

SUFFOLK TAXING DISTRICT FUND

DESCRIPTION

The Suffolk Taxing District Fund was eliminated in the FY 2007-2008 budget. This special fund derived revenues from a specific additional real estate tax levy in a specific geographical area of the City. The only remaining service from the fund, mosquito control, was transferred to the Stormwater Fund, effective July 1, 2007.

SUFFOLK TAXING DISTRICT FUND

Revenue

	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	% Chng	2010-2011 Budget	% Chng
Real Property Taxes	\$ 2,151	\$ 2,810	\$ 0	\$ 0	-	0	-
Penalties and Interest	1,438	459	0	0	-	0	-
Revenue from the Use of Money	9,893	2,511	0	0	-	0	-
Total Revenue	\$ 13,481	\$ 5,780	\$ 0	\$ 0	-	0	-

Expenditure Summary

	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	% Chng	2010-2011 Budget	% Chng
Services	\$ 18,150	\$ 0	\$ 0	\$ 0	-	0	-
Total Expenditures	\$ 18,150	\$ 0	\$ 0	\$ 0	-	0	-

* Suffolk Taxing District was eliminated with FY 08' budget with mosquito services incorporated into the Stormwater Management Fund effective 7-1.

SUFFOLK TAXING DISTRICT FUND

Budget Detail

Account Number: 4-208-	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	% Chng	2010-2011 Budget	% Chng
41310-60xx Special Appropriation-Improvements	18,150	0	0	0	-	0	-
Total Operating Expenditures	\$ 18,150	\$ -	\$ 0	\$ 0	-	\$ 0	-

* This tax district was eliminated effective 7-1-07 with the only remaining service of mosquito control transferred to the Stormwater Fund.

DOWNTOWN BUSINESS OVERLAY TAXING DISTRICT FUND

DESCRIPTION

The Downtown Business Overlay Taxing District is a special fund created to foster economic development in downtown Suffolk. A specific additional real estate tax levy of **\$0.125** is assessed on properties in the Downtown Business Overlay Taxing District. Revenues provide funding for enhanced beautification, refuse, sidewalk, and street maintenance services.

DOWNTOWN BUSINESS OVERLAY TAXING DISTRICT FUND

Revenue								
	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	% Chng		2010-2011 Budget	% Chng
Real Property Taxes	\$ 184,532	\$ 194,939	\$ 195,000	\$ 200,000	3%	\$	200,000	3%
Penalties and Interest	925	1,468	0	0	-		0	-
Total Revenue	\$ 185,457	\$ 196,406	\$ 195,000	\$ 200,000	3%	\$	200,000	3%
Expenditure Summary								
	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	% Chng		2010-2011 Budget	% Chng
Services	\$ 169,999	\$ 177,968	\$ 195,000	\$ 195,000	0%	\$	200,000	3%
Total Expenditures	\$ 169,999	\$ 177,968	\$ 195,000	\$ 195,000	0%	\$	200,000	3%

DOWNTOWN BUSINESS OVERLAY TAXING DISTRICT FUND

Budget Detail

Account Number: 4-209-		2007-2008	2008-2009	2009-2010	2010-2011	%	2010-2011	%
		Actual	Actual	Budget	Requested	Chng	Budget	Chng
41310-3100	Professional Services	\$ 69,734	\$ 19,971	\$ 95,000	\$ 95,000	0%	\$ 95,000	0%
41310-3160	Purchased Service - Road Maint. (Beautification,	24,390	97,281	40,000	40,000	0%	45,000	13%
41310-3420	Trolley Service	0	1,700	0	0	-	0	-
42300-3100	Purchased Service - GF (Refuse Collection Service)	75,874	59,017	59,000	59,000	0%	59,000	0%
	Interest Expense	0	0	1,000	1,000	0%	1,000	0%
Total Operating Expenditures		\$ 169,999	\$ 177,968	\$ 195,000	\$ 195,000	0%	\$ 200,000	3%

ROAD MAINTENANCE FUND

DESCRIPTION

The Road Maintenance Fund provides for the maintenance of primary and secondary roadways throughout the City of Suffolk including drainage ditches, sidewalks, grass mowing, and litter control. The Division also evaluates, repairs, and upgrades traffic regulatory markings, signage, and traffic signal operations; directs and manages capital and special projects; assists in the review of all site development plans; analyzes impacts relating to current and future transportation issues; administers the City’s street lighting program; and assists in supporting the Roadway Advisory Commission.

