citizens First.

Objective:
Maintain a high level of customer service and attempt to answer every call in a timely manner by ensuring an abandoned call rate of no more than 5%.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Abandonment rate	4.81%	5.00%	5.08%	5.00%

Analysis of the Data:
The abandonment rate is the percentage of inbound phone calls made to the Citizens First Information Center that are abandoned by the caller before speaking to a Customer Service Representative (CSR). The percentage is calculated by dividing the number of abandoned calls by the total inbound calls. Abandonment rates have a direct relation to wait times; therefore, the longer a caller has to wait before being connected to a CSR, the higher the rate is likely to be. The abandonment rate may indicate under-allocation of resources to the call center and/or poor customer service.

CITIZEN ENGAGEMENT

Goal 2:
Provide useful and timely information to the citizens of Lynchburg via the internet.

Objective:
Increase the number of pageviews on www.lynchburgva.gov.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Number of page views	1,959,047	2,000,000	956,463	2,000,000

Analysis of the Data:
The number of citizens who use the internet to conduct business with the City, gather information, interact with departments, etc. has steadily increased and is expected to continue to do so. The Communications and Marketing Deptartment has led the effort to ensure the City's website provides the information citizens want and need in an effective, efficient, and user-friendly manner. The number of page views is one measure of the amount of traffic the website generates.

CITIZEN ENGAGEMENT / GOOD GOVERNANCE

Goal 3:
Produce quality programming on LTV-Cable Channel 15 that is entertaining, informative and educational and ensure the programming is available to citizens through both broadcast and web streaming.

Objective:
Increase the number of original program hours produced and broadcasted on LTV and made available online.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Number of program hours	145 hours	148 hours	74 hours	150 hours

Analysis of the Data:
With the demand for more government transparency, it is important the City provide multiple opportunities for citizens to learn about important municipal activities, programs, etc. Programming on LTV is shown on Cable Channel 15; however, in order to reach the optimal number of citizens, all programming produced by LTV staff is also available on the City's website at www.lynchburgva.gov/ltv.

GOOD GOVERNANCE

Benchmark Localities:
Blacksburg, Charlottesville, Falls Church, Fairfax, Hampton, and Roanoke, VA

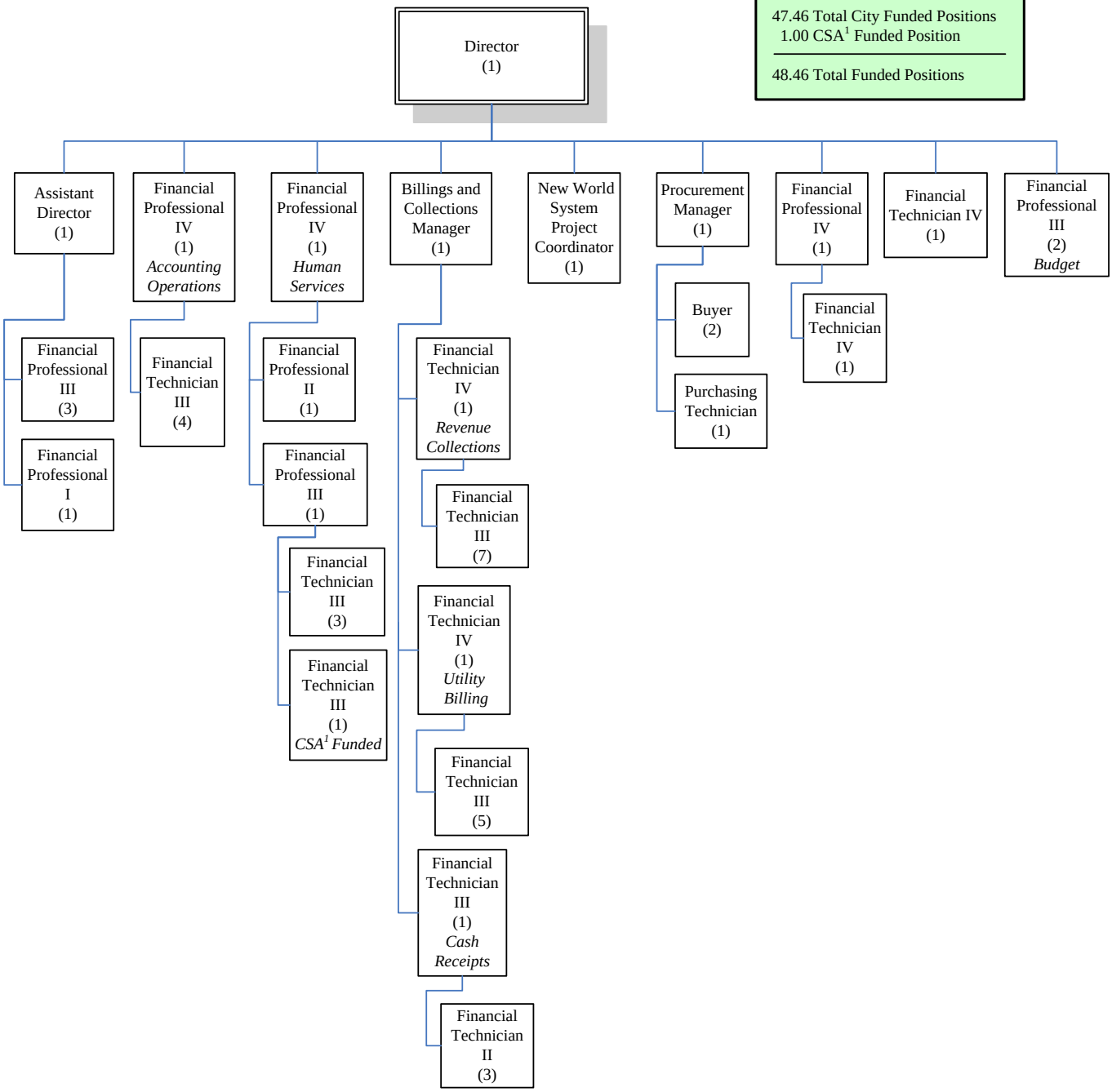
FINANCIAL SERVICES

POSITION SUMMARY

46.00 City Funded Positions
1.46 Temporary Positions

47.46 Total City Funded Positions
1.00 CSA[1] Funded Position

48.46 Total Funded Positions



Financial Services

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time [1]	47.00	47.00	46.00	46.00	46.00
City Funded Part-Time	0.80	0.00	0.00	0.00	0.00
City Funded Temporary	0.00	0.73	0.73	1.46	1.46
City Funded Full-Time (Water Fund) [1]	2.00	0.00	0.00	0.00	0.00
TOTAL FTE	**49.80**	**47.73**	**46.73**	**47.46**	**47.46**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries [1]	$1,980,412	$2,124,659	$2,118,037	$2,136,962	$2,136,962
Employee Benefits [1]	785,658	867,456	869,393	870,840	870,840
Subtotal Personnel Services	***$2,766,070***	***$2,992,115***	***$2,987,430***	***$3,007,802***	***$3,007,802***
Operating					
Contractual Services [2]	$197,891	$205,640	$197,375	$197,375	$197,375
Other Charges	318,766	339,067	331,606	331,606	331,606
Rentals and Leases	8,264	9,044	9,851	9,851	9,851
Subtotal Operating	***$524,921***	***$553,751***	***$538,832***	***$538,832***	***$538,832***
TOTAL EXPENDITURES	**$3,290,991**	**$3,545,866**	**$3,526,262**	**$3,546,634**	**$3,546,634**
DEDICATED REVENUES					
Federal Categorical Aid - Social Services	$217,292	$97,588	$162,198	$162,198	$162,198
State Categorical Aid - Social Services	149,942	181,287	111,916	111,916	111,916
Juvenile Correction Block Grant	12,000	12,000	12,000	12,000	12,000
TOTAL DEDICATED REVENUES	**$379,234**	**$290,875**	**$286,114**	**$286,114**	**$286,114**
TOTAL CITY COST	**$2,911,757**	**$3,254,991**	**$3,240,148**	**$3,260,520**	**$3,260,520**

[1] In FY 2014, the General Fund assumed direct salary and employee benefit costs associated with two positions previously funded by the Water Fund; services provided by these positions to the Water Fund are captured in the indirect cost payment.

[2] Includes recovery from Judicial Sales of Real Estate Property.

Financial Services – Office of the Director. Responsible for ensuring compliance with City Council's adopted Financial Policies and providing leadership to prudently manage financial operations. In addition, long-range financial planning, debt management and coordination of the annual audit are major responsibilities of the Office of the Director.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	5	6	6	6	6
TOTAL FTE	**5**	**6**	**6**	**6**	**6**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$361,811	$428,207	$429,888	$429,888	$429,888
Employee Benefits	126,903	157,957	159,303	159,303	159,303
Subtotal Personnel Services	***$488,714***	***$586,164***	***$589,191***	***$589,191***	***$589,191***
Operating					
Contractual Services	$53,598	$53,500	$47,000	$47,000	$47,000
Other Charges	10,576	11,388	10,275	10,275	10,275
Subtotal Operating	***$64,174***	***$64,888***	***$57,275***	***$57,275***	***$57,275***
TOTAL CITY COST	**$552,888**	**$651,052**	**$646,466**	**$646,466**	**$646,466**

Financial Services – Office of the Director Budget Description

The City Manager's Proposed FY 2015 Financial Services – Office of the Director budget of $646,466 represents a 0.7% decrease of $4,586 compared to the Adopted FY 2014 budget of $651,052.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $1,681 increase in Salaries compared to the adopted budget.
- $1,346 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $6,500 decrease in Contractual Services due to FY 2015 not requiring a full actuarial study of Other Post Employment Benefit (OPEB) costs; the study is performed biennially.
- $1,113 decrease in Other Charges based on historical spending.

The Proposed FY 2015 Financial Services – Office of the Director budget was adopted by City Council without changes.

Financial Services – Accounting Division. Administers the financial, payroll, accounts payable and fixed assets systems and processes for all funds, the largest of which is the General Fund. The Division also prepares financial analysis for City Council, administration and departments, as well as required reports for federal/State/local and other regulatory agencies, auditors, and private sector financial entities. In addition, the Division accounts for federal and/or State funded grants/projects, performs cash management/investment functions, administers the debt portfolio, and compiles all the information necessary to complete the annual independent audit.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	10	10	10	10	10
TOTAL FTE	**10**	**10**	**10**	**10**	**10**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$452,398	$474,233	$474,129	$474,129	$474,129
Employee Benefits	175,941	192,080	194,108	194,108	194,108
Subtotal Personnel Services	***$628,339***	***$666,313***	***$668,237***	***$668,237***	***$668,237***
Operating					
Contractual Services	$136,507	$141,600	$139,904	$139,904	$139,904
Other Charges	20,540	25,375	22,078	22,078	22,078
Subtotal Operating	***$157,047***	***$166,975***	***$161,982***	***$161,982***	***$161,982***
TOTAL CITY COST	**$785,386**	**$833,288**	**$830,219**	**$830,219**	**$830,219**

Financial Services – Accounting Division Budget Description

The City Manager's Proposed FY 2015 Financial Services – Accounting Division budget of $830,219 represents a 0.4% decrease of $3,069 compared to the Adopted FY 2014 budget of $833,288.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $2,028 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $1,696 decrease in Contractual Services reflecting a reduction in mechanical maintenance and repair services.
- $3,297 decrease in Other Charges based on historical spending.

The Proposed FY 2015 Financial Services – Accounting Division budget was adopted by City Council without changes.

Financial Services – Billings and Collections Division. Primarily responsible for the billing and collection, both current and delinquent, of substantially all City revenues. This division provides for the billing and collection of real estate taxes, personal property taxes, business license taxes, water and sewer bills, parking tickets, delinquent ambulance bills, trash tags, and a variety of other revenues due the City.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time [1]	20.00	19.00	19.00	19.00	19.00
City Funded Temporary	0.00	0.73	0.00	0.73	0.73
City Funded Full-Time (Water Fund) [1]	1.00	0.00	0.00	0.00	0.00
TOTAL FTE	**21.00**	**19.73**	**19.00**	**19.73**	**19.73**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries [1]	$688,824	$696,047	$676,039	$694,964	$694,964
Employee Benefits [1]	289,812	299,680	302,517	303,964	303,964
Subtotal Personnel Services	***$978,636***	***$995,727***	***$978,556***	***$998,928***	***$998,928***
Operating					
Contractual Services [2]	$6,031	$9,790	$9,721	$9,721	$9,721
Other Charges	265,078	275,652	274,235	274,235	274,235
Rentals and Leases	3,637	3,044	3,851	3,851	3,851
Subtotal Operating	***$274,746***	***$288,486***	***$287,807***	***$287,807***	***$287,807***
TOTAL CITY COST	**$1,253,382**	**$1,284,213**	**$1,266,363**	**$1,286,735**	**$1,286,735**

[1] In FY 2014, the General Fund assumed direct salary and employee benefit costs associated with a position previously funded by the Water Fund; services provided by this position to the Water Fund are captured in the indirect cost payment.

[2] Includes recovery from Judicial Sales of Real Estate Property.

Financial Services – Billings and Collections Division Budget Description

The City Manager's Proposed FY 2015 Financial Services – Billings and Collections Division budget of $1,286,735 represents a 0.2% increase of $2,522 compared to the Adopted FY 2014 budget of $1,284,213.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $1,083 decrease in Salaries compared to the adopted budget.
- $4,284 increase in Employee Benefits reflecting a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014 offset by a lower Virginia Retirement System rate.
- $1,417 decrease in Other Charges reflecting a reduction in office supplies based on historical spending offset by higher mailing services costs due to an increase in postage rates.

The Proposed FY 2015 Financial Services – Billings and Collections Division budget was adopted by City Council without changes.

Financial Services – Budget Division. Responsible for working with the City Manager's Office to develop the annual operating budget and capital improvement program. This Division assists City departments, agencies, and citizens with budget matters and questions; as well as preparing and managing both the operating budget and capital improvement programs. The Division also provides research, data compilation, and various management reports related to budget matters.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	2	2	2	2	2
TOTAL FTE	**2**	**2**	**2**	**2**	**2**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$112,480	$115,585	$115,585	$115,585	$115,585
Employee Benefits	41,716	44,581	44,939	44,939	44,939
Subtotal Personnel Services	***$154,196***	***$160,166***	***$160,524***	***$160,524***	***$160,524***
Operating					
Contractual Services	$1,655	$500	$500	$500	$500
Other Charges	2,420	2,795	2,495	2,495	2,495
Subtotal Operating	***$4,075***	***$3,295***	***$2,995***	***$2,995***	***$2,995***
TOTAL CITY COST	**$158,271**	**$163,461**	**$163,519**	**$163,519**	**$163,519**

Financial Services – Budget Division Budget Description

The City Manager's Proposed FY 2015 Financial Services – Budget Division budget of $163,519 represents no significant change compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Financial Services – Budget Division budget was adopted by City Council without changes.

Financial Services – Procurement Division. Provides a full range of services to internal and external customers in the acquisition of goods and services, including construction and professional services; recordation and disposition of City owned surplus property; administration of the procurement card; provision of mail services to City departments; and maintenance of City Hall copiers. Additionally, this division is responsible for procurement services for City Schools.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time [1]	3	4	4	4	4
City Funded Full-Time (Water Fund) [1]	1	0	0	0	0
TOTAL FTE	**4**	**4**	**4**	**4**	**4**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries [1]	$133,723	$176,237	$197,576	$197,576	$197,576
Employee Benefits [1]	52,586	72,832	79,978	79,978	79,978
Subtotal Personnel Services	***$186,309***	***$249,069***	***$277,554***	***$277,554***	***$277,554***
Operating					
Contractual Services	$100	$250	$250	$250	$250
Other Charges	18,053	19,707	19,373	19,373	19,373
Rentals and Leases	4,627	6,000	6,000	6,000	6,000
Subtotal Operating	***$22,780***	***$25,957***	***$25,623***	***$25,623***	***$25,623***
TOTAL CITY COST	**$209,089**	**$275,026**	**$303,177**	**$303,177**	**$303,177**

[1] In FY 2014, the General Fund assumed direct salary and employee benefit costs associated with a position previously funded by the Water Fund; services provided by this position to the Water Fund are captured in the indirect cost payment.

Financial Services – Procurement Division Budget Description

The City Manager's Proposed FY 2015 Financial Services – Procurement Division budget of $303,177 represents a 10.2% increase of $28,151 compared to the Adopted FY 2014 budget of $275,026.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $21,339 increase in Salaries compared to the adopted budget.
- $7,146 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.

The Proposed FY 2015 Financial Services – Procurement Division budget was adopted by City Council without changes.

Financial Services – Human Services Financial Division. Provides financial services to Juvenile and Social Services, the Detention Home Fund, and the Comprehensive Services Act Fund. Services include accounting for all State, federal, and local revenues within these funds.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	7.00	6.00	5.00	5.00	5.00
City Funded Part-Time	0.80	0.00	0.00	0.00	0.00
City Funded Temporary	0.00	0.00	0.73	0.73	0.73
TOTAL FTE	**7.80**	**6.00**	**5.73**	**5.73**	**5.73**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$231,176	$234,350	$224,820	$224,820	$224,820
Employee Benefits	98,700	100,326	88,548	88,548	88,548
Subtotal Personnel Services	***$329,876***	***$334,676***	***$313,368***	***$313,368***	***$313,368***
Operating					
Other Charges	$2,099	$4,150	$3,150	$3,150	$3,150
Subtotal Operating	***$2,099***	***$4,150***	***$3,150***	***$3,150***	***$3,150***
TOTAL EXPENDITURES	**$331,975**	**$338,826**	**$316,518**	**$316,518**	**$316,518**
DEDICATED REVENUES					
Federal Categorical Aid - Social Services	$217,292	$97,588	$162,198	$162,198	$162,198
State Categorical Aid - Social Services	149,942	181,287	111,916	111,916	111,916
Juvenile Correction Block Grant	12,000	12,000	12,000	12,000	12,000
TOTAL DEDICATED REVENUES	**$379,234**	**$290,875**	**$286,114**	**$286,114**	**$286,114**
TOTAL CITY COST	**($47,259)**	**$47,951**	**$30,404**	**$30,404**	**$30,404**

Financial Services – Human Services Financial Division Budget Description

The City Manager's Proposed FY 2015 Financial Services – Human Services Financial Division budget of $316,518 represents a 6.6% decrease of $22,308 compared to the Adopted FY 2014 budget of $338,826.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $9,530 decrease in Salaries due to reducing a full-time position to part-time.
- $11,778 decrease in Employee Benefits reflecting a lower Virginia Retirement System rate and the reduction of one position to part-time offset by a higher health insurance rate.
- $1,000 decrease in Other Charges reflecting a reduction in training based on historical spending.

The Proposed FY 2015 Financial Services – Human Services Financial Division budget was adopted by City Council without changes.

Financial Services Performance Measures

FISCAL RESPONSIBILITY

Goal:
To ensure vendor, customer, and citizen trust through sound financial management (of all City funds).

Objective 1:
Place the City in the best financial position possible by maintaining a AA category bond rating and receiving the Government Finance Officers' Association (GFOA) awards of excellence.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Bond rating	Fitch: AA+ Moody's: Aa[2] Standard and Poor's (S & P): AA+	Fitch: AA+ Moody's: Aa[2] S & P: AA+	Fitch: AA+ Moody's: Aa[2] S & P: AA+	Fitch: AA+ Moody's: Aa[2] S & P: AA+
Financial presentation awards	FY 2012 CAFR and FY 2013 Budget Presentation awards from GFOA	FY 2013 CAFR and FY 2014 Budget Presentation awards from GFOA	FY 2014 Budget Presentation award; application for the 2013 CAFR award has been submitted	FY 2014 CAFR and FY 2015 Budget Presentation awards from GFOA
Audit findings	0	0	N/A	0

Analysis of the Data:
Due to the City's ongoing economic development and redevelopment, which continues to diversify the economy and expand the tax base, Lynchburg maintains a high AA category rating.
Receiving awards from the Government Finance Officers' Association (GFOA) for the Comprehensive Annual Financial Report (CAFR) and the Budget document reflect a recognition of strong and prudent financial management, which is noted by rating agencies and indicates continued compliance with City Council's Financial Policies. It is expected the City will maintain its highly favorable bond rating and recognition of excellence in financial reporting.
City and Schools staff continue to work together to improve procedures, which has resulted in excellent FY 2013 audits for both organizations.

Objective 2:
Make the payment of taxes and fees by citizens and businesses as economically efficient as possible.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Percent of payments made electronically	25%	30%	28%	32%

Analysis of the Data:
An increase in the percentage of electronic payments is expected as staff continues to advertise and encourage the use of e-bills and e-checks.

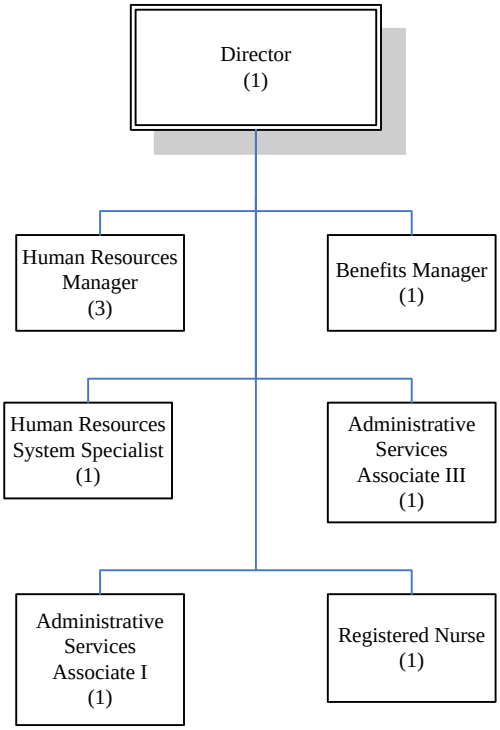
Benchmark Localities:
City of Roanoke, Roanoke County, and City of Charlottesville, VA

HUMAN RESOURCES
(includes Occupational Health)

POSITION SUMMARY

9.00 City Funded Positions
0.63 Temporary Positions

9.63 Total Funded Positions



Human Resources and Occupational Health

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	9.00	9.00	9.00	9.00	9.00
City Funded Part-Time	1.00	0.50	0.00	0.00	0.00
City Funded Temporary	0.00	0.70	0.28	0.63	0.63
TOTAL FTE	**10.00**	**10.20**	**9.28**	**9.63**	**9.63**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$526,698	$522,557	$508,444	$515,784	$515,784
Employee Benefits	184,007	193,897	196,987	197,549	197,549
Subtotal Personnel Services	***$710,705***	***$716,454***	***$705,431***	***$713,333***	***$713,333***
Operating					
Contractual Services	$79,946	$86,500	$86,500	$86,500	$86,500
Other Charges	18,373	20,985	21,403	24,403	24,403
Rentals and Leases	1,701	2,280	2,280	2,280	2,280
Subtotal Operating	***$100,020***	***$109,765***	***$110,183***	***$113,183***	***$113,183***
TOTAL CITY COST	**$810,725**	**$826,219**	**$815,614**	**$826,516**	**$826,516**

Human Resources. Provides a full range of human resource services for internal and external customers. Services include recruitment and placement, compensation, benefits management, human resources information system development and maintenance, employee relations, employee and management counseling, training and employee development.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	8.00	8.00	8.00	8.00	8.00
City Funded Part-Time	0.50	0.00	0.00	0.00	0.00
City Funded Temporary	0.00	0.70	0.15	0.50	0.50
TOTAL FTE	**8.50**	**8.70**	**8.15**	**8.50**	**8.50**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$452,551	$463,254	$452,822	$460,162	$460,162
Employee Benefits	163,428	175,380	176,278	176,840	176,840
Subtotal Personnel Services	***$615,979***	***$638,634***	***$629,100***	***$637,002***	***$637,002***
Operating					
Contractual Services	$38,260	$49,200	$49,200	$49,200	$49,200
Other Charges	10,305	14,700	14,700	17,700	17,700
Rentals and Leases	1,701	2,280	2,280	2,280	2,280
Subtotal Operating	***$50,266***	***$66,180***	***$66,180***	***$69,180***	***$69,180***
TOTAL CITY COST	**$666,245**	**$704,814**	**$695,280**	**$706,182**	**$706,182**

Human Resources Budget Description

The City Manager's Proposed FY 2015 Human Resources budget of $706,182 represents a 0.2% increase of $1,368 compared to the Adopted FY 2014 budget of $704,814.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $3,092 decrease in Salaries reflecting a reduction in temporary hours.
- $1,460 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $3,000 increase in Other Charges reflecting the cost of three computers for applicant use.

The Proposed FY 2015 Human Resources budget was adopted by City Council without changes.

Human Resources Performance Measures

Goal 1:
Provide excellent customer service to the workforce.

Objective:
Based on the annual Employee Satisfaction Survey, respondents are primarily satisfied or very satisfied with Human Resources' (HR) services overall.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Percent of respondents satisfied or very satisfied with HR services overall	93.8%	90.0%	NA - survey conducted annually	90.0%

Analysis of the Data:
Ongoing interaction with employees and managers and a focus on responsiveness and communication, combined with effective training opportunities, contribute to increasing the satisfaction ratings over expected levels. The format of the satisfaction survey changed and is reflected on a 100-point scale. Generally, the survey is conducted each spring.

GOOD GOVERNANCE

Goal 2:
Support effective recruitment processes.

Objective:
In a timely manner, following the posting close date, develop and deliver to hiring officials a list of certified (qualified) applicants for non-public safety positions within 6.0 days.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Average number of work days to screen and deliver a certified list	4.2 days	6.0 days	Not Available	6.0 days

Analysis of the Data:
HR supports a quick and effective recruitment process by evaluating applicants and referring the most qualified to departments in a timely manner. Theoretically, the quicker a department has a list of certified candidates, the faster it can begin the selection process, thereby reducing non-productive time. The results are compiled annually. Response time is expected to stabilize at a higher level due to increased workload among the professional staff, ongoing learning by newer staff, and larger applicant pools.

FISCAL RESPONSIBILITY

Human Resources – Occupational Health. Occupational Health provides onsite medical services to employees and post-offer applicants. Services include the initial assessment and treatment of work related injuries and illnesses, pre-employment and periodic public safety physical exams, pre-employment and random drug and alcohol testing, treatment of minor personal illnesses, follow-up treatment and vaccinations. The program links medical care with the City's benefit and safety programs to help manage costs and provide effective services to employees.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	1.00	1.00	1.00	1.00	1.00
City Funded Part-Time	0.50	0.50	0.00	0.00	0.00
City Funded Temporary	0.00	0.00	0.13	0.13	0.13
TOTAL FTE	**1.50**	**1.50**	**1.13**	**1.13**	**1.13**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$74,147	$59,303	$55,622	$55,622	$55,622
Employee Benefits	20,579	18,517	20,709	20,709	20,709
Subtotal Personnel Services	***$94,726***	***$77,820***	***$76,331***	***$76,331***	***$76,331***
Operating					
Contractual Services	$41,686	$37,300	$37,300	$37,300	$37,300
Other Charges	8,068	6,285	6,703	6,703	6,703
Subtotal Operating	***$49,754***	***$43,585***	***$44,003***	***$44,003***	***$44,003***
TOTAL CITY COST	**$144,480**	**$121,405**	**$120,334**	**$120,334**	**$120,334**

Human Resources – Occupational Health Budget Description

The City Manager's Proposed FY 2015 Human Resources – Occupational Health budget of $120,334 represents a 0.9% decrease of $1,071 compared to the Adopted FY 2014 budget of $121,405.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $3,681 decrease in Salaries reflecting the elimination of the part-time position to offset increased full-time and temporary personnel costs.
- $2,192 increase in Employee Benefits associated with higher salary costs and a higher health insurance rate offset by a lower Virginia Retirement System rate.

The Proposed FY 2015 Human Resources – Occupational Health budget was adopted by City Council without changes.

Human Resources – Occupational Health Performance Measures

FISCAL RESPONSIBILITY

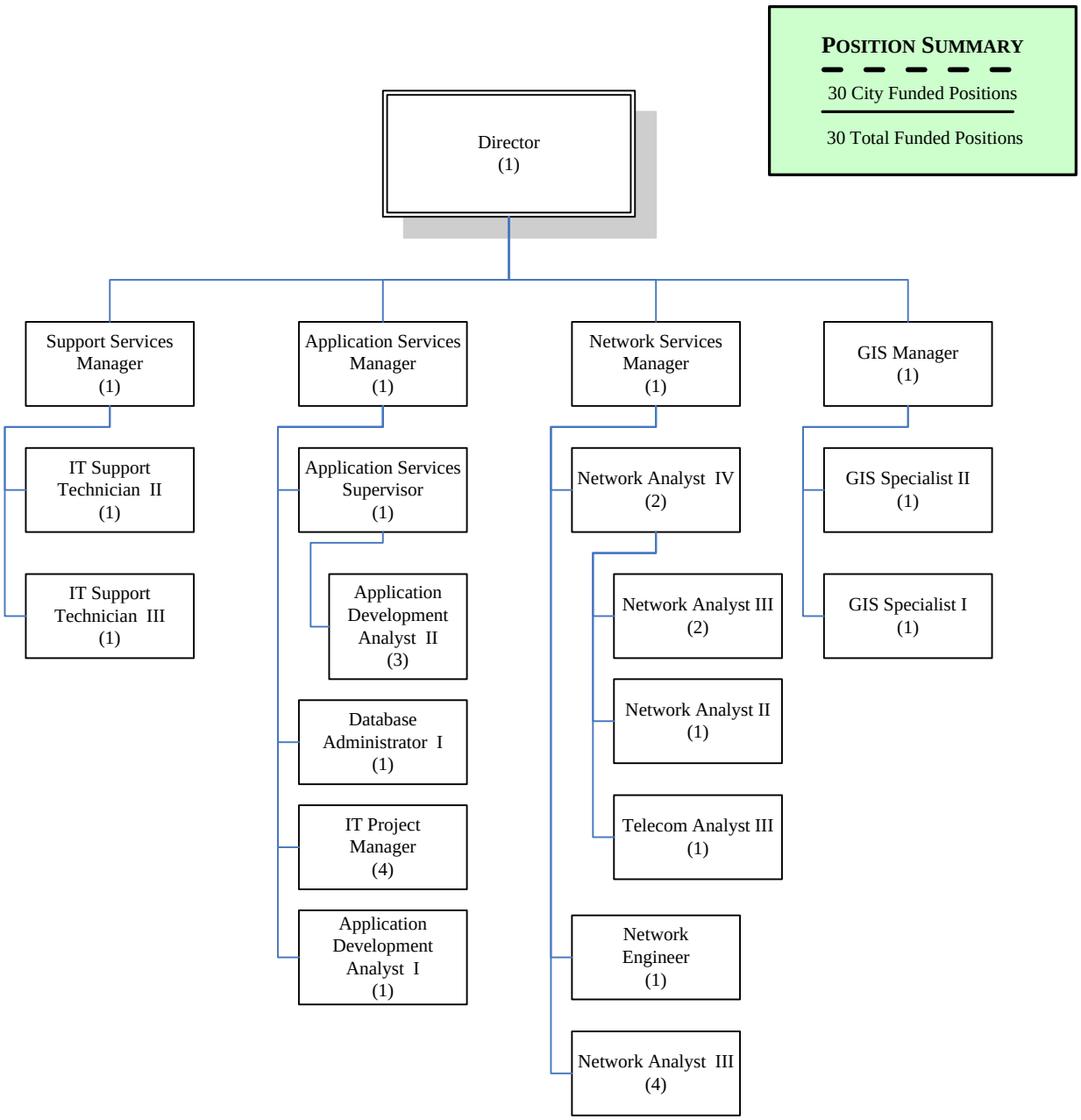
Goal 1:
Deliver efficient job-related medical services to the workforce.

Objective:
The value of services provided exceeds the costs of the program.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Value of services compared to actual resources expended.	$1.15 value for every $1 expended	$1.05 value for every $1 expended	$1.15 value for every $1 expended	$1.20 value for every $1 expended

Analysis of the Data:
On-site occupational health services continue to provide an excellent value compared to the cost of comparable services performed by other providers. In addition to the tangible savings, the City also benefits from time savings and cost avoidance by delivering work-related medical services in-house. Due to focusing almost exclusively on work-related service delivery, some of the cost savings previously associated with Occupational Health are transitioning to cost savings resulting from the Health Management Program. The results are compiled at the end of the fiscal year.

INFORMATION TECHNOLOGY



Information Technology (IT)

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	30	29	30	30	30
City Funded Full-Time (Stormwater Fund) [1]	0	1	0	0	0
TOTAL FTE	**30**	**30**	**30**	**30**	**30**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries [1]	$2,043,459	$2,047,237	$2,084,109	$2,084,109	$2,084,109
Employee Benefits [1]	732,629	756,792	777,640	777,640	777,640
Subtotal Personnel Services	***$2,776,088***	***$2,804,029***	***$2,861,749***	***$2,861,749***	***$2,861,749***
Operating					
Contractual Services	$232,923	$254,925	$252,745	$252,745	$252,745
Internal Service Charges	4,868	4,706	4,974	4,974	4,974
Other Charges	204,196	213,008	212,805	212,805	212,805
Rentals and Leases	1,973	2,550	1,880	1,880	1,880
Subtotal Operating	***$443,960***	***$475,189***	***$472,404***	***$472,404***	***$472,404***
TOTAL EXPENDITURES	$3,220,048	$3,279,218	$3,334,153	$3,334,153	$3,334,153
DEDICATED REVENUES					
Network Services - Schools Share	$92,069	$95,377	$0	$0	$0
TOTAL DEDICATED REVENUES	**$92,069**	**$95,377**	**$0**	**$0**	**$0**
TOTAL CITY COST	**$3,127,979**	**$3,183,841**	**$3,334,153**	**$3,334,153**	**$3,334,153**

[1] In FY 2015, the General Fund will assume direct salary and employee benefit costs associated with the position previously funded by the Stormwater Fund; services provided by this position to the Stormwater Fund are captured in the indirect cost payment.

Information Technology – Administration Division. Provides management and administration for the department, Help Desk services, computer operations, and oversight for the cable TV and telecommunications franchises.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	4	4	4	4	4
TOTAL FTE	**4**	**4**	**4**	**4**	**4**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$303,620	$316,658	$302,803	$302,803	$302,803
Employee Benefits	106,039	114,577	110,978	110,978	110,978
Subtotal Personnel Services	***$409,659***	***$431,235***	***$413,781***	***$413,781***	***$413,781***
Operating					
Contractual Services	$17,985	$24,650	$19,900	$19,900	$19,900
Other Charges	3,332	9,305	9,505	9,505	9,505
Rentals and Leases	1,973	2,550	1,880	1,880	1,880
Subtotal Operating	***$23,290***	***$36,505***	***$31,285***	***$31,285***	***$31,285***
TOTAL CITY COST	**$432,949**	**$467,740**	**$445,066**	**$445,066**	**$445,066**

Information Technology – Administration Division Budget Description

The City Manager's Proposed FY 2015 Information Technology – Administration Division budget of $445,066 represents a 4.8% decrease of $22,674 compared to the Adopted FY 2014 budget of $467,740.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $13,855 decrease in Salaries compared to the adopted budget.
- $3,599 decrease in Employee Benefits reflecting a lower Virginia Retirement System rate offset by a higher health insurance rate.
- $4,750 decrease in Contractual Services for consulting services.

The Proposed FY 2015 Information Technology – Administration Division budget was adopted by City Council without changes.

Information Technology – Application Services Division. Provides business process and technical services to the users of the City's computer systems. Services include operational support, system specification and procurement, system management, system customization, programming, training, troubleshooting, and consulting.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	11	10	11	11	11
City Funded Full-Time (Stormwater Fund) [1]	0	1	0	0	0
TOTAL FTE	**11**	**11**	**11**	**11**	**11**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries [1]	$753,454	$706,530	$777,791	$777,791	$777,791
Employee Benefits [1]	270,575	261,140	289,382	289,382	289,382
Subtotal Personnel Services	***$1,024,029***	***$967,670***	***$1,067,173***	***$1,067,173***	***$1,067,173***
Operating					
Contractual Services	$174,604	$181,105	$192,775	$192,775	$192,775
Other Charges	13,476	21,050	20,550	20,550	20,550
Subtotal Operating	***$188,080***	***$202,155***	***$213,325***	***$213,325***	***$213,325***
TOTAL CITY COST	**$1,212,109**	**$1,169,825**	**$1,280,498**	**$1,280,498**	**$1,280,498**

[1] In FY 2015, the General Fund will assume direct salary and employee benefit costs associated with the position previously funded by the Stormwater Fund; services provided by this position to the Stormwater Fund are captured in the indirect cost payment.

Information Technology – Application Services Division Budget Description

The City Manager's Proposed FY 2015 Information Technology – Application Services Division budget of $1,280,498 represents a 9.5% increase of $110,673 compared to the Adopted FY 2014 budget of $1,169,825.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $71,261 increase in Salaries reflecting funding a position in the General Fund that was previously funded by the Stormwater Fund.
- $28,242 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $11,670 increase in Contractual Services reflecting higher software maintenance fees.

The Proposed FY 2015 Information Technology – Application Services Division budget was adopted by City Council without changes.

Information Technology – Geographic Information System (GIS) Division. Provides business process and technical services to the users of the City GIS. The division is responsible for maintaining base data layers for topography, hydrology, and planimetric features as well as orthophotography to support City departments in planning and decision making. The data is also available for use by citizens and outside organizations.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	3	3	3	3	3
TOTAL FTE	**3**	**3**	**3**	**3**	**3**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$142,262	$153,990	$154,208	$154,208	$154,208
Employee Benefits	55,134	61,105	61,759	61,759	61,759
Subtotal Personnel Services	***$197,396***	***$215,095***	***$215,967***	***$215,967***	***$215,967***
Operating					
Contractual Services	$39,993	$49,170	$40,070	$40,070	$40,070
Other Charges	9,715	8,293	8,250	8,250	8,250
Subtotal Operating	***$49,708***	***$57,463***	***$48,320***	***$48,320***	***$48,320***
TOTAL CITY COST	**$247,104**	**$272,558**	**$264,287**	**$264,287**	**$264,287**

Information Technology – Geographic Information System Division Budget Description

The City Manager's Proposed FY 2015 Information Technology – Geographic Information System Division budget of $264,287 represents a 3.0% decrease of $8,271 compared to the Adopted FY 2014 budget of $272,558.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $654 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $9,100 decrease in Contractual Services due to moving IT consulting services to the Technology Fund budget.

The Proposed FY 2015 Information Technology – Geographic Information System Division budget was adopted by City Council without changes.

Information Technology – Network Services Division. Provides services to engineer and operate the City's local and wide area networks. This includes managing and supporting all of the communications devices and services along with the software required to provide these networks. Other services provided and supported include e-mail, Internet access, remote network access, application-specific server operation, desktop user support, hardware and software standards, and centralized purchasing of the City's personal computers.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	12	12	12	12	12
TOTAL FTE	**12**	**12**	**12**	**12**	**12**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$844,123	$870,059	$849,307	$849,307	$849,307
Employee Benefits	300,881	319,970	315,521	315,521	315,521
Subtotal Personnel Services	***$1,145,004***	***$1,190,029***	***$1,164,828***	***$1,164,828***	***$1,164,828***
Operating					
Contractual Services	$341	$0	$0	$0	$0
Internal Service Charges	4,868	4,706	4,974	4,974	4,974
Other Charges	177,673	174,360	174,500	174,500	174,500
Subtotal Operating	***$182,882***	***$179,066***	***$179,474***	***$179,474***	***$179,474***
TOTAL EXPENDITURES	**$1,327,886**	**$1,369,095**	**$1,344,302**	**$1,344,302**	**$1,344,302**
DEDICATED REVENUES					
Revenue from Schools	$92,069	$95,377	$0	$0	$0
TOTAL DEDICATED REVENUES	**$92,069**	**$95,377**	**$0**	**$0**	**$0**
TOTAL CITY COST	**$1,235,817**	**$1,273,718**	**$1,344,302**	**$1,344,302**	**$1,344,302**

Information Technology – Network Services Division Budget Description

The City Manager's Proposed FY 2015 Information Technology – Network Services Division budget of $1,344,302 represents a 1.8% decrease of $24,793 compared to the Adopted FY 2014 budget of $1,369,095.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $20,752 decrease in Salaries compared to the adopted budget.
- $4,449 decrease in Employee Benefits reflecting a lower Virginia Retirement System rate offset by a higher health insurance rate.

The Proposed FY 2015 Information Technology – Network Services Division budget was adopted by City Council without changes.

Information Technology Performance Measures

Goal 1:
Overall employee satisfaction with Information Technology (IT) services.

Objective:
To provide excellent delivery of information technology services, as measured by achieving at least a 3.50 rating on overall satisfaction with IT services on the annual customer satisfaction survey.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Annual survey rating: 4 = Excellent 3 = Good 2 = Fair 1 = Poor	3.59	>3.50	NA - survey occurs in April	>3.50

Analysis of the Data:
The objective for this measure is to be near "Excellent" in the delivery of IT services. The results for FY 2013 demonstrate the department has been successful in this measure, exceeding the target 3.50 rating.

GOOD GOVERNANCE

Goal 2:
Maximum availability of critical network services.

Objective:
To provide network availability during normal general government business hours (8:30 a.m. - 5:00 p.m., M-F) for at least 99.99% of the year.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Network availability of Priority 1 devices	99.92%	99.96%	99.96%	99.99%

Analysis of the Data:
The goal for this measure is to ensure that business critical applications, devices, and systems are available during core business hours of 8:30 a.m. to 5:00 p.m. on Monday through Friday. The FY 2014 projected result is based on the year-to-date performance through December 2013 and the anticipated performance for the remainder of the year.

GOOD GOVERNANCE

Goal 3:
Service requests completed on time.

Objective:
To meet the agreed-upon due date for Incidents and Small Projects at least 85% of the time.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Percentage of Incidents and Small Projects completed on time	97.98%	98.00%	98.36%	>85%

Analysis of the Data:
The goal for this measure is to provide timely technology services. The Projected FY 2014 on-time completion percentage is based on the year-to-date performance through December 2013 and anticipated performance for the remainder of the year.

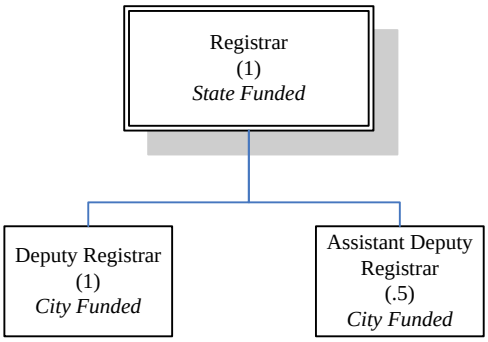
GOOD GOVERNANCE

REGISTRAR AND ELECTORAL BOARD

POSITION SUMMARY

1.0 State Funded Position
1.5 City Funded Position

2.5 Total Funded Positions



Registrar. A State-mandated activity. Appointed by the Electoral Board, the Registrar maintains the active voter list, arranges facilities for voter registration and voting, and conducts elections. One election is scheduled for FY 2015.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	1.00	1.00	1.00	1.00	1.00
City Funded Part-Time	0.34	0.50	0.50	0.50	0.50
State Funded Full-Time	1.00	1.00	1.00	1.00	1.00
TOTAL FTE	**2.34**	**2.50**	**2.50**	**2.50**	**2.50**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$102,999	$107,343	$109,011	$109,011	$109,011
Employee Benefits	37,546	39,789	40,664	40,664	40,664
Subtotal Personnel Services	***$140,545***	***$147,132***	***$149,675***	***$149,675***	***$149,675***
Operating					
Contractual Services	$238	$200	$150	$150	$150
Other Charges	14,830	14,797	18,707	18,707	18,707
Rentals and Leases	2,002	1,500	1,500	1,500	1,500
Subtotal Operating	***$17,070***	***$16,497***	***$20,357***	***$20,357***	***$20,357***
TOTAL EXPENDITURES	**$157,615**	**$163,629**	**$170,032**	**$170,032**	**$170,032**
DEDICATED REVENUES					
Revenues from the Commonwealth	$40,347	$43,431	$43,431	$43,431	$43,431
TOTAL DEDICATED REVENUES	**$40,347**	**$43,431**	**$43,431**	**$43,431**	**$43,431**
TOTAL CITY COST	**$117,268**	**$120,198**	**$126,601**	**$126,601**	**$126,601**

Registrar Budget Description

The City Manager's Proposed FY 2015 Registrar budget of $170,032 represents a 3.9% increase of $6,403 compared to the Adopted FY 2014 budget of $163,629.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $1,668 increase in Salaries reflecting a salary adjustment granted by the State Compensation Board.
- $875 increase in Employee Benefits reflecting a salary adjustment granted by the State Compensation Board and a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $3,910 increase in Other Charges reflecting additional costs of training and memberships.

The Proposed FY 2015 Registrar budget was adopted by City Council without changes.

Electoral Board. Consists of three members appointed by the Circuit Court Judge. Members are appointed for staggered three-year terms and are responsible for overseeing general and primary elections and ensuring the maintenance and security of voting machines. The Electoral Board must also canvass the vote the day after an election to decide the validity of provisional ballots and confirm the results of the election.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Operating					
Contractual Services	$49,591	$39,208	$25,620	$25,620	$25,620
Other Charges	20,250	19,049	18,249	18,249	18,249
Subtotal Operating	***$69,841***	***$58,257***	***$43,869***	***$43,869***	***$43,869***
TOTAL EXPENDITURES	**$69,841**	**$58,257**	**$43,869**	**$43,869**	**$43,869**
DEDICATED REVENUES					
Revenues from the Commonwealth	$9,312	$10,024	$10,024	$10,024	$10,024
TOTAL DEDICATED REVENUES	**$9,312**	**$10,024**	**$10,024**	**$10,024**	**$10,024**
TOTAL CITY COST	**$60,529**	**$48,233**	**$33,845**	**$33,845**	**$33,845**

Electoral Board Budget Description

The City Manager's Proposed FY 2015 Electoral Board budget of $43,869 represents a 24.7% decrease of $14,388 compared to the Adopted FY 2014 budget of $58,257.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $13,588 decrease in Contractual Services reflecting the cost of only one election in FY 2015.

The Proposed FY 2015 Electoral Board budget was adopted by City Council without changes.

STATE TREASURER

POSITION SUMMARY

2 State Funded Positions

2 Total Funded Positions

State Treasurer
(1)
State Funded

Deputy Treasurer
(1)
State Funded

State Treasurer. A State Constitutional Office, housed by the City, elected by City residents, the State Treasurer pays jurors and collects State income tax, estimated State income tax, capital tax, and State license fees as well as issues State cigarette stamps.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
State Funded Full-Time	2.00	2.00	2.00	2.00	2.00
State Funded Temporary	0.04	0.04	0.00	0.00	0.00
TOTAL FTE	**2.04**	**2.04**	**2.00**	**2.00**	**2.00**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$102,181	$104,812	$104,873	$104,873	$104,873
Employee Benefits	38,440	41,158	41,781	41,781	41,781
Subtotal Personnel Services	***$140,621***	***$145,970***	***$146,654***	***$146,654***	***$146,654***
Operating					
Other Charges	$1,897	$4,707	$1,800	$1,800	$1,800
Subtotal Operating	***$1,897***	***$4,707***	***$1,800***	***$1,800***	***$1,800***
TOTAL EXPENDITURES	**$142,518**	**$150,677**	**$148,454**	**$148,454**	**$148,454**
DEDICATED REVENUES					
Commonwealth Aid for Shared Expenditures	$94,296	$94,049	$99,638	$99,638	$99,638
TOTAL DEDICATED REVENUES	**$94,296**	**$94,049**	**$99,638**	**$99,638**	**$99,638**
TOTAL CITY COST	**$48,222**	**$56,628**	**$48,816**	**$48,816**	**$48,816**

State Treasurer Budget Description

The City Manager's Proposed FY 2015 State Treasurer budget of $148,454 represents a 1.5% decrease of $2,223 compared to the Adopted FY 2014 budget of $150,677.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $623 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $2,907 decrease in Other Charges reflecting reductions in office supplies, training, cellular service, and postage based on historical spending.

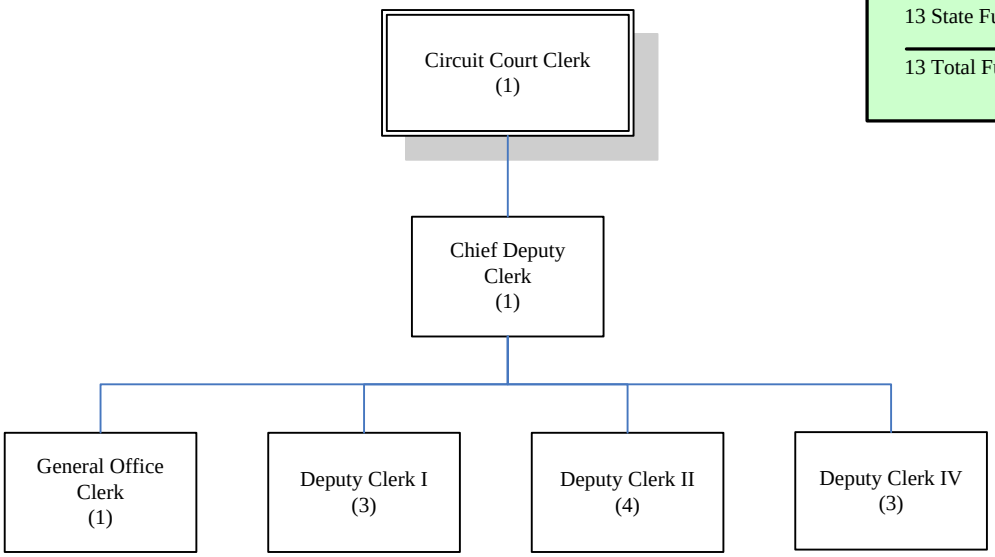
The Proposed FY 2015 State Treasurer budget was adopted by City Council without changes.

CIRCUIT COURT CLERK (24TH JUDICIAL DISTRICT)

POSITION SUMMARY

13 State Funded Positions

13 Total Funded Positions



Circuit Court Clerk (24th Judicial District). A State Constitutional Office, elected by City residents, the Clerk is the chief administrative officer of the Court of Record. The Clerk keeps all permanent records concerning real estate, estates, marriages, and divorces, and has the authority to probate wills, grant administration of estates, and appoint guardians.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
State Funded Full-Time	13	13	13	13	13
TOTAL FTE	**13**	**13**	**13**	**13**	**13**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$512,207	$511,072	$523,524	$523,524	$523,524
Employee Benefits	205,473	218,357	224,987	224,987	224,987
Subtotal Personnel Services	***$717,680***	***$729,429***	***$748,511***	***$748,511***	***$748,511***
Operating					
Contractual Services	$41,870	$30,400	$29,650	$29,650	$29,650
Other Charges	24,095	25,400	24,250	24,250	24,250
Rentals and Leases	11,429	13,000	13,000	13,000	13,000
Subtotal Operating	***$77,394***	***$68,800***	***$66,900***	***$66,900***	***$66,900***
TOTAL EXPENDITURES	**$795,074**	**$798,229**	**$815,411**	**$815,411**	**$815,411**
DEDICATED REVENUES					
Commonwealth Aid for Shared Expenditures	$547,442	$533,826	$548,524	$548,524	$548,524
Document Reproduction Fee	11,028	13,000	13,000	13,000	13,000
TOTAL DEDICATED REVENUES	**$558,470**	**$546,826**	**$561,524**	**$561,524**	**$561,524**
TOTAL CITY COST	**$236,604**	**$251,403**	**$253,887**	**$253,887**	**$253,887**

Circuit Court Clerk (24th Judicial District) Budget Description

The City Manager's Proposed FY 2015 Circuit Court Clerk budget of $815,411 represents a 2.2% increase of $17,182 compared to the Adopted FY 2014 budget of $798,229.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $12,452 increase in Salaries reflecting a salary adjustment granted by the State Compensation Board.
- $6,630 increase in Employee Benefits reflecting a salary adjustment granted by the State Compensation Board and a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $750 decrease in Contractual Services reflecting a reduction in shredding services. This service is required by State code; the office has been able to function at this level since implementation in the FY 2013 budget.
- $1,150 decrease in Other Charges reflecting decreases in microfilming services required by State code, U.S. postage due to joining the City's daily bulk mail pick-up as well as savings from no longer renting a postage machine, and training and conferences due to historical spending; offset by increases in cellular and telephone services due to historical spending.

The Proposed FY 2015 Circuit Court Clerk budget was adopted by City Council without changes.

CIRCUIT COURT JUDGES (24TH JUDICIAL DISTRICT)

POSITION SUMMARY

2 City Funded Positions

2 Total Funded Positions

Judicial Assistant
(2)

Circuit Court Judges (24th Judicial District). This Court operates at the jury level and has jurisdiction for criminal and civil cases in Lynchburg, the City of Bedford, as well as Amherst, Bedford, Campbell, and Nelson Counties.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	2	2	2	2	2
TOTAL FTE	**2**	**2**	**2**	**2**	**2**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$84,405	$85,664	$78,508	$78,508	$78,508
Employee Benefits	33,286	35,684	34,014	34,014	34,014
Subtotal Personnel Services	***$117,691***	***$121,348***	***$112,522***	***$112,522***	***$112,522***
Operating					
Contractual Services	$20,622	$23,706	$23,706	$23,706	$23,706
Other Charges	10,241	14,646	21,808	21,808	21,808
Rentals and Leases	3,882	3,885	3,885	3,885	3,885
Subtotal Operating	***$34,745***	***$42,237***	***$49,399***	***$49,399***	***$49,399***
TOTAL CITY COST	**$152,436**	**$163,585**	**$161,921**	**$161,921**	**$161,921**

Circuit Court Judges (24th Judicial District) Budget Description

The City Manager's Proposed FY 2015 Circuit Court Judges budget of $161,921 represents a 1.0% decrease of $1,664 compared to the Adopted FY 2014 budget of $163,585.

Highlights of the Department Submitted FY 2015 budget include:

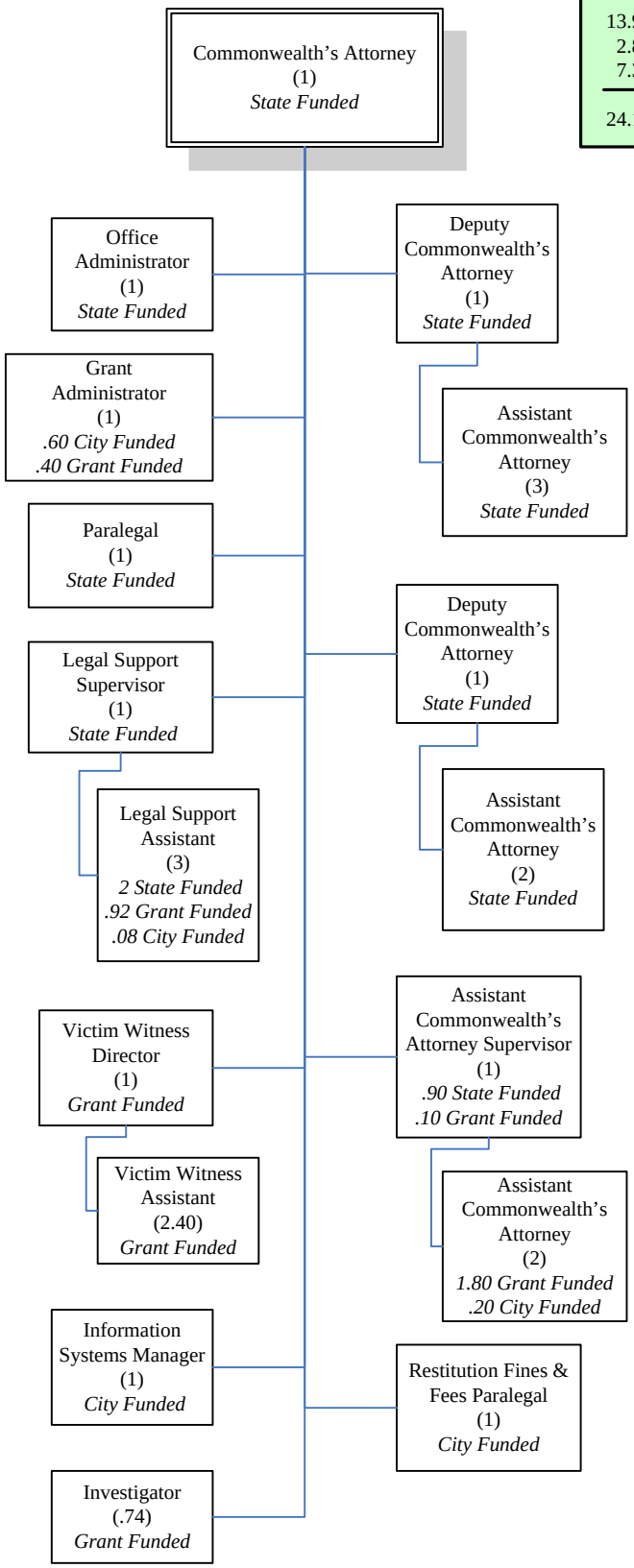
- $7,156 decrease in Salaries compared to the adopted budget.
- $1,670 decrease in Employee Benefits reflecting a lower Virginia Retirement System rate offset by a higher health insurance rate.
- $7,162 increase in Other Charges for upgrades/replacements in office furnishings and legal conferences.

The Proposed FY 2015 Circuit Court Judges budget was adopted by City Council without changes.

COMMONWEALTH'S ATTORNEY

POSITION SUMMARY

13.90	State Funded Positions
2.88	City Funded Positions
7.36	Grant Funded Positions
24.14	Total Funded Positions



Office of the Commonwealth's Attorney and Fines and Fees

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	2.78	1.80	2.88	2.88	2.88
State Funded Full-Time	14.90	14.90	13.90	13.90	13.90
Grant Funded Full-Time	6.22	6.30	5.22	5.22	5.22
Grant Funded Part-Time	1.54	1.54	2.14	2.14	2.14
TOTAL FTE	**25.44**	**24.54**	**24.14**	**24.14**	**24.14**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$1,029,885	$1,031,012	$1,083,811	$1,083,811	$1,083,811
Employee Benefits	372,510	391,833	410,570	410,570	410,570
Subtotal Personnel Services	***$1,402,395***	***$1,422,845***	***$1,494,381***	***$1,494,381***	***$1,494,381***
Operating					
Contractual Services	$5,331	$8,770	$5,850	$5,850	$5,850
Other Charges	41,309	38,513	32,777	32,777	32,777
Rentals and Leases	1,478	1,438	1,438	1,438	1,438
Subtotal Operating	***$48,118***	***$48,721***	***$40,065***	***$40,065***	***$40,065***
Total General Fund Expenditures	**$1,450,513**	**$1,471,566**	**$1,534,446**	**$1,534,446**	**$1,534,446**
Total Grant Expenditures [1]	$607,253	$595,326	$510,713	$510,713	$510,713
TOTAL DEPARTMENT EXPENDITURES	**$2,057,766**	**$2,066,892**	**$2,045,159**	**$2,045,159**	**$2,045,159**
DEDICATED REVENUES					
Commonwealth Aid for Shared Expenditures	$758,041	$923,637	$957,376	$957,376	$957,376
Federal Grants	484,488	472,023	334,062	334,062	334,062
State Grants	96,064	96,473	152,945	152,945	152,945
In-Kind Grant Match	23,706	23,706	23,706	23,706	23,706
Boys and Girls Club of America Grant	2,995	3,124	0	0	0
Fines and Fees - Dedicated	60,244	64,827	62,327	62,327	62,327
TOTAL DEDICATED REVENUES	**$1,425,538**	**$1,583,790**	**$1,530,416**	**$1,530,416**	**$1,530,416**
TOTAL CITY COST	**$632,228**	**$483,102**	**$514,743**	**$514,743**	**$514,743**

[1] Details of the Grant Expenditures can be located in the Other Funds Section of this document.

Office of the Commonwealth's Attorney. A State Constitutional Office, elected by City residents. The Commonwealth's Attorney investigates crimes in the City and prosecutes criminal law violations. The Commonwealth's Attorney also investigates criminal misconduct; prosecutes all warrants, indictments, or information charging a felony; and prosecutes misdemeanors or other violations of State law and City ordinances.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	1.78	0.80	1.88	1.88	1.88
State Funded Full-Time	14.90	14.90	13.90	13.90	13.90
Grant Funded Full-Time	6.22	6.30	5.22	5.22	5.22
Grant Funded Part-Time	1.54	1.54	2.14	2.14	2.14
TOTAL FTE	**24.44**	**23.54**	**23.14**	**23.14**	**23.14**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$991,930	$993,884	$1,046,683	$1,046,683	$1,046,683
Employee Benefits	357,030	375,686	394,189	394,189	394,189
Subtotal Personnel Services	***$1,348,960***	***$1,369,570***	***$1,440,872***	***$1,440,872***	***$1,440,872***
Operating					
Contractual Services	$2,693	$4,000	$3,100	$3,100	$3,100
Other Charges	38,616	33,169	28,147	28,147	28,147
Subtotal Operating	***$41,309***	***$37,169***	***$31,247***	***$31,247***	***$31,247***
Total General Fund Expenditures	**$1,390,269**	**$1,406,739**	**$1,472,119**	**$1,472,119**	**$1,472,119**
Total Grant Expenditures [1]	$607,253	$595,326	$510,713	$510,713	$510,713
TOTAL DEPARTMENT EXPENDITURES	**$1,997,522**	**$2,002,065**	**$1,982,832**	**$1,982,832**	**$1,982,832**
DEDICATED REVENUES					
Commonwealth Aid for Shared Expenditures	$758,041	$923,637	$957,376	$957,376	$957,376
Federal Grants	484,488	472,023	334,062	334,062	334,062
State Grants	96,064	96,473	152,945	152,945	152,945
In-Kind Grant Match	23,706	23,706	23,706	23,706	23,706
Boys and Girls Club of America Grant	2,995	3,124	0	0	0
TOTAL DEDICATED REVENUES	**$1,365,294**	**$1,518,963**	**$1,468,089**	**$1,468,089**	**$1,468,089**
TOTAL CITY COST	**$632,228**	**$483,102**	**$514,743**	**$514,743**	**$514,743**

[1] Details of the Grant Expenditures can be located in the Other Funds Section of this document.

Office of the Commonwealth's Attorney Budget Description

The City Manager's Proposed FY 2015 Office of the Commonwealth's Attorney budget of $1,472,119 represents a 4.6% increase of $65,380 compared to the Adopted FY 2014 budget of $1,406,739.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $52,799 increase in Salaries reflecting a salary adjustment granted by the State Compensation Board.
- $18,503 increase in Employee Benefits reflecting a salary adjustment granted by the State Compensation Board and a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $5,022 decrease in Other Charges reflecting reduced funding for an equipment replacement plan and adjustments based on historical costs.

The Proposed FY 2015 Office of the Commonwealth's Attorney budget was adopted by City Council without changes.

Office of the Commonwealth's Attorney – Fines and Fees. Pursuant to Section 19.2-349, *Code of Virginia*, the Office of the Commonwealth's Attorney exercises its authority to pursue in-house collections of delinquent fines and fees exceeding forty-five days.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	1	1	1	1	1
TOTAL FTE	**1**	**1**	**1**	**1**	**1**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$37,955	$37,128	$37,128	$37,128	$37,128
Employee Benefits	15,480	16,147	16,381	16,381	16,381
Subtotal Personnel Services	***$53,435***	***$53,275***	***$53,509***	***$53,509***	***$53,509***
Operating					
Contractual Services	$2,638	$4,770	$2,750	$2,750	$2,750
Other Charges	2,693	5,344	4,630	4,630	4,630
Rentals and Leases	1,478	1,438	1,438	1,438	1,438
Subtotal Operating	***$6,809***	***$11,552***	***$8,818***	***$8,818***	***$8,818***
TOTAL DEPARTMENT EXPENDITURES	**$60,244**	**$64,827**	**$62,327**	**$62,327**	**$62,327**
DEDICATED REVENUES					
Fines and Fees - Dedicated	$60,244	$64,827	$62,327	$62,327	$62,327
TOTAL DEDICATED REVENUES	**$60,244**	**$64,827**	**$62,327**	**$62,327**	**$62,327**
TOTAL CITY COST	**$0**	**$0**	**$0**	**$0**	**$0**

Office of the Commonwealth's Attorney – Fines and Fees Budget Description

The City Manager's Proposed FY 2015 Office of the Commonwealth's Attorney – Fines and Fees budget of $62,327 represents a 3.9% decrease of $2,500 compared to the Adopted FY 2014 budget of $64,827.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $234 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $2,020 decrease in Contractual Services reflecting historical spending.

The Proposed FY 2015 Office of the Commonwealth's Attorney – Fines and Fees budget was adopted by City Council without changes.

General District Court. Processes and hears traffic violations and criminal misdemeanor cases as well as preliminary hearings for most felonies. This court conducts hearings for civil claims up to $15,000. This Court also provides information and assistance to the general public, attorneys, defendants, witnesses and law-enforcement agencies.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Operating					
Contractual Services	$62,747	$54,000	$57,000	$57,000	$57,000
Other Charges	2,235	3,650	28,823	6,223	6,223
Rentals and Leases	5,445	4,900	5,500	5,500	5,500
Subtotal Operating	***$70,427***	***$62,550***	***$91,323***	***$68,723***	***$68,723***
TOTAL CITY COST	**$70,427**	**$62,550**	**$91,323**	**$68,723**	**$68,723**

General District Court Budget Description

The City Manager's Proposed FY 2015 General District Court budget of $68,723 represents a 9.9% increase of $6,173 compared to the Adopted FY 2014 budget of $62,550.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $3,000 increase in Contractual Services reflecting historical spending for legal services.
- $2,573 increase in Other Charges reflecting necessary professional development for staff; the additional $22,600 submitted was for one-time expenditures and will be considered during FY 2014 Third Quarter Review.

The Proposed FY 2015 General District Court budget was adopted by City Council without changes.

Juvenile and Domestic Relations (J&DR) District Court. Hears and determines cases involving juveniles, including delinquency-status offenses, custody, support, child abuse and neglect, and adult criminal cases (misdemeanors and preliminary felony hearings) when a child or family member is the alleged victim.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Operating					
Contractual Services	$2,451	$3,360	$3,000	$3,000	$3,000
Other Charges	5,587	7,409	6,719	6,719	6,719
Rentals and Leases	5,257	4,640	5,690	5,690	5,690
Subtotal Operating	***$13,295***	***$15,409***	***$15,409***	***$15,409***	***$15,409***
TOTAL CITY COST	**$13,295**	**$15,409**	**$15,409**	**$15,409**	**$15,409**

Juvenile and Domestic Relations (J&DR) District Court Budget Description

The City Manager's Proposed FY 2015 Juvenile and Domestic Relations (J&DR) District Court budget of $15,409 represents no change compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Juvenile and Domestic Relations (J&DR) District Court budget was adopted by City Council without changes.

Magistrate. A judicial officer, the Magistrate reviews complaints by law enforcement officers and citizens before issuing arrest warrants, summonses, subpoenas, search warrants, civil warrants, mental emergency custody orders, and emergency protective orders. The Magistrate conducts bail hearings in criminal cases and accepts payments for certain traffic infractions and misdemeanors.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Operating					
Contractual Services	$52	$0	$0	$0	$0
Other Charges	1,658	3,000	3,000	3,000	3,000
Rentals and Leases	1,227	1,193	1,193	1,193	1,193
Subtotal Operating	***$2,937***	***$4,193***	***$4,193***	***$4,193***	***$4,193***
TOTAL CITY COST	**$2,937**	**$4,193**	**$4,193**	**$4,193**	**$4,193**

Magistrate Budget Description

The City Manager's Proposed FY 2015 Magistrate budget of $4,193 represents no change compared to the Adopted FY 2014 budget.

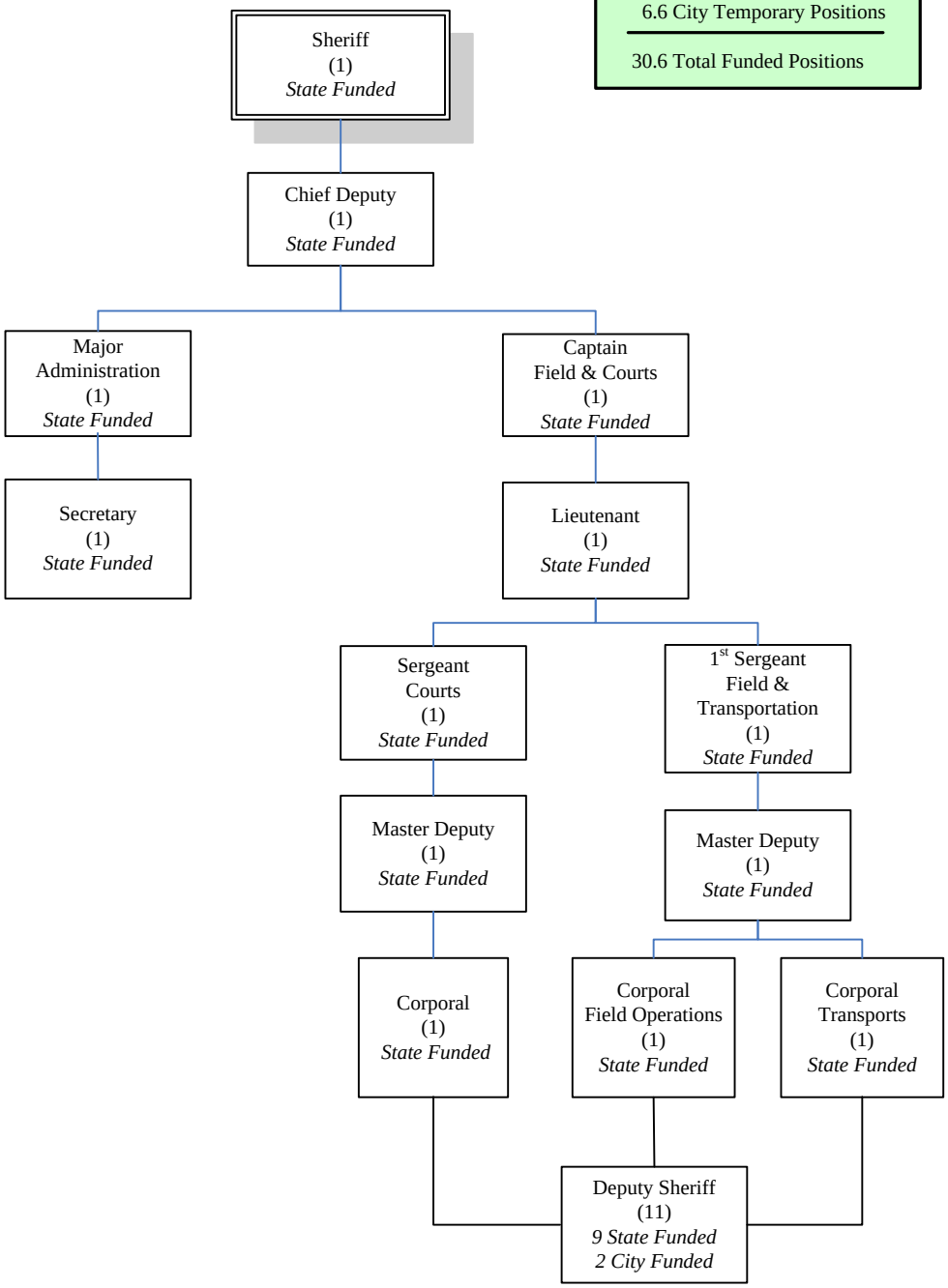
The Proposed FY 2015 Magistrate budget was adopted by City Council without changes.

SHERIFF

POSITION SUMMARY

22.0 State Funded Positions
2.0 City Funded Positions
6.6 City Temporary Positions

30.6 Total Funded Positions



Sheriff's Office. A State Constitutional Office, elected by City residents. The Sheriff enforces court orders, issues summonses for witnesses and jurors in civil cases, and furnishes bailiffs to courts.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	2.00	2.00	2.00	2.00	2.00
City Funded Temporary	5.43	5.43	6.60	6.60	6.60
State Funded Full-Time	23.00	23.00	22.00	22.00	22.00
TOTAL FTE	**30.43**	**30.43**	**30.60**	**30.60**	**30.60**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$1,423,931	$1,427,504	$1,470,001	$1,470,001	$1,470,001
Employee Benefits	473,850	509,208	512,273	512,273	512,273
Subtotal Personnel Services	***$1,897,781***	***$1,936,712***	***$1,982,274***	***$1,982,274***	***$1,982,274***
Operating					
Contractual Services	$26,165	$34,810	$34,810	$34,810	$34,810
Internal Service Charges	81,930	88,571	86,565	86,565	86,565
Other Charges	72,728	73,100	73,100	73,100	73,100
Subtotal Operating	***$180,823***	***$196,481***	***$194,475***	***$194,475***	***$194,475***
TOTAL EXPENDITURES	**$2,078,604**	**$2,133,193**	**$2,176,749**	**$2,176,749**	**$2,176,749**
DEDICATED REVENUES					
Commonwealth Aid for Shared Expenditures	$1,016,367	$1,206,302	$1,217,709	$1,217,709	$1,217,709
Sheriff's Fee Courtroom Services	124,347	110,000	110,000	110,000	110,000
TOTAL DEDICATED REVENUES	**$1,140,714**	**$1,316,302**	**$1,327,709**	**$1,327,709**	**$1,327,709**
TOTAL CITY COST	**$937,890**	**$816,891**	**$849,040**	**$849,040**	**$849,040**

Sheriff's Office Budget Description

The City Manager's Proposed FY 2015 Sheriff's Office budget of $2,176,749 represents a 2.0% increase of $43,556 compared to the Adopted FY 2014 budget of $2,133,193.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $42,497 increase in Salaries reflecting a salary adjustment granted by the State Compensation Board as well as additional temporary hours.
- $3,065 increase in Employee Benefits reflecting a salary adjustment granted by the State Compensation Board, additional temporary hours and a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $2,006 decrease in Internal Service Charges reflecting Fleet Services operating estimates.

The Proposed FY 2015 Sheriff's Office budget was adopted by City Council without changes.

Court Service Unit (24th Judicial District). A State required activity housed by the City. Provides intake services for the Lynchburg 24th Judicial District Juvenile and Domestic Relations Court. These include intake services for delinquency; children in need of service or supervision; juvenile mental commitments; child abuse and neglect petitions; and domestic violence matters. In addition, the Unit prepares predisposition reports for the Court and provides probation and parole supervision for those juveniles under the jurisdiction of the Court. The Court Service Unit is also responsible for preparing custody investigations and supervising special placements.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Operating					
Other Charges	$337	$1,632	$1,550	$1,550	$1,550
Subtotal Operating	***$337***	***$1,632***	***$1,550***	***$1,550***	***$1,550***
TOTAL CITY COST	**$337**	**$1,632**	**$1,550**	**$1,550**	**$1,550**

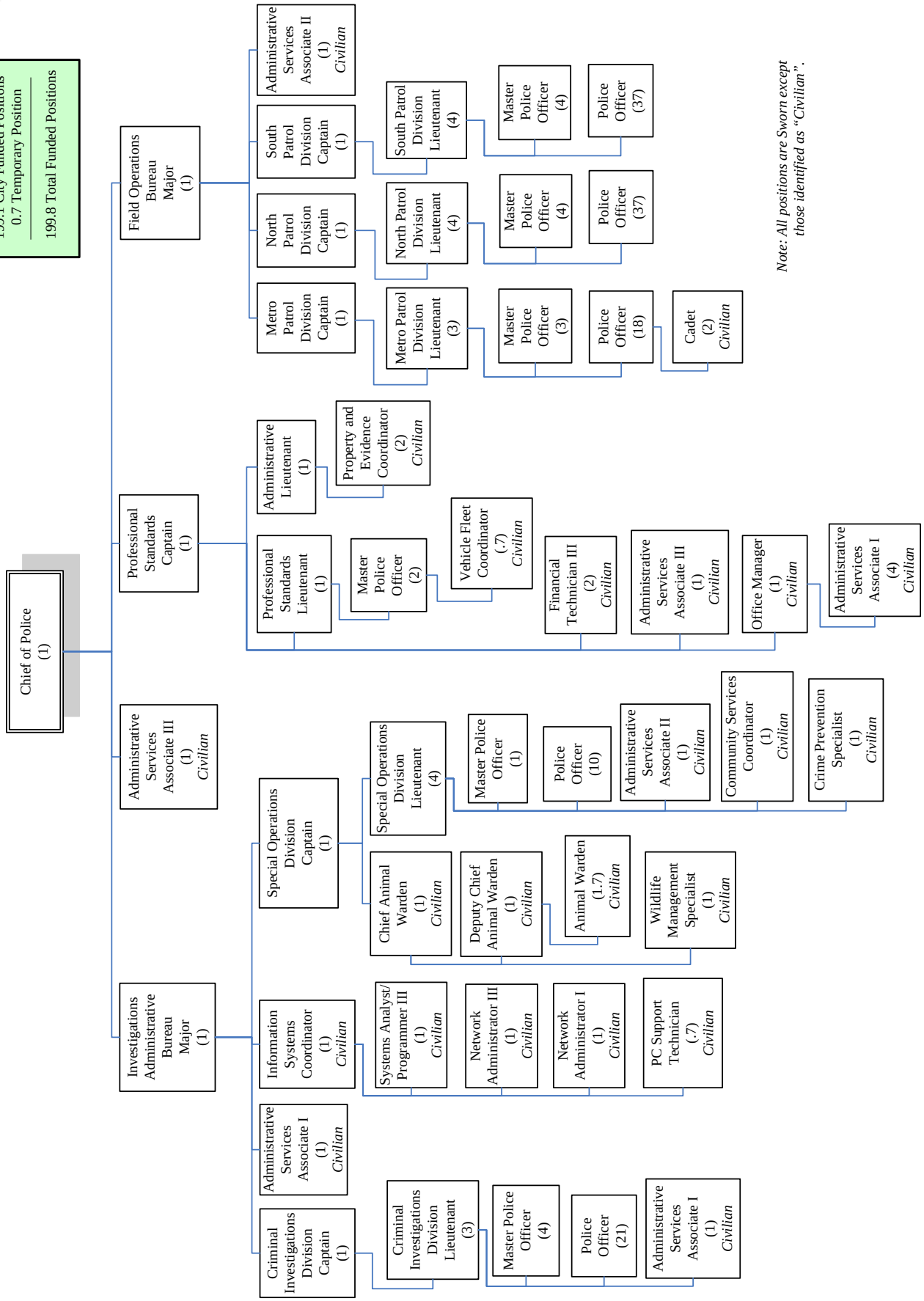
Court Service Unit (24th Judicial District) Budget Description

The City Manager's Proposed FY 2015 Court Service Unit budget of $1,550 represents no significant change compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Court Service Unit budget was adopted by City Council without changes.

POLICE

POSITION SUMMARY
199.1 City Funded Positions
0.7 Temporary Position
199.8 Total Funded Positions



Note: All positions are Sworn except those identified as "Civilian".

Police Department including Range Operations, Off-Duty, and Animal Control Unit

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Sworn Full-Time	169.0	169.0	170.0	170.0	170.0
City Funded Civilian Full-Time	25.0	25.0	25.0	26.0	26.0
City Funded Part-Time	3.2	3.1	3.1	3.1	3.1
City Funded Temporary	0.7	0.7	0.7	0.7	0.7
TOTAL FTE	**197.9**	**197.8**	**198.8**	**199.8**	**199.8**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$10,257,000	$10,068,158	$10,094,971	$10,128,209	$10,128,209
Employee Benefits	3,593,467	3,733,025	3,775,740	3,791,172	3,791,172
Subtotal Personnel Services	***$13,850,467***	***$13,801,183***	***$13,870,711***	***$13,919,381***	***$13,919,381***
Operating					
Contractual Services	$342,694	$419,785	$434,854	$406,534	$406,534
Internal Service Charges	712,385	737,958	735,546	735,546	735,546
Other Charges	829,571	949,229	924,030	895,697	895,697
Rentals and Leases	53,934	52,535	63,830	59,630	59,630
Capital Outlay	41,890	35,000	35,000	35,000	35,000
Subtotal Operating	***$1,980,474***	***$2,194,507***	***$2,193,260***	***$2,132,407***	***$2,132,407***
TOTAL DEPARTMENT EXPENDITURES	**$15,830,941**	**$15,995,690**	**$16,063,971**	**$16,051,788**	**$16,051,788**
DEDICATED REVENUES					
Police - Schools Resource Officer Program	$124,505	$130,000	$108,500	$108,500	$108,500
Local Law Enforcement Funding (House Bill 599)	2,930,790	2,930,790	3,025,474	3,025,474	3,054,362
Off-Duty Police Fee	281,580	525,000	550,000	550,000	550,000
Off-Duty Police Fee Penalty and Interest	60	0	0	0	0
Police Report Sales	15,615	11,500	12,500	12,500	12,500
Range Use Fee	15,000	15,000	15,000	15,000	15,000
Assigned Fund Balance Reserve	586	0	0	0	0
TOTAL DEDICATED REVENUES	**$3,368,136**	**$3,612,290**	**$3,711,474**	**$3,711,474**	**$3,740,362**
TOTAL CITY COST	**$12,462,805**	**$12,383,400**	**$12,352,497**	**$12,340,314**	**$12,311,426**

Police Department. Preserves the peace, maintains order, and provides critical homeland defense by preventing crime and protecting people and property; investigating criminal activity and apprehending criminals; and promoting traffic safety. The department works cooperatively to educate community partners and solve neighborhood problems, fosters positive relationships within the community, and promotes neighborhood self-sufficiency. The department includes the Bureau of Field Operations and the Bureau of Administration and Investigation. The department follows a community policing operation strategy to accomplish its mission. The department also offers community service and educational initiatives such as crime prevention, personal safety programs, school resource officer programs, Citizen's Police Academy, and crime prevention through environmental design.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Sworn Full-Time	169.0	169.0	170.0	170.0	170.0
City Funded Civilian Full-Time	22.0	22.0	22.0	23.0	23.0
City Funded Part-Time	1.4	1.4	1.4	1.4	1.4
TOTAL FTE	**192.4**	**192.4**	**193.4**	**194.4**	**194.4**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$9,749,191	$9,429,664	$9,433,590	$9,466,828	$9,466,828
Employee Benefits	3,508,335	3,647,604	3,687,824	3,703,256	3,703,256
Subtotal Personnel Services	***$13,257,526***	***$13,077,268***	***$13,121,414***	***$13,170,084***	***$13,170,084***
Operating					
Contractual Services	$330,224	$391,550	$406,532	$378,212	$378,212
Internal Service Charges	688,174	704,084	705,955	705,955	705,955
Other Charges	798,830	917,645	890,671	862,338	862,338
Rentals and Leases	48,934	47,535	58,830	54,630	54,630
Capital Outlay	34,135	35,000	35,000	35,000	35,000
Subtotal Operating	***$1,900,297***	***$2,095,814***	***$2,096,988***	***$2,036,135***	***$2,036,135***
TOTAL EXPENDITURES	**$15,157,823**	**$15,173,082**	**$15,218,402**	**$15,206,219**	**$15,206,219**
DEDICATED REVENUES					
Police - Schools Resource Officer Program	$124,505	$130,000	$108,500	$108,500	$108,500
Local Law Enforcement Funding (House Bill 599)	2,930,790	2,930,790	3,025,474	3,025,474	3,054,362
Police Report Sales	15,615	11,500	12,500	12,500	12,500
TOTAL DEDICATED REVENUES	**$3,070,910**	**$3,072,290**	**$3,146,474**	**$3,146,474**	**$3,175,362**
TOTAL CITY COST	**$12,086,913**	**$12,100,792**	**$12,071,928**	**$12,059,745**	**$12,030,857**

Police Department Budget Description

The City Manager's Proposed FY 2015 Police Department budget of $15,206,219 represents a 0.2% increase of $33,137 compared to the Adopted FY 2014 budget of $15,173,082.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $37,164 increase in Salaries reflecting the addition of two new positions, one sworn Officer and one Network Administrator.
- $55,652 increase in Employee Benefits reflecting the addition of two new positions, one Officer and one Network Administrator, a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014, offset by a lower Virginia Retirement System rate.
- $13,338 decrease in Contractual Services reflecting reductions in software maintenance, advertising, software purchases and investigation services offset by minor increases in miscellaneous contractual services due to an increase in the membership fee to the Central Virginia Criminal Justice Academy (CVCJA) and to install an alarm system in the LPD computer server room.
- $55,307 decrease in Other Charges reflecting decreases in uniform costs, safety supplies, law enforcement equipment and ammunition costs based on historical spending offset by increases in gas, training and conferences, and cellular phone service due to an increase in the amount of cellular phones and Wi-Fi cards.
- $7,095 increase in Rentals and Leases reflecting rental for undercover operation vehicles.

