



Lynchburg Expressway Appearance Fund (LEAF) Special Revenue Fund. 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.

	Actual FY 2006	Adopted FY 2007	Department Requested FY 2008	Manager's Proposed FY 2008	Adopted FY 2008
FUND SUMMARY					
BEGINNING FUNDS	\$41,161	\$41,160	\$43,632	\$43,632	\$43,632
REVENUES					
Revenue from pledges and donations	38,350	0	0	0	0
TOTAL REVENUES	\$38,350	\$0	\$0	\$0	\$0
EXPENDITURES					
Contractual Services					
Grounds Maintenance Services	35,879	0	0	0	0
TOTAL EXPENDITURES	\$35,879	\$0	\$0	\$0	\$0
ENDING FUNDS	\$43,632	\$41,160	\$43,632	\$43,632	\$43,632

Lynchburg Expressway Appearance Fund (LEAF) Special Revenue Fund Budget Description

No funds are requested for FY 2008.



Museum System Special Revenue Fund. This fund was established to receive funds from admission and other museum fees, gift sales, grants and charitable contributions. These funds are appropriated annually as needed for the Museum System's education, exhibit and artifact preservation programs and for various special projects as recommended by the Museum Advisory Board.

	Actual FY 2006	Adopted FY 2007	Department Requested FY 2008	Manager's Proposed FY 2008	Adopted FY 2008
FUND SUMMARY					
BEGINNING FUNDS	\$15,047	\$23,054	\$19,805	\$19,805	\$19,805
REVENUES					
Charges for Services (Admissions)	\$8,926	\$17,500	\$17,500	\$17,500	\$17,500
Miscellaneous Revenue	468	300	600	600	600
TOTAL REVENUES	\$9,394	\$17,800	\$18,100	\$18,100	\$18,100
EXPENDITURES					
Contractual Services					
Advertising and Public Relations Services	\$2,505	\$3,120	\$3,120	\$3,120	\$3,120
Other Services					
Supplies	0	225	225	225	225
Training and Conferences	1,000	1,500	1,500	1,500	1,500
Recreation and Activity	967	2,000	2,000	2,000	2,000
Awards and Recognition	164	750	750	750	750
Volunteer Recognition	0	25	25	25	25
Building Maintenance and Repair Materials	0	150	150	150	150
Audiovisual Supplies	0	225	225	225	225
General Fund Transfer	0	6,648	0	0	0
TOTAL EXPENDITURES	\$4,636	\$14,643	\$7,995	\$7,995	\$7,995
ENDING FUNDS	\$19,805	\$26,211	\$29,910	\$29,910	\$29,910

Museum System Special Revenue Fund Budget Description

The Department Requested FY 2008 Museum Fund budget of \$7,995 represents a 45.4% decrease of \$6,648 as compared to the Adopted FY 2007 budget of \$14,643.

Significant change introduced in the Department Requested FY 2008 budget:

- \$6,648 decrease reflecting the elimination of a one-time transfer to the General Fund.

All items requested are proposed by the City Manager for funding.

The Proposed FY 2008 Museum Fund budget was adopted by City Council without changes.