FY 2010 ACCOMPLISHMENTS

- ✓ Resurfaced 30 lane miles of roadway throughout the City of Suffolk.
- ✓ Successfully completed the Huntersville Initiative Project and East Washington Street Sidewalk Construction.
- ✓ Achieved 100% of the annual roadway remarking and thermoplastic restriping goals established by the divisions of Traffic Engineering and Road Maintenance.



FY 2011 OBJECTIVES

- ✓ To resurface all roadways throughout the City on a reoccurring 30 year cycle.
- ✓ To maintain and upgrade, if necessary, all bridge structures to meet current State and Federal standards.
- ✓ To repaint/reapply paint or thermoplastic markings on 100% of arterial highways in the City on an annual basis.
- ✓ To repair 100% of Priority 1 signal repairs within 4 hours.

Performance Measures	FY 09 Actual	FY 10 Projected	FY 11 Target
Number of lane miles resurfaced	27	30	33
Average time to repair potholes	120 hrs	96 hrs	72 hrs
Percentage of arterial highways remarked annually	100%	100%	100%
Percentage of Priority 1 signal repairs completed within 4 hours	100%	100%	100%

ROAD MAINTENANCE FUND

Revenue

		2007-2008	2008-2009	2009-2010	2010-2011	%		2010-2011	%
		Actual	Actual	Budget	Requested	Chng		Budget	Chng
Urban Maintenance Funds	A	\$ 17,064,454	\$ 17,737,864	\$ 18,103,680	\$ 18,053,108	0%	\$	18,053,108	0%
Sale of Services - Capital Projects	B	585,930	310,954	200,000	200,000	0%		200,000	0%
Sale of Services - Stormwater (Mosquito)	C	54,590	60,090	60,000	60,000	0%		60,000	0%
Sales of Services - Stormwater (Engineering)	D	266,610	275,411	275,000	275,000	0%		275,000	0%
Sale of Services - DBOD	E	24,390	97,281	40,000	45,000	13%		45,000	13%
Sale of Services - General Fund (PW Admin.)	F	0	0	30,000	30,000	0%		30,000	0%
Sale of Permits	G	78,277	34,378	40,000	40,000	0%		40,000	0%
Sale of Services - Developer Plan Review	H	193,455	82,215	30,000	20,000	-33%		20,000	-33%
Developer Traffic Signal Contributions	I	0	128,000	200,000	200,000	0%		200,000	0%
Developer Street Sign Contributions	J	25,476	9,719	5,000	5,000	0%		5,000	0%
Operations of Street Lights	K	52,282	213,798	60,000	60,000	0%		60,000	0%
Virginia Logo Program	L	24,650	12,200	15,000	15,000	0%		15,000	0%
Height/Weight Permit Fees	M	0	0	86,250	86,250	0%		86,250	0%
Miscellaneous Revenue	N	25,961	49,291	0	5,000	-		5,000	-
Fines & Forfeitures	O	0	26,966	0	50,000	-		25,000	-
Sale of Service - Animal Control	P	0	0	0	1,040	-		1,040	-
Insurance Recovery	Q	0	0	0	50,000	-		10,000	-
Sale of Salvage/Surplus	R	0	0	0	10,000	-		0	-
Interest Proceeds		136,747	44,840	0	0	-		0	-
Total Revenue		\$ 18,532,821	\$ 19,083,007	\$ 19,144,930	\$ 19,205,398	0%	\$	19,130,398	0%