The Proposed FY 2015 Police Department budget was adopted by City Council without changes.

Police Department – Range Operations. To offset maintenance costs for the range, agencies are charged a per day fee for use of the facility.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Operating					
Contractual Services	$2,289	$1,620	$1,620	$1,620	$1,620
Other Charges	8,297	8,380	8,380	8,380	8,380
Rentals and Leases	5,000	5,000	5,000	5,000	5,000
Subtotal Operating	***$15,586***	***$15,000***	***$15,000***	***$15,000***	***$15,000***
TOTAL EXPENDITURES	**$15,586**	**$15,000**	**$15,000**	**$15,000**	**$15,000**
DEDICATED REVENUES					
Range Use Fee	$15,000	$15,000	$15,000	$15,000	$15,000
Assigned Fund Balance Reserve	586	0	0	0	0
TOTAL DEDICATED REVENUES	**$15,586**	**$15,000**	**$15,000**	**$15,000**	**$15,000**
TOTAL CITY COST	**$0**	**$0**	**$0**	**$0**	**$0**

Police Department – Range Operations Budget Description

The City Manager's Proposed FY 2015 Police Department – Range Operations budget of $15,000 represents no change compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Police Department – Range Operations budget was adopted by City Council without changes.

Police Department – Off-Duty. Beginning January 2013, businesses or event organizers requiring off-duty police officers to provide security make a request to the City for assistance. Payments for services are made directly to the City and police officers are paid through payroll. The revenue produced is expected to offset the cost of the program.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Temporary	0.7	0.7	0.7	0.7	0.7
TOTAL FTE	**0.7**	**0.7**	**0.7**	**0.7**	**0.7**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$367,927	$482,000	$507,000	$507,000	$507,000
Employee Benefits	44,968	36,873	38,786	38,786	38,786
Subtotal Personnel Services	***$412,895***	***$518,873***	***$545,786***	***$545,786***	***$545,786***
Operating					
Contractual Services	$0	$6,127	$4,214	$4,214	$4,214
Subtotal Operating	***$0***	***$6,127***	***$4,214***	***$4,214***	***$4,214***
TOTAL EXPENDITURES	**$412,895**	**$525,000**	**$550,000**	**$550,000**	**$550,000**
DEDICATED REVENUES					
Off-Duty Police Fee	$281,580	$525,000	$550,000	$550,000	$550,000
Off-Duty Police Fee Penalty and Interest	60	0	0	0	0
TOTAL DEDICATED REVENUES	**$281,640**	**$525,000**	**$550,000**	**$550,000**	**$550,000**
TOTAL CITY COST	**$131,255**	**$0**	**$0**	**$0**	**$0**

Police Department – Off-Duty Budget Description

The City Manager's Proposed FY 2015 Police Department – Off-Duty budget of $550,000 represents a 4.8% increase of $25,000 compared to the Adopted FY 2014 budget of $525,000.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $25,000 increase in Salaries reflecting an increase in off-duty hours requested.

The Proposed FY 2015 Police Department – Range Operations budget was adopted by City Council without changes.

Police Department – Animal Control Unit. The Animal Wardens are responsible for animal control enforcement for the entire City. They perform regular patrols on all streets and highways within the City limits. Wildlife Management Specialists are responsible for deer population and damage control within the City.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Civilian Full-Time	3.0	3.0	3.0	3.0	3.0
City Funded Part-Time	1.8	1.7	1.7	1.7	1.7
TOTAL FTE	**4.8**	**4.7**	**4.7**	**4.7**	**4.7**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$139,882	$156,494	$154,381	$154,381	$154,381
Employee Benefits	40,164	48,548	49,130	49,130	49,130
Subtotal Personnel Services	***$180,046***	***$205,042***	***$203,511***	***$203,511***	***$203,511***
Operating					
Contractual Services	$10,181	$20,488	$22,488	$22,488	$22,488
Internal Service Charges	24,211	33,874	29,591	29,591	29,591
Other Charges	22,444	23,204	24,979	24,979	24,979
Capital Outlay	7,755	0	0	0	0
Subtotal Operating	***$64,591***	***$77,566***	***$77,058***	***$77,058***	***$77,058***
TOTAL CITY COST	**$244,637**	**$282,608**	**$280,569**	**$280,569**	**$280,569**

Police Department – Animal Control Unit Budget Description

The City Manager's Proposed FY 2015 Police Department – Animal Control Unit budget of $280,569 represents a 0.7% decrease of $2,039 compared to the Adopted FY 2014 budget of $282,608.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $2,113 decrease in Salaries reflecting a decrease in overtime.
- $582 increase in Employee Benefits reflecting a higher health insurance rate offset by a decrease in overtime and a lower Virginia Retirement System rate.
- $2,000 increase in Contractual Services reflecting an increase in miscellaneous contractual services for the addition of a cold storage unit that requires maintenance.
- $4,283 decrease in Internal Service Charges reflecting Fleet Services operating estimates.

The Proposed FY 2015 Police Department – Animal Control Unit budget was adopted by City Council without changes.

Police Department Performance Measures

Goal 1:
To promote community safety through maintaining effective response time to emergency situation calls for police service.

Objective:
To maintain as rapid as possible response to CAD Priority 1 calls for police service through minimizing call queue time and through utilizing geographic proximity disptach to send the nearest available officers in response to emergency situations.

Performance Measure:	*Actual FY 2013*	*Projected FY 2014*	*July - Dec FY 2014*	*Projected FY 2015*
Computer-Aided Dispatch (CAD) response time inclusive of dispatch and travel time.	8 min 52 sec	10 min 0 sec	9 min 11 sec	9 min 30 sec

Analysis of the Data:
The Department utilizes dispatch protocols that set response priority based upon the nature of each call for service. Within this approach, the highest priority calls (those involving present threat to life) are dispatched immediately. Lower priority calls are dispatched when the officers assigned to police that area become available. Differential response based upon call nature enables the Department to assign officers to geographic community policing responsibility, while maintaining rapid response capability as required.

SAFE COMMUNITY

Goal 2:
To promote community safety through effectively investigating, successfully clearing, and prosecuting the highest percentage of violent and property crimes possible with the criminal investigations staffing currently assigned.

Objective:
To maintain the highest possible clearance rate for reported violent and property crimes with the investigative resources currently available.

Performance Measure:	*Actual FY 2013*	*Projected FY 2014*	*July - Dec FY 2014*	*Projected FY 2015*
Crime clearance rates				
Violent	48.9%	55.0%	33.3%	55.0%
Property	42.0%	30.0%	29.2%	30.0%

Analysis of the Data:
Criminal incident clearance rates provide a means of assessing the effectiveness of the investigative staffing, experience, and techniques employed by the Police Department. Crime clearance rates are also impacted by factors including the timeliness of crime reporting and the level of investigative cooperation provided by victims and witnesses. Current statistical data indicates a national average clearance rate of 46.6% for violent crime cases and 15.5% for property crime cases.

SAFE COMMUNITY

Goal 3:
To promote community safety through reducing the occurrence of personal injury and property damage causative driving behaviors.

Objective:
To maintain effective means of promoting community traffic safety by combining public education programs with a consistent level of law enforcement activities; enforcement activities will focus on Driving Under the Influence (DUI), occupant safety, and speeding violations.

Performance Measure:	*Actual FY 2013*	*Projected FY 2014*	*July - Dec FY 2014*	*Projected FY 2015*
DUI Arrests	410	300	191	400
Occupant Restraint	888	850	322	800
Speeding Enforcement	2,437	2,500	1,083	2,500

Analysis of the Data:
Traffic safety enforcement provides the dual public safety benefit of apprehending law violators and educating community members. Maintaining a higher level of police officer staffing enabled significantly increased traffic law enforcement efforts during FY 2013. The Police Department projects maintaining a consistent traffic law enforcement level in FY 2014 and FY 2015.

SAFE COMMUNITY

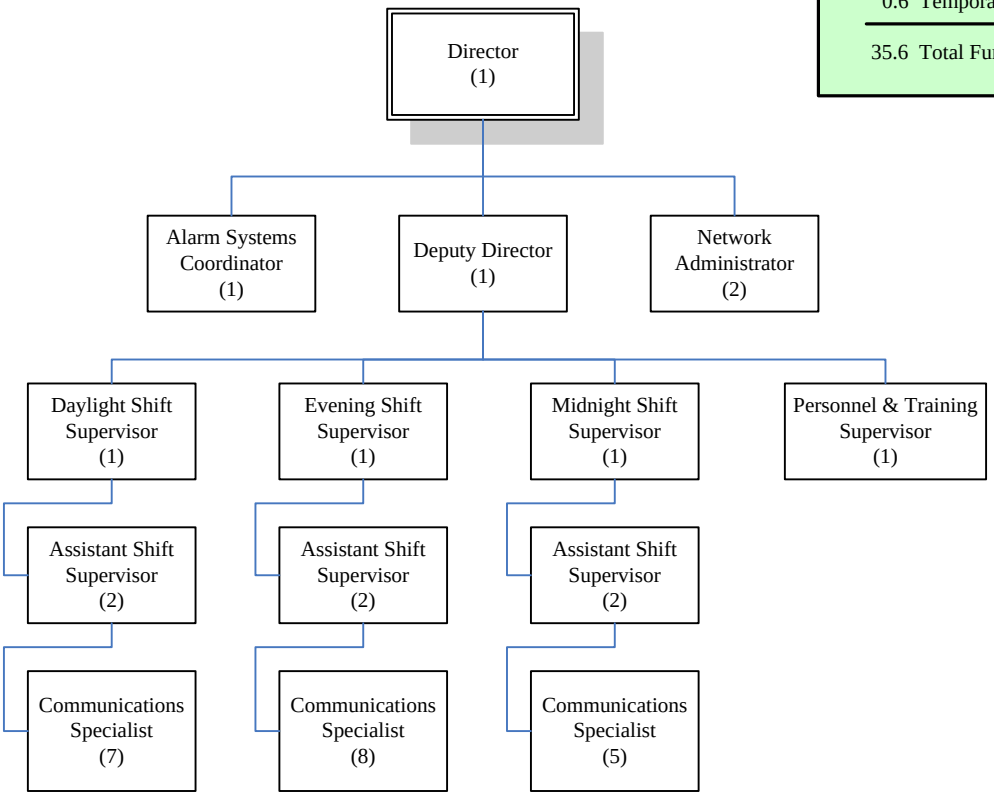
Benchmark Localities:
Charlottesville, Chesapeake, Danville, Roanoke, and Suffolk, VA

EMERGENCY SERVICES

POSITION SUMMARY

35.0 City Funded Positions
0.6 Temporary Position

35.6 Total Funded Positions



Emergency Services. The Department of Emergency Services is the primary Public Safety Answering Point (PSAP) for the City of Lynchburg. The primary mission is to serve as the central point of contact for citizens of Lynchburg to request emergency and non-emergency public safety assistance. The Department also provides a full array of public safety dispatch/communications services and oversees the City-wide Emergency Management program.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	35.00	35.00	34.00	35.00	35.00
City Funded Temporary	0.00	0.50	0.45	0.60	0.60
TOTAL FTE	**35.00**	**35.50**	**34.45**	**35.60**	**35.60**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$1,361,206	$1,400,331	$1,381,101	$1,416,825	$1,416,825
Employee Benefits	548,067	585,809	584,074	599,317	599,317
Subtotal Personnel Services	***$1,909,273***	***$1,986,140***	***$1,965,175***	***$2,016,142***	***$2,016,142***
Operating					
Contractual Services	$777,719	$236,032	$233,332	$247,532	$247,532
Internal Service Charges	3,329	5,855	6,023	6,023	6,023
Other Charges	213,094	208,589	204,489	209,589	209,589
Rentals and Leases	1,660	2,000	2,000	2,000	2,000
Subtotal Operating	***$995,802***	***$452,476***	***$445,844***	***$465,144***	***$465,144***
TOTAL EXPENDITURES	**$2,905,075**	**$2,438,616**	**$2,411,019**	**$2,481,286**	**$2,481,286**
DEDICATED REVENUES					
Recovery E-911 Wireless	$241,160	$263,000	$263,000	$263,000	$263,000
TOTAL DEDICATED REVENUES	**$241,160**	**$263,000**	**$263,000**	**$263,000**	**$263,000**
TOTAL CITY COST	**$2,663,915**	**$2,175,616**	**$2,148,019**	**$2,218,286**	**$2,218,286**

Emergency Services Budget Description

The City Manager's Proposed FY 2015 Emergency Services budget of $2,481,286 represents a 1.7% increase of $42,670 compared to the Adopted FY 2014 budget of $2,438,616.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $16,494 increase in Salaries compared to the adopted budget.
- $13,508 increase in Employee Benefits reflecting a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014, offset by a lower Virginia Retirement System rate.
- $11,500 increase in Contractual Services reflecting an increase in software maintenance to cover the newly acquired WebEOC system.

The Proposed FY 2015 Emergency Services budget was adopted by City Council without changes.

Emergency Services Performance Measures

Goal:
To respond with assistance to all emergency calls for service in an expedient manner.

Objective 1:
Have the ability to receive wireline 911 calls by maintaining a P.01 grade of service on wireline tandems.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Grade of Service	0.17%	1.00%	0.30%	1.00%

Analysis of the Data:
This is a measure of technical capacity to receive incoming 911 calls for service from wireline service. Based on call volume data the percentage of calls encountering a busy signal and the appropriate number of trunks to handle the existing load can be determined. P.01 grade of service requires trunk provisioning to ensure that during the average busy hour, no more than 1% of calls into the 911 system will encounter a busy signal.

Objective 2:
Have the ability to receive wireless 911 calls by maintaining a P.01 grade of service on wireless tandems.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Grade of Service	0.57%	1.00%	0.56%	1.00%

Analysis of the Data:
This is a measure of technical capacity to receive incoming 911 calls for service from wireless service. Based on call volume data the percentage of calls that will encounter a busy signal and the appropriate number of trunks to handle the existing load can be determined. P.01 grade of service requires trunk provisioning to ensure that during the average busy hour, no more than 1% of calls into the 911 system will encounter a busy condition.

Objective 3:
Answer 90% of all received busy period 911 calls within ten (10) seconds.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Percentage answered within ten (10) seconds from 11 a.m. to 7 a.m.	98.93%	90.00%	99.10%	90.00%

Analysis of the Data:
This is a measure of availability of existing staffing to answer a 911 call for service in a reasonable amount of time. The National Emergency Number Association (NENA) Call Taking Operational Standard states that ninety percent (90%) of all 911 calls received during busy periods should be answered within ten (10) seconds.

Objective 4:
Complete initial call assessment for emergency calls and route for dispatch within 60 seconds.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Average emergency call assessment time	44.94 seconds	60.00 seconds	52.34 seconds	60.00 seconds

Analysis of the Data:
Emergency calls are defined as all EMS calls with an Echo response (a person who is not breathing and does not have a pulse), accident personal injury, malicious wounding, structure fire, domestic violence, and fight in progress.

Benchmark Localities:
National Emergency Number Association

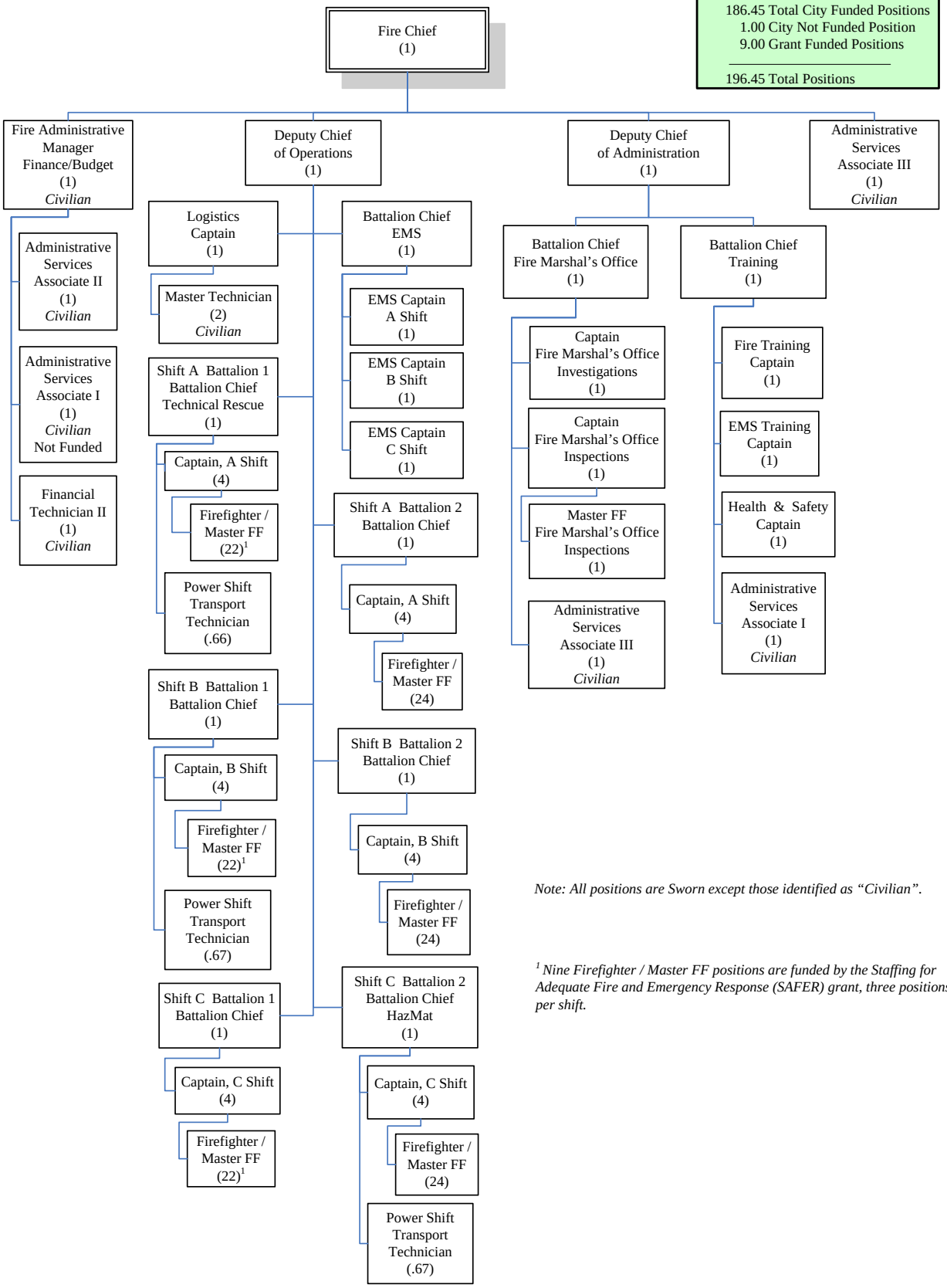
POSITION SUMMARY

185.00 City Funded Positions
1.45 Temporary Positions

186.45 Total City Funded Positions
1.00 City Not Funded Position
9.00 Grant Funded Positions

196.45 Total Positions

FIRE AND EMS



Note: All positions are Sworn except those identified as "Civilian".

[1] Nine Firefighter / Master FF positions are funded by the Staffing for Adequate Fire and Emergency Response (SAFER) grant, three positions per shift.

Fire and EMS Department including Technical Rescue Team/Partners in Emergency Response (PIER) Program

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Sworn Full-Time	175.00	177.00	174.00	177.00	177.00
City Funded Civilian Full-Time	8.00	8.00	8.00	8.00	8.00
City Funded Temporary	0.95	1.45	1.45	1.45	1.45
City Sworn Full-Time Not Funded	0.00	0.00	3.00	0.00	0.00
City Civilian Full-Time Not Funded	1.00	1.00	1.00	1.00	1.00
Grant Funded Sworn Full-Time	9.00	9.00	9.00	9.00	9.00
TOTAL FTE	**193.95**	**196.45**	**196.45**	**196.45**	**196.45**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$10,281,581	$10,252,668	$10,069,751	$10,181,135	$10,181,135
Employee Benefits	3,479,149	3,830,065	3,735,326	3,784,469	3,784,469
Subtotal Personnel Services	***$13,760,730***	***$14,082,733***	***$13,805,077***	***$13,965,604***	***$13,965,604***
Operating					
Contractual Services	$385,084	$267,614	$301,989	$356,409	$356,409
Internal Service Charges	189,620	183,580	186,192	186,192	186,192
Other Charges	703,833	710,500	704,965	768,999	768,999
Rentals and Leases	23,614	25,500	25,500	24,000	24,000
Capital Outlay	84,025	25,000	25,000	25,000	25,000
Subtotal Operating	***$1,386,176***	***$1,212,194***	***$1,243,646***	***$1,360,600***	***$1,360,600***
Total General Fund Expenditures	**$15,146,906**	**$15,294,927**	**$15,048,723**	**$15,326,204**	**$15,326,204**
Total Grant Expenditures [1]	$519,266	$747,528	$657,709	$657,709	$657,709
TOTAL DEPARTMENT EXPENDITURES	**$15,666,172**	**$16,042,455**	**$15,706,432**	**$15,983,913**	**$15,983,913**
DEDICATED REVENUES					
State Grants	$381,038	$252,000	$262,000	$262,000	$262,000
Federal Grants	138,228	495,528	395,709	395,709	395,709
PIER Outside Contract Agreements	32,500	32,500	32,500	32,500	32,500
PIER Internal Contract Agreements	50,000	50,000	50,000	50,000	50,000
Assigned Fund Balance Reserve	44,519	0	0	0	0
TOTAL DEDICATED REVENUES	**$646,285**	**$830,028**	**$740,209**	**$740,209**	**$740,209**
TOTAL CITY COST	**$15,019,887**	**$15,212,427**	**$14,966,223**	**$15,243,704**	**$15,243,704**

[1] Details of the Grant Expenditures can be located in the Other Funds Section of this document.

Fire and EMS Department. Provides fire, medical, and other emergency services for the City. The department operates eight fire stations, the Fire Training Center, Fire Department Fleet Shop and 51 fire vehicles. Services include:

- Fire prevention through inspections, arson investigations, and public fire safety education.
- Fire suppression.
- Emergency medical services, including Basic Life Support (BLS), Advanced Life Support (ALS), and ambulance transport.
- Technical rescue response, including confined-space, trench, collapse, high-angle rescue, swiftwater, and dive rescue.
- Other emergency and non-emergency services, such as hazardous materials incident response.
- Community services, including public school and neighborhood programs.
- Coordination of ambulance billing and collections services through a third party billing firm.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Sworn Full-Time	175.00	177.00	174.00	177.00	177.00
City Funded Civilian Full-Time	8.00	8.00	8.00	8.00	8.00
City Funded Temporary	0.95	1.45	1.45	1.45	1.45
City Sworn Full-Time Not Funded	0.00	0.00	3.00	0.00	0.00
City Civilian Full-Time Not Funded	1.00	1.00	1.00	1.00	1.00
Grant Funded Sworn Full-Time	9.00	9.00	9.00	9.00	9.00
TOTAL FTE	**193.95**	**196.45**	**196.45**	**196.45**	**196.45**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$10,252,623	$10,215,168	$10,031,247	$10,142,631	$10,142,631
Employee Benefits	3,476,934	3,827,196	3,732,381	3,781,524	3,781,524
Subtotal Personnel Services	***$13,729,557***	***$14,042,364***	***$13,763,628***	***$13,924,155***	***$13,924,155***
Operating					
Contractual Services	$385,084	$267,614	$301,989	$356,409	$356,409
Internal Service Charges	189,620	183,580	186,192	186,192	186,192
Other Charges	692,012	668,369	663,914	727,948	727,948
Rentals and Leases	23,614	25,500	25,500	24,000	24,000
Capital Outlay	0	25,000	25,000	25,000	25,000
Subtotal Operating	***$1,290,330***	***$1,170,063***	***$1,202,595***	***$1,319,549***	***$1,319,549***
Total General Fund Expenditures	**$15,019,887**	**$15,212,427**	**$14,966,223**	**$15,243,704**	**$15,243,704**
Total Grant Expenditures [1]	$519,266	$747,528	$657,709	$657,709	$657,709
TOTAL EXPENDITURES	**$15,539,153**	**$15,959,955**	**$15,623,932**	**$15,901,413**	**$15,901,413**
DEDICATED REVENUES					
State Grants	$381,038	$252,000	$262,000	$262,000	$262,000
Federal Grants	138,228	495,528	395,709	395,709	395,709
TOTAL DEDICATED REVENUES	**$519,266**	**$747,528**	**$657,709**	**$657,709**	**$657,709**
TOTAL CITY COST	**$15,019,887**	**$15,212,427**	**$14,966,223**	**$15,243,704**	**$15,243,704**

[1] Details of the Grant Expenditures can be located in the Other Funds Section of this document.

Fire and EMS Department Budget Description

The City Manager's Proposed FY 2015 Fire Department budget of $15,243,704 represents a 0.2% increase of $31,277 compared to the Adopted FY 2014 budget of $15,212,427.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $72,537 decrease in Salaries compared to the adopted budget. In order to comply with budget submittal instructions, the department eliminated three firefighter positions; the City Manager's Proposed budget restores funding for these positions.
- $45,672 decrease in Employee Benefits reflecting a lower Virginia Retirement System rate offset by a higher health insurance rate.
- $88,795 increase in Contractual Services primarily due to the need to contract out services on complex EMS systems.
- $2,612 increase in Internal Service Charges reflecting Fleet Services operating estimates.
- $59,579 increase in Other Charges as a result of adjusting electricity, vehicle parts, and training and conferences expenditures based on historical spending.

The Proposed FY 2015 Fire and EMS Department budget was adopted by City Council without changes.

Fire and EMS Department – Technical Rescue Team/Partners in Emergency Response (PIER) Program

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$28,958	$37,500	$38,504	$38,504	$38,504
Employee Benefits	2,215	2,869	2,945	2,945	2,945
Subtotal Personnel Services	***$31,173***	***$40,369***	***$41,449***	***$41,449***	***$41,449***
Operating					
Other Charges	$11,821	$42,131	$41,051	$41,051	$41,051
Capital Outlay	84,025	0	0	0	0
Subtotal Operating	***$95,846***	***$42,131***	***$41,051***	***$41,051***	***$41,051***
TOTAL EXPENDITURES	**$127,019**	**$82,500**	**$82,500**	**$82,500**	**$82,500**
DEDICATED REVENUES					
PIER Outside Contract Agreements	$32,500	$32,500	$32,500	$32,500	$32,500
PIER Internal Contract Agreements	50,000	50,000	50,000	50,000	50,000
Assigned Fund Balance Reserve	44,519	0	0	0	0
TOTAL DEDICATED REVENUES	**$127,019**	**$82,500**	**$82,500**	**$82,500**	**$82,500**
TOTAL CITY COST	**$0**	**$0**	**$0**	**$0**	**$0**

Fire and EMS Department – Technical Rescue Team/PIER Program Budget Description

The City Manager's Proposed FY 2015 Fire and EMS Department – Technical Rescue Team/PIER Program budget of $82,500 represents no change compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Fire and EMS Department – Technical Rescue Team/PIER Program budget was adopted by City Council without changes.

Fire and EMS Department Performance Measures

Goal 1:
Increase the likelihood of survival for patients who are in cardiac arrest.

Objective:
Maintain or increase the percentage of patients that attain Return of Spontaneous Circulation (ROSC) after cardiac arrest. Strategies used to accomplish this goal include the "pitcrew CPR" model, increased use of the Lucas 2 automated chest compression devices, and implementation of current American Heart Association (AHA) guidelines for treatment of patients in cardiac arrest. Department personnel conduct regular training on cardiac arrest protocols to ensure efficiency and proficiency. The Department's EMS supervisors and advanced practice paramedics provide an enhanced level of service to these patients by providing additional therapies to patients achieving ROSC. All of these factors contribute to improved outcomes for patients.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Meet or exceed the AHA national average of 26% of patients with an out-of-hospital cardiac arrest that survive to be admitted to the hospital.	56%	55%	44%	55%

Analysis of the Data:
The AHA reports 26% of patients who experience an out-of-hospital cardiac arrest survive to be admitted to the hospital. The most important factor in a successful resuscitative effort is uninterrupted chest compressions delivered at the appropriate depth and rate. The Department is fortunate to have equipment for mechanical chest compressions. This equipment delivers the most efficient and effective chest compressions because the machine is not subject to human fatigue. The projected rate for FY 2015 is not increased compared to FY 2014, but reflects a desire to maintain the current high standard, which is double the national average based on information from the AHA. There are factors the Department cannot overcome to improve resuscitation numbers: advanced age, serious heart disease, co-morbid factors like diabetes and hypertension, and time from collapse to system activation.

SAFE COMMUNITY

Goal 2:
Respond in a safe and expeditious manner to emergency incidents (dispatched equipment).

Objective:
Maintain (without compromising safety) an average response time of 6 minutes or less to emergency incidents (response time = time of dispatch to time of arrival of the 1st unit). Strategies include examining response times to determine if another response zone is more appropriate and evaluating traffic patterns and construction zones.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Average response time to an emergency incident	6 min 31 secs	6 min 24 secs	6 min 45 secs	6 min 26 secs

Analysis of the Data:
There was an increase in response times for FY 2013 (6:31) from FY 2012 (6:12). This can be attributed to several causes. The Department's call volume continues to increase, causing calls to be answered by a unit other than the first due apparatus. There are frequent instances when call volume requires an engine company to be placed out of service to put a reserve medic unit in service. Units coming from another response zone will result in a longer travel time. It is anticipated continuing increases in emergency medical calls for service may necessitate call prioritization, meaning lower acuity calls may be held until a unit is available. Improvements in call prioritization and responses to fire incidents continue to be refined through an internal review of fire-related nature codes. The City has experienced a significant number of road closures, detours, and construction resulting in increased travel times. Note: projections are based in part on a 5-year trend analysis utilizing historical data from FY 2009 through FY 2013.

SAFE COMMUNITY

Fire and EMS Department Performance Measures (continued)

Goal 3:
Maintain or reduce average structure fire loss (in dollars) per incident.

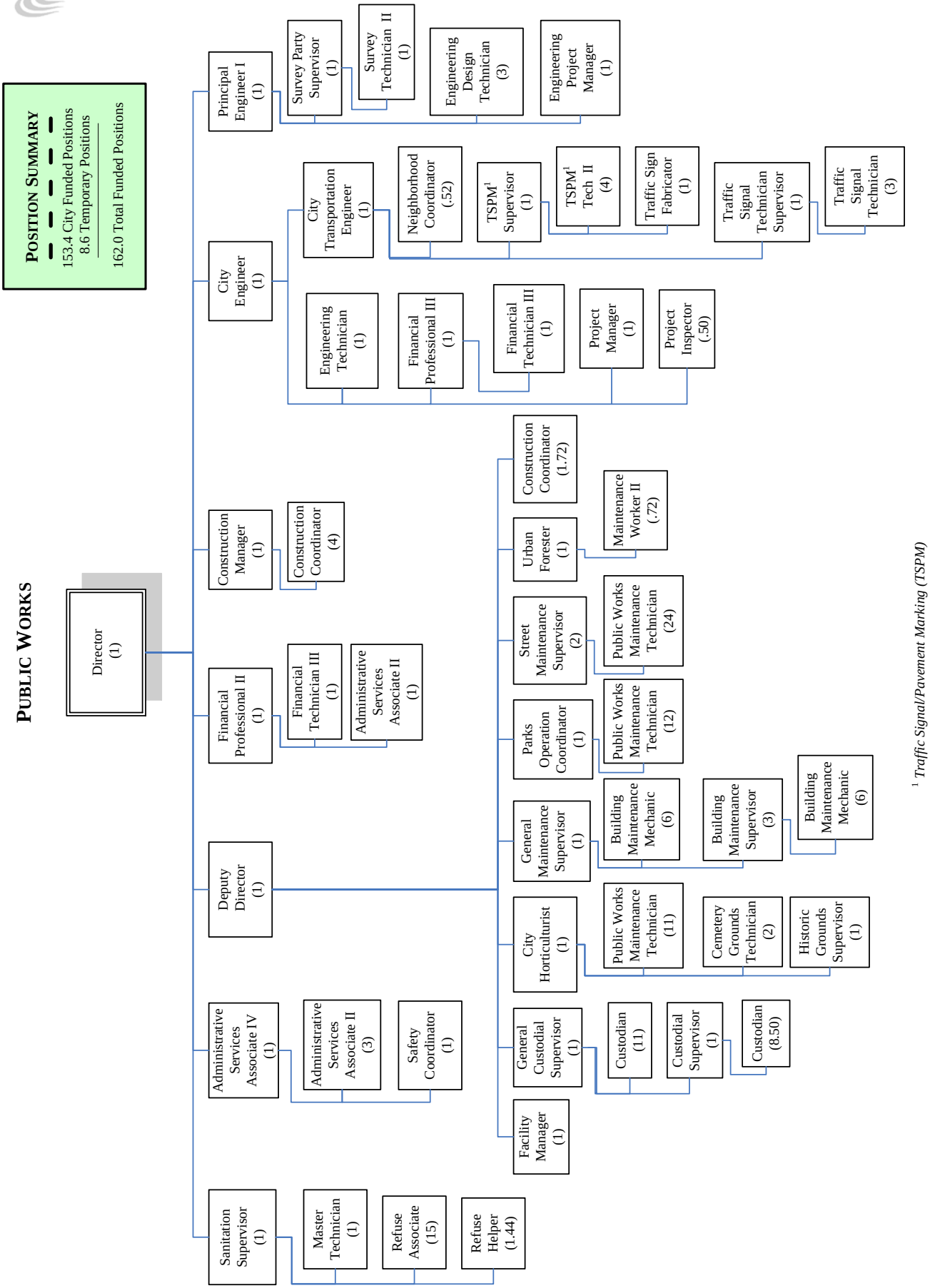
Objective:
Limit structure fire loss (structure and contents) per incident to below $40,000. Strategies include increasing the number of inspections, the number of public education events, and the oversight in new construction and site design.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Average structure fire loss per incident per fiscal year	$34,834	$41,236	$40,440	$45,630

Analysis of the Data:
The actual FY 2013 and actual July – Dec FY 2014 average structure fire losses in Lynchburg show an increase. This increase is a result of using a 5-year trend analysis of historical data in which there were a few significant fires in FY 2011 and FY 2013. Using this 5-year trend analysis of historical data from FY 2009 through FY 2013, the FY 2014 and FY 2015 projected figures will continue to rise. The City continues to thrive with new businesses opening and new construction projects. Construction codes dictate remodeled buildings are brought up to current Building Code requirements that also apply to new construction, thus creating safer buildings. However, home furnishings, plastics, and other materials found inside buildings today burn more intensely. Lightweight construction and early collapse also contribute to larger fire losses than in previous years. According to the National Fire Incident Reporting System (NFIRS), the leading cause of building fires and injuries are cooking fires. Therefore, fire losses are still trending upwards due to unsafe acts such as "unattended cooking" or mechanical malfunctions. The Lynchburg Fire Marshal's Office (FMO) focuses their teaching efforts on the prevention of home cooking fires to reduce these types of fire losses locally. The Operation Smoke Detector Program coordinated by the FMO continues to replace batteries and install new smoke detectors in private dwellings throughout the city. It is anticipated this program will continue to result in early fire detection; therefore, minimizing injuries and property damage. The Fire Safety Trailer (used to educate large groups about Fire Safety) was refurbished in the July-Dec FY 2014 time period. The demand for the trailer at events has also increased. The FMO will continue to utilize the trailer at area schools and large events whenever possible to teach fire safety.

SAFE COMMUNITY

Benchmark Localities:
Charlottesville, Danville, Roanoke, Staunton, Hampton, and Petersburg, VA



[1] *Traffic Signal/Pavement Marking (TSPM)*

Public Works

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time [1]	152.00	147.50	148.52	149.52	149.52
City Funded Part-Time	7.44	7.00	3.88	3.88	3.88
City Funded Temporary	4.29	4.98	8.60	8.60	8.60
City Funded Full-Time (Water Fund) [2]	1.00	1.00	0.00	0.00	0.00
TOTAL FTE	**164.73**	**160.48**	**161.00**	**162.00**	**162.00**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries [1,2]	$5,506,246	$5,753,261	$5,770,265	$5,792,958	$5,792,958
Employee Benefits [1,2]	2,143,348	2,356,410	2,412,146	2,424,408	2,424,408
Subtotal Personnel Services	***$7,649,594***	***$8,109,671***	***$8,182,411***	***$8,217,366***	***$8,217,366***
Operating					
Contractual Services	$3,221,894	$2,103,308	$2,052,529	$2,392,749	$2,392,749
Internal Service Charges	1,251,030	1,224,129	1,197,512	1,197,512	1,197,512
Other Charges	4,032,662	3,409,495	3,379,622	3,379,622	3,379,622
Rentals and Leases	55,085	16,244	16,244	16,244	16,244
Capital Outlay	6,495	0	0	0	0
Payment to Regional Service Authority	884,249	850,000	850,000	850,045	850,045
Subtotal Operating	***$9,451,415***	***$7,603,176***	***$7,495,907***	***$7,836,172***	***$7,836,172***
TOTAL DEPARTMENT EXPENDITURES	**$17,101,009**	**$15,712,847**	**$15,678,318**	**$16,053,538**	**$16,053,538**
DEDICATED REVENUES					
State Categorical Aid - Highway Maintenance	$7,097,905	$7,192,968	$7,114,754	$7,114,754	$7,114,754
Federal Categorical Aid - Human Services Building	24,406	25,000	25,000	25,000	25,000
Engineering Service Charges - Water Resources	142,743	163,300	0	0	0
Public Works Stormwater Charges	862,163	1,326,490	308,000	308,000	308,000
TOTAL DEDICATED REVENUES	**$8,127,217**	**$8,707,758**	**$7,447,754**	**$7,447,754**	**$7,447,754**
TOTAL CITY COST	**$8,973,792**	**$7,005,089**	**$8,230,564**	**$8,605,784**	**$8,605,784**

[1] In FY 2014, the Public Works - Building Maintenance Division assumed full responsibility for a Custodian Operator I position previously shared with Parking Management. The cost associated with performing maintenance on parking facilities is reflected in the Building Maintenance Division budget; Parking Management is charged an annual fee ($20,062) for this service.

[2] In FY 2015, the General Fund will assume direct salary and employee benefit costs associated with the position previously funded by the Water Fund; services provided by this position to the Water Fund are captured in the indirect cost payment.

Public Works – Administration. Responsible for the overall planning, leadership, and guidance to the Department. In addition, human resources management, neighborhood coordination, operational safety, and administrative support are services provided to the Department's Divisions.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	10	10	10	10	10
TOTAL FTE	**10**	**10**	**10**	**10**	**10**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$514,774	$496,641	$528,169	$528,169	$528,169
Employee Benefits	191,010	198,522	209,811	209,811	209,811
Subtotal Personnel Services	***$705,784***	***$695,163***	***$737,980***	***$737,980***	***$737,980***
Operating					
Contractual Services	$4,496	$3,300	$3,300	$3,300	$3,300
Internal Service Charges	4,895	7,532	5,105	5,105	5,105
Other Charges	8,975	8,244	8,244	8,244	8,244
Subtotal Operating	***$18,366***	***$19,076***	***$16,649***	***$16,649***	***$16,649***
TOTAL EXPENDITURES	**$724,150**	**$714,239**	**$754,629**	**$754,629**	**$754,629**
DEDICATED REVENUES					
Public Works Stormwater Charges	$361,953	$540,332	$0	$0	$0
TOTAL DEDICATED REVENUES	**$361,953**	**$540,332**	**$0**	**$0**	**$0**
TOTAL CITY COST	**$362,197**	**$173,907**	**$754,629**	**$754,629**	**$754,629**

Public Works – Administration Budget Description

The City Manager's Proposed FY 2015 Public Works – Administration budget of $754,629 represents a 5.7% increase of $40,390 compared to the Adopted FY 2014 budget of $714,239.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $31,528 increase in Salaries compared to the adopted budget.
- $11,289 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $2,427 decrease in Internal Service Charges reflecting Fleet Services operating estimates.

The Proposed FY 2015 Public Works – Administration budget was adopted by City Council without changes.

Public Works – Building Maintenance. Performs custodial services, preventative maintenance and emergency repair of approximately one million square feet of City-owned buildings, parking decks and structures located in parks and stadiums. Some of the equipment maintained by the Division includes HVAC, electrical and plumbing systems, lock and key services as well as carpentry services. Building Maintenance maintains all athletic field lighting, fencing, pavilions and playground equipment located at City Stadium and parks throughout the City. The Division is responsible for (1) the opening, closing, and repair of the pool located in Miller Park; (2) moving furniture and equipment for City departments as requested; (3) delivering mail to City Council and providing support in preparation for Council meetings; (4) providing support for special events; and (5) sidewalk snow removal at City buildings as well as providing other services during emergency situations. The Division also provides support to the Registrar's Office during elections by delivering and setting up voting booths and providing other support on Election Day.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time [1]	38.50	39.00	39.00	39.00	39.00
City Funded Part-Time	0.50	0.50	0.50	0.50	0.50
City Funded Temporary	0.95	0.95	0.95	0.95	0.95
TOTAL FTE	**39.95**	**40.45**	**40.45**	**40.45**	**40.45**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries [1]	$1,199,787	$1,300,998	$1,304,865	$1,304,865	$1,304,865
Employee Benefits [1]	502,987	569,220	580,503	580,503	580,503
Subtotal Personnel Services	***$1,702,774***	***$1,870,218***	***$1,885,368***	***$1,885,368***	***$1,885,368***
Operating					
Contractual Services	$575,836	$218,905	$218,905	$311,872	$311,872
Internal Service Charges	70,305	61,218	69,737	69,737	69,737
Other Charges	1,249,919	1,038,603	1,008,732	1,008,732	1,008,732
Capital Outlay	300	0	0	0	0
Subtotal Operating	***$1,896,360***	***$1,318,726***	***$1,297,374***	***$1,390,341***	***$1,390,341***
TOTAL CITY COST	**$3,599,134**	**$3,188,944**	**$3,182,742**	**$3,275,709**	**$3,275,709**

[1] In FY 2014, the Public Works - Building Maintenance Division assumed full responsibility for a Custodian Operator I position previously shared with Parking Management. The cost associated with performing maintenance on parking facilities is reflected in the Building Maintenance Division budget; Parking Management is charged an annual fee ($20,062) for this service.

Public Works – Building Maintenance Budget Description

The City Manager's Proposed FY 2015 Public Works – Building Maintenance budget of $3,275,709 represents a 2.7% increase of $86,765 compared to the Adopted FY 2014 budget of $3,188,944.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $3,867 increase in Salaries compared to the adopted budget.
- $11,283 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014.
- $92,967 increase in Contractual Services due to adjustments based on historical spending and utilizing more contracted temporary services.
- $8,519 increase in Internal Service Charges reflecting Fleet Services operating estimates.
- $29,871 decrease in Other Charges reflecting a reduction in materials and parts for building maintenance repairs.

The Proposed FY 2015 Public Works – Building Maintenance budget was adopted by City Council without changes.

Public Works – Human Services Building. The Division of Buildings and Grounds provides building maintenance and utilities for the Human Services Building at 99 9th Street. This sub-department is used to track maintenance and utility expenditures for the purposes of state reimbursement.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Operating					
Contractual Services	$50,720	$52,691	$52,691	$52,691	$52,691
Other Charges	147,432	155,692	155,692	155,692	155,692
Subtotal Operating	***$198,152***	***$208,383***	***$208,383***	***$208,383***	***$208,383***
TOTAL EXPENDITURES	**$198,152**	**$208,383**	**$208,383**	**$208,383**	**$208,383**
DEDICATED REVENUES					
Federal Categorical Aid - Human Services Building	$24,406	$25,000	$25,000	$25,000	$25,000
TOTAL DEDICATED REVENUES	**$24,406**	**$25,000**	**$25,000**	**$25,000**	**$25,000**
TOTAL CITY COST	**$173,746**	**$183,383**	**$183,383**	**$183,383**	**$183,383**

Public Works – Human Services Building Budget Description

The City Manager's Proposed FY 2015 Public Works – Human Services Building budget of $208,383 represents no change compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Public Works – Human Services Building budget was adopted by City Council without changes.

Public Works – Parks and Grounds Maintenance. Provides grounds maintenance for all City property except school property (over 700 acres). Includes weed and leaf removal, mowing, landscaping, sodding, planting, pruning and seeding as well as fertilizer and pesticide application. The contract forestry service maintains street trees and trees located on other public property. The City's annual flower/spring bulb program is carried out within this work unit.

All athletic fields at the City's parks, recreational facilities and the City Stadium are maintained to regulation. Provides maintenance and repairs to all recreation buildings and equipment. During winter months, personnel assist in the maintenance of fences, posts, benches, playground equipment, tables and other equipment located in the City parks and in snow removal. Personnel provide support for festivals and maintain bikeways and hiking trails.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	29.00	29.00	29.00	29.00	29.00
City Funded Part-Time	1.44	1.44	0.72	0.72	0.72
City Funded Temporary	1.44	1.44	2.16	2.16	2.16
TOTAL FTE	**31.88**	**31.88**	**31.88**	**31.88**	**31.88**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$934,098	$1,025,651	$1,013,252	$1,013,252	$1,013,252
Employee Benefits	380,916	432,676	435,586	435,586	435,586
Subtotal Personnel Services	***$1,315,014***	***$1,458,327***	***$1,448,838***	***$1,448,838***	***$1,448,838***
Operating					
Contractual Services	$435,692	$283,368	$283,368	$293,368	$293,368
Internal Service Charges	296,385	346,856	330,118	330,118	330,118
Other Charges	482,056	413,108	413,108	413,108	413,108
Rentals and Leases	5	500	500	500	500
Subtotal Operating	***$1,214,138***	***$1,043,832***	***$1,027,094***	***$1,037,094***	***$1,037,094***
TOTAL EXPENDITURES	**$2,529,152**	**$2,502,159**	**$2,475,932**	**$2,485,932**	**$2,485,932**
DEDICATED REVENUES					
State Categorical Aid - Highway Maintenance	$816,259	$1,054,537	$818,197	$818,197	$818,197
Public Works Stormwater Charges	4,631	11,927	0	0	0
TOTAL DEDICATED REVENUES	**$820,890**	**$1,066,464**	**$818,197**	**$818,197**	**$818,197**
TOTAL CITY COST	**$1,708,262**	**$1,435,695**	**$1,657,735**	**$1,667,735**	**$1,667,735**

Public Works – Parks and Grounds Maintenance Budget Description

The City Manager's Proposed FY 2015 Public Works – Parks and Grounds Maintenance budget of $2,485,932 represents a 0.6% decrease of $16,227 compared to the Adopted FY 2014 budget of $2,502,159.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $12,399 decrease in Salaries compared to the adopted budget.
- $2,910 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $10,000 increase in Contractual Services due to utilizing more contracted temporary services.
- $16,738 decrease in Internal Service Charges reflecting Fleet Services operating estimates.

The Proposed FY 2015 Public Works – Parks and Grounds Maintenance budget was adopted by City Council without changes.

Public Works – Engineering. Provides a variety of professional and technical work relating to the physical development of the City. Responsible for the design, development, and supervision of construction projects for the City. Responsibilities include capital project planning for buildings, streets, water and sewer facilities, street and bridge maintenance programs. Monitors the need for various traffic control devices and street improvements. Reviews all street design improvements. Oversees the City's street lighting system and coordinates the signals at 118 intersections in the City. Maintains a close liaison with the Virginia Department of Transportation. Acquires and disposes of municipal real property for City use and manages City-owned property leases. The City Engineer also assists on the Technical Review Committee.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	27.50	27.50	28.52	28.52	28.52
City Funded Part-Time	1.75	1.70	0.50	0.50	0.50
City Funded Temporary	0.50	0.50	2.20	2.20	2.20
City Funded Full-Time (Water Fund) [1]	1.00	1.00	0.00	0.00	0.00
TOTAL FTE	**30.75**	**30.70**	**31.22**	**31.22**	**31.22**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries [1]	$1,431,972	$1,435,437	$1,454,502	$1,454,502	$1,454,502
Employee Benefits [1]	514,494	546,166	570,023	570,023	570,023
Subtotal Personnel Services	***$1,946,466***	***$1,981,603***	***$2,024,525***	***$2,024,525***	***$2,024,525***
Operating					
Contractual Services	$44,041	$32,260	$32,260	$32,260	$32,260
Internal Service Charges	66,776	63,167	67,658	67,658	67,658
Other Charges	1,441,987	1,231,564	1,231,562	1,231,562	1,231,562
Capital Outlay	6,195	0	0	0	0
Subtotal Operating	***$1,558,999***	***$1,326,991***	***$1,331,480***	***$1,331,480***	***$1,331,480***
TOTAL EXPENDITURES	**$3,505,465**	**$3,308,594**	**$3,356,005**	**$3,356,005**	**$3,356,005**
DEDICATED REVENUES					
State Categorical Aid - Highway Maintenance	$3,208,253	$2,991,698	$3,215,869	$3,215,869	$3,215,869
Engineering Service Charges - Water Resources	142,743	163,300	0	0	0
Public Works Stormwater Charges	15,787	107,740	44,000	44,000	44,000
TOTAL DEDICATED REVENUES	**$3,366,783**	**$3,262,738**	**$3,259,869**	**$3,259,869**	**$3,259,869**
TOTAL CITY COST	**$138,682**	**$45,856**	**$96,136**	**$96,136**	**$96,136**

[1] In FY 2015, the General Fund will assume direct salary and employee benefit costs associated with the position previously funded by the Water Fund; services provided by this position to the Water Fund are captured in the indirect cost payment.

Public Works – Engineering Budget Description

The City Manager's Proposed FY 2015 Public Works – Engineering budget of $3,356,005 represents a 1.4% increase of $47,411 compared to the Adopted FY 2014 budget of $3,308,594.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $19,065 increase in Salaries reflecting additional temporary staff as well as the transfer of costs associated with a position previously funded by the Water Fund to Engineering.
- $23,857 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014.
- $4,491 increase in Internal Service Charges reflecting Fleet Services operating estimates.

The Proposed FY 2015 Public Works – Engineering budget was adopted by City Council without changes.

Public Works – Street Maintenance. The Street Maintenance program encompasses the administration and maintenance of approximately 853 lane miles of roadway, 340 miles of shoulders and 181 miles of sidewalks. The administration includes functions such as budget control, staffing, planning, employee development and centralized processing of the core business personnel, payroll transactions and records. The maintenance is done by City street crews and private contractors through various types of patching and surface repairs, road-shoulder maintenance, and drainage maintenance. Street sweeping and leaf collection are also considered core functions of the Streets Division. Nearly all functions of the Streets Division are eligible for full reimbursement from the Virginia Department of Transportation (VDOT). Over one-third of the Street Maintenance budget is used for contractual repairs and installations of sidewalks, guardrails, and all drainage systems that handle City street water runoff.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	26.00	26.00	26.00	26.00	26.00
City Funded Part-Time	1.20	1.20	0.72	0.72	0.72
City Funded Temporary	1.40	1.40	1.88	1.88	1.88
TOTAL FTE	**28.60**	**28.60**	**28.60**	**28.60**	**28.60**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$758,869	$891,862	$860,441	$860,441	$860,441
Employee Benefits	312,163	372,952	371,762	371,762	371,762
Subtotal Personnel Services	***$1,071,032***	***$1,264,814***	***$1,232,203***	***$1,232,203***	***$1,232,203***
Operating					
Contractual Services	$1,733,421	$1,301,371	$1,250,592	$1,265,592	$1,265,592
Internal Service Charges	447,050	421,942	412,779	412,779	412,779
Other Charges	219,286	231,850	231,850	231,850	231,850
Subtotal Operating	***$2,399,757***	***$1,955,163***	***$1,895,221***	***$1,910,221***	***$1,910,221***
TOTAL EXPENDITURES	**$3,470,789**	**$3,219,977**	**$3,127,424**	**$3,142,424**	**$3,142,424**
DEDICATED REVENUES					
State Categorical Aid - Highway Maintenance	$2,782,379	$2,496,978	$2,795,942	$2,795,942	$2,795,942
Public Works Stormwater Charges	479,792	666,491	264,000	264,000	264,000
TOTAL DEDICATED REVENUES	**$3,262,171**	**$3,163,469**	**$3,059,942**	**$3,059,942**	**$3,059,942**
TOTAL CITY COST	**$208,618**	**$56,508**	**$67,482**	**$82,482**	**$82,482**

Public Works – Street Maintenance Budget Description

The City Manager's Proposed FY 2015 Public Works – Street Maintenance budget of $3,142,424 represents a 2.4% decrease of $77,553 compared to the Adopted FY 2014 budget of $3,219,977.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $31,421 decrease in Salaries compared to the adopted budget.
- $1,190 decrease in Employee Benefits reflecting a lower Virginia Retirement System rate offset by a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014.
- $35,779 decrease in Contractual Services reflecting reduced costs associated with fewer streets, sidewalks, and drainage repairs.
- $9,163 decrease in Internal Service Charges reflecting Fleet Services operating estimates.

The Proposed FY 2015 Public Works – Street Maintenance budget was adopted by City Council without changes.

Public Works – Snow and Ice Removal. The snow and ice removal program involves nearly all Public Works personnel and equipment to clear over 853 lane miles of City streets of snow, ice, and slush. The City also maintains two salt barns capable of storing over 6,000 tons of rock salt. Slag material and two 5,000-gallon liquid calcium chloride tanks are also stored for snow and ice removal.

The only labor expenses charged to this budget are those overtime costs directly associated with snow/ice removal operations. All non-overtime labor costs are charged to the regular, full or part-time wage code for the employees' home divisions.

For those accounts in which trends and averages would have been the prime factor for budget calculation, the budget is projected based on forecasts of minimal snowfall for the year.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$30,014	$45,000	$45,000	$45,000	$45,000
Employee Benefits	1,744	6,503	6,503	6,503	6,503
Subtotal Personnel Services	***$31,758***	***$51,503***	***$51,503***	***$51,503***	***$51,503***
Operating					
Contractual Services	$12,584	$5,500	$5,500	$5,500	$5,500
Internal Service Charges	87,888	68,421	72,700	72,700	72,700
Other Charges	73,718	62,551	62,551	62,551	62,551
Subtotal Operating	***$174,190***	***$136,472***	***$140,751***	***$140,751***	***$140,751***
TOTAL EXPENDITURES	**$205,948**	**$187,975**	**$192,254**	**$192,254**	**$192,254**
DEDICATED REVENUES					
State Categorical Aid - Highway Maintenance	$198,741	$187,975	$192,254	$192,254	$192,254
TOTAL DEDICATED REVENUES	**$198,741**	**$187,975**	**$192,254**	**$192,254**	**$192,254**
TOTAL CITY COST	**$7,207**	**$0**	**$0**	**$0**	**$0**

Public Works – Snow and Ice Removal Budget Description

The City Manager's Proposed FY 2015 Public Works – Snow Removal budget $192,254 represents a 2.3% increase of $4,279 compared to the Adopted FY 2014 budget of $187,975.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $4,279 increase in Internal Service Charges reflecting Fleet Services operating estimates.

The Proposed FY 2015 Public Works – Snow and Ice Removal budget was adopted by City Council without changes.

Public Works – Refuse. Encompasses the collection of refuse, bulk, and brush from homes and small businesses. A fleet of semi-automated trucks provide weekly household collection on a daily basis throughout the City. Approximately, 21,000 households and 500 businesses are served by this program with an average of 14,750 tons of refuse collected annually. The collection of bulk and brush is provided using smartphone technology as an aid; the collection of litter and dead animals is performed on an as needed basis.

Additionally, the Refuse Division oversees nine neighborhood drop-off recycling facilities, collecting plastics, newspaper, aluminum and steel cans, mixed paper, and cardboard. As of FY 2014, Sonoco will manage, transport, and process recyclables from all nine locations at no cost to the City. The primary objectives of the drop-off recycling program are: to promote public-private citizen and business partnerships, to increase community awareness of solid waste in general, and to encourage recycling by offering a low cost option as a partial solution to reducing the City's waste stream. This service directly supports City beautification and litter prevention activities through citizen and business support. City staff also works with approximately 70 volunteer groups to collect litter from City streets.

In FY 2015 the City will operate a Convenience Center at the Lynchburg landfill allowing residents to continue disposal at the site; refuse collected will be transported to the landfill in Campbell County.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	21.00	16.00	16.00	17.00	17.00
City Funded Part-Time	2.55	2.16	1.44	1.44	1.44
City Funded Temporary	0.00	0.69	1.41	1.41	1.41
TOTAL FTE	**23.55**	**18.85**	**18.85**	**19.85**	**19.85**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$636,732	$557,672	$564,036	$586,729	$586,729
Employee Benefits	240,034	230,371	237,958	250,220	250,220
Subtotal Personnel Services	***$876,766***	***$788,043***	***$801,994***	***$836,949***	***$836,949***
Operating					
Contractual Services	$335,520	$176,850	$176,850	$399,103	$399,103
Internal Service Charges	277,731	254,993	239,415	239,415	239,415
Other Charges	308,348	203,883	203,883	203,883	203,883
Rentals and Leases	55,080	15,744	15,744	15,744	15,744
Capital Outlay	0	0	0	0	0
Payment to Regional Service Authority	884,249	850,000	850,000	850,045	850,045
Subtotal Operating	***$1,860,928***	***$1,501,470***	***$1,485,892***	***$1,708,190***	***$1,708,190***
TOTAL EXPENDITURES	**$2,737,694**	**$2,289,513**	**$2,287,886**	**$2,545,139**	**$2,545,139**
DEDICATED REVENUES					
State Categorical Aid - Highway Maintenance	$92,273	$461,780	$92,492	$92,492	$92,492
TOTAL DEDICATED REVENUES	**$92,273**	**$461,780**	**$92,492**	**$92,492**	**$92,492**
TOTAL CITY COST	**$2,645,421**	**$1,827,733**	**$2,195,394**	**$2,452,647**	**$2,452,647**

Public Works – Refuse Budget Description

The City Manager's Proposed FY 2015 Public Works – Refuse budget of $2,545,139 represents a11.2% increase of $255,626 compared to the Adopted FY 2014 budget of $2,289,513.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $29,057 increase in Salaries primarily reflecting the addition of a Refuse Associate position to monitor the Convenience Center at the Lynchburg landfill site.
- $19,849 increase in Employee Benefits reflecting the addition of a Refuse Associate position as well as a higher health insurance rate offset by a lower Virginia Retirement System rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014.
- $222,253 increase in Contractual Services due to costs associated with hauling for the Convenience Center ($95,000), leaf disposal ($90,000), and utilizing more contracted temporary services ($37,253).
- $15,578 decrease in Internal Service Charges reflecting Fleet Services operating estimates.

The Proposed FY 2015 Public Works – Refuse budget was adopted by City Council without changes.

Public Works – Baseball Stadium Maintenance. Supports the operations and maintenance of Lynchburg City Stadium and Calvin Falwell Field.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Operating					
Contractual Services	$29,584	$29,063	$29,063	$29,063	$29,063
Other Charges	100,941	64,000	64,000	64,000	64,000
Subtotal Operating	***$130,525***	***$93,063***	***$93,063***	***$93,063***	***$93,063***
TOTAL CITY COST	**$130,525**	**$93,063**	**$93,063**	**$93,063**	**$93,063**

Public Works – Baseball Stadium Maintenance Budget Description

The City Manager's Proposed FY 2015 Public Works – Baseball Stadium Maintenance budget of $93,063 represents no change compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Public Works – Baseball Stadium Maintenance budget was adopted by City Council without changes.

Public Works Performance Measures

NEIGHBORHOODS

Goal 1:
Provide solid waste collection as economically as possible.

Objective:
Collect solid waste in a cost effective and efficient manner.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Operating and maintenance expenditures per ton of refuse collected, excluding landfill disposal fees	$57.44	$57.00	$52.12	$58.00

Analysis of the Data:
Due to rising fuel, parts, and repair costs, the expenditures per ton is increasing each year.

Benchmark Localities:
Chesapeake, Danville, Harrisonburg, and Spotsylvania County,VA; Longmont, CO

INFRASTRUCTURE

Goal 2:
Improve the quality of city streets.

Objective:
Decrease the percentage of deficient arterial streets.

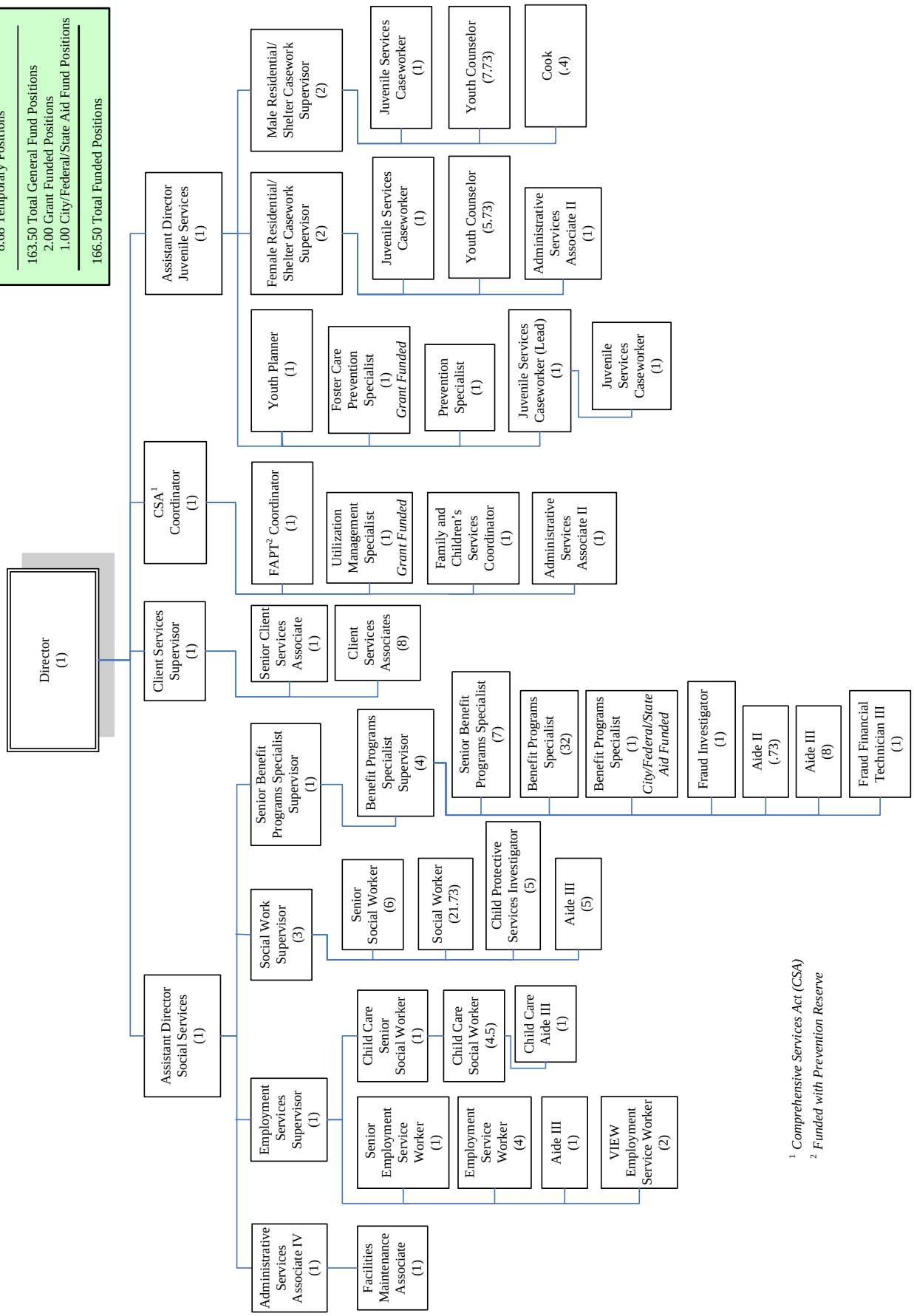
Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Percentage of deficient arterial streets within Lynchburg	22.05%	20.00%	Data will be collected in FY 2014, but analysis will not be available until FY 2015	20.00%

Analysis of the Data:
VDOT performs an annual assessment of arterial streets to determine locality efficiency with use of highway maintenance funding. Based on the assessment, Lynchburg had over 22% of all arterial streets labeled as deficient. The department is adjusting how it uses highway maintenance funding in order to reduce this percentage over time.

HUMAN SERVICES

POSITION SUMMARY

154.82 City Funded Positions
8.68 Temporary Positions
163.50 Total General Fund Positions
2.00 Grant Funded Positions
1.00 City/Federal/State Aid Fund Positions
166.50 Total Funded Positions



[1] *Comprehensive Services Act (CSA)*
[2] *Funded with Prevention Reserve*

Human Services – Juvenile Services. Provides a continuum of prevention and intervention services and programs aimed at supporting youth and their families. Major program areas include prevention services, community-based supervision, crisis intervention/shelter services, and secure pre- and post-dispositional juvenile detention services.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	28.00	27.00	26.00	26.00	25.00
City Funded Part-Time	1.13	1.86	1.86	1.86	1.86
City Funded Temporary	4.80	6.40	5.30	5.30	5.30
Grant Funded Full-Time	3.00	3.00	2.00	2.00	2.00
TOTAL FTE	**36.93**	**38.26**	**35.16**	**35.16**	**34.16**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$1,270,407	$1,284,202	$1,160,567	$1,160,567	$1,130,365
Employee Benefits	470,765	497,300	461,756	461,756	447,237
Subtotal Personnel Services	***$1,741,172***	***$1,781,502***	***$1,622,323***	***$1,622,323***	***$1,577,602***
Operating					
Contractual Services	$1,717,375	$2,047,630	$2,032,630	$2,032,630	$1,732,630
Internal Service Charges	26,213	31,603	30,566	30,566	30,566
Other Charges	114,130	115,109	115,109	115,109	115,109
Rentals and Leases	59,220	62,149	62,149	62,149	62,149
Subtotal Operating	***$1,916,938***	***$2,256,491***	***$2,240,454***	***$2,240,454***	***$1,940,454***
Total General Fund Expenditures	**$3,658,110**	**$4,037,993**	**$3,862,777**	**$3,862,777**	**$3,518,056**
Total Grant Expenditures [1]	$15,280	$20,000	$20,000	$20,000	$20,000
TOTAL EXPENDITURES	**$3,673,390**	**$4,057,993**	**$3,882,777**	**$3,882,777**	**$3,538,056**
DEDICATED REVENUES					
State Categorical Aid - Juv. Correction Block Grant	$235,716	$216,624	$235,716	$235,716	$235,716
Juvenile Service Providers	946,447	876,404	876,404	876,404	876,404
Federal Grants	15,280	20,000	20,000	20,000	20,000
TOTAL DEDICATED REVENUES	**$1,197,443**	**$1,113,028**	**$1,132,120**	**$1,132,120**	**$1,132,120**
TOTAL CITY COST	**$2,475,947**	**$2,944,965**	**$2,750,657**	**$2,750,657**	**$2,405,936**

[1] Details of the Grant Expenditures can be located in the Other Funds Section of this document.

Human Services – Juvenile Services Budget Description

The City Manager's Proposed FY 2015 Human Services **–** Juvenile Services budget of $3,862,777 represents a 4.3% decrease of $175,216 compared to the Adopted FY 2014 budget of $4,037,993.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $123,635 decrease in Salaries reflecting the transfer of two full-time positions to Social Services; the Benefits Manager (the former Director's position) and a Juvenile Services Case Worker.
- $35,544 decrease in Employee Benefits reflecting the transfer of two full-time positions to Social Services and a lower Virginia Retirement System rate offset by a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014.
- $15,000 decrease in Contractual Services reflecting a reduction in the Detention Home per diem based on fewer numbers of juveniles from the City of Lynchburg being detained.
- $1,037 decrease in Internal Service Charges reflecting Fleet Services operating estimates.

The Proposed FY 2015 Human Services – Juvenile Services budget was adopted by City Council with the following changes:

- $44,721 decrease in Salaries and Employee Benefits reflecting the elimination of a vacant full-time Caseworker position; these funds are realigned to assist with the debt service payment for the Juvenile Services Group Home project in the Adopted FY 2015 – 2019 Capital Improvement Program.
- $300,000 decrease in Contractual Services costs associated the detention home per diem; these funds are realigned to assist with the debt service payment for the Juvenile Services Group Home project in the adopted FY 2015 – 2019 Capital Improvement Program.

Human Services – Juvenile Services Performance Measures

Goal 1:
Program participants will successfully complete Juvenile Services programs.

Objective:
At least 75% of participants will successfully complete all program requirements as outlined in the Individualized Service Plans (ISPs).

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Percent of participants successfully completing the program (average of all programs)	88%	85%	89%	85%

Analysis of the Data:
While the State Department of Juvenile Justice has set a 75% successful completion rate, it is anticipated based on the current treatment plan methodologies and past success rates that Juvenile Services can achieve an 85% success rate for FY 2013 and FY 2014. However, it is important to note there are various, uncontrollable factors that impact successful program completion.

SOCIAL EQUITY

Goal 2:
Outreach Detention program participants are in compliance with court orders.

Objective:
At least 95% of program participants are available for all scheduled court appearances.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Percent of program participants present at all scheduled court hearings	96%	98%	99%	98%

Analysis of the Data:
It is very difficult to project 100% success when providing services to at-risk youth. A number of uncontrollable factors can impact whether or not a youth is available for and present at all scheduled court hearings; as a result, projected figures are less than 100%.

SOCIAL EQUITY

Benchmark Localities:
Roanoke, Newport News, and Petersburg, VA

Human Services – Social Services

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	119.00	122.00	126.00	126.00	126.00
City Funded Part-Time	5.07	2.69	1.96	1.96	1.96
City Funded Temporary	3.38	3.38	3.38	3.38	3.38
Grant Funded Full-Time	3.00	3.00	1.00	1.00	1.00
Grant Funded Part-Time	0.73	0.73	0.00	0.00	0.00
TOTAL FTE	**131.18**	**131.80**	**132.34**	**132.34**	**132.34**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$4,021,514	$4,426,090	$4,491,164	$4,491,164	$4,491,164
Employee Benefits	1,667,668	1,901,808	1,990,285	1,990,285	1,990,285
Subtotal Personnel Services	***$5,689,182***	***$6,327,898***	***$6,481,449***	***$6,481,449***	***$6,481,449***
Operating					
Contractual Services	$70,414	$75,441	$75,441	$75,441	$75,441
Internal Service Charges	38,551	45,504	41,503	41,503	41,503
Other Charges	152,505	168,056	168,056	168,056	178,056
Rentals and Leases	98,105	97,155	97,155	97,155	97,155
Public Assistance	7,905,729	7,505,472	7,408,377	7,408,377	7,408,377
Subtotal Operating	***$8,265,304***	***$7,891,628***	***$7,790,532***	***$7,790,532***	***$7,800,532***
Total General Fund Expenditures	**$13,954,486**	**$14,219,526**	**$14,271,981**	**$14,271,981**	**$14,281,981**
Total Grant Expenditures [1]	$252,891	$279,116	$150,073	$150,073	$150,073
TOTAL EXPENDITURES	**$14,207,377**	**$14,498,642**	**$14,422,054**	**$14,422,054**	**$14,432,054**
DEDICATED REVENUES					
Federal Categorical Aid - Social Services Admin.	$3,343,633	$3,735,752	$3,242,455	$3,242,455	$3,242,455
Federal Categorical Aid - Social Services Programs	2,694,820	2,470,725	2,415,021	2,415,021	2,415,021
Federal Categorical Aid - Indirect Cost Reimbursement	390,089	400,000	400,000	400,000	400,000
State Categorical Aid - Social Services Admin.	1,452,162	1,272,377	2,025,496	2,025,496	2,025,496
State Categorical Aid - Social Services Programs	4,904,289	4,839,566	4,810,245	4,810,245	4,810,245
Special Welfare Recoupment	7,587	30,000	30,000	30,000	30,000
Federal Grants	178,172	197,594	66,302	66,302	66,302
State Grants	14,473	18,982	18,982	18,982	18,982
Localities/Other Reimbursements	48,842	50,820	52,431	52,431	52,431
TOTAL DEDICATED REVENUES	**$13,034,067**	**$13,015,816**	**$13,060,932**	**$13,060,932**	**$13,060,932**
TOTAL CITY COST	**$1,173,310**	**$1,482,826**	**$1,361,122**	**$1,361,122**	**$1,371,122**

[1] Details of the Grant Expenditures can be located in the Other Funds Section of this document.

Human Services – Social Services Administration. Administers the programs that provide for the care and protection of children, adults, and families, and are designed to help people achieve a high level of self-sufficiency. These programs include foster care, child protective services, and finding solutions for child and adult neglect and abuse. The division administers welfare benefits for those who are eligible, and helps them to prepare for, find, and keep jobs.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	119.00	122.00	126.00	126.00	126.00
City Funded Part-Time	5.07	2.69	1.96	1.96	1.96
City Funded Temporary	3.38	3.38	3.38	3.38	3.38
Grant Funded Full-Time	3.00	3.00	1.00	1.00	1.00
Grant Funded Part-Time	0.73	0.73	0.00	0.00	0.00
TOTAL FTE	**131.18**	**131.80**	**132.34**	**132.34**	**132.34**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$4,021,514	$4,426,090	$4,491,164	$4,491,164	$4,491,164
Employee Benefits	1,661,937	1,895,584	1,984,061	1,984,061	1,984,061
Subtotal Personnel Services	***$5,683,451***	***$6,321,674***	***$6,475,225***	***$6,475,225***	***$6,475,225***
Operating					
Contractual Services	$70,414	$75,441	$75,441	$75,441	$75,441
Internal Service Charges	38,551	45,504	41,503	41,503	41,503
Other Charges	152,480	168,009	168,009	168,009	178,009
Rentals and Leases	98,105	97,155	97,155	97,155	97,155
Subtotal Operating	***$359,550***	***$386,109***	***$382,108***	***$382,108***	***$392,108***
Total General Fund Expenditures	**$6,043,001**	**$6,707,783**	**$6,857,333**	**$6,857,333**	**$6,867,333**
Total Grant Expenditures [1]	$252,891	$279,116	$150,073	$150,073	$150,073
TOTAL EXPENDITURES	**$6,295,892**	**$6,986,899**	**$7,007,406**	**$7,007,406**	**$7,017,406**
DEDICATED REVENUES					
Federal Categorical Aid - Social Services Admin.	$3,343,633	$3,735,752	$3,242,455	$3,242,455	$3,242,455
Federal Categorical Aid - Indirect Cost Reimbursement	390,089	400,000	400,000	400,000	400,000
State Categorical Aid - Social Services Admin.	1,452,162	1,272,377	2,025,496	2,025,496	2,025,496
Federal Grants	178,172	197,594	66,302	66,302	66,302
State Grants	14,473	18,982	18,982	18,982	18,982
Localities/Other Reimbursements	48,842	50,820	52,431	52,431	52,431
TOTAL DEDICATED REVENUES	**$5,427,371**	**$5,675,525**	**$5,805,666**	**$5,805,666**	**$5,805,666**
TOTAL CITY COST	**$868,521**	**$1,311,374**	**$1,201,740**	**$1,201,740**	**$1,211,740**

[1] Details of the Grant Expenditures can be located in the Other Funds Section of this document.

Human Services – Social Services Administration Budget Description

The City Manager's Proposed FY 2015 Human Services – Social Services Administration budget of $6,857,333 represents a 2.2% increase of $149,550 compared to the Adopted FY 2014 budget of $6,707,783.

Highlights of the City Manager's Proposed FY 2014 budget include:

- $65,074 increase in Salaries reflecting the transfer of two full-time positions from Human Services – Juvenile Services budget; the Benefits Manager (the former Director's position) and a Juvenile Services Case Worker and the transfer of VIEW Program budget funds from the Human Services – Social Services Administration budget for two VIEW full-time trainer positions.
- $88,477 increase in Employee Benefits reflecting the transfer of two full-time positions from Human Services – Juvenile Services budget and the transfer two VIEW full-time trainer positions, a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014 offset by a lower Virginia Retirement System rate.
- $4,001 decrease in Internal Service Charges reflecting Fleet Services operating estimates.

The Proposed FY 2015 Human Services – Social Services Administration budget was adopted by City Council with the following change:

- $10,000 increase in Other Charges for the Permanent Supportive Housing Program (formerly Shelter Plus Care) match. The Proposed FY 2015 budget included this funding as part of External Service Providers.

Human Services – Social Services Public Assistance. Includes payments made directly to clients or to vendors on clients' behalf. These payments are primarily for maintenance needs. Also included are Title XX Programs which include companion services, maintenance, and support to children in foster care and day care. Funds are included in the Employment Services Program for the purpose of giving supportive services aimed at making clients self-sufficient.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Employee Benefits	$5,731	$6,224	$6,224	$6,224	$6,224
Subtotal Personnel Services	***$5,731***	***$6,224***	***$6,224***	***$6,224***	***$6,224***
Operating					
Other Charges	$25	$47	$47	$47	$47
Public Assistance	7,905,729	7,505,472	7,408,377	7,408,377	$7,408,377
Subtotal Operating	***$7,905,754***	***$7,505,519***	***$7,408,424***	***$7,408,424***	***$7,408,424***
TOTAL EXPENDITURES	**$7,911,485**	**$7,511,743**	**$7,414,648**	**$7,414,648**	**$7,414,648**
DEDICATED REVENUES					
Federal Categorical Aid - Social Services Programs	$2,694,820	$2,470,725	$2,415,021	$2,415,021	$2,415,021
State Categorical Aid - Social Services Programs	4,904,289	4,839,566	4,810,245	4,810,245	4,810,245
Special Welfare Recoupment	7,587	30,000	30,000	30,000	30,000
TOTAL DEDICATED REVENUES	**$7,606,696**	**$7,340,291**	**$7,255,266**	**$7,255,266**	**$7,255,266**
TOTAL CITY COST	**$304,789**	**$171,452**	**$159,382**	**$159,382**	**$159,382**

Human Services – Social Services Public Assistance Budget Description

The City Manager's Proposed FY 2015 Human Services – Social Services Public Assistance budget of $7,414,648 represents a 1.3% decrease of $97,095 compared to the Adopted FY 2014 budget of $7,511,743.

Highlights of the City Manager's Proposed FY 2014 budget include:

- $97,095 decrease in Public Assistance reflecting the transfer of VIEW Program budget funds to the Human Services – Social Services Administration budget for two VIEW full-time trainer positions.

The Proposed FY 2015 Human Services – Social Services Public Assistance budget was adopted by City Council without changes.

Human Services – Social Services Performance Measures

Goal 1:
Provide timely financial assistance services (SNAP, Medicaid and Temporary Assistance to Needy Families) to eligible clients.

Objective:
Meet or exceed State composite timeliness target of 97.0% for these programs.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Percentage of cases meeting State and federal programmatic timeliness policy	95.6%	97.0%	95.5%	97.0%

Analysis of the Data:
Considerable increases in applications and cases under care and significant policy changes during FY 2011, FY 2012, and the first half of FY 2013 continue to contribute to the failure to meet target. Forty-four percent of the Benefit Programs staff is in training and have less than three years experience. Failure to meet federal standards is due to these combined factors as well as frequent policy changes. As staff gains experience and becomes more familiar with the new policies, it is anticipated the percentage will increase.

SOCIAL EQUITY

Goal 2:
Protect at risk children by providing excellent Child Protective and Family Services.

Objective:
Reduce the occurrence of repeat maltreatment of children to 2.3% or less (the State target).

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Repeat maltreatment	0.0%	1.0%	0.0%	1.0%

Analysis of the Data:
Emphasis continues to be placed on preventive ongoing services to abused children in order to protect them from repeat maltreatment. Despite personnel shortages staff continues to do quality work to ensure children are safe and families are being assisted.

SOCIAL EQUITY

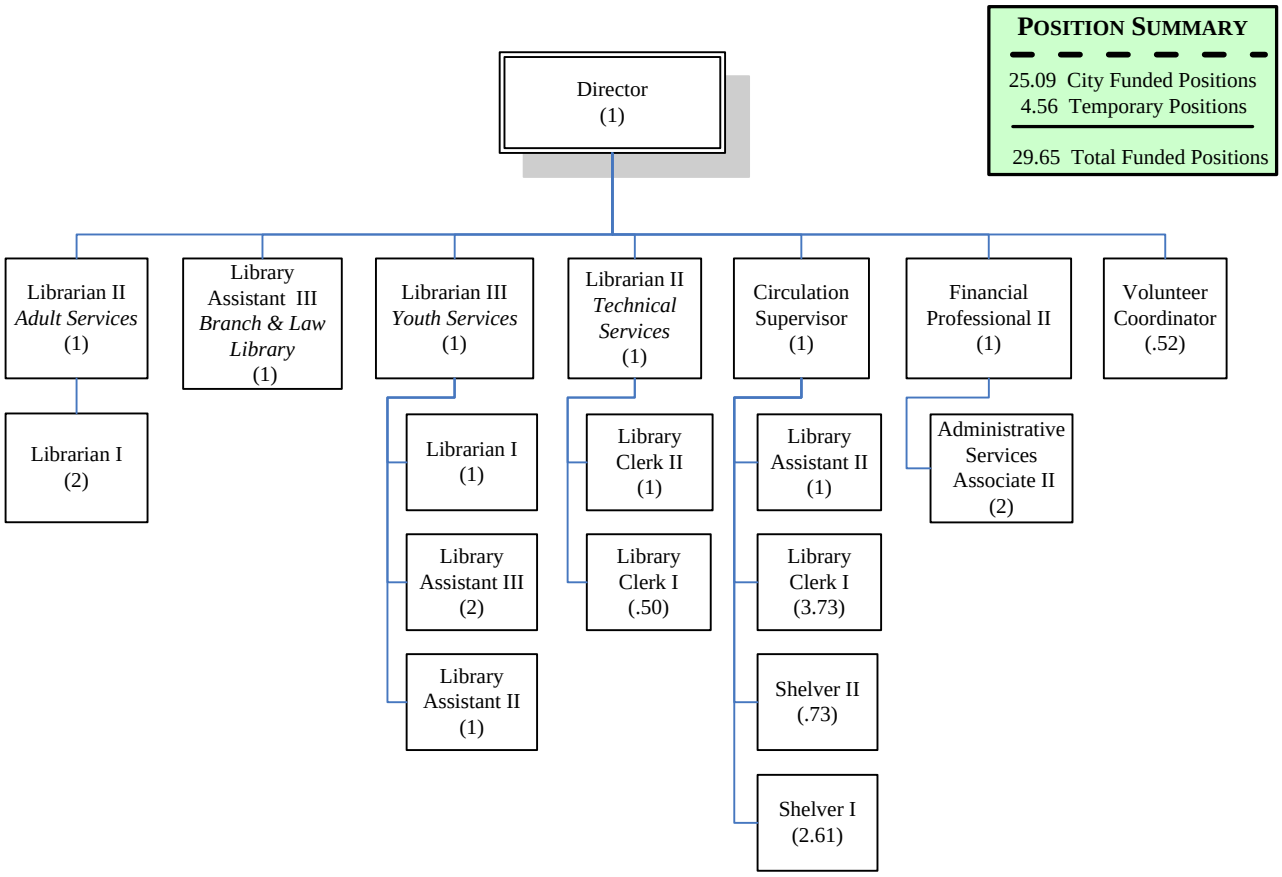
Benchmark Localities:
Petersburg, Charlottesville, Danville, Roanoke City, Chesterfield, and Hanover, VA

HISTORICAL QUOTE:

On the 7th of October I arrived in the town of Lynchburg after an absence from it of nearly three years. I was astonished at the changes which, during this period, had been made. New streets opened, new buildings erected, bustle and activity in every direction, showed it to be a place of considerable and growing importance. The business part of town lies at the foot of a hill, along the margin of the river, quite convenient to the boat navigation; and when the improvements, now begun, shall have been completed, it will be neat, agreeable, and sufficiently handsome. At a little distance from the river the ground is broken into hills, which afford various pleasant and almost picturesque prospects to the beholder. On these hills, quite decent houses for family residences are rising up with great rapidity.

