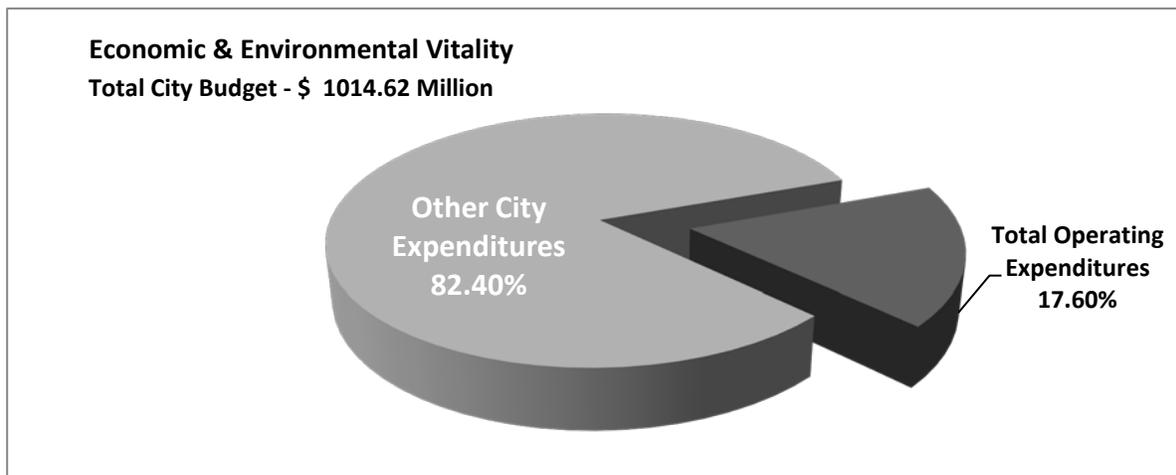


Economic & Environmental Vitality

Summary

These departments are focused on the development of the local economy and physical environment. Departments in this section are concerned with the infrastructure (roads, water/sewer lines, stormwater drains) or land use including residential building codes, agricultural land use, and business development of the City.

Budget by Department	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
112050 Agriculture	\$ 391,662	\$ 416,845	\$ 419,968	0.7%
112070 Conference Center & Visitors Bureau	3,622,132	3,956,453	4,305,626	8.8%
113080 Development & Permits	6,038,515	6,774,834	7,203,264	6.3%
113010 Economic Development	1,615,723	1,743,442	1,811,244	3.9%
111050 Planning	1,927,283	2,121,200	2,390,997	12.7%
150000 Planning Commission & Open Space and Agricultural Preservation	64,613	236,824	247,228	4.4%
112030 Public Utilities	56,179,880	65,731,058	65,829,862	0.2%
112040 Public Works	75,257,282	90,879,980	96,371,667	6.0%
113010 Tax Increment Financing	8,419	56,000	28,000	-50.0%
Total Operating Expenditures	\$ 145,105,509	\$ 171,916,636	\$ 178,607,856	3.9%



Economic & Environmental Vitality

Summary

Operating Revenues	FY 15-16	FY 16-17	FY 17-18	Change from
Resource	Budget	Budget	Budget	prior year
General Property Taxes	\$ 9,849,457	\$ 10,766,884	\$ 12,237,384	13.7%
Other Local Taxes	3,803,713	3,891,200	3,941,600	1.3%
Permits, Privilege & License Fees	2,815,503	2,531,740	2,939,816	16.1%
Fines and Forfeitures	0	0	0	0.0%
Use of Money and Property	2,176,984	1,913,740	2,007,761	4.9%
Charges for Services	99,254,988	110,521,150	117,112,645	6.0%
Miscellaneous Revenue	1,632,676	1,619,100	1,843,870	13.9%
Recovered Costs	217,098	91,735	120,200	31.0%
State Non Categorical	29,554	36,400	0	-100.0%
State Shared Expenses	84,105	84,270	84,100	-0.2%
State Other Categorical Aid	33,344,932	33,371,570	34,171,600	2.4%
Federal Aid	608,430	599,991	589,252	-1.8%
Total Revenues	\$ 153,817,440	\$ 165,427,780	\$ 175,048,228	5.8%
Transfers from other funds				0.0%
General Fund Contribution	30,420,435	34,671,596	33,582,649	-3.1%
Total Resources	\$ 184,237,875	\$ 200,099,376	\$ 208,630,877	4.3%

- General property taxes include amounts for each Tax Increment Financing District and committed revenue for Open Space and Agricultural Preservation.
- Other Local taxes include the \$1 per night hotel tax for Conventions and Visitors Bureau along with lodging and restaurant food taxes credited to the Conference Center.
- Permits, Privilege & License Fees include electrical, mechanical, plumbing, and building permits issued by the Development and Permits department and credited to the General Fund.
- Fines and forfeitures include overweight vehicle citations written by the Police Department, but used to fund maintenance of bridges by the Public Works department.
- Use of money and property includes a General Fund payment to Public Utilities for maintenance of fire hydrants, along with rents collected at the Conference Center, and interest earnings for Enterprise funds.
- Charges for services include water and sewer usage charges to customers, as well as, tolls collected the Chesapeake Expressway and Dominion Boulevard (Veterans Bridge).
- Miscellaneous revenues include the sales of food and beverage at the Conference Center.
- Recovered costs typically include collection of non-tax receivables that originated in previous years.
- State aid includes funding for maintaining roads and bridges.