Expense Summary

		2007-2008	2008-2009	2009-2010	2010-2011	%		2010-2011	%
		Actual	Actual	Budget	Requested	Chng		Budget	Chng
Road Maintenance		\$ 12,841,130	\$ 13,602,950	\$ 14,869,788	\$ 14,860,075	0%	\$	14,714,115	-1%
Traffic Engineering		3,635,362	3,915,997	4,275,142	4,340,323	2%		4,416,283	3%
Total Expenses		\$ 16,476,492	\$ 17,518,947	\$ 19,144,930	\$ 19,200,398	0%	\$	19,130,398	0%

- A - State revenue estimate based on lane miles per/secondary & primary
- B - Services provided to Capital Projects Fund for roadwork.
- C - Ditch cleaning services to Stormwater - mosquito control.
- D - BMP residential maintenance and enhanced street sweeping services provided to Stormwater Fund.
- E - Enhanced street sweeping, roadside beautification, and clean up services provided to DBOD Taxing District Fund.
- F - Misc. engineering services provided to General Fund.
- G - Wide load and overweight permits, commercial drive permits issued to public.
- H - Charges to developers for plans review by Engineering.
- I - Charges to developers for inspection by Traffic Engineering of traffic signal construction

DIVISION: ROADWAY - MAINTENANCE (Department of Public Works)

Budget Detail

Account Number: 4-210-041200	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	% Chng	2010-2011 Budget	% Chng
1100 Salaries and Wages	\$ 2,533,847	\$ 2,789,791	\$ 3,137,466	\$ 3,137,466	0%	\$ 3,253,825	4%
1200 Salaries and Wages - Overtime	291,834	122,314	183,235	183,235	0%	183,235	0%
2100 FICA	214,961	218,520	254,034	254,034	0%	262,935	4%
2210 VRS Retirement	351,732	399,400	446,148	446,148	0%	522,890	17%
2400 Group Life	57,282	23,790	24,786	24,786	0%	9,111	-63%
3100 Professional Services	190,719	76,020	80,000	40,000	-50%	40,000	-50%
3110 Medical Services	0	3,277	7,500	7,500	0%	7,500	0%
3300 Repair and Maintenance	94,428	44,564	40,000	100,000	150%	100,000	150%
3310 Repairs - Bridges	336,660	952,066	1,000,000	1,000,000	0%	1,000,000	0%
3500 Printing and Binding	802	1,047	5,000	3,000	-40%	3,000	-40%
4100 Information Technology	48,793	23,186	27,737	93,195	236%	113,853	310%
4200 Fleet	1,957,886	2,117,997	2,234,512	2,276,244	2%	2,299,542	3%
4500 Risk Management	824,463	1,146,601	1,056,775	500,000	-53%	886,378	-16%
5210 Postage	103	37	300	300	0%	300	0%
5230 Telecommunications	20,033	19,507	15,080	13,500	-10%	12,197	-19%
5410 Lease/Rent of Equipment	2,999	0	0	0	-	0	-
5420 Lease/Rent of Buildings	186,555	188,666	189,360	180,000	-5%	180,000	-5%
5500 Travel and Training	17,928	14,253	40,000	40,000	0%	20,000	-50%
5714 Purchase Services - Stormwater Fund	0	1,482	25,000	0	-100%	0	-100%
5715 Purchase Services - General Fund (landscap	0	0	28,000	28,000	0%	28,000	0%
5716 Purchase Services - General Fund (Police W	0	0	0	0	-	175,000	-
5810 Dues and Association Memberships	2,199	1,641	2,040	2,040	0%	2,040	0%
6001 Office Supplies	10,630	12,055	18,550	18,500	0%	18,500	0%
6011 Uniforms & Wearing Apparel	27,423	28,479	30,000	30,000	0%	30,000	0%
6012 Books and Subscriptions	370	0	300	300	0%	300	0%
6014 Other Operating Supplies	326,816	229,379	720,850	861,332	19%	861,332	19%
6017 Copier Costs	0	3,254	3,059	3,058	0%	3,059	0%
6024 Street Improvements	4,325,088	3,111,162	4,293,557	4,837,437	13%	3,550,038	-17%
6028 Street Signs (developer contributed)	0	0	5,000	0	-100%	0	-100%
8200 Capital Outlay	417,580	1,444,462	0	150,000	-	150,000	-
093000-0100 Indirect Costs	600,000	630,000	661,500	630,000	-5%	1,001,081	51%
Transfer to Capital Projects	0	0	340,000	0	-100%	0	-100%
Total Operating Expenditures	\$ 12,841,130	\$ 13,602,950	\$ 14,869,788	\$ 14,860,075	0%	\$ 14,714,115	-1%