John Holt Rice, "An Excursion into the Country" 1818

PUBLIC LIBRARY



Public Library including the Law Library

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	20.00	20.00	20.00	20.00	20.00
City Funded Part-Time	9.35	7.28	5.09	5.09	5.09
City Funded Temporary	0.37	2.37	4.56	4.56	4.56
TOTAL FTE	**29.72**	**29.65**	**29.65**	**29.65**	**29.65**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$931,598	$935,433	$884,663	$884,663	$884,663
Employee Benefits	321,535	342,618	332,233	332,233	332,233
Subtotal Personnel Services	***$1,253,133***	***$1,278,051***	***$1,216,896***	***$1,216,896***	***$1,216,896***
Operating					
Contractual Services	$42,992	$42,904	$140,738	$140,738	$140,738
Internal Service Charges	735	1,489	1,391	1,391	1,391
Other Charges	192,929	174,778	181,636	181,636	181,636
Rentals and Leases	27,469	28,050	28,050	28,050	28,050
Subtotal Operating	***$264,125***	***$247,221***	***$351,815***	***$351,815***	***$351,815***
TOTAL DEPARTMENT EXPENDITURES	**$1,517,258**	**$1,525,272**	**$1,568,711**	**$1,568,711**	**$1,568,711**
DEDICATED REVENUES					
Library Fines and Fees	$75,629	$80,000	$74,000	$74,000	$74,000
Lost/Damaged Library Property	4,358	5,000	5,000	5,000	5,000
State Categorical Aid	149,455	148,646	153,233	153,233	153,233
Friends of the Lynchburg Library	14,500	14,500	14,500	14,500	14,500
Delinquent Library Charges	4,506	4,000	4,000	4,000	4,000
Delinquent Library Charges Other	11,317	0	10,800	10,800	10,800
Law Library Fees	46,240	60,000	60,000	60,000	60,000
Assigned Fund Balance Reserve	(24)	(80)	(80)	(80)	(80)
TOTAL DEDICATED REVENUES	**$305,981**	**$312,066**	**$321,453**	**$321,453**	**$321,453**
TOTAL CITY COST	**$1,211,277**	**$1,213,206**	**$1,247,258**	**$1,247,258**	**$1,247,258**

Public Library. Provides a full range of services to meet the informational, educational and recreational needs of the community. In FY 2013, there were 27,173 registered borrowers; 50,236 web page visits. The Library's collections include 131,844 print books, 257 magazine subscriptions, 10,466 DVDs, several electronic databases which are available on the Library's web page, and 1,937 e-books. In FY 2013, circulation was 478,118; 265,477 electronic searches were made; and the Youth Services staff provided programs to 4,537 children. Public access to the internet was provided to 81,802 individuals. A book delivery service is provided to 16 senior center locations with 3,806 items in the deposit collection. During FY 2013, 80 volunteers donated 2,463 hours of service.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	20.00	20.00	20.00	20.00	20.00
City Funded Part-Time	9.35	7.28	5.09	5.09	5.09
City Funded Temporary	0.37	2.06	4.25	4.25	4.25
TOTAL FTE	**29.72**	**29.34**	**29.34**	**29.34**	**29.34**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$931,598	$930,788	$880,016	$880,016	$880,016
Employee Benefits	321,535	342,263	331,878	331,878	331,878
Subtotal Personnel Services	***$1,253,133***	***$1,273,051***	***$1,211,894***	***$1,211,894***	***$1,211,894***
Operating					
Contractual Services	$42,992	$42,904	$140,738	$140,738	$140,738
Internal Service Charges	735	1,489	1,391	1,391	1,391
Other Charges	172,863	146,008	152,868	152,868	152,868
Rentals and Leases	27,469	28,050	28,050	28,050	28,050
Subtotal Operating	***$244,059***	***$218,451***	***$323,047***	***$323,047***	***$323,047***
TOTAL EXPENDITURES	**$1,497,192**	**$1,491,502**	**$1,534,941**	**$1,534,941**	**$1,534,941**
DEDICATED REVENUES					
Library Fines and Fees	$75,629	$80,000	$74,000	$74,000	$74,000
Lost/Damaged Library Property	4,358	5,000	5,000	5,000	5,000
State Categorical Aid	149,455	148,646	153,233	153,233	153,233
Friends of the Lynchburg Library	14,500	14,500	14,500	14,500	14,500
Delinquent Library Charges	4,506	4,000	4,000	4,000	4,000
Delinquent Library Charges Other	11,317	0	10,800	10,800	10,800
Law Library Fees	26,150	26,150	26,150	26,150	26,150
TOTAL DEDICATED REVENUES	**$285,915**	**$278,296**	**$287,683**	**$287,683**	**$287,683**
TOTAL CITY COST	**$1,211,277**	**$1,213,206**	**$1,247,258**	**$1,247,258**	**$1,247,258**

Public Library Budget Description

The City Manager's Proposed FY 2015 Public Library budget of $1,534,941 represents a 2.9% increase of $43,439 compared to the Adopted FY 2014 budget of $1,491,502.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $50,772 decrease in Salaries primarily due to department restructuring.
- $10,385 decrease in Employee Benefits due to restructuring and a lower Virginia Retirement System rate offset by a higher health insurance rate.
- $97,834 increase in Contractual Services reflecting the cost of new information services software that is compatible with Bedford and Campbell Counties.
- $6,860 increase in Charges reflecting costs of books and publications, audiovisual supplies and library supplies.

The Proposed FY 2015 Public Library budget was adopted by City Council without changes.

Law Library. The Public Law Library is a service provided by the Lynchburg Public Library, with funding from a fee assessed as part of the costs of each civil action filed in the Circuit Court and the General District Court of the city. The Law Library is located within the Downtown Branch Library and managed by that staff. The collection of legal reference materials is used by attorneys, students, and citizens. The FY 2014 beginning Assigned Fund Balance was $74,885.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Temporary	0.00	0.31	0.31	0.31	0.31
TOTAL FTE	**0.00**	**0.31**	**0.31**	**0.31**	**0.31**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$0	$4,645	$4,647	$4,647	$4,647
Employee Benefits	0	355	355	355	355
Subtotal Personnel Services	***$0***	***$5,000***	***$5,002***	***$5,002***	***$5,002***
Operating					
Other Charges	$20,066	$28,770	$28,768	$28,768	$28,768
Subtotal Operating	***$20,066***	***$28,770***	***$28,768***	***$28,768***	***$28,768***
TOTAL EXPENDITURES	**$20,066**	**$33,770**	**$33,770**	**$33,770**	**$33,770**
DEDICATED REVENUES					
Law Library Fees	$20,090	$33,850	$33,850	$33,850	$33,850
Assigned Fund Balance Reserve	(24)	(80)	(80)	(80)	(80)
TOTAL DEDICATED REVENUES	**$20,066**	**$33,770**	**$33,770**	**$33,770**	**$33,770**
TOTAL CITY COST	**$0**	**$0**	**$0**	**$0**	**$0**

Law Library Budget Description

The City Manager's Proposed FY 2015 Law Library budget of $33,770 represents no change compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Law Library budget was adopted by City Council without changes.

Public Library Performance Measures

Goal 1:
Increase circulation per capita.

Objective:
To provide a diverse collection of materials which are useful to our community.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Circulation per capita	6.31	6.00	2.97	6.50

Analysis of the Data:
In FY 2013, circulation was down approximately 0.5% from FY 2012. Projections for circulation for FY 2014 and FY 2015 are conservative but hopeful due to full staffing in Adult and Youth Services to focus attention on selection of materials and community needs. Staff continues to keep up with the latest in library and reader related trends and technology.

LIFELONG LEARNING

Goal 2:
Increase program attendance per capita.

Objective:
To provide programming to reach a broad section of the community, for both youth and adults.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Program attendance per capita	0.07	0.30	0.06	0.50

Analysis of the Data:
The number is low for Actual FY 2013 as storytimes were suspended for more than six weeks due to the retirement of two Youth Services staff members. The new storytime room addition, set to begin construction in spring 2014, is projected to increase program attendance for FY 2015. Adult programs such as Lynchburg Reads appeals to hundreds of teens and adults. More opportunities with book and author programs and an Adult summer reading program are being planned to promote increased attendance. Computer classes are also very popular with patrons and are reviewed and updated as needed.

CITIZEN ENGAGEMENT/ SOCIAL EQUITY

Goal 3:
Increase on-site, through-the-door visitorship.

Objective:
To encourage the community to visit the library facilities by offering a wide range of materials, computers, and programs.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Visits per capita	4.03	4.50	2.27	4.75

Analysis of the Data:
The Gates PC Lab provides continuous heavy use of public computers. The storytime room addition will be open sometime in FY 2015 and is expected to attract additional visits. Also, building improvements and an aggressive approach to keep the area around the Library safe is helping to draw patrons back to the Library.

CITIZEN ENGAGEMENT/ LIFELONG LEARNING

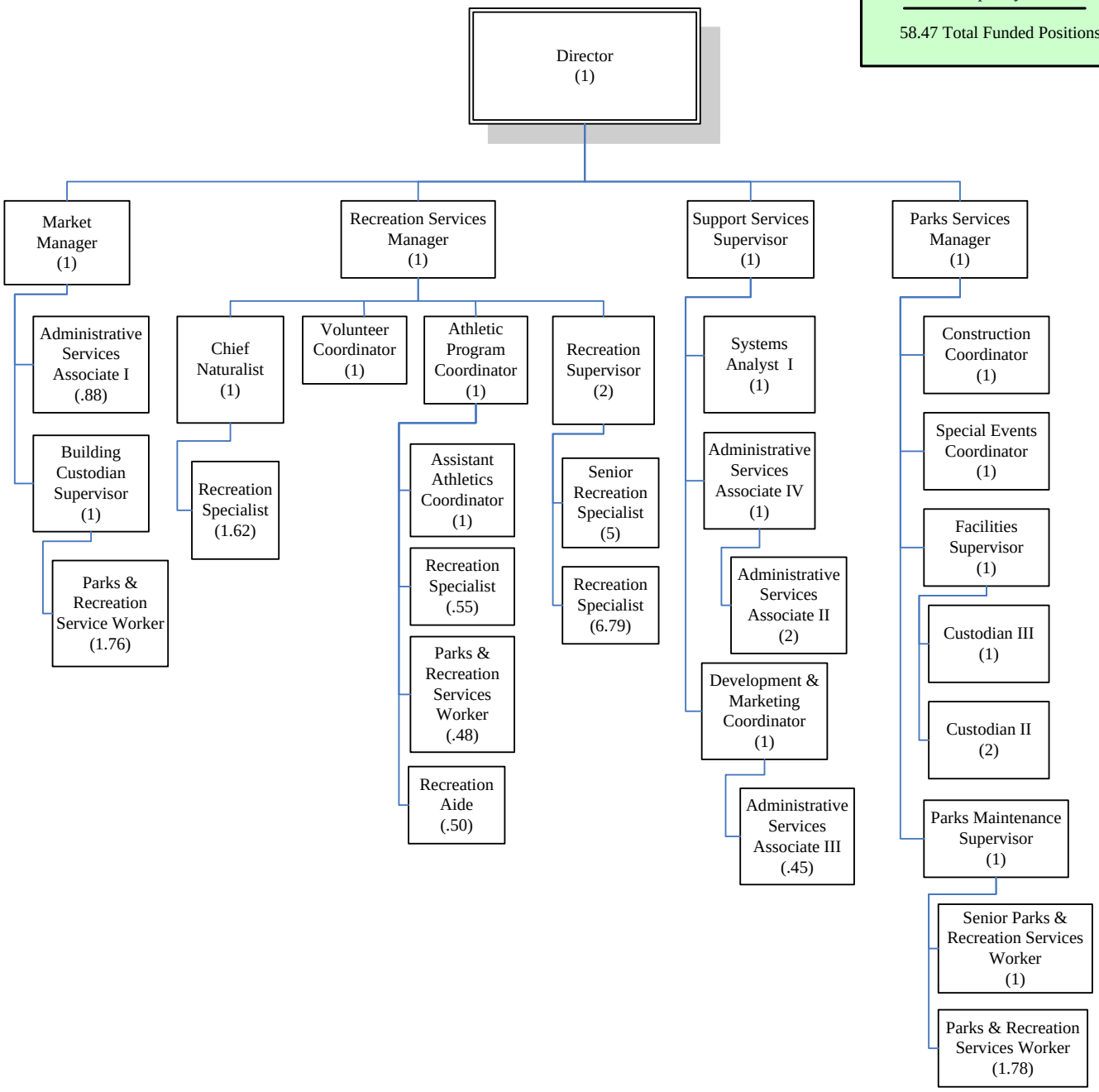
Benchmark Localities:
Appomattox Regional, Blue Ridge Regional, Central Rappahannock Regional, Danville Public, Hampton Public, Jefferson Madison Regional, Newport News Public, Norfolk Public, Petersburg Public, Portsmouth Library, Richmond Public, Roanoke City Public, Staunton Public, and The Handly Library.

PARKS AND RECREATION
(includes City Armory/Community Market)

POSITION SUMMARY

44.81 City Funded Positions
13.66 Temporary Positions

58.47 Total Funded Positions



Parks and Recreation, Recreation Programs, and Community Market

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	31.26	32.00	33.00	33.00	33.00
City Funded Part-Time	15.61	17.57	11.81	11.81	11.81
City Funded Temporary	5.74	9.28	12.29	12.29	13.66
City Full-Time Not Funded	0.00	1.00	0.00	0.00	0.00
City Part-Time Not Funded	0.00	0.70	0.00	0.00	0.00
City Temporary Not Funded	0.00	0.22	0.00	0.00	0.00
TOTAL FTE	**52.61**	**60.77**	**57.10**	**57.10**	**58.47**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$1,732,831	$1,902,858	$1,825,875	$1,882,105	$1,904,235
Employee Benefits	527,992	587,713	613,583	617,884	619,577
Subtotal Personnel Services	***$2,260,823***	***$2,490,571***	***$2,439,458***	***$2,499,989***	***$2,523,812***
Operating					
Contractual Services	$142,848	$178,048	$170,650	$170,650	$170,650
Internal Service Charges	38,367	40,821	41,088	41,088	41,088
Other Charges	367,768	369,891	415,615	419,084	419,084
Rentals and Leases	17,624	19,541	19,400	19,400	19,400
Capital Outlay	0	0	20,567	20,567	20,567
Subtotal Operating	***$566,607***	***$608,301***	***$667,320***	***$670,789***	***$670,789***
TOTAL DEPARTMENT EXPENDITURES	**$2,827,430**	**$3,098,872**	**$3,106,778**	**$3,170,778**	**$3,194,601**
DEDICATED REVENUES					
Swimming Pool Fees	$21,897	$30,000	$24,000	$24,000	$24,000
Recreation Program Fees	332,523	344,000	353,100	353,100	353,100
Parks and Recreation Healthy Youth Grant	5,426	7,513	0	0	0
SNAP Program Reimbursements	0	0	12,000	12,000	12,000
SNAP Grant Program	10,000	0	10,000	10,000	10,000
Assigned Fund Balance Reserve	(20,698)	74,200	69,957	69,957	69,957
Special Events Sponsorship	5,865	4,000	4,500	4,500	4,500
Property Rental Market	77,490	80,000	80,000	80,000	80,000
TOTAL DEDICATED REVENUES	**$432,503**	**$539,713**	**$553,557**	**$553,557**	**$553,557**
TOTAL CITY COST	**$2,394,927**	**$2,559,159**	**$2,553,221**	**$2,617,221**	**$2,641,044**

Parks and Recreation. Develops, administers and manages parks, trails, recreation programs, and the Community Market. The Department is organized into three areas – Recreation Services, Park Services, and Support Services. Recreation Services provides an array of organized programs including classes, athletics, senior adult activities, naturalist programs, aquatics, and programs for youth and families in a community center setting. Recreation Services works in partnership with numerous community organizations to provide additional services to the public. Park Services manages the parklands, trail system, and recreational facilities. Park Services conducts park planning and develops and implements the Capital Improvement Plan. In addition, Park Services manages the rental and use of City Stadium, community centers, the Aviary, City Armory, general park use, and special-events permitting. Park maintenance is coordinated with Buildings and Grounds. Support Services provides support for all other service areas and the Director's office, operates the Customer Service Desk, develops and administers budgets, processes all financial and personnel transactions, maintains departmental files and records, processes facility use permits, and is responsible for departmental marketing.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	29.26	30.00	31.00	31.00	31.00
City Funded Part-Time	8.38	9.78	6.56	6.56	6.56
City Funded Temporary	4.72	5.86	6.02	6.02	7.39
City Full-Time Not Funded	0.00	1.00	0.00	0.00	0.00
City Part-Time Not Funded	0.00	0.70	0.00	0.00	0.00
City Temporary Not Funded	0.00	0.22	0.00	0.00	0.00
TOTAL FTE	**42.36**	**47.56**	**43.58**	**43.58**	**44.95**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$1,468,302	$1,576,516	$1,494,111	$1,550,341	$1,572,471
Employee Benefits	483,826	531,605	550,474	554,775	556,468
Subtotal Personnel Services	***$1,952,128***	***$2,108,121***	***$2,044,585***	***$2,105,116***	***$2,128,939***
Operating					
Contractual Services	$43,043	$50,660	$52,210	$52,210	$52,210
Internal Service Charges	36,308	38,782	38,630	38,630	38,630
Other Charges	128,999	131,925	142,385	145,854	145,854
Rentals and Leases	15,882	17,621	17,580	17,580	17,580
Capital Outlay	0	0	20,567	20,567	20,567
Subtotal Operating	***$224,232***	***$238,988***	***$271,372***	***$274,841***	***$274,841***
TOTAL EXPENDITURES	**$2,176,360**	**$2,347,109**	**$2,315,957**	**$2,379,957**	**$2,403,780**
DEDICATED REVENUES					
Swimming Pool Fees	$21,897	$30,000	$24,000	$24,000	$24,000
TOTAL DEDICATED REVENUES	**$21,897**	**$30,000**	**$24,000**	**$24,000**	**$24,000**
TOTAL CITY COST	**$2,154,463**	**$2,317,109**	**$2,291,957**	**$2,355,957**	**$2,379,780**

Parks and Recreation Budget Description

The City Manager's Proposed FY 2015 Parks and Recreation budget of $2,379,957 represents a 1.4% increase of $32,848 compared to the Adopted FY 2014 budget of $2,347,109.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $26,175 decrease in Salaries reflecting a reduction in part-time and temporary positions offset by the addition of a Parks Maintenance Supervisor position.
- $23,170 increase in Employee Benefits reflecting a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014 offset by a lower Virginia Retirement System rate.
- $13,929 increase in Other Charges reflecting the need for cleaning supplies, janitorial equipment, new radios and batteries for AED units at Community Centers and other Park facilities.
- $20,567 increase in Capital Outlay reflecting the need for a vehicle to support the Parks Maintenance Supervisor position.

The Proposed FY 2015 Parks and Recreation budget was adopted by City Council with the following change:

- $23,823 increase in Salaries and Employee Benefits reflecting additional temporary staff hours.

Parks and Recreation – Recreation Programs. Supports a wide range of recreational activities, including adult and youth athletics, aquatics classes, camps, naturalist programs, rentals of centers, rentals of Miller Park Pool, shelters, athletic fields, special events management, Heritage Crafters Co-op, and general classes. The majority of the programs serve special interest groups or individuals pursuing individual interests.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Part-Time	4.39	4.77	2.61	2.61	2.61
City Funded Temporary	1.02	3.42	5.89	5.89	5.89
TOTAL FTE	**5.41**	**8.19**	**8.50**	**8.50**	**8.50**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$127,427	$184,087	$189,497	$189,497	$189,497
Employee Benefits	10,596	14,082	14,500	14,500	14,500
Subtotal Personnel Services	***$138,023***	***$198,169***	***$203,997***	***$203,997***	***$203,997***
Operating					
Contractual Services	$70,006	$97,678	$88,980	$88,980	$88,980
Other Charges	125,006	133,866	156,580	156,580	156,580
Rentals and Leases	81	0	0	0	0
Subtotal Operating	***$195,093***	***$231,544***	***$245,560***	***$245,560***	***$245,560***
TOTAL EXPENDITURES	**$333,116**	**$429,713**	**$449,557**	**$449,557**	**$449,557**
DEDICATED REVENUES					
Recreation Program Fees	$332,523	$344,000	$353,100	$353,100	$353,100
Parks and Recreation Healthy Youth Grant	5,426	7,513	0	0	0
SNAP Program Reimbursements	0	0	12,000	12,000	12,000
SNAP Grant Program	10,000	0	10,000	10,000	10,000
Assigned Fund Balance Reserve	(20,698)	74,200	69,957	69,957	69,957
Special Events Sponsorship	5,865	4,000	4,500	4,500	4,500
TOTAL DEDICATED REVENUES	**$333,116**	**$429,713**	**$449,557**	**$449,557**	**$449,557**
TOTAL CITY COST	**$0**	**$0**	**$0**	**$0**	**$0**

Parks and Recreation – Recreation Programs Budget Description

The City Manager's Proposed FY 2015 Parks and Recreation – Recreation Programs budget of $449,557 represents a 4.6% increase of $19,844 compared to the Adopted FY 2014 budget of $429,713.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $5,410 increase in Salaries reflecting an increase in temporary and overtime hours offset by a decrease in part-time hours.
- $418 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $8,698 decrease in Contractual Services reflecting reductions based on historical spending.
- $22,714 increase in Other Charges reflecting projected reimbursements to vendors for SNAP benefits and vendor commissions in the Heritage Crafters Gallery.

The Proposed FY 2015 Parks and Recreation – Recreation Programs budget was adopted by City Council without changes.

City Armory/Community Market. The City Armory and Community Market are focal points of downtown activity. The City Armory, which is a 23,000 square-foot gymnasium-style facility, is utilized throughout the year by the Central Virginia Criminal Justice Academy and also hosts numerous City and private events, including parties, community special events, and various athletic events. The Community Market, a 22,000 square-foot retail facility, provides retail space for local farmers and craft vendors, permanent restaurants and other shops. The Armory/Market budget supports the staff and services required for continued operation of both facilities including custodial services, minor facility maintenance, and administrative services. The Armory/Market staff also provides support services to third-party organizations interested in hosting special events and activities in the downtown area.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	2.00	2.00	2.00	2.00	2.00
City Funded Part-Time	2.84	3.02	2.64	2.64	2.64
City Funded Temporary	0.00	0.00	0.38	0.38	0.38
TOTAL FTE	**4.84**	**5.02**	**5.02**	**5.02**	**5.02**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$137,102	$142,255	$142,267	$142,267	$142,267
Employee Benefits	33,570	42,026	48,609	48,609	48,609
Subtotal Personnel Services	***$170,672***	***$184,281***	***$190,876***	***$190,876***	***$190,876***
Operating					
Contractual Services	$29,799	$29,710	$29,460	$29,460	$29,460
Internal Service Charges	2,059	2,039	2,458	2,458	2,458
Other Charges	113,763	104,100	116,650	116,650	116,650
Rentals and Leases	1,661	1,920	1,820	1,820	1,820
Subtotal Operating	***$147,282***	***$137,769***	***$150,388***	***$150,388***	***$150,388***
TOTAL EXPENDITURES	**$317,954**	**$322,050**	**$341,264**	**$341,264**	**$341,264**
DEDICATED REVENUES					
Property Rental Market	$77,490	$80,000	$80,000	$80,000	$80,000
TOTAL DEDICATED REVENUES	**$77,490**	**$80,000**	**$80,000**	**$80,000**	**$80,000**
TOTAL CITY COST	**$240,464**	**$242,050**	**$261,264**	**$261,264**	**$261,264**

City Armory/Community Market Budget Description

The City Manager's Proposed FY 2015 City Armory/Community Market budget of $341,264 represents a 6.0% increase of $19,214 compared to the Adopted FY 2014 budget of $322,050.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $6,583 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $12,550 increase in Other Charges reflecting an increase in electricity and utilities-natural gas.

The Proposed FY 2015 City Armory/Community Market budget was adopted City Council without changes.

Parks and Recreation Performance Measures

Goal 1:
Manage parks, trails, and civic facilities for the benefit of Lynchburg citizens and create opportunities for citizens of all ages and abilities to participate in a rich variety of recreational activities.

Objective:
Provide effective and efficient services.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Parks and recreation FTEs per 1,000 population	0.85	0.85	0.83	0.85

Analysis of the Data:
Includes hours worked by employees from the Departments of Parks and Recreation and Public Works to fulfill the mission of Parks and Recreation. The FY 2013 numbers include 0.71 FTE from the Department of Parks and Recreation and 0.14 FTE from the Department of Public Works; in the first half of FY 2014 the figure for Parks and Recreation decreased to 0.69 while the Public Works number held steady at 0.14, for a total of 0.83. The decrease in the Parks and Recreation number is due primarily to the closing of Miller Center for renovations for all of calendar year 2013, which has allowed for a full-time and part-time position to be unfilled. A slight increase in the city's population, while resources remained fairly constant, also contributed to the decrease.

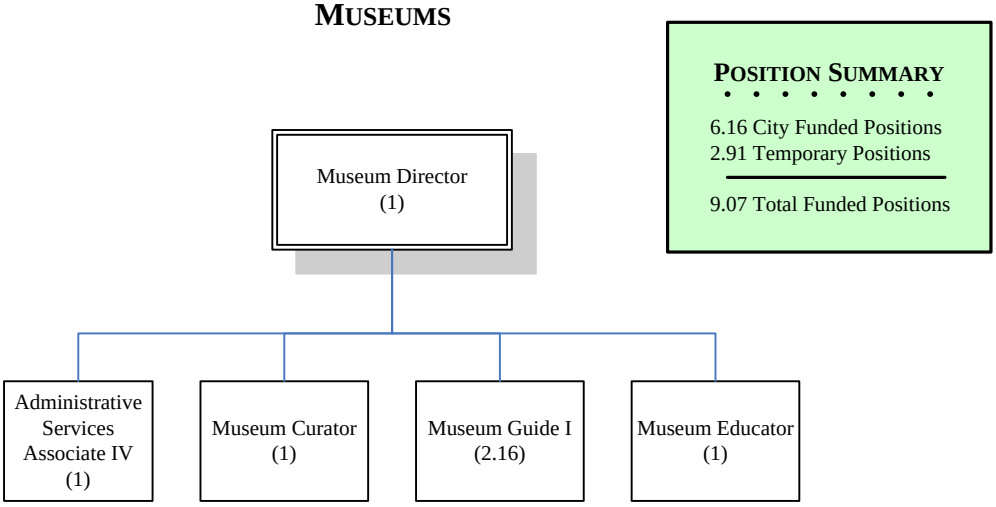
Goal 2:
Become a more self-sustaining department by reducing the cost of Parks and Recreation services and activities to the General Fund.

Objective:
Increase the percentage of department expenses funded by user/participant fees.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Fee funded expenses as a percentage of total department expenses	12%	12%	12%	12%

Analysis of the Data:
This number has not increased as much as originally projected (to about 15%) and has held very steady at 12% since significant budget adjustments initially increased it from 10% in FY 2010 to 12% in FY 2011. This is partly due to several part-time positions in the fee-based budget remaining vacant throughout all or a signifcant part of the year. There was also an overall decrease in non-personnel expenses over the past three years to bring expenses below annual revenues from user fees, which have increased only slightly in the same time period. Countering these savings and holding the percentage at a lower level are increases to the operating budget due primarily to employee raises and benefit cost increases.

MUSEUMS


POSITION SUMMARY
6.16 City Funded Positions
2.91 Temporary Positions
9.07 Total Funded Positions
Museum Director (1)
Administrative Services Associate IV (1)
Museum Curator (1)
Museum Guide I (2.16)
Museum Educator (1)

Museums. The Museum System was established in 1976 to inform the public about the history of Lynchburg and the surrounding region. It collects and preserves the tangible evidence of that history and provides public programs, exhibits, and special events at the Lynchburg Museum, located in the Old Court House, and Point of Honor.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	4.00	4.00	4.00	4.00	4.00
City Funded Part-Time	4.94	4.92	2.16	2.16	2.16
City Funded Temporary	0.00	0.00	2.91	2.91	2.91
TOTAL FTE	**8.94**	**8.92**	**9.07**	**9.07**	**9.07**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$252,587	$285,139	$279,721	$279,721	$279,721
Employee Benefits	75,690	84,135	84,808	84,808	84,808
Subtotal Personnel Services	***$328,277***	***$369,274***	***$364,529***	***$364,529***	***$364,529***
Operating					
Contractual Services	$48,344	$30,920	$33,918	$33,918	$33,918
Internal Service Charges	1,582	2,484	1,921	1,921	1,921
Other Charges	25,071	27,890	26,015	26,015	26,015
Rentals and Leases	8,901	9,767	9,864	9,864	9,864
Subtotal Operating	***$83,898***	***$71,061***	***$71,718***	***$71,718***	***$71,718***
TOTAL EXPENDITURES	**$412,175**	**$440,335**	**$436,247**	**$436,247**	**$436,247**
DEDICATED REVENUES					
Lynchburg Museum Admission	$21,732	$16,500	$17,000	$17,000	$17,000
Digg's Trust	37,254	38,616	30,000	30,000	30,000
Point of Honor Admission	11,762	10,000	10,000	10,000	10,000
Gift Shop Proceeds	2,000	2,000	2,000	2,000	2,000
Gifts and Miscellaneous Donations - Museum	844	300	400	400	400
Photograph Reproduction Fees	335	300	300	300	300
Reimbursement - Point of Honor/Carriage House	19,247	26,603	20,000	20,000	20,000
TOTAL DEDICATED REVENUES	**$93,174**	**$94,319**	**$79,700**	**$79,700**	**$79,700**
TOTAL CITY COST	**$319,001**	**$346,016**	**$356,547**	**$356,547**	**$356,547**

Museums Budget Description

The City Manager's Proposed FY 2015 Museums budget of $436,247 represents a 0.9% decrease of $4,088 compared to the Adopted FY 2014 budget of $440,335.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $5,418 decrease in Salaries compared to the adopted budget.
- $673 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $2,998 increase in Contractual Services based on historical spending.
- $1,875 decrease in Other Charges based on historical spending.

The Proposed FY 2015 Museums budget was adopted by City Council without changes.

Museums Performance Measures

Goal 1:
To offer quality interpretive programs that are mission driven, accessible to the public, and of interest to residents and visitors.

Objective:
Present exhibits, tours, special events, and outreach programs to 16,000 visitors annually.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Number of annual visitors to the Museum System	16,567	16,000	9,614	16,600

Analysis of the Data:
Many museums in Virginia continue to see declines in visitation with the sluggish economy, increasing reliance on digital experiences, and reductions in field trips. For FY 2015, the Department will continue to strive to increase school and homeschool tours, build partnerships, engage volunteers, and enhance programs to offset these challenges. The next exhibition is *Experience The James: Lynchburg's Pathway to the World* opening June 2014. With a number of partner institutions involved such as Amazement Square, Parks and Recreation, and the James River Association, it is expected to be a popular exhibit.

ARTS & CULTURE

Goal 2:
Provide opportunities for the community to participate in Lynchburg's history.

Objective:
Acquire a broader base of volunteer support for the Museum System's mission by increasing volunteer hours.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Value of volunteer hours	$47,557	$48,000	$21,791	$48,000

Analysis of the Data:
The data is expressed as total volunteer hours donated multiplied by the federal hourly rate for volunteer service. The number of hours donated in FY 2013 totalled 2,148, valued at $22.14 per hour ($47,577). The Department projects approximately the same in volunteer hours in FY 2015 as it continues to actively recruit volunteers while at the same time they are becoming harder to engage.

LIFELONG LEARNING

Goal 3:
To provide quality experiences for visitors (local, regional, and traveling) who tour the Lynchburg Museum and Point of Honor.

Objective:
To achieve at least an 80% satisfaction rating on visitor surveys completed by those who visit either site.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Customer satisfaction level	94%	90%	90%	90%

Analysis of the Data:
Based on past results, the Department projects maintaining a 90% satisfaction rate in FY 2015.

ARTS & CULTURE

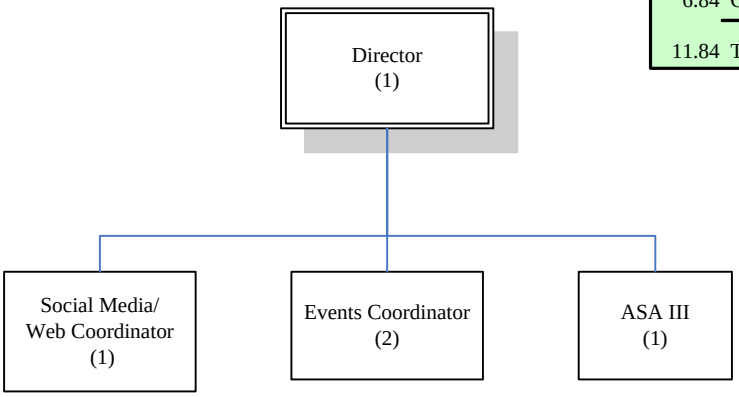
Benchmark Localities:
Manassas, Portsmouth, Newport News, and Petersburg, VA

TOURISM

POSITION SUMMARY

5.00 City Funded Positions
6.84 City Funded Temporary Positions

11.84 Total Funded Positions



Note: The Department of Tourism is under development; the proposed budget reflects a tentative organizational structure pending the hiring of a Tourism Director.

Tourism and the Visitor Information Center

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	0.00	0.00	5.00	5.00	5.00
City Funded Temporary	0.00	0.00	6.84	6.84	6.84
TOTAL FTE	**0.00**	**0.00**	**11.84**	**11.84**	**11.84**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$0	$0	$353,644	$353,644	$353,644
Employee Benefits	0	0	104,244	104,244	104,244
Subtotal Personnel Services	***$0***	***$0***	***$457,888***	***$457,888***	***$457,888***
Operating					
Contractual Services	$0	$0	$278,512	$378,512	$378,512
Internal Service Charges	0	0	5,037	5,037	5,037
Other Charges	0	0	129,700	129,700	129,700
Capital Outlay	0	0	26,160	26,160	26,160
Subtotal Operating	***$0***	***$0***	***$439,409***	***$539,409***	***$539,409***
TOTAL CITY COST	**$0**	**$0**	**$897,297**	**$997,297**	**$997,297**

Tourism. In FY 2014 the Department of Tourism and the Visitor Information Center was created to promote the City of Lynchburg as "A Great Place to Live, Work and Play!"

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	0	0	5	5	5
TOTAL FTE	**0**	**0**	**5**	**5**	**5**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$0	$0	$199,723	$199,723	$199,723
Employee Benefits	0	0	87,028	87,028	87,028
Subtotal Personnel Services	***$0***	***$0***	***$286,751***	***$286,751***	***$286,751***
Operating					
Contractual Services	$0	$0	$278,512	$378,512	$378,512
Internal Service Charges	0	0	5,037	5,037	5,037
Other Charges	0	0	129,700	129,700	129,700
Subtotal Operating	***$0***	***$0***	***$413,249***	***$513,249***	***$513,249***
TOTAL CITY COST	**$0**	**$0**	**$700,000**	**$800,000**	**$800,000**

Tourism Budget Description

The City Manager's Proposed FY 2015 Tourism budget of $800,000 represents a 100.0% increase compared to the Adopted FY 2014 budget.

Funding for tourism was previously included in the External Service Providers – Contractual Services section of the budget.

The Proposed FY 2015 Tourism budget was adopted by City Council without changes.

Tourism – Visitor Information Center. In FY 2014 the Department of Tourism – Visitor Information Center was created as a place where visitors can get information, maps and souvenirs.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Temporary	0.00	0.00	6.84	6.84	6.84
TOTAL FTE	**0.00**	**0.00**	**6.84**	**6.84**	**6.84**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$0	$0	$153,921	$153,921	$153,921
Employee Benefits	0	0	17,216	17,216	17,216
Subtotal Personnel Services	***$0***	***$0***	***$171,137***	***$171,137***	***$171,137***
Operating					
Other Charges	$0	$0	$26,160	$26,160	$26,160
Subtotal Operating	***$0***	***$0***	***$26,160***	***$26,160***	***$26,160***
TOTAL CITY COST	**$0**	**$0**	**$197,297**	**$197,297**	**$197,297**

Tourism – Visitor Information Center Budget Description

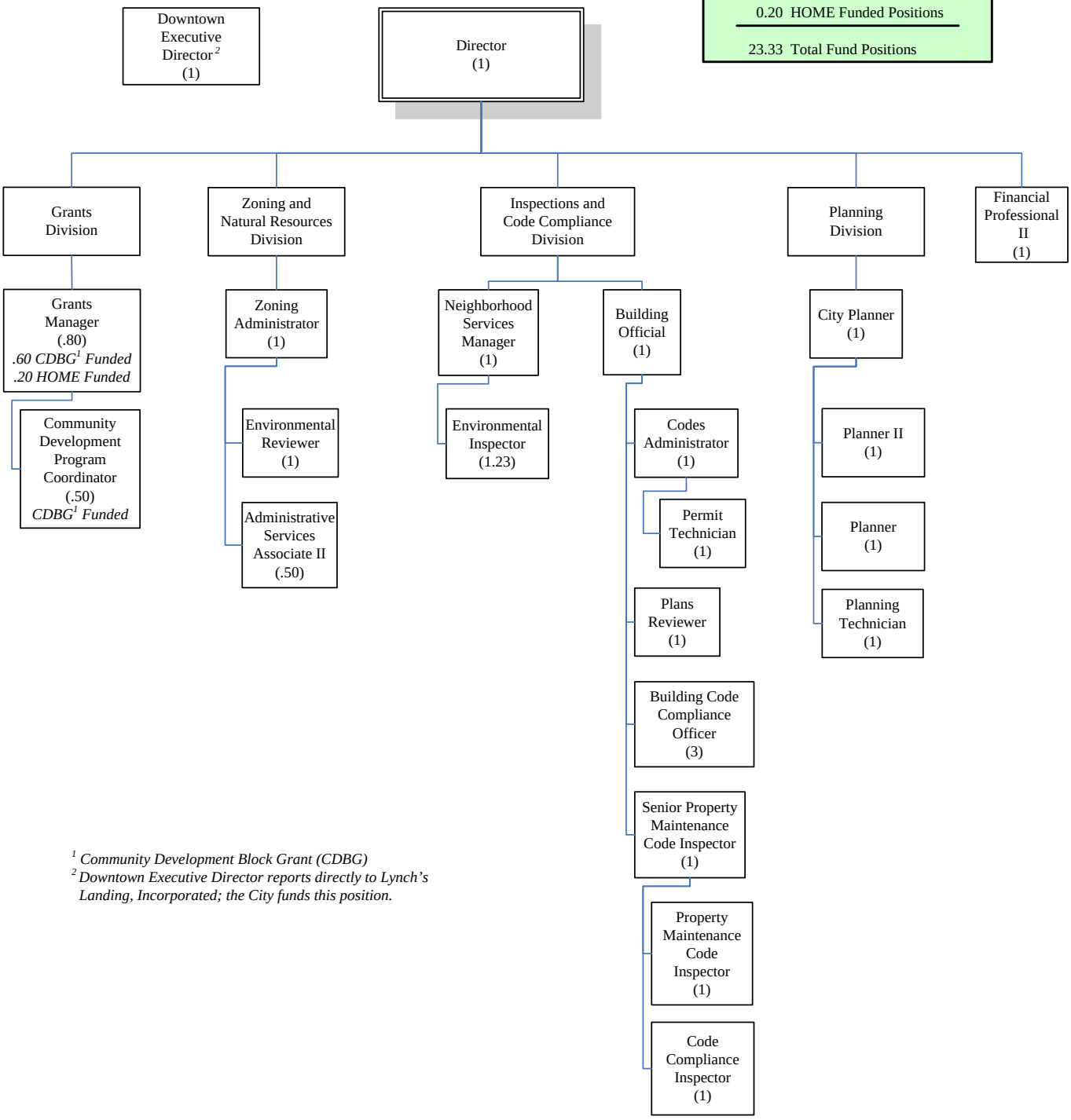
The City Manager's Proposed FY 2015 Tourism – Visitor Information Center budget of $197,297 represents a 100.0% increase compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Tourism – Visitor Information Center budget was adopted by City Council without changes.

COMMUNITY DEVELOPMENT

POSITION SUMMARY

21.73	City Funded Positions
0.30	Temporary Positions
22.03	Total City Funded Positions
1.10	CDBG[1] Funded Positions
0.20	HOME Funded Positions
23.33	Total Fund Positions



[1] *Community Development Block Grant (CDBG)*
[2] *Downtown Executive Director reports directly to Lynch's Landing, Incorporated; the City funds this position.*

Community Development

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	21.00	21.00	20.98	20.98	20.98
City Funded Part-Time	0.75	0.75	0.75	0.75	0.75
City Funded Temporary	0.30	0.30	0.30	0.30	0.30
Grant Funded Full-Time	0.50	0.50	0.50	0.50	0.50
Grant Funded Part-Time	0.80	0.80	0.80	0.80	0.80
TOTAL FTE	**23.35**	**23.35**	**23.33**	**23.33**	**23.33**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$998,264	$1,101,635	$1,097,207	$1,097,207	$1,097,207
Employee Benefits	372,106	419,429	449,206	429,109	429,109
Subtotal Personnel Services	***$1,370,370***	***$1,521,064***	***$1,546,413***	***$1,526,316***	***$1,526,316***
Operating					
Contractual Services	$59,218	$7,750	$28,050	$28,050	$28,050
Internal Service Charges	30,241	28,051	32,176	32,176	32,176
Other Charges	46,298	49,116	49,740	49,740	49,740
Rentals and Leases	15,793	14,115	9,060	9,060	9,060
Subtotal Operating	***$151,550***	***$99,032***	***$119,026***	***$119,026***	***$119,026***
Total General Fund Expenditures	**$1,521,920**	**$1,620,096**	**$1,665,439**	**$1,645,342**	**$1,645,342**
Total Grant Expenditures [1]	$1,193,569	$878,856	$1,178,767	$1,178,767	$1,194,255
TOTAL DEPARTMENT EXPENDITURES	**$2,715,489**	**$2,498,952**	**$2,844,206**	**$2,824,109**	**$2,839,597**
DEDICATED REVENUES					
Community Development Block Grant (CDBG) [2]	$994,646	$609,209	$2,120,260	$2,120,260	$2,104,218
Restricted Fund Balance - CDBG [2]	0	0	(1,253,288)	(1,253,288)	(1,250,888)
HOME	198,923	269,647	311,795	311,795	340,925
Community Development Stormwater Charges	298,408	388,873	430,235	430,235	430,235
Weed Ordinance Program	27,723	30,000	25,000	25,000	25,000
TOTAL DEDICATED REVENUES	**$1,519,700**	**$1,297,729**	**$1,634,002**	**$1,634,002**	**$1,649,490**
TOTAL CITY COST	**$1,195,789**	**$1,201,223**	**$1,210,204**	**$1,190,107**	**$1,190,107**

[1] Details of the Grant Expenditures can be located in the Other Funds Section of this document.

[2] In FY 2014 the Bluffwalk developer obtained financing which allowed the City to be repaid for the principal and interest payments previously made on the developer's behalf. Based on guidance from the U. S. Department of Housing and Urban Development (HUD), these funds are set aside to assist with future payments, if needed.

Community Development – Office of the Director. Responsible for the overall leadership and administration of the department in three core service areas - Development Services, Community Growth and Revitalization, and Code Compliance. Secures and manages funds from the U.S. Department of Housing and Urban Development for the Community Development Block Grant (CDBG) and HOME Investment Trust Fund programs. Assist neighborhoods and civic groups in planning and implementing projects for the benefit of the community. Additionally, costs associated with the Lynch's Landing Executive Director position are supported by this Division.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	3.50	3.50	3.00	3.00	3.00
Grant Funded Full-Time	0.50	0.50	0.50	0.50	0.50
Grant Funded Part-Time	0.80	0.80	0.80	0.80	0.80
TOTAL FTE	**4.80**	**4.80**	**4.30**	**4.30**	**4.30**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$227,234	$254,871	$214,432	$214,432	$214,432
Employee Benefits	79,681	86,391	78,878	78,878	78,878
Subtotal Personnel Services	***$306,915***	***$341,262***	***$293,310***	***$293,310***	***$293,310***
Operating					
Contractual Services	$0	$300	$300	$300	$300
Other Charges	6,990	8,337	8,052	8,052	8,052
Rentals and Leases	5,793	6,000	6,000	6,000	6,000
Subtotal Operating	***$12,783***	***$14,637***	***$14,352***	***$14,352***	***$14,352***
Total General Fund Expenditures	**$319,698**	**$355,899**	**$307,662**	**$307,662**	**$307,662**
Total Grant Expenditures [1]	$1,193,569	$878,856	$1,178,767	$1,178,767	$1,194,255
TOTAL EXPENDITURES	**$1,513,267**	**$1,234,755**	**$1,486,429**	**$1,486,429**	**$1,501,917**
DEDICATED REVENUES					
Community Development Block Grant (CDBG) [2]	$994,646	$609,209	$2,120,260	$2,120,260	$2,104,218
Restricted Fund Balance - CDBG [2]	0	0	(1,253,288)	(1,253,288)	(1,250,888)
HOME	198,923	269,647	311,795	311,795	340,925
Community Development Stormwater Charges	182,029	270,167	270,248	270,248	270,248
TOTAL DEDICATED REVENUES	**$1,375,598**	**$1,149,023**	**$1,449,015**	**$1,449,015**	**$1,464,503**
TOTAL CITY COST	**$137,669**	**$85,732**	**$37,414**	**$37,414**	**$37,414**

[1] Details of the Grant Expenditures can be located in the Other Funds Section of this document.

[2] In FY 2014 the Bluffwalk developer obtained financing which allowed the City to be repaid for the principal and interest payments previously made on the developer's behalf. Based on guidance from the U. S. Department of Housing and Urban Development (HUD), these funds are set aside to assist with future payments, if needed.

Community Development – Office of the Director Budget Description

The City Manager's Proposed FY 2015 Community Development – Office of the Director budget of $307,662 represents a 13.6% decrease of $48,237 compared to the Adopted FY 2014 budget of $355,899.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $40,439 decrease in Salaries reflecting the transfer of the 0.5 full-time position to the Zoning and Natural Resources Division budget and distributing the cost of certification pay to each division.
- $7,513 decrease in Employee Benefits reflecting the transfer of the 0.5 full-time position to the Zoning and Natural Resources Division budget, distributing the cost of certification pay to each division, and a lower Virginia Retirement System rate offset by a higher health insurance rate.

The Proposed FY 2015 Community Development – Office of the Director budget was adopted by City Council without changes.

Community Development – Inspections and Code Compliance Division. Reviews building and site plans for compliance with local and State building codes; issues permits for new construction, alterations, additions, renovations, and demolitions within the City; and enforces the Uniform Statewide Building Code, Property Maintenance Code, and the Rental Inspection Program.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	11.50	11.50	11.48	11.48	11.48
City Funded Part-Time	0.75	0.75	0.75	0.75	0.75
City Funded Temporary	0.30	0.30	0.30	0.30	0.30
TOTAL FTE	**12.55**	**12.55**	**12.53**	**12.53**	**12.53**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$472,715	$525,369	$533,409	$533,409	$533,409
Employee Benefits	182,723	206,836	211,928	211,928	211,928
Subtotal Personnel Services	***$655,438***	***$732,205***	***$745,337***	***$745,337***	***$745,337***
Operating					
Contractual Services	$15,051	$500	$15,500	$15,500	$15,500
Internal Service Charges	28,475	24,876	29,306	29,306	29,306
Other Charges	25,313	26,605	27,229	27,229	27,229
Rentals and Leases	10,000	8,115	3,060	3,060	3,060
Subtotal Operating	***$78,839***	***$60,096***	***$75,095***	***$75,095***	***$75,095***
TOTAL EXPENDITURES	**$734,277**	**$792,301**	**$820,432**	**$820,432**	**$820,432**
DEDICATED REVENUES					
Community Development Stormwater Charges	$16,640	$17,062	$53,070	$53,070	$53,070
Weed Ordinance Program	27,723	30,000	25,000	25,000	25,000
TOTAL DEDICATED REVENUES	**$44,363**	**$47,062**	**$78,070**	**$78,070**	**$78,070**
TOTAL CITY COST	**$689,914**	**$745,239**	**$742,362**	**$742,362**	**$742,362**

Community Development – Inspections and Code Compliance Division Budget Description

The City Manager's Proposed FY 2015 Community Development – Inspections and Code Compliance Division budget of $820,432 represents a 3.6% increase of $28,131 compared to the Adopted FY 2014 budget of $792,301.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $8,040 increase in Salaries reflecting the distribution of certification pay from the Office of the Director.
- $5,092 increase in Employee Benefits reflecting the distribution of certification pay from the Office of the Director, a higher health insurance rate, and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014 offset by a lower Virginia Retirement System rate.
- $15,000 increase in Contractual Services reflecting restoration of limited demolition services funding.
- $4,430 increase in Internal Service Charges reflecting Fleet Services operating estimates.
- $5,055 decrease in Rentals and Leases reflecting lower costs for mobile technology equipment rental.

The Proposed FY 2015 Community Development – Inspections and Code Compliance Division budget was adopted by City Council without changes.

Community Development – Planning Division. Reviews and approves all site plans and subdivision plats. Makes recommendations to Planning Commission concerning rezonings, conditional use permits, and Comprehensive Plan amendments. Serves as secretary to the Planning Commission, Design Review Board, and Historic Preservation Commission. Serves as staff liaison to City Council concerning land use matters. Responsible for Comprehensive Plan, Zoning Ordinance and Historic District Design Guidelines, and Neighborhood Planning. Serves as project manager for Neighborhood Plan implementation. Provides technical assistance to citizens/developers concerning land use issues.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	4	4	4	4	4
TOTAL FTE	**4**	**4**	**4**	**4**	**4**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$192,611	$212,758	$221,554	$221,554	$221,554
Employee Benefits	70,209	83,687	87,042	87,042	87,042
Subtotal Personnel Services	***$262,820***	***$296,445***	***$308,596***	***$308,596***	***$308,596***
Operating					
Contractual Services	$43,681	$6,950	$12,250	$12,250	$12,250
Other Charges	12,106	9,722	9,722	9,722	9,722
Subtotal Operating	***$55,787***	***$16,672***	***$21,972***	***$21,972***	***$21,972***
TOTAL EXPENDITURES	**$318,607**	**$313,117**	**$330,568**	**$330,568**	**$330,568**
DEDICATED REVENUES					
Community Development Stormwater Charges	$6,779	$6,953	$32,766	$32,766	$32,766
TOTAL DEDICATED REVENUES	**$6,779**	**$6,953**	**$32,766**	**$32,766**	**$32,766**
TOTAL CITY COST	**$311,828**	**$306,164**	**$297,802**	**$297,802**	**$297,802**

Community Development – Planning Division Budget Description

The City Manager's Proposed FY 2015 Community Development – Planning Division budget of $330,568 represents a 5.6% increase of $17,451 compared to the Adopted FY 2014 budget of $313,117.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $8,796 increase in Salaries reflecting the distribution of certification pay from the Office of the Director.
- $3,355 increase in Employee Benefits reflecting the distribution of certification pay from the Office of the Director and a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $5,300 increase in Contractual Services reflecting the costs of legal notice advertising for public hearing items that go to City Council. These costs, originally absorbed by the City Manager's Office, will now be budgeted and billed to the petitioner by Community Development.

The Proposed FY 2015 Community Development – Planning Division budget was adopted by City Council without changes.

Community Development – Zoning and Natural Resources Division. Ensures compliance with the Zoning Ordinance and erosion and sediment control as well as responding to environmental complaints.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	2.0	2.0	2.5	2.5	2.5
TOTAL FTE	**2.0**	**2.0**	**2.5**	**2.5**	**2.5**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$105,704	$108,637	$127,812	$127,812	$127,812
Employee Benefits	39,493	42,515	51,261	51,261	51,261
Subtotal Personnel Services	***$145,197***	***$151,152***	***$179,073***	***$179,073***	***$179,073***
Operating					
Contractual Services	$486	$0	$0	$0	$0
Internal Service Charges	1,766	3,175	2,870	2,870	2,870
Other Charges	1,889	4,452	4,737	4,737	4,737
Subtotal Operating	***$4,141***	***$7,627***	***$7,607***	***$7,607***	***$7,607***
TOTAL EXPENDITURES	**$149,338**	**$158,779**	**$186,680**	**$186,680**	**$186,680**
DEDICATED REVENUES					
Community Development Stormwater Charges	$92,960	$94,691	$74,151	$74,151	$74,151
TOTAL DEDICATED REVENUES	**$92,960**	**$94,691**	**$74,151**	**$74,151**	**$74,151**
TOTAL CITY COST	**$56,378**	**$64,088**	**$112,529**	**$112,529**	**$112,529**

Community Development – Zoning and Natural Resources Division Budget Description

The City Manager's Proposed FY 2015 Community Development – Zoning and Natural Resources Division budget of $186,680 represents a 17.6% increase of $27,901 compared to the Adopted FY 2014 budget of $158,779.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $19,175 increase in Salaries reflecting the transfer of the 0.5 full-time position from the Office of the Director and the distribution of certification pay from the Office of the Director.
- $8,746 increase in Employee Benefits reflecting the transfer of the 0.5 full-time position from the Office of the Director, the distribution of certification pay from the Office of the Director and a higher health insurance rate offset by a lower Virginia Retirement System rate.

The Proposed FY 2015 Community Development – Zoning and Natural Resources Division budget was adopted by City Council without changes.

Community Development Performance Measures

Goal 1:
Facilitate development by reviewing and processing site plans, subdivision plats, and public hearing items in a timely manner 100% of the time.

Objective:
Identify ways to improve the quality and timeliness of reviews while ensuring compliance with City Code and fulfilling the Goals and Objectives of the Comprehensive Plan.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Percentage of site plan, subdivision, and public hearing projects reviewed and processed within the designated time period	100%	98%	100%	100%
Number of site plan, subdivision, and public hearing projects reviewed and processed within the designated time period	139	140	39	300

Analysis of the Data:

The number of plans, plats, and public hearing items can be directly correlated to overall economic conditions. The timeliness of review is an indicator of customer service. Timeliness of review is dependent upon many different City departments and every effort is made to perform the review and process comments on or before the deadline 100% of the time.

Based on current development inquiries, the number of FY 2015 project reviews will remain consistent with prior year numbers. With the implementation of the City's centralized plan intake system, the number of projects tracked by this performance measure is expected to increase in FY 2015 based on the inclusion of public infrastructure plans and requests for information concerning future development.

Benchmark Localities:
Charlottesville, Spotsylvania, Albemarle, and City of Roanoke, VA

ECONOMIC DEVELOPMENT

Community Development Performance Measures (continued)

Goal 2:
Create and sustain a safe and quality built environment through code compliance.

Objective:
Ensure compliance with City Code and the Uniform Statewide Building Code.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Development:				
Zoning and Erosion and Sediment Control Inspections	2,684	2,800	1,028	2,900
New Construction Inspections	10,736	10,250	4,340	10,250
Code Compliance:				
Neighborhood Services Inspections	1,526	1,600	841	1,700
Rental Property Inspections	437	650	155	450
Property Maintenance Inspections	2,471	2,500	1,135	1,600

Analysis of the Data:

Development Inspections: Includes all zoning, grading and building inspections for development and redevelopment projects. Development inspections generally increase during the Spring/Summer months.

Zoning and Erosion and Sediment Control Inspections: Based on current economic conditions and sites currently under construction in FY 2014, the number of development projects is expected to remain consistent for FY 2015. However, with the implementation of the Department's Professional Development Program and new stormwater regulations, the number of inspections is expected to increase.

New Construction Inspections: In FY 2015 projections for housing and commercial/industrial site inspections are projected to be consistent with FY 2014 numbers. This reflects a leveling out or slight decline in commercial/industrial permits and a slight increase in single and multi-family projects over FY 2014.

Code Compliance: Includes the City's Neighborhood Services, Property Maintenance and Rental Inspections programs for existing properties and buildings. These inspections are part of a uniform approach to addressing the City's Building and Nuisance ordinances. Code Compliance cases generally increase during Spring.

Neighborhood Services Inspections: Neighborhood Services inspections are complaint-based and difficult to project. Staff continues to cross-train in a variety of service areas which has resulted in efficiencies not only in Code Compliance but other Development Inspection programs as well. This resulted in a slight increase in the total number of FY 2014 inspections. The projected inspections in FY 2015 are expected to be consistent with FY 2014.

Rental Property Inspections: Although Rental Property Inspections frequency is defined by City Code, this number varies annually based on the number of tenant initiated complaints. Rental Property Inspections increased in FY 2014 as a result of a backlog of rental inspections due to previous staffing vacancies, programmatic changes and mobile technology improvements. This number is expected to decrease in FY 2015 to the typical average number of inspections for a program year.

Property Maintenance Inspections: Although Property Maintenance Inspections are complaint-based and difficult to project, the cross training of Neighborhood Services and the Property Maintenance Program staff, adjustments to the Rental Property Inspection program, the Community Code Compliance Team's focus on code education, and a strong relationship with local Housing Partners all provide for proactive code compliance. Based on this approach, the overall number of Property Maintenance Inspections is projected to decrease in FY 2015.

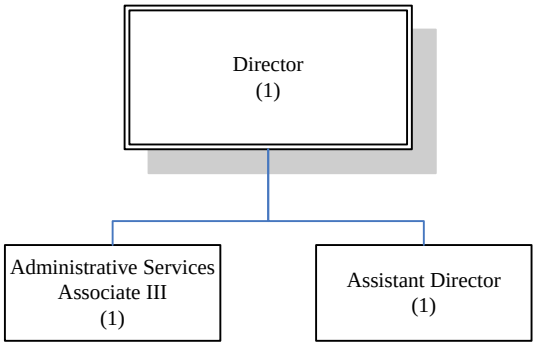
Benchmark Localities:
Danville and Roanoke, VA

ECONOMIC DEVELOPMENT

POSITION SUMMARY

3 City Funded Positions

3 Total Funded Positions



Office of Economic Development. Charged with creating jobs and expanding the economic base of the City by improving the overall business climate and redeveloping the central business district, the Office of Economic Development actively supports the retention and expansion of existing businesses. From Fortune 500 companies to aspiring entrepreneurs, the Office provides resources tailored to each client's needs including selecting sites, acquiring financing, building the workforce, developing markets, and distributing products. The Office markets and promotes City resources to current and potential employers through a business visitation program, innovative initiatives, the OpportunityLynchburg.com website, and strategic business development and marketing. The Office also manages two industrial parks, Lynchpin and Lynchburg Center for Industry, and administers State and local incentive programs.

Lynchburg Economic Development Authority (LEDA). The Office of Economic Development staffs the LEDA, which develops industrial parks and buildings within the City and is responsible for Lynchburg's economic development incentive program. The LEDA actively pursues investment and development opportunities, working to elevate the economic development profile of Lynchburg's business environment.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	3	3	3	3	3
TOTAL FTE	**3**	**3**	**3**	**3**	**3**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$183,117	$192,597	$192,595	$192,595	$192,595
Employee Benefits	65,725	70,654	71,930	71,930	71,930
Subtotal Personnel Services	***$248,842***	***$263,251***	***$264,525***	***$264,525***	***$264,525***
Operating					
Contractual Services	$22,214	$21,900	$21,900	$21,900	$21,900
Other Charges	117,308	34,589	32,030	32,030	32,030
Rentals and Leases	1,726	1,883	0	0	0
Subtotal Operating	***$141,248***	***$58,372***	***$53,930***	***$53,930***	***$53,930***
Total General Fund Expenditures	**$390,090**	**$321,623**	**$318,455**	**$318,455**	**$318,455**
Total Grant Expenditures [1]	$39,999	$35,000	$35,000	$35,000	$35,000
TOTAL EXPENDITURES	**$430,089**	**$356,623**	**$353,455**	**$353,455**	**$353,455**
DEDICATED REVENUES					
State Grants	$9,999	$5,000	$5,000	$5,000	$5,000
TOTAL DEDICATED REVENUES	**$9,999**	**$5,000**	**$5,000**	**$5,000**	**$5,000**
TOTAL CITY COST	**$420,090**	**$351,623**	**$348,455**	**$348,455**	**$348,455**

[1] Details of the Grant Expenditures can be located in the Other Funds Section of this document.

Office of Economic Development Budget Description

The City Manager's Proposed FY 2015 Office of Economic Development budget of $318,455 represents a 1.0% decrease of $3,168 compared to the Adopted FY 2014 budget of $321,623.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $1,276 increase in Employee Benefits reflecting a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014 offset by a lower Virginia Retirement System rate.
- $2,559 decrease in Other Charges reflecting reductions in office supplies and mileage reimbursement based on historical spending.
- $1,883 decrease in Rentals and Leases reflecting the elimination of a leased copier.

The Proposed FY 2015 Office of Economic Development budget was adopted by City Council without changes.

Office of Economic Development Performance Measures

ECONOMIC DEVELOPMENT

Goal 1:
Promote private commercial investment in machinery, equipment, and real property.

Objective:
Promote expansion of the City's existing businesses and attraction of new business through targeted initiatives and programs that incentivize taxable investment in machinery, equipment, and real property.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Total private commercial investment ($)	$114.0 million	$274.0 million	$194.5 million	$329.5 million

Analysis of the Data:
Economic development programs and initiatives focus on the retention and expansion of existing industry and the attraction of new investment. Total private commercial investment represents the efficacy of economic development programs to incentivize expenditures for machinery, equipment, and real property. These investments are supported directly by the Enterprise Zone Program, the Lynchburg Economic Development Authority Revolving Loan Fund and the Office of Economic Development's (OED's) Local Redevelopment Grant.

ECONOMIC DEVELOPMENT

Goal 2:
Provide capital for the creation of new business and the expansion of existing small business and industry.

Objective:
Provide directly or serve as a conduit for loans and grants of business capital and other commercial financing that serve the needs of small businesses, entrepreneurs, and major industry.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Total business capital provided	$990,790	$2,045,016	$1,517,903	$2,454,020

Analysis of the Data:
The availability and flexibility of commercial financing and business capital is critical for economic growth. Existing businesses need capital to expand and entrepreneurs require flexible financing to start new businesses. The OED with assistance from the Lynchburg Economic Development Authority (LEDA) and other partners provides adaptive business financing to meet the needs of businesses of all sizes and across industries. Total business capital provided serves as a benchmark of the loans and grants utilized by Lynchburg businesses to grow.

Office of Economic Development Performance Measures (continued)

ECONOMIC DEVELOPMENT

Goal 3:
Promote job creation through the expansion of existing businesses and attraction of new investment.

Objective:
Promote job creation by supporting the expansion of existing businesses and attraction of new investment through targeted initiatives and programs.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Total jobs created	107	278	193	334

Analysis of the Data:
New job creation is at the forefront of metrics reflecting the strength of the local economy and the quality of the local workforce. The OED targets programs and initiatives to support job creation through the development of new business and the expansion of existing industries. The jobs tracked in this metric pay at least $10.88/hour and include health benefits.

ECONOMIC DEVELOPMENT

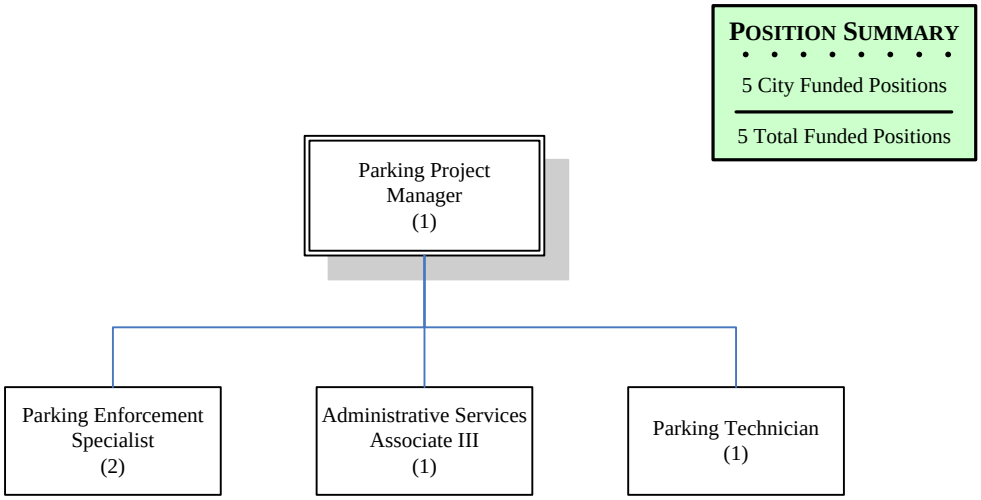
Goal 4:
Market and promote the City's business environment, industries, workforce, and quality of life.

Objective:
Serve as the primary resource for major industry, small businesses, entreprenuers, students, and workers interested in data and information on the local economy and economic development through media, events, meetings, programs, and initiatives.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Customer Engagement	8,036	8,050	2,934	8,065

Analysis of the Data:
The Strategic Plan prepared in 2013 strongly recommended OED and LEDA "tell the story and improve the product." Using traditional media, direct marketing, events, and a formal Business Visitation Program, the OED engages both internal and external customer. By converting the Plan's strategic objectives into tactical actions, the OED has created an Industry Retention and Business Attraction Plan. These initiatives and relationships can facilitate lead generation, strategic partnering, and vertical marketing. A specialized database tracks all connections made with clients (City businesses).

PARKING MANAGEMENT



Parking Management. All City revenue generated from parking provides funding for the management and operation of parking facilities including maintenance, security, streetscape improvements, and other downtown amenities.

Lynchburg Parking Authority (LPA). Lynchburg Parking Authority is a not-for-profit public service organization established under the Acts of Assembly of Virginia, to provide and/or operate public on- and off-street parking within the commercial and residential districts consistent with the plans and policies of the City. The Authority is responsible for the management and operation of all City parking facilities and on street parking enforcement in the central business district.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	5	5	5	5	5
TOTAL FTE	**5**	**5**	**5**	**5**	**5**
BUDGET SUMMARY					
EXPENDITURES					
Personnel Services					
Salaries	$165,028	$188,968	$181,270	$181,270	$181,270
Employee Benefits	66,906	81,725	81,330	81,330	81,330
Subtotal Personnel Services	***$231,934***	***$270,693***	***$262,600***	***$262,600***	***$262,600***
Operating					
Contractual Services	$52,932	$14,750	$14,750	$14,750	$14,750
Internal Service Charges	7,102	6,346	6,729	6,729	6,729
Other Charges	18,651	6,870	9,984	9,984	9,984
Rentals and Leases	60,812	62,500	62,500	62,500	62,500
Subtotal Operating	***$139,497***	***$90,466***	***$93,963***	***$93,963***	***$93,963***
TOTAL EXPENDITURES	**$371,431**	**$361,159**	**$356,563**	**$356,563**	**$356,563**
DEDICATED REVENUES					
Downtown Parking Deck Lease	$93,600	$93,600	$82,800	$82,800	$82,800
Hourly Parking Fees	26,270	25,000	25,000	25,000	25,000
Permit Parking Fees	210,997	214,000	214,000	214,000	214,000
Fines	100,103	110,000	110,000	110,000	110,000
Assigned Fund Balance Reserve [1]	(59,539)	(45,420)	(38,575)	(38,575)	(38,575)
TOTAL DEDICATED REVENUES	**$371,431**	**$397,180**	**$393,225**	**$393,225**	**$393,225**
TOTAL CITY COST [2]	**$0**	**($36,021)**	**($36,662)**	**($36,662)**	**($36,662)**

[1] Beginning in FY 2012, parking generated revenues greater than the annual expenditures will be assigned to the Reserve for Parking.

[2] The negative Total City Cost reflects parking-related revenues greater than parking-related expenditures, with the excess falling to fund balance. In FY 2015 this amount assists with indirect costs incurred by the General Fund ($16,600) as well as direct costs associated with parking lot maintenance ($20,062).

Parking Management Budget Description

The City Manager's Proposed FY 2015 Parking Management budget of $356,563 represents a 1.3% decrease of $4,596 compared to the Adopted FY 2014 budget of $361,159.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $7,698 decrease in Salaries compared to the adopted budget.
- $395 decrease in Employee Benefits reflecting a lower Virginia Retirement System rate offset by a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014.
- $3,114 increase in Other Charges reflecting the replacement of minor equipment; newly proposed office security measures; training and certification needs; and dues and memberships.

The Proposed FY 2015 Parking Management budget was adopted by City Council without changes.

The City provides funding to external organizations that provide various mandated, contractual, or discretionary services to the community.

	Actual FY 2013	Adopted FY 2014	Agency Requested FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
Mandated					
Blue Ridge Regional Jail Authority	$5,453,628	$6,403,789	$5,586,635	$5,586,635	$5,586,635
Horizon Behavioral Health	444,003	444,003	457,323	457,323	457,323
Lynchburg Health Department	805,942	830,977	830,977	830,977	830,977
Region 2000 Local Government Council	43,600	43,958	44,392	44,392	44,392
	$6,747,173	**$7,722,727**	**$6,919,327**	**$6,919,327**	**$6,919,327**
Contractual					
Central Virginia Regional Radio Board (CVRRB)	$0	$606,814	$688,369	$688,369	$688,369
Lynchburg Humane Society	322,187	281,538	351,697	351,697	351,697
Lynchburg Humane Society - Lease	0	200,000	200,000	0	0
Lynchburg Lifesaving/Rescue Squad	1,815	0	0	0	0
Lynchburg Regional Convention and Visitors' Bureau	1,324,170	750,000	0	0	0
Southern Memorial Association (Old City Cemetery)	122,438	122,438	132,438	132,438	132,438
Virginia Cooperative Extension Service	27,981	31,195	34,082	34,082	34,082
	$1,798,591	**$1,991,985**	**$1,406,586**	**$1,206,586**	**$1,206,586**
Discretionary					
Amazement Square	$0	$5,302	$5,302	$5,302	$5,302
Arc of Central Virginia	0	0	42,606	0	0
Central Virginia Area Agency on Aging (CVAAA)	15,000	15,000	15,000	15,000	15,000
Central Virginia Community College (CVCC)	1,899	1,909	1,917	1,917	1,917
Court Appointed Special Advocate (CASA)	12,000	0	0	0	0
Permanent Supportive Housing Program	0	0	10,000	10,000	0
Rebuilding Together - Lynchburg	0	0	25,000	0	0
Region 2000 Economic Development Partnership	81,586	81,586	81,586	81,586	81,586
Robert E. Lee Soil & Water Conservation District	10,000	10,000	10,000	10,000	10,000
Tourism	0	500,000	0	0	0
Virginia Legal Aid Society	10,000	10,400	10,816	10,816	10,816
	$130,485	**$624,197**	**$202,227**	**$134,621**	**$124,621**
TOTAL CITY COST	**$8,676,249**	**$10,338,909**	**$8,528,140**	**$8,260,534**	**$8,250,534**

Amazement Square. A non-profit children's museum that provides cultural and educational opportunities for children and families. Funding equals the cost associated with real property tax on the Riverfront Skatepark.

The Arc of Central Virginia. Provides services to improve the quality of life for people with disabilities by creating and encouraging opportunities for individual growth and development.

Blue Ridge Regional Jail Authority (BRRJA). The BRRJA is a cooperative effort to provide jail services for Lynchburg, and Halifax, Campbell, Appomattox, Amherst, and Bedford Counties.

Central Virginia Area Agency on Aging (CVAAA). Provides services to help senior citizens maintain their dignity and independence by remaining in their own homes.

Central Virginia Community College Board (CVCC). Provides education and workforce development to citizens in Region 2000.

Central Virginia Regional Radio Board (CVRRB). Overseas the regional radio system; participating jurisdictions include: Amherst County, Bedford County, City of Bedford, and City of Lynchburg.

Court Appointed Special Advocate (CASA). Supports trained community volunteers who advise the court about the best interest of abused and neglected children. Beginning in FY 2014 the City contributes to CASA by providing rent free office space including utilities.

Horizon Behavioral Health (formerly known as the Central Virginia Community Services Board). **S**upports and promotes the health, independence and self-worth of individuals and families in Central Virginia by providing a continuum of community-based prevention, early intervention, aftercare, and psycho-social rehabilitation services for persons affected by mental health, intellectual disabilities, substance abuse, and co-occurring disorders.

Lynchburg Health Department. The local match for the Central Virginia Health District of the Commonwealth of Virginia Department of Health. The Central Virginia Health District serves the Counties of Amherst, Appomattox, Bedford and Campbell and the City of Lynchburg.

Lynchburg Humane Society. The City contracted with the Lynchburg Humane Society to operate the Animal Shelter for the purpose of impounding and harboring seized, stray, homeless, abandoned, or unwanted animals. The Actual figure includes the City's costs associated with water, sewer, gas, electric, and trash for the facility.

Lynchburg Humane Society - Lease. City Council approved a lease agreement with the Humane Society for space at the new Lynchburg Humane Education and Adoption Center for the City's Animal Shelter. The lease agreement was initiated in FY 2012 and is for a period of 10 years with a prepayment schedule spanning FYs 2012-2015. A final scheduled payment of $200,000 is due in FY 2015; fund balance from FY 2014 will be used to make the payment.

Lynchburg Life Saving Crew/Rescue Squad. The City paid for fleet services including fuel for supplemental services to the City's emergency services program. As of FY 2014, the Life Saving Crew is non-operational.

Lynchburg Regional Convention and Visitors' Bureau (July – December 2013). The City's contractual agreement with the Lynchburg Regional Chamber of Commerce to support travel and tourism ended in December 2013. A Department of Tourism and the Visitor Information Center is established within the City organization.

Permanent Supportive Housing Program (formerly Shelter Plus Care Case Management Services). The Permanent Supportive Housing Program is a U.S. Department of Housing and Urban Development program that provides rental assistance for hard-to-serve homeless persons with disabilities. These funds reflect the cost associated with the case management component of this grant. As part of the Adopted FY 2015 Budget, funding is shifted to the Human Services Department.

Rebuilding Together. Preserves affordable homeownership and revitalizes communities by providing free rehabilitation work and making critical repairs to the homes of low-income citizens.

Region 2000 Economic Development Partnership. Annual membership dues for Region 2000 based on population.

Region 2000 Local Government Council Regional Commission (formerly Region 2000 Regional Commission). Facilitates regional coordination between the members of Region 2000 for planning and development. Region 2000 consists of the Cities of Bedford and Lynchburg, the Towns of Altavista, Amherst, Appomattox and Brookneal, and the Counties of Amherst, Appomattox, Bedford, and Campbell.

Robert E. Lee Soil and Water Conservation District. The District consists of the Counties of Amherst, Appomattox, Campbell and the City of Lynchburg and performs basic stormwater and erosion control plan review and flood studies for development sites.

Southern Memorial Association. The Old City Cemetery is operated by the Southern Memorial Association, thereby relieving the City government of management of this historic property.

Tourism (January – June 2014). Funds of $500,000 were set aside to support tourism from January to June of 2014.

Virginia Cooperative Extension Service. A joint program of Virginia Tech, Virginia State University, the United States Department of Agriculture and state and local governments to provide educational programs.

Virginia Legal Aid Society. A non-profit law firm that provides free legal information, advice, and representation in civil cases to low-income individuals and families.

Lynchburg's government makes payments for service and transfers funds from the General Fund to other operating units and agencies of the City. Transfers include payments from the General Fund to other funds as a subsidiary or payment for services.

BUDGET SUMMARY	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
Transfers					
Airport Fund	$336,330	$289,061	$198,518	$198,518	$152,443
City Capital Projects Fund	4,924,009	3,777,878	4,914,676	4,914,676	4,914,676
School Capital Projects Fund	4,455,000	3,252,460	2,425,000	2,425,000	2,425,000
City/Federal/State Aid Fund (Matching Funds)	136,456	41,720	42,358	42,358	42,358
Fleet Fund	0	0	135,739	135,739	135,739
Technology Fund	678,597	625,705	622,294	622,294	622,294
Total Transfers	**$10,530,392**	**$7,986,824**	**$8,338,585**	**$8,338,585**	**$8,292,510**
Non-Departmental					
Employee Benefits					
Workers' Compensation	$740,883	$703,500	$855,000	$855,000	$855,000
Retiree Benefits	2,533,941	1,537,454	2,320,937	1,720,937	1,720,937
Unemployment Compensation	29,337	60,000	50,000	50,000	50,000
Other Employment Benefits	139	1,500	1,500	1,500	1,500
Auditing Services	22,187	15,000	7,000	7,000	7,000
Additional VRS	0	0	0	0	139,985
Employee Programs					
Tuition Reimbursement	29,424	45,000	45,000	45,000	45,000
Employee Assistance Program	23,870	29,780	26,000	26,000	26,000
Employee Appreciation	23,376	33,350	33,300	33,300	33,300
Leadership Development	0	0	16,000	8,000	8,000
Managed Vacancy Program	0	(527,572)	0	(250,000)	(250,000)
Fleet (Depreciation)	2,030,288	2,356,632	2,010,484	2,010,484	2,010,484
Compensation Adjustment	0	160,910	0	810,000	1,080,000
Water Fund Payment	351,900	358,938	879,498	879,498	879,498
College Lake Dam Project Oversite	0	0	53,380	53,380	0
Professional Fees - Medical and Dental	20,500	45,000	45,000	45,000	45,000
Health Management Program	186,888	205,550	219,080	219,080	219,080
Virginia Retirement System - Line of Duty	0	105,952	105,952	105,952	105,952
Stormwater - General Fund Payment	79,130	86,726	87,726	87,726	87,726
Stormwater - Schools Payment	64,720	70,603	69,869	69,869	69,869
Total Non-Departmental	**$6,136,583**	**$5,288,323**	**$6,825,726**	**$6,777,726**	**$7,134,331**
Total Transfers and Non-Departmental	**$16,666,975**	**$13,275,147**	**$15,164,311**	**$15,116,311**	**$15,426,841**

TRANSFERS

Airport Fund. Transfer from the General Fund to the Airport Fund primarily to fund debt service for the terminal.

City Capital Projects Fund. Transfer from the General Fund to the City Capital Projects Fund for Pay-As-You-Go projects and Reserves for projects.

School Capital Projects Fund. Transfer from the General Fund Year-End Fund Balance to the Schools Capital Project Fund for school maintenance.

City/Federal/State Aid Fund (Matching Funds). Amounts appropriated from the General Fund transferred to this fund for matching funds for State and federal grants.

Fleet Fund. Transfer from the General Fund to the Fleet Fund for vehicle replacements.

Technology Fund. Funding from revenue generated by partnership with Ntelos.

NON-DEPARTMENTAL

Employee Benefits. Workers compensation, retiree benefits, and other benefit payments as required by the fringe benefit program. The Adopted FY 2015 figure includes $139,985 needed to supplement the VRS retirement contribution included in each department budget. The budget was balanced based on a 20.62% rate provided by VRS; a final adjusted rate of 20.80% requires this additional funding.

Employee Programs. Funding for Tuition Assistance and the Employee Assistance Program.

Employee Appreciation. Funding for Employee Awards and Recognition, Retiree Recognition, and Take Your Kids to Work Day.

Leadership Development. Funding to provide leadership training at the City Manager's Leadership Forum.

Managed Vacancy Program. Budgeting for vacant City positions.

Fleet (Depreciation). Cost for depreciation of vehicles.

Compensation Adjustment. Funding for salary adjustments.

Water Fund Payment. Transfer to the Water Fund for the City's fire hydrant use.

College Lake Dam Project Oversite. Transfer to the Water Fund for engineering services provided in the management of the College Lake Dam project. Costs of services provided between funds are included as part of the indirect cost plan; therefore, non-departmental funds do not need to be set aside to assist with this project.

Professional Services – Medical and Dental. Cost of independent actuarial and consulting services to support effective benefits management.

Health Management Program. Funding to provide an on-site Nurse Practitioner, wellness programs to assist in preventative care, and vision coverage for employees enrolled in the health management program.

Virginia Retirement System – Line of Duty. Cost related to State benefits provided to families of officers killed or officers disabled in the line of duty.

Stormwater – General Fund Payment. Funding for Stormwater Fees related to City owned buildings.

Stormwater – Schools Payment. Funding for Stormwater Fees related to City owned school buildings.

Long-term Debt

Total outstanding debt was $304.1 million with $188 million of business-type activities debt supported by the individual funds, resulting in net bonded debt for governmental activities of $116.1 million. Liabilities for compensated absences and workers' compensation of $6.7 million and other post-employment benefits liability of $4.1 million were excluded.

Long-term Debt Obligations
As of June 30, 2013
(in millions)

	Governmental Activities		Business-type Activities		Total Primary Government		Percentage Change
	2013	2012	2013	2012	2013	2012	2013-2012
General Obligation Bonds	$ 114.2	$ 120.1	$ 59.9	$ 63.9	$ 174.1	$ 184.0	-5%
Revenue Bonds	-	-	122.9	128.0	122.9	128.0	-4%
General Obligation Notes	-	-	5.2	0.1	5.2	0.1	100%
Note Payable	1.9	2.0	-	-	1.9	2.0	-5%
Capital Lease	-	4.3	-	-	-	4.3	-100%
Total	$ 116.1	$ 126.4	$ 188.0	$ 192.0	$ 304.1	$ 318.4	-4%

Total new debt of $9.2 million was issued, of which $4.1 million was for governmental activities, and $5.1 million was for business-type activities. It consisted of $4.1 million from a general obligation public improvement refunding bond to refinance a capital lease; and, $5.1 million from a bond anticipation note bank qualified line of credit for water capital projects.

The City retired $23.5 million of outstanding principal, all of which were planned retirements with the exception of the $4.1 million refunding bond to refinance the capital lease. The governmental activities principal retirements were $14.4 million and the business-type activities principal retirements were $9.1 million.

The City's general obligation bonds continued to maintain an Aa2 rating from Moody's Investors Service dated September 27, 2010, and an AA+ rating from Fitch Ratings dated September 22, 2010. Standard & Poor's Ratings Services upgraded the City's rating one level from an AA to an AA+, dated September 23, 2010. This rating increase is based on the City's "ongoing economic development and redevelopment, which continues to diversify the economy and expand the property tax base." Also, factored into the upgrade is the City's "historically solid financial position with very strong reserves, which has remained constant through various economic cycles." Standard & Poor's continued utilization of their Financial Management Assessment (FMA) model resulted in a second "strong" ranking for the City's management practices. These credit ratings were related to the City's issuance of the October 20, 2010, General Obligation Public Improvement Refunding Bonds, Series 2010 of $29,655,000. On August 22, 2012, Fitch Ratings reaffirmed their AA+ rating for the City.

On November 8, 2011, the City issued a five-year General Obligation Bond Anticipation Note and concurrently entered into a bank qualified line of credit Financing Agreement with Carter Bank & Trust for up to $10,000,000 to provide interim financing for qualifying capital improvements. Interest on the unpaid principal is two percent (2%) per annum and payable on May 1 and November 1 each year. Final maturity of the Note is November 1, 2016.

On December 19, 2012, the City issued $4,129,625.08 of General Obligation Public Improvement Refunding Bonds, Series 2012 to current refund the Lynchburg Redevelopment and Housing Authority Lease Revenue Bond, Series 2003, dated August 29, 2003 for the J. W. Ould Building renovation project. The City of Lynchburg and the Lynchburg Redevelopment and Housing Authority had entered into a capital lease arrangement for the use of the J. W. Ould Building for the City's Social Services office. The refunding bond proceeds were utilized to pay off the lease revenue bond with SunTrust Bank in the amount of $4,129,625.08: and, the capital lease was terminated as the deed to the property was transferred to the City.

On October 23, 2013 the City issued $10,000,000 of General Obligation Public Improvement Bonds, Series 2013 dated October 23, 2013 through a proposal process resulting in a private placement of these bonds with Banc of America Preferred Funding Corporation. The proceeds will be used to fund governmental activities as follows: $7 million of transportation capital projects, $1 million of school capital projects; and, $2 million for fire public safety capital equipment, which included two pumper engines and a ladder truck. The final maturity date is December 1, 2028 with a 2.75% fixed interest rate and ten year call option.