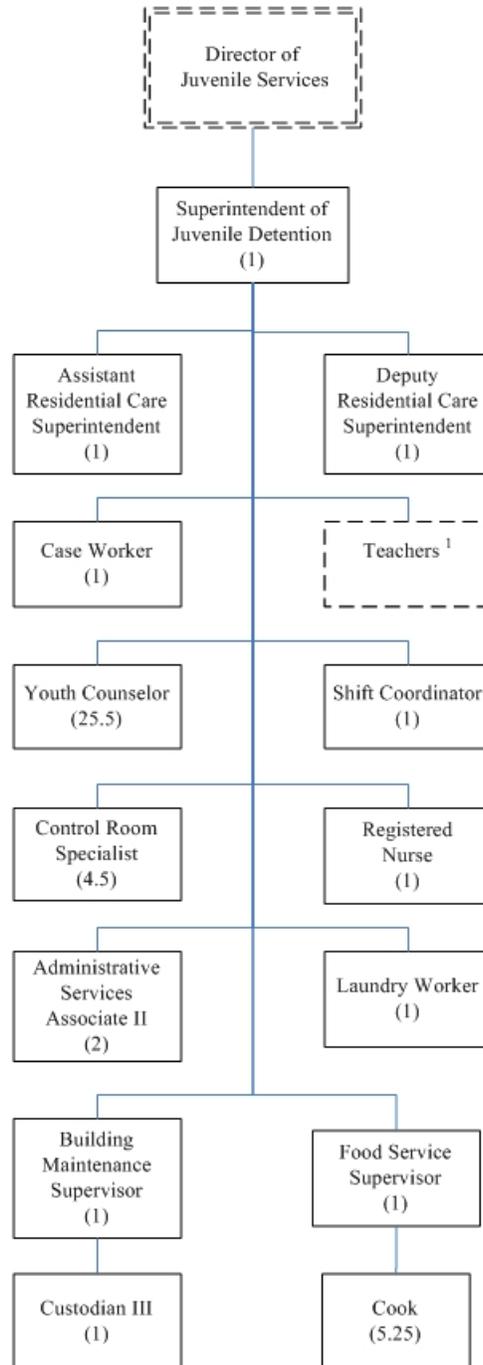


REGIONAL JUVENILE DETENTION CENTER

POSITION SUMMARY

 47.25 City Funded Positions
 2.50 Wage Positions

 49.75 Total Funded Positions



1. Administered by the Lynchburg City Schools



Regional Juvenile Detention Center Fund. The 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. Administration of the Juvenile Detention Center is governed by the Lynchburg Regional Detention Home Advisory Board.

	Actual FY 2006	Adopted FY 2007	Department Requested FY 2008	Manager's Proposed FY 2008	Adopted FY 2008
FUND SUMMARY					
Total FTE Positions	48.25	49.75	49.75	49.75	49.75
BEGINNING FUNDS	\$202,611				
Funding for FY 2005 encumbrances	15,076				
TOTAL BEGINNING FUNDS (UNDESIGNATED)	\$187,535	\$0	\$0	\$0	\$0
REVENUES					
Charges for Services	\$1,334,168	\$1,663,498	\$1,878,336	\$1,878,336	\$1,878,336
Intergovernmental	1,241,492	1,237,740	1,156,985	1,156,985	1,156,985
Miscellaneous	116	0	0	0	0
TOTAL REVENUES	\$2,575,776	\$2,901,238	\$3,035,321	\$3,035,321	\$3,035,321
EXPENDITURES					
Salaries	\$1,889,604	\$1,909,132	\$2,027,080	\$2,027,080	\$2,027,080
Supplies	162,357	192,100	188,750	188,750	188,750
Equipment Operation & Maintenance	26,562	31,900	26,350	26,350	26,350
Internal Services	4,964	5,780	6,405	6,405	6,405
Rentals & Leases	2,088	2,500	2,500	2,500	2,500
Utilities	63,948	62,000	66,000	66,000	66,000
Contractual Services	11,400	20,060	14,850	14,850	14,850
Training & Meetings	3,143	3,000	3,000	3,000	3,000
Indirect Costs	217,300	212,040	211,264	211,264	211,264
Debt	225,048	367,507	390,124	390,124	390,124
Contingency	0	10,000	10,000	10,000	10,000
Heavy Equipment	0	25,000	25,000	25,000	25,000
Nondepartmental Payments	20,734	25,641	25,641	25,641	25,641
Self Insurance	17,353	14,578	18,357	18,357	18,357
Workers Compensation	279	20,000	20,000	20,000	20,000
TOTAL EXPENDITURES	2,644,780	2,901,238	3,035,321	3,035,321	3,035,321
ENDING FUNDS (DESIGNATED)	100,000				
ENDING FUNDS (UNDESIGNATED)	\$18,531	\$0	\$0	\$0	\$0



Regional Juvenile Detention Center Fund Budget Description

The Department Requested FY 2008 Juvenile Services Lynchburg Regional Juvenile Detention Center budget of \$ 3,035,321 represents a 4.6 % increase of \$134,083 as compared to the Adopted FY 2007 budget of \$ 2,901,238.