5714 - Purchased Services - Stormwater Fund: Engineering plans review services.

DIVISION: ROADWAY - MAINTENANCE (Department of Public Works)

Personnel Summary

Range	Class	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	2010-2011 Budget
36	Assistant Director of PW - Operations	0	0	0	0	1
30	Operations Manager	1	1	1	1	1
25 / 27	Street Superintendent I / II	6	6	6	6	6
23	Operations Office Manager	0	1	1	1	1
19	Technical Asset Manager	0	0	0	1	1
17	Engineering Data Technician	1	1	1	0	0
17	Street Foreman	14	14	14	14	14
17	Maintenance Mechanic	3	3	3	3	3
15	Labor Supervisor	1	1	1	1	1
15	Asset Management Data Technician	1	1	1	1	1
15	Permit Technician-Weights/Measures	0	0	1	1	1
15	Litter Control Coordinator	0	0	0	1	1
13 / 15	Heavy Equipment Operator I / II	31	31	31	31	31
13	Secretary II	1	1	1	1	1
13	Accounting Technician	1	1	1	1	1
9 / 11	Street Maintenance Worker I / II	28	28	28	28	28
11	Street Sweeper Operator	3	3	3	3	3
11	Skilled Laborer	1	1	1	1	1
11	Time Keeper	1	1	1	1	1
10	Office Assistant II	1	1	1	1	1
Number of Full-Time Positions		94	95	96	97	98

DIVISION: ROADWAY - TRAFFIC ENGINEERING (Department of Public Works)

Budget Detail

Account Number: 4-210-041400-	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	% Chng	2010-2011 Budget	% Chng
1100 Salaries and Wages	\$ 764,906	\$ 827,408	\$ 859,164	\$ 859,164	0%	\$ 861,164	0%
1200 Salaries and Wages - Overtime	66,424	48,844	74,084	74,084	0%	74,084	0%
2100 FICA	60,499	63,174	71,393	71,393	0%	71,546	0%
2210 VRS Retirement	105,892	118,423	122,173	122,173	0%	138,389	13%
2400 Group Life	13,724	6,771	6,787	6,787	0%	2,411	-64%
3100 Professional Services	214,426	64,795	150,000	150,000	0%	150,000	0%
3101 Professional Services - Traffic Signal Inspe	89,866	129,070	200,000	200,000	0%	200,000	0%
3300 Repair and Maintenance	9,814	11,589	12,000	12,000	0%	12,000	0%
4100 Information Technology	53,152	32,822	45,370	65,355	44%	84,096	85%
4200 Fleet	170,256	201,254	205,139	221,020	8%	221,020	8%
4500 Risk Management	105,577	197,577	196,814	100,000	-49%	155,342	-21%
5100 Utilities (Street Lights)	1,020,208	1,147,237	1,000,000	1,000,000	0%	1,000,000	0%
5210 Postage	506	224	500	500	0%	500	0%
5230 Telecommunications	17,875	31,657	16,989	22,000	29%	9,883	-42%
5410 Lease/Rent of Equipment	2,663	0	0	0	-	0	-
5500 Travel and Training	9,942	11,847	10,000	10,000	0%	10,000	0%
5810 Dues and Association Memberships	2,383	3,100	3,110	3,500	13%	3,500	13%
6001 Office Supplies	8,848	7,026	11,000	11,000	0%	11,000	0%
6011 Uniforms & Wearing Apparel	5,689	5,830	6,896	6,896	0%	6,896	0%
6012 Books & Subscriptions	648	3,746	2,000	2,000	0%	2,000	0%
6014 Other Operating Supplies	638,008	468,590	783,999	829,728	6%	829,728	6%
6017 Copier Costs	0	2,723	2,723	2,723	0%	2,723	0%
8200 Capital Outlay	0	280,342	243,000	140,000	-42%	140,000	-42%
8201 Machinery and Equipment	198,981	95,634	100,000	100,000	0%	100,000	0%
8210 New Street Light Installation	24,445	35,299	30,000	30,000	0%	30,000	0%
8215 Improvements	37,193	121,014	122,000	300,000	146%	300,000	146%
9902 Contingency	13,437	0	0	0	-	0	-
Total Operating Expenditures	\$ 3,635,362	\$ 3,915,997	\$ 4,275,142	\$ 4,340,323	2%	\$ 4,416,283	3%