Long-term Debt (continued)

The City Council adopted Debt Management Policy was amended in December 2006 and limited tax-supported debt not to exceed 4.5% of net assessed valuation of taxable property in the City. As of the end of FY 2013, outstanding tax-supported debt was 1.95% of net assessed valuation. In addition, the City Council adopted Budget Policy was amended in December 2006. It established that pay-as-you-go funding, as a percentage of the City's Five Year Capital Improvement Program, shall not be less than 10%, and it set a goal of 15%. Both policies were reaffirmed by City Council on November 23, 2010 with one Debt Management Policy revision to debt service payments for revenue supported debt from twenty to thirty years. Most recently, on February 26, 2013, City Council amended the Debt Management Policy to revise the 10-Year Principal Payout Ratio. The revision included the following provision for the Capital Improvement Program. "The 10-Year Principal Payout Ratio shall not be less than 60% at the end of each adopted five-year Capital Improvement Program for Tax-Supported General Obligation Indebtedness."

Long-Term Liabilities

General Obligation Debt:

					Primary Government			
	Interest Rates (%)	Date Issued	Final Maturity	Original Issue	Public Improvements	School Facilities	Proprietary Funds	Total
Bond Anticipation Note								
Public Improvement- Line of Credit for Five Years	2.0 fixed	11/08/2011	2016	$ 10,000,000	$ -	$ -	$ 5,193,865	$ 5,193,865
Serial Bonds								
VA Resources Authority	0.00	03/24/1994	2027	3,976,369	-	-	1,686,523	1,686,523
VPSA General Obligation	6.10-6.60	11/22/1994	2015	2,100,362	-	263,155	-	263,155
VPSA General Obligation	3.10-5.10	11/15/2001	2022	3,473,329	-	1,677,695	-	1,677,695
VPSA General Obligation	2.35-4.85	11/07/2002	2023	6,513,732	-	3,440,125	-	3,440,125
Public Improvement Refunding	2.00-5.00	02/01/2003	2014	23,670,000	225,334	17,281	212,385	455,000
Public Improvement	3.00-5.00	06/01/2004	2034	28,160,000	1,050,000	810,000	560,000	2,420,000
Public Improvement Refunding	3.00-5.25	03/16/2005	2030	33,105,000	7,972,355	4,862,720	6,159,925	18,995,000
Taxable Refunding	3.90-4.86	03/16/2005	2014	3,810,000	-	615,000	-	615,000
VPSA General Obligation	4.60-5.10	11/10/2005	2026	6,411,957	-	4,375,901	-	4,375,901
Public Improvement	4.00-5.00	05/09/2006	2026	23,840,000	11,347,196	4,475,226	1,957,578	17,780,000
Public Improvement	4.00-5.00	08/02/2007	2038	33,300,000	11,373,685	-	16,291,315	27,665,000
Public Improvement Refunding	2.93	03/19/2008	2015	8,000,000	317,297	296,574	404,129	1,018,000
Public Improvement Series A Tax Exempt	1.00-5.00	08/13/2009	2022	17,230,000	3,740,000	5,310,000	4,320,000	13,370,000
Public Improvement Series B Taxable Build America Bonds (BABs)	5.05-6.61	08/13/2009	2040	27,420,000	4,399,395	9,450,605	13,570,000	27,420,000
Public Improvement Series C Refunding	2.00-4.00	08/13/2009	2023	12,800,000	3,007,126	1,651,201	5,306,673	9,965,000
VPSA Gen Obligation	0.00	11/13/2009	2027	10,255,000	-	9,640,000	-	9,640,000
Public Improvement Refunding	2.00-5.00	10/20/2010	2034	29,655,000	9,714,804	7,424,688	12,195,508	29,335,000
Public Improvement Refunding	3.80	12/19/2012	2023	4,129,625	3,950,943	-	-	3,950,943
					$ 57,098,135	$ 54,310,171	$ 67,857,901	$ 179,266,207

Bonds issued between 1992 and 2010 are callable subject to a maximum premium of 2%.

Authorized and unissued general obligation public improvement bonds amounted to $47,393,043 at June 30, 2013.

Long-Term Liabilities (continued)

The Constitution of Virginia, Article VII, Section 10(a) sets forth the City's legal debt limit at ten percent (10%) of its real estate assessed valuation for the City's issuance of any bonds or other interest-bearing obligations. As of June 30, the City's aggregate general obligation indebtedness was $179,266,207 and less than the state limit. In December 2006, City Council amended the Debt Management Policy, which limited tax-supported debt to four and a half percent (4.5%) of its net assessed valuation of taxable property. City Council reaffirmed the Debt Policy on November 23, 2010 with one revision to debt service payments for revenue supported debt from twenty to thirty years. City Council revised the Debt Policy on February 26, 2013 in the section entitled Tax-Supported Debt, Item 6. Previously, the Policy stated that the 10-Year Principal Payout Ratio shall not be less than 60%. With this revision, the Policy now states that the 10-Year Principal Payout Ratio shall not be less than 60% at the end of each adopted five-year Capital Improvement Program. The principal payout ratio for the year ended June 30 was 82.8%. Outstanding tax-supported debt was 1.95% of net assessed valuation of taxable property. There are no overlapping tax jurisdictions.

Revenue Debt:

	Interest Rates %	Date Issued	Final Maturity	Original Issue	Sewer Fund
Virginia Resources Authority					
Public Utility Revenue Bonds	0.00	3/28/1995	2027	$ 6,571,207	$ 2,378,862
Public Utility Revenue Bonds	0.00	8/10/1995	2029	10,000,000	4,257,936
Public Utility Revenue Bonds	0.00	6/27/1996	2029	8,000,000	3,296,060
Public Utility Revenue Bonds	0.00	7/17/1997	2030	7,591,540	3,713,416
Public Utility Revenue Bonds	3.00	7/17/1997	2020	14,108,460	5,746,001
Public Utility Revenue Bonds	0.00	8/21/1998	2031	6,203,000	3,291,826
Public Utility Revenue Bonds	3.00	5/27/1999	2020	2,476,763	1,006,786
Public Utility Revenue Bonds	0.00	2/11/2000	2021	5,300,000	2,231,579
Public Utility Revenue Bonds	0.00	2/15/2001	2032	735,000	422,763
Public Utility Revenue Bonds	3.50	06/8/2001	2021	2,835,000	1,443,017
Public Utility Revenue Bonds	0.00	11/6/2001	2034	1,413,613	911,062
Public Utility Revenue Bonds	0.00	9/15/2003	2036	2,350,165	1,721,593
Public Utility Revenue Bonds	0.00	5/20/2004	2038	6,000,000	4,700,000
Public Utility Revenue Bonds	0.00	5/17/2005	2038	6,700,000	5,359,999
Public Utility Revenue Bonds	0.00	6/28/2006	2039	9,600,000	8,160,000
Public Utility Revenue Bonds	0.00	6/20/2007	2039	7,000,000	6,066,667
Public Utility Revenue Bonds	0.00	06/5/2008	2041	12,350,000	11,320,833
Public Utility Revenue Bonds	0.00	6/25/2009	2041	19,000,000	17,733,333
Public Utility Revenue Bonds	0.00	6/17/2010	2042	13,100,000	12,663,333
Public Utility Revenue Bonds	0.00	6/15/2011	2033	9,350,928	9,350,928
Public Utility Revenue Bonds	0.00	6/15/2011	2045	10,100,000	10,100,000
Public Utility Revenue Bonds	0.00	06/6/2012	2044	7,000,000	7,000,000
					$ 122,875,994

The revenue bonds have been issued in accordance with the terms of an indenture agreement with the Virginia Resources Authority (VRA) of the Commonwealth of Virginia. The indenture agreement requires the City to pledge its Sewer Fund Revenues as collateral for the revenue bonds and to maintain debt coverage in the Sewer Fund equal to at least 1.15 of all debt service payments which exclude any refunded principal payments. The debt coverage ratio for the year ended June 30 was 1.34.

Long-Term Liabilities (continued)

The following is a summary of changes in long-term liabilities:

	Beginning Balance	Additions	Deletions	Ending Balance	Current Portion
Governmental Activities					
General obligation bonds	$ 120,077,619	$ 4,129,625	$ 9,998,504	$ 114,208,740	$ 9,689,389
Notes payable*	2,120,000	-	180,000	1,940,000	180,000
Adjust for deferred amounts:					
Issuance discounts	(799,633)	-	(53,309)	(746,324)	-
Issuance premiums	3,806,242	-	297,212	3,509,030	-
Deferred Outflow-Refunding	(3,014,079)	-	(250,773)	(2,763,306)	-
Total bonds and notes	122,190,149	4,129,625	10,171,634	116,148,140	9,869,389
Workers' compensation**	2,131,759	583,044	687,022	2,027,781	243,334
Compensated absences**	4,213,955	2,964,387	3,187,497	3,990,845	478,900
Other post-employment benefits**	4,073,434	3,120,731	3,408,275	3,785,890	-
Capital lease obligations**	4,285,278	-	4,285,278	-	-
	$ 136,894,575	$ 10,797,787	$ 21,739,706	$ 125,952,656	$ 10,591,623

Primary Government

	Beginning Balance	Additions	Deletions	Ending Balance	Current Portion
Business-Type Activities					
Bond anticipation notes	$ 79,705	$ 5,114,160	$ -	$ 5,193,865	$ -
General obligation bonds	63,936,183	-	4,072,581	59,863,602	3,780,511
Public utility revenue bonds	127,972,943	-	5,096,949	122,875,994	5,597,966
Adjust for deferred amounts:					
Issuance premiums	1,999,781	-	150,627	1,849,154	-
Deferred Outflow-Refunding	(2,061,819)	-	(143,538)	(1,918,281)	-
Total bonds and notes	191,926,793	5,114,160	9,176,619	187,864,334	9,378,477
Workers' compensation	100,400	143,561	79,414	164,547	19,745
Compensated absences	462,548	394,368	364,325	492,591	59,110
Other post-employment benefits	394,004	358,345	391,362	360,987	-
	$ 192,883,745	$ 6,010,434	$ 10,011,720	$ 188,882,459	$ 9,457,332

*A note receivable was obtained concurrent with the issuance of this note payable. Neither instrument constituted a source or a use of current financial resources; therefore, they are not reflected in the fund statements.

**For governmental activities, a portion of the workers' compensation, compensated absences and other post-employment benefits are liquidated by the Internal Service Fund. The remaining portion of the workers' compensation, compensated absences and other post-employment benefits are liquidated by the General Fund. Capital leases are liquidated by the General Fund.

Long-Term Liabilities (continued)

Debt Service to Maturity:

Year Ending June 30	Governmental Activities			
	General Obligation		Note Payable	
	Principal	Interest	Principal	Interest
2014	$ 9,689,389	$ 4,565,329	$ 180,000	$ 104,048
2015	8,936,843	4,176,636	180,000	94,805
2016	9,009,843	3,813,349	180,000	85,310
2017	8,892,151	3,469,591	180,000	75,554
2018	8,478,134	3,129,967	180,000	65,591
2019-2023	35,198,989	11,463,122	1,040,000	169,038
2024-2028	22,973,562	5,275,109	-	-
2029-2033	6,790,878	2,123,295	-	-
2034-2038	3,068,951	872,650	-	-
2039-2040	1,170,000	77,337	-	-
	$ 114,208,740	$ 38,966,385	$ 1,940,000	$ 594,346

Year Ending June 30	Business-Type Activities							
	General Obligation						Revenue Bonds	
	Water Fund		Airport Fund		Sewer Fund		Sewer Fund	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2014	$ 1,755,694	$ 1,703,297	$ 164,651	$ 41,214	$ 1,860,166	$ 908,430	$ 5,597,966	$ 244,593
2015	1,693,803	1,635,944	145,320	34,108	1,757,561	843,916	6,034,143	210,083
2016	1,741,654	1,566,362	112,479	27,675	1,772,254	777,282	6,238,058	174,501
2017	1,694,463	1,499,970	107,492	23,330	1,688,542	714,933	6,274,744	137,815
2018	1,610,944	1,431,819	100,078	21,336	1,570,788	653,562	6,312,571	99,989
2019-2023	6,358,109	6,315,206	223,606	61,465	5,340,298	2,632,954	26,971,785	87,108
2024-2028	6,001,886	4,891,686	136,115	13,129	3,846,119	1,758,673	23,243,647	-
2029-2033	6,243,518	3,317,960	-	-	2,967,014	1,005,029	18,770,738	-
2034-2038	6,637,019	1,547,317	-	-	2,364,029	374,684	14,774,841	-
2039-2043	1,740,000	116,336	-	-	230,000	15,203	7,919,167	-
2044-2045	-	-	-	-	-	-	738,334	-
	$ 35,477,090	$ 24,025,897	$ 989,741	$ 222,257	$ 23,396,771	$ 9,684,666	$ 122,875,994	$ 954,089

October 20, 2010 General Obligation Refunding Bond Issue - Advance Refunding of General Obligation Bond Issues, Series 2001, 2003A and 2004:

On October 20, 2010, the City issued $29,655,000 of General Obligation Public Improvement Refunding Bonds, Series 2010 to advance refund the following general obligation public improvement bonds: $3,375,000 of Series 2001 (August 1, 2001); $9,415,000 of Series 2003A (February 1, 2003); and, $15,370,000 of Series 2004 (June 1, 2004). The refunding bond proceeds are in an irrevocable trust with an escrow agent and invested in U. S. Government securities maturing to fund the refunded bonds future debt service. As of June 30, 2013, the total outstanding principal of the in-substance defeased bonds was $15,370,000 (Series 2004).

November 8, 2011 General Obligation Public Improvement Bond Anticipation Note, Series 2011, Bank Qualified Line of Credit

On November 8, 2011, the City issued a five-year General Obligation Bond Anticipation Note and concurrently entered into a bank qualified line of credit Financing Agreement with Carter Bank & Trust. The Agreement provided for borrowings of up to $10,000,000 to provide interim financing for qualifying capital improvements. Interest on the unpaid principal is two percent (2%) per annum and payable on May 1 and November 1 each year. Final maturity of the Note is November 1, 2016. As of June 30, 2013, $5,193,865 was outstanding for water capital projects only.

Long-Term Liabilities (continued)

December 19, 2012 General Obligation Public Improvement Refunding Bond, Series 2012

On December 19, 2012, the City issued a $4,129,625.08 General Obligation Public Improvement Refunding Bond, Series 2012 to current refund the Lynchburg Redevelopment and Housing Authority Lease Revenue Bond, Series 2003, dated August 29, 2003 for the J. W. Ould Building renovation project. The City of Lynchburg and the Lynchburg Redevelopment and Housing Authority had entered into a capital lease arrangement for the use of the J. W. Ould Building for the City's Social Services office. The refunding bond proceeds were utilized to pay off the lease revenue bond with SunTrust Bank in the amount of $4,129,625.08; and, the capital lease was terminated as the deed to the property was transferred to the City.

October 23, 2013 General Obligation Public Improvement Bond, Series 2013

On October 23, 2013 the City issued a $10,000,000 General Obligation Public Improvement Bond, Series 2013 dated October 23, 2013 through a proposal process resulting in a private placement of these bonds with Banc of America Preferred Funding Corporation. The proceeds will be used to fund governmental activities as follows: $7 million of transportation capital projects, $1 million of school capital projects; and, $2 million for fire public safety capital equipment, which included two pumper engines and a ladder truck. The final maturity date is December 1, 2028 with a 2.75% fixed interest rate and ten year call option.

Component Unit – Lynchburg City Schools:

The following is a summary of changes in other long-term liabilities:

	Beginning Balance	Additions	Deletions	Ending Balance	Current Portion
Compensated absences	$ 651,704	$ 734,466	$ 612,521	$ 773,649	$ 569,277
Capital lease obligations	374,284	-	264,931	109,353	109,353
Other post-employment benefits	2,146,476	1,005,860	338,048	2,814,288	-
	$ 3,172,464	$ 1,740,326	$ 1,215,500	$ 3,697,290	$ 678,630

School Capital Leases:

Interest Rates	Date Issued	Final Maturity	Original Issue	Balance
3.55%	12/2008	12/2013	$ 1,000,000	$ 109,353

Following is a summary of debt service to maturity:

	Capital Lease Obligations	
June 30	Principal	Interest
2014	$ 109,353	$ 1,122

Long-Term Liabilities (continued)

Ratios of Outstanding Debt by Type
(dollars in thousands, except for per capita amounts)

	Governmental Activities						Business-type Activities				Total Primary Government - Net Outstanding Debt Ratios			
Fiscal Year	General Obligation Bonds	Literary Bonds	General Obligation Notes	Note Payable	Capital Leases	Net Deferred Amounts [1]	General Obligation Bonds	General Obligation Notes	Public Utility Revenue Bonds	Net Deferred Amounts [1]	Total Primary Government (Principal Only)	Total Primary Government - Net (Includes Net Deferred	Percentage of Personal Income [2]	Total Primary Government - Net Bonded Debt Per Capita [2]
2004	$ 100,251	$ 166	$ 7,500	$ 3,200	$ 8,396	$ 291	$ 66,896	$ -	$ 59,152	$ (707)	$ 245,561	$ 245,145	12.71%	$ 3,588
2005	93,990	127	7,500	3,200	7,747	(288)	61,935	-	63,526	(626)	238,025	237,111	11.72%	3,420
2006	116,709	87	-	3,200	7,287	527	57,532	16,500	70,543	(487)	271,858	271,898	12.47%	3,857
2007	108,593	68	-	3,020	6,810	574	52,295	16,500	74,985	(383)	262,271	262,462	11.28%	3,629
2008	117,407	49	1,343	2,840	6,316	792	63,550	-	84,426	(128)	275,931	276,595	11.29%	3,746
2009	112,011	30	7,500	2,660	5,804	851	56,831	4,000	100,328	(47)	289,164	289,968	12.12%	3,856
2010	139,180	11	-	2,480	5,274	771	71,749	-	109,907	269	328,601	329,641	13.39%	4,347
2011	129,807	-	-	2,300	4,723	(14)	68,005	-	125,601	(55)	330,436	330,367	12.84%	4,321
2012	120,078	-	-	2,120	4,285	(7)	63,936	80	127,973	(62)	318,472	318,403	12.25%	4,124
2013	114,209	-	-	1,940	-	(1)	59,864	5,194	122,876	(69)	304,083	304,013	11.70%	3,938

Source: Director of Financial Services, City of Lynchburg, Virginia.

Note: Details regarding the City's outstanding debt can be found in the Notes to the Financial Statements.
The City of Lynchburg is autonomous and entirely independent of any county or any other political subdivision of the Commonwealth of Virginia.
Therefore, there is no direct and no overlapping debt related to governmental activities.

[1] Net Deferred Amounts include Premiums, Discounts and Loss of Refundings.
[2] See Table 23 for population and per capita personal income information. For FY 2012 and FY 2013, the FY 2011 amount for per capita personal income of $33,664 was utilized to calculate the Percentage of Personal Income.

Note: Details regarding the City's outstanding debt can be found in the Comprehensive Annual Financial Report.

Ratios of Net General Bonded Debt Outstanding
(dollars in thousands, except per capita)

Fiscal Year	Population [1]	Assessed Valuation (in thousands) [1]	Gross Bonded Debt [2]	Bonded Debt Payable From Enterprise Revenues [2]	Net Bonded Debt [2]	Net Deferred Amounts [3]	Net Bonded Debt (Includes Net Deferred Amounts)	Net Bonded Debt To Assessed Value (Includes Net Deferred Amounts)	Net Bonded Debt Per Capita (Includes Net Deferred Amounts)
2004	68,319	$ 3,915,725	$ 174,813	$ 66,896	$ 107,917	$ (416)	$ 107,501	2.75%	$ 1,574
2005	69,340	3,954,923	163,552	61,935	101,617	(914)	100,703	2.55%	1,452
2006	70,491	4,935,723	190,828	74,032	116,796	40	116,836	2.37%	1,657
2007	72,331	4,501,102	177,456	68,795	108,661	191	108,852	2.42%	1,505
2008	73,834	5,330,939	182,350	63,550	118,800	664	119,464	2.24%	1,618
2009	75,204	5,463,547	180,372	60,831	119,541	804	120,345	2.20%	1,600
2010	75,826	5,764,489	210,940	71,749	139,191	1,040	140,231	2.43%	1,849
2011	76,448	5,864,104	197,812	68,005	129,807	(69)	129,738	2.21%	1,697
2012	77,203	5,888,731 [4]	184,094	64,016	120,078	(69)	120,009	2.04%	1,554
2013	77,203	5,844,237 [5]	179,267	65,058	114,209	(70)	114,139	1.95%	1,478

Source: Director of Financial Services, City of Lynchburg, Virginia.

[1] See Table 15 for Assessed Valuations and Table 23 for population information.
[2] Includes principal only and excludes City of Lynchburg Public Utility Revenue Bonds.
[3] Net Deferred Amounts include Premiums, Discounts, and Loss of Refundings.
[4] These figures have been updated to reflect all billings associated with the personal property tax levy.
[5] These figures only reflect two of the four billings associated with the personal property tax levy.
These figures will be updated in FY 2014 to reflect all four billings.

Note: Details regarding the City's outstanding debt can be found in the Notes to the Financial Statements.

Legal Debt Margin Information
(dollars in thousands)

Legal Debt Margin Calculation for Fiscal Year 2013

Real Property Assessed Value	$ 4,986,047
Public Service Corporations Real Property Assessed Value	184,576
Total Real Property Assessed Value [1]	5,170,623
Debt limit (10% of assessed value)	517,062
Debt applicable to limit:	
Less: General Obligation Debt	(179,267)
Legal Debt Margin	$ 337,795

	Fiscal Years				
Description	**2004**	**2005**	**2006**	**2007**	**2008**
Debt limit	$ 330,240	$ 338,155	$ 372,512	$ 383,509	$ 462,181
Total net debt applicable to limit [2]	174,813	163,552	190,828	177,456	182,350
Legal debt margin	$ 155,427	$ 174,603	$ 181,684	$ 206,053	$ 279,831
Total net debt applicable to the limit as a percentage of the debt limit	52.94%	48.37%	51.23%	46.27%	39.45%
	2009	**2010**	**2011**	**2012**	**2013**
Debt limit	$ 479,591	$ 506,924	$ 514,821	$ 513,186	$ 517,062
Total net debt applicable to limit [2]	180,372	210,940	197,812	184,094	179,267
Legal debt margin	$ 299,219	$ 295,984	$ 317,009	$ 329,092	$ 337,795
Total net debt applicable to the limit as a percentage of the debt limit	37.61%	41.61%	38.42%	35.87%	34.67%

Source: Director of Financial Services, City of Lynchburg

[1] See Table 15 in the Comprehensive Annual Financial Report (CAFR) for Real Property Assessed Value information.
[2] For fiscal years 2004 through 2005, the total net debt applicable to limit amounts were revised to include bond anticipation notes.

Note: The Constitution of Virginia, Article 7, Section 10(a) sets forth the City's legal debt limit at ten percent (10%) of its assessed valuation of real estate subject to taxation for the City's issuance of any bonds or other interest-bearing obligations. In August 1999, City Council adopted a Debt Management Policy that limits tax-supported debt to five percent (5%) of its assessed valuation of real estate subject to taxation. In December 2006, City Council amended the Debt Management Policy that limits tax-supported debt to four and a half percent (4.5%) of its assessed valuation of real estate subject to taxation. All debt information included in this Table includes principal only as required by Virginia law.

Debt Service

General Fund	FY 2015 Debt [1] Per 6/30/13 Debt Book	FY 2014 [2] Bond Issue	FY 2015 [3] Line of Credit	FY 2015 [4] Bond Issue	**FY 2015 [5] Budget**
Principal	$5,004,776	$471,528	$0	$0	$5,476,304
Interest-City	1,989,104	187,755			2,176,859
Principal-Stadium	126,141				126,141
Interest-Stadium	75,708			243,770	319,478
Debt Service Charges	2,637				2,637
Total	$7,198,366	$659,283	$0	$243,770	$8,101,419

Detention Home Fund	FY 2015 Debt [1] Per 6/30/13 Debt Book	FY 2014 [2] Bond Issue	FY 2015 [3] Line of Credit	FY 2015 [4] Bond Issue	**FY 2015 Budget**
Principal	$150,482	$0	$0	$0	$150,482
Interest	27,925				27,925
Total	$178,407	$0	$0	$0	$178,407

Airport Fund	FY 2015 Debt [1] Per 6/30/13 Debt Book	FY 2014 [2] Bond Issue	FY 2015 [3] Line of Credit	FY 2015 [4] Bond Issue	**FY 2015 Budget**
Principal	$145,321	$0	$0	$0	$145,321
Interest	34,109				34,109
Total	$179,430	$0	$0	$0	$179,430

[1] Information for FY 2015 existing debt service (cash basis) per the City's Debt Book as of 6/30/13.

The Build America Bonds have a provision for an interest subsidy payment from the Internal Revenue Service. That source of funds from the IRS of 35% of the interest payment for these bonds is not included above and therefore, has not reduced the total interest payment due. All amounts above are total payments without reduction from the IRS subsidy for the Build America Bonds. The subsidy for FY 2015 interest payments are $591,230.70 across all funds in the 8.13.09 bond issue. Federal Budget reductions will likely reduce this subsidy amount as was done in FY 2013 & FY 2014.

No refunding is anticipated at this time and monitoring for refunding opportunities is an ongoing process.

The Schools debt service is budgeted in the General Fund.

[2] New debt service from FY 2014 - October 23, 2013, $10 million G.O. bond issue is included for the General, Schools and Fleet Funds.

[3] The Bank Qualified Line of Credit was issued on November 8, 2011 with Carter Bank & Trust thru November 1, 2016 with a 2% fixed interest rate. The FY 2015 borrowing is planned to permanently finance the Line of Credit. The Line of Credit is anticipated to temporarily fund only Water capital projects. An estimate for the Line of Credit interest for the Water Fund is based on the financial projections and rate study reports are prepared to support the budgets as of February 26, 2014.

[4] As of February 26, 2014, the CIP process is underway and not complete. There will be final decisions made regarding new borrowings during the upcoming months for FY 2015. New additional debt service in FY 2015 from a FY 2015 bond issue is related to interest only for Heritage High School and interest only for the Stadium as provided by the City's financial advisor. At this time, the FY 2015 borrowing is anticipated to include $69 million for Heritage High School, $7 million for City Stadium, $14.4 million for Water and $5.75 million for Sewer capital projects. Debt service for the City Stadium is estimated to begin in FY 2015 as provided by the City's financial advisor based on the Finance Director's estimated issue amounts as of January 22, 2014.

[5] Principal and Interest costs for FY 2015 General Fund Debt Service will be adjusted to reflect the actual FY 2015 Bond Issue with the Carryforward appropriation.

Debt Service (continued)

Water Fund	FY 2015 Debt [1] Per 6/30/13 Debt Book	FY 2014 [2] Bond Issue	FY 2015 [3] Line of Credit	FY 2015 [4] Bond Issue	**FY 2015 Budget**
Principal	$1,693,803	$0	$0	$128,377	$1,822,180
Interest	1,635,945			288,000	1,923,945
Interest Line of Credit	0		93,142		93,142
Debt Service Charges	512				512
Total	$3,330,260	$0	$93,142	$416,377	$3,839,779

Sewer Fund	FY 2015 Debt [1] Per 6/30/13 Debt Book	FY 2014 [2] Bond Issue	FY 2015 [3] Line of Credit	FY 2015 [4] Bond Issue	**FY 2015 Budget**
G.O. Principal	$1,757,561	$0	$0	$0	$1,757,561
G.O. Interest	843,917			115,000	958,917
Rev. Principal	6,034,144				6,034,144
Rev. Interest	210,084				210,084
Debt Service Charges	592				592
Total	$8,846,298	$0	$0	$115,000	$8,961,298

Fleet Services Fund	FY 2015 Debt [1] Per 6/30/13 Debt Book	FY 2014 [2] Bond Issue	FY 2015 [3] Line of Credit	FY 2015 [4] Bond Issue	**FY 2015 Budget**
Principal	$184,594	$132,762	$0	$0	$317,356
Interest	113,831	53,166			166,997
Total	$298,425	$185,928	$0	$0	$484,353

[1] Information for FY 2015 existing debt service (cash basis) per the City's Debt Book as of 6/30/13.
The Build America Bonds have a provision for an interest subsidy payment from the Internal Revenue Service. That source of funds from the IRS of 35% of the interest payment for these bonds is not included above and therefore, has not reduced the total interest payment due. All amounts above are total payments without reduction from the IRS subsidy for the Build America Bonds. The subsidy for FY 2015 interest payments are $591,230.70 across all funds in the 8.13.09 bond issue. Federal Budget reductions will likely reduce this subsidy amount as was done in FY 2013 & FY 2014.

No refunding is anticipated at this time and monitoring for refunding opportunities is an ongoing process.
The Schools debt service is budgeted in the General Fund.

[2] New debt service from FY 2014 - October 23, 2013, $10 million G.O. bond issue is included for the General, Schools and Fleet Funds.

[3] The Bank Qualified Line of Credit was issued on November 8, 2011 with Carter Bank & Trust thru November 1, 2016 with a 2% fixed interest rate. The FY 2015 borrowing is planned to permanently finance the Line of Credit. The Line of Credit is anticipated to temporarily fund only Water capital projects. An estimate for the Line of Credit interest for the Water Fund is based on the financial projections and rate study reports are prepared to support the budgets as of February 26,

[4] As of February 26, 2014, the CIP process is underway and not complete. There will be final decisions made regarding new borrowings during the upcoming months for FY 2015. New additional debt service in FY 2015 from a FY 2015 bond issue is related to interest only for Heritage High School and interest only for the Stadium as provided by the City's financial advisor. At this time, the FY 2015 borrowing is anticipated to include $69 million for Heritage High School, $7 million for City Stadium, $14.4 million for Water and $5.75 million for Sewer capital projects. Debt service for the City Stadium is estimated to begin in FY 2015 as provided by the City's financial advisor based on the Finance Director's estimated issue amounts as of January 22, 2014.

Debt Service (continued)

FY 2015 City's General Fund Appropriation for Schools Debt Service

	FY 2015 Debt [1] Per 6/30/13 Debt Book	FY 2014 [2] Bond Issue	FY 2015 [3] Line of Credit	VPSA Bond Issue	FY 2015 [4] Bond Issue	**FY 2015 Budget**
Principal	$3,815,574	$62,711		$0	$0	$3,878,285
Interest	1,970,070	24,909			2,930,050	4,925,029
Interest-Line of Credit			$0			0
Total School Debt Service	$5,785,644	$87,620	$0	$0	$2,930,050	$8,803,314
Plus:						
Debt Service Charges	2,569					2,569
Local City Share for School Debt Service	$5,788,213	$87,620	$0	$0	$2,930,050	$8,805,883

[1] Information for FY 2015 existing debt service (cash basis) per the City's Debt Book as of 6/30/13.
The Build America Bonds have a provision for an interest subsidy payment from the Internal Revenue Service. That source of funds from the IRS of 35% of the interest payment for these bonds is not included above and therefore, has not reduced the total interest payment due. All amounts above are total payments without reduction from the IRS subsidy for the Build America Bonds. The subsidy for FY 2015 interest payments are $591,230.70 across all funds in the 8.13.09 bond issue. Federal Budget reductions will likely reduce this subsidy amount as was done in FY 2013 & FY 2014.

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[3] The Bank Qualified Line of Credit was issued on November 8, 2011 with Carter Bank & Trust thru November 1, 2016 with a 2% fixed interest rate. The FY 2015 borrowing is planned to permanently finance the Line of Credit. The Line of Credit is anticipated to temporarily fund only Water capital projects. An estimate for the Line of Credit interest for the Water Fund is based on the financial projections and rate study reports are prepared to support the budgets as of February 26, 2014.

[4] As of February 26, 2014, the CIP process is underway and not complete. There will be final decisions made regarding new borrowings during the upcoming months for FY 2015. New additional debt service in FY 2015 from a FY 2015 bond issue is related to interest only for Heritage High School and interest only for the Stadium as provided by the City's financial advisor. At this time, the FY 2015 borrowing is anticipated to include $69 million for Heritage High School, $7 million for City Stadium, $14.4 million for Water and $5.75 million for Sewer capital projects. Debt service for the City Stadium is estimated to begin in FY 2015 as provided by the City's financial advisor based on the Finance Director's estimated issue amounts as of January 22, 2014.

HISTORICAL FACT:

Built around 1815 by Dr. George Cabell, Sr., an eminent physician whose most famous patient was Patrick Henry, Point of Honor was the home of important Lynchburg area families, including the Daniels, Paynes, and Owens. Although not documented, it is possible that at some time Point of Honor may have been used as a dueling ground. However, since dueling was prohibited, it is speculated it occurred on the property in Campbell County to escape the Lynchburg magistrate.

Schools Operating Fund. The General Fund provides funding for the Lynchburg City Schools for Operations.

	Actual FY 2013	Adopted FY 2014	Agency Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
AGENCY SUMMARY					
BEGINNING BALANCE	**$496,517**	**$0**	**$0**	**$0**	**$0**
OPERATING REVENUES					
State	$42,910,042	$43,730,131	$47,036,973	$47,036,973	$47,036,973
Federal	763,734	476,000	426,000	426,000	426,000
Other	2,058,929	1,842,140	1,832,220	1,832,220	1,832,220
Local - Operating [1]	35,243,485	38,201,147	38,924,147	38,562,647	38,924,147
School Debt Service (Governor's School)	29,284	0	0	0	0
TOTAL OPERATING REVENUES	**$81,005,474**	**$84,249,418**	**$88,219,340**	**$87,857,840**	**$88,219,340**
GRANT REVENUES					
Grants [2]	$9,713,976	$8,714,800	$8,516,356	$8,516,356	$8,516,356
TOTAL GRANT REVENUES	**$9,713,976**	**$8,714,800**	**$8,516,356**	**$8,516,356**	**$8,516,356**
TOTAL REVENUES	**$90,719,450**	**$92,964,218**	**$96,735,696**	**$96,374,196**	**$96,735,696**
OPERATING EXPENDITURES					
Operations	$81,264,741	$84,249,418	$88,219,340	$87,857,840	$88,219,340
TOTAL OPERATING EXPENDITURES	**$81,264,741**	**$84,249,418**	**$88,219,340**	**$87,857,840**	**$88,219,340**
GRANT EXPENDITURES					
Grant Funded Expenditures [2]	$9,740,631	$8,714,800	$8,516,356	$8,516,356	$8,516,356
TOTAL GRANT EXPENDITURES	**$9,740,631**	**$8,714,800**	**$8,516,356**	**$8,516,356**	**$8,516,356**
TOTAL EXPENDITURES	**$91,005,372**	**$92,964,218**	**$96,735,696**	**$96,374,196**	**$96,735,696**
ENDING BALANCE	**$210,595**	**$0**	**$0**	**$0**	**$0**

Source: Lynchburg City Schools

[1] An additional $1,040,000 is included in Schools Capital Projects Fund for school buses in the City Manager's Proposed FY 2015 budget.

[2] The Agency Submitted FY 2015 figure includes liquidation of prior grant funds as well as anticipated reductions in grant funding due to sequestration cuts.

Schools – Operating Fund Revenue Summary

	Actual 2012-2013	Adopted FY 2014	Approved Budget 2013-2014	Agency Submitted FY 2015	Adopted FY 2015
Average Daily Membership	8,100.6	8,024.4	8,024.4	8,113.3	8,113.3
OPERATING REVENUES					
State Revenues					
State	$34,151,218	$33,958,285	$33,958,285	$37,121,852	$37,121,852
State Sales Tax	8,758,824	9,771,846	9,771,846	9,915,121	9,915,121
Total State Revenues	**$42,910,042**	**$43,730,131**	**$43,730,131**	**$47,036,973**	**$47,036,973**
Federal Revenue	**$763,734**	**$476,000**	**$476,000**	**$426,000**	**$426,000**
Other Revenues					
Miscellaneous Revenue	$590,372	$153,000	$153,000	$128,000	$128,000
Charges for Services	1,468,451	1,689,140	1,689,140	1,704,120	1,704,120
Use of Money	106	0	0	100	100
Total Other Revenues	**$2,058,929**	**$1,842,140**	**$1,842,140**	**$1,832,220**	**$1,832,220**
City Revenues					
City Funds	$35,243,485	$38,201,147	$38,201,147	$38,924,147	$38,924,147
City - School Debt Service (Governor's School)	29,284	0	0	0	0
Total City Revenues	**$35,272,769**	**$38,201,147**	**$38,201,147**	**$38,924,147**	**$38,924,147**
TOTAL OPERATING REVENUES [1]	**$81,005,474**	**$84,249,418**	**$84,249,418**	**$88,219,340**	**$88,219,340**

[1] Grant funds not included.

Source: Lynchburg City Schools

Schools – Operating Fund Revenue Detail

	Actual 2012-2013	Adopted FY 2014	Approved Budget 2013-2014	Agency Submitted FY 2015	Adopted FY 2015
OPERATING REVENUES					
STATE REVENUES					
State Sales Tax	$8,758,824	$9,771,846	$9,771,846	$9,915,121	$9,915,121
SOQ Programs					
Basic Aid	20,076,545	19,245,033	19,245,033	21,682,524	21,682,524
Textbooks	0	336,402	336,402	393,862	393,862
Vocational Education	284,563	281,888	281,888	225,650	225,650
Gifted Education	233,748	231,550	231,550	241,036	241,036
Special Education	2,225,686	2,250,067	2,250,067	2,794,987	2,794,987
Prevention, Intervention, & Remediation	1,352,479	1,167,820	1,167,820	1,292,361	1,292,361
Fringe Benefits	3,653,580	3,629,302	3,629,302	4,384,796	4,384,796
Remedial Summer School	0	195,237	195,237	123,648	123,648
Incentive Programs					
Additional Assistance w/Retirement, Inflation & Preschool costs	468,992	466,336	466,336	0	0
Compensation Supplement	0	500,162	500,162	0	0
Early Reading Specialists Initiative	0	37,214	37,214	0	0
Math/Reading Instructional Specialists	0	0	0	40,325	40,325
Categorical Programs					
Adult Education	964	19,175	19,175	19,175	19,175
Special Ed - Homebound	200,898	214,961	214,961	208,275	208,275
Career & Tech Education-Equipment	11,263	0	0	0	0
Lottery Funded Programs					
At-Risk	1,226,865	1,216,431	1,216,431	1,440,314	1,440,314
Early Reading Intervention	146,887	144,929	144,929	168,353	168,353
Foster Care	67,504	71,786	71,786	71,041	71,041
K-3 Primary Class Size	1,587,611	1,570,158	1,570,158	1,878,688	1,878,688
SOL Algebra Readiness	126,180	124,221	124,221	139,709	139,709
VA Preschool Initiative at Risk 4 YR OLDS	1,215,707	1,215,707	1,215,707	989,869	989,869
ISAEP (GED funding)	23,576	23,576	23,576	0	0
Special Ed - Regional Tuition	680,656	776,368	776,368	766,779	766,779
Career & Tech Education	30,763	42,030	42,030	42,990	42,990
Textbooks	455,961	115,272	115,272	99,594	99,594
English as a Second Language	80,790	82,660	82,660	117,876	117,876
TOTAL STATE REVENUES	**$42,910,042**	**$43,730,131**	**$43,730,131**	**$47,036,973**	**$47,036,973**

Source: Lynchburg City Schools

Schools – Operating Fund Revenue Detail (continued)

	Actual 2012-2013	Adopted FY 2014	Approved Budget 2013-2014	Agency Submitted FY 2015	Adopted FY 2015
OPERATING REVENUES					
FEDERAL REVENUES					
Basic Adult Education	$57,141	$50,000	$50,000	$0	$0
Impact Aid	6,249	6,000	6,000	6,000	6,000
Medicaid Reimbursement	613,477	300,000	300,000	300,000	300,000
Junior ROTC	86,867	120,000	120,000	120,000	120,000
TOTAL FEDERAL REVENUES	**$763,734**	**$476,000**	**$476,000**	**$426,000**	**$426,000**
OTHER REVENUES					
Miscellaneous					
Other Funds	$145,008	$0	$0	$0	$0
Rebates & Refunds	6,969	30,000	30,000	30,000	30,000
Sale Other Equipment	3,640	0	0	0	0
Insurance Adjustments	133,109	3,000	3,000	3,000	3,000
E-Rate Reimbursements	113,215	120,000	120,000	95,000	95,000
School Nutrition Utilities	96,364	98,500	98,500	98,500	98,500
Print Production	92,067	100,000	100,000	100,000	100,000
Total Miscellaneous	**$590,372**	**$351,500**	**$351,500**	**$326,500**	**$326,500**
Charges for Services					
Rents	$98,000	$98,000	$98,000	$118,000	$118,000
Tuition - Day School	118,052	110,000	110,000	110,000	110,000
Tuition - Adult	13,723	18,000	18,000	18,000	18,000
Tuition - Summer School	9,011	40,000	40,000	25,000	25,000
Tuition - NonCenter Based	630,100	634,620	634,620	634,620	634,620
Special Pupil Fees	37,695	45,000	45,000	40,000	40,000
Bus Rentals	396,709	400,000	400,000	400,000	400,000
Dual Enrollment	89,547	85,000	85,000	85,000	85,000
Facility Rentals	75,614	60,020	60,020	75,000	75,000
Total Charges for Services	**$1,468,451**	**$1,490,640**	**$1,490,640**	**$1,505,620**	**$1,505,620**
Use of Money	**$106**	**$0**	**$0**	**$100**	**$100**
TOTAL OTHER REVENUES	**$2,058,929**	**$1,842,140**	**$1,842,140**	**$1,832,220**	**$1,832,220**
CITY REVENUES					
City Funds	$35,243,485	$38,201,147	$38,201,147	$38,924,147	$38,924,147
City - School Debt Service (Governor's School)	29,284	0	0	0	0
TOTAL CITY REVENUES	**$35,272,769**	**$38,201,147**	**$38,201,147**	**$38,924,147**	**$38,924,147**
TOTAL OPERATING REVENUES [1]	**$81,005,474**	**$84,249,418**	**$84,249,418**	**$88,219,340**	**$88,219,340**

[1] Grant funds not included.

Source: Lynchburg City Schools

Schools – Operating Fund Expenditure Summary

	Actual 2012-2013	Adopted FY 2014	Approved Budget 2013-2014	Agency Submitted FY 2015	Adopted FY 2015
OPERATING EXPENDITURES					
Personnel Services & Employee Benefits					
Total Personnel Services	$50,165,796	$53,696,551	$53,696,551	$54,441,516	$54,441,516
Total Employee Benefits	14,663,730	17,272,040	17,272,040	19,945,720	19,945,720
Subtotal Personnel Services & Employee Benefits	***$64,829,526***	***$70,968,591***	***$70,968,591***	***$74,387,236***	***$74,387,236***
Non-Personnel Accounts					
Total Purchased Services	$3,134,820	$3,291,612	$3,291,612	$3,358,312	$3,358,312
Total Internal Services	217,369	201,950	201,950	222,450	222,450
Total Other Charges	4,262,450	3,997,361	3,997,361	4,126,394	4,126,394
Total Materials and Supplies	4,005,482	3,941,496	3,941,496	4,107,540	4,107,540
Total Debt Service & Fund Transfers	1,561,914	1,399,608	1,399,608	1,415,608	1,415,608
Total Capital Outlay	3,253,180	448,800	448,800	601,800	601,800
Subtotal Non-Personnel Accounts	***$16,435,215***	***$13,280,827***	***$13,280,827***	***$13,832,104***	***$13,832,104***
TOTAL OPERATING EXPENDITURES[1]	**$81,264,741**	**$84,249,418**	**$84,249,418**	**$88,219,340**	**$88,219,340**

[1] Grant funds not included.

Source: Lynchburg City Schools

Schools – Operating Fund Expenditures by Major Category

	Actual 2012-2013	Adopted FY 2014	Approved Budget 2013-2014	Agency Submitted FY 2015	Adopted FY 2015
OPERATING EXPENDITURES					
INSTRUCTION					
Personnel Services	$40,567,809	$43,172,403	$43,172,403	$43,082,151	$43,082,151
Employee Benefits	11,393,067	13,596,389	13,596,389	15,340,411	15,340,411
Purchased Services	1,551,446	1,874,431	1,874,431	1,850,181	1,850,181
Internal Services	192,422	166,500	166,500	197,000	197,000
Other Charges	590,414	679,980	679,980	527,877	527,877
Materials and Supplies	1,517,959	1,555,235	1,555,235	1,711,479	1,711,479
Debt Service & Fund Transfers	1,259,438	1,290,409	1,290,409	1,306,409	1,306,409
Capital Outlay	285,474	146,500	146,500	137,000	137,000
TOTAL INSTRUCTION	**$57,358,029**	**$62,481,847**	**$62,481,847**	**$64,152,508**	**$64,152,508**
ADMINISTRATION					
Personnel Services	$2,502,434	$3,087,976	$3,087,976	$3,172,225	$3,172,225
Employee Benefits	1,128,564	1,391,533	1,391,533	1,617,180	1,617,180
Purchased Services	364,301	398,855	398,855	388,055	388,055
Internal Services	20,160	30,500	30,500	20,500	20,500
Other Charges	100,614	124,606	124,606	374,927	374,927
Materials and Supplies	77,774	160,511	160,511	147,311	147,311
Capital Outlay	23,305	9,000	9,000	9,000	9,000
TOTAL ADMINISTRATION	**$4,217,152**	**$5,202,981**	**$5,202,981**	**$5,729,198**	**$5,729,198**
PUPIL TRANSPORTATION					
Personnel Services	$2,564,149	$2,530,192	$2,530,192	$2,684,563	$2,684,563
Employee Benefits	745,336	780,692	780,692	1,084,388	1,084,388
Purchased Services	26,984	19,826	19,826	21,576	21,576
Internal Services	2,368	2,700	2,700	2,700	2,700
Other Charges	134,756	171,430	171,430	174,180	174,180
Materials and Supplies	1,187,693	1,148,750	1,148,750	1,148,750	1,148,750
Capital Outlay	640,783	0	0	0	0
TOTAL PUPIL TRANSPORTATION	**$5,302,069**	**$4,653,590**	**$4,653,590**	**$5,116,157**	**$5,116,157**
OPERATION & MAINTENANCE					
Personnel Services	$3,292,582	$3,601,895	$3,601,895	$4,063,314	$4,063,314
Employee Benefits	1,030,289	1,126,497	1,126,497	1,423,159	1,423,159
Purchased Services	975,706	798,500	798,500	898,500	898,500
Other Charges	3,364,511	2,983,553	2,983,553	3,000,553	3,000,553
Materials and Supplies	980,493	794,000	794,000	807,000	807,000
Capital Outlay	338,077	175,000	175,000	217,000	217,000
TOTAL OPERATION & MAINTENANCE	**$9,981,658**	**$9,479,445**	**$9,479,445**	**$10,409,526**	**$10,409,526**
FACILITIES					
Personnel Services	$47,876	$20,198	$20,198	$20,602	$20,602
Employee Benefits	13,348	1,545	1,545	1,576	1,576
Other Charges	26,655	0	0	0	0
Capital Outlay	2,182	20,000	20,000	20,000	20,000
TOTAL FACILITIES	**$90,061**	**$41,743**	**$41,743**	**$42,178**	**$42,178**

Source: Lynchburg City Schools

Schools – Operating Fund Expenditures by Major Category (continued)

	Actual 2012-2013	Adopted FY 2014	Approved Budget 2013-2014	Agency Submitted FY 2015	Adopted FY 2015
DEBT SERVICE & FUND TRANSFERS					
Debt Service & Fund Transfers	$302,476	$109,199	$109,199	$109,199	$109,199
TOTAL DEBT SERVICE & FUND TRANSFERS	**$302,476**	**$109,199**	**$109,199**	**$109,199**	**$109,199**
TECHNOLOGY					
Personnel Services	$1,190,946	$1,283,887	$1,283,887	$1,418,661	$1,418,661
Employee Benefits	353,126	375,384	375,384	479,006	479,006
Purchased Services	216,383	200,000	200,000	200,000	200,000
Internal Services	2,419	2,250	2,250	2,250	2,250
Other Charges	45,500	37,792	37,792	48,857	48,857
Materials and Supplies	241,563	283,000	283,000	293,000	293,000
Capital Outlay	1,963,359	98,300	98,300	218,800	218,800
TOTAL TECHNOLOGY	**$4,013,296**	**$2,280,613**	**$2,280,613**	**$2,660,574**	**$2,660,574**
TOTAL OPERATING EXPENDITURES [1]	**$81,264,741**	**$84,249,418**	**$84,249,418**	**$88,219,340**	**$88,219,340**

[1] Grant funds not included.

Source: Lynchburg City Schools

Schools – Operating Fund Grant Detail

	Adopted FY 2015
Federal Grants and Programs	
Carl Perkins Vocational	$206,000
Individuals with Disabilities Section 619-A - Pre-School Incentive	58,800
21 st Century Grant	800,000
National Board Incentive	15,000
Title I - Improving America's School Act	2,926,000
Title I, Part D - Neglected, Delinquent or At Risk	130,150
Title II, Part A - Teacher, Principal, Paraprofessional Training and Recruiting	522,830
Title III, Part A - English Language Acquisition & Academic Achievement	16,000
Title VI-B - Special Education	1,978,500
Total Federal Grants and Programs	**$6,653,280**
Commonwealth of Virginia Grants and Programs	
Alternative Educating Regional Grant	$243,500
Blue Ridge Regional Jail	180,500
Detention Home and Child Development Clinic	806,000
Educational Technology Initiative Bond	492,000
Project Graduation	36,000
ISAEP (GED funding)	23,576
Play It Smart Grant	5,800
Virginia Middle School Teacher Corp Grant	20,000
Homeless Grant	24,700
Total Commonwealth of Virginia Grants and Programs	**$1,832,076**
Local Grants and Programs	
House Construction Account	$9,000
Partners in Education	22,000
Total Local Grants	**$31,000**
Total Grants and Special Programs	**$8,516,356**

Source: Lynchburg City Schools

Schools – Employees and Enrollment

Student Enrollment, Employees and Schools by Fiscal Year

Description	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Elementary School Membership	3,910	3,840	3,793	3,877	3,916	3,936	3,934	3,968	3,987	3,975
Secondary School Membership	4,872	4,785	4,809	4,745	4,447	4,583	4,438	4,359	4,317	4,133
Total Membership	8,782	8,625	8,602	8,622	8,363	8,519	8,372	8,327	8,304	8,108
Teachers and Administrators [1]	762	753	776	772	774	780	759	977	851	836
Other Employees	467	471	470	482	482	482	449	250	223	195
Total Employees	1,229	1,224	1,246	1,254	1,256	1,262	1,208	1,227	1,074	1,031
Elementary Schools [2]	11	11	11	11	11	11	11	11	11	11
Secondary Schools	5	5	5	5	5	5	5	5	5	5
Total Buildings	16	16	16	16	16	16	16	16	16	16

[1] Includes only full-time equivalent positions funded through the operating budget.
[2] Does not include LAUREL Regional Program, now being used for special education students.

Actual Average Daily Student Enrollment by Grade & Fiscal Year
(Based on September 30th Actual Enrollment)

Grade	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
K	700	666	670	722	732	732	718	696	740	735
1	651	628	655	675	673	673	702	726	705	720
2	608	647	634	629	648	648	648	670	676	662
3	641	583	628	629	653	653	632	620	643	643
4	690	630	593	625	606	608	639	629	615	601
5	620	686	613	597	604	622	595	627	608	614
6	689	658	707	618	613	635	598	605	621	609
7	661	680	664	694	581	604	619	593	586	608
8	697	660	687	662	625	614	581	622	593	567
9	856	857	823	867	777	797	706	642	669	629
10	740	772	726	661	647	732	719	666	580	623
11	656	627	669	621	654	702	619	672	625	534
12	573	531	533	622	550	499	596	559	643	563
Total	8,782	8,625	8,602	8,622	8,363	8,519	8,372	8,327	8,304	8,108

Source: Superintendent of Schools, City of Lynchburg, Virginia.

Note: The enrollment numbers reported for 2009 in the FY2009 CAFR were actually the enrollment numbers for 2010. These numbers have been updated.

Greater Lynchburg Transit Company (GLTC). The region's public transportation provider. GLTC's mission is to provide safe, dependable, affordable and high quality public transportation to the citizens of Lynchburg. GLTC provides fixed route (bus) and paratransit (demand-response bus) to the citizens of Lynchburg. GLTC is owned by the City of Lynchburg, and its employees are contract employees to the City. Management services are provided by First Transit. The Board of Directors, approved by City Council, set company policies.

	Actual FY 2013	Adopted FY 2014	Department Requested FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
GREATER LYNCHBURG TRANSIT COMPANY SUMMARY					
REVENUES					
Fares - Fixed Route	$972,409	$950,160	$1,016,671	$1,016,671	$1,016,671
Fare - Para-transit Service	88,804	92,922	98,000	98,000	98,000
Contracts (LC Access)	22,246	21,746	24,760	24,760	24,760
Contracts (CVCC Access)	0	0	24,760	24,760	24,760
Government Charters	0	6,200	0	0	0
Advertising	53,999	65,000	55,000	55,000	55,000
Other	39,318	60,000	20,000	20,000	20,000
Federal Operating	1,845,335	1,845,336	1,979,720	1,979,720	1,979,720
State Operating	1,432,987	1,382,122	1,385,000	1,385,000	1,385,000
City Operating	622,538	1,194,239	1,394,038	1,394,038	1,394,038
Amherst County	57,492	68,282	57,492	57,492	57,492
Partners: Academy/Downtown	6,545	2,800	15,000	15,000	15,000
State Training	2,831	5,000	5,000	5,000	5,000
Partners: Lynchburg Sheltered Industries	4,800	4,800	4,800	4,800	4,800
Partners: Liberty	1,162,567	1,079,329	1,010,902	1,010,902	1,010,902
TOTAL REVENUES	**$6,311,871**	**$6,777,936**	**$7,091,143**	**$7,091,143**	**$7,091,143**
EXPENDITURES					
Labor	$2,853,703	$2,788,427	$3,114,759	$3,114,759	$3,114,759
Fringe	1,476,102	1,714,351	1,683,163	1,683,163	1,683,163
Services	388,197	433,426	393,646	393,646	393,646
Materials and Supplies	1,146,206	1,334,232	1,336,250	1,336,250	1,336,250
Utilities	114,535	117,000	162,665	162,665	162,665
Liability Insurance	279,135	306,000	316,160	316,160	316,160
Miscellaneous/Contingency	53,993	84,500	84,500	84,500	84,500
TOTAL EXPENDITURES	**$6,311,871**	**$6,777,936**	**$7,091,143**	**$7,091,143**	**$7,091,143**
BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**

Lynchburg Business Development Centre Fund. This fund accounts for grant monies from the Economic Development Authority (EDA) which is a division of the Federal Department of Commerce. The funds are awarded to the City of Lynchburg and passed on to the Business Development Centre as a subgrantee. Its purpose is to account for the revolving loan activity of the Business Development Centre and serves the Region 2000 area by providing "gap" financing to businesses for projects that otherwise would not be eligible for full financing through traditional lenders. This program is similar in structure to the Small Business Administration (SBA) 504 Program which creates and/or retains jobs. For each $10,000 the Business Development Centre lends, the recipient must demonstrate the creation/retention of one job over a three year period. The Centre has made 26 loans since its inception in 1993. The Region 2000 area includes the cities of Lynchburg and Bedford, the towns of Altavista and Amherst, and the counties of Amherst, Appomattox, Bedford and Campbell.

AGENCY SUMMARY	Actual FY 2013	Adopted FY 2014	Agency Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BEGINNING RESTRICTED FUND BALANCE	**$125,385**	**$125,385**	**$125,385**	**$125,385**	**$125,385**
REVENUES					
Revenues from loan repayments (principal and interest)	$34,286	$0	$0	$0	$0
TOTAL REVENUES	**$34,286**	**$0**	**$0**	**$0**	**$0**
EXPENDITURES	$34,286	$0	$0	$0	$0
TOTAL EXPENDITURES	**$34,286**	**$0**	**$0**	**$0**	**$0**
ENDING RESTRICTED FUND BALANCE	**$125,385**	**$125,385**	**$125,385**	**$125,385**	**$125,385**

Lynchburg Business Development Centre Fund Budget Description

No funds are requested for FY 2015.

HISTORICAL FACT:

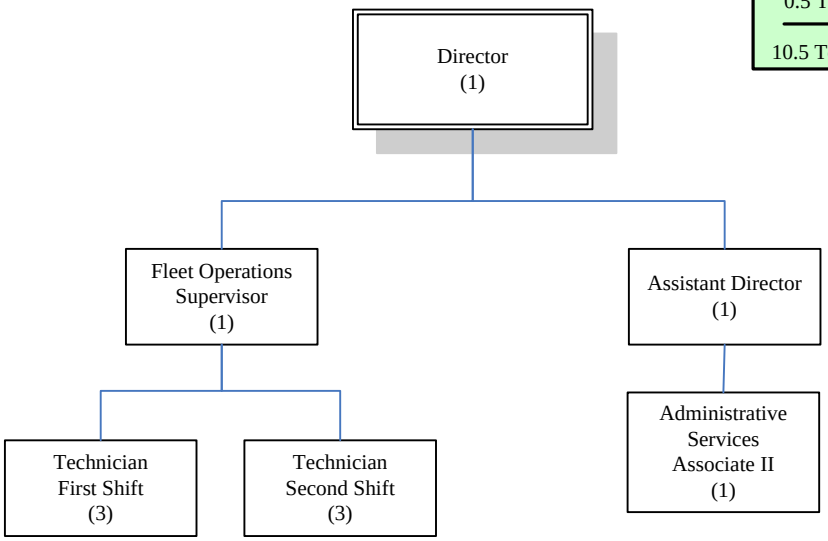
On July 11, 1870, a system of public schools was established by law in Virginia. The Lynchburg public school system officially began September 22, 1870. Abram Frederick Biggers, great-grandson of John Lynch, was Lynchburg's first superintendent of schools.

FLEET SERVICES

POSITION SUMMARY

10.0 City Funded Positions
0.5 Temporary Positions

10.5 Total Funded Positions



Fleet Services. Provides a full spectrum of fleet management services for all City customers who operate a City-owned vehicle or piece of equipment, as well as several City-related entities. The services include fleet acquisition and replacement planning, fuel management, automotive parts inventory services, routine and preventive maintenance, record keeping, and the disposal of all used fleet assets.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
FLEET FUND POSITION SUMMARY					
City Funded Full-Time	11.0	10.0	10.0	10.0	10.0
City Funded Part-Time	0.5	0.5	0.0	0.0	0.0
City Funded Temporary	0.0	0.0	0.5	0.5	0.5
TOTAL FTE	**11.5**	**10.5**	**10.5**	**10.5**	**10.5**
FLEET FUND SUMMARY					
BEGINNING CASH	**$2,454,574**	**$1,544,660**	**$2,272,478**	**$2,272,478**	**$2,272,478**
REVENUES					
Warehouse Inventory	$489,048	$492,595	$518,883	$518,883	$518,883
Fuel Sales	1,873,050	1,908,370	1,891,178	1,891,178	1,891,178
Mechanical Work by Vendors	215,274	283,829	275,286	275,286	275,286
Vehicle Administration	253,216	204,184	217,383	217,383	217,383
Labor Sales	515,306	458,396	487,881	487,881	487,881
Vehicle Capital Charge	2,449,119	2,861,395	2,742,548	2,742,548	2,742,548
Bond Proceeds	0	2,100,000	0	0	0
Interest on Investments	(259)	0	0	0	0
Miscellaneous	124,144	0	0	0	0
Sale/Salvage Surplus Property	198,566	300,000	300,000	300,000	300,000
Transfer from General Fund	0	0	135,739	135,739	135,739
TOTAL REVENUES	**$6,117,464**	**$8,608,769**	**$6,568,898**	**$6,568,898**	**$6,568,898**
EXPENDITURES					
Salaries	$458,664	$480,727	$501,021	$501,021	$501,021
Employee Benefits	179,313	186,620	195,566	195,566	195,566
Contractual Services	75,608	88,622	93,993	93,993	93,993
Internal Service Charges	7,165	0	9,503	9,503	9,503
Other Charges	2,474,171	2,587,005	2,585,889	2,595,295	2,598,430
Rentals and Leases	1,832	1,900	1,850	1,850	1,850
Capital Outlay	2,077,485	4,466,500	2,352,500	2,352,500	2,352,500
Non-departmental Employee Benefits	30,480	31,124	32,500	32,500	32,500
Other Post Employment Benefits	(2,243)	15,760	10,000	10,000	10,000
Debt Service	355,678	301,825	484,353	484,353	484,353
TOTAL EXPENDITURES AND TRANSFERS	**$5,658,153**	**$8,160,083**	**$6,267,175**	**$6,276,581**	**$6,279,716**
ENDING UNRESTRICTED NET ASSETS	**$2,913,885**	**$1,993,346**	**$2,574,201**	**$2,564,795**	**$2,561,660**

Fleet Services Budget Description

The City Manager's Proposed FY 2015 Fleet Services budget of $6,276,581 represents a 23.1% decrease of $1,883,502 compared to the Adopted FY 2014 budget of $8,160,083.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $20,294 increase in Salaries compared to the adopted budget.
- $8,946 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $5,371 increase in Contractual Services reflecting adjustments based on historical spending.
- $9,503 increase in Internal Services charges reflecting fleet capital charges.
- $8,290 increase in Other Charges reflecting the proposed compensation adjustment.
- $2,114,000 decrease in Capital Outlay reflecting the City's replacement schedule of heavy equipment and vehicles.
- $1,376 increase in Non-departmental Employee Benefits reflecting a higher cost for retiree health benefits.
- $5,760 decrease in Other Post Employment Benefits based on current estimates.
- $182,528 increase in Debt Service based on the Debt Amortization Schedule.

The Proposed FY 2015 Fleet Services budget was adopted by City Council with the following changes:

- $11,552 increase in Other Charges to add an additional 0.5% to the compensation adjustment for employees.

Fleet Services Performance Measures

Goal 1: Enable the efficient delivery of City services by providing expedient repairs to vehicles making them available for duty each day.				
Objective: Maintain a 98.0% or greater fleet availability rate.				
Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Fleet availability rate	98.0%	98.0%	98.0%	98.0%
Analysis of the Data: The Department is using a 98.0% compliance rate based on the effectiveness of the current vehicle replacement program. If the program is reduced or diminished due to budget constraints, the availability rate would likely decrease.				

Goal 2: To repair police fleet vehicles at a competitive and minimal cost.				
Objective: Repair light duty police vehicles at a cost of $0.175 or less per mile driven.				
Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Cost per mile driven	$0.169	$0.170	$0.165	$0.175
Analysis of the Data: At the end of FY 2012 Ford Motor Company discontinued manufacturing the rear wheel drive Crown Victoria, converting its police vehicle product to a front wheel drive Taurus. Front wheel drive vehicles are more expensive to maintain; therefore, it is anticipated, while the cost per mile will be flat in FY 2013, it will increase over the next few years as the Taurus entering the fleet in 2013 begin to age. The FY 2013 actual statistics include $51,387 to repair vehicles involved in accidents.				

Goal 3: To provide excellent customer service.				
Objective: Maintain a Good/Excellent customer satisfaction rating (95% or greater).				
Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Customer satisfaction	95%	95%	95%	95%
Analysis of the Data: Although an older fleet requires more maintenance and may increase service response time, the Department expects to maintain its customer satisfaction rate.				

Benchmark Localities:
Fairfax County, Roanoke, Charlottesville, Henrico County, and Troy, MI

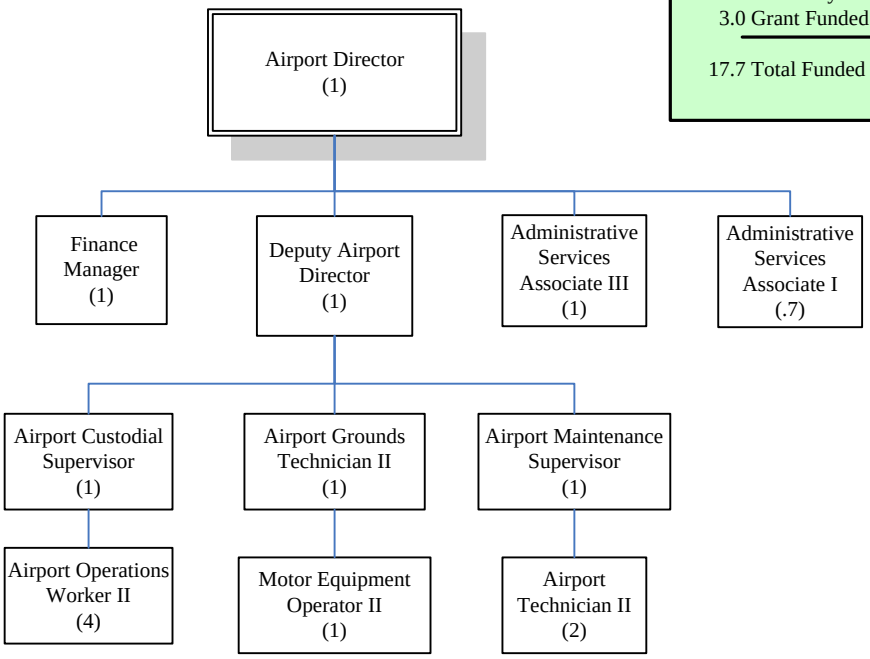
LYNCHBURG REGIONAL AIRPORT

POSITION SUMMARY

14.7 City Funded Positions

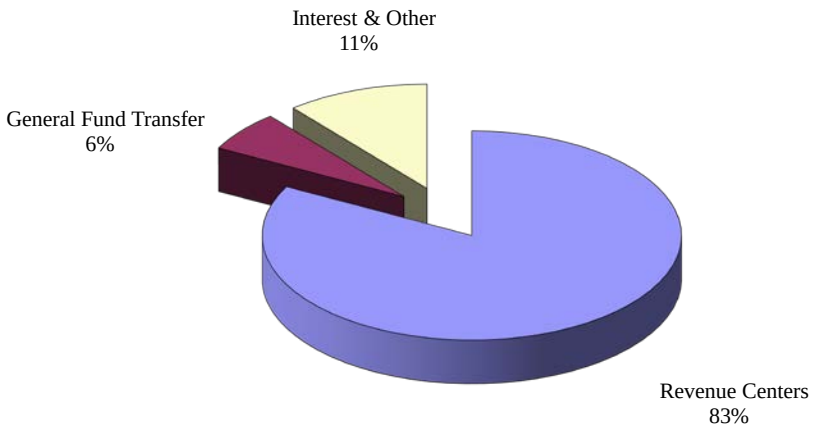
14.7 Total City Funded Positions
3.0 Grant Funded Positions

17.7 Total Funded Positions

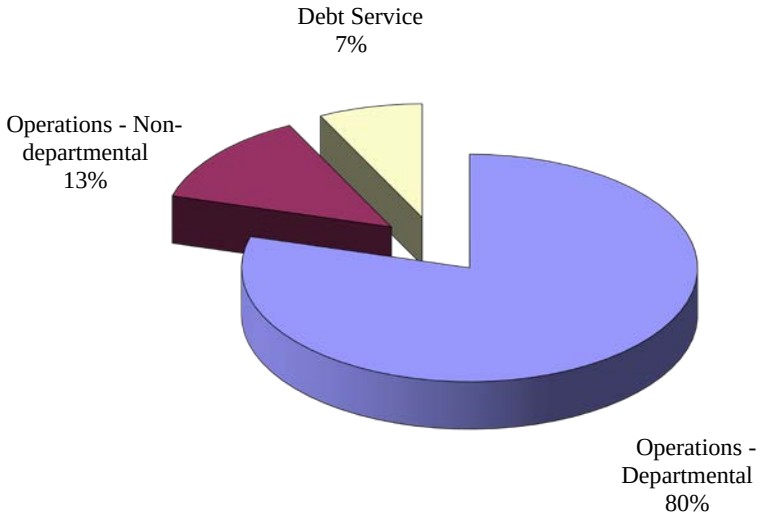


Lynchburg Regional Airport. Lynchburg Regional Airport is the main commercial service airport serving Lynchburg and the surrounding four-county region. It is served by the US Airways regional affiliate and serves over 150,000 arriving and departing passengers a year. The airport is home base to approximately 85 private and business aircraft. The Federal Aviation Administration (FAA) owns and operates the air traffic control facility at the airport. Airport Administration manages the operations, safety, security, and capital improvements required by the FAA; maintains the airport complex; responds to crash, fire, medical, and other emergencies; promotes the airport; and administers contracts and leases with airlines, concessions, and tenants. Airport Fund revenues are from fees, leases, or rents paid by airlines, the fixed-based operators that service private and business aircraft, and other concessionaires and tenants.

FY 2015 REVENUES
$2,433,245



FY 2015 EXPENSES
$2,433,245



Airport Fund

Mission Statement: To offer a full range of high quality aviation and air transportation services to the citizens of Central Virginia while fulfilling its role as a key ingredient in the region's economic development.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
AIRPORT FUND POSITION SUMMARY					
City Funded Full-Time	14.0	14.0	14.0	14.0	14.0
City Funded Part-Time	0.7	0.7	0.7	0.7	0.7
Grant Funded Full-Time	3.0	3.0	3.0	3.0	3.0
TOTAL FTE	**17.7**	**17.7**	**17.7**	**17.7**	**17.7**
AIRPORT FUND SUMMARY					
BEGINNING NET ASSETS	$32,507,809				
Less: Invested in Capital Assets, net of related debt	(31,723,484)				
BEGINNING UNRESTRICTED NET ASSETS	**$784,325**	**$100,000**	**$200,000**	**$200,000**	**$200,000**
REVENUES					
Airfield	$106,188	$95,000	$97,000	$97,000	$97,000
Terminal	1,386,306	1,227,327	1,312,327	1,312,327	1,312,327
General Aviation	401,605	383,000	399,000	399,000	399,000
Other Leased Property	214,085	214,400	204,400	204,400	204,400
State Airport Aid	318,673	95,000	95,000	95,000	95,000
Federal Security Aid	107,446	110,000	107,500	107,500	107,500
Transfer from General Fund	336,330	289,061	198,518	198,518	152,443
Use of Reserves	0	0	0	0	46,075
Interest and Other	37,494	19,000	19,500	19,500	19,500
TOTAL REVENUES	**$2,908,127**	**$2,432,788**	**$2,433,245**	**$2,433,245**	**$2,433,245**
EXPENDITURES					
Airfield Operations	$297,917	$294,541	$301,819	$301,819	$301,819
Terminal Operations	536,298	549,430	548,000	548,000	548,000
General Aviation	45,290	57,963	54,769	54,769	54,769
Administration	616,516	666,333	668,485	668,485	668,485
Airport Public Safety	407,711	399,020	405,984	405,984	405,984
Other Operations	78,281	61,950	63,850	63,850	63,850
Snow Removal	13,697	20,468	18,930	18,930	18,930
Debt Service	261,452	205,865	179,429	179,429	179,429
Miscellaneous and Transfers	603,134	177,218	191,979	191,979	191,979
TOTAL EXPENDITURES	**$2,860,296**	**$2,432,788**	**$2,433,245**	**$2,433,245**	**$2,433,245**
ENDING UNRESTRICTED NET ASSETS	**$832,156**	**$100,000**	**$200,000**	**$200,000**	**$200,000**

Note: Ending Unrestricted Net Assets for FY 2013 does not agree to Beginning Unrestricted Net Assets for FY 2014 as Amended due to the difference in reporting capital outlay, debt service and certain revenue items in the CAFR and the Budget.

Key Ratios:					
General Fund Subsidy as a % of Total Expenditures	11.8%	11.9%	8.2%	8.2%	6.3%

Airport Fund

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
REVENUE SUMMARY					
REVENUE CENTERS					
Airfield Revenue Center	$106,188	$95,000	$97,000	$97,000	$97,000
Terminal Revenue Center	1,386,306	1,227,327	1,312,327	1,312,327	1,312,327
General Aviation Revenue Center	401,605	383,000	399,000	399,000	399,000
Other Airport Revenue Center	214,085	214,400	204,400	204,400	204,400
TOTAL REVENUE CENTERS	**$2,108,184**	**$1,919,727**	**$2,012,727**	**$2,012,727**	**$2,012,727**
TRANSFERS					
Transfer from General Fund	$336,330	$289,061	$198,518	$198,518	$152,443
TOTAL TRANSFERS	**$336,330**	**$289,061**	**$198,518**	**$198,518**	**$152,443**
USE OF RESERVES					
Debt Service Reserve	$0	$0	$0	$0	$46,075
TOTAL USE OF RESERVES	**$0**	**$0**	**$0**	**$0**	**$46,075**
MISCELLANEOUS REVENUE					
Interest	$1,422	$1,500	$1,500	$1,500	$1,500
Charges for Services	15,889	12,500	12,500	12,500	12,500
State Airport Aid	318,673	95,000	95,000	95,000	95,000
Federal Security Aid	107,446	110,000	107,500	107,500	107,500
All Other	20,183	5,000	5,500	5,500	5,500
TOTAL MISCELLANEOUS REVENUE	**$463,613**	**$224,000**	**$222,000**	**$222,000**	**$222,000**
TOTAL REVENUES	**$2,908,127**	**$2,432,788**	**$2,433,245**	**$2,433,245**	**$2,433,245**

Airport Fund

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	14.0	14.0	14.0	14.0	14.0
City Funded Part-Time	0.7	0.7	0.7	0.7	0.7
Grant Funded Full-Time	3.0	3.0	3.0	3.0	3.0
TOTAL FTE	**17.7**	**17.7**	**17.7**	**17.7**	**17.7**
EXPENDITURE BUDGET SUMMARY					
DEPARTMENTAL EXPENDITURES					
Salaries	$585,367	$604,066	$613,340	$613,340	$613,340
Employee Benefits	222,949	240,305	245,725	245,725	245,725
Contractual Services	496,430	514,550	507,000	507,000	507,000
Internal Service Charges	46,233	42,365	45,689	45,689	45,689
Other Charges	354,737	354,250	356,600	356,600	356,600
Rentals and Leases	5,578	6,500	6,000	6,000	6,000
Payments to Other Funds	156,422	158,489	158,303	158,303	158,303
TOTAL DEPARTMENTAL EXPENDITURES	**$1,867,716**	**$1,920,525**	**$1,932,657**	**$1,932,657**	**$1,932,657**
NON-DEPARTMENTAL EXPENDITURES					
Security Personnel (Federal Program)	$127,994	$129,180	$129,180	$129,180	$129,180
Non-Recurring Maintenance	364,964	100,000	100,000	100,000	100,000
Independent Financial Audit	9,894	10,000	10,000	10,000	10,000
Uncollectible Accounts	0	2,500	2,500	2,500	2,500
Other Non-departmental	228,276	64,718	79,479	79,479	79,479
TOTAL NON-DEPARTMENTAL EXPENDITURES	**$731,128**	**$306,398**	**$321,159**	**$321,159**	**$321,159**
DEBT SERVICE					
Debt Service	$261,452	$205,865	$179,429	$179,429	$179,429
TOTAL DEBT SERVICE	**$261,452**	**$205,865**	**$179,429**	**$179,429**	**$179,429**
TOTAL EXPENDITURES	**$2,860,296**	**$2,432,788**	**$2,433,245**	**$2,433,245**	**$2,433,245**

Airport Fund – Administration

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	4.0	4.0	4.0	4.0	4.0
City Funded Part-Time	0.7	0.7	0.7	0.7	0.7
TOTAL FTE	**4.7**	**4.7**	**4.7**	**4.7**	**4.7**
BUDGET SUMMARY					
EXPENDITURES					
Salaries	$272,409	$272,164	$284,536	$284,536	$284,536
Employee Benefits	92,031	96,280	99,746	99,746	99,746
Contractual Services	73,090	107,400	99,750	99,750	99,750
Other Charges	18,201	27,500	21,650	21,650	21,650
Rentals and Leases	4,363	4,500	4,500	4,500	4,500
Payments to Other Funds	156,422	158,489	158,303	158,303	158,303
TOTAL	**$616,516**	**$666,333**	**$668,485**	**$668,485**	**$668,485**

Airport Fund – Administration Budget Description

The City Manager's Proposed FY 2015 Airport Fund – Administration budget of $668,485 represents a 0.3% increase of $2,152 compared to the Adopted FY 2014 budget of $666,333.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $12,372 increase in Salaries reflecting the 3% compensation adjustment adopted by City Council as part of the FY 2014 budget.
- $3,466 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $7,650 decrease in Contractual Services reflecting FY 2014 included the one-time Airports share of the NWS.net software upgrade project.
- $5,850 decrease in Other Charges reflecting anticipated lower Risk Management payments to the City.

The Proposed FY 2015 Airport Fund – Administration budget was adopted by City Council without changes.

Airport Fund – Terminal

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	6	6	6	6	6
TOTAL FTE	**6**	**6**	**6**	**6**	**6**
BUDGET SUMMARY					
EXPENDITURES					
Salaries	$170,243	$175,649	$174,922	$174,922	$174,922
Employee Benefits	75,567	80,666	82,132	82,132	82,132
Contractual Services	102,329	104,850	100,200	100,200	100,200
Internal Service Charges	15,917	14,665	15,246	15,246	15,246
Other Charges	172,242	173,600	175,500	175,500	175,500
TOTAL	**$536,298**	**$549,430**	**$548,000**	**$548,000**	**$548,000**

Airport Fund – Terminal Budget Description

The City Manager's Proposed FY 2015 Airport Fund – Terminal budget of $548,000 represents a 0.3% decrease of $1,430 compared to the Adopted FY 2014 budget of $549,430.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $1,466 increase in Employee Benefits reflecting a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014 offset by a lower Virginia Retirement System rate.
- $4,650 decrease in Contractual Services reflecting reduced maintenance on recently replaced mechanical systems.
- $1,900 increase in Other Charges reflecting the cost of custodial supplies for additional facilities being maintained.

The Proposed FY 2015 Airport Fund – Terminal budget was adopted by City Council without changes.

Airport Fund – Airfield

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	3	3	3	3	3
TOTAL FTE	**3**	**3**	**3**	**3**	**3**
BUDGET SUMMARY					
EXPENDITURES					
Salaries	$121,960	$126,001	$127,748	$127,748	$127,748
Employee Benefits	45,650	50,580	51,782	51,782	51,782
Contractual Services	15,999	13,950	14,700	14,700	14,700
Internal Service Charges	29,416	25,410	28,089	28,089	28,089
Other Charges	83,677	76,600	78,000	78,000	78,000
Rentals and Leases	1,215	2,000	1,500	1,500	1,500
TOTAL	**$297,917**	**$294,541**	**$301,819**	**$301,819**	**$301,819**

Airport Fund – Airfield Budget Description

The City Manager's Proposed FY 2015 Airport Fund – Airfield budget of $301,819 represents a 2.5% increase of $7,278 compared to the Adopted FY 2014 budget of $294,541.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $1,747 increase in Salaries reflecting the 3% compensation adjustment adopted by City Council as part of the FY 2014 budget.
- $1,202 increase in Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $2,679 increase in Internal Service Charges reflecting Fleet Services operating estimates.
- $1,400 increase in Other Charges reflecting a general increase in vehicle and equipment fuel expense.

The Proposed FY 2015 Airport Fund – Airfield budget was adopted by City Council without changes.

Airport Fund – General Aviation

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	1	1	1	1	1
TOTAL FTE	**1**	**1**	**1**	**1**	**1**
BUDGET SUMMARY					
EXPENDITURES					
Salaries	$19,208	$26,752	$23,134	$23,134	$23,134
Employee Benefits	9,184	12,511	11,835	11,835	11,835
Contractual Services	333	4,750	3,350	3,350	3,350
Other Charges	16,565	13,950	16,450	16,450	16,450
TOTAL	**$45,290**	**$57,963**	**$54,769**	**$54,769**	**$54,769**

Airport Fund – General Aviation Budget Description

The City Manager's Proposed FY 2015 Airport Fund – General Aviation budget of $54,769 represents a 5.5% decrease of $3,194 compared to the Adopted FY 2014 budget of $57,963.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $3,618 decrease in Salaries compared to the adopted budget.
- $676 decrease in Employee Benefits reflecting a lower Virginia Retirement System rate offset by a higher health insurance rate and the Virginia Local Disability Program fee associated with employees hired after January 1, 2014.
- $1,400 decrease in Contractual Services based on historical spending.
- $2,500 increase in Other Charges reflecting recent rate increases for utilities.

The Proposed FY 2015 Airport Fund – General Aviation budget was adopted by City Council without changes.

Airport Fund – Other Operations

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Contractual Services	$29,309	$23,100	$21,500	$21,500	$21,500
Other Charges	48,972	38,850	42,350	42,350	42,350
TOTAL	**$78,281**	**$61,950**	**$63,850**	**$63,850**	**$63,850**

Airport Fund – Other Operations Budget Description

The City Manager's Proposed FY 2015 Airport Fund – Other Operations budget of $63,850 represents a 3.1% increase of $1,900 compared to the Adopted FY 2014 budget of $61,950.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $1,600 decrease in Contractual Services reflecting less anticipated expense for control tower operations.
- $3,500 increase in Other Charges reflecting recent rate increases for utilities.

The Proposed FY 2015 Airport Fund – Other Operations budget was adopted by City Council without changes.

Airport Fund – Police and Fire Services

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
Grant Funded Full-Time Equivalent	3	3	3	3	3
TOTAL FTE	**3**	**3**	**3**	**3**	**3**
BUDGET SUMMARY					
EXPENDITURES					
Salaries	$118,898	$120,000	$120,000	$120,000	$120,000
Employee Benefits	9,096	9,180	9,180	9,180	9,180
Contractual Services	264,249	255,500	262,500	262,500	262,500
Internal Service Charges	575	1,890	1,904	1,904	1,904
Other Charges	14,893	12,450	12,400	12,400	12,400
TOTAL	**$407,711**	**$399,020**	**$405,984**	**$405,984**	**$405,984**

Airport Fund – Police and Fire Services Budget Description

The City Manager's Proposed FY 2015 Airport Fund – Police and Fire Services budget of $405,984 represents a 1.7% increase of $6,964 compared to the Adopted FY 2014 budget of $399,020.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $7,000 increase in Contractual Services reflecting the rising cost of contracted Aircraft Rescue & Fire Fighting (ARFF) services offset by fewer security background checks.

The Proposed FY 2015 Airport Fund – Police and Fire Services budget was adopted by City Council without changes.

Airport Fund – Snow Removal

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BUDGET SUMMARY					
EXPENDITURES					
Salaries	$1,547	$3,500	$3,000	$3,000	$3,000
Employee Benefits	517	268	230	230	230
Contractual Services	11,121	5,000	5,000	5,000	5,000
Internal Service Charges	325	400	450	450	450
Other Charges	187	11,300	10,250	10,250	10,250
TOTAL	**$13,697**	**$20,468**	**$18,930**	**$18,930**	**$18,930**

Airport Fund – Snow Removal Budget Description

The City Manager's Proposed FY 2015 Airport Fund – Snow Removal budget of $18,930 represents a 7.5% decrease of $1,538 compared to the Adopted FY 2014 budget of $20,468.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $500 decrease in Salaries reflecting a reduction in overtime hours.
- $1,050 decrease in Other Charges reflecting the use of fewer chemicals for snow removal.

The Proposed FY 2015 Airport Fund – Snow Removal budget was adopted by City Council without changes.

Airport Fund Performance Measures

Goal 1:
Attract additional passengers, increase airport revenues, and contribute to the City's overall economic development potential.

Objective:
Increase the number of daily departure seats available from the Airport by attracting additional airline service.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Average available daily departure seats	274	275	273	275

Analysis of the Data:
The average available daily departure seats for the remainder of FY 2014 and FY 2015 is expected to remain consistent with FY 2013 . The merger between US Airways and American Airlines is not expected to affect this number; although, airport management is working to attract another airline and/or negotiate with US Airways to add flights or utilize larger aircraft.

ECONOMIC DEVELOPMENT

Goal 2:
Produce additional direct and secondary revenue to the Airport by increasing airline passenger traffic.

Objective:
Increase airline passenger traffic served by the Airport.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Passenger traffic	157,810	159,000	78,384	159,500

Analysis of the Data:
Additional airline passenger traffic increases revenues to the airport through ancillary services such as parking and rental car concessions. Increasing airline service with an additional airline or additional US Airways service continues to be a major focus of airport management.

TRANSPORTATION

Goal 3:
Reduce the annual operating subsidy from the City to the Airport.