Significant changes introduced in the Department Requested FY 2008 budget are:

- \$117,948 increase in Salaries and Employee Benefits reflecting FY 2007 compensation adjustments.
- \$22,617 increase in Debt Service reflecting debt refinancing by the City.

All items requested are proposed by the City Manager for funding.

The Proposed FY 2008 Juvenile Services Lynchburg Regional Juvenile Detention Center budget was adopted by City Council without changes.

Regional Juvenile Detention Center Fund Performance Measures

Goal 1:

To provide cost effective juvenile detention services.

Objective:

Provide secure confinement and supervision of juvenile detainees.

Performance Measure:	Target FY 2006	Actual FY 2006	Projected FY 2007	Projected FY 2008
Cost per day will not exceed the State average for secure juvenile detention services.	97%	79%	97%	97%

Goal 2:

Juvenile detainees will be available for court appearances, appointments with lawyers, probation officers, and other interested professionals.

Objective:

(1) Have juveniles available for transportation to court by appropriate authorities. (2) Provide video hearing capabilities to appropriate courts, hearing officers, and Court Service Unit personnel. (3) Provide access to juveniles from their probation officers, attorneys, and other appropriate professionals.

Performance Measure:	Target FY 2006	Actual FY 2006	Projected FY 2007	Projected FY 2008
Juveniles will be made available for appearance in court and for appointments with other appropriate professionals.	98%	100%	98%	98%

Goal 3:

Provide mental health screening on all detained juveniles.

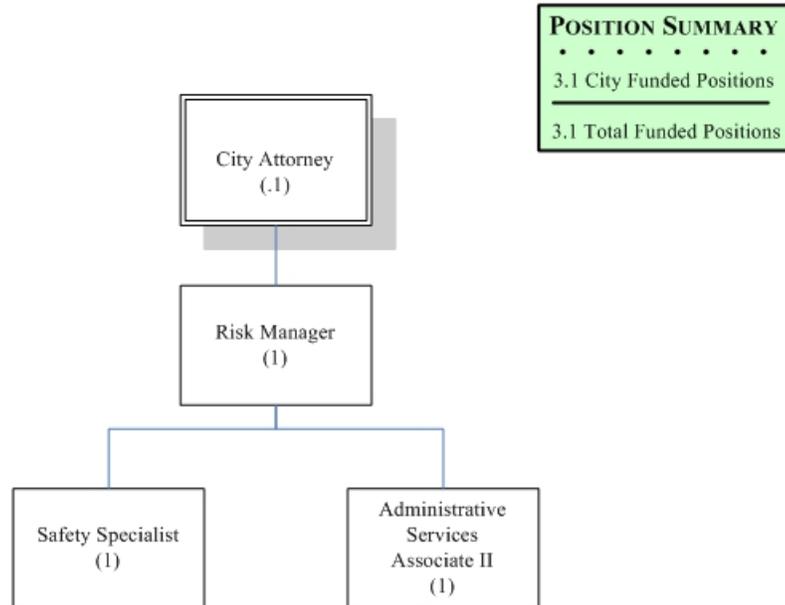
Objective:

Administer mental health screening during admission or within 24 hours of admission.

Performance Measure:	Target FY 2006	Actual FY 2006	Projected FY 2007	Projected FY 2008
Mental health screenings administered to juvenile that are detained.	98%	100%	98%	98%