DIVISION: ROADWAY - TRAFFIC ENGINEERING (Department of Public Works)

Personnel Summary

Range	Class	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2010-2011 Requested	2010-2011 Budget
31	Traffic Engineer	1	1	1	1	1
25	Assistant Traffic Engineer	1	1	1	1	1
21	Sign & Paint Manager	1	1	1	1	1
21	Traffic Signals System Superintendent	1	1	1	1	1
21	Engineering Analyst	1	1	1	1	1
18	Engineering Technician	1	1	1	1	1
18	Traffic Signal Technician II	0	0	0	2	2
16	Traffic Signal Technician I	5	5	5	3	3
16	Sign Maintenance Manager	1	1	1	1	1
16	Paint Supervisor	1	1	1	1	1
15	Senior Sign Mechanic	1	1	1	1	1
13	Accounting Technician	1	1	1	1	1
13	Sign Mechanic	2	2	2	2	2
12	Highway Paint Equipment Operator	1	1	1	1	1
12	Secretary I	1	1	1	1	1
10	Paint Technician	2	2	2	2	2
10	Sign Technician	2	2	2	2	2
Number of Full-Time Positions		23	23	23	23	23

GRANTS FUND

DESCRIPTION

The Grants Fund is a special revenue fund that provides required local matching contributions to State, Federal, and private grant funding secured by City departments for various activities, programs, and services for the citizens of Suffolk.

GRANTS FUND

Revenue												
	2007-2008		2008-2009		2009-2010		2010-2011					
	Actual		Actual		Budget		Requested					
							%	%				
							Chng	Chng				
Transfer from General Fund	\$	0	\$	0	\$	300,000	\$	300,000	0%	\$	300,000	0%
CDBG Fed. Revenue Recovery Allocation		0		0		150,017		-	-100%		0	-100%
CDBG Annual Allocation		0		0		552,390		604,204	9%		604,204	9%
HOME Annual Allocation		0		0		491,583		543,362	11%		543,362	11%
Total Revenue	\$	0	\$	0	\$	1,493,990	\$	1,447,566	-3%	\$	1,447,566	-3%
Expense Summary												
	2007-2008		2008-2009		2009-2010		2010-2011					
	Actual		Actual		Budget		Requested					
							%	%				
							Chng	Chng				
Grants Operating Expenditures	\$	0	\$	0	\$	1,493,990	\$	1,447,566	-3%	\$	1,447,566	-3%
Total Expenses	\$	0	\$	0	\$	1,493,990	\$	1,447,566	-3%	\$	1,447,566	-3%