Objective:
Reduce annually the operating subsidy from the City to the Airport.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Operating Subsidy	$336,330	$289,061	$144,000	$198,518

Analysis of the Data:
Until FY 2012, the annual subsidy had declined each year from a high of $614,530 in FY 2002. Even though the loss of Delta Airlines service pushed back the timetable for eliminating the subsidy completely, the Airport Fund is on pace to be self-sufficient by FY 2018.

INFRASTRUCTURE

Benchmark Localities:
There is no other locality in Virginia which owns a commercial service airport.

HISTORICAL FACT:

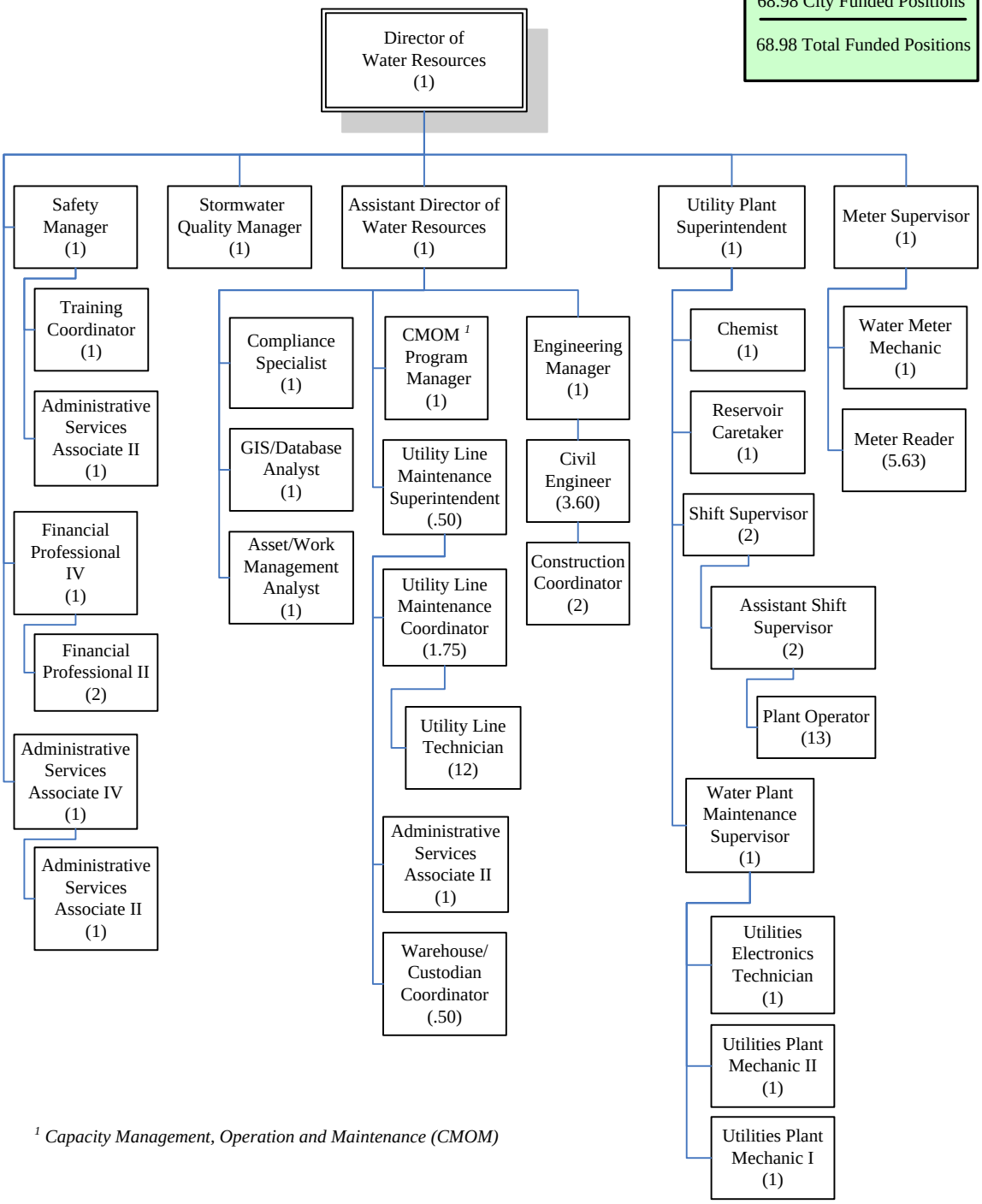
From April 6 to 10, 1865, Lynchburg served as the capital of Virginia. Under Governor William Smith, the executive and legislative branches of the Commonwealth moved to Lynchburg for the few days between the fall of Richmond and the fall of the Confederacy.

DEPARTMENT OF WATER RESOURCES
WATER FUND

POSITION SUMMARY

68.98 City Funded Positions

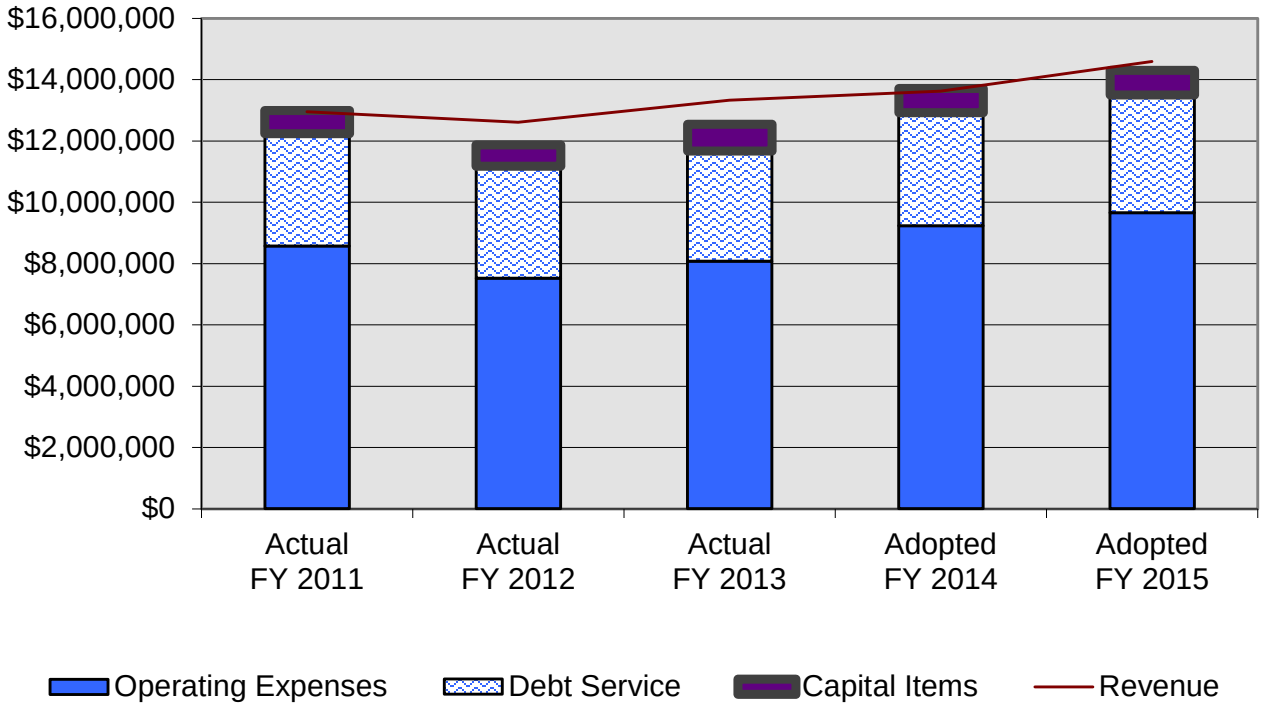
68.98 Total Funded Positions



[1] *Capacity Management, Operation and Maintenance (CMOM)*

Water Fund. Lynchburg has one of the nation's oldest public water systems. Today, the system is managed by the Water Resources Department and furnishes safe drinking water to 70,000 City residents and businesses. It also delivers water to Amherst, Bedford, and Campbell Counties under wholesale contract agreements. Lynchburg's raw water comes from the Pedlar Reservoir, a protected watershed in the George Washington National Forest and from the James River. The system can deliver up to 26 million gallons of water a day from two water treatment plants. Total treated water storage capacity is approximately 33 million gallons. Water is delivered through a 450-mile network of transmission and distribution lines, 12 water storage tanks and 7 major pump stations.

Revenues & Expenses



Water Fund

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
WATER FUND DEBT COVERAGE					
REVENUES					
Charges for Services	$10,552,953	$10,599,129	$11,650,558	$11,650,558	$11,650,558
Water Contracts	2,432,319	2,744,836	2,654,950	2,654,950	2,654,950
Interest and Other	343,154	282,211	294,482	294,482	294,482
TOTAL REVENUES	**$13,328,426**	**$13,626,176**	**$14,599,990**	**$14,599,990**	**$14,599,990**
EXPENDITURES					
Water Treatment	$2,747,640	$3,278,809	$3,323,354	$3,323,354	$3,323,354
Water Line Maintenance	1,370,969	1,681,029	1,747,858	1,747,858	1,747,858
Meter Reading	789,231	887,628	894,089	894,089	894,089
Administration/Engineering	2,963,101	3,083,014	3,395,977	3,395,977	3,395,977
Non-Departmental	195,519	294,592	229,600	292,532	292,532
Project Costs Charged to Operations	285,010	25,000	25,000	25,000	25,000
Capitalizable Labor	(144,554)	(154,000)	(160,000)	(160,000)	(160,000)
TOTAL EXPENDITURES	**$8,206,916**	**$9,096,072**	**$9,455,878**	**$9,518,810**	**$9,518,810**
OPERATING INCOME	**$5,121,510**	**$4,530,104**	**$5,144,112**	**$5,081,180**	**$5,081,180**
Debt Service	$3,592,731	$3,685,632	$3,839,779	$3,839,779	$3,839,779
NET REVENUE	**$1,528,779**	**$844,472**	**$1,304,333**	**$1,241,401**	**$1,241,401**
Debt Coverage Ratio Target	1.20	1.20	1.20	1.20	1.20
Debt Coverage Ratio	1.43	1.23	1.34	1.32	1.32

Water Fund

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
WATER FUND POSITION SUMMARY					
City Funded Full-Time	64.75	64.75	67.75	67.75	67.75
City Funded Part-Time	1.40	1.33	1.23	1.23	1.23
TOTAL FTE	**66.15**	**66.08**	**68.98**	**68.98**	**68.98**
WATER FUND SUMMARY					
BEGINNING NET ASSETS	$30,411,636				
Less: Invested in Capital Assets, net of related debt	(24,458,991)				
BEGINNING UNRESTRICTED NET ASSETS	**$5,952,645**	**$5,728,646**	**$6,481,847**	**$6,481,847**	**$6,481,847**
REVENUES					
Charges for Services	$10,552,953	$10,599,129	$11,650,558	$11,650,558	$11,650,558
Water Contracts	2,432,319	2,744,836	2,654,950	2,654,950	2,654,950
Interest and Other	343,154	282,211	294,482	294,482	294,482
TOTAL REVENUES	**$13,328,426**	**$13,626,176**	**$14,599,990**	**$14,599,990**	**$14,599,990**
EXPENDITURES					
Departmental	$7,870,941	$8,930,480	$9,361,278	$9,361,278	$9,361,278
Non-departmental	195,519	294,592	229,600	292,532	292,532
Transfer - Capital	878,746	800,000	800,000	800,000	800,000
Debt Service	3,592,731	3,685,632	3,839,779	3,839,779	3,839,779
TOTAL EXPENDITURES	**$12,537,937**	**$13,710,704**	**$14,230,657**	**$14,293,589**	**$14,293,589**
ENDING UNRESTRICTED NET ASSETS	**$6,743,134**	**$5,644,118**	**$6,851,180**	**$6,788,248**	**$6,788,248**

Note: For FY 2014 the Water Fund assumed salary and employee benefit costs associated with one position; supervision remained in the General Fund. In FY 2015, the General Fund will assume direct salary and employee benefit costs associated with this position; services provided by this position to the Water Fund are captured in the indirect cost payment.

Water Fund

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
WATER FUND REVENUE SUMMARY					
CHARGES FOR SERVICES					
Water Sales - Inside City	$7,392,596	$7,378,000	$7,525,560	$7,525,560	$7,525,560
General Fund Hydrant Rental	351,900	358,938	879,498	879,498	879,498
Cut-on/Late Charges	102,132	92,000	100,000	100,000	100,000
Delinquent Account Fees	86,317	85,000	85,000	85,000	85,000
Fire Protection Fees	101,905	100,691	102,000	102,000	102,000
Connection Fees	115,287	50,000	50,000	50,000	50,000
Availability Fees	82,991	60,000	60,000	60,000	60,000
Account Charges	618,168	850,000	1,168,000	1,168,000	1,168,000
Water Cost Plus	38,368	30,000	30,000	30,000	30,000
Sewer Fund Charges	1,620,000	1,580,000	1,630,000	1,630,000	1,630,000
All Other Charges	43,289	14,500	20,500	20,500	20,500
TOTAL CHARGES FOR SERVICES	**$10,552,953**	**$10,599,129**	**$11,650,558**	**$11,650,558**	**$11,650,558**
WATER CONTRACTS					
Counties					
Amherst	$74,020	$71,400	$70,000	$70,000	$70,000
Bedford	1,354,383	1,544,866	1,514,700	1,514,700	1,514,700
Campbell	514,728	563,070	512,000	512,000	512,000
Industrial					
Rock Tenn	313,388	390,000	355,250	355,250	355,250
Frito Lay	175,800	175,500	203,000	203,000	203,000
TOTAL CONTRACTS	**$2,432,319**	**$2,744,836**	**$2,654,950**	**$2,654,950**	**$2,654,950**
INTEREST AND OTHER					
Interest	$17,525	$30,000	$50,000	$50,000	$50,000
All Other	325,629	252,211	244,482	244,482	244,482
TOTAL INTEREST AND OTHER	**$343,154**	**$282,211**	**$294,482**	**$294,482**	**$294,482**
TOTAL REVENUES	**$13,328,426**	**$13,626,176**	**$14,599,990**	**$14,599,990**	**$14,599,990**

Water Fund

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
WATER FUND EXPENSE SUMMARY					
DEPARTMENTAL					
Salaries	$3,084,080	$3,070,977	$3,280,316	$3,280,316	$3,280,316
Employee Benefits	1,142,743	1,197,916	1,289,122	1,289,122	1,289,122
Contractual Services	419,565	675,758	623,835	623,835	623,835
Chemicals	299,536	526,400	526,400	526,400	526,400
Telecommunications	28,678	29,400	32,800	32,800	32,800
Utilities-Water Treatment Plant	599,924	746,832	759,000	759,000	759,000
Supplies and Materials	909,937	1,078,340	1,097,800	1,097,800	1,097,800
Indirect Costs	807,321	852,890	1,099,940	1,099,940	1,099,940
Self-Insurance	146,529	146,529	146,529	146,529	146,529
Public Works Engineering Charges	58,934	50,000	0	0	0
All Other	373,694	555,438	505,536	505,536	505,536
TOTAL DEPARTMENTAL	**$7,870,941**	**$8,930,480**	**$9,361,278**	**$9,361,278**	**$9,361,278**
NON-DEPARTMENTAL					
Financial Audit	$21,025	$21,914	$24,200	$24,200	$24,200
Interest on Customer Deposits	3,586	3,408	5,700	5,700	5,700
Allowance for Uncollectible Accounts	19,674	6,891	20,000	20,000	20,000
Compensation Plan Adjustments	0	91,879	0	62,932	62,932
Retiree Benefits	151,234	170,500	179,700	179,700	179,700
TOTAL NON-DEPARTMENTAL	**$195,519**	**$294,592**	**$229,600**	**$292,532**	**$292,532**
CAPITAL AND TRANSFERS					
Transfer to Water Capital Fund	$878,746	$800,000	$800,000	$800,000	$800,000
TOTAL CAPITAL AND TRANSFERS	**$878,746**	**$800,000**	**$800,000**	**$800,000**	**$800,000**
DEBT SERVICE					
Debt Service	$3,592,731	$3,685,632	$3,839,779	$3,839,779	$3,839,779
TOTAL DEBT SERVICE	**$3,592,731**	**$3,685,632**	**$3,839,779**	**$3,839,779**	**$3,839,779**
TOTAL EXPENDITURES	**$12,537,937**	**$13,710,704**	**$14,230,657**	**$14,293,589**	**$14,293,589**

Department of Water Resources Water Fund – Administration/Engineering Division. Leadership, management and administrative support are provided for all water and wastewater functions, including the operation and maintenance of two water treatment plants and one wastewater treatment plant, a surface water reservoir on the Pedlar River, 33 million gallons of system storage, water distribution lines, stormwater lines and basins, sanitary sewers, sewer separation projects, and meter reading. Functions include serving as governmental and regulatory liaison, managing the City's Combined Sewer Overflow (CSO) program, providing engineering support, ensuring compliance with environmental regulations, financial and human resource management, safety and security coordination, technical services, cross connection control and backflow programs, and other administrative duties. Services for which oversight is provided are federally mandated by the Safe Drinking Water Act and the Clean Water Act. Oversight is provided by the Virginia Department of Health, the Virginia Department of Environmental Quality, the Virginia Department of Conservation and Recreation, and the Environmental Protection Agency.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	19.0	19.0	22.0	22.0	22.0
City Funded Part-Time	0.6	0.6	0.6	0.6	0.6
TOTAL FTE	**19.6**	**19.6**	**22.6**	**22.6**	**22.6**
BUDGET SUMMARY					
EXPENDITURES					
Salaries [1]	$1,277,512	$1,218,209	$1,350,369	$1,350,369	$1,350,369
Employee Benefits [1]	459,802	452,720	508,456	508,456	508,456
Contractual Services	95,212	211,783	159,478	159,478	159,478
Internal Service Charges	29,462	25,571	32,955	32,955	32,955
Other Charges	1,100,620	1,135,659	1,340,219	1,340,219	1,340,219
Rentals and Leases	4,213	4,000	4,500	4,500	4,500
Capital Outlay	(3,720)	35,072	0	0	0
TOTAL	**$2,963,101**	**$3,083,014**	**$3,395,977**	**$3,395,977**	**$3,395,977**

[1] For FY 2014 the Water Fund assumed salary and employee benefit costs associated with one position; supervision remained in the General Fund. In FY 2015, the General Fund will assume direct salary and employee benefit costs associated with this position; services provided by this position to the Water Fund are captured in the indirect cost payment.

Water Resources Water Fund – Administration/Engineering Division Budget Description

The City Manager's Proposed FY 2015 Water Resources Water Fund – Administration/Engineering Division budget of $3,395,977 represents a 10.2% increase of $312,963 compared to the Adopted FY 2014 budget of $3,083,014.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $187,896 increase in Salaries and Employee Benefits reflecting a request to add Administrative Service Associate II, Training Coordinator and Stormwater Civil Engineer positions and a higher health insurance rate offset by a position previously being funded in the Water Resources budget now being budgeted in the General Fund, as well as a lower Virginia Retirement System rate.
- $52,305 decrease in Contractual Services reflecting a reduction in IT consulting services offset primarily by higher software maintenance, building maintenance and fiscal services costs.
- $7,384 increase in Internal Service Charges reflecting Fleet Services operating estimates.
- $204,560 increase in Other Charges primarily due to higher indirect cost rates.
- $35,072 decrease in Capital Outlay reflecting one-time computer equipment and software purchases in FY 2014.

The Proposed FY 2015 Water Resources Water Fund – Administration/Engineering Division budget was adopted by City Council without changes.

Department of Water Resources Water Fund – Meter Reading Division. Meter Readers record water meter readings for over 22,000 accounts every month, which serve as the basis for monthly water and sewer billings. Personnel replace meters on a schedule intended to assure accurate recording of consumption. Two inch and larger meters are replaced or calibrated on a regular basis as recommended by the American Water Works Association. Residential meters are replaced as needed but not less than every 15 years. Meter readers also install automated meter reading (AMR) equipment throughout the system to increase efficiency and safety. At the direction of the Billing and Collections Division of Finance, Meters Readers investigate unusual consumption, activate or deactivate water service, and investigate customer complaints for meter reading issues. The Meter Reading Division is also responsible for testing and maintenance of all pressure reducing valves in the water system.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	7.00	7.00	7.00	7.00	7.00
City Funded Part-Time	0.80	0.73	0.63	0.63	0.63
TOTAL FTE	**7.80**	**7.73**	**7.63**	**7.63**	**7.63**
BUDGET SUMMARY					
EXPENDITURES					
Salaries	$257,157	$259,010	$262,073	$262,073	$262,073
Employee Benefits	97,968	104,311	107,733	107,733	107,733
Contractual Services	24,029	42,466	42,466	42,466	42,466
Internal Service Charges	46,350	57,241	57,017	57,017	57,017
Other Charges	361,941	424,500	424,700	424,700	424,700
Rentals and Leases	85	100	100	100	100
Capital Outlay	1,701	0	0	0	0
TOTAL	**$789,231**	**$887,628**	**$894,089**	**$894,089**	**$894,089**

Water Resources Water Fund – Meter Reading Division Budget Description

The City Manager's Proposed FY 2015 Water Resources Water Fund – Meter Reading Division budget of $894,089 represents a 0.7% increase of $6,461 compared to the Adopted FY 2014 budget of $887,628.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $6,485 increase in Salaries and Employee Benefits reflecting higher personnel costs and a higher health insurance rate offset by a lower Virginia Retirement System rate.

The Proposed FY 2015 Water Resources Water Fund – Meter Reading Division budget was adopted by City Council without changes.

Department of Water Resources Water Fund – Water Line Maintenance Division. Provides installation, maintenance, and repair of water lines, water services, hydrants, and valves. Responds to customer complaints, investigates, and initiates remedial action. Maintains records on the date of repairs, the length of service and the types of materials and equipment used. The water distribution system continually delivers treated water, under pressure, to customers. Services are federally mandated by the Safe Drinking Water Act. Oversight is provided by the Virginia Department of Health.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	14.75	14.75	14.75	14.75	14.75
TOTAL FTE	**14.75**	**14.75**	**14.75**	**14.75**	**14.75**
BUDGET SUMMARY					
EXPENDITURES					
Salaries	$563,755	$587,830	$618,289	$618,289	$618,289
Employee Benefits	204,859	229,142	243,134	243,134	243,134
Contractual Services	113,430	173,063	197,244	197,244	197,244
Internal Service Charges	123,025	176,174	162,021	162,021	162,021
Other Charges	371,506	496,320	508,670	508,670	508,670
Rentals and Leases	1,068	3,500	3,500	3,500	3,500
Capital Outlay	(6,674)	15,000	15,000	15,000	15,000
TOTAL	**$1,370,969**	**$1,681,029**	**$1,747,858**	**$1,747,858**	**$1,747,858**

Water Resources Water Fund – Water Line Maintenance Division Budget Description

The City Manager's Proposed FY 2015 Water Resources Water Fund – Water Line Maintenance Division budget of $1,747,858 represents a 3.9% increase of $66,829 compared to the Adopted FY 2014 budget of $1,681,029.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $44,451 increase in Salaries and Employee reflecting higher personnel costs and a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $24,181 increase in Contractual Services reflecting higher costs for janitorial services, water systems maintenance and repair, and line protection services offset by lower costs for software maintenance.
- $14,153 decrease in Internal Service Charges reflecting Fleet Services operating estimates.
- $12,350 increase in Other Charges reflecting additional materials and supplies costs.

The Proposed FY 2015 Water Resources Water Fund – Water Line Maintenance Division budget was adopted by City Council without changes.

Department of Water Resources Water Fund – Water Treatment Plant Division. Raw water from Pedlar Reservoir in Amherst County is delivered through a 22-mile gravity pipeline to Lynchburg. Two raw water pumping stations are located on the James River to augment the Pedlar supply as required. Chemicals are added at Pedlar Reservoir and at the Abert and College Hill Filtration Plants where treatment is completed. Water is continuously examined and tested for quality assurance during processing. In addition, periodic sampling is performed at selected points in the water distribution system to assure delivery of safe and potable water. Water is provided without interruption and with sufficient volume and pressure for consumption and for fire suppression throughout the City. The water quality is federally mandated by the Safe Drinking Water Act. Oversight is provided by the Virginia Department of Health.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	24	24	24	24	24
TOTAL FTE	**24**	**24**	**24**	**24**	**24**
BUDGET SUMMARY					
EXPENDITURES					
Salaries	$985,656	$1,005,928	$1,049,585	$1,049,585	$1,049,585
Employee Benefits	380,114	411,743	429,799	429,799	429,799
Contractual Services	186,894	248,446	224,647	224,647	224,647
Internal Service Charges	42,725	43,760	42,223	42,223	42,223
Other Charges	1,129,834	1,504,932	1,513,100	1,513,100	1,513,100
Rentals and Leases	2,213	4,000	4,000	4,000	4,000
Capital Outlay	20,204	60,000	60,000	60,000	60,000
TOTAL	**$2,747,640**	**$3,278,809**	**$3,323,354**	**$3,323,354**	**$3,323,354**

Water Resources Water Fund – Water Treatment Plant Division Budget Description

The City Manager's Proposed FY 2015 Water Resources Water Fund – Water Treatment Plant Division budget of $3,323,354 represents a 1.4% increase of $44,545 compared to the Adopted FY 2014 budget of $3,278,809.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $61,713 increase in Salaries and Employee Benefits reflecting higher personnel costs and a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $23,799 decrease in Contractual Services reflecting lower costs for communications maintenance and repair, janitorial services, and software purchases offset by higher grounds maintenance costs.
- $1,537 decrease in Internal Service Charges reflecting Fleet Services operating estimates.
- $8,168 increase in Other Charges reflecting higher costs for apparel/protective wear, natural gas, training, telephone services, and water and sewer filter backwashing charges offset by reductions in heating fuel oil and waterworks operation fees.

The Proposed FY 2015 Water Resources Water Fund – Water Treatment Plant Division budget was adopted by City Council without changes.

Department of Water Resources Water Fund Performance Measures

Goal 1:
Maintain a high level of customer satisfaction with the quality and quantity of water produced.

Objective:
Produce safe, high quality water on an uninterrupted basis with sufficient volume and pressure for consumption and fire protection throughout the Lynchburg water system.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Drinking Water Compliance Rate (Percent of time compliant with National Primary Drinking Water Regulations).	100%	100%	100%	100%

Analysis of the Data:
Drinking water quality consistently exceeds all State and federal standards.

HEALTHY AND ACTIVE LIVING/ ECONOMIC DEVELOPMENT

Goal 2:
Deliver water on an uninterrupted basis while maintaining a high level of customer satisfaction.

Objective:
Maintain and operate the water system such that customer complaints and service disruptions are minimized.

Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Water Distribution System Integrity (breaks per 100 miles of distribution pipe).	20.9	25.0	6.9	23.0

Analysis of the Data:
The water distribution system is aging; however, because of the replacement of some problematic lines, the number of water main breaks has remained steady.

INFRASTRUCTURE/ FISCAL RESPONSIBILITY

Goal 3:
Operate the water treatment plants and pump stations efficiently.

Objective:
Operate the Water Treatment Plants in a cost-effective and efficient manner.

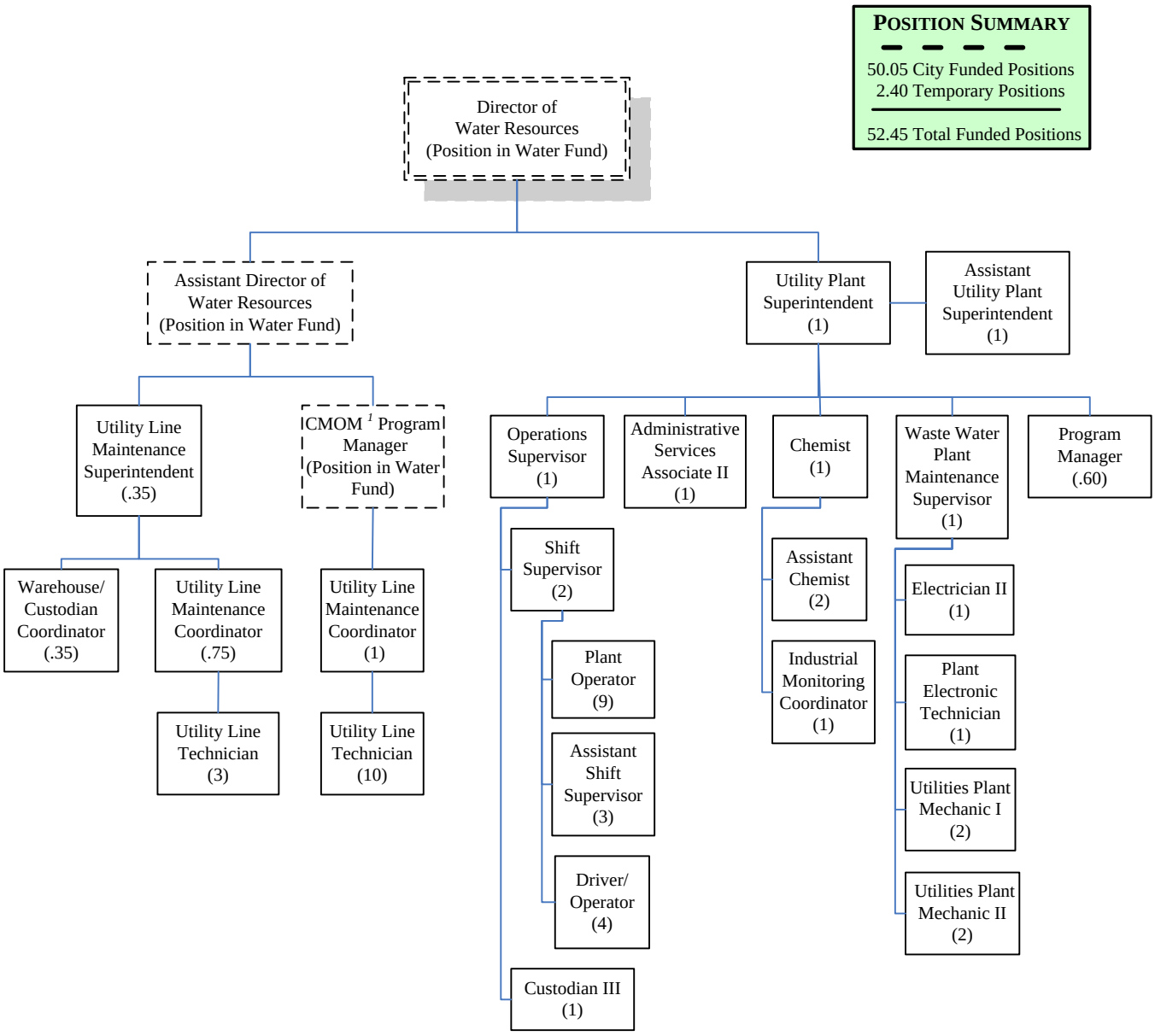
Performance Measure:	***Actual FY 2013***	***Projected FY 2014***	***July - Dec FY 2014***	***Projected FY 2015***
Overall water treatment cost per million gallons of finished water.	$742	$898	$687	$867

Analysis of the Data:
The low cost for FY 2013 and July-Dec FY 2014 are primarily a result of almost exclusively using water from the Pedlar Reservoir. Projected FY 2014 and FY 2015 increases are due primarily to declining consumption versus fixed operational costs.

INFRASTRUCTURE/ FISCAL RESPONSIBILITY

Benchmark Localities:
Charlottesville, Danville, Hampton, Richmond, and Roanoke, VA; American Water Works Association (AWWA)

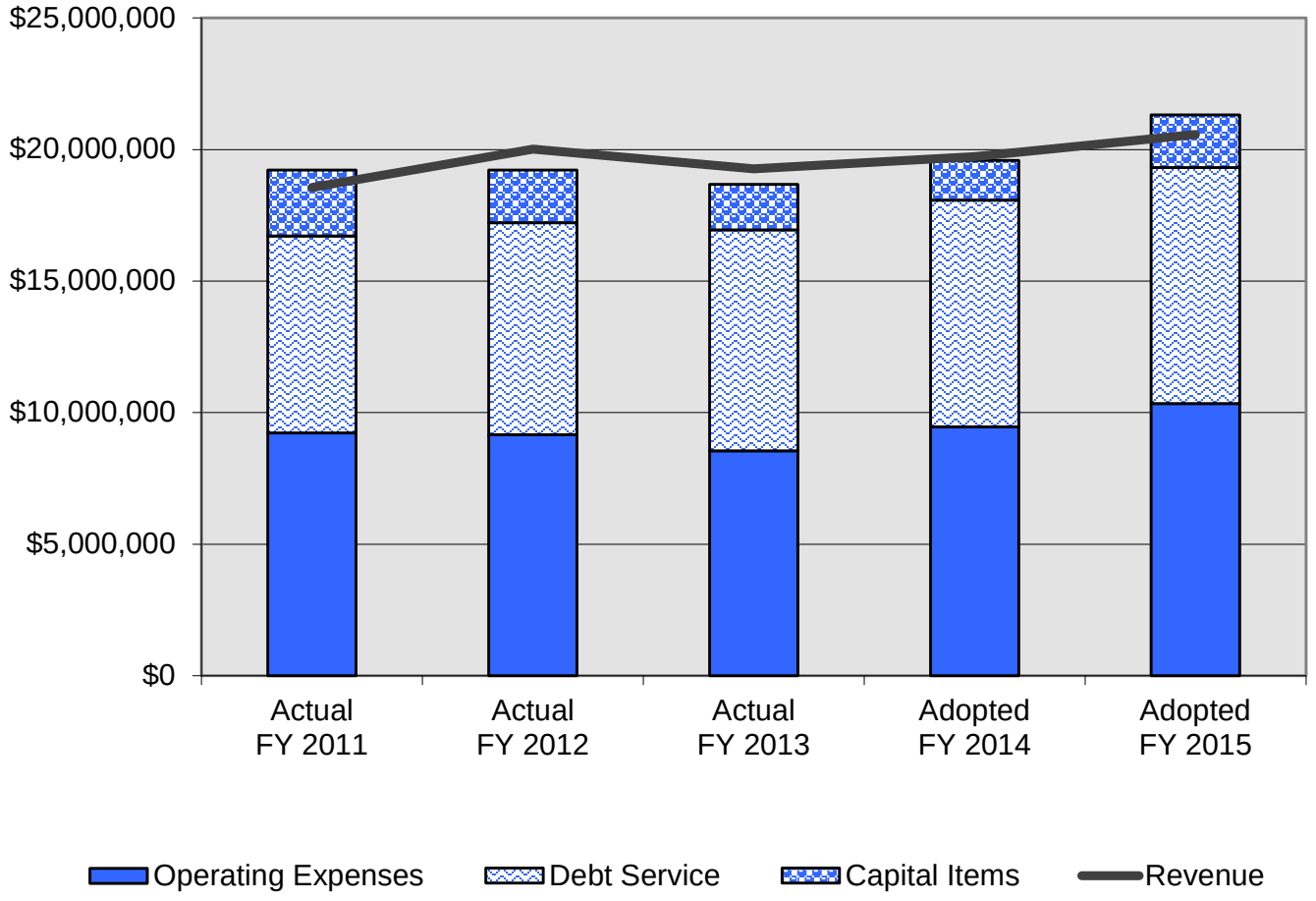
DEPARTMENT OF WATER RESOURCES
SEWER FUND



[1] *Capacity Management, Operation and Maintenance (CMOM)*

Sewer Fund. The Water Resources Department operates a regional wastewater treatment plant with an average daily treatment capacity of 22 million gallons per (mgd) per day of domestic or industrial wastewater and combined stormwater. The department also owns and operates over 450 miles of sewer lines, including a combined sewer system. Wastewater service is provided to approximately 80% of the citizens and businesses in Lynchburg. Service is also provided to parts of Amherst, Bedford, and Campbell Counties under the terms of the 1974 Regional Sewage Treatment Plant Agreement. The Water Resources Department also cleans, monitors, and repairs the wastewater collection system, including an extensive network of sanitary and combined sanitary/storm drains.

Revenues & Expenses



Sewer Fund

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
SEWER FUND DEBT COVERAGE					
REVENUES					
Charges for Services	$16,756,543	$16,737,214	$17,207,436	$17,207,436	$17,183,336
Sewer Contracts	2,364,800	2,832,536	3,252,820	3,252,820	3,252,820
Interest and Other	148,542	159,722	137,454	137,454	137,454
TOTAL REVENUES	**$19,269,885**	**$19,729,472**	**$20,597,710**	**$20,597,710**	**$20,573,610**
EXPENDITURES					
Waste Water Treatment Plant	$6,447,537	$7,081,532	$7,660,021	$7,660,021	$7,660,021
Sewer Line Maintenance	1,952,646	2,123,110	2,411,083	2,411,083	2,411,083
Non-Departmental	156,066	258,560	238,200	279,779	279,779
Project Costs Charged to Operations	14,784	25,000	25,000	25,000	25,000
Capitalizable Labor	(220,691)	(257,000)	(250,000)	(250,000)	(250,000)
Capital Outlay	0	(175,209)	(320,000)	(320,000)	(320,000)
TOTAL EXPENDITURES	**$8,350,342**	**$9,055,993**	**$9,764,304**	**$9,805,883**	**$9,805,883**
OPERATING INCOME	**$10,919,543**	**$10,673,479**	**$10,833,406**	**$10,791,827**	**$10,767,727**
Debt Service	$8,385,390	$8,616,567	$8,961,298	$8,961,298	$8,961,298
NET REVENUE	**$2,534,153**	**$2,056,912**	**$1,872,108**	**$1,830,529**	**$1,806,429**
Debt Coverage ratio Target	1.20	1.20	1.20	1.20	1.20
Debt Coverage ratio	1.30	1.24	1.21	1.20	1.20

Sewer Fund

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
SEWER FUND POSITION SUMMARY					
City Funded Full-Time	47.45	47.45	49.45	49.45	49.45
City Funded Part-Time	0.60	0.60	0.60	0.60	0.60
City Funded Temporary	2.40	2.40	2.40	2.40	2.40
TOTAL FTE	**50.45**	**50.45**	**52.45**	**52.45**	**52.45**
SEWER FUND SUMMARY					
BEGINNING NET ASSETS	$91,763,517				
Less: Invested in Capital Assets, net of related debt	(81,440,531)				
BEGINNING UNRESTRICTED NET ASSETS	**$10,322,986**	**$10,144,844**	**$10,383,492**	**$10,383,492**	**$10,383,492**
REVENUES					
Charges for Services	$16,756,543	$16,737,214	$17,207,436	$17,207,436	$17,183,336
Sewer Contracts	2,364,800	2,832,536	3,252,820	3,252,820	3,252,820
Interest and Other	148,542	159,722	137,454	137,454	137,454
TOTAL REVENUES	**$19,269,885**	**$19,729,472**	**$20,597,710**	**$20,597,710**	**$20,573,610**
EXPENDITURES					
Departmental	$8,400,183	$9,204,642	$10,071,104	$10,071,104	$10,071,104
Non-departmental	156,066	258,560	238,200	279,779	279,779
Transfer - Capital	1,500,000	1,500,000	2,000,000	2,000,000	2,000,000
Loss on Disposition of Assets	231,294	0	0	0	0
Debt Service	8,385,390	8,616,567	8,961,298	8,961,298	8,961,298
TOTAL EXPENDITURES	**$18,672,933**	**$19,579,769**	**$21,270,602**	**$21,312,181**	**$21,312,181**
ENDING UNRESTRICTED NET ASSETS	**$10,919,938**	**$10,294,547**	**$9,710,600**	**$9,669,021**	**$9,644,921**

Sewer Fund

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
SEWER FUND REVENUE SUMMARY					
CHARGES FOR SERVICES					
Sewer Sales - Inside City	$14,538,967	$14,407,500	$14,407,500	$14,407,500	$14,407,500
Septic Hauler Charges	488,231	431,476	506,100	506,100	482,000
College Hill Backwash Charge	123,041	126,732	130,534	130,534	130,534
Leachate Treatment	66,078	68,061	70,102	70,102	70,102
Industrial Pre-treatment	961	4,500	4,500	4,500	4,500
Industrial Monitoring Charges	36,564	35,000	35,000	35,000	35,000
Industrial Surcharges	508,517	457,945	525,000	525,000	525,000
Cut-on & Penalty Charges	95,936	83,000	96,000	96,000	96,000
Connection charges	138,800	75,000	75,000	75,000	75,000
Availability Fees	122,090	100,000	100,000	100,000	100,000
Account Charges	447,145	920,000	1,233,000	1,233,000	1,233,000
Sewer Cost Plus	6,831	12,000	12,000	12,000	12,000
Miscellaneous	183,382	16,000	12,700	12,700	12,700
TOTAL CHARGES FOR SERVICES	**$16,756,543**	**$16,737,214**	**$17,207,436**	**$17,207,436**	**$17,183,336**
SEWER CONTRACTS					
Counties					
Amherst	$195,800	$380,312	$462,011	$462,011	$462,011
Bedford	223,971	406,225	457,595	457,595	457,595
Campbell	200,373	308,096	361,726	361,726	361,726
Industrial					
Rock Tenn	982,205	976,901	1,075,825	1,075,825	1,075,825
Frito Lay	762,451	761,002	895,663	895,663	895,663
TOTAL SEWER CONTRACTS	**$2,364,800**	**$2,832,536**	**$3,252,820**	**$3,252,820**	**$3,252,820**
INTEREST AND OTHER					
Interest	$148,542	$159,722	$137,454	$137,454	$137,454
TOTAL INTEREST AND OTHER	**$148,542**	**$159,722**	**$137,454**	**$137,454**	**$137,454**
TOTAL REVENUES	**$19,269,885**	**$19,729,472**	**$20,597,710**	**$20,597,710**	**$20,573,610**

Sewer Fund

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
SEWER FUND EXPENSE SUMMARY					
DEPARTMENTAL					
Salaries	$1,898,088	$2,011,034	$2,179,968	$2,179,968	$2,179,968
Employee Benefits	723,466	791,189	862,007	862,007	862,007
Chemicals-WWTP	597,215	644,000	667,000	667,000	667,000
Communication Charges	11,394	14,300	14,000	14,000	14,000
Utilities-Waste Water Treatment Plant	745,670	705,300	730,300	730,300	730,300
Natural Gas	58,877	110,000	95,000	95,000	95,000
Sludge Disposal	530,455	575,000	600,000	600,000	600,000
Contractual Services	865,922	923,935	1,079,903	1,079,903	1,079,903
Supplies and Materials	437,420	555,500	562,355	562,355	562,355
Indirect Costs	583,776	691,833	1,110,474	1,110,474	1,110,474
Self-Insurance	200,727	200,727	200,727	200,727	200,727
Admin/Overhead Payments to Water fund	1,250,000	1,130,000	1,160,000	1,160,000	1,160,000
Public Works Engineering Charges	83,809	113,300	0	0	0
All Other	413,364	738,524	809,370	809,370	809,370
TOTAL DEPARTMENTAL	**$8,400,183**	**$9,204,642**	**$10,071,104**	**$10,071,104**	**$10,071,104**
NON-DEPARTMENTAL					
Financial Audit	$19,178	$16,758	$21,000	$21,000	$21,000
Allowance for Uncollectible Accounts	44,965	14,604	35,000	35,000	35,000
Retiree Benefits	86,433	168,700	182,200	182,200	182,200
Compensation Plan Adjustments	0	58,498	0	41,579	41,579
Fire Clean-Up	5,490	0	0	0	0
TOTAL NON-DEPARTMENTAL	**$156,066**	**$258,560**	**$238,200**	**$279,779**	**$279,779**
CAPITAL AND TRANSFERS					
Transfer to Sewer Capital Fund	$1,500,000	$1,500,000	$2,000,000	$2,000,000	$2,000,000
Loss on Disposition of Assets	231,294	0	0	0	0
TOTAL CAPITAL AND TRANSFERS	**$1,731,294**	**$1,500,000**	**$2,000,000**	**$2,000,000**	**$2,000,000**
DEBT SERVICE					
Debt Service	$8,385,390	$8,616,567	$8,961,298	$8,961,298	$8,961,298
TOTAL DEBT SERVICE	**$8,385,390**	**$8,616,567**	**$8,961,298**	**$8,961,298**	**$8,961,298**
TOTAL EXPENDITURES	**$18,672,933**	**$19,579,769**	**$21,270,602**	**$21,312,181**	**$21,312,181**

Department of Water Resources Sewer Fund – Sewer Line Maintenance Division. Provides installation, maintenance, cleaning and repair of sanitary sewer lines and sewer services as well as monitoring of overflow points. Performs line inspections using TV cameras. Provides vermin control. Manages stormwater and maintains retention pond grounds. Maintenance of storm and sanitary sewer lines provides flood and pollution control, thus promoting the welfare and health of the public. Services are federally mandated by the Clean Water Act. Oversight is provided by the Department of Environmental Quality.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	13.45	13.45	15.45	15.45	15.45
TOTAL FTE	**13.45**	**13.45**	**15.45**	**15.45**	**15.45**
BUDGET SUMMARY					
EXPENDITURES					
Salaries	$449,578	$483,567	$573,695	$573,695	$573,695
Employee Benefits	185,613	201,445	242,636	242,636	242,636
Contractual Services	112,208	178,092	240,326	240,326	240,326
Internal Service Charges	243,504	276,437	289,275	289,275	289,275
Other Charges	959,737	970,569	1,012,151	1,012,151	1,012,151
Rentals and Leases	1,506	3,000	3,000	3,000	3,000
Capital Outlay	500	10,000	50,000	50,000	50,000
TOTAL	**$1,952,646**	**$2,123,110**	**$2,411,083**	**$2,411,083**	**$2,411,083**

Water Resources Sewer Fund – Sewer Line Maintenance Division Budget Description

The City Manager's Proposed FY 2015 Water Resources Sewer Fund – Sewer Line Maintenance Division budget of $2,411,083 represents a 13.6% increase of $287,973 compared to the Adopted FY 2014 budget of $2,123,110.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $131,319 increase in Salaries and Employee Benefits reflecting a request to add two Sewer Line Utility Technician positions and a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $62,234 increase in Contractual Services reflecting higher software maintenance, building maintenance and repair, janitorial service, legal service and line protection service costs.
- $12,838 increase in Internal Service Charges reflecting Fleet Services operating estimates.
- $41,582 increase in Other Charges primarily due to higher indirect cost rates offset by a reduction in Public Works Engineering costs.
- $40,000 increase in Capital Outlay reflecting the purchase of a portable camera to be used for sewer line maintenance.

The Proposed FY 2015 Water Resources Sewer Fund – Sewer Line Maintenance Division budget was adopted by City Council without changes.

Department of Water Resources Sewer Fund – Wastewater Treatment Plant Division. Performs secondary treatment for an average of 13 million gallons per day (mgd) (with peaks up to 44 mgd) of domestic and industrial wastewater. Amherst, Bedford, and Campbell Counties partner with the City in this cooperative endeavor by paying their proportional share of the capital and operating expenses based on the capacity they own and their wastewater flows. Wastewater receives primary settling, aeration, secondary settling, and disinfection before the effluent is discharged into the James River. Sludge produced from the treatment process is dewatered and landfilled. Wastewater is treated to meet or exceed federal and State water quality standards and to promote the general health and welfare of residents of the region. The services provided are federally mandated by the Clean Water Act. Oversight is provided by the Department of Environment Quality.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
POSITION SUMMARY					
City Funded Full-Time	34.0	34.0	34.0	34.0	34.0
City Funded Part-Time	0.6	0.6	0.6	0.6	0.6
City Funded Temporary	2.4	2.4	2.4	2.4	2.4
TOTAL FTE	**37.0**	**37.0**	**37.0**	**37.0**	**37.0**
BUDGET SUMMARY					
EXPENDITURES					
Salaries	$1,448,510	$1,527,467	$1,606,273	$1,606,273	$1,606,273
Employee Benefits	537,853	589,744	619,371	619,371	619,371
Contractual Services	753,714	745,843	839,577	839,577	839,577
Internal Service Charges	221,687	336,678	249,395	249,395	249,395
Other Charges	3,482,653	3,708,091	4,066,905	4,066,905	4,066,905
Rentals and Leases	3,620	8,500	8,500	8,500	8,500
Capital Outlay	(500)	165,209	270,000	270,000	270,000
TOTAL	**$6,447,537**	**$7,081,532**	**$7,660,021**	**$7,660,021**	**$7,660,021**

Water Resources Sewer Fund – Wastewater Treatment Plant Division Budget Description

The City Manager's Proposed FY 2015 Water Resources Sewer Fund – Wastewater Treatment Division budget of $7,660,021 represents an 8.2% increase of $578,489 compared to the Adopted FY 2014 budget of $7,081,532.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $108,433 increase in Salaries and Employee Benefits reflecting FY 2014 compensation adjustments, upgrading a Plant Operator position to an Assistant Plant Superintendent and a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $93,734 increase in Contractual Services reflecting higher costs for legal services, temporary personnel services, mechanical maintenance and repair services and refuse disposal offset by reductions in public relations, software and IT Systems Consulting costs.
- $87,283 decrease in Internal Service Charges reflecting Fleet Services operating estimates.
- $358,814 increase in Other Charges primarily due to higher indirect cost rates and additional costs for chemicals, electricity and the Wastewater Treatment Plant payment to Water Resources Administration.
- $104,791 increase in Capital Outlay for purchase of two sludge trailers and a centrifuge.

The Proposed FY 2015 Water Resources Sewer Fund – Wastewater Treatment Plant Division budget was adopted by City Council without changes.

Department of Water Resources Sewer Fund Performance Measures

Goal 1:
Protect the environment and promote the general health and welfare of the citizens of Lynchburg while maintaining a high level of customer satisfaction.

Objective:
Provide pollution and flood control through the maintenance of the sanitary and storm sewer systems.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Sewer Overflow Rate (reportable overflows per 100 miles of sewer line).	5.1	5.0	2.9	6.0

Analysis of the Data:
The actual number of sanitary sewer overflows vary annually depending upon a number of conditions including weather. The overall trend is increasing. Continued implementation of the Capacity, Management, Operation and Maintenance (CMOM) Program and investment in sewer system renewal is needed in order to achieve significant reductions in the number of overflows.

NATURAL RESOURCES/ HEALTHY AND ACTIVE LIVING

Goal 2:
Protect the environment and promote general health and welfare.

Objective:
Treat wastewater from the City of Lynchburg and Amherst, Bedford, and Campbell Counties to meet or exceed all State and federal regulatory requirements.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Treatment Effectiveness Rate (% of days in compliance with numerical VA Pollutant Discharge Elimination System permit limits).	100%	100%	100%	100%

Analysis of the Data:
Wastewater Treatment Plant effluent quality is consistently better than permitted requirements.

INFRASTRUCTURE/ HEALTHY AND ACTIVE LIVING

Goal 3:
Operate the Wastewater Treatment Plant in a cost-effective and efficient manner.

Objective:
Treat wastewater in a technically-sound and efficiently-operated Regional Wastewater Treatment Plant on an uninterrupted basis.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Overall treatment cost per million gallons treated.	$1,707	$1,940	$1,625	$1,942

Analysis of the Data:
At this time the treatment cost per million gallons will have high fluctuations due to changes in the Combined Sewer Overflow program creating increased flows to the Waste Water Treatment Plant. Increased flows have higher cost impacts resulting from the additional costs associated with chemicals, electricity, and sludge disposal.

INFRASTRUCTURE/ FISCAL RESPONSIBILITY

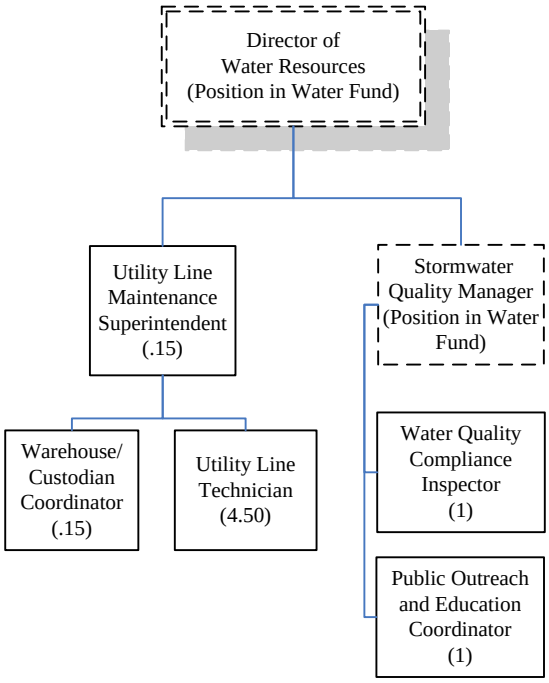
Benchmark Localities:
Charlottesville, Danville, Hampton, Richmond, and Roanoke, VA; American Water Works Association (AWWA)

DEPARTMENT OF WATER RESOURCES
STORMWATER FUND

POSITION SUMMARY

6.80 City Funded Positions

6.80 Total Funded Positions



Stormwater Fund. The Water Resources Department manages the City's Stormwater program and is responsible for overall compliance with the Municipal Separate Storm Sewer Systems (MS4) permit. Additionally, the Department is responsible for the maintenance and operation of the City's storm sewer system.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
STORMWATER FUND POSITION SUMMARY					
City Funded Full-Time	5.8	6.8	6.8	6.8	6.8
TOTAL FTE	**5.8**	**6.8**	**6.8**	**6.8**	**6.8**
STORMWATER FUND SUMMARY					
BEGINNING UNRESTRICTED NET ASSETS	**$0**	**$239,663**	**$1,413,154**	**$1,413,154**	**$1,413,154**
REVENUES					
Charges for Services	$3,355,267	$3,120,000	$3,149,400	$3,149,400	$3,149,400
State Categorical Aid - Highway Maintenance	650,000	650,000	275,000	275,000	275,000
Miscellaneous	1	12,000	74,450	74,450	74,450
TOTAL REVENUES	**$4,005,268**	**$3,782,000**	**$3,498,850**	**$3,498,850**	**$3,498,850**
EXPENDITURES					
Salaries [1]	$196,418	$313,519	$255,238	$255,238	$255,238
Employee Benefits [1]	86,346	130,850	110,025	110,025	110,025
Contractual Services	84,702	183,300	299,481	299,481	299,481
Internal Service Charges	97,025	80,340	101,891	101,891	101,891
Other Charges	1,623,884	2,329,070	1,503,221	1,503,221	1,503,221
Rentals and Leases	105	250	450	450	450
Capital Outlay	0	0	400,000	400,000	400,000
Non-departmental	8,848	81,743	25,800	30,724	30,724
Transfer - Capital	300,000	750,000	1,050,000	1,050,000	1,050,000
TOTAL EXPENDITURES	**$2,397,328**	**$3,869,072**	**$3,746,106**	**$3,751,030**	**$3,751,030**
ENDING UNRESTRICTED NET ASSETS	**$1,607,940**	**$152,591**	**$1,165,898**	**$1,160,974**	**$1,160,974**

[1] For FY 2014 the Stormwater Fund assumed salary and employee benefit costs associated with one position; supervision remained in the General Fund. In FY 2015, the General Fund will assume direct salary and employee benefit costs associated with this position; services provided by this position to the Stormwater Fund are captured in the indirect cost payment.

Water Resources Stormwater Fund Budget Description

The City Manager's Proposed FY 2015 Water Resources Stormwater Fund budget of $3,751,030 represents a 3.1% decrease of $118,042 compared to the Adopted FY 2014 budget of $3,869,072.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $79,106 decrease in Salaries and Employee Benefits reflecting the transfer of funding for an IT position in the General Fund and a lower Virginia Retirement System rate offset by a higher health insurance rate.
- $116,181 increase in Contractual Services reflecting additional costs for software maintenance, janitorial services, stormwater maintenance and repair services, legal services and printing services.
- $21,551 increase in Internal Service Charges reflecting Fleet Services operating estimates.
- $825,849 decrease in Other Charges reflecting a reduction in Community Development and Public Works Engineering costs offset by increases in apparel/protective wear, signs, minor tools and equipment, education supplies, stormwater maintenance and repair materials, training, Stormwater payment to Water Resources Administration, indirect costs, and Virginia Stormwater Management Program (VSMP) permits .
- $400,000 increase in Capital Outlay for the purchase of aVactor Truck.
- $51,019 decrease in Non-departmental reflecting a reduction in the allowance for uncollectible accounts and the compensation plan adjustment.
- $300,000 increase in Transfer - Capital due to increasing capital needs.

The Proposed FY 2015 Water Resources Stormwater Fund budget was adopted by City Council without changes.

HISTORICAL QUOTE:

Although Lynchburg had officially been in existence for only fourteen years, it had a population of some 500 by 1800. From all accounts, the first inhabitants approached the new century with hope, enthusiasm and confidence. Their aspirations were soon realized. The town would continue to grow, and in a few years would be enlarged and declared a body corporate by the General Assembly. With a duly elected mayor and council replacing the appointed trustees, Lynchburg soon had control of its destiny.

-- S. Allen Chambers, Lynchburg An Architectural History, University Press of Virginia, 1982.

City/Federal/State Aid Fund. This fund accounts for a wide range of activities funded through federal, State, and local grants. Departments that currently receive grant funds are: Office of the Commonwealth's Attorney, Office of Economic Development, Fire Department, Human Services - Juvenile Services, Human Services - Social Services, and Community Corrections and Pretrial Services. Grant funds typically are restricted to providing a particular service within specified grant periods and may require local matching funds.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
CITY FEDERAL STATE AID FUND POSITION SUMMARY					
Grant Funded Full-Time	26.22	26.30	23.22	23.22	23.23
Grant Funded Part-Time	3.15	2.89	2.14	2.14	2.14
Grant Funded Temporary	0.00	0.00	0.73	0.73	0.73
TOTAL FTE	**29.37**	**29.19**	**26.09**	**26.09**	**26.10**
CITY FEDERAL STATE AID FUND BUDGET SUMMARY					
BEGINNING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**
REVENUES					
Federal Grants	$1,967,239	$1,986,601	$1,616,073	$1,616,073	$1,616,073
State Grants	989,369	869,113	937,090	937,090	937,090
Boys and Girls Club of America Grant	2,995	3,124	0	0	0
Localitites/Other Reimbursements	48,842	50,820	52,431	52,431	52,431
In-Kind Grant Match	23,706	23,706	23,706	23,706	23,706
Arts and Cultural District	30,000	30,000	30,000	30,000	30,000
Transfer from General Fund	11,404	11,720	12,358	12,358	12,358
TOTAL REVENUES	**$3,073,555**	**$2,975,084**	**$2,671,658**	**$2,671,658**	**$2,671,658**
EXPENDITURES					
Salaries	$812,097	$1,134,468	$967,254	$967,254	$967,254
Employee Benefits	306,183	448,597	380,047	380,047	380,047
Contractual Services	1,260,595	893,708	824,057	824,057	824,057
Other Charges	673,331	498,311	500,300	500,300	500,300
Building Improvements	5,239	0	0	0	0
Capital Outlay	16,110	0	0	0	0
TOTAL EXPENDITURES	**$3,073,555**	**$2,975,084**	**$2,671,658**	**$2,671,658**	**$2,671,658**
ENDING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**
Key Ratios:					
General Fund Transfer as a % of Total Expenditures	0.4%	0.4%	0.5%	0.5%	0.5%

City/Federal/State Aid Fund

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
PROGRAM SUMMARY BY DEPARTMENT					
EXPENDITURES					
Office of the Commonwealth's Attorney					
Byrne Memorial Justice Project Outreach Program	$59,890	$62,476	$0	$0	$0
Community Defined Solutions Grant	185,583	172,137	150,000	150,000	150,000
Domestic Violence Victim Fund	39,591	40,000	40,000	40,000	40,000
Victim/Witness Program	225,890	225,890	225,890	225,890	225,890
V-Stop Grant	96,299	94,823	94,823	94,823	94,823
Office of Economic Development					
Arts and Cultural District Program	39,999	35,000	35,000	35,000	35,000
Fire Department					
EMS Four for Life Program	39,923	50,000	52,000	52,000	52,000
Fire Programs	341,115	202,000	210,000	210,000	210,000
SAFER Grant	138,228	495,528	395,709	395,709	395,709
Human Services - Juvenile Services					
USDA School Nutrition Program	15,280	20,000	20,000	20,000	20,000
Human Services - Social Services					
Education Support Special Incentive Program	10,189	16,680	16,680	16,680	16,680
Foster Parent Recruiting and Training Program	10,978	10,000	11,000	11,000	11,000
Independent Living Program	18,400	23,626	23,626	23,626	23,626
OEW - Outstationed Eligibility Worker	48,842	50,820	52,431	52,431	52,431
Respite Program	8,922	11,883	11,883	11,883	11,883
Safe and Stable Families Program	28,392	34,453	34,453	34,453	34,453
TANF Job Retention and Wage Program	127,168	131,654	0	0	0
Community Corrections and Pretrial Services					
Community Corrections Program	480,069	487,069	490,463	490,463	490,463
Non-departmental					
Citizens for a Clean Lynchburg	7,726	11,045	7,700	7,700	7,700
Workforce Investment Act Program	1,151,071	800,000	800,000	800,000	800,000
TOTAL EXPENDITURES	**$3,073,555**	**$2,975,084**	**$2,671,658**	**$2,671,658**	**$2,671,658**

Office of the Commonwealth's Attorney Grants

Community Defined Solutions Grant. The Community-Defined Solutions funding, offered through the Department of Justice, Office of Violence Against Women, is provided to encourage communities to treat domestic violence, sexual assault, dating violence and stalking as serious crimes. The awarded funds allow and promote the criminal justice system, and its community, to respond appropriately to such crimes. Victim safety and offender accountability are the centerpiece of projects funded under this program.

Domestic Violence Victim Fund. The Domestic Violence Grant funds specially trained prosecutors and investigators (the Domestic Violence Prosecution Unit) who are devoted to the aggressive investigation and prosecution of domestic violence cases. Initially formed in 1997, the Unit's main purpose is to hold those accountable who engage in acts of domestic violence, to ensure that victims of domestic violence receive information and support throughout the criminal justice process, and to work with other agencies in the community to promote a coordinated response to the problem of domestic violence. The U.S. Department of Justice's Violence Against Women Office administers the Domestic Violence Grant Program.

Victim/Witness Program. The Victim/Witness Program exists to ensure that crime victims and witnesses receive fair and compassionate treatment while participating in the criminal justice system. In particular, a long-standing primary goal of the program is to assist those who are involuntarily involved in the justice system and encourage those who have been involved in a violent crime to come forward. Victim Witness Advocates, as provided through this program, assist victims and witnesses through the criminal justice process while meeting critical needs that are often necessary to those same individuals.

V-STOP Grant. V-STOP funds originated in 1994, when the United States Congress passed the Violence Against Women Act (VAWA) as part of the Violent Crime Control and Law Enforcement Act. VAWA includes the Services, Training, Officers, Prosecution (STOP) grant program. V-STOP offers supporting funds for activities which increase the apprehension, prosecution, and adjudication of persons committing violent crimes against women.

Office of the Commonwealth's Attorney Grants

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
OFFICE OF THE COMMONWEALTH'S ATTORNEY GRANTS POSITION SUMMARY					
Grant Funded Full-Time	6.22	6.30	5.22	5.22	5.23
Grant Funded Part-Time	1.54	1.54	2.14	2.14	2.14
TOTAL FTE	**7.76**	**7.84**	**7.36**	**7.36**	**7.37**
OFFICE OF THE COMMONWEALTH'S ATTORNEY GRANTS BUDGET SUMMARY					
BEGINNING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**
REVENUES					
Federal Grants	$484,488	$472,023	$334,062	$334,062	$334,062
State Grants	96,064	96,473	152,945	152,945	152,945
Boys and Girls Club of America Grant	2,995	3,124	0	0	0
In-Kind Grant Match	23,706	23,706	23,706	23,706	23,706
TOTAL REVENUES	**$607,253**	**$595,326**	**$510,713**	**$510,713**	**$510,713**
EXPENDITURES					
Salaries	$359,309	$361,089	$348,490	$348,490	$348,490
Employee Benefits	127,387	128,463	115,028	115,028	115,028
Contractual Services	91,655	72,994	14,157	14,157	14,157
Other Charges	28,902	32,780	33,038	33,038	33,038
TOTAL EXPENDITURES	**$607,253**	**$595,326**	**$510,713**	**$510,713**	**$510,713**
ENDING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**

Office of the Commonwealth's Attorney Grants Budget Description

The City Manager's Proposed FY 2015 Office of the Commonwealth's Attorney Grants budget of $510,713 represents a 14.2% decrease of $84,613 compared to the Adopted FY 2014 budget of $595,326.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $22,137 reduction in funding for the Community Defined Solutions Grant.
- $62,476 reduction reflecting the elimination of the Byrne Memorial Justice Project Outreach Program.

The Proposed FY 2015 Office of the Commonwealth's Attorney Grants budget was adopted by City Council without changes.

Office of Economic Development Grant

Arts and Cultural District Program. State Code permits localities to create Arts and Cultural Districts to provide incentives to attract and grow arts and cultural organizations. The attraction and growth of artists and cultural organizations will further revitalize Lynchburg's historic downtown, creating an "entertainment cluster", add jobs, and increase an important element in Community Livability. The District Ordinance was adopted by City Council in April 2010.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
OFFICE OF ECONOMIC DEVELOPMENT GRANT BUDGET SUMMARY					
BEGINNING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**
REVENUES					
State Grants	$9,999	$5,000	$5,000	$5,000	$5,000
Arts and Cultural District	30,000	30,000	30,000	30,000	30,000
TOTAL REVENUES	**$39,999**	**$35,000**	**$35,000**	**$35,000**	**$35,000**
EXPENDITURES					
Other Charges	$39,999	$35,000	$35,000	$35,000	$35,000
TOTAL EXPENDITURES	**$39,999**	**$35,000**	**$35,000**	**$35,000**	**$35,000**
ENDING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**

Office of Economic Development Grant Budget Description

The City Manager's Proposed FY 2015 Office of Economic Development Grant budget of $35,000 represents no change compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Office of Economic Development Grant budget was adopted by City Council without changes.

Fire Department Grants

Emergency Medical Services (EMS) Four for Life. Section 46.2-694 of the Code of Virginia provides for the collection of four dollars for the registration of each passenger vehicle, pickup and panel truck. Approximately 25% of the revenues are returned to the locality wherein such vehicles are registered. The funds are used to provide training for volunteer and/or salaried emergency medical service personnel and for purchases of necessary equipment/supplies.

Fire Programs. As a result of 1985 Virginia General Assembly legislative action, the Fire Programs Fund is administered by the Virginia Department of Fire Programs. This legislation, as amended, authorizes an annual assessment against all licensed insurance companies selling selected types of fire and fire-related insurance in the Commonwealth. The assessment is appropriated to localities in the Commonwealth on a per-capita basis for the purpose of improving fire service operations via expenditures for fire service training, fire prevention and public safety education programs, fire fighting equipment, protective clothing, etc.

Staffing for Adequate Fire and Emergency Response (SAFER). The SAFER program was created by the Department of Homeland Security Federal Emergency Management Agency (FEMA) to increase the number of trained, "front line" firefighters available in the community. The goal of this program is to enhance local fire departments' abilities to comply with staffing, response, and operational standards established by the NFPA and OSHA (NFPA 1710 and/or NFPA 1720 and OSHA 1910.134). SAFER funds assist local fire departments with staffing and deployment capabilities so they may respond to emergencies whenever they occur, assuring communities have adequate protection from fire and fire-related hazards.

Fire Department Grants

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
FIRE DEPARTMENT GRANTS POSITION SUMMARY					
Grant Funded Sworn Full-Time	9	9	9	9	9
TOTAL FTE	**9**	**9**	**9**	**9**	**9**
FIRE DEPARTMENT GRANTS BUDGET SUMMARY					
BEGINNING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**
REVENUES					
State Grants	$381,038	$252,000	$262,000	$262,000	$262,000
Federal Grants	138,228	495,528	395,709	395,709	395,709
TOTAL REVENUES	**$519,266**	**$747,528**	**$657,709**	**$657,709**	**$657,709**
EXPENDITURES					
Salaries	$107,454	$348,048	$275,375	$275,375	$275,375
Employee Benefits	42,435	147,480	120,334	120,334	120,334
Other Charges	348,028	252,000	262,000	262,000	262,000
Building Impr	5,239	0	0	0	0
Capital Outlay	16,110	0	0	0	0
TOTAL EXPENDITURES	**$519,266**	**$747,528**	**$657,709**	**$657,709**	**$657,709**
ENDING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**

Fire Department Grants Budget Description

The City Manager's Proposed FY 2015 Fire Department Grants budget of $657,709 represents a 12.0% decrease of $89,819 compared to the Adopted FY 2014 budget of $747,528.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $8,000 increase in Fire Programs Funding.
- $2,000 increase in Emergency Medical Services (EMS) Four for Life funding.
- $99,819 decrease reflecting the end of the Staffing for Adequate Fire and Emergency Response (SAFER) grant in March 2015.

The Proposed FY 2015 Fire Department Grants budget was adopted by City Council without changes.

Human Services – Juvenile Services Grant

United States Department of Agriculture (USDA) School Nutrition Program for Group Homes. The United States Department of Agriculture (USDA) reimburses funding for the purchase of food for the residential youth care programs at Opportunity House and SPARC House. Administered by the Virginia Department of Juvenile Justice, these funds permit the purchase of needed kitchen equipment, utensils, and/or other food service-related requirements for these programs.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
HUMAN SERVICES - JUVENILE SERVICES GRANTS BUDGET SUMMARY					
BEGINNING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**
REVENUES					
Federal Grants	$15,280	$20,000	$20,000	$20,000	$20,000
TOTAL REVENUES	**$15,280**	**$20,000**	**$20,000**	**$20,000**	**$20,000**
EXPENDITURES					
Other Charges	$15,280	$20,000	$20,000	$20,000	$20,000
TOTAL EXPENDITURES	**$15,280**	**$20,000**	**$20,000**	**$20,000**	**$20,000**
ENDING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**

Human Services– Juvenile Services Grant Budget Description

The City Manager's Proposed FY 2015 Human Services – Juvenile Services Grant budget of $20,000 represents no change compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Juvenile Services Grant budget was adopted by City Council without changes.

Human Services – Social Services Grants

Education Support Special Incentive Program. The Education and Training Vouchers Grant is designed to assist foster care youth in becoming self-sufficient by helping them receive the education, training, and services necessary to obtain employment.

Foster Parent Recruiting and Training Program. Primary focus is the retention of current foster/adoptive homes while adding new homes to meet the needs of the children. This grant also enables foster parents to receive more intensive therapeutic pre-service and in-service training as well as critical supportive services. Reduces Comprehensive Services Act (CSA) expenses by reducing the number of residential placements for the more difficult to place children.

Independent Living. Assists youth 14-21 years of age in the custody of Social Services in gaining the skills and confidence necessary to care for themselves upon emancipation. Services include educational assistance, vocational training activities, daily living skills, counseling, and coordination with other service providers, outreach services, and activities for youth.

Outstationed Eligibilty Workers (OEW) Program. The Outstationed Eligibility Worker (OEW) Grant is designed to place one or more eligibility workers on site at the Lynchburg General Hospital or other Centra Health location as designated by Centra. The worker accepts medical assistance applications and makes determinations of eligibility or ineligibility for applicants who are patients of Centra Health.

Respite Program. The Respite Care Grant, funded by the State provides respite care, training and activities for foster families and children residing in foster homes with the goal of preventing placement disruptions. Foster Parents are eligible for up to 30 days of respite care per year with approved respite care providers.

Safe and Stable Families Program. Provides services for family preservation, to increase the health and well-being of families, and increase family management effectiveness.

Human Services – Social Services Grants

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
HUMAN SERVICES - SOCIAL SERVICES GRANTS POSITION SUMMARY					
Grant Funded Full-Time	3.00	3.00	1.00	1.00	1.00
Grant Funded Part-Time	0.73	0.73	0.00	0.00	0.00
TOTAL FTE	**3.73**	**3.73**	**1.00**	**1.00**	**1.00**
HUMAN SERVICES - SOCIAL SERVICES GRANTS BUDGET SUMMARY					
BEGINNING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**
REVENUES					
Federal Grants	$178,172	$197,594	$66,302	$66,302	$66,302
State Grants	14,473	18,982	18,982	18,982	18,982
Localities/Other Reimbursements	48,842	50,820	52,431	52,431	52,431
Transfer from General Fund	11,404	11,720	12,358	12,358	12,358
TOTAL REVENUES	**$252,891**	**$279,116**	**$150,073**	**$150,073**	**$150,073**
EXPENDITURES					
Salaries	$118,808	$122,372	$36,296	$36,296	$36,296
Employee Benefits	45,275	46,513	16,135	16,135	16,135
Contractual Services	9,927	6,469	0	0	0
Other Charges	78,881	103,762	97,642	97,642	97,642
TOTAL EXPENDITURES	**$252,891**	**$279,116**	**$150,073**	**$150,073**	**$150,073**
ENDING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**

Human Services – Social Services Grants Budget Description

The City Manager's Proposed FY 2015 Human Services – Social Services Grants budget of $150,073 represents a 46.2% decrease of $129,043 compared to the Adopted FY 2014 budget of $279,116.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $131,654 reduction reflecting the elimination of Temporary Assistance for Needy Families (TANF) funding.
- $1,611 increase in Outstationed Eligibility Workers funding.
- $1,000 increase in Foster Parent Recruiting and Training funding.

The Proposed FY 2015 Social Services Grant budget was adopted by City Council without changes.

Community Corrections and Pretrial Services Program Grant. The goal of Community Corrections Program is to reduce jail costs by providing local probation supervision for adult offenders and pretrial investigation and supervision of defendants who are released on bond while awaiting trial. Program services are provided to localities participating in the regional jail including Lynchburg, Bedford County, and Campbell County.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
COMMUNITY CORRECTIONS AND PRETRIAL SERVICES GRANTS POSITION SUMMARY					
Grant Funded Full-Time	8.00	8.00	8.00	8.00	8.00
Grant Funded Part-Time	0.88	0.62	0.00	0.00	0.00
Grant Funded Temporary	0.00	0.00	0.73	0.73	0.73
TOTAL FTE	**8.88**	**8.62**	**8.73**	**8.73**	**8.73**
COMMUNITY CORRECTIONS AND PRETRIAL SERVICES GRANTS BUDGET SUMMARY					
BEGINNING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**
REVENUES					
State Grants	$480,069	$487,069	$490,463	$490,463	$490,463
TOTAL REVENUES	**$480,069**	**$487,069**	**$490,463**	**$490,463**	**$490,463**
EXPENDITURES					
Salaries	$226,526	$302,959	$307,093	$307,093	$307,093
Employee Benefits	91,086	126,141	128,550	128,550	128,550
Contractual Services	216	3,200	2,200	2,200	2,200
Other Charges	162,241	54,769	52,620	52,620	52,620
TOTAL EXPENDITURES	**$480,069**	**$487,069**	**$490,463**	**$490,463**	**$490,463**
ENDING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**

Community Corrections and Pretrial Services Program Grant Budget Description

The City Manager's Proposed FY 2015 Community Corrections and Pretrial Services Program Grant budget of $490,463 represents a 0.7% increase of $3,394 compared to the Adopted FY 2014 budget of $487,069.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $3,394 increase in State funding.

The Proposed FY 2015 Community Corrections and Pretrial Services Program Grant budget was adopted by City Council without changes.

Non-departmental – Citizens for a Clean Lynchburg Grant. The State of Virginia has assisted localities with ongoing Recycling and Litter Prevention programs which is a part of their Department of Environmental Quality's Division of Environmental Enhancement. The State's Litter Prevention Program approves annual grants to localities for recycling and litter control activities, provides information and guidance on litter prevention and recycling topics, and works with localities, and environmental groups on improving awareness of how litter damages the environment.

The City of Lynchburg has been very fortunate to receive one of these grants for over ten years and this funding has been directed to the Citizens for a Clean Lynchburg, Inc. (CCL) organization which provides supplemental support in terms of fund-raising by volunteer groups and coordination of various community-wide efforts to combat littering and encourage recycling (i.e.: March on Litter, City Walkers, and education programs for City schools, etc.) In addition, CCL activities include public relations, community education, and publications to promote citizen awareness of the need for greater litter control and improved recycling.

NON-DEPARTMENTAL CITIZENS FOR A CLEAN LYNCHBURG GRANT BUDGET SUMMARY	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BEGINNING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**
REVENUES					
State Grants	$7,726	$11,045	$7,700	$7,700	$7,700
TOTAL REVENUES	**$7,726**	**$11,045**	**$7,700**	**$7,700**	**$7,700**
EXPENDITURES					
Contractual Services	$7,726	$11,045	$7,700	$7,700	$7,700
TOTAL EXPENDITURES	**$7,726**	**$11,045**	**$7,700**	**$7,700**	**$7,700**
ENDING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**

Non-departmental – Citizens for a Clean Lynchburg Grant

The City Manager's Proposed FY 2015 Non-departmental – Citizens for a Clean Lynchburg Grant budget of $7,700 represents a 30.3% decrease of $3,345 compared to the Adopted FY 2014 budget of $11,045.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $3,345 decrease reflecting a reduction in awarded State revenue.

The Proposed FY 2015 Non-Departmental – Citizens for a Clean Lynchburg Grant budget was adopted by City Council without changes.

Non-departmental – Workforce Investment Act Grant. Title I Workforce Investment Act (WIA) funds are allocated to the local workforce investment area (LWIA) for the purpose of providing a single system of employment and training activities for adults and dislocated workers and to provide services for eligible youth. Region 2000 acts as the fiscal agent and the City of Lynchburg serves as the local grant recipient.

NON-DEPARTMENTAL WORKFORCE INVESTMENT ACT GRANT BUDGET SUMMARY	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BEGINNING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**
REVENUES					
Federal Grants	$1,151,071	$800,000	$800,000	$800,000	$800,000
TOTAL REVENUES	**$1,151,071**	**$800,000**	**$800,000**	**$800,000**	**$800,000**
EXPENDITURES					
Contractual Services	$1,151,071	$800,000	$800,000	$800,000	$800,000
TOTAL EXPENDITURES	**$1,151,071**	**$800,000**	**$800,000**	**$800,000**	**$800,000**
ENDING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**

Non-departmental – Workforce Investment Act Grant Budget Description

The City Manager's Proposed FY 2015 Non-departmental – Workforce Investment Act Grant budget of $800,000 represents no change compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Non-Departmental – Workforce Investment Act Grant budget was adopted by City Council without changes.

Community Development Block Grant (CDBG) Fund. The CDBG Program is designed to preserve, rehabilitate and improve low income neighborhoods through low interest loans, rental assistance, rehabilitation of blighted properties and program support. The City receives federal funding each year for the program. Any unexpended funds at year-end are carried forward into the next fiscal year.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
COMMUNITY DEVELOPMENT BLOCK GRANT POSITION SUMMARY					
Grant Funded Full-Time	0.5	0.5	0.5	0.5	0.5
Grant Funded Part-Time	0.6	0.6	0.6	0.6	0.6
TOTAL FTE	**1.1**	**1.1**	**1.1**	**1.1**	**1.1**
COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET SUMMARY					
BEGINNING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**
REVENUES					
Federal Entitlement	$992,646	$607,179	$687,496	$687,496	$671,454
Program Income [1]	2,000	2,030	1,432,764	1,432,764	1,432,764
TOTAL REVENUES	**$994,646**	**$609,209**	**$2,120,260**	**$2,120,260**	**$2,104,218**
EXPENDITURES					
Salaries	$74,600	$65,613	$68,287	$68,287	$68,287
Employee Benefits	11,581	11,464	11,625	11,625	11,625
Contractual Services	658,948	527,431	782,360	782,360	768,718
Other Charges	4,054	4,701	4,700	4,700	4,700
Capital Outlay	245,463	0	0	0	0
TOTAL EXPENDITURES	**$994,646**	**$609,209**	**$866,972**	**$866,972**	**$853,330**
ENDING RESTRICTED FUND BALANCE [1]	**$0**	**$0**	**$1,253,288**	**$1,253,288**	**$1,250,888**

[1] In FY 2014 the Bluffwalk developer obtained financing which allowed the City to be repaid for the principal and interest payments previously made on the developer's behalf. Based on guidance from the U. S. Department of Housing and Urban Development (HUD), these funds are set aside to assist with future payments, if needed.

Community Development Block Grant (CDBG) Fund Budget Description

The City Manager's Proposed FY 2015 Community Development Block Grant Fund budget of $866,972 represents a 42.3% increase of $257,763 compared to the Adopted FY 2014 budget of $609,209.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $80,317 increase reflecting additional entitlement award.
- $177,446 increase reflecting payment of the Bluffwalk loan with program income received from refinancing.

The Proposed FY 2015 Community Development Block Grant Fund budget was adopted by City Council with the following changes:

- $16,042 decrease in the amount of Entitlement funds awarded.
- $2,400 increase in programmed expenditures.

Community Development Block Grant funding by project

Project	FY 2014 Funding Distribution
Program Administration (City)	$88,100
Administration and Delivery Costs (Lynchburg Redevelopment and Housing Authority (LRHA))	135,277
Section 108 Loan (Bluffwalk)	284,048
LRHA Rental Rehabilitation	30,000
Fifth Street Community Development Corporation (City) - Fifth Street Phase II	175,491
Tinbridge Hill Neighborhood	45,000
Continuum of Care-Coordinated Assessment Intake Social Worker	30,000
Relocation of Miller Park Basketball Court	50,216
TOTAL	**$838,132**

Note: The Adopted FY 2014 amount does not match the FY 2014 Funding Distribution total because the amount of Federal Entitlement has been adjusted to reflect the actual amount received.

Comprehensive Services Act (CSA) Fund. The CSA Program provides services to children and youth who come before the local Family and Planning Assessment Team (FAPT) and the Lynchburg Community Policy Management Team (CPMT). Juvenile Services provides administrative supervision to the CSA staff.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
COMPREHENSIVE SERVICES ACT (CSA) FUND POSITION SUMMARY					
Grant Funded Full-Time	1	1	1	1	1
TOTAL FTE	**1**	**1**	**1**	**1**	**1**
COMPREHENSIVE SERVICES ACT (CSA) FUND BUDGET SUMMARY					
BEGINNING UNDESIGNATED FUND BALANCE	**$329,544**	**$329,544**	**$466,552**	**$466,552**	**$466,552**
REVENUES					
Intergovernmental - Public Assistance	$3,132,244	$3,517,468	$3,516,713	$3,517,404	$3,517,404
Transfer from General Fund	1,338,852	1,238,852	1,238,852	1,238,852	1,238,852
Transfer from Lynchburg City Schools	196,541	196,541	196,541	196,541	196,541
Special Welfare Recoupment	51,230	110,000	110,000	110,000	110,000
TOTAL REVENUES	**$4,718,867**	**$5,062,861**	**$5,062,106**	**$5,062,797**	**$5,062,797**
EXPENDITURES					
Salaries	$34,703	$34,548	$35,588	$35,588	$35,588
Employee Benefits	14,608	15,380	15,926	15,926	15,926
Administrative	10,025	13,050	13,050	13,050	13,050
Mandated - Foster Care	2,431,053	2,974,047	3,055,706	3,056,397	3,056,397
Mandated - Special Education	1,726,162	1,650,000	1,566,000	1,566,000	1,566,000
Non-Mandated Services	365,308	375,836	375,836	375,836	375,836
TOTAL EXPENDITURES	**$4,581,859**	**$5,062,861**	**$5,062,106**	**$5,062,797**	**$5,062,797**
ENDING UNDESIGNATED FUND BALANCE	**$466,552**	**$329,544**	**$466,552**	**$466,552**	**$466,552**

Comprehensive Services Act (CSA) Fund Budget Description

The City Manager's Proposed FY 2015 Comprehensive Services Act Fund budget of $5,062,797 represents no significant change compared to the Adopted FY 2014 budget.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $1,586 increase in Salaries and Employee Benefits reflecting a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $82,350 increase in Mandated - Foster Care services.
- $84,000 decrease in Mandated - Special Education services.

The Proposed FY 2015 Comprehensive Services Act Fund budget was adopted by City Council without changes.