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 Fund, Utility 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 2006	Adopted FY 2007	Department Requested FY 2008	Manager's Proposed FY 2008	Adopted FY 2008
FUND SUMMARY					
Total FTE Positions	3.15	3.15	3.10	3.10	3.10
BEGINNING FUNDS	\$2,053,318	\$2,108,910	\$2,171,132	\$2,171,132	\$2,171,132
REVENUES					
General Fund	\$568,752	\$609,760	\$614,037	\$614,037	\$614,037
Water Fund	125,705	145,510	142,950	142,950	142,950
Sewer Fund	100,512	116,602	117,833	117,833	117,833
Sewer Fund - Treatment Plant	61,083	73,469	70,049	70,049	70,049
Airport Fund	52,210	59,418	56,249	56,249	56,249
Solid Waste Fund	112,040	126,199	125,664	125,664	125,664
Juvenile Detention Home	17,353	19,770	18,357	18,357	18,357
Interest Earnings	69,309	35,000	35,000	35,000	35,000
Miscellaneous	3,292	0	0	0	0
Subrogation	299,496	25,000	25,000	25,000	25,000
TOTAL REVENUES	\$1,409,752	\$1,210,728	\$1,205,139	\$1,205,139	\$1,205,139
EXPENDITURES					
Salaries	\$146,615	\$149,657	\$158,565	\$158,565	\$158,565
Employee Benefits	49,573	56,459	59,425	59,425	59,425
Contractual Services					
Maintenance and Repair	0	1,300	1,300	1,300	1,300
Software	900	0	0	0	0
Miscellaneous	400	16,050	16,050	16,050	16,050
Internal Services					
Fleet Services	3,426	3,798	4,045	4,045	4,045
Other Charges					
Supplies and Materials	5,043	9,344	9,344	9,344	9,344
Training and Conferences	6,941	6,546	6,546	6,546	6,546
Telecommunications	754	1,296	1,296	1,296	1,296
Postage and Mailing	410	1,050	1,050	1,050	1,050
Dues and Memberships	1,836	2,145	2,145	2,145	2,145
Rental and Leases	0	495	495	495	495
Capital Outlay	200	0	0	0	0
SUB-TOTAL OPERATING EXPENDITURES	\$216,098	\$248,140	\$260,261	\$260,261	\$260,261
Insurance	533,758	627,633	395,876	395,876	395,876
Worker's Comp Insurance	69,705	74,955	75,229	75,229	75,229
Claims	472,378	200,000	213,773	213,773	213,773
Miscellaneous Claims Expense	0	0	200,000	200,000	200,000
TOTAL INSURANCE AND CLAIMS	\$1,075,840	\$902,588	\$884,878	\$884,878	\$884,878
TOTAL EXPENDITURES	\$1,291,938	\$1,150,728	\$1,145,139	\$1,145,139	\$1,145,139
ENDING FUNDS	\$2,171,132	\$2,168,910	\$2,231,132	\$2,231,132	\$2,231,132



Risk Management Fund Budget Description

The Department Requested FY 2008 Risk Management/City Attorney budget of \$1,145,139 represents a .5% decrease of \$5,589 as compared to the Adopted FY 2007 budget of \$1,150,728.

No significant changes are introduced in the Department Requested FY 2008 budget.

The Proposed FY 2008 Risk Management Fund budget was adopted by City Council without changes.

Risk Management Fund Performance Measures

Goal 1: Work to assist City departments to understand and comply with safety regulations that impact their employees.

Objective: Increasing all departments' understanding and compliance with necessary safety regulations will impact employee awareness of the issues and help reduce the potential of injury and property damage incidents.

Performance Measure:	Target FY 2006	Actual FY 2006	Projected FY 2007	Projected FY 2008
Completing annual safety surveys of all City properties and random jobsite visits with reports on findings being submitted to each department within 5 days of survey. Conduct or arrange at least 6 training sessions on safety topics that impact City departments. Conduct injury and property damage incident investigations to identify root cause issues and submit findings.	Not previously measured	Not previously measured	80%	90%

Goal 2: Track all employee injury incidents and submit monthly reports on these numbers. Quarterly reports will be submitted and reviewed in order to look for possible trends and offer recommendations as needed to help reduce the potential of additional injury incidents.

Objective: Reduction of employee injury incidents, thus helping to reduce associated medical costs.

Performance Measure:	Target FY 2006	Actual FY 2006	Projected FY 2007	Projected FY 2008
Generation of monthly and quarterly reports along with an internal tracking system to assist in injury analysis.	Not previously measured	Not previously measured	90%	100%

Goal 3: Effective claims resolution

Objective: Resolve claims for and against the City in an equitable and timely manner

Performance Measure:	Target FY 2006	Actual FY 2006	Projected FY 2007	Projected FY 2008
Number of claims incurred vs. resolved:				
• 82 estimated claims – 70 resolved in FY06	100%	85.4%	85%	90%
• 100 estimated subrogation claims – 91 resolved in FY07	100%	91%	85%	90%



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.