Forfeited Asset Fund. Established as required by the Commonwealth of Virginia to monitor the receipts of assets seized as a result of police investigations of criminal activity. The seizure of assets is a civil forfeiture based upon probable cause to believe the asset was used in substantial connection to a drug violation. Upon judicial action authorizing such seizure, the asset is remitted to the Commonwealth of Virginia. The State is allocated a portion of the seizure and returns the balance to the respective locality to allocate between the Police Department, Commonwealth Attorney, Sheriff and other municipalities, if appropriate. The expenditure of these funds must be related to law enforcement purposes. Per State Code it is not appropriate to budget or anticipate revenues in this fund; therefore, only figures for actual revenues can be demonstrated in the budget. Represented in the columns below are the respective allocations received from the State and allowable expenditures. Due to the delicate nature of these expenditures, they have not been itemized. This fund will be reviewed each year at the annual Carry Forward and Third Quarter Reviews to adjust for revenues and expenditures.

FORFEITED ASSET FUND BUDGET SUMMARY	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BEGINNING RESTRICTED FUND BALANCE	**$215,250**	**$66,658**	**$139,468**	**$139,468**	**$139,468**
REVENUES					
State Asset Forfeiture	$74,318	$0	$0	$0	$0
Federal Asset Forfeiture	19,431	0	0	0	0
Interest	279	0	0	0	0
TOTAL REVENUES	**$94,028**	**$0**	**$0**	**$0**	**$0**
EXPENDITURES	$82,881	$0	$0	$0	$0
TOTAL EXPENDITURES	**$82,881**	**$0**	**$0**	**$0**	**$0**
ENDING RESTRICTED FUND BALANCE	**$226,397**	**$66,658**	**$139,468**	**$139,468**	**$139,468**

Forfeited Asset Fund Budget Description

No funds are requested for FY 2015.

HOME Investment Trust Fund. The Program is designed to assist first-time, low-income homebuyers with the purchase of a home, as well as rehabilitation of owner-occupied homes and rehabilitation of vacant properties for occupancy. The City receives federal funding each year for this program. Any unexpended funds at year-end are carried forward into the next fiscal year.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
HOME INVESTMENT TRUST FUND POSITION SUMMARY					
Grant Funded Part-Time	0.2	0.2	0.2	0.2	0.2
TOTAL FTE	**0.2**	**0.2**	**0.2**	**0.2**	**0.2**
HOME INVESTMENT TRUST FUND BUDGET SUMMARY					
BEGINNING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**
REVENUES					
Federal Entitlement	$198,923	$269,647	$311,795	$311,795	$340,925
TOTAL REVENUES	**$198,923**	**$269,647**	**$311,795**	**$311,795**	**$340,925**
EXPENDITURES					
Salaries	$13,851	$15,808	$17,139	$17,139	$17,139
Employee Benefits	1,044	1,209	1,312	1,312	1,312
Contractual Services	183,293	250,255	290,969	290,969	320,099
Other Charges	735	2,375	2,375	2,375	2,375
TOTAL EXPENDITURES	**$198,923**	**$269,647**	**$311,795**	**$311,795**	**$340,925**
ENDING RESTRICTED FUND BALANCE	**$0**	**$0**	**$0**	**$0**	**$0**

HOME Investment Trust Fund Budget Description

The City Manager's Proposed FY 2015 HOME Investment Trust Fund budget of $311,795 represents a 15.6% increase of $42,148 compared to the Adopted FY 2014 budget of $269,647.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $42,148 increase reflecting additional entitlement award.

The Proposed FY 2015 HOME Investment Partnerships Program Fund budget was adopted by City Council with the following change:

- $29,130 increase in the amount of Entitlement funds awarded.

HOME Investment Trust funding by project

Project	FY 2014 Funding Distribution
City Administration	$22,000
Habitat for Humanity	$60,000
Lynchburg Community Action Group (Lyn-CAG) Substantial Rehabilitation	111,201
Lynchburg Neighborhood Development Foundation (LNDF) Homeownership Program	30,000
Lyn-CAG Homebuyer (CHDO)	46,770
LNDF Single Family Development	50,000
TOTAL	**$319,971**

Note: The Adopted FY 2014 amount does not match the FY 2014 Funding Distribution total because the amount of Federal Entitlement has been adjusted to reflect the actual amount received.

Lynchburg Expressway Appearance Fund (LEAF). The Lynchburg Expressway Appearance Fund (LEAF) accounts for any pledges and donations from citizens and businesses for the beautification of major transportation corridors throughout the City by the planting of trees, shrubs, and flowerbeds.

LYNCHBURG EXPRESSWAY APPEARANCE FUND (LEAF) BUDGET SUMMARY	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BEGINNING RESTRICTED FUND BALANCE	**$193,485**	**$200,135**	**$182,836**	**$182,836**	**$182,836**
REVENUES					
Revenue from pledges and donations	$3,000	$0	$0	$0	$0
TOTAL REVENUES	**$3,000**	**$0**	**$0**	**$0**	**$0**
EXPENDITURES					
Contractual Services	$9,649	$0	$0	$0	$0
TOTAL EXPENDITURES	**$9,649**	**$0**	**$0**	**$0**	**$0**
ENDING RESTRICTED FUND BALANCE	**$186,836**	**$200,135**	**$182,836**	**$182,836**	**$182,836**

Lynchburg Expressway Appearance Fund (LEAF) Budget Description

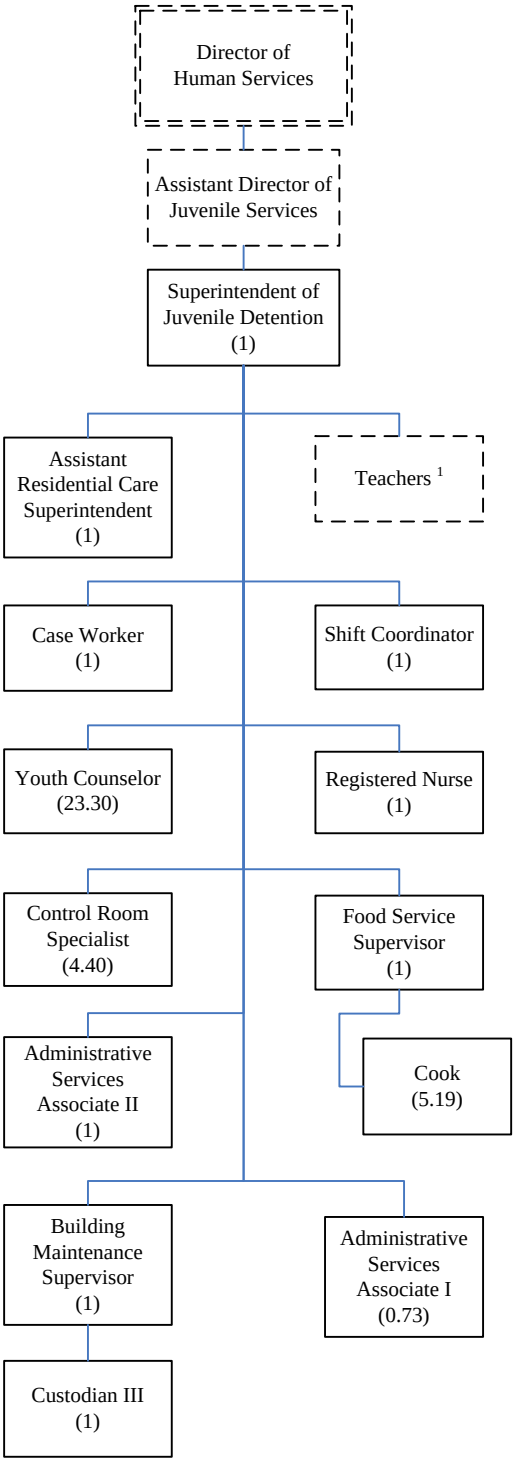
No funds are requested for FY 2015.

REGIONAL JUVENILE DETENTION CENTER

POSITION SUMMARY

42.62 City Funded Positions
2.50 Temporary Positions

45.12 Total Funded Positions



[1] *Administered by the Lynchburg City Schools*

Regional Juvenile Detention Center Fund. The Detention Center provides a secure facility to house and care for juvenile offenders in the cities of Lynchburg and Bedford as well as the counties of Amherst, Appomattox, Bedford, Campbell, Charlotte, and Nelson under the purview of the law who are awaiting disposition of their charges by the Juvenile and Domestic Relations Court or transportation to a State facility. Post-dispositional services are also available for up to nine juveniles. The Lynchburg Regional Juvenile Detention Center Advisory Board provides guidance and insight to the operations of the Detention Home.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
REGIONAL JUVENILE DETENTION CENTER FUND POSITION SUMMARY					
City Funded Full-Time	39.00	39.00	38.00	38.00	38.00
City Funded Part-Time	4.62	4.62	4.62	4.62	4.62
City Funded Temporary	2.50	2.50	2.50	2.50	2.50
TOTAL FTE	**46.12**	**46.12**	**45.12**	**45.12**	**45.12**
REGIONAL JUVENILE DETENTION CENTER FUND BUDGET SUMMARY					
BEGINNING ASSIGNED FUND BALANCE	**$100,000**	**$95,797**	**$99,158**	**$99,158**	**$99,158**
REVENUES					
Charges for Services	$1,652,483	$1,676,322	$1,693,914	$1,698,058	$1,698,058
Intergovernmental	1,166,569	1,140,120	1,140,120	1,140,120	1,140,120
TOTAL REVENUES	**$2,819,052**	**$2,816,442**	**$2,834,034**	**$2,838,178**	**$2,838,178**
EXPENDITURES					
Salaries	$1,384,377	$1,412,955	$1,420,082	$1,420,082	$1,420,082
Employee Benefits	558,593	582,715	588,243	588,243	588,243
Contractual Services	74,754	48,460	39,014	39,014	39,014
Internal Service Charges	8,079	11,900	12,043	12,043	12,043
Other Charges	503,801	566,976	570,529	597,547	597,547
Debt Service	273,198	183,681	178,407	178,407	178,407
Capital Outlay	16,250	5,552	2,000	2,000	2,000
TOTAL EXPENDITURES	**$2,819,052**	**$2,812,239**	**$2,810,318**	**$2,837,336**	**$2,837,336**
ENDING ASSIGNED FUND BALANCE	**$100,000**	**$100,000**	**$122,874**	**$100,000**	**$100,000**

Regional Juvenile Detention Center Fund Budget Description

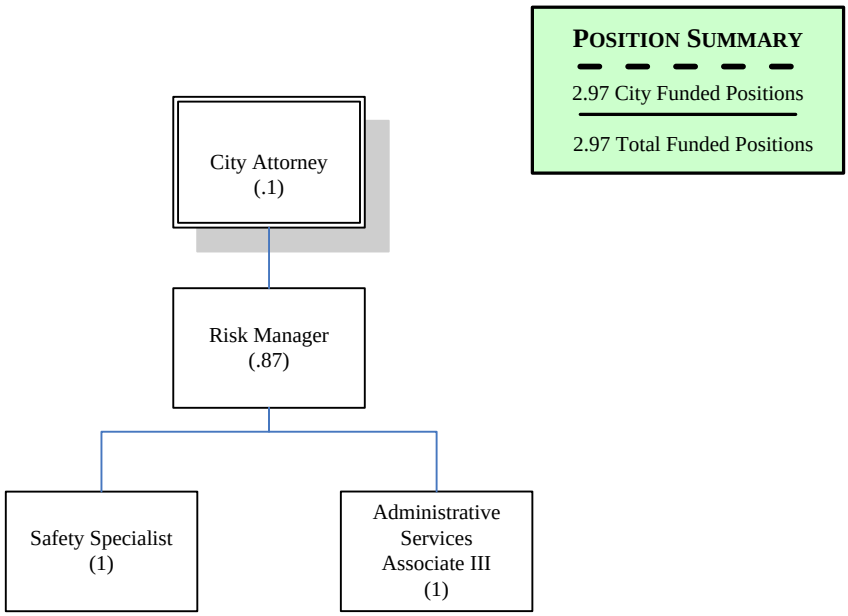
The City Manager's Proposed FY 2015 Regional Juvenile Detention Center Fund budget of $2,837,336 a 0.9% increase of $25,097 compared to the Adopted FY 2014 budget of $2,812,239.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $12,655 increase in Salaries and Employee Benefits reflecting higher personnel costs and a higher health insurance rate offset by the elimination of a full-time Youth Counselor position and a lower Virginia Retirement System rate.
- $9,446 decrease in Contractual Services reflecting the one-time cost for the implementation of New World Systems Logos.NET™ funded in FY 2014.
- $30,571 increase in Other Charges reflecting indirect cost fees and the proposed compensation adjustment.
- $5,274 decrease in Debt Service reflecting the debt service schedule.
- $3,552 decrease in Capital Outlay reflecting the one-time cost for the implementation of New World Systems Logos.NET™ funded in FY 2014.

The Proposed FY 2015 Regional Juvenile Detention Center Fund budget was adopted by City Council without changes.

RISK MANAGEMENT OFFICE



Risk Management Fund. The Risk Management Program was established by City Council effective January 1, 1986, as an alternative to the routine procurement of general liability and automobile liability insurance policies from commercial insurance companies. The program is funded through annual contributions from the General, Water, Sewer, Stormwater, Airport, Regional Juvenile Detention Funds, subrogation, and interest income. The claims placed in this fund are expended in lieu of insurance to settle liability claims filed against the City.

	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
RISK MANAGEMENT FUND POSITION SUMMARY					
City Funded Full-Time	2.10	2.10	2.10	2.10	2.10
City Funded Part-Time	0.87	0.87	0.87	0.87	0.87
TOTAL FTE	**2.97**	**2.97**	**2.97**	**2.97**	**2.97**
RISK MANAGEMENT FUND BUDGET SUMMARY					
BEGINNING COMMITTED FUND BALANCE	**$2,487,666**	**$2,563,505**	**$2,351,543**	**$2,351,543**	**$2,351,543**
REVENUES					
General Fund	$555,524	$505,356	$505,356	$505,356	$505,356
Water Fund	146,529	146,529	146,529	146,529	146,529
Sewer Fund	152,257	152,257	152,257	152,257	152,257
Sewer Fund - Treatment Plant	48,470	48,470	48,470	48,470	48,470
Airport Fund	38,670	38,670	38,670	38,670	38,670
Juvenile Detention Home	15,752	15,752	15,752	15,752	15,752
Storm Water Fund	0	0	7,000	7,000	7,000
Interest Earnings	14,848	35,000	35,000	35,000	35,000
Subrogation	31,516	25,000	25,000	25,000	25,000
TOTAL REVENUES	**$1,003,566**	**$967,034**	**$974,034**	**$974,034**	**$974,034**
DEPARTMENTAL					
Salaries	$168,431	$168,572	$175,289	$175,289	$175,289
Employee Benefits	43,729	46,072	48,042	48,042	48,042
Contractual Services	31,600	33,501	33,501	33,501	33,501
Internal Service Charges	9,417	10,532	7,871	7,871	7,871
Other Charges	11,371	13,151	13,929	17,102	17,102
Rental and Leases	0	442	442	442	442
TOTAL DEPARTMENTAL EXPENDITURES	**$264,548**	**$272,270**	**$279,074**	**$282,247**	**$282,247**
NON-DEPARTMENTAL					
Insurance and Claims	$875,141	$685,333	$683,300	$683,300	$683,300
TOTAL NON-DEPARTMENTAL EXPENDITURES	**$875,141**	**$685,333**	**$683,300**	**$683,300**	**$683,300**
TOTAL EXPENDITURES	**$1,139,689**	**$957,603**	**$962,374**	**$965,547**	**$965,547**
ENDING COMMITTED FUND BALANCE	**$2,351,543**	**$2,572,936**	**$2,363,203**	**$2,360,030**	**$2,360,030**

Risk Management Fund Budget Description

The City Manager's Proposed FY 2015 Risk Management Fund budget of $965,547 represents a 0.8% increase of $7,944 compared to the Adopted FY 2014 budget of $957,603.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $8,687 increase in Salaries and Employee Benefits reflecting higher personnel costs and a higher health insurance rate offset by a lower Virginia Retirement System rate.
- $2,661 decrease in Internal Service Charges reflecting Fleet Services operating estimates.
- $3,951 increase in Other Charges reflecting the proposed compensation adjustment.
- $2,033 decrease in Insurance and Claims due to historical claims experience.

The Proposed FY 2015 Risk Management Fund budget was adopted by City Council without changes.

Risk Management Performance Measures

Goal 1:
Reduce safety and loss control hazards to lessen or prevent injuries to employees and citizens, while protecting City assets from damage or destruction.

Objective:
Inspect 10% of City owned facilities and buildings (approximately 26) annually, recommending corrective measures to departments when required. The City owns approximately 250 buildings/facilities.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Percent of facilities inspected with comprehensive repairs sent to departments	11.0%	10.0%	4.6%	10.0%

Analysis of the Data:
Site inspections are performed and/or detailed reports, including photographs, are sent to each department. As of December 31, 2013 staff has performed 4.6% of the property inspections. With 6 months left in this fiscal year Risk Management will be able to meet the established goal of 10%. This enables City owned buildings to be inspected on a regular basis, thereby reducing the potential hazards and citizen/employee injuries.

GOOD GOVERNANCE

Goal 2:
Assist City departments in achieving Occupational Safety and Health Administration (OSHA) compliance and reducing employee injuries by providing training and/or resources relating to relevant OSHA requirements.

Objective:
Provide 1,000 hours of safety training/assistance to City departments.

Performance Measure:	***Actual FY2013***	***Projected FY2014***	***July - Dec FY2014***	***Projected FY2015***
Number of training/assistance hours provided to departments	1,033	1,000	517	1,000

Analysis of the Data:
During FY 2013 Risk Management exceeded its goal of 1,000 training hours by 33 hours. The training hours for FY 2014 as of December 31, 2013, are 517; with bi-weekly new hire safety training, driver improvement courses, and other training opportunities, the 10% goal should be met by the end of the fiscal year. This ensures the safety related training needs for City employees are addressed.

GOOD GOVERNANCE

Benchmark Localities:
Charlottesville, Hampton, Petersburg, Portsmouth, and Roanoke, VA

Special Welfare Fund. Accounts for monies received by Social Services to be used for those persons in the custody of the City and those receiving public assistance. The funds received are Christmas donations for children in the City's custody as well as restitution payments made by individuals who received public assistance for food stamps and fuel. Those monies are not part of the locality's reimbursements for regular program and administrative costs incurred by the City in delivering services to the citizens. Also, funds are received from the Health Department for pre-screening of clients by Social Workers. These funds are used for various Social Services expenses.

SPECIAL WELFARE FUND BUDGET SUMMARY	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BEGINNING DESIGNATED FUND BALANCE	**$65,485**	**$39,680**	**$68,334**	**$68,334**	**$68,334**
REVENUES					
Donations and Restitutions	$77,686	$68,450	$68,450	$68,450	$68,450
Interest	71	2,000	2,000	2,000	2,000
Revenue from the Commonwealth	366	8,500	8,500	8,500	8,500
TOTAL REVENUES	**$78,123**	**$78,950**	**$78,950**	**$78,950**	**$78,950**
EXPENDITURES					
Christmas Fund	$6,220	$8,000	$8,000	$8,000	$8,000
Special Items Program	139	400	400	400	400
Food Stamps Restitution	8,991	7,000	7,000	7,000	7,000
Interest / Fiscal Relief	0	7,000	7,000	7,000	7,000
Fuel Restitution	0	550	550	550	550
Pre-screening Assessments	5,065	30,000	30,000	30,000	30,000
Welfare Advisory Board	0	800	800	800	800
Fuel Assistance	0	500	500	500	500
Youth Services	29,109	50,450	50,450	50,450	50,450
TOTAL EXPENDITURES	**$49,524**	**$104,700**	**$104,700**	**$104,700**	**$104,700**
ENDING DESIGNATED FUND BALANCE	**$94,084**	**$13,930**	**$42,584**	**$42,584**	**$42,584**

Special Welfare Fund Budget Description

The City Manager's Proposed FY 2015 Special Welfare Fund budget of $104,700 represents no change compared to the Adopted FY 2014 budget.

The Proposed FY 2015 Special Welfare Fund budget was adopted by City Council without changes.

Technology Fund. This fund provides for the ongoing replacement and enhancement of the City's technology infrastructure.

TECHNOLOGY FUND BUDGET SUMMARY	Actual FY 2013	Adopted FY 2014	Department Submitted FY 2015	Manager's Proposed FY 2015	Adopted FY 2015
BEGINNING COMMITTED FUND BALANCE	**$2,595,272**	**$1,363,710**	**$1,604,166**	**$1,604,166**	**$1,604,166**
REVENUES					
Use of Money and Property	$4,842	$15,000	$10,000	$10,000	$10,000
Miscellaneous	7,455	0	0	0	0
Transfer from General Fund	678,597	625,705	622,294	622,294	622,294
TOTAL REVENUES	**$690,894**	**$640,705**	**$632,294**	**$632,294**	**$632,294**
EXPENDITURES					
Salaries	$4,536	$0	$0	$0	$0
Employee Benefits	347	0	0	0	0
Contractual Services	225,168	372,930	387,069	387,069	387,069
Other Charges	249,058	326,000	301,300	301,300	301,300
Capital Outlay	140,415	97,000	85,000	85,000	85,000
TOTAL EXPENDITURES	**$619,524**	**$795,930**	**$773,369**	**$773,369**	**$773,369**
ENDING COMMITTED FUND BALANCE	**$2,666,642**	**$1,208,485**	**$1,463,091**	**$1,463,091**	**$1,463,091**

Technology Fund Budget Description

The City Manager's Proposed FY 2015 Technology Fund budget of $773,369 represents a 2.8% percent decrease of $22,561 compared to the Adopted FY 2014 budget of $795,930.

Highlights of the City Manager's Proposed FY 2015 budget include:

- $14,139 increase in Contractual Services reflecting additional IT consultant services, offset by a reduction in server hardware replacements.
- $24,700 decrease in Other Charges reflecting fewer projects affecting this expense area.
- $12,000 decrease in Capital Outlay reflecting fewer projects affecting this expense area.

The Proposed FY 2015 Technology Fund budget was adopted by City Council without changes.

FY 2015 – 2019 CAPITAL IMPROVEMENT PROGRAM

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INTRODUCTION

Capital Improvement Programming is a method of planning for the effective and efficient provision of public facilities, infrastructure improvements, major maintenance requirements, and acquisition of property and equipment. A "capital project" is defined as an acquisition that represents a public betterment to the community, has a life of not less than twenty (20) years following its purchase, construction or other acquisition, and has a total cost of not less than twenty-five thousand dollars ($25,000). The first year of the *Capital Improvement Program* represents the City Manager's proposal to City Council as the Capital Improvement Program (CIP) budget.

A five-year CIP allows City Council and citizens an opportunity to view both the five-year capital construction and infrastructure maintenance needs of the City and the Lynchburg City Schools. Viewing these needs enables the City to better plan a financing strategy for capital improvements and annual operating requirements. A five-year CIP also allows for programming of multi-year projects.

The Comprehensive Plan presents a vision of what the community will be like in the future and identifies the steps required to move toward that vision. Each project is evaluated to determine its alignment with the Comprehensive Plan; the project detail sheets include this relationship. Note: For the FY 2015 – 2019 CIP, projects reference the relationship to the *2002 – 2020 Comprehensive Plan*. Beginning with the FY 2016 – 2020 CIP, projects will reference a relationship to the *2013 – 2030 Comprehensive Plan*, adopted by City Council in January 2014. The updated plan can be viewed on the City's website at www.lynchburgva.gov/comprehensive-plan.

BASIS FOR BUDGETING

The first year of the CIP represents the Capital Improvement Budget for that year. Following adoption by the City Council, the first year of the CIP should be viewed as the capital budget. The CIP is a proposed expenditure plan; the budget adopted by the City Council provides the legal authorization to actually expend City funds.

The CIP is based on a fiscal year calendar. The fiscal year calendar for the City of Lynchburg begins July 1 and ends June 30.

BENEFITS OF CAPITAL IMPROVEMENT PROGRAMMING

The principal benefit of Capital Improvement Programming is that it requires the City to plan its capital needs in concert with available financing over a five-year period. This process contributes to a responsible fiscal policy. Other benefits of Capital Improvement Programming include:

- Fostering a sound and stable financial program over a five-year period given a set of revenue and expenditure assumptions based on current economic trends;
- Coordinating various City improvements so that informed decisions can be made and joint programs initiated among City departments in an effort to avoid duplication;
- Enabling private businesses and citizens to have some assurances as to when certain public improvements will be undertaken so they can plan more efficiently and effectively;
- Focusing on the goals and needs of the community through the provision of new facilities and infrastructure improvements;
- Evaluating annually the infrastructure needs of the City to provide for the public health and safety of the citizens of the City; and,
- Providing a logical process for assigning priorities to the various projects based on their overall importance to the City.

CONCLUSION

The CIP is a document dedicated to a process designed to identify both the capital improvement needs and priorities of the City over a five-year period in concert with projected funding levels and City Council's Vision and Principles. Actual programming of projects is dependent upon the financial resources available.

The Project Detail Sheets on the following pages reflect those projects proposed for consideration in the *FY 2015 – 2019 Capital Improvement Program*.

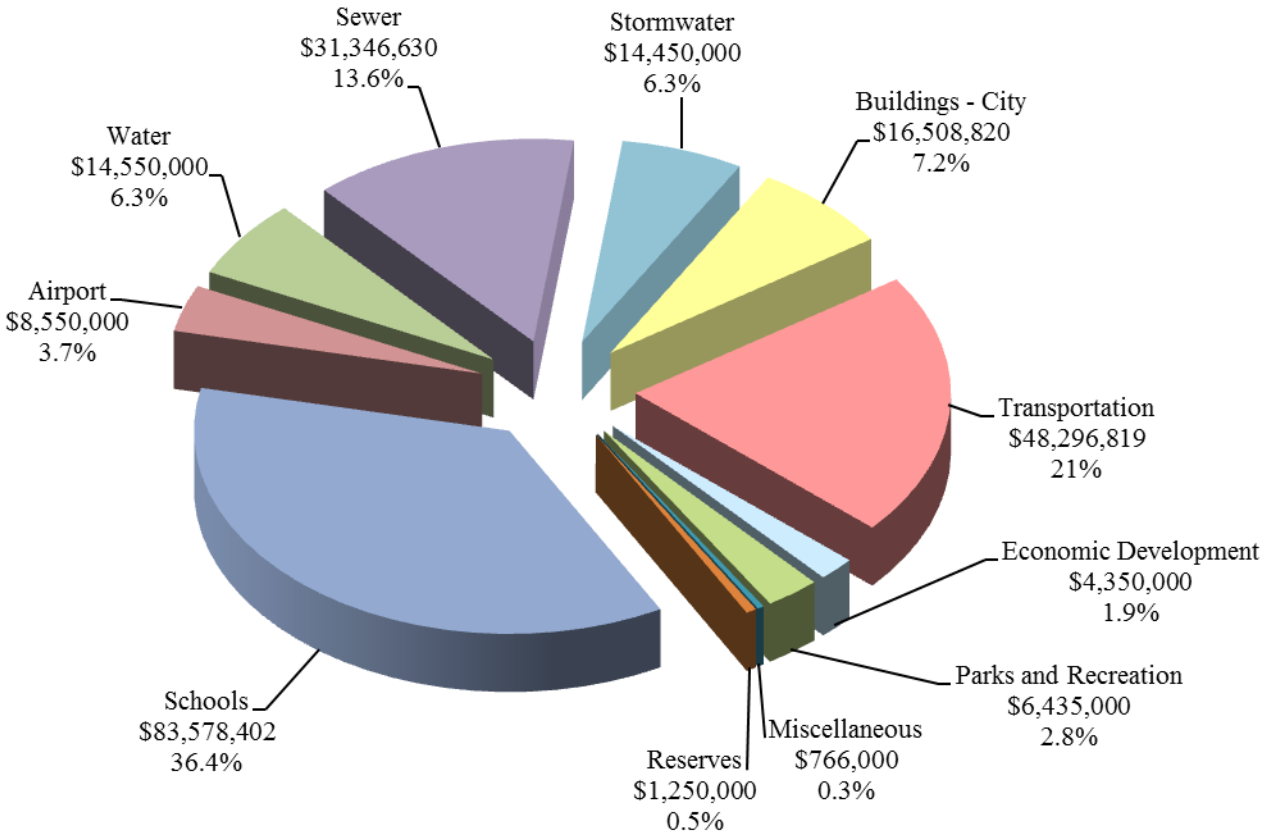
DEFINITIONS

Continuing Projects: Projects currently in progress that were appropriated in prior fiscal years.
Deferred Projects: Projects that were requested for funding and are being postponed to a future date based on available funding.
New/Active Projects: FY 2015 – 2019 projects that were approved by City Council.
Project Type – New: Projects designed to enhance existing structures or involve new construction.
Project Type – Maintenance: Projects designed solely to maintain the condition of a current asset.

Although Lynchburg had officially been in existence for only fourteen years, it had a population of some 500 by 1800. From all accounts, the first inhabitants approached the new century with hope, enthusiasm and confidence. Their aspirations were soon realized. The town would continue to grow, and in a few years would be enlarged and declared a body corporate by the General Assembly. With a duly elected mayor and council replacing the appointed trustees, Lynchburg soon had control of its destiny.

-- S. Allen Chambers, Lynchburg An Architectural History, University Press of Virginia, 1982.

CATEGORICAL EXPENDITURE DISTRIBUTION
FY 2015-2019
CAPITAL IMPROVEMENT PLAN
$230,081,671



SUMMARY OF PROJECTS FOR FY 2015 – 2019 CAPITAL IMPROVEMENT PROGRAM

	FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY					FIVE-YEAR ESTIMATED NET COST
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	
SUMMARY - ALL FUNDS						
BUILDINGS - CITY	$7,233,862	$3,202,013	$1,913,312	$2,566,368	$1,593,265	$16,508,820
TRANSPORTATION	$13,065,299	$6,523,472	$12,442,992	$12,081,763	$4,183,293	$48,296,819
ECONOMIC DEVELOPMENT	$350,000	$500,000	$500,000	$1,500,000	$1,500,000	$4,350,000
PARKS AND RECREATION	$1,272,000	$1,119,000	$1,378,000	$1,328,000	$1,338,000	$6,435,000
MISCELLANEOUS	$191,500	$191,500	$191,500	$191,500	$0	$766,000
RESERVES	$250,000	$250,000	$250,000	$250,000	$250,000	$1,250,000
TOTAL CITY CAPITAL PROJECTS (General Fund)	$22,362,661	$11,785,985	$16,675,804	$17,917,631	$8,864,558	$77,606,639
SCHOOLS	$75,389,191	$2,970,400	$2,249,216	$1,342,464	$1,627,131	$83,578,402
TOTAL CITY CAPITAL AND SCHOOLS	$97,751,852	$14,756,385	$18,925,020	$19,260,095	$10,491,689	$161,185,041
AIRPORT	$1,550,000	$2,950,000	$1,250,000	$1,400,000	$1,400,000	$8,550,000
WATER	$3,250,000	3,800,000	$3,000,000	$2,000,000	$2,500,000	$14,550,000
SEWER	$3,070,000	$2,750,000	$18,376,630	$5,000,000	$2,150,000	$31,346,630
STORMWATER	$1,480,000	$3,110,000	$2,750,000	$3,660,000	$3,450,000	$14,450,000
GRAND TOTAL ALL FUNDS	$107,101,852	$27,366,385	$44,301,650	$31,320,095	$19,991,689	$230,081,671

GENERAL FUND (CITY CAPITAL PROJECTS FUND) SUMMARY OF APPROPRIATIONS - This summary demonstrates project appropriations for each Fiscal Year along with the expected sources of funding.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
RESOURCES					
Pay-As-You-Go	$4,914,676	$1,000,000	$1,000,000	$0	$0
Pay-As-You-Go: Based on Availability of Funds	0	5,323,885	4,973,099	6,613,791	5,584,026
Group Home Reserves and Per Diem	759,815	0	0	0	0
VDOT Highway Maintenance	3,142,000	3,162,100	3,202,705	3,243,840	3,280,532
State Revenue Sharing	3,033,947	980,000	1,960,000	0	0
State Commonwealth Transportation Board	0	0	3,500,000	8,060,000	0
Other: Contribution from Liberty University	1,260,000	1,020,000	2,040,000	0	0
Amount to be Provided by General Obligation Bond Issues	10,252,223	1,300,000	1,000,000	0	0
TOTAL ESTIMATED RESOURCES	**$23,362,661**	**$12,785,985**	**$17,675,804**	**$17,917,631**	**$8,864,558**
CAPITAL PROJECTS					
Buildings - City	$7,233,862	$3,202,013	$1,913,312	$2,566,368	$1,593,265
Transportation	13,065,299	6,523,472	12,442,992	12,081,763	4,183,293
Economic Development	350,000	500,000	500,000	1,500,000	1,500,000
Parks and Recreation	1,272,000	1,119,000	1,378,000	1,328,000	1,338,000
Miscellaneous	191,500	191,500	191,500	191,500	0
Reserves	250,000	250,000	250,000	250,000	250,000
TOTAL PROPOSED PROJECTS	**$22,362,661**	**$11,785,985**	**$16,675,804**	**$17,917,631**	**$8,864,558**

Note: Resources are $1 million more each year through FY 2017 to provide reimbursement for Downtown Development projects appropriated on an accelerated schedule in FY 2012.

GENERAL FUND (CITY CAPITAL PROJECTS FUND) FINANCING PLAN - This summary demonstrates projected expenditure cash flows for each Fiscal Year along with the expected sources of funding.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
RESOURCES					
Pay-As-You-Go General Fund	$5,664,676	$1,100,000	$1,000,000	$0	$0
Pay-As-You-Go: Based on Availability of Funds	0	5,323,885	4,973,099	6,613,791	5,584,026
Group Home Reserves and Per Diem	759,815	0	0	0	0
VDOT Highway Maintenance	3,142,000	3,162,100	3,202,705	3,243,840	3,280,532
State Commonwealth Transportation Board	0	0	2,000,000	6,000,000	3,560,000
State Revenue Sharing	3,100,000	2,545,000	2,158,094	0	0
Other: Contribution from Liberty University	1,260,000	1,020,000	2,040,000	0	0
Amount to be Provided by General Obligation Bond Issues	15,557,561	3,875,715	1,992,894	0	0
TOTAL ESTIMATED RESOURCES	**$29,484,052**	**$17,026,700**	**$17,366,792**	**$15,857,631**	**$12,424,558**
CASH FLOW REQUIREMENTS					
Buildings - City	$7,233,862	$3,202,013	$1,913,312	$2,566,368	$1,593,265
Transportation	13,186,690	10,164,187	12,133,980	10,021,763	7,743,293
Economic Development	1,350,000	1,500,000	1,500,000	1,500,000	1,500,000
Parks and Recreation	7,272,000	1,719,000	1,378,000	1,328,000	1,338,000
Miscellaneous	191,500	191,500	191,500	191,500	0
Reserves	250,000	250,000	250,000	250,000	250,000
TOTAL CASH FLOW REQUIREMENTS	**$29,484,052**	**$17,026,700**	**$17,366,792**	**$15,857,631**	**$12,424,558**

The Aviary, located in Miller Park, at dusk

Renovated Kemper Street Train Station

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
BUILDINGS - NEW CONSTRUCTION					
Juvenile Services Group Home	4,859,815	0	0	0	0
Source of Funding					
G.O. Bond	4,100,000	0	0	0	0
Group Home Reserves and Per Diem	759,815	0	0	0	0
Total Estimates Proposed FY 2015-2019 CIP	$4,859,815	$0	$0	$0	$0
Source of Funding					
G.O. Bond	$4,100,000	$0	$0	$0	$0
Group Home Reserves and Per Diem	$759,815	$0	$0	$0	$0

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$4,859,815	**1,540,185**	**0**	**$6,400,000**
$4,859,815			**$6,400,000**
$4,100,000			
$759,815			
$4,859,815			

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
BUILDINGS - MAINTENANCE					
Major Building Repairs and Improvements - City	1,835,699	1,797,349	1,345,804	1,533,296	1,502,282
Source of Funding					
Pay-As-You-Go	1,835,699	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	1,797,349	1,345,804	1,533,296	1,502,282
Monument Terrace Building Improvements	81,668	625,482	157,192	151,147	0
Source of Funding					
Pay-As-You-Go	81,668	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	625,482	157,192	151,147	0
Parking Deck Repairs/Maintenance	75,000	475,000	320,000	765,000	0
Source of Funding					
Pay-As-You-Go	75,000	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	475,000	320,000	765,000	0
Roof Replacement - City	381,680	304,182	90,316	116,925	90,983
Sources of Funding					
Pay-As-You-Go	381,680	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	304,182	90,316	116,925	90,983
Total Estimates Proposed FY 2015-2019 CIP	$2,374,047	$3,202,013	$1,913,312	$2,566,368	$1,593,265
Source of Funding					
Pay-As-You-Go	$2,374,047	$0	$0	$0	$0
Pay-As-You-Go: Based on Availability of Funds	$0	$3,202,013	$1,913,312	$2,566,368	$1,593,265

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$8,014,430	Continuing	Continuing	$8,014,430
$1,015,489	277,079	0	$1,292,568
$1,635,000	0	0	$1,635,000
$984,086	Continuing	Continuing	$984,086
$11,649,005			$11,926,084

$2,374,047
$9,274,958
$11,649,005

SERVICE AREA	DEPARTMENT	LOCATION
Buildings	**Public Works**	**1400 Florida Avenue**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
JUVENILE SERVICES GROUP HOME / B0158	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

A Needs Assessment has been completed in compliance with Virginia Department of Juvenile Justice requirements for a new juvenile group home which could provide residential and counseling support services for up to 28 at-risk juveniles. Services are currently split between an existing City-owned property and a leased facility. One facility co-located with the existing Juvenile Detention Facility would promote efficient use of personnel and services. A Planning Study is near completion. Detailed design and construction will follow.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 16, Page 16.6, Goal 2. Leverage investment in public facilities and services to support neighborhood and commercial improvement efforts. Objective 2.A. Facility Access. In planning for existing and new public facilities, explore the feasibility of co-locating facilities or providing multipurpose facilities.

PROJECT MANAGER(S)	**PROJECT START DATE**	11/2010
Dee Dee Conner, P.E., Principal Engineer	**PROJECT COMPLETION DATE**	07/2017

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Q1 FY 2017

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Cost savings will be realized through consolidated and reduced staffing, and through a more energy efficient facility.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	4,610,575	0	0	0	0	**$4,610,575**
Contingency	249,240	0	0	0	0	**$249,240**
TOTAL	**$4,859,815**	**$0**	**$0**	**$0**	**$0**	**$4,859,815**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$1,540,185	$4,859,815	$0	**$6,400,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	330,185	3,669,815	100,000	0	0	**$4,100,000**
Local: Group Home Reserves and Per Diem	759,815	0	0	0	0	**$759,815**
TOTAL	**$1,090,000**	**$3,669,815**	**$100,000**	**$0**	**$0**	**$4,859,815**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Buildings	**Public Works**	**Various Locations**

PROJECT TITLE/PROJECT NUMBER

MAJOR BUILDING REPAIRS AND IMPROVEMENTS - CITY

PROJECT TYPE

Maintenance

DEPARTMENT PRIORITY

Project supports essential services

Project Photograph Unavailable

PROJECT DESCRIPTION

Annual program for repair and improvements to City owned buildings. A detailed sub-project list is attached.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 16, Page 16.6, Goal 1: Provide adequate public facilities and services to support the City's long range planning goals and objectives.

PROJECT MANAGER(S)

Randy Dalton, Construction Coordinator

PROJECT START DATE Continuing

PROJECT COMPLETION DATE Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Maintenance and utility costs are expected to decrease through more energy efficient facilities.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering - City	158,351	159,560	133,387	164,831	176,126	**$792,255**
Construction - City	1,677,348	1,637,789	1,212,417	1,368,465	1,326,156	**$7,222,175**
TOTAL	**$1,835,699**	**$1,797,349**	**$1,345,804**	**$1,533,296**	**$1,502,282**	**$8,014,430**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$8,014,430	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	1,835,699	0	0	0	0	**$1,835,699**
Local: Pay-As-You-Go: Based on Availability of Funds	0	1,797,349	1,345,804	1,533,296	1,502,282	**$6,178,731**
TOTAL	**$1,835,699**	**$1,797,349**	**$1,345,804**	**$1,533,296**	**$1,502,282**	**$8,014,430**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Major Building Repairs and Improvements - City

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Annual Total
2015	Buildings and Grounds Maintenance Building	Install emergency generator	$21,840	$182,000	$203,840
2015	Circuit Court	Remodel 2nd floor lobby and courtrooms A and B	9,100	130,000	139,100
2015	City Armory	Replace windows on drill floor	21,840	182,000	203,840
2015	City Hall	Repair and refinish bronze entrys at ground and first floors	5,029	33,526	38,555
2015	City Market	Replace lighting fixtures	0	104,000	104,000
2015	City Stadium	Replace domestic hot water boiler in Club House	3,640	52,000	55,640
2015	City Wide	Emergency and unscheduled building repairs	32,500	217,500	250,000
2015	Fire Station #3, 4701 Fort Avenue	Emergency generator	11,982	104,224	116,206
2015	Fire Station #7, 2624 Lakeside Drive	Replace fascia and T-11 siding around building	1,996	33,280	35,276
2015	Fire Station #7, 2624 Lakeside Drive	Replace unit heaters	1,820	26,000	27,820
2015	Fire Station #8, 213 Old Graves Mill Road	Emergency generator	11,982	104,224	116,206
2015	Fire Training Building	Replace 5 ton heat pump	1,809	15,080	16,889
2015	Lynchburg Public Library	Waterproof brickwork and caulk vertical expansion joints	2,029	28,994	31,023
2015	Mid Downtown Parking Deck	Coat and paint exterior stairway landings	6,864	68,640	75,504
2015	Opportunity House #2	Exterior renovations	0	104,000	104,000
2015	Police Shooting Range	Roofing and repairs	0	40,560	40,560
2015	Public Elevator	Install fence at top of retaining wall	0	36,400	36,400
2015	Public Safety Building	Front lobby and bathroom renovation	6,240	52,000	58,240
2015	Public Safety Building	Renovate bathrooms and kitchen/dining area	5,890	48,000	53,890
2015	Public Safety Building	Replace camera security system	3,120	26,000	29,120
2015	Public Safety Building	Replace rooftop heating and air conditioning system units	10,670	88,920	99,590
2015	**Sub-totals**		**$158,351**	**$1,677,348**	**$1,835,699**

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Annual Total
2016	Aviary	Replace interior flooring	$5,896	$49,140	$55,036
2016	Buildings and Grounds Maintenance Building	Renovate and reconfigure office space	0	162,000	162,000
2016	Circuit Court	Replace boiler	12,700	105,840	118,540
2016	City Hall	Interior wall coverings through-out and paint stairwells	7,916	157,258	165,174
2016	City Wide	Emergency and unscheduled building repairs	62,370	415,800	478,170
2016	City Wide	Energy efficiency retrofits at recreation centers	7,862	112,320	120,182
2016	Fairview Heights Recreation Center	Clean and waterproof exterior brick facade	2,355	39,262	41,617
2016	Fire Station #2, 2006 Grace Street	Emergency generator	9,993	83,727	93,720
2016	Fire Station #4, 410 Birch Street	Emergency generator	13,285	116,645	129,930
2016	Incubator Building	Replace heating and air conditioning system	5,292	75,600	80,892
2016	It Building	Replace 11 Furnaces, air handler units, and condensers	23,274	155,477	178,751
2016	Peaksview Park	Pressure wash and treat arched foot bridge	453	6,480	6,933
2016	Peaksview Park	Replace waterline up to first bathroom across bridge	3,780	54,000	57,780
2016	Public Safety Building	Paint steel columns and trim	4,384	62,640	67,024
2016	West Building	Reconfigure old kitchen area into a shower room	0	41,600	41,600
2016	**Sub-totals**		**$159,560**	**$1,637,789**	**$1,797,349**

Major Building Repairs and Improvements - City (continued)

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Annual Total
2017	City Market	Replace air conditioner condenser	$20,160	$168,000	$188,160
2017	City Wide	Emergency and unscheduled building repairs	71,450	476,336	547,786
2017	City Wide	Upgrade building controls	0	168,000	168,000
2017	Fire Station #1, 801 Clay Street	Replace second floor unit heaters	0	42,560	42,560
2017	Fire Station #5, 4800 Boonsboro Road	Emergency generator	12,904	112,241	125,145
2017	Fire Station #8, 213 Old Graves Mill Road	Clean ductwork	784	11,200	11,984
2017	Public Services Administration Building	Replace boiler	13,305	110,880	124,185
2017	Stores Building (Old Auto shop)	Reroof and reskin building	14,784	123,200	137,984
2017	**Sub-totals**		**$133,387**	**$1,212,417**	**$1,345,804**

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Annual Total
2018	City Gas Pumps	Replace generator	$0	$57,999	$57,999
2018	City Hall	Replace brick pavers at ground floor entry	4,466	63,799	68,265
2018	City Stadium	Replace heating and air conditioning system in Club House	13,062	89,897	102,959
2018	City Wide	Emergency and unscheduled building repairs	81,402	542,682	624,084
2018	Fire Station #1, 801 Clay Street	Replace motor control center panel	4,709	67,280	71,989
2018	It Building	Install hydraulic elevator	17,400	145,000	162,400
2018	Jackson Heights Recreation Center	Replace siding and exterior trim	7,238	60,319	67,557
2018	Lynchburg Public Library	Interior lighting improvements for energy efficiency	10,440	87,000	97,440
2018	Lynchburg Public Library	Replace wall covering	10,833	69,437	80,270
2018	Point Of Honor	Replace heating and air conditioning system units	1,867	26,679	28,546
2018	Public Works Storage	Reroof and reskin building	4,872	69,600	74,472
2018	Templeton's Senior Center	Replace rooftop heating and air conditioning system unit	4,368	29,118	33,486
2018	Visitors' Center	Replace heating and air conditioning system	4,174	59,655	63,829
2018	**Sub-totals**		**$164,831**	**$1,368,465**	**$1,533,296**

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Annual Total
2019	City Wide	Emergency and unscheduled building repairs	$90,000	$600,000	$690,000
2019	Expressway	Repair and stain privacy fence	26,644	222,037	248,681
2019	Fire Station #3, 4701 Fort Avenue	Replace heating and air conditioning system	5,571	79,598	85,169
2019	Fire Station #5, 4800 Boonsboro Road	Repair concrete apron at back of building	1,243	17,762	19,005
2019	Fire Station #8, 213 Old Graves Mill Road	Replace electric heaters on apparatus floor	1,396	19,957	21,353
2019	Grounds Equipment Storage Shed	Reroof and reskin metal building	5,400	54,000	59,400
2019	Peaksview Park	Replace decking on arch foot bridge and clean/seal decking and timbers	17,762	71,052	88,814
2019	Percival's Island Walk Bridge	Replace decking and clean/seal decking and timbers	4,050	33,750	37,800
2019	Police Impound Building	Reroof and reskin building	10,800	90,000	100,800
2019	Traffic Signal Building	Reroof and reskin building	12,000	120,000	132,000
2019	Yoder Recreation Center	Replace furnace	1,260	18,000	19,260
2019	**Sub-totals**		**$176,126**	**$1,326,156**	**$1,502,282**
Grand Totals			**$792,255**	**$7,222,175**	**$8,014,430**

SERVICE AREA	DEPARTMENT	LOCATION
Buildings	**Public Works**	**901 Church Street**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
MONUMENT TERRACE BUILDING IMPROVEMENTS	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

Project Photograph Unavailable

PROJECT DESCRIPTION

Miscellaneous renovations and systems upgrades over a five year period to the Monument Terrace Building that will utilize syndicated Historic Tax Credits to create a cash return to the City on eligible renovation costs.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 16, Page 16.6, Goal 1: Provide adequate public facilities and services to support the City's long range planning goals and objectives.

PROJECT MANAGER(S)	**PROJECT START DATE**	06/2014
Scott Glass, Facilities Manager	**PROJECT COMPLETION DATE**	06/2018

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Architects & Engineers	Q1-Q4 FY 2015 - FY 2018
Construction	Q1-Q4 FY 2015 - FY 2018

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Maintenance and utility costs are expected to decrease through more energy efficient facilities.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	2,220	64,152	1,960	11,349	0	**$79,681**
Construction	75,665	534,600	147,840	133,141	0	**$891,246**
Contingency	3,783	26,730	7,392	6,657	0	**$44,562**
TOTAL	**$81,668**	**$625,482**	**$157,192**	**$151,147**	**$0**	**$1,015,489**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$277,079	$1,015,489	$0	**$1,292,568**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	81,668	0	0	0	0	**$81,668**
Local: Pay-As-You-Go: Based on Availability of Funds	0	625,482	157,192	151,147	0	**$933,821**
TOTAL	**$81,668**	**$625,482**	**$157,192**	**$151,147**	**$0**	**$1,015,489**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Monument Terrace Building Improvements

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Contingency	Annual Total
2015	Monument Terrace Building	Replace 5 ton air conditioning condenser	$2,220	$18,505	$925	$21,650
2015	Monument Terrace Building	Refurbish front entry	0	34,800	1,740	36,540
2015	Monument Terrace Building	Install permanent roof access ladder	0	22,360	1,118	23,478
2015	**Sub-Totals**		**$2,220**	**$75,665**	**$3,783**	**$81,668**

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Contingency	Annual Total
2016	Monument Terrace Building	Refurbish windows-energy upgrades	$18,792	$156,600	$7,830	$183,222
2016	Monument Terrace Building	Replace large main air handling unit	45,360	378,000	18,900	442,260
2016	**Sub-Totals**		**$64,152**	**$534,600**	**$26,730**	**$625,482**

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Contingency	Annual Total
2017	Monument Terrace Building	Clean and repoint exterior stone facade	$0	$119,840	$5,992	$125,832
2017	Monument Terrace Building	Upgrade fire alarm system	1,960	28,000	1,400	31,360
2017	**Sub-Totals**		**$1,960**	**$147,840**	**$7,392**	**$157,192**

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Contingency	Annual Total
2018	Monument Terrace Building	Recommissioning	$4,872	$40,600	$2,030	$47,502
2018	Monument Terrace Building	Repair and paint exterior back bridge	4,447	63,542	3,177	71,166
2018	Monument Terrace Building	Replace courtroom rooftop unit	2,030	28,999	1,450	32,479
2018	**Sub-Totals**		**$11,349**	**$133,141**	**$6,657**	**$151,147**
Totals			**$79,681**	**$891,246**	**$44,562**	**$1,015,489**

SERVICE AREA	DEPARTMENT	LOCATION
Buildings	**Public Works**	**Downtown**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
PARKING DECK REPAIRS/MAINTENANCE	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

Program to maintain the City's four elevated parking structures per a June 2013 study by consultant engineers to extend the serviceable life of the assets. Maintenance schedule: Holiday Inn Deck FY 2016, Clay St. Deck FY 2017, Midtown Deck FY 2018.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.6, Goal 1, Objective 1A 7: Priorities for improvements to the transportation system should be based on safety considerations; existing deficiencies; multimodal and environmental considerations; physical, economic, and policy constraints; contribution to quality urban design; required right-of-way needs; level of service; and appropriate system continuity.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2016
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	12/2019

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Q4 FY 2017
Construction	Q4 FY 2018

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	75,000	35,000	135,000	0	0	**$245,000**
Construction	0	418,000	175,750	726,750	0	**$1,320,500**
Contingency	0	22,000	9,250	38,250	0	**$69,500**
TOTAL	**$75,000**	**$475,000**	**$320,000**	**$765,000**	**$0**	**$1,635,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$0	$1,635,000	$0	**$1,635,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	75,000	0	0	0	0	**$75,000**
Local: Pay-As-You-Go: Based on Availability of Funds	0	475,000	320,000	765,000	0	**$1,560,000**
TOTAL	**$75,000**	**$475,000**	**$320,000**	**$765,000**	**$0**	**$1,635,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Buildings	**Public Works**	**Various Locations**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
ROOF REPLACEMENT - CITY	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

Project Photograph Unavailable

PROJECT DESCRIPTION

Annual program for repair and replacement of roofs. A detailed sub-project list is attached.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 16, Page 16.6, Goal 1: Provide adequate public facilities and services to support the City's long range planning goals and objectives.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Scott Glass, Facilities Manager	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	64,480	34,182	9,676	12,526	4,538	**$125,402**
Construction	317,200	270,000	80,640	104,399	86,445	**$858,684**
TOTAL	**$381,680**	**$304,182**	**$90,316**	**$116,925**	**$90,983**	**$984,086**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$984,086	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	381,680	0	0	0	0	**$381,680**
Local: Pay-As-You-Go: Based on Availability of Funds	0	304,182	90,316	116,925	90,983	**$602,406**
TOTAL	**$381,680**	**$304,182**	**$90,316**	**$116,925**	**$90,983**	**$984,086**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Roof Replacement - City

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Annual Total
2015	City Wide	Emergency roof repairs	$7,800	$52,000	$59,800
2015	City Wide	Roof evaluations and maintenance	36,400	52,000	88,400
2015	Emergency Communications Building	Replace roof	14,040	93,600	107,640
2015	Miller Park Restrooms	Replace roof	6,240	41,600	47,840
2015	Point Of Honor Museum	Replace wood shake roof and gutters	0	78,000	78,000
2015	**Sub-Totals**		**$64,480**	**$317,200**	**$381,680**

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Annual Total
2016	Allen Morrison Metal Storage Building	Reroof and reskin building	$15,552	$129,600	$145,152
2016	City Wide	Emergency roof repairs	5,670	37,800	43,470
2016	Miller Park Concessions	Replace roof	0	16,200	16,200
2016	Public Services Administration Building	Roof maintenance	5,670	37,800	43,470
2016	Templeton Senior Center	Replace roof	7,290	48,600	55,890
2016	**Sub-Totals**		**$34,182**	**$270,000**	**$304,182**

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Annual Total
2017	Fire Station #7, 2624 Lakeside Drive	Replace central roof	$9,676	$80,640	$90,316
2017	**Sub-Totals**		**$9,676**	**$80,640**	**$90,316**

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Annual Total
2018	Fire Station #5, 4800 Boonsboro Road	Roof maintenance	$3,062	$25,520	$28,582
2018	Public Safety Building	Roof maintenance	5,985	49,880	55,865
2018	Visitor's Center	Roof maintenance	3,479	28,999	32,478
2018	**Sub-Totals**		**$12,526**	**$104,399**	**$116,925**

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Annual Total
2019	City Hall	Replace roof	$4,538	$86,445	$90,983
2019	**Sub-Totals**		**$4,538**	**$86,445**	**$90,983**
Totals			**$125,402**	**$858,684**	**$984,086**

SERVICE AREA
Buildings

DEPARTMENT
Public Works

LOCATION
Fire Station #6

PROJECT TITLE/PROJECT NUMBER
FIRE #6 RENOVATION / B0159

Project Photo Unavailable

PROJECT DESCRIPTION
General building systems evaluations, mechanical and electrical upgrades, renovation of living spaces, addition of conference room and support spaces, creation of new mechanical room, structural analysis of apparatus bay.

PROJECT STATUS
Request for proposals will go out in March 2014, design to be complete in spring 2014, construction complete in spring 2015.

PROJECT MANAGER(S)
Scott Glass, Facilities Manager

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
10/12/10	Carry Forward	$428,190
05/10/11	Third Quarter	(25,718)
06/27/12	Transfer from Fire #6 Energy Efficient Repairs Project	93,433
09/25/12	Council Agenda #2	250,000
TOTAL		**$745,905**
08/30/13	Expenditures to date	0
AVAILABLE APPROPRIATIONS		**$745,905**

PROJECT BUDGET

Activity	Amount
Construction	$745,905
TOTAL	**$745,905**

CASH FLOW PROJECTION

CASH AVAILABLE	September - June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	0	745,905	0	0	0	0	**$745,905**
TOTAL CASH	**$0**	**$745,905**	**$0**	**$0**	**$0**	**$0**	**$745,905**

EXPENDITURES THROUGH 8/30/13	**$0**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$745,905**

SERVICE AREA
Buildings

DEPARTMENT
Public Works

LOCATION
Main Branch Public Library, 2315 Memorial Avenue

PROJECT TITLE/PROJECT NUMBER
LIBRARY STORYTIME ROOM / B0162

Project Photo Unavailable

PROJECT DESCRIPTION
This project includes the addition of a Storybook Reading Room with support spaces to the Lynchburg Public Library located at 2315 Memorial Avenue.

PROJECT STATUS
Notice of Award was made on February 25, 2014. A pre-construction meeting is scheduled for March 12, 2014, with construction to be complete by August 2014.

PROJECT MANAGER(S)
Scott Glass, Facilities Manager

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
09/27/11	Carry Forward	$10,000
10/11/11	Council Agenda #7	150,000
02/11/14	Council Agenda #7	256,000
TOTAL		**$416,000**
08/30/13	Expenditures to date	32,642
AVAILABLE APPROPRIATIONS		**$383,358**

PROJECT BUDGET

Activity	Amount
Consultant Engineering	$15,000
Construction	401,000
TOTAL	**$416,000**

CASH FLOW PROJECTION

CASH AVAILABLE	September - June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Donations	200,000	183,358	0	0	0	0	**$383,358**
TOTAL CASH	**$200,000**	**$183,358**	**$0**	**$0**	**$0**	**$0**	**$383,358**

EXPENDITURES THROUGH 8/30/13	**$32,642**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$416,000**

Interior and Exterior Views of the Greater Lynchburg Transit Company's Trolley, a Replica of an Original Streetcar

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
TRANSPORTATION - NEW CONSTRUCTION					
College Lake Dam Improvements	1,000,000	0	0	0	0
Source of Funding					
G.O. Bond	1,000,000	0	0	0	0
Greenview Drive, Phase II	0	0	3,500,000	8,060,000	0
Source of Funding					
State Commonwealth Transportation Board	0	0	3,500,000	8,060,000	0
Liberty University Intramural Field Road	2,500,000	2,000,000	4,000,000	0	0
Source of Funding					
State Revenue Sharing	1,240,000	980,000	1,960,000	0	0
Contribution from Liberty University	1,260,000	1,020,000	2,040,000	0	0
Public Transit Improvements (GLTC)	145,129	61,372	740,287	777,923	902,761
Source of Funding					
Pay-As-You-Go	145,129	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	61,372	740,287	777,923	902,761
Public Transit Bus Maintenance and Operations Facility (GLTC)	1,953,276	0	0	0	0
Source of Funding					
G.O. Bond	1,953,276	0	0	0	0
Timberlake Road @ Logans Lane/Wards Ferry Road, Phase I	1,764,800	0	0	0	0
Source of Funding					
G.O. Bond	882,400	0	0	0	0
State Revenue Sharing	882,400	0	0	0	0
Timberlake Road @ Logans Lane/Wards Ferry Road, Phase II & III	200,000	800,000	1,000,000	0	0
Source of Funding					
G.O. Bond	200,000	800,000	1,000,000	0	0
Total Estimates Proposed FY 2015-2019 CIP	$7,563,205	$2,861,372	$9,240,287	$8,837,923	$902,761
Source of Funding					
G.O. Bond	$4,035,676	$800,000	$1,000,000	$0	$0
Pay-As-You-Go	$145,129	$0	$0	$0	$0
Pay-As-You-Go: Based on Availability of Funds	$0	$61,372	$740,287	$777,923	$902,761
Contribution from Liberty University	$1,260,000	$1,020,000	$2,040,000	$0	$0
State Commonwealth Transportation Board	$0	$0	$3,500,000	$8,060,000	$0
State Revenue Sharing	$2,122,400	$980,000	$1,960,000	$0	$0

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$1,000,000	500,000	8,500,000	$10,000,000
$11,560,000	2,530,767	0	$14,090,767
$8,500,000	0	0	$8,500,000
$2,627,472	Continuing	Continuing	$2,627,472
$1,953,276	526,724	0	$2,480,000
$1,764,800	2,000,000	0	$3,764,800
$2,000,000	0	0	$2,000,000
$29,405,548			$43,463,039

$5,835,676
$145,129
$2,482,343
$4,320,000
$11,560,000
$5,062,400
$29,405,548

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
TRANSPORTATION - MAINTENANCE					
Bridge Maintenance	330,000	335,000	360,000	380,000	400,000
Source of Funding					
Highway Maintenance	330,000	335,000	360,000	380,000	400,000
General Street Improvements	332,000	500,000	0	0	0
Source of Funding					
G.O. Bond	0	500,000	0	0	0
Pay-As-You-Go	332,000	0	0	0	0
Main Street Bridge Over Expressway	1,823,094	0	0	0	0
Source of Funding					
G.O. Bond	911,547	0	0	0	0
State Revenue Sharing	911,547	0	0	0	0
Public Works Infrastructure Improvements	202,000	212,100	222,705	233,840	245,532
Source of Funding					
Highway Maintenance	202,000	212,100	222,705	233,840	245,532
Storm Drainage System Repairs/Replacement	110,000	115,000	120,000	130,000	135,000
Source of Funding					
Highway Maintenance	110,000	115,000	120,000	130,000	135,000
Street Overlay Program	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Source of Funding					
Highway Maintenance	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Traffic Signal Repair and Replacement Program	205,000	0	0	0	0
Source of Funding					
G.O. Bond	205,000	0	0	0	0
Total Estimates Proposed FY 2015-2019 CIP	$5,502,094	$3,662,100	$3,202,705	$3,243,840	$3,280,532
Source of Funding					
G.O. Bond	$1,116,547	$500,000	$0	$0	$0
Pay-As-You-Go	$332,000	$0	$0	$0	$0
State Revenue Sharing	$911,547	$0	$0	$0	$0
Highway Maintenance	$3,142,000	$3,162,100	$3,202,705	$3,243,840	$3,280,532

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$1,805,000	Continuing	Continuing	$1,805,000
$832,000	Continuing	Continuing	$832,000
$1,823,094	1,203,094	0	$3,026,188
$1,116,177	Continuing	Continuing	$1,116,177
$610,000	Continuing	Continuing	$610,000
$12,500,000	Continuing	Continuing	$12,500,000
$205,000	Continuing	Continuing	$205,000
$18,891,271			$20,094,365

$1,616,547
$332,000
$911,547
$16,031,177
$18,891,271

SERVICE AREA
Transportation

DEPARTMENT
Water Resources

LOCATION
College Lake/Lakeside Drive

PROJECT TITLE/PROJECT NUMBER
COLLEGE LAKE DAM IMPROVEMENTS / T0220

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project has a legal or regulatory mandate

PROJECT DESCRIPTION

The City is responsible for the long-term management of the College Lake Dam and in meeting all applicable state dam safety requirements. To meet these regulations, the Dam must be modified.

RELATIONSHIP TO COMPREHENSIVE PLAN

The Comprehensive Plan recognizes the need for the City to "review and study dam break inundation zones and potential impacts to downstream properties (p. 12.3). As a result of these studies significant modifications are required to be made to the College Lake dam. The Plan also places importance on providing "citizens...with safe, efficient, effective and well-planned transportation systems...while preserving the integrity and character of natural areas (p. 14.1).

PROJECT MANAGER(S)
Steve Shenk P.E.- Water Resources Engineer

PROJECT START DATE 12/2013
PROJECT COMPLETION DATE To Be Determined

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q2 FY 2015

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
Slight increase in cost per year for inspections and routine maintenance. Current staffing levels are sufficient for these activities.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	1,000,000	0	0	0	0	**$1,000,000**
TOTAL	**$1,000,000**	**$0**	**$0**	**$0**	**$0**	**$1,000,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$500,000	$1,000,000	$8,500,000	**$10,000,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	989,285	510,715	0	0	0	**$1,500,000**
TOTAL	**$989,285**	**$510,715**	**$0**	**$0**	**$0**	**$1,500,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Note: Construction estimates of $8,500,000 are being deferred beyond FY 2019 and are shown in the Deferred section of this document.

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Greenview Drive**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
GREENVIEW DRIVE PHASE II / T0126	**New**

DEPARTMENT PRIORITY

Project has state and federal funding

Project supports essential services

PROJECT DESCRIPTION

Improve traffic conditions on Greenview Drive from the City limits to existing 4-lane. This project also includes improving the intersection of Leesville Road and Greenview Drive. This project supports additional traffic from the Wards Crossing West and Cornerstone projects. Phase II is from Hermitage Road through the intersection with Leesville Road.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.6, Goal 1, Objective 1A 7: Priorities for improvements to the transportation system should be based on safety considerations; existing deficiencies; multimodal and environmental considerations; physical, economic, and policy constraints; contribution to quality urban design; required right-of-way needs; level of service; and appropriate system continuity.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2013
John P. Morris, P.E.	**PROJECT COMPLETION DATE**	06/2019
Engineering Project Manager		

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Land/ROW	Q2 FY 2018
Consultant Engineering	Q4 FY 2018
Construction	Q4 FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Will have two additional lanes and one signal to maintain.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Land/Right-of-Way	0	0	693,100	0	0	**$693,100**
Consultant Engineering	0	0	593,400	0	0	**$593,400**
Construction	0	0	2,213,500	8,060,000	0	**$10,273,500**
TOTAL	**$0**	**$0**	**$3,500,000**	**$8,060,000**	**$0**	**$11,560,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$2,530,767	$11,560,000	$0	**$14,090,767**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	750,000	100,000	0	0	0	**$850,000**
State: Revenue Sharing	750,000	100,000	0	0	0	**$850,000**
State: Commonwealth Transportation Board	0	0	2,000,000	6,000,000	3,560,000	**$11,560,000**
TOTAL	**$1,500,000**	**$200,000**	**$2,000,000**	**$6,000,000**	**$3,560,000**	**$13,260,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 11% STATE = 89% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Candler's Mountain Road**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
LIBERTY UNIVERSITY INTRAMURAL FIELD ROAD	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

Phase I creates a City street from Candler's Mountain Road to Liberty University Intramural Fields in 2015. The 2016 Phase II extends the road to the new gymnasium and pool complex. Phase III extension connects to the Odd Fellows Interchange in 2017.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.6, Goal 1, Objective 1A 7: Priorities for improvements to the transportation system should be based on safety considerations; existing deficiencies; multimodal and environmental considerations; physical, economic, and policy constraints; contribution to quality urban design; required right-of-way needs; level of service; and appropriate system continuity.

PROJECT MANAGER(S)	**PROJECT START DATE**	08/2014
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	06/2017

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Q4 FY 2017

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Additional maintenance costs will be offset by increased VDOT maintenance payments.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	2,500,000	2,000,000	4,000,000	0	0	**$8,500,000**
TOTAL	**$2,500,000**	**$2,000,000**	**$4,000,000**	**$0**	**$0**	**$8,500,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2018 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$0	$8,500,000	$0	**$8,500,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
State: Revenue Sharing *	1,240,000	980,000	1,960,000	0	0	**$4,180,000**
Other: Liberty University	1,260,000	1,020,000	2,040,000	0	0	**$4,320,000**
TOTAL	**$2,500,000**	**$2,000,000**	**$4,000,000**	**$0**	**$0**	**$8,500,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 0% STATE = 49% FEDERAL = 0% OTHER = 51%

* An application has been submitted to VDOT for State Revenue Sharing Program funds for FY 2015.

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Greater Lynchburg Transit Company (GLTC)**	**1301 Kemper Street**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
PUBLIC TRANSIT IMPROVEMENTS (GLTC) / T0034 0190	**New**

DEPARTMENT PRIORITY

Project has State and federal funding

Project supports essential services

Project represents additional essential services

PROJECT DESCRIPTION

The Public Transit capital budget includes costs for bus maintenance/replacement/expansion, bus shelter pads and installation, and one staff vehicle replacement, and requires a 10% city match. A detailed sub-project list is attached.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.5, Goal 1: Provide citizens of Lynchburg with safe, efficient and well-planned transportation systems and facilities that enhance economic development and redevelopment opportunities.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Karen Walton, General Manager	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Q1 FY 2018
Furniture, Fixtures, and Equipment	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Failure to upgrade equipment will increase operating and maintenance costs.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	0	57,055	175,744	0	0	**$232,799**
Furniture, Fixtures, and Equipment	1,451,285	556,666	7,227,124	7,779,225	9,027,605	**$26,041,905**
TOTAL	**$1,451,285**	**$613,721**	**$7,402,868**	**$7,779,225**	**$9,027,605**	**$26,274,704**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$26,274,704	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Federal and State Grants	1,306,156	552,349	6,662,581	7,001,302	8,124,844	**$23,647,232**
Local: Pay-As-You-Go	145,129	0	0	0	0	**$145,129**
Local: Pay-As-You-Go: Based on Availability of Funds	0	61,372	740,287	777,923	902,761	**$2,482,343**
TOTAL	**$1,451,285**	**$613,721**	**$7,402,868**	**$7,779,225**	**$9,027,605**	**$26,274,704**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 10% STATE = 10% FEDERAL = 80% OTHER = 0%

Public Transit Improvements (GLTC)

Fiscal Year	Sub-Project	Construction	Furniture, Fixtures and Equipment	Annual Total
2015	Bus powertrain replacements	$0	$262,498	$262,498
2015	7 paratransit buses (replacement)	0	1,062,868	1,062,868
2015	Staff vehicle replacement (2)	0	75,919	75,919
2015	Bus maintenance tools	0	50,000	50,000
2015	**Sub-totals**	**$0**	**$1,451,285**	**$1,451,285**
2016	Bus powertrain replacements	$0	$269,798	$269,798
2016	1 paratransit bus (expansion)	0	157,912	157,912
2016	Staff vehicle replacement (2)	0	78,956	78,956
2016	Bus shelter pads/installation	57,055	0	57,055
2016	Bus maintenance tools	0	50,000	50,000
2016	**Sub-totals**	**$57,055**	**$556,666**	**$613,721**
2017	Bus powertrain replacements	$0	$278,013	$278,013
2017	Bus maintenance tools	0	51,526	51,526
2017	2 paratransit buses (expansion)	0	328,457	328,457
2017	8 Heavy-duty expansion hybrid expansion bus	0	6,569,128	6,569,128
2017	Bus shelter pads/installation	175,744	0	175,744
2017	**Sub-totals**	**$175,744**	**$7,227,124**	**$7,402,868**
2018	Heavy duty bus	$0	$5,977,910	$5,977,910
2018	Medium duty bus	0	1,195,582	1,195,582
2018	Support vehicles	0	85,399	85,399
2018	Passenger stop amenities	0	180,445	180,445
2018	Associated capital (tools, equipment, parts)	0	339,889	339,889
2018	**Sub-totals**	**$0**	**$7,779,225**	**$7,779,225**
2019	Heavy duty bus	$0	$7,105,173	$7,105,173
2019	Medium duty bus	0	1,421,035	1,421,035
2019	Support vehicles	0	88,815	88,815
2019	Passenger stop amenities	0	61,757	61,757
2019	Associated capital (tools, equipment, parts)	0	350,825	350,825
2018	**Sub-totals**	**$0**	**$9,027,605**	**$9,027,605**
Grand Totals		**$232,799**	**$26,041,905**	**$26,274,704**

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Greater Lynchburg Transit Company (GLTC)**	**1301 Kemper Street**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
PUBLIC TRANSIT BUS MAINTENANCE AND OPERATIONS FACILITY (GLTC) / T0034 8888	**New**

DEPARTMENT PRIORITY

Project has State and federal funding

Project supports essential services

Project represents additional essential services

PROJECT DESCRIPTION

Design and construction of a new bus maintenance and operations facility. This project requires a 10% city match.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.5, Goal 1: Provide citizens of Lynchburg with safe, efficient and well-planned transportation systems and facilities that enhance economic development and redevelopment opportunities.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2013
Karen Walton, General Manager	**PROJECT COMPLETION DATE**	09/2015

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Q1 FY 2016

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Bus Maintenance/Operations Facility replacement will have savings in energy consumption. No impact on staffing.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	19,532,760	0	0	0	0	**$19,532,760**
TOTAL	**$19,532,760**	**$0**	**$0**	**$0**	**$0**	**$19,532,760**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$5,267,240[1]	$19,532,760	$0	**$24,800,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Federal and State Grants	17,579,484	0	0	0	0	**$17,579,484**
Local: G.O. Bond	1,953,276	0	0	0	0	**$1,953,276**
TOTAL	**$19,532,760**	**$0**	**$0**	**$0**	**$0**	**$19,532,760**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 10% STATE = 10% FEDERAL = 80% OTHER = 0%

[1]Includes $4,740,516 federal and State, and $526,724 local.

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Timberlake Road from Expressway to Leesville Road**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
TIMBERLAKE ROAD AT LOGANS LANE/WARDS FERRY ROAD - PHASE I / T0210	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

Improve traffic conditions on Timberlake Road and Wards Ferry Road between the Expressway and Leesville Road by realigning traffic patterns. This is a needed improvement due to traffic congestion (queuing) on the ramps and close to the main travel lane of the Expressway. The queuing is causing potentially unsafe conditions.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.6, Goal 1, Objective 1A 7: Priorities for improvements to the transportation system should be based on safety considerations; existing deficiencies; multimodal and environmental considerations; physical, economic, and policy constraints; contribution to quality urban design; required right-of-way needs; level of service; and appropriate system continuity.

PROJECT MANAGER(S)	**PROJECT START DATE**	12/2012
Donald DeBerry, P.E., City Traffic Engineer	**PROJECT COMPLETION DATE**	12/2016

COMPLETION SCHEDULE

Activity	Complete - Quarter
Construction	Q2 FY 2017

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

One less traffic signal to maintain.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Construction	1,764,800	0	0	0	0	**$1,764,800**
TOTAL	**$1,764,800**	**$0**	**$0**	**$0**	**$0**	**$1,764,800**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$2,000,000	$1,764,800	$0	**$3,764,800**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	535,000	740,000	764,800	0	0	**$2,039,800**
State: Revenue Sharing *	535,000	740,000	0	0	0	**$1,275,000**
TOTAL	**$1,070,000**	**$1,480,000**	**$764,800**	**$0**	**$0**	**$3,314,800**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 62% STATE = 38% FEDERAL = 0% OTHER = 0%

* An application has been submitted to VDOT for State Revenue Sharing Program funds for FY 2015.

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Timberlake Road from Expressway to Leesville Road**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
TIMBERLAKE ROAD AT LOGANS LANE/WARDS FERRY ROAD - PHASE II & III	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

Improve traffic conditions on Wards Ferry Road between Timberlake Road and Aaron Place by adding receiving lanes from Timberlake Road. This is needed due to the increase in traffic from Phase I improvements and the new Heritage High School. Phase III adds turn lanes on Timberlake Road at Leesville Road.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.6, Goal 1, Objective 1A 7: Priorities for improvements to the transportation system should be based on safety considerations; existing deficiencies; multimodal and environmental considerations; physical, economic, and policy constraints; contribution to quality urban design; required right-of-way needs; level of service; and appropriate system continuity.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2015
Donald DeBerry, P.E., City Traffic Engineer	**PROJECT COMPLETION DATE**	06/2017

COMPLETION SCHEDULE

Activity	Complete - Quarter
Land Acquisition/Right-of-Way	Q2 FY 2017
Construction	Q4 FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

One less traffic signal to maintain.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Land Acquisition/Right-of-Way	200,000	0	0	0	0	**$200,000**
Construction	0	760,000	950,000	0	0	**$1,710,000**
Contingency	0	40,000	50,000	0	0	**$90,000**
TOTAL	**$200,000**	**$800,000**	**$1,000,000**	**$0**	**$0**	**$2,000,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$2,000,000	$0	**$2,000,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	200,000	800,000	1,000,000	0	0	**$2,000,000**
TOTAL	**$200,000**	**$800,000**	**$1,000,000**	**$0**	**$0**	**$2,000,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

An application for VDOT State Revenue Sharing Program funds may be made in the future.

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Various**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
BRIDGE MAINTENANCE / TB001	**Maintenance**

DEPARTMENT PRIORITY

Project has a legal or regulatory mandate

Project has State and federal funding

Project supports essential services

PROJECT DESCRIPTION

Annual cleaning of seventy bridges, repairs to expansion joints, annual consultant bridge safety inspections and other minor maintenance.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3: Commit adequate resources to the operation and maintenance of existing and future transportation facilities.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	55,000	55,000	60,000	60,000	70,000	**$300,000**
Construction	275,000	280,000	300,000	320,000	330,000	**$1,505,000**
TOTAL	**$330,000**	**$335,000**	**$360,000**	**$380,000**	**$400,000**	**$1,805,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$1,805,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Other: Highway Maintenance(VDOT)	330,000	335,000	360,000	380,000	400,000	**$1,805,000**
TOTAL	**$330,000**	**$335,000**	**$360,000**	**$380,000**	**$400,000**	**$1,805,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 0% STATE = 100% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Various Sites**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
GENERAL STREET IMPROVEMENTS / T0002	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

Curb, gutter and sidewalk petitions, annual contractual improvements, subdivisions and storm sewer improvements, street improvements and signalization.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.7, Goal 1, Objective 1B, 3a: Continue to use data to allocate CIP funds for projects to improve safety.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Possible increase in lane mileage, subsequently increasing maintenance costs and State highway maintenance reimbursement. Possible increase in curb and gutter, number of signals, and square yards of sidewalk, subsequently increasing maintenance.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	12,000	25,000	0	0	0	**$37,000**
Construction	320,000	475,000	0	0	0	**$795,000**
TOTAL	**$332,000**	**$500,000**	**$0**	**$0**	**$0**	**$832,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2018 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$832,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	332,000	0	0	0	0	**$332,000**
Local: G.O. Bond	0	500,000	0	0	0	**$500,000**
TOTAL	**$332,000**	**$500,000**	**$0**	**$0**	**$0**	**$832,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Note: Requested five-year funding in the amount of $2,833,000 is being deferred beyond FY 2019 and is shown in the Deferred section of this document.

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Main Street over Expressway**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
MAIN STREET BRIDGE OVER EXPRESSWAY / TB033	**Maintenance**

DEPARTMENT PRIORITY

Project has a legal or regulatory mandate

Project supports essential services

PROJECT DESCRIPTION

Perform additional evaluation of the bridge to determine the extent of needed repairs resulting from an unreported vehicle strike in FY 2009. Bridge has been evaluated and repairs are necessary. Retaining walls have been evaluated and require repairs.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3: Commit adequate resources to the operation and maintenance of existing and future transportation facilities.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2012
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	12/2016

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Q1 FY 2015
Construction	Q1 FY 2017

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	250,000	0	0	0	0	**$250,000**
Construction	1,573,094	0	0	0	0	**$1,573,094**
TOTAL	**$1,823,094**	**$0**	**$0**	**$0**	**$0**	**$1,823,094**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$1,203,094	$1,823,094	$0	**$3,026,188**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	575,000	725,000	228,094	0	0	**$1,528,094**
State: Revenue Sharing *	575,000	725,000	198,094	0	0	**$1,498,094**
TOTAL	**$1,150,000**	**$1,450,000**	**$426,188**	**$0**	**$0**	**$3,026,188**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 50% STATE = 50% FEDERAL = 0% OTHER = 0%

* An application has been submitted to VDOT for State Revenue Sharing Program funds for FY 2015.

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Various Sites**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
PUBLIC WORKS INFRASTRUCTURE IMPROVEMENTS / T0222	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

Project Photograph Unavailable

PROJECT DESCRIPTION

Curb, gutter, sidewalk, street and transportation maintenance. Program is designed to maintain the City's street infrastructure.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3: Commit adequate resources to the operation and maintenance of existing and future transportation facilities.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2014
Dennis Reynolds, Construction Coordinator	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Maintenance and operating costs will be reduced by timely replacement of curbs, gutters and sidewalks. Will also allow the City to respond to changing conditions throughout the City.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	202,000	212,100	222,705	233,840	245,532	**$1,116,177**
TOTAL	**$202,000**	**$212,100**	**$222,705**	**$233,840**	**$245,532**	**$1,116,177**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$1,116,177	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Other: Highway Maintenance(VDOT)	202,000	212,100	222,705	233,840	245,532	**$1,116,177**
TOTAL	**$202,000**	**$212,100**	**$222,705**	**$233,840**	**$245,532**	**$1,116,177**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 0% STATE = 100% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Various Sites**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
STORM DRAINAGE SYSTEM REPAIRS/REPLACEMENT / T0049	**Maintenance**

DEPARTMENT PRIORITY

Project has a legal or regulatory mandate

PROJECT DESCRIPTION

Continuing program for major repairs, replacements and upgrades to a deteriorating storm drainage system within streets based on average annual expenditures for the past six years.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page 15.9, Goal 3, Objective 3A, 2: Continue to enforce compliance with the Virginia Erosion and Sedimentation Control Handbook.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Reduction in repairs to old system.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	110,000	115,000	120,000	130,000	135,000	**$610,000**
TOTAL	**$110,000**	**$115,000**	**$120,000**	**$130,000**	**$135,000**	**$610,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$610,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Other: Highway Maintenance(VDOT)	110,000	115,000	120,000	130,000	135,000	**$610,000**
TOTAL	**$110,000**	**$115,000**	**$120,000**	**$130,000**	**$135,000**	**$610,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 0% STATE = 100% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Various Sites**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
STREET OVERLAY PROGRAM / T0027	**Maintenance**

DEPARTMENT PRIORITY

Project has State funding

Project supports essential services

Project Photograph Unavailable

PROJECT DESCRIPTION

Program is designed to overlay and maintain City streets in a safe and acceptable condition for general public use.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3, Objective 3.A: As part of the development and update process for the City Transportation Master Plan, evaluate the condition of the existing transportation facilities and make appropriate recommendations for addressing needs.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Gaynelle Hart, Director of Public Works	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Maintenance and operating costs will be reduced by monitoring the pavement condition index (PCI) of streets and planning work accordingly.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	**$12,500,000**
TOTAL	**$2,500,000**	**$2,500,000**	**$2,500,000**	**$2,500,000**	**$2,500,000**	**$12,500,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$12,500,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Other: Highway Maintenance(VDOT)	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	**$12,500,000**
TOTAL	**$2,500,000**	**$2,500,000**	**$2,500,000**	**$2,500,000**	**$2,500,000**	**$12,500,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 0% STATE = 100% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Various Intersections**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
TRAFFIC SIGNAL REPAIR AND REPLACEMENT PROGRAM / T0028	**Maintenance**

DEPARTMENT PRIORITY

Project has a legal or regulatory mandate

Project supports essential services

PROJECT DESCRIPTION

Replaces or upgrades existing sub-standard traffic signals throughout the City by converting from span wire to mast arms to improve operation and maintenance. Priority list includes 1) Memorial Avenue and Wadsworth Street 2) Lakeside Drive and Oakley Avenue and, 3) Memorial Avenue and Oakley Avenue.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3, Objective 3A 1: Include recommendations for funding the operation and maintenance of transportation facilities in the Master Plan and subsequent updates.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Don DeBerry, P.E., Traffic Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Reduction in electrical costs and staff maintenance time through a more energy efficient signal.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	30,000	0	0	0	0	**$30,000**
Construction	175,000	0	0	0	0	**$175,000**
TOTAL	**$205,000**	**$0**	**$0**	**$0**	**$0**	**$205,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$205,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	205,000	0	0	0	0	**$205,000**
TOTAL	**$205,000**	**$0**	**$0**	**$0**	**$0**	**$205,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Note: Requested funding for FY 2016-2019 in the amount of $845,000 is being deferred beyond FY 2019 and is shown in the Deferred section of this document.

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Intersection of Memorial Ave., Lakeside Dr., Park Ave.**

PROJECT TITLE/PROJECT NUMBER

INTERSECTION IMPROVEMENTS AT MEMORIAL/LAKESIDE/PARK / T0138

PROJECT DESCRIPTION

Implement improvements to both the traffic flow and pedestrian safety at the intersection of Memorial Avenue, Lakeside Drive and Park Avenue.

PROJECT STATUS

Design was completed June 2012. Right-of-way purchases are in-process and construction will begin April 2014. Construction duration is expected to be 12 - 18 months.