	Actual FY 2006	Adopted FY 2007	Department Requested FY 2008	Manager's Proposed FY 2008	Adopted FY 2008
FUND SUMMARY					
BEGINNING FUNDS	\$44,910	\$44,910	\$52,308	\$52,308	\$52,308
REVENUES					
Donations and Restitutions	\$11,614	\$14,700	\$21,200	\$21,200	\$21,200
Interest	1,572	1,200	1,700	1,700	1,700
Revenue from the Commonwealth	6,791	8,000	8,000	8,000	8,000
TOTAL REVENUES	\$19,977	\$23,900	\$30,900	\$30,900	\$30,900
EXPENDITURES					
Christmas Fund	\$2,360	\$3,500	\$4,500	\$4,500	\$4,500
Special Items Program	102	400	400	400	400
Supplemental Security Income	0	5,000	5,000	5,000	5,000
Food Stamps Restitution	8,841	4,500	10,000	10,000	10,000
Interest /Fiscal Relief	152	1,200	1,700	1,700	1,700
Fuel Restitution	82	500	500	500	500
Miscellaneous Other Expenses	242	8,000	17,000	17,000	17,000
Welfare Advisory Board	800	800	800	800	800
TOTAL EXPENDITURES	\$12,579	\$23,900	\$39,900	\$39,900	\$39,900
ENDING FUNDS	\$52,308	\$44,910	\$43,308	\$43,308	\$43,308

Special Welfare Fund Budget Description

The Department Requested FY 2008 Department of Social Services Special Welfare budget of \$39,900 represents a 66.9% increase of \$16,000 as compared to the Adopted FY 2007 budget of \$23,900.

Significant changes introduced in the Department Requested FY 2008 budget include:

- \$5,500 increase in Food Stamp restitutions reflecting FY 2006 increases in collections
- \$9,000 increase in Pre-screening expenditures reflecting an increased need for services to the elderly.

All items requested are proposed for funding by the City Manager.

The Proposed FY 2008 Special Welfare Fund budget was adopted by City Council without changes.



Stadium Fund. Supports the operations and maintenance of Lynchburg City Stadium and Calvin Falwell Field per the Memorandum of Understanding updated December 2005.

	Actual FY 2006	Adopted FY 2007	Department Requested FY 2008	Manager's Proposed FY 2008	Adopted FY 2008
FUND SUMMARY					
BEGINNING FUNDS	\$368,126	\$217,234	\$368,128	\$368,128	\$368,128
Revenues					
Meals tax	\$23,782	\$30,000	\$30,000	\$30,000	\$30,000
Sales Tax	4,598	6,000	6,000	6,000	6,000
Property Rental	560	10,000	0	0	0
Advertising	276,618	305,000	324,000	324,000	324,000
Skybox Rental	108,848	87,000	87,000	87,000	87,000
Concessions	463,050	462,000	456,000	456,000	456,000
Admissions	272,913	311,000	305,000	305,000	305,000
Merchandise	79,323	84,000	85,000	85,000	85,000
Special Promotions	92,093	85,000	92,000	92,000	92,000
Miscellaneous Revenues	124,401	111,000	134,000	134,000	134,000
Fundraising	5,000	0	0	0	0
Interest	0	3,000	0	0	0
Total Revenues	\$1,451,186	\$1,494,000	\$1,519,000	\$1,519,000	\$1,519,000
Transfers In					
General Fund	\$156,971	\$152,350	\$194,467	\$194,467	\$194,467
Total Transfers	\$156,971	\$152,350	\$194,467	\$194,467	\$194,467
Total Revenues and Transfers	\$1,608,157	\$1,646,350	\$1,713,467	\$1,713,467	\$1,713,467
Expenditures					
Operating-Departmental	\$76,483	\$100,935	\$134,090	\$134,090	\$134,090
Operating-Non-Departmental	1,256,756	1,315,000	1,346,000	1,346,000	1,346,000
Debt Service					
City's Portion	51,678	51,415	60,377	60,377	60,377
Stadium's Portion	134,444	158,499	156,786	156,786	156,786
Transfer to City Capital Projects Fund (Skyboxes)	0	31,000	31,000	31,000	31,000
Transfer to City Capital Projects Fund (Pay-as-you-go)	110,724	0	0	0	0
Total Expenditures	\$1,630,085	\$1,656,849	\$1,728,253	\$1,728,253	\$1,728,253
Ending Funds	\$346,198	\$206,735	\$353,342	\$353,342	\$353,342

Stadium Fund Budget Description

The Department Requested FY 2008 Stadium Fund budget of \$1,728,253 represents a 4.3% increase of \$71,404 as compared to the Adopted FY 2007 budget of \$1,656,849.

Significant changes introduced in the Department Requested FY 2008 budget are:

- \$71,404 increase in operating expenses reflecting a scheduled increase in debt service, maintenance, utilities and operating costs.

All items requested are proposed for funding by the City Manager.

The Proposed FY 2008 Stadium 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.

	Actual FY 2006	Adopted FY 2007	Department Requested FY 2008	Manager's Proposed FY 2008	Adopted FY 2008
FUND SUMMARY					
BEGINNING FUNDS	\$1,404,195	\$574,479	\$1,994,267	\$1,994,267	\$1,367,824
REVENUES					
Use of Money and Property	\$50,597	\$12,000	\$12,000	\$30,000	\$30,000
Miscellaneous Revenue	108,978	0	0	0	0
Transfer from General Fund	739,058	587,966	679,353	679,353	679,353
TOTAL REVENUES	\$898,632	\$599,966	\$691,353	\$709,353	\$709,353
EXPENDITURES					
Contractual Services					
Maintenance and Repair	12,741	155,928	80,363	110,363	110,363
Software Purchases	0	0	0	100,000	100,000
IT Systems Consulting	0	0	0	200,000	200,000
On-Site Training	0	0	0	2,500	2,500
Miscellaneous Contractual Services	50,086	121,250	617,000	617,000	617,000
Other Charges					
Supplies and Materials	214,057	287,000	406,000	406,000	406,000
Travel and Training	0	0	28,000	35,500	35,500
Building Improvement	0	0	150,000	150,000	150,000
Capital Outlay	125,824	100,000	90,000	104,500	104,500
TOTAL EXPENDITURES	\$402,708	\$664,178	\$1,371,363	\$1,725,863	\$1,725,863
ENDING FUNDS	\$1,900,119	\$510,267	\$1,314,257	\$977,757	\$351,314



Technology Fund Budget Description

The Department Requested FY 2008 Technology Fund budget of \$1,371,363 represents a 95.3% percent increase of \$707,185 as compared to the Adopted FY 2007 budget of \$664,178.

Significant changes introduced in the Department Requested FY 2008 budget include:

- \$375,000 increase in Software Purchases reflecting expenses to purchase Microsoft Office 2007.
- \$70,000 increase in Minor Equipment reflecting the replacement of Cisco network switches.
- \$40,000 increase in Minor Equipment reflecting the replacement of network firewall equipment.
- \$35,000 increase in Minor Equipment reflecting the replacement of PC's due to increased inventory.
- \$80,000 increase in IT Consulting reflecting support for converting the Real Estate Tax System to PCI.
- \$30,000 increase in Software Purchases and IT Consulting reflecting the expansion of the Document Management System to additional users.
- \$20,000 increase in IT Consulting reflecting the Harmony System in Human Services with the City's Financial System.
- \$38,000 increase in Training and IT Consulting services for eGovernment enhancements, including the addition of detailed billing information on the Internet site.
- \$25,000 increase in Training for information security awareness among City employees.
- \$25,000 increase in Software Purchases for an upgrade to the Microsoft SQL Server 2005 platform.
- \$150,000 increase in Building Maintenance and Repair services for enhancements at the NTS building.

Major item proposed by the City Manager not requested in the original fund submission:

- \$354,500 increase in Capital Outlay, IT Consulting, Training, and Software Maintenance reflecting the cost of implementing a platform change to the Geographical Information System (GIS). The Department of Community Development made the original request.

The Proposed FY 2008 Technology Fund budget was adopted by City Council without changes.