PROJECT MANAGER(S)

Don DeBerry, P.E., City Traffic Engineer

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
01/30/09	Council Meeting 12/9/08, Agenda Item #5	$487,000
10/25/11	Transfer from UCI Funds Project T0197	582,355
01/26/12	Appropriation Rescinded - change in VDOT funding	(277,000)
08/30/13	FY 2013 Carry forward - additional VDOT funding approved	663,700
TOTAL		**$1,456,055**
08/30/13	Expenditures to date	188,464
AVAILABLE APPROPRIATIONS		**$1,267,591**

Activity	Amount
Land/Right-of-Way	$166,391
Consultant Engineering	206,001
Construction	1,083,663
TOTAL	**$1,456,055**

CASH FLOW PROJECTION

CASH AVAILABLE	September - June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
State: Residue Parcel Allocation	0	0	74,148	0	0	0	**$74,148**
State: Urban Construction	0	626,803	45,852	0	0	0	**$672,655**
State: Highway Safety Match	20,000	32,080	0	0	0	0	**$52,080**
Federal: Highway Safety Grant	180,000	288,708	0	0	0	0	**$468,708**
TOTAL CASH	**$200,000**	**$947,591**	**$120,000**	**$0**	**$0**	**$0**	**$1,267,591**

EXPENDITURES THROUGH 8/30/13	**$188,464**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$1,456,055**

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Kemper Street**

PROJECT TITLE/PROJECT NUMBER

KEMPER STREET BRIDGE REHABILITATION AND REPAIRS / TB007

PROJECT DESCRIPTION

Rehabilitation and repairs, including deck replacement, precast concrete beam replacement, as well as miscellaneous sidewalk, median barrier, and parapet repairs. This project also includes intersection modifications. The project will be coordinated with construction of Phase I of the Midtown Connector.

PROJECT STATUS

Final project design is complete. Project will be bid in November 2013 and construction will begin March 2014.

PROJECT MANAGER(S)

Joe Smith, Construction Coordinator

Lee Newland, P.E., City Engineer

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
01/15/05	Transfer from Bedford Avenue Bridge project	$80,000
07/01/08	FY 2009 CIP	210,000
07/01/09	FY 2010 CIP	3,710,000
01/07/10	Rescinded Appropriation	(48,160)
10/11/10	Transfer from Bridge Maintenance Project	1,200
10/12/10	Carry forward	220,778
10/27/10	Transfer from Rivermont Bridge Revenue Sharing Funds	1,489,840
12/06/10	Transfer from Bridge Maintenance	500
05/16/11	Transfer State UCI Funds to UCI Unassigned Funds Project	(453,507)
05/16/11	Transfer Revenue Sharing Funds from Grace St. Retaining Wall	453,507
05/31/11	Transfer State UCI Funds to UCI Unassigned Funds Project	(1,016,493)
05/31/11	Rescind Appropriation	(220,778)
05/31/11	Transfer Revenue Sharing Funds from Greenview Drive Phase II	1,597,942
08/12/11	Transfer from Bridge Maintenance	13,600
09/28/11	Rescinded Appropriation	(71,987)
TOTAL		**$5,966,442**
08/30/13	Expenditures to date	475,551
AVAILABLE APPROPRIATIONS		**$5,490,891**

PROJECT BUDGET

Activity	Amount
Consultant Engineering Services	$569,126
Construction	5,397,316
TOTAL	**$5,966,442**

CASH FLOW PROJECTION

CASH AVAILABLE	September - June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	990,000	1,255,445	500,000	0	0	0	**$2,745,445**
State: Revenue Sharing	990,000	1,255,446	500,000	0	0	0	**$2,745,446**
TOTAL CASH	**$1,980,000**	**$2,510,891**	**$1,000,000**	**$0**	**$0**	**$0**	**$5,490,891**

EXPENDITURES THROUGH 8/30/13	**$475,551**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$5,966,442**

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Langhorne Rd. & Memorial Ave.**

PROJECT TITLE/PROJECT NUMBER

LANGHORNE/MEMORIAL INTERSECTION IMPROVEMENTS / T0157

PROJECT DESCRIPTION

Re-alignment of Langhorne Road at Memorial Avenue to tie into the Midtown Connector and repave to Murrell Road.

PROJECT STATUS

Project will coincide with Midtown Connector construction.

PROJECT MANAGER(S)

John P. Morris, P.E., Engineering Project Manager

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
04/24/09	Transfer from General Street Improvements Project	$101,100
06/30/09	Transfer from General Street Improvements Project	3,695
08/16/10	Transfer from Greenview Drive Phase I	436,982
11/10/10	Transfer from Greenview Drive Phase I	14,889
03/13/12	Transfer from General Street Improvements Project	548,130
TOTAL		**$1,104,796**
08/30/13	Expenditures to date	349,316
AVAILABLE APPROPRIATIONS		**$755,480**

PROJECT BUDGET

Consultant Engineering Services	$104,796
Construction	1,000,000
TOTAL	**$1,104,796**

CASH FLOW PROJECTION

CASH AVAILABLE	September - June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	755,480	0	0	0	0	0	**$755,480**
TOTAL CASH	**$755,480**	**$0**	**$0**	**$0**	**$0**	**$0**	**$755,480**

EXPENDITURES THROUGH 8/30/13	**$349,316**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$1,104,796**

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Kemper Street, Park Avenue, and Langhorne Road**

PROJECT TITLE/PROJECT NUMBER

MIDTOWN CONNECTOR / T0003

PROJECT DESCRIPTION

Upgrade a total of 2.1 miles from US 29 (Lynchburg Expressway) to Memorial Avenue. The project includes widening Kemper Street/Park Avenue from US 29 to Langhorne Road to four lanes, as well as improvements to Langhorne Road from Park Avenue to Memorial Avenue.

PROJECT STATUS

Construction is underway and scheduled to be completed in FY 2016.

PROJECT MANAGER(S)

John P. Morris, P.E., Engineering Project Manager

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
07/01/06	CIP Budget Balance	$298,962
07/01/07	FY 2008 CIP Urban Construction Program	16,233,790
01/29/09	Council Meeting 12/9/08 Agenda Item #6	431,354
09/22/09	Carry forward Appropriation	571,632
01/07/10	Appropriation Rescinded	(16,586)
10/27/10	Transfer From Midtown Phase II	3,025,000
10/28/10	Appropriation Rescinded	(11,854)
11/03/10	Transfer From Greenview Dr. Phase I	29,000
08/10/11	Transfer from Carter Glass Bridge Project	10,572
09/01/11	Transfer from Rivermont Bridge Project	649,596
10/31/11	Transfer from GLTC	784,669
10/31/11	Transfer from Snow, Street and Bridge Reserve	237,705
01/06/12	Transfer from General Street Improvements Project	2,185
03/05/12	Transfer from Juvenile & Domestic Relations Court Building Project	59,207
03/05/12	Transfer From Midtown Phase II	1,940,062
TOTAL		**$24,245,294**
08/30/13	Expenditures to date	11,340,497
AVAILABLE APPROPRIATIONS		**$12,904,797**

PROJECT BUDGET

Activity	Amount
Land/Right-of-Way	$4,198,923
Consultant Engineering	2,216,675
Construction	17,784,214
Miscellaneous	45,482
TOTAL	**$24,245,294**

CASH FLOW PROJECTION

CASH AVAILABLE	September - June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
State: Urban Construction	6,000,000	3,300,000	3,431,873	0	0	0	**$12,731,873**
Federal: Dept. of Transportation	172,924	0	0	0	0	0	**$172,924**
TOTAL CASH	**$6,172,924**	**$3,300,000**	**$3,431,873**	**$0**	**$0**	**$0**	**$12,904,797**

EXPENDITURES THROUGH 8/30/13	**$11,340,497**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$24,245,294**

Renovated Monument Terrace, February 2005

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
ECONOMIC DEVELOPMENT - NEW CONSTRUCTION					
Downtown Development	0	0	0	1,000,000	1,000,000
Source of Funding					
Pay-As-You-Go	0	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds				1,000,000	1,000,000
General Development Support	250,000	250,000	250,000	250,000	250,000
Source of Funding					
Pay-As-You-Go	250,000	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	250,000	250,000	250,000	250,000
Street and Utility Extensions to Promote Economic Development	100,000	250,000	250,000	250,000	250,000
Source of Funding					
Pay-As-You-Go	100,000	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	250,000	250,000	250,000	250,000
Total Estimates Proposed FY 2015-2019 CIP	$350,000	$500,000	$500,000	$1,500,000	$1,500,000
Source of Funding					
Pay-As-You-Go	$350,000	$0	$0	$0	$0
Pay-As-You-Go: Based on Availability of Funds	$0	$500,000	$500,000	$1,500,000	$1,500,000

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$2,000,000	**Continuing**	**Continuing**	**$2,000,000**
$1,250,000	**Continuing**	**Continuing**	**$1,250,000**
$1,100,000	**Continuing**	**Continuing**	**$1,100,000**
$4,350,000			**$4,350,000**

$350,000
$4,000,000
$4,350,000

SERVICE AREA	DEPARTMENT	LOCATION
Economic Development	**Public Works**	**Jefferson Street and Riverfront**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
DOWNTOWN DEVELOPMENT / E0002	**New**

DEPARTMENT PRIORITY

Project contributes to generation of new revenue

PROJECT DESCRIPTION

Downtown and Riverfront projects require significant coordination with private land owners/developers. Projects are scheduled based on funding available from previous and annual appropriations. Infrastructure improvements per the current Downtown and Riverfront Master Plan Implementation schedule include: FY 2015-2017 - Lower Bluffwalk Phase II and III includes a pedestrian route between Jefferson and Commerce Streets, from 10th Street to the Bluffwalk Hotel, along with access points at 13th and 11th Streets ($5,000,000); FY 2018 - Downtown Main Street Gateway consists of streetscaping to portions of Main and Commerce Streets with improved pedestrian circulation ($1,000,000); FY 2019 and beyond - complete build out of the Lower Bluffwalk to the east surrounding Piedmont Mills development, including improvements along Horseford Road, Washington Streets, and the connection of the Lower Bluffwalk west end at 9th Street ($1,700,000) and Riverfront Park improvements to include meandering paths, youth entertainment spaces, incorporating shading with a covered gathering space ($750,000). Note: City Council approved advanced funding in January 2012 to take advantage of favorable construction cost and to support significant private sector development adjacent to the Lower Bluff Walk facility. Completion of the Lower Bluff Walk facility furthers the primary goal of Phase II of the Downtown and Riverfront Master Plan, which is to induce private sector development.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 8, Page 8.5, Goal 3, Objective 3.A: Concentrate on improving and expanding retail businesses, street-level activities, and streetscape environments.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2006
Cheree Taylor, Project Manager	**PROJECT COMPLETION DATE**	07/2020

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	0	0	0	100,000	100,000	**$200,000**
Construction	0	0	0	900,000	900,000	**$1,800,000**
TOTAL	**$0**	**$0**	**$0**	**$1,000,000**	**$1,000,000**	**$2,000,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$2,000,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	1,000,000	1,000,000	1,000,000	0	0	**$3,000,000**
Local: Pay-As-You-Go: Based on Availability of Funds	0	0	0	1,000,000	1,000,000	**$2,000,000**
TOTAL	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$5,000,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Note: Resources are $1 million more each year for FY 2015 - FY 2017 to provide reimbursement for Downtown Development projects appropriated on an accelerated schedule in FY 2012.

SERVICE AREA	DEPARTMENT	LOCATION
Economic Development	**Economic Development**	**Various**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
GENERAL DEVELOPMENT SUPPORT / EG000	**New**

DEPARTMENT PRIORITY

Projects and initiatives support essential services

Projects and initiatives contribute to generation of new revenue

Project Photograph Unavailable

PROJECT DESCRIPTION

Provide funds for the implementation of various new development and business retention projects. $75,000 is dedicated for the Enterprise Zone grant program.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 7, Page 7.7, Goal 2: Coordinate existing efforts regarding business development, encouragement of entrepreneurship, and recruitment strategies.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Marjette Upshur, Director of Economic Development	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Contributions	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Contributions	250,000	250,000	250,000	250,000	250,000	**$1,250,000**
TOTAL	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$1,250,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$1,250,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	250,000	0	0	0	0	**$250,000**
Local: Pay-As-You-Go: Based on Availability of Funds	0	250,000	250,000	250,000	250,000	**$1,000,000**
TOTAL	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$1,250,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Economic Development	**Economic Development**	**Various**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
STREET AND UTILITY EXTENSIONS TO PROMOTE ECONOMIC DEVELOPMENT / EX000	**New**

DEPARTMENT PRIORITY

Projects and initiatives support essential services

Projects and initiatives contribute to generation of new revenue

Project Photograph Unavailable

PROJECT DESCRIPTION

Construction of streets, water and sewer lines to support private investment and development of sites throughout the City.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 7, Page 7.8, Goal 3: Implement appropriate City policies designed to maximize City-wide economic development strategies.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Marjette Upshur, Director of Economic Development	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Contributions	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Contributions	100,000	250,000	250,000	250,000	250,000	**$1,100,000**
TOTAL	**$100,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$1,100,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$1,100,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	100,000	0	0	0	0	**$100,000**
Local: Pay-As-You-Go: Based on Availability of Funds	0	250,000	250,000	250,000	250,000	**$1,000,000**
TOTAL	**$100,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$1,100,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Economic Development	**Public Works**	**Downtown Riverfront Area**

PROJECT TITLE/PROJECT NUMBER

LOWER BLUFFWALK PHASE II / E0024

PROJECT DESCRIPTION

The Lower Bluffwalk Phase II project is a pedestrian corridor located between the buildings that face Jefferson and Commerce Streets. The walkway creates opportunities for additional connections to the new pedestrian street from the rear of the buildings. The space is envisioned to become a new mixed use cultural district with outdoor cafes, retails shops, courtyards, and overlooks.

PROJECT STATUS

Project is currently under construction and is scheduled for completion in January 2015.

PROJECT MANAGER(S)

Cheree Taylor, Project Manager

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
05/08/12	Third Quarter Adjustments	$5,000,000
06/06/12	Transfer from Downtown Riverfront Development Project	436,644
12/26/12	Transfer from Downtown Riverfront Master Plan Project	16,331
12/26/12	Transfer from Canal Park Rail Road Tunnel Project	20,580
04/16/13	Transfer to Downtown Riverfront Development Project	(75,000)
TOTAL		**$5,398,555**
08/31/13	Expenditures to date	1,902,400
AVAILABLE APPROPRIATIONS		**$3,496,155**

PROJECT BUDGET

Activity	Amount
Wage Staff	$78,400
Right-Of-Way Acquisition	3,000
Consultant Engineering Services	460,000
Construction	4,424,376
Contingency	432,779
TOTAL	**$5,398,555**

CASH FLOW PROJECTION

CASH AVAILABLE	September - June FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Program Period Total
Local: Pay-As-You-Go	2,500,000	996,155	0	0	0	0	3,496,155
TOTAL CASH	**$2,500,000**	**$996,155**	**$0**	**$0**	**$0**	**$0**	**$3,496,155**

EXPENDITURES THROUGH 8/31/13	**$1,902,400**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$5,398,555**

Lynchburg Skyline in Early Fall

Lynchburg Recreation Trails

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
PARKS AND RECREATION - NEW CONSTRUCTION					
Bikeway Bridge to Linkhorne Renovation	100,000	0	0	0	0
Source of Funding					
Pay-As-You-Go	100,000	0	0	0	0
City Football Stadium Restoration	1,000,000	0	0	0	0
Source of Funding					
G.O. Bond	1,000,000	0	0	0	0
City Stadium Park	0	0	0	0	350,000
Source of Funding					
Pay-As-You-Go: Based on Availability of Funds	0	0	0	0	350,000
College Park Upgrade	0	0	0	450,000	0
Source of Funding					
Pay-As-You-Go: Based on Availability of Funds	0	0	0	450,000	0
Community Park Investment Fund	0	75,000	75,000	75,000	75,000
Source of Funding					
Pay-As-You-Go: Based on Availability of Funds	0	75,000	75,000	75,000	75,000
Creekside Trail Bridge Replacement	0	0	250,000	0	0
Source of Funding					
Pay-As-You-Go: Based on Availability of Funds	0	0	250,000	0	0
Miller Park Phase I	0	0	0	0	50,000
Source of Funding					
Pay-As-You-Go: Based on Availability of Funds	0	0	0	0	50,000
Miller Park Retaining Wall Restoration	0	0	250,000	0	0
Source of Funding					
Pay-As-You-Go: Based on Availability of Funds	0	0	250,000	0	0
Riverfront Park Phase II (Formerly Intermet Foundry)	0	0	0	0	60,000
Source of Funding					
Pay-As-You-Go: Based on Availability of Funds	0	0	0	0	60,000
Total Estimates Proposed FY 2015-2019 CIP	$1,100,000	$75,000	$575,000	$525,000	$535,000
Source of Funding					
G.O. Bond	$1,000,000	$0	$0	$0	$0
Pay-As-You-Go	$100,000	$0	$0	$0	$0
Pay-As-You-Go: Based on Availability of Funds	$0	$75,000	$575,000	$525,000	$535,000

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$100,000	0	0	$100,000
$1,000,000	7,300,000	0	$8,300,000
$350,000	0	5,000,000	$5,350,000
$450,000	0	0	$450,000
$300,000	Continuing	Continuing	$300,000
$250,000	0	0	$250,000
$50,000	0	500,000	$550,000
$250,000	0	0	$250,000
$60,000	0	0	$60,000
$2,810,000			$15,610,000

$1,000,000
$100,000
$1,710,000
$2,810,000

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
PARKS AND RECREATION - MAINTENANCE					
Athletic Field Maintenance	85,000	415,000	250,000	250,000	250,000
Source of Funding					
Pay-As-You-Go	85,000	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	415,000	250,000	250,000	250,000
College Hill Neighborhood Center Renovation	0	0	0	0	175,000
Source of Funding					
Pay-As-You-Go: Based on Availability of Funds	0	0	0	0	175,000
Daniels Hill Neighborhood Center Renovation	0	0	175,000	0	0
Source of Funding					
Pay-As-You-Go: Based on Availability of Funds	0	0	175,000	0	0
General Park Maintenance	47,000	153,000	100,000	100,000	100,000
Source of Funding					
Pay-As-You-Go	47,000	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	153,000	100,000	100,000	100,000
Jefferson Park Neighborhood Center Renovation	0	0	0	175,000	0
Source of Funding					
Pay-As-You-Go: Based on Availability of Funds	0	0	0	175,000	0
Parks Paving and Lighting/Reconstruction	40,000	476,000	278,000	278,000	278,000
Source of Funding					
Pay-As-You-Go	40,000	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	476,000	278,000	278,000	278,000
Total Estimates Proposed FY 2015-2019 CIP	$172,000	$1,044,000	$803,000	$803,000	$803,000
Source of Funding					
Pay-As-You-Go	$172,000	$0	$0	$0	$0
Pay-As-You-Go: Based on Availability of Funds	$0	$1,044,000	$803,000	$803,000	$803,000

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$1,250,000	Continuing	Continuing	$1,250,000
$175,000	0	0	$175,000
$175,000	0	0	$175,000
$500,000	Continuing	Continuing	$500,000
$175,000	0	0	$175,000
$1,350,000	Continuing	Continuing	$1,350,000
$3,625,000			$3,625,000

$172,000	
$3,453,000	
$3,625,000	

SERVICE AREA	DEPARTMENT	LOCATION
Parks and Recreation	**Parks and Recreation**	**Blackwater Bike Trail**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
BIKEWAY BRIDGE TO LINKHORNE RENOVATION	**New**

DEPARTMENT PRIORITY
Project required to support important but not essential services

PROJECT DESCRIPTION
Stabilization and renovation of existing abandoned railway trestle over Langhorne Road in preparation of future extension of the Blackwater Creek Bike Trail from the Ed Page entrance to Linkhorne Middle School.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.5, Goal 1, Objective 1.E: Create a system of open space along the James River and other City streams that connect parks, natural areas, schools and other important natural and recreational resources.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 07/2014
PROJECT COMPLETION DATE 06/2017

COMPLETION SCHEDULE

Activity	Complete - Quarter
Land Acquisition/Right-of-Way	Q2 - Q3 FY 2015
Architectural Services (Contractual)	Q1 - Q4 FY 2015
Construction	Q1 - Q4 FY 2016

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
$7,500 annual maintenance.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Land Acquisition/Right-of-Way	10,000	0	0	0	0	**$10,000**
Architectural Services (Contractual)	90,000	0	0	0	0	**$90,000**
TOTAL	**$100,000**	**$0**	**$0**	**$0**	**$0**	**$100,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$100,000	$0	**$100,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	100,000	0	0	0	0	**$100,000**
TOTAL	**$100,000**	**$0**	**$0**	**$0**	**$0**	**$100,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Note: Construction estimates of $800,000 are being deferred beyond FY 2019 and are shown in the Deferred section of this document.

SERVICE AREA
Parks and Recrearion

DEPARTMENT
Parks and Recreation

LOCATION
City Stadium (football)

PROJECT TITLE/PROJECT NUMBER
CITY FOOTBALL STADIUM RESTORATION / P0083

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue

PROJECT DESCRIPTION
Renovations to meet National Federation of State High School Associations and other standards. Work to include new turf field, bleachers, rest-rooms, concessions, locker rooms, sounds system, entry gates, parking, drainage, fencing, etc.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.4, Goal 1, Objective 1.B.7: Renovate City Stadium, at a minimum, to comply with the ADA.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 01/2011
PROJECT COMPLETION DATE 06/2015

COMPLETION SCHEDULE

Activity	Complete - Quarter
Architectural Services (Contractual)	Q3 - Q4 FY 2014
Consultant Engineering	Q1 - Q4 FY 2014
Contract Administration (Contractual)	Q4 FY 2014 - Q1 FY 2016
Construction	Q4 FY 2014 - Q1 FY 2016

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Construction	1,000,000	0	0	0	0	**$1,000,000**
TOTAL	**$1,000,000**	**$0**	**$0**	**$0**	**$0**	**$1,000,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$7,300,000	$1,000,000	$0	**$8,300,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	7,000,000	600,000	0	0	0	**$7,600,000**
TOTAL	**$7,000,000**	**$600,000**	**$0**	**$0**	**$0**	**$7,600,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA
Parks and Recreation

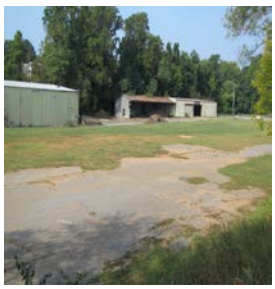
DEPARTMENT
Parks and Recreation

LOCATION
Adjacent City Stadium

PROJECT TITLE/PROJECT NUMBER
CITY STADIUM PARK (FORMERLY ALLEN MORRISON)

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue



PROJECT DESCRIPTION
Using existing conceptual plans, this project will result in complete design drawings, specifications, and bid documents for the build out of City Stadium Park to complement the existing City Stadium complex. Construction to begin in FY 2021.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.4.,Goal 1:Provide a range of individual and family oriented outdoor recreation opportunities, while preserving the natural, cultural, and historic qualities of parklands and maintaining high quality facilities.

PROJECT MANAGER(S)
Kay Frazier, Director of Parks and Recreation

PROJECT START DATE 07/2018
PROJECT COMPLETION DATE 06/2019

COMPLETION SCHEDULE

Activity	Complete - Quarter
Architectural Services (Contractual)	Q1 - Q4 FY 2019
Surveying (Contractual)	Q1 - Q2 FY 2019
Contract Administration (Contractual)	Q1 - Q4 FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
To be determined.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Architectural Services (Contractual)	0	0	0	0	320,000	**$320,000**
Surveying (Contractual)	0	0	0	0	12,000	**$12,000**
Contract Administration (Contractual)	0	0	0	0	18,000	**$18,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$350,000**	**$350,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$350,000	$5,000,000	**$5,350,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go: Based on Availability of Funds	0	0	0	0	350,000	**$350,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$350,000**	**$350,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA
Parks and Recreation

DEPARTMENT
Parks and Recreation

LOCATION
College Park

PROJECT TITLE/PROJECT NUMBER
COLLEGE PARK UPGRADE

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue

PROJECT DESCRIPTION
Architecture, engineering, and construction improvements to College Park as recommended in the College Park Master Plan (completed in 2007). Improvements to include stream erosion and sedimentation mitigation, access, amenity, play equipment, parking, and other improvements consistent with other neighborhood parks.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.4, Goal 1, Objective 1.B: Upgrade existing facilities in parks to meet current codes and to improve their appearance and function.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 07/2017
PROJECT COMPLETION DATE 06/2018

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q1 - Q4 FY 2018
Construction	Q1 - Q4 FY 2018
Furniture, Fixtures, and Equipment	Q1 - Q4 FY 2018

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	0	0	60,000	0	**$60,000**
Construction	0	0	0	181,800	0	**$181,800**
Furniture, Fixtures, and Equipment	0	0	0	190,000	0	**$190,000**
Contingency	0	0	0	18,200	0	**$18,200**
TOTAL	**$0**	**$0**	**$0**	**$450,000**	**$0**	**$450,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$450,000	$0	**$450,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go: Based on Availability of Funds	0	0	0	450,000	0	**$450,000**
TOTAL	**$0**	**$0**	**$0**	**$450,000**	**$0**	**$450,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Parks and Recreation	**Parks and Recreation**	**Various**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
COMMUNITY PARK INVESTMENT FUND / P0089	**New**

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue

PROJECT DESCRIPTION
Funding to be used in combination with community funds to improve parks, centers, and trails throughout the City.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 7, Goal 4, Objective 4.B: Explore alternative funding methods for Parks and Recreation.

PROJECT MANAGER(S)
Kay Frazier, Director of Parks and Recreation

PROJECT START DATE Continuing
PROJECT COMPLETION DATE Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Continuing
Construction	Continuing
Furniture, Fixtures, and Equipment	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
Unknown at this time.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	7,500	7,500	7,500	7,500	**$30,000**
Construction	0	52,000	52,000	52,000	52,000	**$208,000**
Furniture, Fixtures, and Equipment	0	10,500	10,500	10,500	10,500	**$42,000**
Contingency	0	5,000	5,000	5,000	5,000	**$20,000**
TOTAL	**$0**	**$75,000**	**$75,000**	**$75,000**	**$75,000**	**$300,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$300,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go: Based on Availability of Funds	0	75,000	75,000	75,000	75,000	**$300,000**
TOTAL	**$0**	**$75,000**	**$75,000**	**$75,000**	**$75,000**	**$300,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA
Parks and Recreation

DEPARTMENT
Parks and Recreation

LOCATION
Blackwater Creek Nature Area Creekside Trail

PROJECT TITLE/PROJECT NUMBER
CREEKSIDE TRAIL BRIDGE REPLACEMENT

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project required to support important but not essential services

PROJECT DESCRIPTION
Replace the existing suspension bridge over Blackwater Creek connecting the Blackwater Creekside Trail to the Beaver Trail (and onto the Blackwater Creek Bikeway). This project will demolish the old bridge and build a new bridge following designs similar to the newer upstream bridge completed several years ago.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.4 , Goal 1: Provide a range of individual and family-oriented outdoor recreation opportunities while preserving the natural, cultural, and historic qualities of park and maintaining high-quality facilities.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 07/2016
PROJECT COMPLETION DATE 06/2017

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q1 - Q4 FY 2017
Construction	Q1 - Q4 FY 2017

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
Maintenanace costs are expected to be reduced.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	0	28,000	0	0	**$28,000**
Construction	0	0	201,800	0	0	**$201,800**
Contingency	0	0	20,200	0	0	**$20,200**
TOTAL	**$0**	**$0**	**$250,000**	**$0**	**$0**	**$250,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$250,000	$0	**$250,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go: Based on Availability of Funds	0	0	250,000	0	0	**$250,000**
TOTAL	**$0**	**$0**	**$250,000**	**$0**	**$0**	**$250,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA
Parks & Recreation

DEPARTMENT
Parks & Recreation

LOCATION
Riverside Park

PROJECT TITLE/PROJECT NUMBER
MILLER PARK PHASE I

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project required to support important but not essential services

PROJECT DESCRIPTION
Implementation of the Miller Park Master Plan, including improvements to park trails, roads, restrooms, signage and other amenities.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.4, Goal 1: Provide a range of individual and family oriented outdoor recreation opportunities, while preserving the natural, cultural, and historic qualities of park lands and maintaining high quality facilities.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 07/2018
PROJECT COMPLETION DATE 06/2022

COMPLETION SCHEDULE

Activity	Complete - Quarter
Architectural Services (Contractual)	Q1-Q4; FY 2019
Construction	Q1-Q4; FY 2021- FY 2022

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Architectural Services (Contractual)	0	0	0	0	50,000	**$50,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$50,000**	**$50,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$50,000	$500,000	**$550,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go: Based on Availability of Funds	0	0	0	0	50,000	**$50,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$50,000**	**$50,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Parks and Recreation	**Parks and Recreation**	**Miller Park (Park Ave.)**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
MILLER PARK RETAINING WALL RESTORATION	**New**

DEPARTMENT PRIORITY
Project required to support important but not essential services

PROJECT DESCRIPTION
Architectural and engineering geotechnical investigation of historic stone retaining wall along Park Ave. resulting in design drawings, specifications, and bid documents. Construction to include sidewalk replacement.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.4, Goal 1, Objective 1.B: Upgrade existing facilities in parks to meet current codes and to improve their appearance and function.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 07/2016
PROJECT COMPLETION DATE 06/2017

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q1 - Q4 FY 2017
Construction	Q1 - Q4 FY 2017

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	0	20,000	0	0	**$20,000**
Construction	0	0	209,100	0	0	**$209,100**
Contingency	0	0	20,900	0	0	**$20,900**
TOTAL	**$0**	**$0**	**$250,000**	**$0**	**$0**	**$250,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$250,000	$0	**$250,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go: Based on Availability of Funds	0	0	250,000	0	0	**$250,000**
TOTAL	**$0**	**$0**	**$250,000**	**$0**	**$0**	**$250,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA
Parks and Recreation

DEPARTMENT
Parks and Recreation

LOCATION
Concord Turnpike

PROJECT TITLE/PROJECT NUMBER
RIVERFRONT PARK PHASE II (FORMERLY INTERMET FOUNDRY)

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue

Project Photograph Not Available

PROJECT DESCRIPTION
Perform survey, environmental and other work resulting in a conceptual plan and preliminary design of Riverfront Park extension. Concepts to include large, multi-purpose special event space, athletic fields, parking, and utilities to support large events showcasing the James River and RiverWalk.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.4.,Goal 1:Provide a range of individual and family oriented outdoor recreation opportunities, while preserving the natural, cultural, and historic qualities of parklands and maintaining high quality facilities.

PROJECT MANAGER(S)
Kay Frazier, Director of Parks and Recreation

PROJECT START DATE 07/2018
PROJECT COMPLETION DATE 06/2019

COMPLETION SCHEDULE

Activity	Complete - Quarter
Architectural Services (Contractual)	Q1 - Q4 FY 2019
Surveying (Contractual)	Q1 - Q2 FY 2019
Contract Administration (Contractual)	Q1 - Q4 FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
To be determined.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Architectural Services (Contractual)	0	0	0	0	35,000	**$35,000**
Surveying (Contractual)	0	0	0	0	10,000	**$10,000**
Contract Administration (Contractual)	0	0	0	0	15,000	**$15,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$60,000**	**$60,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$60,000	$0	**$60,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go: Based on Availability of Funds	0	0	0	0	60,000	**$60,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$60,000**	**$60,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL =100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA
Parks and Recreation

DEPARTMENT
Parks and Recreation

LOCATION
Various

PROJECT TITLE/PROJECT NUMBER
ATHLETIC FIELD MAINTENANCE / P0081

PROJECT TYPE
Maintenance

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue

PROJECT DESCRIPTION
Improvements to City-wide athletic fields and amenities. A detailed project list is attached.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.4, Goal 1.B.5: Schedule periodic renovations of athletic fields, lawns, park driver and parking areas, sidewalks, trails, and other areas.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE Continuing
PROJECT COMPLETION DATE Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Continuing
Construction	Continuing
Fencing, Lighting, and Signs	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	85,000	5,000	65,000	24,500	21,000	**$200,500**
Construction	0	318,200	141,000	143,600	132,800	**$735,600**
Fencing, Lighting, and Signs	0	60,000	30,000	67,500	85,000	**$242,500**
Contingency	0	31,800	14,000	14,400	11,200	**$71,400**
TOTAL	**$85,000**	**$415,000**	**$250,000**	**$250,000**	**$250,000**	**$1,250,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$1,250,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	85,000	0	0	0	0	**$85,000**
Local: Pay-As-You-Go: Based on Availability of Funds	0	415,000	250,000	250,000	250,000	**$1,165,000**
TOTAL	**$85,000**	**$415,000**	**$250,000**	**$250,000**	**$250,000**	**$1,250,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Athletic Field Maintenance

Fiscal Year	Project Name	Consultant Engineering	Construction	Fencing, Lighting, and Signs	Contingency	Annual Total
2015	Peaks View Football Field (#10) Conversion	$40,000	$0	$0	$0	$40,000
2015	Sandusky Park Football Field Upgrade	45,000	0	0	0	45,000
2015	**Sub-totals**	**$85,000**	**$0**	**$0**	**$0**	**$85,000**
2016	Peaks View Football Field (#10) Conversion	$5,000	$159,100	$30,000	$15,900	$210,000
2016	Sandusky Park Football Field Upgrade	0	159,100	30,000	15,900	205,000
2016	**Sub-totals**	**$5,000**	**$318,200**	**$60,000**	**$31,800**	**$415,000**
2017	Peaks View Park Field #s 8 and 9 Renovation	$5,000	$59,100	$5,000	$5,900	$75,000
2017	Sandusky Park Football Field Light Installation	15,000	81,900	25,000	8,100	130,000
2017	Miller Park Athletic Complex Design Development	45,000	0	0	0	45,000
2017	**Sub-totals**	**$65,000**	**$141,000**	**$30,000**	**$14,000**	**$250,000**
2018	Miller Park Bradford and Lloyd Dugouts Renovation	$7,000	$48,200	$20,000	$4,800	$80,000
2018	Miller Park Bradford and Lloyd Backstop/Fence	7,000	47,300	20,000	4,700	79,000
2018	Miller Park Fence/Signage	7,000	30,000	21,000	3,000	61,000
2018	Hutcherson Early Learning Center Baseball Field	3,500	18,100	6,500	1,900	30,000
2018	**Sub-totals**	**$24,500**	**$143,600**	**$67,500**	**$14,400**	**$250,000**
2019	Sandusky Park Storage	$7,000	$54,600	$3,000	$5,400	$70,000
2019	Sandusky Restroom	7,000	38,200	46,000	3,800	95,000
2019	Miller Park Happy Lee Backstop/Fence	3,500	20,000	18,000	1,000	42,500
2019	Miller Park Happy Lee Dugout Renovation	3,500	20,000	18,000	1,000	42,500
2019	**Sub-totals**	**$21,000**	**$132,800**	**$85,000**	**$11,200**	**$250,000**
Grand Totals		**$200,500**	**$735,600**	**$242,500**	**$71,400**	**$1,250,000**

SERVICE AREA	DEPARTMENT	LOCATION
Parks and Recreation	**Parks and Recreation**	**College Hill Center**

PROJECT TITLE/PROJECT NUMBER
COLLEGE HILL NEIGHBORHOOD CENTER RENOVATION

PROJECT TYPE
Maintenance

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue

PROJECT DESCRIPTION
Interior and exterior building renovations to College Hill Neighborhood Center including; mechanical system upgrades, general carpentry and painting, ceiling and floor repairs, lighting and ADA access upgrades, appliance and equipment replacement, landscaping and general signage/fencing replacements.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.6, Goal 2, Objective 2.A: Ensure that all parks and recreation community centers are attractive, function well and meet current codes.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 07/2018
PROJECT COMPLETION DATE 06/2019

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q1 - Q4 FY 2019
Construction	Q1 - Q4 FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
Unknown at this time.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	0	0	0	17,500	**$17,500**
Construction	0	0	0	0	143,200	**$143,200**
Contingency	0	0	0	0	14,300	**$14,300**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$175,000**	**$175,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$175,000	$0	**$175,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go: Based on Availability of Funds	0	0	0	0	175,000	**$175,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$175,000**	**$175,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA
Parks and Recreation

DEPARTMENT
Parks and Recreation

LOCATION
Daniels Hill Center

PROJECT TITLE/PROJECT NUMBER
DANIELS HILL NEIGHBORHOOD CENTER RENOVATION

PROJECT TYPE
Maintenance

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue

PROJECT DESCRIPTION
Interior and exterior building renovations to Daniels Hill Neighborhood Center including mechanical system upgrades, general carpentry and painting, ceiling and floor repairs, lighting and ADA access upgrades, appliance and equipment replacement, landscaping and general signage/fencing replacements.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.6, Goal 2, Objective 2.A: Ensure that all parks and recreation community centers are attractive, function well and meet current codes.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 07/2016
PROJECT COMPLETION DATE 06/2017

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q1 - Q4 FY 2017
Construction	Q1 - Q4 FY 2017

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
Unknown at this time.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	0	17,500	0	0	**$17,500**
Construction	0	0	143,200	0	0	**$143,200**
Contingency	0	0	14,300	0	0	**$14,300**
TOTAL	**$0**	**$0**	**$175,000**	**$0**	**$0**	**$175,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$175,000	$0	**$175,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go: Based on Availability of Funds	0	0	175,000	0	0	**$175,000**
TOTAL	**$0**	**$0**	**$175,000**	**$0**	**$0**	**$175,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA
Parks and Recreation

DEPARTMENT
Parks and Recreation

LOCATION
Various

PROJECT TITLE/PROJECT NUMBER
GENERAL PARK MAINTENANCE / P0086

PROJECT TYPE
Maintenance

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue

PROJECT DESCRIPTION
Improvements and renovations to park playgrounds, signage, fencing and other amenities and features. A detailed project list is attached.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.4, Goal 1, Objective 1.B: Upgrade existing facilities in parks to meet current codes and to improve their appearance and function.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE Continuing
PROJECT COMPLETION DATE Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
Construction	Continuing
Fencing, Lighting, and Signs	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Construction	36,400	25,500	32,800	10,100	16,400	**$121,200**
Fencing, Lighting, and Signs	60,000	72,000	64,000	89,000	82,000	**$367,000**
Contingency	3,600	2,500	3,200	900	1,600	**$11,800**
TOTAL	**$47,000**	**$153,000**	**$100,000**	**$100,000**	**$100,000**	**$500,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$500,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	47,000	0	0	0	0	**$47,000**
Local: Pay-As-You-Go: Based on Availability of Funds	0	153,000	100,000	100,000	100,000	**$453,000**
TOTAL	**$47,000**	**$153,000**	**$100,000**	**$100,000**	**$100,000**	**$500,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

General Park Maintenance

Fiscal Year	Project Name	Construction	Fencing, Lighting, and Signs	Contingency	Annual Total
2015	General Signage, Fencing, and Amenities	$18,200	$27,000	$1,800	$47,000
2015	**Sub-totals**	**$18,200**	**$27,000**	**$1,800**	**$47,000**
2016	Fort Avenue Park Fencing	$16,400	$32,000	$1,600	$50,000
2016	Peaks View Park Tot Lot Equipment	18,200	33,000	1,800	53,000
2016	General Signage, Fencing, and Amenities	9,100	40,000	900	50,000
2016	**Sub-totals**	**$43,700**	**$105,000**	**$4,300**	**$153,000**
2017	Fort Avenue Park Playground Equipment	$20,000	$40,000	$2,000	$62,000
2017	General Signage, Fencing, and Amenities	12,800	24,000	1,200	38,000
2017	**Sub-totals**	**$32,800**	**$64,000**	**$3,200**	**$100,000**
2018	Daniels Hill Playground Equipment	$2,800	$60,000	$200	$63,000
2018	General Signage, Fencing, and Amenities	7,300	29,000	700	37,000
2018	**Sub-totals**	**$10,100**	**$89,000**	**$900**	**$100,000**
2019	Riverside Park Static Playground Equipment	$9,100	$53,000	$900	$63,000
2019	General Signage	7,300	29,000	700	37,000
2019	**Sub-Totals**	**$16,400**	**$82,000**	**$1,600**	**$100,000**
Grand Totals		**$121,200**	**$367,000**	**$11,800**	**$500,000**

SERVICE AREA	DEPARTMENT	LOCATION
Parks and Recreation	**Parks and Recreation**	**Jefferson Park Center**

PROJECT TITLE/PROJECT NUMBER
JEFFERSON PARK NEIGHBORHOOD CENTER RENOVATION

PROJECT TYPE
Maintenance

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue

PROJECT DESCRIPTION
Interior and exterior building renovations to Jefferson Park Neighborhood Center including; mechanical system upgrades, general carpentry and painting, ceiling and floor repairs, lighting and ADA access upgrades, appliance and equipment replacement, landscaping and general signage/fencing replacements.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.6, Goal 2, Objective 2.A: Ensure that all parks and recreation community centers are attractive, function well and meet current codes.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 07/2017
PROJECT COMPLETION DATE 06/2018

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q1 - Q4 FY 2018
Construction	Q1 - Q4 FY 2018

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
Unknown at this time.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	0	0	17,500	0	**$17,500**
Construction	0	0	0	143,200	0	**$143,200**
Contingency	0	0	0	14,300	0	**$14,300**
TOTAL	**$0**	**$0**	**$0**	**$175,000**	**$0**	**$175,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$175,000	$0	**$175,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go: Based on Availability of Funds	0	0	0	175,000	0	**$175,000**
TOTAL	**$0**	**$0**	**$0**	**$175,000**	**$0**	**$175,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA
Parks and Recreation

DEPARTMENT
Parks and Recreation

LOCATION
Various

PROJECT TITLE/PROJECT NUMBER
PARKS PAVING AND LIGHTING / RECONSTRUCTION / P0087

PROJECT TYPE
Maintenance

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue

PROJECT DESCRIPTION
Renovation of park athletic courts, trails, walks, steps, parking lots, and lighting. A detailed project list is attached.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.4, Objective 1.B: Upgrade existing facilities in parks to meet current codes and to improve their appearance and function.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE Continuing
PROJECT COMPLETION DATE Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Continuing
Construction	Continuing
Goals, Signs, and Lighting	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	9,000	6,000	17,000	18,000	16,500	**$66,500**
Construction	31,000	312,500	218,300	204,900	200,300	**$967,000**
Goals, Signs, and Lighting	0	126,500	21,000	35,000	41,500	**$224,000**
Contingency	0	31,000	21,700	20,100	19,700	**$92,500**
TOTAL	**$40,000**	**$476,000**	**$278,000**	**$278,000**	**$278,000**	**$1,350,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$1,350,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	40,000	0	0	0	0	**$40,000**
Local: Pay-As-You-Go: Based on Availability of Funds	0	476,000	278,000	278,000	278,000	**$1,310,000**
TOTAL	**$40,000**	**$476,000**	**$278,000**	**$278,000**	**$278,000**	**$1,350,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Parks Paving and Lighting/Reconstruction

Fiscal Year	Project Name	Consultant Engineering	Construction	Goals, Signs, and Lighting	Contingency	Annual Total
2015	Daniels Hill Basketball Court Overlay	$0	$31,000	$0	$0	$31,000
2015	Sandusky Park Lot and Pedestrian Trail	9,000	0	0	0	9,000
2015	**Sub-totals**	**$9,000**	**$31,000**	**$0**	**$0**	**$40,000**
2016	Westover Park Basketball Court Overlay	$0	$13,700	$12,000	$1,300	$27,000
2016	Bikeway II Trail Resurfacing	0	50,000	3,000	5,000	58,000
2016	Sandusky Park Lot and Pedestrian Trail	0	91,000	40,000	9,000	140,000
2016	Miller Park - Fort Avenue Parking Lot Overlay	2,000	37,300	6,500	3,700	49,500
2016	Fairview Center Park Tennis Courts Overlay	4,000	68,200	40,000	6,800	119,000
2016	Miller Park Interier Path Overlay I	0	52,300	25,000	5,200	82,500
2016	**Sub-totals**	**$6,000**	**$312,500**	**$126,500**	**$31,000**	**$476,000**
2017	Miller Park Pool Parking Lot Overlay	$15,000	$91,000	$15,000	$9,000	$130,000
2017	Miller Park Interier Path Overlay II	2,000	127,300	6,000	12,700	148,000
2017	**Sub-totals**	**$17,000**	**$218,300**	**$21,000**	**$21,700**	**$278,000**
2018	Peaks View Park - Tenbury Parking Overlay	$9,000	$68,200	$12,000	$6,800	$96,000
2018	Peaks View Park - Ardmore Parking Overlay	9,000	63,700	23,000	6,300	102,000
2018	Peaks View Park - Greenway Overlay	0	73,000	0	7,000	80,000
2018	**Sub-totals**	**$18,000**	**$204,900**	**$35,000**	**$20,100**	**$278,000**
2019	Peaks View Park - Wiggington Parking Overlay	$16,500	$127,300	$33,000	$12,700	$189,500
2019	Peaks View Park - Interior Trails Overlay	0	73,000	8,500	7,000	88,500
2018	**Sub-totals**	**$16,500**	**$200,300**	**$41,500**	**$19,700**	**$278,000**
Grand Totals		**$66,500**	**$967,000**	**$224,000**	**$92,500**	**$1,350,000**

Biggers Neighborhood Park

SERVICE AREA
Parks and Recreation

DEPARTMENT
Parks and Recreation

LOCATION
Allen-Morrison Property

PROJECT TITLE/PROJECT NUMBER
CITY STADIUM PARK / P0024

PROJECT DESCRIPTION
Completion of environmental assessment and site remediation to satisfy requirements specified by Virginia Department of Environmental Quality (VDEQ) through the Voluntary Remediation Program.

PROJECT STATUS
Corrective action is underway on the north side of the property. Assessment continues on the south side, along with the development of a corrective-action plan, which is under review by the VDEQ.

PROJECT MANAGER(S)
Dee Dee Conner, Principal Engineer

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
06/30/03	Life To Date Exppenditures Through 6/30/03 - Appropriation	$9,722
07/01/03	FY 2003 CIP	678,305
11/27/07	Council Agenda Item #11, rescind appropriations	(410,422)
07/01/08	FY 2009 CIP	806,001
09/22/09	Council Agenda Item #12, DEQ reimbursable grant appropriation	58,000
05/11/10	Third Quarter Adjustment: rescind unused DEQ grant appropriations	(32,400)
11/01/12	Council Agenda Item #3, DEQ reimbursable grant appropriation	30,000
11/01/12	Council Agenda Item #6, DEQ reimbursable grant appropriation	50,000
TOTAL		**$1,189,206**
08/30/13	Expenditures to date	1,002,926
AVAILABLE APPROPRIATIONS		**$186,280**

PROJECT BUDGET

Activity	Amount
Life To Date Exp Through 6/30/03	9,722
Consultant Engineering	113,296
Contract Administration	47,177
Construction	937,011
Contingency	74,800
Miscellaneous	7,200
TOTAL	**$1,189,206**

CASH FLOW PROJECTION

CASH AVAILABLE	September - June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	186,280	0	0	0	0	0	**$186,280**
TOTAL CASH	**$186,280**	**$0**	**$0**	**$0**	**$0**	**$0**	**$186,280**

EXPENDITURES THROUGH 8/30/13	**$1,002,926**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$1,189,206**

SERVICE AREA
Parks and Recreation

DEPARTMENT
Parks and Recreation

LOCATION
Miller Center

PROJECT TITLE/PROJECT NUMBER
MILLER CENTER RENOVATION / P0072

PROJECT DESCRIPTION
Renovation of historic Miller Center including plumbing, electrical and HVAC systems; flooring, ceiling, and roof replacement; elevator installation, classroom, office and auditorium renovations; ADA/accessibility; landscaping; and other site improvements.

PROJECT STATUS
Construction is underway with planned completion by September, 2015.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
07/01/08	FY 2009 CIP	$213,840
05/11/10	FY 2010 3rd Quarter Adjustment	79,395
08/02/10	Transfer from Miller Park Improvements	30,587
01/14/11	Transfer from Diamond Hill Renovations	906
03/24/11	Realign funding from other City CIP projects, per City Manager	728,318
07/01/11	FY 2012 CIP	942,612
08/17/11	Realign funding from other City CIP projects, per City Manager	54,835
06/06/12	Realign funding from other City CIP projects, per City Manager	72,549
07/01/12	FY 2013 CIP	4,100,000
TOTAL		**$6,223,042**
08/30/13	Expenditures to date	606,623
AVAILABLE APPROPRIATIONS		**$5,616,419**

PROJECT BUDGET

Activity	Amount
A&E Services	$844,051
Consultant Engineering	516,195
Construction	4,824,996
Contingency	23,560
Miscellaneous	14,240
TOTAL	**$6,223,042**

CASH FLOW PROJECTION

CASH AVAILABLE	September - June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	4,280,000	456,419	0	0	0	0	**$4,736,419**
Other: Historical Tax Credits	0	880,000	0	0	0	0	**$880,000**
TOTAL CASH	**$4,280,000**	**$1,336,419**	**$0**	**$0**	**$0**	**$0**	**$5,616,419**

Note: The City is filing for Historical Tax Credits as a source of funding for the Miller Center Renovation.

EXPENDITURES THROUGH 8/30/13	**$606,623**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$6,223,042**

SERVICE AREA	DEPARTMENT	LOCATION
Parks and Recreation	**Parks and Recreation**	**Riverside Park**

PROJECT TITLE/PROJECT NUMBER
RIVERSIDE PARK CONSTRUCTION PHASE I / P0078

PROJECT DESCRIPTION
Design and construction of train shed, access, landscape, signage and site amenity improvements (per the Riverside Park Master Plan). City funding supplemented by federal grants.

PROJECT STATUS
The design development phase is underway; plans are at the 50% stage and are currently under review by VDOT. Project bids are due in March 2014 with construction to be complete in January 2015.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
01/12/09	Transfer from General Park Improvements	$78,840
05/26/09	Transfer from Riverside Park Master Plan - SAFETEA-LU grant	525,934
08/27/09	Transfer to General Park Improvements	(94,774)
09/22/09	9/08/2009 Council Agenda, Item #4 (grant)	208,519
08/15/11	Transfer from Diamond Hill Renovations and General Park Maintenance	186,114
09/01/11	Transfer to Riverside Park Playcore	(100,000)
05/13/13	Transfer from Riverside Train. Riverside Playcore and Riverside Trails	160,750
06/07/13	Transfer to Riverside Park Playcore	(2,400)
06/28/13	Transfer to Riverside Park Playcore	(93)
08/21/13	Transfer from Riverside Park Trails	140,000
TOTAL		**$1,102,890**
08/30/13	Expenditures to date	118,152
AVAILABLE APPROPRIATIONS		**$984,738**

PROJECT BUDGET

Activity	Amount
Construction	$1,102,713
Miscellaneous	177
TOTAL	**$1,102,890**

CASH FLOW PROJECTION

CASH AVAILABLE	September - June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
VDOT SAFETEA-LU Grant	616,124	0	0	0	0	0	**$616,124**
Local: Pay-As-You-Go	268,614	100,000	0	0	0	0	**$368,614**
TOTAL CASH	**$884,738**	**$100,000**	**$0**	**$0**	**$0**	**$0**	**$984,738**

EXPENDITURES THROUGH 8/30/13	**$118,152**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$1,102,890**

Biggers Neighborhood Park

Batteau on James River

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
MISCELLANEOUS					
Radio Replacements	191,500	191,500	191,500	191,500	0
Source of Funding					
Pay-As-You-Go	191,500	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	191,500	191,500	191,500	0
Total Estimates Proposed FY 2015-2019 CIP	$191,500	$191,500	$191,500	$191,500	$0
Source of Funding					
Pay-As-You-Go	$191,500	$0	$0	$0	$0
Pay-As-You-Go: Based on Availability of Funds	$0	$191,500	$191,500	$191,500	$0

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$766,000	**0**	**0**	**$766,000**
$766,000			**$766,000**
$191,500			
$574,500			
$766,000			

SERVICE AREA
Equipment

DEPARTMENT
Emergency Services

LOCATION
3621 Candlers Mountain Rd

PROJECT TITLE/PROJECT NUMBER
RADIO REPLACEMENT / ME004

PROJECT TYPE
Maintenance

DEPARTMENT PRIORITY
Project has State and federal funding

Project Photograph Unavailable

PROJECT DESCRIPTION
The City is responsible for providing terminal equipment (i.e. portable and mobile two way radios) used by City personnel on the Region 2000 Regional Radio System. This equipment must be updated and replaced from time to time due to end of repair parts status, normal wear and tear, or the need for more current performance features.

RELATIONSHIP TO COMPREHENSIVE PLAN
N/A

PROJECT MANAGER(S)
William A. Aldrich, Director,
Department of Emergency Services

PROJECT START DATE 07/2014
PROJECT COMPLETION DATE 07/2017

COMPLETION SCHEDULE

Activity	Complete - Quarter
Equipment	Q1 FY 2018

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Equipment	191,500	191,500	191,500	191,500	0	**$766,000**
TOTAL	**$191,500**	**$191,500**	**$191,500**	**$191,500**	**$0**	**$766,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$1,220,000	$766,000	$0	**$1,986,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	191,500	0	0	0	0	**$191,500**
Local: Pay-As-You-Go: Based on Availability of Funds	0	191,500	191,500	191,500	0	**$574,500**
TOTAL	**$191,500**	**$191,500**	**$191,500**	**$191,500**	**$0**	**$766,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Lynchburg Expressway

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
RESERVES					
Snow, Street and Bridge Reserve	250,000	250,000	250,000	250,000	250,000
Source of Funding					
Pay-As-You-Go	250,000	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	250,000	250,000	250,000	250,000
Total Estimates Proposed FY 2015-2019 CIP	$250,000	$250,000	$250,000	$250,000	$250,000
Source of Funding					
Pay-As-You-Go	$250,000	$0	$0	$0	$0
Pay-As-You-Go: Based on Availability of Funds	$0	$250,000	$250,000	$250,000	$250,000

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$1,250,000	**Continuing**	**Continuing**	**$1,250,000**
$1,250,000			**$1,250,000**

$250,000
$1,000,000
$1,250,000

SERVICE AREA	DEPARTMENT	LOCATION
Reserves	**Various**	**N/A**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
SNOW, STREET, AND BRIDGE RESERVE / TR001	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

Project Photograph Unavailable

PROJECT DESCRIPTION

Reserves for unexpected maintenance expenditures related to snow removal. Remaining funds at the end of the fiscal year will be used to fund street and bridge maintenance.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3, Objective 3.A: As part of the development and update process for the City Transportation Master Plan, evaluate the condition of the existing transportation facilities and make appropriate recommendations for addressing needs.

PROJECT MANAGER(S)

Gaynelle Hart, Director of Public Works

Lee Newland, City Engineer

PROJECT START DATE Continuing

PROJECT COMPLETION DATE Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
Snow Removal/Maintenance	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Requires project management time from the Public Works Department, which is built into estimated costs.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Snow Removal/Maintenance	250,000	250,000	250,000	250,000	250,000	**$1,250,000**
TOTAL	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$1,250,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$1,250,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	250,000	0	0	0	0	**$250,000**
Local: Pay-As-You-Go: Based on Availability of Funds	0	250,000	250,000	250,000	250,000	**$1,000,000**
TOTAL	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$1,250,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

E. C. Glass and Heritage High Schools

SCHOOLS CAPITAL PROJECTS SUMMARY OF APPROPRIATIONS - This summary demonstrates project appropriations for each Fiscal Year along with the expected sources of funding.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
RESOURCES					
Amount to be Provided by General Obligation Bond Issues	$68,464,191	$0	$0	$0	$0
Heritage High School Furniture, Fixture and Equipment Reserve	4,500,000	0	0	0	0
Pay-As-You-Go	2,425,000	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	2,970,400	2,249,216	1,342,464	1,627,131
TOTAL ESTIMATED RESOURCES	**$75,389,191**	**$2,970,400**	**$2,249,216**	**$1,342,464**	**$1,627,131**
CAPITAL PROJECTS					
Heritage High School	$72,314,191	$0	$0	$0	$0
School Bus Replacements	1,040,000	950,000	988,000	670,000	696,800
Athletic Complexes	510,000	680,000	80,000	0	60,000
Major Building Repairs - Schools	615,000	1,070,000	900,000	380,000	700,000
Paving and Fencing	145,600	151,424	157,481	163,780	170,331
Playground Equipment Replacement	114,400	118,976	123,735	128,684	0
Roof Replacements - Schools	650,000	0	0	0	0
TOTAL PROPOSED CAPITAL PROJECTS	**$75,389,191**	**$2,970,400**	**$2,249,216**	**$1,342,464**	**$1,627,131**

Source: Lynchburg City Schools

SCHOOLS CAPITAL PROJECTS FINANCING PLAN - This summary demonstrates projected expenditure cash flows for each Fiscal Year along with the expected sources of funding.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
RESOURCES					
Amount to be Provided by General Obligation Bond Issues	$27,850,000	$37,403,000	$3,211,191	$0	$0
Heritage High School Furniture, Fixture and Equipment Reserve	0	4,500,000	0	0	0
Pay-As-You-Go	2,425,000	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	2,970,400	2,249,216	1,342,464	1,627,131
TOTAL ESTIMATED RESOURCES	**$30,275,000**	**$44,873,400**	**$5,460,407**	**$1,342,464**	**$1,627,131**
CASH FLOW REQUIREMENTS					
Heritage High School	$27,200,000	$41,903,000	$3,211,191	$0	$0
School Bus Replacements	1,040,000	950,000	988,000	670,000	696,800
Athletic Complexes	510,000	680,000	80,000	0	60,000
Major Building Repairs - Schools	615,000	1,070,000	900,000	380,000	700,000
Paving and Fencing	145,600	151,424	157,481	163,780	170,331
Playground Equipment Replacement	114,400	118,976	123,735	128,684	0
Roof Replacements - Schools	650,000	0	0	0	0
TOTAL CASH FLOW REQUIREMENTS	**$30,275,000**	**$44,873,400**	**$5,460,407**	**$1,342,464**	**$1,627,131**

Source: Lynchburg City Schools

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
SCHOOLS - NEW CONSTRUCTION					
Heritage High School	72,314,191	0	0	0	0
Source of Funding					
G.O. Bond	67,814,191	0	0	0	0
Heritage High School Furniture, Fixture, and Equipment Reserve	4,500,000	0	0	0	0
School Bus Replacements	1,040,000	950,000	988,000	670,000	696,800
Source of Funding					
Pay-As-You-Go	1,040,000	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	950,000	988,000	670,000	696,800
Total Estimates Proposed FY 2015-2019 CIP	$73,354,191	$950,000	$988,000	$670,000	$696,800
Source of Funding					
G.O. Bond	$67,814,191	$0	$0	$0	$0
Heritage High School Furniture, Fixture, and Equipment Reserve	$4,500,000	$0	$0	$0	$0
Pay-As-You-Go	$1,040,000	$0	$0	$0	$0
Pay-As-You-Go: Based on Availability of Funds	$0	$950,000	$988,000	$670,000	$696,800

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 5/31/14	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$72,314,191	8,054,731	0	$80,368,922
$4,344,800	Continuing	Continuing	$4,344,800
$76,658,991			$84,713,722

$67,814,191
$4,500,000

$1,040,000
$3,304,800
$76,658,991

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
SCHOOLS - MAINTENANCE					
Athletic Complexes	510,000	680,000	80,000	0	60,000
Source of Funding					
Pay-As-You-Go	510,000	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	680,000	80,000	0	60,000
Major Building Repairs and Improvements - Schools	615,000	1,070,000	900,000	380,000	700,000
Source of Funding					
Pay-As-You-Go	615,000	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	1,070,000	900,000	380,000	700,000
Paving and Fencing	145,600	151,424	157,481	163,780	170,331
Source of Funding					
Pay-As-You-Go	145,600	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	151,424	157,481	163,780	170,331
Playground Equipment Replacement	114,400	118,976	123,735	128,684	0
Source of Funding					
Pay-As-You-Go	114,400	0	0	0	0
Pay-As-You-Go: Based on Availability of Funds	0	118,976	123,735	128,684	0
Roof Replacement - Schools	650,000	0	0	0	0
Source of Funding					
G.O. Bond	650,000	0	0	0	0
Total Estimates Proposed FY 2015-2019 CIP	$2,035,000	$2,020,400	$1,261,216	$672,464	$930,331
Source of Funding					
Pay-As-You-Go	$1,385,000	$0	$0	$0	$0
Pay-As-You-Go: Based on Availability of Funds	$0	$2,020,400	$1,261,216	$672,464	$930,331
G.O. Bond	$650,000	$0	$0	$0	$0

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 1/31/14	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$1,330,000	30,000	0	$1,360,000
$3,665,000	Continuing	Continuing	$3,665,000
$788,616	Continuing	Continuing	$788,616
$485,795	Continuing	Continuing	$485,795
$650,000	Continuing	Continuing	$650,000
$6,919,411			$6,949,411

$1,385,000
$4,884,411
$650,000
$6,919,411

SERVICE AREA	DEPARTMENT	LOCATION
Schools	**Schools**	**3020 Wards Ferry Road**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
HERITAGE HIGH SCHOOL	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

A new school will be built on the current site. Construction is scheduled to start in May 2014. The new school building will be complete in August 2016. In the summer of 2016 the old school will be demolished so the student parking lot, athletic fields and tennis courts can be built. The entire project will be complete by July 2017.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 11, Page 11.12, Goal 6: Support efforts to improve the quality of Lynchburg Public Schools.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2013
Ben Copeland, Assistant Superintendent for Operations and Administration - Schools	**PROJECT COMPLETION DATE**	06/2017

COMPLETION SCHEDULE

Activity	Complete - Quarter
Architectural Services (Contractual)	Q1 FY 2013 - Q3 FY 2017
Consultant Engineering	Q1 FY 2013 - Q3 FY 2015
Contract Administration (Contractual)	Q4 FY 2014 - Q1 FY 2018
Construction	Q4 FY 2014 - Q1 FY 2018

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

More efficient building will result in lower operating and maintenance costs.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	193,000	0	0	0	0	**$193,000**
Contract Administration (Contractual)	310,000	0	0	0	0	**$310,000**
Construction	64,100,000	0	0	0	0	**$64,100,000**
Furniture, Fixtures, and Equipment	4,500,000	0	0	0	0	**$4,500,000**
Contingency	3,211,191	0	0	0	0	**$3,211,191**
TOTAL	**$72,314,191**	**$0**	**$0**	**$0**	**$0**	**$72,314,191**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 5/31/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$8,054,731	$72,314,191	$0	**$80,368,922**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	27,200,000	37,403,000	3,211,191	0	0	**$67,814,191**
Local: Heritage HS Furniture, Fixture and Equipment Reserve	0	4,500,000	0	0	0	**$4,500,000**
TOTAL	**$27,200,000**	**$41,903,000**	**$3,211,191**	**$0**	**$0**	**$72,314,191**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Note: $1,894,223 is segregated in a reserve for this project, and $1,251,988 is being reserved in FY 2015 for a total of $3,146,211 for furniture fixtures, and equipment.

SERVICE AREA	DEPARTMENT	LOCATION
Schools	**Schools**	**915 Court Street**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
SCHOOL BUS REPLACEMENTS	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

This project involves the implementation of a replacment program for school buses owned and operated by Lynchburg Public Schools.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 11, Page 11.12, Goal 6: Support efforts to improve the quality of Lynchburg Public Schools.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Ben Copeland, Assistant Superintendent for Operations and Administration - Schools	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
School Buses	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

New vehicles will be more efficient to operate and require less maintenance.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
School Buses	1,040,000	950,000	988,000	670,000	696,800	**$4,344,800**
TOTAL	**$1,040,000**	**$950,000**	**$988,000**	**$670,000**	**$696,800**	**$4,344,800**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$4,344,800	Continuing	**$4,344,800**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	1,040,000	0	0	0	0	**$1,040,000**
Local: Pay-As-You-Go: Based on Availability of Funds	0	950,000	988,000	670,000	696,800	**$3,304,800**
TOTAL	**$1,040,000**	**$950,000**	**$988,000**	**$670,000**	**$696,800**	**$4,344,800**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Schools	**Schools**	**Various Schools**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
ATHLETIC COMPLEXES	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

This project involves repairs and replacements at various school athletic complexes. A detailed sub-project list is attached.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 11, Page 11.12, Goal 6: Support efforts to improve the quality of Lynchburg Public Schools.

PROJECT MANAGER(S)		
Ben Copeland, Assistant Superintendent for Operations and Administration - Schools	**PROJECT START DATE**	07/2014
	PROJECT COMPLETION DATE	09/2017

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q1 FY 2014 - Q4 FY 2016
Construction	Q1 FY 2015 - Q4 FY 2017

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Reduced cost of maintenance and upkeep of existing faciliites.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	40,000	10,000	0	0	0	**$50,000**
Construction	470,000	670,000	80,000	0	60,000	**$1,280,000**
TOTAL	**$510,000**	**$680,000**	**$80,000**	**$0**	**$60,000**	**$1,330,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$30,000	$1,330,000	$0	**$1,360,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	510,000	0	0	0	0	**$510,000**
Local: Pay-As-You-Go: Based on Availability of Funds	0	680,000	80,000	0	60,000	**$820,000**
TOTAL	**$510,000**	**$680,000**	**$80,000**	**$0**	**$60,000**	**$1,330,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Athletics Complexes

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Annual Total
2015	Dunbar Middle School	Replace tennis courts	$0	$470,000	$470,000
2015	EC Glass High School	Replace artificial turf	40,000	0	40,000
2015	**Sub-Totals**		**$40,000**	**$470,000**	**$510,000**
2016	EC Glass High School	Replace artificial turf	$0	$610,000	$610,000
2016	EC Glass High School	Resurface track	10,000	0	10,000
2016	RS Payne Elementary	Replace gym floor		60,000	60,000
2016	**Sub-Totals**		**$10,000**	**$670,000**	**$680,000**
2017	EC Glass High School	Resurface track	$0	$80,000	$80,000
2017	**Sub-Totals**		**$0**	**$80,000**	**$80,000**
2019	Bass Elementary	Replace gym floor	$0	$60,000	$60,000
2019	**Sub-Totals**		**$0**	**$60,000**	**$60,000**
Grand Totals			**$50,000**	**$1,280,000**	**$1,330,000**

SERVICE AREA	DEPARTMENT	LOCATION
Schools	**Schools**	**Various Schools**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
MAJOR BUILDING REPAIRS AND IMPROVEMENTS - SCHOOLS	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

Project Photograph Unavailable

PROJECT DESCRIPTION

This project involves the replacement of mechanical and electrical systems that are at the end of their estimated useful life and need replacement. A detailed sub-project list is attached.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 11, Page 11.12, Goal 6: Support efforts to improve the quality of Lynchburg Public Schools.

PROJECT MANAGER(S)

Ben Copeland, Assistant Superintendent for Operations and Administration - Schools

PROJECT START DATE Continuing

PROJECT COMPLETION DATE Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Reduced cost of maintenance and upkeep of existing faciliites.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	2,000	68,000	54,000	23,000	50,000	**$197,000**
Construction	613,000	982,000	806,000	357,000	625,000	**$3,383,000**
Contingency	0	20,000	40,000	0	25,000	**$85,000**
TOTAL	**$615,000**	**$1,070,000**	**$900,000**	**$380,000**	**$700,000**	**$3,665,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATION	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$3,665,000	Continuing	**$3,665,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	615,000	0	0	0	$0	**$615,000**
Local: Pay-As-You-Go: Based on Availability of Funds	0	1,070,000	900,000	380,000	$700,000	**$3,050,000**
TOTAL	**$615,000**	**$1,070,000**	**$900,000**	**$380,000**	**$700,000**	**$3,665,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Major Building Repair and Improvements - Schools

Fiscal Year	Building Name	Sub-Project	Consultant Engineering	Construction	Contingency	Annual Total
2015	Bus Lot	Electrical upgrade	$2,000	$123,000	$0	$125,000
2015	Linkhorne Middle School	Fire sprinkler flow switch addition	0	30,000	0	30,000
2015	EC Glass High School	Fire sprinkler flow switch addition	0	35,000	0	35,000
2015	School Administration Building	Replace elevator	0	250,000	0	250,000
2015	EC Glass High School	Auditorium stage smoke ventilation replacement	0	100,000	0	100,000
2015	EC Glass High School	Auditorium stage apron replacement	0	75,000	0	75,000
2015	**Sub-totals**		**$2,000**	**$613,000**	**$0**	**$615,000**
2016	Heritage Elementary School	Replace main electrical service	$8,000	$202,000	$0	$210,000
2016	Dunbar Middle School	Retaining wall and parking repairs	20,000	280,000	0	300,000
2016	Dearington Elementary School for Innovation	Lighting/ceiling upgrade	40,000	500,000	20,000	560,000
2016	**Sub-totals**		**$68,000**	**$982,000**	**$20,000**	**$1,070,000**
2017	School Administration Building	HVAC Upgrade	$54,000	$806,000	$40,000	$900,000
2017	**Sub-totals**		**$54,000**	**$806,000**	**$40,000**	**$900,000**
2018	Dunbar Middle School	HVAC replacement	$8,000	$172,000	$0	$180,000
2018	TC Miller Elementary School	Chiller replacement	15,000	185,000	0	200,000
2018	**Sub-totals**		**$23,000**	**$357,000**	**$0**	**$380,000**
2019	RS Payne Elementary School	HVAC Upgrade	$50,000	$625,000	$25,000	$700,000
2019	**Sub-totals**		**$50,000**	**$625,000**	**$25,000**	**$700,000**
Grand Totals			**$197,000**	**$3,383,000**	**$85,000**	**$3,665,000**

SERVICE AREA	DEPARTMENT	LOCATION
Schools	**Schools**	**Numerous**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
PAVING AND FENCING	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

Project Photograph Unavailable

PROJECT DESCRIPTION

This project involves the replacement of unserviceable paving and fencing.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 11, Page 11.12, Goal 6: Support efforts to improve the quality of Lynchburg Public Schools.

PROJECT MANAGER(S)

Ben Copeland, Assistant Superintendent for Operations and Administration - Schools

PROJECT START DATE Continuing

PROJECT COMPLETION DATE Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Construction	145,600	151,424	157,481	163,780	170,331	**$788,616**
TOTAL	**$145,600**	**$151,424**	**$157,481**	**$163,780**	**$170,331**	**$788,616**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATION	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$788,616	Continuing	**$788,616**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	145,600	0	0	0	0	**$145,600**
Local: Pay-As-You-Go: Based on Availability of Funds	0	151,424	157,481	163,780	170,331	**$643,016**
TOTAL	**$145,600**	**$151,424**	**$157,481**	**$163,780**	**$170,331**	**$788,616**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Schools	**Schools**	**Numerous**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
PLAYGROUND EQUIPMENT REPLACEMENT	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

Project Photograph Unavailable

PROJECT DESCRIPTION

This project involves the replacement of unserviceable playground equipment.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 11, Page 11.12, Goal 6: Support efforts to improve the quality of Lynchburg Public Schools.

PROJECT MANAGER(S)

Ben Copeland, Assistant Superintendent for Operations and Administration - Schools

PROJECT START DATE Continuing

PROJECT COMPLETION DATE Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
Playground Equipment	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Playground Equipment	114,400	118,976	123,735	128,684	0	**$485,795**
TOTAL	**$114,400**	**$118,976**	**$123,735**	**$128,684**	**$0**	**$485,795**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATION	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$485,795	$0	**$485,795**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	114,400	0	0	0	0	**$114,400**
Local: Pay-As-You-Go: Based on Availability of Funds	0	118,976	123,735	128,684	0	**$371,395**
TOTAL	**$114,400**	**$118,976**	**$123,735**	**$128,684**	**$0**	**$485,795**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Schools	**Schools**	**Various Schools**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
ROOF REPLACEMENT - SCHOOLS	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

Project Photograph Unavailable

PROJECT DESCRIPTION

This project involves the replacement of roof systems that are at the end of their estimated useful life and need replacement. The School Administration Building and EC Glass High School are scheduled for roof replacements in FY 2015.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 11, Page 11.12, Goal 6: Support efforts to improve the quality of Lynchburg Public Schools.

PROJECT MANAGER(S)

Ben Copeland, Assistant Superintendent for Operations and Administration - Schools

PROJECT START DATE Continuing

PROJECT COMPLETION DATE Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

More efficient building will result in lower operating and maintenance costs while extending the remaining useful life of the building.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	39,000	0	0	0	0	**$39,000**
Construction	591,000	0	0	0	0	**$591,000**
Contingency	20,000	0	0	0	0	**$20,000**
TOTAL	**$650,000**	**$0**	**$0**	**$0**	**$0**	**$650,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATION	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$650,000	Continuing	**$650,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	650,000	0	0	0	0	**$650,000**
TOTAL	**$650,000**	**$0**	**$0**	**$0**	**$0**	**$650,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Note: Requested funding for FY 2016-2019 in the amount of $3,500,000 is being deferred beyond FY 2019 and is shown in the Deferred section of this document.

Summary of Projects Deferred Beyond FY 2019

Project Title	Total Amount Deferred
Firing Range Training Facility	$400,000
New Parking Facility	7,310,000
College Lake Dam Improvements	8,500,000
Fifth Street, Phase III	1,411,201
Lakeside Drive/College Street Intersection Improvements	1,200,000
Odd Fellows Road Improvements	13,000,000
Route 501/221 Intersection Improvements	16,000,000
Streetscape Improvements Downtown	12,450,000
Wards Ferry Road Improvements	6,437,000
Wards Road Pedestrian and Bicycle Improvements, Phase III	300,000
Culvert Replacement Program	2,140,000
General Retaining Wall Replacement/Repair Program	1,075,000
General Street Improvements	2,833,000
Indian Hill Bridge	1,500,000
Link Road Bridge	1,500,000
Odd Fellows Road Bridge Over N & S Railroad	690,000
Timberlake Road Bridge East Bound Lane	1,000,000
Timberlake Road Bridge West Bound Lane	1,200,000
Traffic Signal Repair and Replacement Program	845,000
Bikeway Bridge to Linkhorne Renovation	800,000
Community Market Plaza Deck Repairs/Renovation	1,600,000
Community Market Interior Renovation	1,000,000
Riverside Park Overlook Restoration	1,000,000
Elementary School Gymnasiums	2,500,000
Linkhorne Elementary School Renovation	9,800,000
Paul Munro Elementary School Renovation	8,000,000
Sandusky Elementary School Renovation	8,400,000
Roof Replacement - Schools	3,500,000
Total Deferred Projects	**$116,391,201**

SERVICE AREA
Buildings

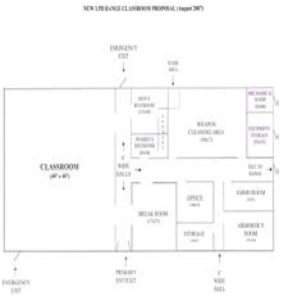
DEPARTMENT
Public Safety - Police

LOCATION
Regional Firing Range

PROJECT TITLE/PROJECT NUMBER
FIRING RANGE TRAINING FACILITY

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project supports essential services



PROJECT DESCRIPTION
Replace the existing training facility at the Firing Range. The existing structure is 30 years old and is in need of major repairs such as HVAC upgrades, insulation, electrical, and plumbing. The new facility will be larger to hold regional classes and be cost effective by minimizing maintenance costs of existing structures.

RELATIONSHIP TO COMPREHENSIVE PLAN
The Comprehensive Plan addresses public facilities. The Firing Range is considered a private facility and is not open to the general public. The current facility is available to other public safety organizations at a per diem rate.

PROJECT MANAGER(S)
Scott Glass, Facilities Manager

PROJECT START DATE 07/2014
PROJECT COMPLETION DATE 12/2014

COMPLETION SCHEDULE

Activity	Complete - Quarter
Construction	Q1 - Q2 FY 2015

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
Maintenance and utility costs are expected to decrease through a more energy efficient facility.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Construction	400,000	0	0	0	0	**$400,000**
TOTAL	**$400,000**	**$0**	**$0**	**$0**	**$0**	**$400,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$400,000	$0	**$400,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Firing Range Fees	400,000	0	0	0	0	**$400,000**
TOTAL	**$400,000**	**$0**	**$0**	**$0**	**$0**	**$400,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Buildings	**Public Works**	**Downtown**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
NEW PARKING FACILITY	**New**

DEPARTMENT PRIORITY

Project supports essential services

City has contractual agreement to continue

Project contributes to generation of new revenue

PROJECT DESCRIPTION

Construction of new multi-level parking structure in the central business district as shown in Downtown Parking Feasibility Plan by Desman Associates.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.6, Goal 1, Objective 1A 7: Priorities for improvements to the transportation system should be based on safety considerations; existing deficiencies; multimodal and environmental considerations; physical, economic, and policy constraints; contribution to quality urban design; required right-of-way needs; level of service; and appropriate system continuity.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2016
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	12/2018

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Land Acquisition/Right-of-Way	Q3 FY 2017
Consultant Engineering	Q4 FY 2017
Construction	Q2 FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

$50,000 annually for electrical costs, custodial service, maintenance and repairs per the Desman and Associates feasibility study.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Land Acquisition/Right-of-Way	0	0	350,000	0	0	**$350,000**
Consultant Engineering	0	960,000	0	0	0	**$960,000**
Construction	0	0	0	5,700,000	0	**$5,700,000**
Contingency	0	0	0	300,000	0	**$300,000**
TOTAL	**$0**	**$960,000**	**$350,000**	**$6,000,000**	**$0**	**$7,310,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$0	$7,310,000	$0	**$7,310,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Parking Fees	0	460,000	850,000	4,000,000	2,000,000	**$7,310,000**
TOTAL	**$0**	**$460,000**	**$850,000**	**$4,000,000**	**$2,000,000**	**$7,310,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Water Resources**	**College Lake/Lakeside Drive**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
COLLEGE LAKE DAM IMPROVEMENTS / T0220	**New**

DEPARTMENT PRIORITY
Project has a legal or regulatory mandate

PROJECT DESCRIPTION

The City is responsible for the long-term management of the College Lake Dam and in meeting all applicable state dam safety requirements. To meet these regulations, the Dam must be modified.

RELATIONSHIP TO COMPREHENSIVE PLAN

The Comprehensive Plan recognizes the need for the City to "review and study dam break inundation zones and potential impacts to downstream properties (p. 12.3). As a result of these studies significant modifications are required to be made to the College Lake dam. The Plan also places importance on providing "citizens...with safe, efficient, effective and well-planned transportation systems...while preserving the integrity and character of natural areas (p. 14.1).

PROJECT MANAGER(S)
Steve Shenk P.E.- Water Resources Engineer

PROJECT START DATE 12/2013
PROJECT COMPLETION DATE 06/2017

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q2 FY 2015
Construction	Q4 FY 2018

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
Slight increase in cost per year for inspections and routine maintenance. Current staffing levels are sufficient for these activities.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Construction	0	8,075,000	0	0	0	**$8,075,000**
Contingency	0	425,000	0	0	0	**$425,000**
TOTAL	**$0**	**$8,500,000**	**$0**	**$0**	**$0**	**$8,500,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$500,000	$8,500,000	$0	**$9,000,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	0	239,285	4,375,000	3,885,715	0	**$8,500,000**
TOTAL	**$0**	**$239,285**	**$4,375,000**	**$3,885,715**	**$0**	**$8,500,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Note: $1,000,000 for consultant engineering is being proposed for funding in FY 2015 in the Transportation New Active section of this document.

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Phase III - Fifth St. between Jackson St. & Park Ave.**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
FIFTH STREET STREETSCAPE IMPROVEMENTS PHASE III / T0186	**New**

DEPARTMENT PRIORITY

Project contributes to generation of new revenue and also has a water/sewer capital project component.

PROJECT DESCRIPTION

This project would complete the Fifth Street streetscape improvements as recommended by the Fifth Street Master Plan. Phase I of the plan was completed in September 2009. Phase II started in Fall 2011 and will include sidewalk and landscaping improvements from Harrison Street to Main Street. Phase III will include sidewalk and landscaping improvements from Jackson Street to Park Avenue. Overhead utilities will be consolidated to one side of the street for all phases. Engineering Design is complete for the streetscape improvements. The streetscape improvements are a part of a more significant capital water/sewer project that will include installation of new raw and domestic water lines; sewer rehabilitation and separated storm lines. The Water Resources projects will extend from the College Hill Water Plant to Main Street.

RELATIONSHIP TO COMPREHENSIVE PLAN

The Fifth Street Master Plan was adopted by the City Council on May 23, 2006 as part of the City's Comprehensive Plan 2002-2020.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2014
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	05/2015
Tom Martin, AICP, City Planner		

COMPLETION SCHEDULE

Activity	Complete - Quarter
Construction	Q4 FY 2015

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Streetlights, ($6,000) Landscaping Maintenance, ($1,500).

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Construction	615,000	0	0	0	0	**$615,000**
Contingency	35,000	0	0	0	0	**$35,000**
TOTAL	**$650,000**	**$0**	**$0**	**$0**	**$0**	**$650,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015 - 2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$7,549,477 [1]	650,000	$0	**$8,199,477**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bonds	1,411,201	0	0	0	0	**$1,411,201**
TOTAL	**$1,411,201**	**$0**	**$0**	**$0**	**$0**	**$1,411,201**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 92% STATE = 0% FEDERAL = 8% OTHER = 0%

[1] Prior Appropriations - (Phase I) $1,033,359 City Capital Projects Fund + $70,000 CDBG + $398,766 Water + $140,596 Sewer = $1,642,721; (Phase II) $921,641 City Capital Projects Fund + $362,462 CDBG + $1,866,125 Water + $956,102 Sewer = $4,106,330; (Phase III) $700,000 City Capital Projects Fund + $191,321 CDBG + $860,355 Water + $48,750 Sewer = $1,800,426 for a grand total of $7,549,477. Additional appropriations of $650,000 are needed to complete Phase III of this project.

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Lakeside Drive**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
LAKESIDE DRIVE/COLLEGE STREET INTERSECTION IMPROVEMENTS / T0221	**New**

DEPARTMENT PRIORITY

Project supports essential services

Project has state and federal funding

PROJECT DESCRIPTION

Construction of a roundabout with pedestrian improvements to replace traffic signal.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.6, Goal 1, Objective 1A 7: Priorities for improvements to the transportation system should be based on safety considerations; existing deficiencies; multimodal and environmental considerations; physical, economic, and policy constraints; contribution to quality urban design; required right-of-way needs; level of service; and appropriate system continuity.

PROJECT MANAGER(S)	**PROJECT START DATE**	08/2013
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	06/2016

COMPLETION SCHEDULE

Activity	Complete - Quarter
Land Acquisition/Right-of-Way	Q4 FY 2014
Consultant Engineering	Q3 FY 2014
Construction	Q4 FY 2016

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Minimal decrease in electricity due to one less signal to maintain, and an increase in mowing costs.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Construction	1,200,000	0	0	0	0	**$1,200,000**
TOTAL	**$1,200,000**	**$0**	**$0**	**$0**	**$0**	**$1,200,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$400,000	$1,200,000	$0	**$1,600,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
State: Revenue Sharing	400,000	200,000	0	0	0	**$600,000**
Other: Contribution from Lynchburg College	400,000	200,000	0	0	0	**$600,000**
TOTAL	**$800,000**	**$400,000**	**$0**	**$0**	**$0**	**$1,200,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 0% STATE = 50% FEDERAL = 0% OTHER = 50%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Odd Fellows Road**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
ODD FELLOWS ROAD IMPROVEMENTS	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

This project improves Odd Fellows Road from the state constructed interchange on Route 460 to the Lynchburg Expressway. Improvements are required due to significantly increased traffic including trucks from the new interchange. Improvements include widening, intersection improvements, pedestrian and bike facilities, and wider bridge over railroad.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.6, Goal 1, Objective 1A 7: Priorities for improvements to the transportation system should be based on safety considerations; existing deficiencies; multimodal and environmental considerations; physical, economic, and policy constraints; contribution to quality urban design; required right-of-way needs; level of service; and appropriate system continuity.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2015
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	12/2018

COMPLETION SCHEDULE

Activity	Complete - Quarter
Land Acquisition/Right-of-Way	Q3 FY 2017
Consultant Engineering	Q4 FY 2016
Construction	Q2 FY 2018

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Minimal impacts due to width and additional amenities.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Land/Right-of-Way	0	200,000	1,800,000	0	0	**$2,000,000**
Consultant Engineering	0	1,000,000	0	0	0	**$1,000,000**
Construction	0	0	855,000	8,645,000	0	**$9,500,000**
Contingency	0	0	45,000	455,000	0	**$500,000**
TOTAL	**$0**	**$1,200,000**	**$2,700,000**	**$9,100,000**	**$0**	**$13,000,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$13,000,000	$0	**$13,000,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	0	800,000	2,400,000	9,800,000	0	**$13,000,000**
TOTAL	**$0**	**$800,000**	**$2,400,000**	**$9,800,000**	**$0**	**$13,000,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

May apply for State Revenue Sharing funds FY 2017 (50% State & 50% Local).

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Rte. 501/Rte 221 Intersection Lakeside Dr. /Old Forest Rd.**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
ROUTES 501/221 INTERSECTION IMPROVEMENTS	**New**

DEPARTMENT PRIORITY

Project has a legal or regulatory mandate

Project supports essential services

Project contributes to generation of new revenue

PROJECT DESCRIPTION

Design of road improvements needed for marketing of excess right-of-way for economic development purposes. Consultant engineering will determine the full scope of the project following Alternate 4A of the 501/221 Intersection Improvements as previously approved by City Council. **Note: This project has been deferred beyond the FY 2015-2019 Capital Improvement Program period.**

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.6, Goal 1, Objective 1A 7: Priorities for improvements to the transportation system should be based on safety considerations; existing deficiencies; multimodal and environmental considerations; physical, economic, and policy constraints; contribution to quality urban design; required right-of-way needs; level of service; and appropriate system continuity.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2015
Don DeBerry, P.E., City Traffic Engineer	**PROJECT COMPLETION DATE**	12/2020

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Q4 FY 2016
Construction	Q2 FY 2020

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	250,000	750,000	0	0	0	**$1,000,000**
Construction	0	0	4,750,000	4,750,000	4,750,000	**$14,250,000**
Contingency	0	0	250,000	250,000	250,000	**$750,000**
TOTAL	**$250,000**	**$750,000**	**$5,000,000**	**$5,000,000**	**$5,000,000**	**$16,000,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$0	$16,000,000	$0	**$16,000,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	250,000	750,000	5,000,000	5,000,000	5,000,000	**$16,000,000**
TOTAL	**$250,000**	**$750,000**	**$5,000,000**	**$5,000,000**	**$5,000,000**	**$16,000,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Downtown**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
STREETSCAPE IMPROVEMENTS DOWNTOWN	**New**

DEPARTMENT PRIORITY

Project contributes to generation of new revenue

Project supports essential services

Project has a component in Water Capital Projects Fund

PROJECT DESCRIPTION

This project will enhance the downtown streetscapes in coordination with the downtown water main replacement project at the rate of two blocks per year.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 8, Page 8.5, Goal 3, Objective 3.A: Concentrate on improving and expanding retail businesses, street-level activities, and streetscape environments.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2015
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	12/2025

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Additional expenses for maintenance, landscaping, and street furniture.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	0	50,000	50,000	50,000	50,000	**$200,000**
Construction	0	950,000	988,000	1,030,750	1,068,750	**$4,037,500**
Contingency	0	50,000	52,000	54,250	56,250	**$212,500**
TOTAL	**$0**	**$1,050,000**	**$1,090,000**	**$1,135,000**	**$1,175,000**	**$4,450,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$0	$4,450,000	$8,000,000	**$12,450,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	0	1,050,000	1,090,000	1,135,000	1,175,000	**$4,450,000**
TOTAL	**$0**	**$1,050,000**	**$1,090,000**	**$1,135,000**	**$1,175,000**	**$4,450,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Wards Ferry Road**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
WARDS FERRY ROAD IMPROVEMENTS	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

Improvements based on June 2013 Wards Ferry Road Corridor Study. Phase1 - Add turn lanes and widen roads to improve safety with a roundabout or traffic signal at Harvard Street. Phase 2 - Add turn lanes and widen roads to improve safety at Adams Drive. Phase 3- Add turn lanes and widen roads to improve safety and sight distance at Atlanta Avenue. Phase 4 - Pedestrian signals and crosswalks at Simons Run. Phase 5 - Shared use path for the entire corridor.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.6, Goal 1, Objective 1A 7: Priorities for improvements to the transportation system should be based on safety considerations; existing deficiencies; multimodal and environmental considerations; physical, economic, and policy constraints; contribution to quality urban design; required right-of-way needs; level of service; and appropriate system continuity.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2017
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	12/2023

COMPLETION SCHEDULE

Activity	Complete - Quarter
Land Acquisition/Right-of-Way	Q2 FY 2017 Phase 1
Consultant Engineering	Q4 FY 2017 Phase 1
Construction	Q2 FY 2019 Phase 1

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Additional pavement and landscaping to maintain offset by increased VDOT maintenance payments.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Land Acquisition/Right-of-Way	0	0	150,000	100,000	120,000	**$370,000**
Consultant Engineering	0	0	150,000	100,000	75,000	**$325,000**
Construction	0	0	0	855,000	720,000	**$1,575,000**
Contingency	0	0	0	45,000	55,000	**$100,000**
TOTAL	**$0**	**$0**	**$300,000**	**$1,100,000**	**$970,000**	**$2,370,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$2,370,000	$4,067,000	**$6,437,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	0	0	200,000	800,000	1,075,000	**$2,075,000**
TOTAL	**$0**	**$0**	**$200,000**	**$800,000**	**$1,075,000**	**$2,075,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Wards Road**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
WARDS ROAD PEDESTRIAN and BICYCLE IMPROVEMENTS PHASE III / T0166	**New**

DEPARTMENT PRIORITY

Project required to support important but not essential services.

Project contributes to generation of new revenue

PROJECT DESCRIPTION

The catalyst for this project is a pedestrian and bicycle tunnel connecting Liberty University to Wards Road. The improvements will provide for safety while improving student access to businesses which could result in increased sales and meals tax revenues. The improvements will occur in three phases; Phase I, pedestrian crossing complete - $2,052,420. Phase II, greenway trail and pedestrian crossings - $755,600. Phase III, multi-use trail - $800,000.

RELATIONSHIP TO COMPREHENSIVE PLAN

The Wards Road Pedestrian and Bicycle Concept plan was adopted as part of the City's *Comprehensive Plan 2002-2020* by City Council on September 8, 2009.

PROJECT MANAGER(S)	**PROJECT START DATE**	11/2009
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	06/2015

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Q4 FY 2015

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Annual streetlight operating cost, ($6,000) and landscaping maintenance, ($3,000).

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	285,000	0	0	0	0	**$285,000**
Contingency	15,000	0	0	0	0	**$15,000**
TOTAL	**$300,000**	**$0**	**$0**	**$0**	**$0**	**$300,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$3,308,020	$300,000	$0	**$3,608,020**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bonds	300,000	0	0	0	0	**$300,000**
TOTAL	**$300,000**	**$0**	**$0**	**$0**	**$0**	**$300,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019(%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Various**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
CULVERT REPLACEMENT PROGRAM / T0047	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

Managed program to replace and maintain over 100 City culverts. Upcoming culvert replacements include Westview Drive, Fieldale Road, Burnt Bridge Road, and Long Meadows Drive.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3: Commit adequate resources to the operation and maintenance of existing and future transportation facilities.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
DeeDee Conner, P.E., Principal Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Maintenance and operating costs will be reduced.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	45,000	60,000	80,000	0	65,000	**$250,000**
Construction	390,000	400,000	0	600,000	500,000	**$1,890,000**
TOTAL	**$435,000**	**$460,000**	**$80,000**	**$600,000**	**$565,000**	**$2,140,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$2,140,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	435,000	460,000	80,000	600,000	565,000	**$2,140,000**
TOTAL	**$435,000**	**$460,000**	**$80,000**	**$600,000**	**$565,000**	**$2,140,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Various Retaining Walls Throughout the City**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
GENERAL RETAINING WALL REPLACEMENT/REPAIR PROGRAM / T0093	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

Existing retaining walls located throughout the City require replacement or repair as an ongoing program in order to maintain safe public spaces. FY 2016 and FY 2018 are for construction of walls designed and engineered in FY 2015, and FY 2017, respectively. FY 2015 work will repair the Court St. walls. Other walls to be repaired include Biggers Lot wall and Point of Honor walls.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3, Objective 3.A: As part of the development and update process for the City Transportation Master Plan, evaluate the condition of the existing transportation facilities and make appropriate recommendations for addressing needs.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
DeeDee Conner, P.E., Principal Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	50,000	0	50,000	0	50,000	**$150,000**
Construction	175,000	350,000	0	400,000	0	**$925,000**
TOTAL	**$225,000**	**$350,000**	**$50,000**	**$400,000**	**$50,000**	**$1,075,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015 - 2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$1,075,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	225,000	350,000	50,000	400,000	50,000	**$1,075,000**
TOTAL	**$225,000**	**$350,000**	**$50,000**	**$400,000**	**$50,000**	**$1,075,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019(%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Various Sites**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
GENERAL STREET IMPROVEMENTS / T0002	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

Curb, gutter and sidewalk petitions, annual contractual improvements, subdivisions and storm sewer improvements, street improvements and signalization.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.7, Goal 1, Objective 1B, 3a: Continue to use data to allocate CIP funds for projects to improve safety.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Possible increase in lane mileage, subsequently increasing maintenance costs and State highway maintenance reimbursement. Possible increase in curb and gutter, number of signals, and square yards of sidewalk, subsequently increasing maintenance.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	18,000	10,000	35,000	40,000	40,000	**$143,000**
Construction	350,000	200,000	695,000	710,000	735,000	**$2,690,000**
TOTAL	**$368,000**	**$210,000**	**$730,000**	**$750,000**	**$775,000**	**$2,833,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2018 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$2,833,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	368,000	210,000	730,000	750,000	775,000	**$2,833,000**
TOTAL	**$368,000**	**$210,000**	**$730,000**	**$750,000**	**$775,000**	**$2,833,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Note: $332,000 for FY 2015 and $500,000 for FY 2016 is being proposed for funding in the Transportation New Active section of this document.

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Indian Hill Road**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
INDIAN HILL ROAD BRIDGE - STRUCTURE 8035	**Maintenance**

DEPARTMENT PRIORITY

Project has a legal or regulatory mandate

Project supports essential services

PROJECT DESCRIPTION

Replacement of Indian Hill Road Bridge structure as determined in the 2011 Comprehensive Bridge Condition Report.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3: Commit adequate resources to the operation and maintenance of existing and future transportation facilities.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2016
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	06/2018

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q3 FY 2017
Construction	Q4 FY 2018

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	0	250,000	0	0	**$250,000**
Construction	0	0	1,187,500	0	0	**$1,187,500**
Contingency	0	0	62,500	0	0	**$62,500**
TOTAL	**$0**	**$0**	**$1,500,000**	**$0**	**$0**	**$1,500,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$1,500,000	$0	**$1,500,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	0	0	750,000	750,000	0	**$1,500,000**
TOTAL	**$0**	**$0**	**$750,000**	**$750,000**	**$0**	**$1,500,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Link Road**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
LINK ROAD BRIDGE - STRUCTURE 8011	**Maintenance**

DEPARTMENT PRIORITY

Project has a legal or regulatory mandate

Project supports essential services

PROJECT DESCRIPTION

Replacement of Link Road Bridge structure as determined in the 2011 Comprehensive Bridge Condition Report.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3: Commit adequate resources to the operation and maintenance of existing and future transportation facilities.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2015
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	12/2017

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Q3 FY 2016
Construction	Q2 FY 2018

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	0	250,000	0	0	0	**$250,000**
Construction	0	1,187,500	0	0	0	**$1,187,500**
Contingency	0	62,500	0	0	0	**$62,500**
TOTAL	**$0**	**$1,500,000**	**$0**	**$0**	**$0**	**$1,500,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$0	$1,500,000	$0	**$1,500,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	0	350,000	750,000	400,000	0	**$1,500,000**
TOTAL	**$0**	**$350,000**	**$750,000**	**$400,000**	**$0**	**$1,500,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Odd Fellows Road over N&S Railroad**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
ODD FELLOWS ROAD BRIDGE OVER N&S RAILROAD *	**Maintenance**

DEPARTMENT PRIORITY

Project has a legal or regulatory mandate

Project supports essential services

PROJECT DESCRIPTION

Perform evaluation of the bridge to determine the extent of needed repairs. Upon completion of the evaluation, construction will begin in FY 2018.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3: Commit adequate resources to the operation and maintenance of existing and future transportation facilities.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2014
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	06/2016

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Q4 FY 2015
Construction	Q4 FY 2016

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	140,000	0	0	0	0	**$140,000**
Construction	0	522,500	0	0	0	**$522,500**
Contingency	0	27,500	0	0	0	**$27,500**
TOTAL	**$140,000**	**$550,000**	**$0**	**$0**	**$0**	**$690,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015 - 2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$0	$690,000	$0	**$690,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	140,000	550,000	0	0	0	**$690,000**
TOTAL	**$140,000**	**$550,000**	**$0**	**$0**	**$0**	**$690,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

***** If Odd Fellows Road Improvements project moves forward, this Odd Fellows Road Bridge project will not be needed.

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Timberlake Road over Rte. 501**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
TIMBERLAKE ROAD BRIDGE EAST BOUND LANE - STRUCTURE 1856	**Maintenance**

DEPARTMENT PRIORITY

Project has a legal or regulatory mandate

Project supports essential services

PROJECT DESCRIPTION

Maintenance improvements to Timberlake Road Bridge - East Bound Lane

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3: Commit adequate resources to the operation and maintenance of existing and future transportation facilities.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2018
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	09/2020

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Q3 FY 2019
Construction	Q1 FY 2021

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	0	0	0	0	150,000	**$150,000**
Construction	0	0	0	0	807,500	**$807,500**
Contingency	0	0	0	0	42,500	**$42,500**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$1,000,000**	**$1,000,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$0	$1,000,000	$0	**$1,000,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	0	0	0	0	500,000	**$500,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$500,000**	**$500,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Timberlake Road over Rte. 501**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
TIMBERLAKE ROAD BRIDGE WEST BOUND LANE - STRUCTURE 1855	**Maintenance**

DEPARTMENT PRIORITY

Project has a legal or regulatory mandate

Project supports essential services

PROJECT DESCRIPTION

Maintenance improvements to Timberlake Road Bridge - West Bound Lane.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3: Commit adequate resources to the operation and maintenance of existing and future transportation facilities.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2017
Lee Newland, P.E., City Engineer	**PROJECT COMPLETION DATE**	06/2020

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q3 FY 2018
Construction	Q4 FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	0	0	200,000	0	**$200,000**
Construction	0	0	0	950,000	0	**$950,000**
Contingency	0	0	0	50,000	0	**$50,000**
TOTAL	**$0**	**$0**	**$0**	**$1,200,000**	**$0**	**$1,200,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$1,200,000	$0	**$1,200,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	0	0	0	600,000	600,000	**$1,200,000**
TOTAL	**$0**	**$0**	**$0**	**$600,000**	**$600,000**	**$1,200,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Transportation	**Public Works**	**Various Intersections**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
TRAFFIC SIGNAL REPAIR AND REPLACEMENT PROGRAM / T0028	**Maintenance**

DEPARTMENT PRIORITY

Project has a legal or regulatory mandate

Project supports essential services

PROJECT DESCRIPTION

Replaces or upgrades existing sub-standard traffic signals throughout the City by converting from span wire to mast arms to improve operation and maintenance. Priority list includes 1) Memorial Avenue and Wadsworth Street 2) Lakeside Drive and Oakley Avenue and, 3) Memorial Avenue and Oakley Avenue.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 14, Page 14.9, Goal 3, Objective 3A 1: Include recommendations for funding the operation and maintenance of transportation facilities in the Master Plan and subsequent updates.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Don DeBerry, P.E., Traffic Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Reduction in electrical costs and staff maintenance time through a more energy efficient signal.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	0	30,000	30,000	35,000	35,000	**$130,000**
Construction	0	175,000	175,000	180,000	185,000	**$715,000**
TOTAL	**$0**	**$205,000**	**$205,000**	**$215,000**	**$220,000**	**$845,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$845,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	0	205,000	205,000	215,000	220,000	**$845,000**
TOTAL	**$0**	**$205,000**	**$205,000**	**$215,000**	**$220,000**	**$845,000**

SOURCES OF PROJECT FUNDING FY 2015- 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Note: $205,000 for FY 2015 is being proposed for funding in the Transportation New Active section of this document.

SERVICE AREA	DEPARTMENT	LOCATION
Parks and Recreation	**Parks and Recreation**	**Blackwater Bike Trail**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
BIKEWAY BRIDGE TO LINKHORNE RENOVATION	**New**

DEPARTMENT PRIORITY
Project required to support important but not essential services

PROJECT DESCRIPTION
Stabilization and renovation of existing abandoned railway trestle over Langhorne Road in preparation of future extension of the Blackwater Creek Bike Trail from the Ed Page entrance to Linkhorne Middle School.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.5, Goal 1, Objective 1.E: Create a system of open space along the James River and other City streams that connect parks, natural areas, schools and other important natural and recreational resources.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 07/2014
PROJECT COMPLETION DATE 06/2016

COMPLETION SCHEDULE

Activity	Complete - Quarter
Land Acquisition/Right-of-Way	Q2 - Q3 FY 2015
Architectural Services (Contractual)	Q1 - Q4 FY 2015
Construction	Q1 - Q4 FY 2016

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
$7,500 annual maintenance.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Land Acquisition/Right-of-Way	0	0	0	0	0	**$0**
Architectural Services (Contractual)	0	0	0	0	0	**$0**
Construction	0	727,300	0	0	0	**$727,300**
Contingency	0	72,700	0	0	0	**$72,700**
TOTAL	**$0**	**$800,000**	**$0**	**$0**	**$0**	**$800,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$800,000	$0	**$800,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	0	800,000	0	0	0	**$800,000**
TOTAL	**$0**	**$800,000**	**$0**	**$0**	**$0**	**$800,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Note: $100,000 for right-of-way acquisition and architectural services is being proposed for funding in FY 2015 in the Parks and Recreation New Active section of this document.

SERVICE AREA	DEPARTMENT	LOCATION
Parks and Recreation	**Parks and Recreation**	**Community Market**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
COMMUNITY MARKET PLAZA DECK REPAIRS / RENOVATION / P0085	**New**

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue

PROJECT DESCRIPTION
Renovation of market parking deck, façade upgrade to Farmer's Market and Community Market exterior, renovation of fountain /event space, and general utility/infrastructure improvements.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.6, Objective 2.B.3: Upgrade the Market building to meet current codes, to improve its exterior and interior appearance, to expand permanent interior retail space, to meet internal vendor needs, to upgrade the food court area, and to meet other needs as recommended by the architectural study.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 07/2012
PROJECT COMPLETION DATE 06/2017

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q1 - Q4 FY 2017 - FY 2018
Construction	Q1 - Q4 FY 2012; Q1 - Q4 FY 2017 - FY 2018

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	0	150,000	0	0	**$150,000**
Construction	0	0	1,318,200	0	0	**$1,318,200**
Contingency	0	0	131,800	0	0	**$131,800**
TOTAL	**$0**	**$0**	**$1,600,000**	**$0**	**$0**	**$1,600,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$90,000	$1,600,000	$0	**$1,690,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O Bond	0	0	1,600,000	0	0	**$1,600,000**
TOTAL	**$0**	**$0**	**$1,600,000**	**$0**	**$0**	**$1,600,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA
Parks & Recreation

DEPARTMENT
Parks & Recreation

LOCATION
Community Market

PROJECT TITLE/PROJECT NUMBER
COMMUNITY MARKET INTERIOR RENOVATION

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project required to support important but not essential services
Project contributes to generation of new revenue

PROJECT DESCRIPTION
Renovations to the interior of the Community Market including realignment of vendor stall spaces, lighting improvements, painting, restroom renovation and signage as guided by the business plan/study completed in 2007.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.6, Objective 2.B.3: Upgrade the Market building to meet current codes, to improve its exterior and interior appearance, to expand permanent interior retail space, to meet internal vendor needs, to upgrade the food court area, and to meet other needs as recommended by the architectural study.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 07/2019
PROJECT COMPLETION DATE 06/2020

COMPLETION SCHEDULE

Activity	Complete - Quarter
Architectural Services (Contractual)	Q1-Q2; FY 2019
Consultant Engineering	Q1-Q2; FY 2019
Construction	Q2-Q4; FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None projected.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Architectural Services (Contractual)	0	0	0	0	200,000	**$200,000**
Consultant Engineering	0	0	0	0	100,000	**$100,000**
Construction	0	0	0	0	636,400	**$636,400**
Contingency	0	0	0	0	63,600	**$63,600**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$1,000,000**	**$1,000,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$1,000,000	$0	**$1,000,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	0	0	0	0	1,000,000	**$1,000,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$1,000,000**	**$1,000,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA
Parks and Recreation

DEPARTMENT
Parks and Recreation

LOCATION
Riverside Park

PROJECT TITLE/PROJECT NUMBER
RIVERSIDE PARK OVERLOOK RESTORATION

PROJECT TYPE
Maintenance

DEPARTMENT PRIORITY
Project required to support important but not essential services

PROJECT DESCRIPTION
Architectural and engineering resulting in site plans, cost estimates, bid documents, construction drawings and restoration of the overlook.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 13, Page 13.4, Goal 1, Objective 1.B: Upgrade existing facilities in parks to meet current codes and to improve their appearance and function.

PROJECT MANAGER(S)
Andrew Reeder, Parks Service Manager

PROJECT START DATE 07/2013
PROJECT COMPLETION DATE 06/2017

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q1 - Q4 FY 2013; Q1 - Q4 FY 2017
Construction	Q1 - Q4 FY 2017

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Construction	0	0	909,100	0	0	**$909,100**
Contingency	0	0	90,900	0	0	**$90,900**
TOTAL	**$0**	**$0**	**$1,000,000**	**$0**	**$0**	**$1,000,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$45,000	$1,000,000	$0	**$1,045,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	0	0	1,000,000	0	0	**$1,000,000**
TOTAL	**$0**	**$0**	**$1,000,000**	**$0**	**$0**	**$1,000,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Schools	**Schools**	**5 Elementary Schools**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
ELEMENTARY SCHOOL GYMNASIUMS	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

This project involves construction of gymnasiums at five elementary schools. Bedford Hills, Heritage, Perrymont, Sheffield and Dearington in FY 2018.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 11, Page 11.12, Goal 6: Support efforts to improve the quality of Lynchburg Public Schools.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2017
Ben Copeland, Assistant Superintendent for Operations and Administration - Schools	**PROJECT COMPLETION DATE**	09/2019

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Q1 FY 2018 - Q4 FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Additional utility expense required in future years.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	0	0	0	1,500,000	1,000,000	**$2,500,000**
TOTAL	**$0**	**$0**	**$0**	**$1,500,000**	**$1,000,000**	**$2,500,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATION**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$0	$2,500,000	$0	**$2,500,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	0	0	0	1,500,000	1,000,000	**$2,500,000**
TOTAL	**$0**	**$0**	**$0**	**$1,500,000**	**$1,000,000**	**$2,500,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Schools	**Schools**	**2501 Linkhorne Drive**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
LINKHORNE ELEMENTARY SCHOOL RENOVATION	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

This project involves a renovation to Linkhorne Elementary School. The mechanical, electrical, and major systems at the school are at the end of their estimated useful life and need replacement.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 11, Page 11.12, Goal 6: Support efforts to improve the quality of Lynchburg Public Schools.

PROJECT MANAGER(S)

Ben Copeland, Assistant Superintendent for Operations and Administration - Schools

PROJECT START DATE 07/2017

PROJECT COMPLETION DATE 08/2020

COMPLETION SCHEDULE

Activity	Complete - Quarter
Architectural Services (Contractual)	Q1 FY 2018 - Q4 FY 2018
Construction	Q1 FY 2019 - Q4 FY 2020

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

More efficient building will result in lower operating and maintenance costs while extending the remaining useful life of the building.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Architectural Services (Contractual)	0	0	0	500,000	0	**$500,000**
Construction	0	0	0	0	8,600,000	**$8,600,000**
Contingency	0	0	0	0	700,000	**$700,000**
TOTAL	**$0**	**$0**	**$0**	**$500,000**	**$9,300,000**	**$9,800,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$9,800,000	$0	**$9,800,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	0	0	0	500,000	9,300,000	**$9,800,000**
TOTAL	**$0**	**$0**	**$0**	**$500,000**	**$9,300,000**	**$9,800,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Schools	**Schools**	**4641 Locksview Road**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
PAUL MUNRO ELEMENTARY SCHOOL RENOVATION	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

This project involves a renovation to Paul Munro Elementary School. The mechanical, electrical, and major systems at the school are at the end of their estimated useful life and need replacement.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 11, Page 11.12, Goal 6: Support efforts to improve the quality of Lynchburg Public Schools.

PROJECT MANAGER(S)

Ben Copeland, Assistant Superintendent for Operations and Administration - Schools

PROJECT START DATE 07/2018

PROJECT COMPLETION DATE 08/2021

COMPLETION SCHEDULE

Activity	Complete - Quarter
Architectural Services (Contractual)	Q1 FY 2019 - Q4 FY 2019
Construction	Q1 FY 2020 - Q4 FY 2021

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

More efficient building will result in lower operating and maintenance costs while extending the remaining useful life of the building.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Architectural Services (Contractual)	0	0	0	0	400,000	**$400,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$400,000**	**$400,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$400,000	$7,600,000	**$8,000,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	0	0	0	0	400,000	**$400,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$400,000**	**$400,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Schools	**Schools**	**5828 Apache Lane**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
SANDUSKY ELEMENTARY SCHOOL RENOVATION	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

This project involves a renovation to Sandusky Elementary School. The mechanical, electrical, and major systems at the school are at the end of their estimated useful life and need replacement.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 11, Page 11.12, Goal 6: Support efforts to improve the quality of Lynchburg Public Schools.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2016
Ben Copeland, Assistant Superintendent for Operations and Administration - Schools	**PROJECT COMPLETION DATE**	08/2019

COMPLETION SCHEDULE

Activity	Complete - Quarter
Construction	Q1 FY 2018 - Q4 FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

More efficient building will result in lower operating and maintenance costs while extending the remaining useful life of the building.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Architectural Services (Contractual)	0	0	400,000	0	0	**$400,000**
Construction	0	0	0	7,400,000	0	**$7,400,000**
Contingency	0	0	0	600,000	0	**$600,000**
TOTAL	**$0**	**$0**	**$400,000**	**$8,000,000**	**$0**	**$8,400,000**

TOTAL PROJECT COST

THROUGH 8/30/13	APPROPRIATION	APPROPRIATIONS	APPROPRIATIONS
$0	$8,400,000	$0	**$8,400,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	0	0	400,000	8,000,000	0	**$8,400,000**
TOTAL	**$0**	**$0**	**$400,000**	**$8,000,000**	**$0**	**$8,400,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Schools	**Schools**	**Various Schools**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
ROOF REPLACEMENT - SCHOOLS	**Maintenance**

DEPARTMENT PRIORITY

Project supports essential services

Project Photograph Unavailable

PROJECT DESCRIPTION

This project involves the replacement of roof systems that are at the end of their estimated useful life and need replacement. A detailed sub-project list is attached.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 11, Page 11.12, Goal 6: Support efforts to improve the quality of Lynchburg Public Schools.

PROJECT MANAGER(S)

Ben Copeland, Assistant Superintendent for Operations and Administration - Schools

PROJECT START DATE Continuing

PROJECT COMPLETION DATE Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

More efficient building will result in lower operating and maintenance costs while extending the remaining useful life of the building.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	30,000	44,000	40,000	110,000	**$224,000**
Construction	0	450,000	650,000	560,000	1,500,000	**$3,160,000**
Contingency	0	20,000	26,000	0	70,000	**$116,000**
TOTAL	**$0**	**$500,000**	**$720,000**	**$600,000**	**$1,680,000**	**$3,500,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATION	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$3,500,000	Continuing	**$3,500,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	0	500,000	720,000	600,000	1,680,000	**$3,500,000**
TOTAL	**$0**	**$500,000**	**$720,000**	**$600,000**	**$1,680,000**	**$3,500,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Note: $650,000 for FY 2015 is being proposed for funding in the School New Active section of this document.

Aerial view of Lynchburg with the James River in the forefront

Lynchburg Regional Airport Terminal at Twilight

AIRPORT CAPITAL PROJECTS FUND – SUMMARY OF APPROPRIATIONS - This summary demonstrates project appropriations for each Fiscal Year along with the expected sources of funding.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
RESOURCES					
Federal Aviation Administration	$630,000	$2,655,000	$1,125,000	$1,260,000	$1,260,000
Virginia Department of Aviation	230,000	295,000	125,000	140,000	140,000
General Obligation Bonds	690,000				
TOTAL ESTIMATED RESOURCES	**$1,550,000**	**$2,950,000**	**$1,250,000**	**$1,400,000**	**$1,400,000**
PROPOSED PROJECTS					
T-Hangar Construction, Phase II	$850,000				
Multi-Purpose Snow Equipment	700,000				
Runway 4-22 Parallel Taxiway, Design/Construction		2,950,000			
Terminal Refurbishment (Baggage Systems/Lighting/Counters)			1,250,000		
Mid-Field General Aviation Development Area, Phase II				1,400,000	
South General Aviation Development Area					1,400,000
TOTAL PROPOSED PROJECTS	**$1,550,000**	**$2,950,000**	**$1,250,000**	**$1,400,000**	**$1,400,000**

AIRPORT CAPITAL PROJECTS FUND – FINANCING PLAN - This summary demonstrates projected expenditure cash flows for each Fiscal Year along with the expected sources of funding.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
RESOURCES					
Federal Aviation Administration	$630,000	$2,655,000	$1,125,000	$1,260,000	$1,260,000
Virginia Department of Aviation	230,000	295,000	125,000	140,000	140,000
General Obligation Bonds	690,000				
TOTAL ESTIMATED RESOURCES	**$1,550,000**	**$2,950,000**	**$1,250,000**	**$1,400,000**	**$1,400,000**
CASH FLOW REQUIREMENTS					
FY 2015-2019 CIP Projects	$1,550,000	$2,950,000	$1,250,000	$1,400,000	$1,400,000
TOTAL CASH FLOW REQUIREMENTS	**$1,550,000**	**$2,950,000**	**$1,250,000**	**$1,400,000**	**$1,400,000**

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
AIRPORT - NEW CONSTRUCTION					
Mid-field General Aviation Development Area, Phase II	0	0	0	1,400,000	0
Source of Funding					
State: Department of Aviation	0	0	0	140,000	0
Federal: Federal Aviation Administration	0	0	0	1,260,000	0
Multi-purpose Snow Equipment	700,000	0	0	0	0
Source of Funding					
State: Department of Aviation	70,000	0	0	0	0
Federal: Federal Aviation Administration	630,000	0	0	0	0
Runway 4-22 Parallel Taxiway, Phase I	0	2,950,000	0	0	0
Source of Funding					
State: Department of Aviation	0	295,000	0	0	0
Federal: Federal Aviation Administration	0	2,655,000	0	0	0
South General Aviation Development Area	0	0	0	0	1,400,000
Source of Funding					
State: Department of Aviation	0	0	0	0	140,000
Federal: Federal Aviation Administration	0	0	0	0	1,260,000
T-Hangar Construction, Phase II	850,000	0	0	0	0
Source of Funding					
State: Department of Aviation	160,000	0	0	0	0
G.O. Bond	690,000	0	0	0	0
Total Estimates Proposed FY 2015-2019 CIP	$1,550,000	$2,950,000	$0	$1,400,000	$1,400,000
Source of Funding					
G.O. Bond	$690,000	$0	$0	$0	$0
State: Department of Aviation	$230,000	$295,000	$0	$140,000	$140,000
Federal: Federal Aviation Administration	$630,000	$2,655,000	$0	$1,260,000	$1,260,000

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$1,400,000	0	0	$1,400,000
$700,000	0	0	$700,000
$2,950,000	0	0	$2,950,000
$1,400,000	0	0	$1,400,000
$850,000	0	0	$850,000
$7,300,000			$7,300,000

$690,000
$805,000
$5,805,000
$7,300,000

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
AIRPORT - MAINTENANCE					
Terminal Refurbishment (Baggage Systems/ Lighting/Counters)	0	0	1,250,000	0	0
Source of Funding					
State: Department of Aviation	0	0	125,000	0	0
Federal: Federal Aviation Administration	0	0	1,125,000	0	0
Total Estimates Proposed FY 2015-2019 CIP	$0	$0	$1,250,000	$0	$0
Source of Funding					
State: Department of Aviation	$0	$0	$125,000	$0	$0
Federal: Federal Aviation Administration	$0	$0	$1,125,000	$0	$0

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$1,250,000	0	0	$1,250,000
$1,250,000			$1,250,000

$125,000
$1,125,000
$1,250,000

SERVICE AREA
Airport

DEPARTMENT
Airport

LOCATION
Lynchburg Regional Airport

PROJECT TITLE/PROJECT NUMBER
MID-FIELD GENERAL AVIATION DEVELOPMENT AREA, PHASE II

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project has State and Federal funding
Project contributes to generation of new revenue

Project Photograph Unavailable

PROJECT DESCRIPTION
Area has been identified in the recently updated Airport Master Plan as a prime area for development for General Aviation (GA) use. Development would include construction of ramp and apron areas as well as site work for future construction of hangars or other facilities by the airport or others.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 14, Page 14.9, Goal 5, Objective 5.C: Continue to expand and improve airport facilities and offer competitive rates and services.

PROJECT MANAGER(S)
Mark Courtney, Airport Director

PROJECT START DATE 08/2017
PROJECT COMPLETION DATE 05/2018

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q2 - FY 2018
Construction	Q4 - FY 2018

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	0	0	125,000	0	**$125,000**
Construction	0	0	0	1,275,000	0	**$1,275,000**
TOTAL	**$0**	**$0**	**$0**	**$1,400,000**	**$0**	**$1,400,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$1,400,000	$0	**$1,400,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
State: VA Dept of Aviation	0	0	0	140,000	0	**$140,000**
Federal: Federal Aviation Admin	0	0	0	1,260,000	0	**$1,260,000**
TOTAL	**$0**	**$0**	**$0**	**$1,400,000**	**$0**	**$1,400,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 0% STATE = 10% FEDERAL = 90% OTHER = 0%

SERVICE AREA
Airport

DEPARTMENT
Airport

LOCATION
Lynchburg Regional Airport

PROJECT TITLE/PROJECT NUMBER
MULTI-PURPOSE SNOW EQUIPMENT

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project has State and Federal funding
Project required to support important but not essential services

Project Photograph Unavailable

PROJECT DESCRIPTION
The recently updated Airport Master Plan recommends replacement of certain snow removal equipment due to the age of existing equipment and the need for adequate back-up.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 14, Page 14.9, Goal 5, Objective 5.C: Continue to expand and improve airport facilities and offer competitive rates and services.

PROJECT MANAGER(S)
Mark Courtney, Airport Director

PROJECT START DATE 10/2014
PROJECT COMPLETION DATE 06/2015

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering (Specs)	Q2 - FY 2015
Equipment	Q4 - FY 2015

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering (Specs)	25,000	0	0	0	0	**$25,000**
Equipment	675,000	0	0	0	0	**$675,000**
TOTAL	**$700,000**	**$0**	**$0**	**$0**	**$0**	**$700,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$700,000	$0	**$700,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
State: VA Dept of Aviation	70,000	0	0	0	0	**$70,000**
Federal: Federal Aviation Admin	630,000	0	0	0	0	**$630,000**
TOTAL	**$700,000**	**$0**	**$0**	**$0**	**$0**	**$700,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 0% STATE = 10% FEDERAL = 90% OTHER = 0%

SERVICE AREA
Airport

DEPARTMENT
Airport

LOCATION
Lynchburg Regional Airport

PROJECT TITLE/PROJECT NUMBER
RUNWAY 4-22 PARALLEL TAXIWAY

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project has a legal or regulatory mandate
Project has State and Federal funding

Project Photograph Unavailable

PROJECT DESCRIPTION
The recently updated Airport Master Plan anticipates the need for a reconfiguration of the parallel taxiway to the airport main runway due to changes to airport design and safety standards. Project would involve extensive design engineering and construction.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 14, Page 14.9, Goal 5, Objective 5.C: Continue to expand and improve airport facilities and offer competitive rates and services.

PROJECT MANAGER(S)
Mark Courtney, Airport Director

PROJECT START DATE 07/2015
PROJECT COMPLETION DATE 06/2016

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q2 - FY 2016
Construction	Q4 - FY 2016

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	450,000	0	0	0	**$450,000**
Construction	0	2,500,000	0	0	0	**$2,500,000**
TOTAL	**$0**	**$2,950,000**	**$0**	**$0**	**$0**	**$2,950,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$2,950,000	$0	**$2,950,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
State: VA Dept of Aviation	0	295,000	0	0	0	**$295,000**
Federal: Federal Aviation Admin	0	2,655,000	0	0	0	**$2,655,000**
TOTAL	**$0**	**$2,950,000**	**$0**	**$0**	**$0**	**$2,950,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 0% STATE = 10% FEDERAL = 90% OTHER = 0%

SERVICE AREA
Airport

DEPARTMENT
Airport

LOCATION
Lynchburg Regional Airport

PROJECT TITLE/PROJECT NUMBER
SOUTH GENERAL AVIATION DEVELOPMENT AREA

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project has State and Federal funding
Project contributes to generation of new revenue

Project Photograph Unavailable

PROJECT DESCRIPTION
Area has been identified in the recently updated Airport Master Plan as a prime area for development for General Aviation (GA) use. Development would include construction of ramp and apron areas as well as site work for future construction of hangars or other facilities by the airport or others.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 14, Page 14.9, Goal 5, Objective 5.C: Continue to expand and improve airport facilities and offer competitive rates and services.

PROJECT MANAGER(S)
Mark Courtney, Airport Director

PROJECT START DATE 08/2018
PROJECT COMPLETION DATE 05/2019

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q2 - FY 2019
Construction	Q4 - FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	0	0	0	125,000	**$125,000**
Construction	0	0	0	0	1,275,000	**$1,275,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$1,400,000**	**$1,400,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$1,400,000	$0	**$1,400,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
State: VA Dept of Aviation	0	0	0	0	140,000	**$140,000**
Federal: Federal Aviation Admin	0	0	0	0	1,260,000	**$1,260,000**
TOTAL	**$0**	**$0**	**$0**	**$0**	**$1,400,000**	**$1,400,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 0% STATE = 10% FEDERAL = 90% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Airport	**Airport**	**Lynchburg Regional Airport**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
T-HANGAR CONSTRUCTION, PHASE II	**New**

DEPARTMENT PRIORITY
Project has State and Federal funding
Project required to support important but not essential services
Project contributes to generation of new revenue

Project Photograph Unavailable

PROJECT DESCRIPTION
Construct additional T-Hangar units for rent to individual aircraft owners. The existing 12 units which were completed in July 2006 are fully and continuously rented with a waiting list of additional aircraft owners.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 14, Page 14.9, Goal 5, Objective 5.C: Continue to expand and improve airport facilities and offer competitive rates and services.

PROJECT MANAGER(S)
Mark Courtney, Airport Director

PROJECT START DATE 10/2014
PROJECT COMPLETION DATE 05/2015

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q2 - FY 2015
Construction	Q4 - FY 2015

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
Debt service for 20 years would be funded by rents received from individual aircraft owners (no net impact).

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	100,000	0	0	0	0	**$100,000**
Construction	750,000	0	0	0	0	**$750,000**
TOTAL	**$850,000**	**$0**	**$0**	**$0**	**$0**	**$850,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$850,000	$0	**$850,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G.O. Bond	690,000	0	0	0	0	**$690,000**
State: VA Dept of Aviation	160,000	0	0	0	0	**$160,000**
TOTAL	**$850,000**	**$0**	**$0**	**$0**	**$0**	**$850,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 0% STATE = 19% FEDERAL = 0% OTHER = 81%

SERVICE AREA
Airport

DEPARTMENT
Airport

LOCATION
Lynchburg Regional Airport

PROJECT TITLE/PROJECT NUMBER
TERMINAL REFURBISHMENT (BAGGAGE SYSTEMS/LIGHTING/COUNTERS)

PROJECT TYPE
Maintenance

DEPARTMENT PRIORITY
Project has State and Federal funding
Project required to support important but not essential services

Project Photograph Unavailable

PROJECT DESCRIPTION
The recently updated Airport Master Plan recommends refurbishment of several passenger terminal components such as 1) baggage make-up conveyor feed belts & equipment, 2) Terminal Sustainability Improvements (energy saving lighting), and 3) airline and rental car counter upgrades

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 14, Page 14.9, Goal 5, Objective 5.C: Continue to expand and improve airport facilities and offer competitive rates and services.

PROJECT MANAGER(S)
Mark Courtney, Airport Director

PROJECT START DATE 08/2016
PROJECT COMPLETION DATE 04/2017

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Q2 - FY 2017
Construction	Q4 - FY 2017

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
None anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	0	0	75,000	0	0	**$75,000**
Construction	0	0	1,175,000	0	0	**$1,175,000**
TOTAL	**$0**	**$0**	**$1,250,000**	**$0**	**$0**	**$1,250,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$1,250,000	$0	**$1,250,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
State: VA Dept of Aviation	0	0	125,000	0	0	**$125,000**
Federal: Federal Aviation Admin	0	0	1,125,000	0	0	**$1,125,000**
TOTAL	**$0**	**$0**	**$1,250,000**	**$0**	**$0**	**$1,250,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 0% STATE = 10% FEDERAL = 90% OTHER = 0%

Flight Departure at Lynchburg Regional Airport

College Hill Water Filtration Plant

WATER FUND CAPITAL PROJECTS – SUMMARY OF APPROPRIATIONS - This summary demonstrates project appropriations for each Fiscal Year along with the expected sources of funding.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
RESOURCES					
Pay-As-You-Go - Water Operating	$800,000	$800,000	$800,000	$800,000	$800,000
General Obligation Bond Proceeds	2,450,000	3,000,000	2,200,000	1,200,000	1,700,000
TOTAL ESTIMATED RESOURCES	**$3,250,000**	**$3,800,000**	**$3,000,000**	**$2,000,000**	**$2,500,000**
LOCALLY FINANCED PROJECTS					
Distribution System Improvements	$2,750,000	$3,000,000	$3,000,000	$2,000,000	$2,300,000
Water Facilities Improvements	500,000	800,000	0	0	200,000
TOTAL PROPOSED PROJECTS	**$3,250,000**	**$3,800,000**	**$3,000,000**	**$2,000,000**	**$2,500,000**

WATER FUND CAPITAL PROJECTS FINANCING PLAN - This summary demonstrates projected expenditure cash flows for each Fiscal Year along with the expected sources of funding.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
BALANCE FORWARD	**$2,392,353**	**$2,362,053**	**$2,306,203**	**$1,214,203**	**$1,748,203**
INCOME					
Pay-As-You-Go - Water Operating	$800,000	$800,000	$800,000	$800,000	$800,000
General Obligation Bond Proceeds	2,500,000	2,500,000	1,750,000	1,750,000	1,500,000
TOTAL INCOME	**$3,300,000**	**$3,300,000**	**$2,550,000**	**$2,550,000**	**$2,300,000**
CASH FLOW REQUIREMENTS					
Incomplete Projects as of July 1, 2014	$130,300	$155,850	$142,000	$116,000	$35,000
FY 2015-2019 CIP Projects	3,200,000	3,200,000	3,500,000	1,900,000	2,750,000
TOTAL EXPENDITURES	**$3,330,300**	**$3,355,850**	**$3,642,000**	**$2,016,000**	**$2,785,000**
BALANCE FORWARD	**$2,362,053**	**$2,306,203**	**$1,214,203**	**$1,748,203**	**$1,263,203**

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
WATER - NEW CONSTRUCTION					
Distribution System Improvements	2,750,000	3,000,000	3,000,000	2,000,000	2,300,000
Source of Funding					
Pay-As-You-Go	800,000	800,000	800,000	800,000	800,000
G.O. Bond	1,950,000	2,200,000	2,200,000	1,200,000	1,500,000
Water Facility Improvements	500,000	800,000	0	0	200,000
Source of Funding					
G.O. Bond	500,000	800,000	0	0	200,000
Total Estimates Proposed FY 2015 - 2019 CIP	$3,250,000	$3,800,000	$3,000,000	$2,000,000	$2,500,000
Source of Funding					
Pay-As-You-Go	$800,000	$800,000	$800,000	$800,000	$800,000
G.O. Bond	$2,450,000	$3,000,000	$2,200,000	$1,200,000	$1,700,000

Funding totals on this schedule may differ from the Financing Plan schedule due to the timing of projects and availability of resources.

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$13,050,000	**Continuing**	**Continuing**	**$13,050,000**
$1,500,000	**Continuing**	**Continuing**	**$1,500,000**
$14,550,000			**$14,550,000**

$4,000,000
$10,550,000
$14,550,000

SERVICE AREA	DEPARTMENT	LOCATION
Water	**Water Resources**	**Various**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
DISTRIBUTION SYSTEM IMPROVEMENTS / U0012	**New**

DEPARTMENT PRIORITY

Project has legal or regulatory mandate

Project supports essential services

PROJECT DESCRIPTION

Water distribution system improvements to upgrade and replace aging water infrastructure at locations throughout the City. The Downtown areas will be a major priority for replacement.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page 15.8, Goal 1 Objective 1.E4: Implement, to the maximum extent feasible, the Water System Master Plan and update recommendations for the long-term maintenance of water supply and transmission capacity.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Scott Parkins, Water Resources Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Lessens the impact on overall water operating budget for repairs and line breaks.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	100,000	100,000	100,000	100,000	100,000	**$500,000**
Construction	2,650,000	2,900,000	2,900,000	1,900,000	2,200,000	**$12,550,000**
TOTAL	**$2,750,000**	**$3,000,000**	**$3,000,000**	**$2,000,000**	**$2,300,000**	**$13,050,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$13,050,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	100,000	300,000	300,000	600,000	600,000	**$1,900,000**
Local: G.O. Bond	2,600,000	2,600,000	2,900,000	1,100,000	1,950,000	**$11,150,000**
TOTAL	**$2,700,000**	**$2,900,000**	**$3,200,000**	**$1,700,000**	**$2,550,000**	**$13,050,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Water	**Water Resources**	**Various**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
WATER FACILITY IMPROVEMENTS / U0078	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

General repairs, replacement or renovation to major water treatment process equipment or structures located on thirteen separate sites. This funding is set aside for unanticipated expenditures for major capital equipment replacement as failures occur to maintain compliance with regulatory requirements.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page 15.7, Goal 1,Objective 1.A.1: Focus on the maintenance of the existing water system and replacement of old mains.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Scott Parkins, Water Resources Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Minor increase in operation budget for long term maintenance.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	500,000	800,000	0	0	200,000	**$1,500,000**
TOTAL	**$500,000**	**$800,000**	**$0**	**$0**	**$200,000**	**$1,500,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$1,500,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	500,000	300,000	300,000	200,000	200,000	**$1,500,000**
TOTAL	**$500,000**	**$300,000**	**$300,000**	**$200,000**	**$200,000**	**$1,500,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Utility Line Maintenance Crew at Work

SERVICE AREA
Water

DEPARTMENT
Water Resources

LOCATION
Kemper Street, Park Avenue, and Langhorne Road

PROJECT TITLE/PROJECT NUMBER
MIDTOWN CONNECTOR / U0161

PROJECT DESCRIPTION
The Midtown Connector includes road improvements on Kemper Street between 17th Street and Fort Avenue and on Park Avenue between Fort Avenue and Stuart Street. The project will include replacement of water, sewer, and storm utilities as needed based on age and condition of the existing infrastructure, including establishing new water services and sanitary laterals.

PROJECT STATUS
Under construction.

PROJECT MANAGER(S)
John P. Morris, P.E., Engineering Project Manager

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
07/01/09	FY 2009 CIP	$103,288
07/01/12	FY 2013 CIP	1,427,245
TOTAL		**$1,530,533**
08/30/13	Expenditures to date	860,431
AVAILABLE APPROPRIATIONS		**$670,102**

PROJECT BUDGET

Activity	Amount
Consultant Engineering	$306,680
Construction	1,223,853
TOTAL	**$1,530,533**

CASH FLOW PROJECTION

CASH AVAILABLE	September - June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: G. O. Bond	394,802	275,300	0	0	0	0	**$670,102**
TOTAL CASH	**$394,802**	**$275,300**	**$0**	**$0**	**$0**	**$0**	**$670,102**

EXPENDITURES THROUGH 08/31/13	**$860,431**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$1,530,533**

Utility Line Maintenance Crew at Work

A typical street during and after a Combined Sewer Overflow (CSO) Project.

SEWER FUND CAPITAL PROJECTS SUMMARY OF APPROPRIATIONS - This summary demonstrates project appropriations for each Fiscal Year along with the expected sources of funding.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
RESOURCES					
Pay-As-You-Go - Sewer Operating	$2,000,000	$2,000,000	$2,000,000	$2,000,000	$2,000,000
General Obligation Bond Proceeds	1,070,000	750,000	4,170,000	3,000,000	150,000
Virginia Clean Water Revolving Loan Fund Proceeds	0	0	12,206,630	0	0
TOTAL ESTIMATED RESOURCES	**$3,070,000**	**$2,750,000**	**$18,376,630**	**$5,000,000**	**$2,150,000**
LOCALLY FINANCED PROJECTS					
Sewer System Evaluation and Rehabilitation	$2,200,000	$1,700,000	$3,575,000	$3,200,000	$1,550,000
Sewer Extension Program	120,000	100,000	100,000	100,000	100,000
Waste Water Treatment Plant Improvements	250,000	200,000	370,000	250,000	450,000
Blue Ridge Farms Neighborhood Sewer Rehabilitation/Replacement	500,000	0	575,000	1,400,000	0
Rainleader Disconnect Program (CSO)	0	0	0	50,000	50,000
Waste Water Treatment Plant Control Building Renovation	0	750,000	1,250,000	0	0
Waste Water Treatment Plant Headworks	0	0	200,000	0	0
Waste Water Treatment Plant Storage Tanks	0	0	100,000	0	0
TOTAL LOCALLY FINANCED PROJECTS	**$3,070,000**	**$2,750,000**	**$6,170,000**	**$5,000,000**	**$2,150,000**
VIRGINIA CLEAN WATER REVOLVING LOAN FUNDS AND GRANT FINANCED PROJECTS					
Waste Water Treatment Plant Headworks	$0	$0	$3,075,230	$0	$0
Waste Water Treatment Plant Storage Tanks	0	0	9,131,400	0	0
TOTAL VIRGINIA CLEAN WATER REVOLVING LOAN FUNDS AND GRANT FINANCED PROJECTS	**$0**	**$0**	**$12,206,630**	**$0**	**$0**
TOTAL PROPOSED PROJECTS	**$3,070,000**	**$2,750,000**	**$18,376,630**	**$5,000,000**	**$2,150,000**

SEWER FUND CAPITAL PROJECTS FINANCING PLAN - This summary demonstrates projected expenditure cash flows for each Fiscal Year along with the expected sources of funding.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
BALANCE FORWARD	**$2,082,258**	**$2,181,566**	**$2,698,526**	**$1,178,526**	**$628,526**
INCOME					
Pay-As-You-Go - Sewer Operating	$2,000,000	$2,000,000	$2,000,000	$2,000,000	$2,000,000
General Obligation Bond Proceeds	2,875,000	2,875,000	2,500,000	2,500,000	1,900,000
State Grant Proceeds	7,760,000	1,607,230	8,576,770	8,400,000	0
Virginia Clean Water Revolving Loan Funds Proceeds	0	0	0	7,375,230	4,831,400
BALANCE AND INCOME	**$12,635,000**	**$6,482,230**	**$13,076,770**	**$20,275,230**	**$8,731,400**
CASH FLOW REQUIREMENTS					
Incomplete projects as of July 1, 2014	$9,465,692	$3,215,270	$0	$0	$0
FY 2015-2019 CIP Projects	3,070,000	2,750,000	14,596,770	20,825,230	7,081,400
TOTAL EXPENDITURES	**$12,535,692**	**$5,965,270**	**$14,596,770**	**$20,825,230**	**$7,081,400**
BALANCE FORWARD	**$2,181,566**	**$2,698,526**	**$1,178,526**	**$628,526**	**$2,278,526**

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
SEWER - NEW CONSTRUCTION					
Blue Ridge Farms Neighborhood Sewer Rehabilitation/ Replacement	500,000	0	575,000	1,400,000	0
Source of Funding					
Local: G.O. Bonds	500,000	0	575,000	1,400,000	0
Waste Water Treatment Plant Control Building Renovation	0	750,000	1,250,000	0	0
Source of Funding					
Local: G.O. Bonds	0	750,000	1,250,000	0	0
Waste Water Treatment Plant Headworks	0	0	3,275,230	0	0
Pay-As-You-Go	0	0	200,000	0	0
State: VCWRLF	0	0	3,075,230	0	0
Waste Water Treatment Plant Improvements	250,000	200,000	370,000	250,000	450,000
Source of Funding					
Pay-As-You-Go	0	200,000	0	0	450,000
Local: G.O. Bonds	250,000	0	370,000	250,000	0
Waste Water Treatment Plant Storage Tanks	0	0	9,231,400	0	0
Pay-As-You-Go	0	0	100,000	0	0
State: VCWRLF	0	0	9,131,400	0	0
Total Estimates Proposed FY 2015 - 2019 CIP	$750,000	$950,000	$2,195,000	$1,650,000	$450,000
Source of Funding					
Pay-As-You-Go	$0	$200,000	$300,000	$0	$450,000
Local: G.O. Bonds	$750,000	$750,000	$2,195,000	$1,650,000	$0
State: VCWRLF	0	0	12,206,630	0	0

Funding totals on this schedule may differ from the Financing Plan schedule due to the timing of projects and availability of resources.

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 08/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$2,475,000	330,000	0	$2,805,000
$2,000,000	0	0	$2,000,000
$3,275,230	Continuing	Continuing	$3,275,230
$1,520,000	Continuing	Continuing	$1,520,000
$9,231,400	Continuing	Continuing	$9,231,400
$18,501,630			$18,831,630

$950,000
$5,345,000
$12,206,630
$18,501,630

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
SEWER - MAINTENANCE					
Rainleader Disconnect Program (CSO)	0	0	0	50,000	50,000
Source of Funding					
Pay-As-You-Go	0	0	0	50,000	50,000
Sewer Extension Program	120,000	100,000	100,000	100,000	100,000
Source of Funding					
Pay-As-You-Go	120,000	100,000	100,000	100,000	100,000
Sewer System Evaluation and Rehabilitation	2,200,000	1,700,000	3,575,000	3,200,000	1,550,000
Source of Funding					
Pay-As-You-Go	1,880,000	1,700,000	1,600,000	1,850,000	1,400,000
Local: G.O. Bonds	320,000	0	1,975,000	1,350,000	150,000
Total Estimates Proposed FY 2015 - 2019 CIP	$2,320,000	$1,800,000	$3,675,000	$3,350,000	$1,700,000
Source of Funding					
Pay-As-You-Go	$2,000,000	$1,800,000	$1,700,000	$2,000,000	$1,550,000
Local: G.O. Bonds	$320,000	$0	$1,975,000	$1,350,000	$150,000

Funding totals on this schedule may differ from the Financing Plan schedule due to the timing of projects and availability of resources.

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 08/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$100,000	**Continuing**	**Continuing**	**$100,000**
$520,000	**Continuing**	**Continuing**	**$520,000**
$12,225,000	**Continuing**	**Continuing**	**$12,225,000**
$12,845,000			**$12,845,000**

$9,050,000
$3,795,000
$12,845,000

SERVICE AREA	DEPARTMENT	LOCATION
Sewer	**Water Resources**	**Blue Ridge Farms off Old Forest Rd**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
BLUE RIDGE FARMS NEIGHBORHOOD SEWER REHABILITATION/REPLACEMENT / U0318	**New**

DEPARTMENT PRIORITY

Project has legal or regulatory mandate

Project supports essential services

THIS PROJECT ALSO HAS (A) COMPONENT (S) IN:

Water Fund- Distribution System Improvements

PROJECT DESCRIPTION

Inspection and evaluation of the sewer system in this area has revealed major issues necessitating rehab or replacement of the system. Construction will take place over a number of years along with waterline replacements.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page 15.7, Goal 1: Provide the citizens of Lynchburg with dependable, modern, high quality water and sanitary sewer service with sufficient system capacity to meet the City's long-term requirements.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Eric Schrader, Water Resources Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Lessens routine maintenance of sewer collection system in the completed project areas.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	0	0	75,000	150,000	0	**$225,000**
Construction	500,000	0	500,000	1,250,000	0	**$2,250,000**
TOTAL	**$500,000**	**$0**	**$575,000**	**$1,400,000**	**$0**	**$2,475,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$330,000	$2,475,000	$0	**$2,805,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bonds	500,000	0	575,000	1,400,000	0	**$2,475,000**
TOTAL	**$500,000**	**$0**	**$575,000**	**$1,400,000**	**$0**	**$2,475,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Sewer	**Water Resources**	**Concord Turnpike**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
WASTEWATER TREATMENT PLANT CONTROL BUILDING RENOVATION	**New**

DEPARTMENT PRIORITY

Project has legal or regulatory mandate

Project supports essential services

PROJECT DESCRIPTION

Existing Wastewater Treatment Plant Control Building is inadequate for daily operations and laboratory staff. Upcoming laboratory regulations and plant operation changes require additional staff and work space. This project will renovate the building expanding the building footprint and more efficiently using the existing space.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page 15.7, Goal 1: Provide the citizens of Lynchburg with dependable, modern, high quality water and sanitary sewer service with sufficient system capacity to meet the City's long-term requirements.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2015
Scott Parkins, Water Resources Engineer	**PROJECT COMPLETION DATE**	06/2017

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Q4 FY 2016
Construction	Q4 FY 2017

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

No increase of staff or operating expenses anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	0	200,000	0	0	0	**$200,000**
Construction	0	550,000	1,250,000	0	0	**$1,800,000**
TOTAL	**$0**	**$750,000**	**$1,250,000**	**$0**	**$0**	**$2,000,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015 - 2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
$0	$2,000,000	$0	**$2,000,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: G.O. Bond	0	750,000	1,250,000	0	0	**$2,000,000**
TOTAL	**$0**	**$750,000**	**$1,250,000**	**$0**	**$0**	**$2,000,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Sewer	**Water Resources**	**Concord Turnpike**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
WASTEWATER TREATMENT PLANT HEADWORKS / U0348	**New**

DEPARTMENT PRIORITY

Project has legal or regulatory mandate

Project supports essential services

PROJECT DESCRIPTION

Construction of new headworks facilities at the wastewater treatment plant to increase capacity to move waste through the plant and prevent the overflow of excess waste into the James River. Project will include additional pumping capacity and new screening equipment to remove large debris from the wastewater stream.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page 15.7, Goal 1: Provide the citizens of Lynchburg with dependable, modern, high quality water and sanitary sewer service with sufficient system capacity to meet the City's long-term requirements.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2016
James Talian, Water Resources Engineer	**PROJECT COMPLETION DATE**	06/2019

COMPLETION SCHEDULE

Activity	Complete - Quarter
Construction	Q4 FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

No increase of staff. Increase operating expenses anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Construction	0	0	3,275,230			**$3,275,230**
TOTAL	**$0**	**$0**	**$3,275,230**	**$0**	**$0**	**$3,275,230**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 1/31/14	FY 2015 - 2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$16,976,770	$3,275,230	$0	**$20,252,000**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	0	0	150,000	50,000	0	**$200,000**
State: Grant	0	0	8,576,770	8,400,000	0	**$16,976,770**
State: VCWRLF	0	0	0	2,875,230	200,000	**$3,075,230**
TOTAL	**$0**	**$0**	**$8,726,770**	**$11,325,230**	**$200,000**	**$20,252,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 1% STATE = 99% FEDERAL = 0% OTHER = 0%

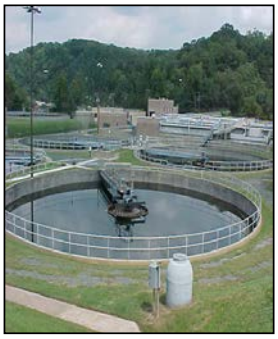
SERVICE AREA	DEPARTMENT	LOCATION
Sewer	**Water Resources**	**Concord Turnpike**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
WASTEWATER TREATMENT PLANT IMPROVEMENTS / U0017	**New**

DEPARTMENT PRIORITY

Project has legal or regulatory mandate

Project supports essential services



PROJECT DESCRIPTION

General repairs, replacement, or renovation to major plant process equipment or structures at the wastewater treatment plant. This funding is set aside for unanticipated expenditures for major capital equipment replacement as failures occur to maintain compliance with regulatory requirements. Security improvements include replacement and installation of improved camera surveillance; access controls; controlled access gates; security fencing and area lighting.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page 15.7, Goal 1: Provide the citizens of Lynchburg with dependable, modern, high quality water and sanitary sewer service with sufficient system capacity to meet the City's long-term requirements.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Scott Parkins, Water Resources Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Minor impact to operational budget for additional yearly maintenance costs on new equipment.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	250,000	200,000	370,000	250,000	450,000	**$1,520,000**
TOTAL	**$250,000**	**$200,000**	**$370,000**	**$250,000**	**$450,000**	**$1,520,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$1,520,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	0	200,000	0	0	450,000	**$650,000**
Local: G.O. Bonds	250,000	0	370,000	250,000	0	**$870,000**
TOTAL	**$250,000**	**$200,000**	**$370,000**	**$250,000**	**$450,000**	**$1,520,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

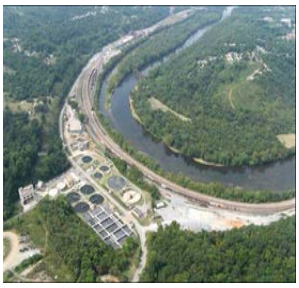
SERVICE AREA	DEPARTMENT	LOCATION
Sewer	**Water Resources**	**Concord Turnpike**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
WASTEWATER TREATMENT PLANT STORAGE TANKS	**New**

DEPARTMENT PRIORITY

Project has legal or regulatory mandate

Project supports essential services



PROJECT DESCRIPTION

Construction of new wet weather storage tanks at the wastewater treatment plant to temporarily store excess combined sewer flow during rainfall events. The tanks will be drained through the plant after the storm peak passes thereby allowing more combined flow to pass through the plant and less overflow into the James River.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page 15.7, Goal 1: Provide the citizens of Lynchburg with dependable, modern, high quality water and sanitary sewer service with sufficient system capacity to meet the City's long-term requirements.

PROJECT MANAGER(S)	**PROJECT START DATE**	07/2017
James Talian, Water Resources Engineer	**PROJECT COMPLETION DATE**	06/2019

COMPLETION SCHEDULE

Activity	Complete - Quarter
Construction	Q4 FY 2019

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

No increase of staff. Increase of operating expenses anticipated.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Construction	0	0	9,231,400	0	0	**$9,231,400**
TOTAL	**$0**	**$0**	**$9,231,400**	**$0**	**$0**	**$9,231,400**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015 - 2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
$0	$9,231,400	$0	**$9,231,400**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	0	0	0	0	100,000	**$100,000**
State: VCWRLF	0	0	0	4,500,000	4,631,400	**$9,131,400**
TOTAL	**$0**	**$0**	**$0**	**$4,500,000**	**$4,731,400**	**$9,231,400**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 1% STATE = 99% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Sewer	**Water Resources**	**Various**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
RAINLEADER DISCONNECT PROGRAM (CSO) / U0074	**Maintenance**

DEPARTMENT PRIORITY

Project has legal or regulatory mandate

PROJECT DESCRIPTION

As part of the CSO program, the project involves the removal of stormwater by disconnection of rainleaders, downspouts and area drains from the sanitary sewer system.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page 15.9, Goal 2: Maintain the priority of and commitment to execution of the City's Combined Sewer Overflow elimination program with a goal of program completion of 2020.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
James Talian, CSO Program Manager	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Consultant Engineering	Continuing
Inspections (Contractual)	Continuing
Miscellaneous	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Reduces treatment cost by reducing flows to the Wastewater Treatment Plant.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Consultant Engineering	0	0	0	10,000	10,000	**$20,000**
Inspections (Contractual)	0	0	0	20,000	20,000	**$40,000**
Miscellaneous	0	0	0	20,000	20,000	**$40,000**
TOTAL	**$0**	**$0**	**$0**	**$50,000**	**$50,000**	**$100,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$100,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	0	0	0	50,000	50,000	**$100,000**
TOTAL	**$0**	**$0**	**$0**	**$50,000**	**$50,000**	**$100,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Sewer	**Water Resources**	**Various locations within City limits**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
SEWER EXTENSION PROGRAM / U0016	**Maintenance**

DEPARTMENT PRIORITY

Project represents additional essential services

Project contributes to generation of new revenue

PROJECT DESCRIPTION

Provide for the extension of sanitary sewer lines into unserved areas of the City due to new construction, failed septic systems or economic development. Also used to reimburse developers per City Code for constructing City sewers.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page15.7, Goal 1: Provide citizens of Lynchburg with a dependable, modern, high quality water and sanitary sewer system with sufficient system capacity to meet the City's long term requirements.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
James Talian, Water Resources Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Increases revenue from new sewer service customers and increases maintenance for new sewer lines.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	120,000	100,000	100,000	100,000	100,000	**$520,000**
TOTAL	**$120,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$520,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$520,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	120,000	100,000	100,000	100,000	100,000	**$520,000**
TOTAL	**$120,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$520,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Sewer	**Water Resources**	**Various**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
SEWER SYSTEM EVALUATION AND REHABILITATION / U0015	**Maintenance**

DEPARTMENT PRIORITY

Project has legal or regulatory mandate

Project supports essential services

PROJECT DESCRIPTION

Inspection and evaluation along with major repairs or replacement of the City's Wastewater Collection System.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page 15.7, Goal 1: Provide the citizens of Lynchburg with dependable, modern, high quality water and sanitary sewer service with sufficient system capacity to meet the City's long-term requirements.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Eric Schrader, Water Resources Engineer	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Lessens routine maintenance of sewer collection system in the completed project areas.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	2,200,000	1,700,000	3,575,000	3,200,000	1,550,000	**$12,225,000**
TOTAL	**$2,200,000**	**$1,700,000**	**$3,575,000**	**$3,200,000**	**$1,550,000**	**$12,225,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$12,225,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	1,880,000	1,700,000	1,900,000	1,850,000	1,400,000	**$8,730,000**
Local: G.O. Bonds	320,000	0	1,675,000	1,350,000	150,000	**$3,495,000**
TOTAL	**$2,200,000**	**$1,700,000**	**$3,575,000**	**$3,200,000**	**$1,550,000**	**$12,225,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

Crews work on a broken water line

SERVICE AREA
Sewer

DEPARTMENT
Water Resources

LOCATION
Kemper Street, Park Avenue, and Langhorne Road

PROJECT TITLE/PROJECT NUMBER
MIDTOWN CONNECTOR / U0161

PROJECT DESCRIPTION
The Midtown Connector includes road improvements on Kemper Street between 17th Street and Fort Avenue, and on Park Avenue between Fort Avenue and Stuart Street. The project will include replacement of water, sewer, and storm utilities as needed based on age and condition of the existing infrastructure, including establishing new water services and sanitary laterals.

PROJECT STATUS
Construction to be complete June 2015.

PROJECT MANAGER(S)
John P. Morris, P.E., Engineering Project Manager

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
07/01/09	FY 2009 CIP	$119,408
07/01/10	FY 2010 CIP	54,383
07/01/12	FY 2013 CIP	1,253,163
TOTAL		**$1,426,954**
08/30/13	Expenditures to date	372,506
AVAILABLE APPROPRIATIONS		**$1,054,448**

PROJECT BUDGET

Activity	Amount
Consultant Engineering	$346,777
Construction	1,080,177
TOTAL	**$1,426,954**

CASH FLOW PROJECTION

CASH AVAILABLE	September-June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	594,948	459,500	0	0	0	0	**$1,054,448**
TOTAL CASH	**$594,948**	**$459,500**	**$0**	**$0**	**$0**	**$0**	**$1,054,448**

EXPENDITURES THROUGH 08/30/13	**$372,506**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$1,426,954**

SERVICE AREA
Sewer

DEPARTMENT
Water Resources

LOCATION
Concord Turnpike

PROJECT TITLE/PROJECT NUMBER
PRELIMINARY ENGINEERING REPORT and FINAL DESIGN of WASTEWATER TREATMENT PLANT HEADWORKS, STORAGE TANKS, and DISINFECTION FACILITY / U0347

PROJECT DESCRIPTION
Preliminary engineering report and final design of upgrades to the wastewater treatment plant to reduce CSO overflow volume and frequency. Completion of project will allow final design to be used for upgrades of headworks to allow more flow to be pumped into the plant. Approximately 4 million gallons of storage tank capacity to store excess waste during rainfall events, and disinfection facilities to chlorinate combined sewer overflows will be available if storage capacity is exceeded.

PROJECT STATUS
Design to be complete June 2016. Construction to begin October 2016.

PROJECT MANAGER(S)
James Talian, Water Resources Engineer

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
01/31/14	Council Approval of State Grant	$4,400,000
TOTAL		**$4,400,000**
08/30/13	Expenditures to date	0
AVAILABLE APPROPRIATIONS		**$4,400,000**

PROJECT BUDGET

Activity	Amount
Peliminary Engineering Report and Design	$4,400,000
TOTAL	**$4,400,000**

CASH FLOW PROJECTION

CASH AVAILABLE	September-June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
State: Grant	350,000	2,750,000	1,300,000	0	0	0	**$4,400,000**
TOTAL CASH	**$350,000**	**$2,750,000**	**$1,300,000**	**$0**	**$0**	**$0**	**$4,400,000**

EXPENDITURES THROUGH 08/30/13	**$0**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$4,400,000**

SERVICE AREA
Sewer

DEPARTMENT
Water Resources

LOCATION
Lynchburg Expressway at Main Street

PROJECT TITLE/PROJECT NUMBER
CSO 125 / U0349

PROJECT DESCRIPTION
Construction of new separated sanitary sewer line to complete previous sewer separation project of upstream pipelines. Project is part of the CSO Program.

PROJECT STATUS
Construction to be complete June 2015.

PROJECT MANAGER(S)
James Talian, Water Resources Engineer

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
01/31/14	Council Approval of State Grant	$350,000
TOTAL		**$350,000**
08/30/13	Expenditures to date	0
AVAILABLE APPROPRIATIONS		**$350,000**

PROJECT BUDGET

Activity	Amount
Peliminary Engineering Report and Design	$49,100
Construction Administration & Inspection	$36,000
Construction	264,900
TOTAL	**$350,000**

CASH FLOW PROJECTION

CASH AVAILABLE	September-June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
State: Grant	40,000	310,000	0	0	0	0	**$350,000**
TOTAL CASH	**$40,000**	**$310,000**	**$0**	**$0**	**$0**	**$0**	**$350,000**

EXPENDITURES THROUGH 08/30/13	**$0**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$350,000**

SERVICE AREA
Sewer

DEPARTMENT
Water Resources

LOCATION
Intersection of Jefferson Street and Washington Street

PROJECT TITLE/PROJECT NUMBER
JAMES RIVER INTERCEPTOR DIVISION 3A / U0313

PROJECT DESCRIPTION
Construction of 1300 feet of 72-inch diameter sanitary sewer interceptor pipeline to replace existing 48-inch and 54-inch pipe . Project is part of the CSO program and will increase the capability of the sanitary collection system to convey waste to the Wastewater Treatment Plant and thus reduce combined sewer overflow volume and frequency.

PROJECT STATUS
Construction to be complete June 2014.

PROJECT MANAGER(S)
James Talian, Water Resources Engineer

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
07/01/11	FY 2012 CIP	7,006,552
07/01/13	FY 2014 CIP	65,714
07/01/13	FY 2014 CIP	116,088
01/31/14	Council Approval of State Grant	666,000
TOTAL		**$7,854,354**
08/30/13	Expenditures to date	5,736,589
AVAILABLE APPROPRIATIONS		**$2,117,765**

PROJECT BUDGET

Activity	Amount
Construction Administration & Inspection	$312,055
Construction Administration & Inspection - Railroad	978,335
Construction	6,543,526
Miscellaneous	20,438
TOTAL	**$7,854,354**

CASH FLOW PROJECTION

CASH AVAILABLE	September-June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	20,360	0	0	0	0	0	**$20,360**
State: Grant	666,000	0	0	0	0	0	**$666,000**
State: VCWRLF	1,431,405	0	0	0	0	0	**$1,431,405**
TOTAL CASH	**$2,117,765**	**$0**	**$0**	**$0**	**$0**	**$0**	**$2,117,765**

EXPENDITURES THROUGH 08/30/13	**$5,736,589**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$7,854,354**

SERVICE AREA
Sewer

DEPARTMENT
Water Resources

LOCATION
Riverfront Park Between 9th Street and 13th Street

PROJECT TITLE/PROJECT NUMBER
JAMES RIVER INTERCEPTOR DIVISION 3B / U0329

PROJECT DESCRIPTION
Construction of 1700 feet of 72-inch diameter sanitary sewer interceptor pipeline to replace existing 48-inch pipe. Project is part of the CSO program and will increase the capability of the sanitary collection system to convey waste to the Wastewater Treatment Plant and thus reduce combined sewer overflow volume and frequency.

PROJECT STATUS
Construction to be complete June 2016.

PROJECT MANAGER(S)
James Talian, Water Resources Engineer

APPROPRIATION HISTORY

Date	Source of Appropriation	Amount
07/01/12	FY 2013 CIP	59,420
07/01/13	FY 2014 CIP	42,710
01/31/14	Council Approval of State Grant	7,607,230
TOTAL		**$7,709,360**
08/30/13	Expenditures to date	59,396
AVAILABLE APPROPRIATIONS		**$7,649,964**

PROJECT BUDGET

Activity	Amount
Design	$95,380
Construction Administration & Inspection	$293,617
Construction Administration & Inspection - Railroad	$360,000
Construction	6,960,000
Miscellaneous	363
TOTAL	**$7,709,360**

CASH FLOW PROJECTION

CASH AVAILABLE	September-June FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	30,000	12,734	0	0	0	0	**$42,734**
State: Grant	2,600,000	4,700,000	307,230	0	0	0	**$7,607,230**
TOTAL CASH	**$2,600,000**	**$4,700,000**	**$307,230**	**$0**	**$0**	**$0**	**$7,649,964**

EXPENDITURES THROUGH 08/30/13	**$59,396**
UNFUNDED APPROPRIATIONS	**$0**
TOTAL PROJECT ESTIMATE	**$7,709,360**

Installation of a Stormwater Line

The James River after a storm.

STORMWATER FUND CAPITAL PROJECTS SUMMARY OF APPROPRIATIONS - This summary demonstrates project appropriations for each Fiscal Year along with the expected sources of funding.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
RESOURCES					
Pay-As-You-Go - Stormwater	$1,050,000	$1,110,000	$750,000	$660,000	$450,000
Pay-As-You-Go - Fund Balance	430,000	0	0	0	0
Amount to be Provided by Virginia Clean Water Revolving Loans	0	2,000,000	2,000,000	3,000,000	3,000,000
TOTAL ESTIMATED RESOURCES	**$1,480,000**	**$3,110,000**	**$2,750,000**	**$3,660,000**	**$3,450,000**
LOCALLY FINANCED PROJECTS					
Stormwater System Infrastructure Renewal	$250,000	$250,000	$250,000	$250,000	$250,000
Stormwater System Master Planning	830,000	360,000	500,000	410,000	200,000
Water Quality Improvements	400,000	500,000	0	0	0
TOTAL LOCALLY FINANCED PROJECTS	**$1,480,000**	**$1,110,000**	**$750,000**	**$660,000**	**$450,000**
VIRGINIA CLEAN WATER REVOLVING LOAN FUND FINANCED PROJECTS					
Water Quality Improvements	$0	$2,000,000	$2,000,000	$3,000,000	$3,000,000
TOTAL VIRGINIA CLEAN WATER REVOLVING LOAN FUND FINANCED PROJECTS	**$0**	**$2,000,000**	**$2,000,000**	**$3,000,000**	**$3,000,000**
TOTAL PROPOSED PROJECTS	**$1,480,000**	**$3,110,000**	**$2,750,000**	**$3,660,000**	**$3,450,000**

STORMWATER FUND CAPITAL PROJECTS FINANCING PLAN - This summary demonstrates projected expenditure cash flows for each Fiscal Year along with the expected sources of funding.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
BALANCE FORWARD	**$573,783**	**$143,783**	**$33,783**	**$183,783**	**$223,783**
INCOME					
Pay-As-You-Go - Stormwater	$1,050,000	$1,000,000	$900,000	$700,000	$500,000
Virginia Clean Water Revolving Loan Fund Proceeds	0	0	2,000,000	2,000,000	3,000,000
TOTAL INCOME	**$1,050,000**	**$1,000,000**	**$2,900,000**	**$2,700,000**	**$3,500,000**
CASH FLOW REQUIREMENTS					
FY 2015-2019 CIP Projects	$1,480,000	$1,110,000	$2,750,000	$2,660,000	$3,450,000
TOTAL EXPENDITURES	**$1,480,000**	**$1,110,000**	**$2,750,000**	**$2,660,000**	**$3,450,000**
BALANCE FORWARD	**$143,783**	**$33,783**	**$183,783**	**$223,783**	**$273,783**

FIVE-YEAR PROPOSED APPROPRIATIONS TO BE FINANCED BY THE CITY

Project Title	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
STORMWATER - NEW CONSTRUCTION					
Stormwater System Infrastructure Renewal	250,000	250,000	250,000	250,000	250,000
Source of Funding					
Pay-As-You-Go	250,000	250,000	250,000	250,000	250,000
Stormwater System Master Planning	830,000	360,000	500,000	410,000	200,000
Source of Funding					
Pay-As-You-Go	830,000	360,000	500,000	410,000	200,000
Water Quality Improvements	400,000	2,500,000	2,000,000	3,000,000	3,000,000
Source of Funding					
Pay-As-You-Go	400,000	500,000	0	0	0
State: VCWRLF	0	2,000,000	2,000,000	3,000,000	3,000,000
Total Estimates Proposed FY 2015 - 2019 CIP	$1,480,000	$3,110,000	$2,750,000	$3,660,000	$3,450,000
Source of Funding					
Pay-As-You-Go	$1,480,000	$1,110,000	$750,000	$660,000	$450,000
State: VCWRLF	$0	$2,000,000	$2,000,000	$3,000,000	$3,000,000

Funding totals on this schedule may differ from the Financing Plan schedule due to the timing of projects and availability of resources.

FIVE-YEAR ESTIMATED NET COST	APPROPRIATIONS THROUGH 8/30/13	ESTIMATED COST BEYOND PROGRAM PERIOD	TOTAL ACCUMULATED PROJECT COST
$1,250,000	**Continuing**	**Continuing**	**$1,250,000**
$2,300,000	**Continuing**	**Continuing**	**$2,300,000**
$10,900,000	**Continuing**	**Continuing**	**$10,900,000**
$14,450,000			**$14,450,000**

$4,450,000
$10,000,000
$14,450,000

SERVICE AREA	DEPARTMENT	LOCATION
Stormwater	**Water Resources**	**Various**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
STORMWATER SYSTEM INFRASTRUCTURE RENEWAL / U0320	**New**

DEPARTMENT PRIORITY

Project supports essential services

PROJECT DESCRIPTION

This program will provide for the major capital repair, replacement and mapping of the City's stormwater conveyance systems, including piping, channels, and streams that are too costly to include in the operations budget.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page 15.7, Goal 1: Provide the citizens of Lynchburg with dependable, modern, high quality water and sanitary sewer service with sufficient system capacity to meet the City's long-term requirements.

PROJECT MANAGER(S)	**PROJECT START DATE**	Continuing
Erin Hawkins, Water Quality Manager	**PROJECT COMPLETION DATE**	Continuing

COMPLETION SCHEDULE

Activity	**Complete - Quarter**
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):

Most work will be performed by an outside contractor; therefore there will be minimal impact to operating expenses and staff requirements.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY ACTIVITY

Activity	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Estimate**
Construction	250,000	250,000	250,000	250,000	250,000	**$1,250,000**
TOTAL	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$1,250,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	**FY 2015-2019 APPROPRIATIONS**	**BEYOND FY 2019 APPROPRIATIONS**	**TOTAL PROJECT APPROPRIATIONS**
Continuing	$1,250,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	**FY 2015**	**FY 2016**	**FY 2017**	**FY 2018**	**FY 2019**	**Program Period Total**
Local: Pay-As-You-Go	250,000	250,000	250,000	250,000	250,000	**$1,250,000**
TOTAL	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$1,250,000**

SOURCES OF PROJECT FUNDING FY 2015-2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA	DEPARTMENT	LOCATION
Stormwater	**Water Resources**	**Various**

PROJECT TITLE/PROJECT NUMBER	PROJECT TYPE
STORMWATER SYSTEM MASTER PLANNING / U0334	**New**

DEPARTMENT PRIORITY
Project has a legal or regulatory mandate
Project supports essential services

PROJECT DESCRIPTION
This program will provide for the necessary master planning of the City's efforts to address federal and State mandates according to the MS4 Permit and various other Chesapeake Bay Total Maximum Daily Load (TMDL) regulations and requirements.

RELATIONSHIP TO COMPREHENSIVE PLAN
Chapter 15, Page 15.7, Goal 1: Provide the citizens of Lynchburg with dependable, modern, high quality water and sanitary sewer service with sufficient system capacity to meet the City's long-term requirements.

PROJECT MANAGER(S)
Erin Hawkins, Water Quality Manager

PROJECT START DATE 09/2013
PROJECT COMPLETION DATE 06/2019

COMPLETION SCHEDULE

Activity	Complete - Quarter
Consultant Engineering	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
Most work will be performed by an outside contractor; therefore, there will be minimal impact to operating expenses and staff requirements.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Consultant Engineering	830,000	360,000	500,000	410,000	200,000	**$2,300,000**
TOTAL	**$830,000**	**$360,000**	**$500,000**	**$410,000**	**$200,000**	**$2,300,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$2,300,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	830,000	360,000	500,000	410,000	200,000	**$2,300,000**
TOTAL	**$830,000**	**$360,000**	**$500,000**	**$410,000**	**$200,000**	**$2,300,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 100% STATE = 0% FEDERAL = 0% OTHER = 0%

SERVICE AREA
Stormwater

DEPARTMENT
Water Resources

LOCATION
Various

PROJECT TITLE/PROJECT NUMBER
WATER QUALITY IMPROVEMENTS

PROJECT TYPE
New

DEPARTMENT PRIORITY
Project has a legal or regulatory mandate
Project supports essential services

PROJECT DESCRIPTION

This program will provide for the construction of necessary water quality Best Management Practices (BMP) in the City's efforts to address federal and State mandates according to the MS4 Permit and various other Chesapeake Bay Total Maximum Daily Load (TMDL) regulations and requirements.

RELATIONSHIP TO COMPREHENSIVE PLAN

Chapter 15, Page 15.7, Goal 1: Provide the citizens of Lynchburg with dependable, modern, high quality water and sanitary sewer service with sufficient system capacity to meet the City's long-term requirements.

PROJECT MANAGER(S)
Erin Hawkins, Water Quality Manager

PROJECT START DATE 07/2015
PROJECT COMPLETION DATE Continuing

COMPLETION SCHEDULE

Activity	Complete - Quarter
Construction	Continuing

OPERATING BUDGET IMPACT (OVERALL OPERATING EXPENSES & PROJECTED STAFFING REQUIREMENTS):
Most work will be performed by an outside contractor. There will be slight increases in costs per year for inspections and routine maintenance.

FIVE YEAR PROPOSED PROJECT **APPROPRIATIONS** BY SUB-PROJECT

Sub-Projects	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Estimate
Construction	400,000	2,500,000	2,000,000	3,000,000	3,000,000	**$10,900,000**
TOTAL	**$400,000**	**$2,500,000**	**$2,000,000**	**$3,000,000**	**$3,000,000**	**$10,900,000**

TOTAL PROJECT COST

TOTAL PRIOR APPROPRIATIONS THROUGH 8/30/13	FY 2015-2019 APPROPRIATIONS	BEYOND FY 2019 APPROPRIATIONS	TOTAL PROJECT APPROPRIATIONS
Continuing	$10,900,000	Continuing	**Continuing**

FIVE YEAR PROPOSED PROJECT **EXPENDITURE CASH FLOW PROJECTIONS** BY SOURCE OF FUNDING

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Program Period Total
Local: Pay-As-You-Go	400,000	500,000	0	0	0	**$900,000**
State: VCWRLF Loan	0	0	2,000,000	2,000,000	3,000,000	**$7,000,000**
TOTAL	**$400,000**	**$500,000**	**$2,000,000**	**$2,000,000**	**$3,000,000**	**$7,900,000**

SOURCES OF PROJECT FUNDING FY 2015 - 2019 (%): LOCAL = 11% STATE = 89% FEDERAL = 0% OTHER = 0%