Economic & Environmental Vitality

Summary

This section includes significant resources that are dedicated for specific uses are not available to address the City's general cost of governmental operations. Included in this section are the following funds that contain restrictions on their usage:

Public Utilities, an enterprise fund, that provides water and sewer services to residents and businesses. The fund is supported entirely by user fees and the fund's resources are used exclusively for the cost of providing services to customers, including the servicing of debt.

Stormwater Fund, an enterprise fund, that manages stormwater throughout the City. The fund is supported entirely by user fees and the fund's resources are used exclusively for the cost of providing services to customers. Resources could be used to service debt, however, no stormwater debt is currently outstanding.

Chesapeake Transportation System, an enterprise fund, that operates two toll roads entirely within City boundaries, Chesapeake Expressway (Rt. 168) and Dominion Blvd (Veterans Bridge Rt. 17). The fund is supported entirely by user fees (tolls) and the fund's resources are used exclusively for the cost of operating toll roads, including the servicing of debt.

Chesapeake Conference Center, a special revenue fund, that includes the City Conference Center and the Conventions and Visitors Bureau. The fund is supported by the dedication of a portion of hotel and restaurant taxes. Resources support operations of the center and the bureau. Previously, the fund transferred \$1.0 million annually to the Debt Service Fund in order to reimburse the City for the construction of the facility. The transfer to the Debt Fund stopped in FY 2017 as the debt has been retired.

Tax Increment Financing Districts (TIF) were established in the Greenbrier and South Norfolk sections of the City. In accordance with state statute, funds are used to support improvements in the TIFs and to service debt used to finance improvements. The statute permits the transfer of surplus TIF funds to the City's General Fund. Approximately \$3.6 million of surplus TIF funds will transfer to the General Fund each year.

Economic & Environmental Vitality

Summary

Reconcile Resources to Expenditures	FY 15-16 Budget	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Total Resources	\$ 184,237,875	\$ 200,099,376	\$ 208,630,877	4.3%
Transfers to the General Fund	(3,607,474)	(3,772,760)	(3,845,060)	4.6%
Transfers to Capital Projects Funds	(10,197,128)	(20,996,113)	(30,446,595)	105.9%
Transfers to the Debt Fund	(2,391,257)	(2,136,191)	(2,539,324)	-10.7%
Net Increase (Decrease) in Fund Balances	22,936,506	1,277,675	(6,807,957)	-94.4%
Operating Expenditures	\$ 145,105,509	\$ 171,916,636	\$ 178,607,856	18.5%

Increase (Decrease) in Fund Balances

Conference Center	\$ 507,543	\$ 1,055,482	\$ 902,667
Development & Permits Code			
Compliance - Demolitions	(55,372)	(24,800)	(48,100)
Open Space Agric. Preservation	182,104	31,854	31,854
Public Utilities	13,559,601	1,894,586	1,827,948
Stormwater	195,766	(2,700,688)	(665,231)
Transportation System	4,717,858	(1,432,591)	(3,450,240)
Greenbrier TIF	1,723,666	2,278,602	(6,879,673)
South Norfolk TIF	2,105,341	175,230	1,472,819
Total Increases (Decreases)	\$ 22,936,506	\$ 1,277,675	\$ (6,807,956)

Agriculture

112050

Description:

The Department of Agriculture (also referred to as Virginia Cooperative Extension or VCE) provides research, consultation, and program specific training for the citizens of Chesapeake in the areas of Agriculture, Horticulture, Natural Resources, Family and Consumer Sciences, and 4-H. Through local relationships and collaborative partnerships, this department helps people put scientific knowledge to work through learning experiences that improve economic, environmental, and social well-being. This is accomplished through the following activities:

- Assist farmers in using the most current technology and management practices.
- Offer educational and technical information to citizens and landscape industry about landscaping, turf management, and home gardening.
- Enlist volunteer support to help accomplish educational mission through trained Master Gardener Volunteers.
- Conduct educational programs about conservation and recycling for farms and homeowners.
- Assist the Virginia Dare Soil and Water Conservation District with implementation of best management practices (BMP's) for farming operations.
- Conduct educational programs that help families become resilient and healthy by teaching nutrition, food preparation skills, positive child care, family communication, financial management, and health care strategies.
- Offer training in important life skills to youth that build character and assist them in making appropriate life and career choices.

Budget by Program	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
83100 Agriculture	\$ 391,662	\$ 416,845	\$ 419,968	0.7%

Goals:

- Provide research-based information to agricultural and horticultural producers to assist them in producing crops and livestock as economically as possible and increase their skills in marketing and business management while maintaining water/environmental quality.
- Provide technical information and assistance to households which maintain and improve their homes, grounds, and quality of life.
- Provide useful research-based information and teach technical skills in nutrition, human development and financial management to enable citizens to make the best use of their resources and live full and productive lives.
- Provide 4-H youth, and adults working with those youth, opportunities to realize their full potential—becoming effective, contributing citizens through participation in research-based, hands-on educational experiences.

Agriculture

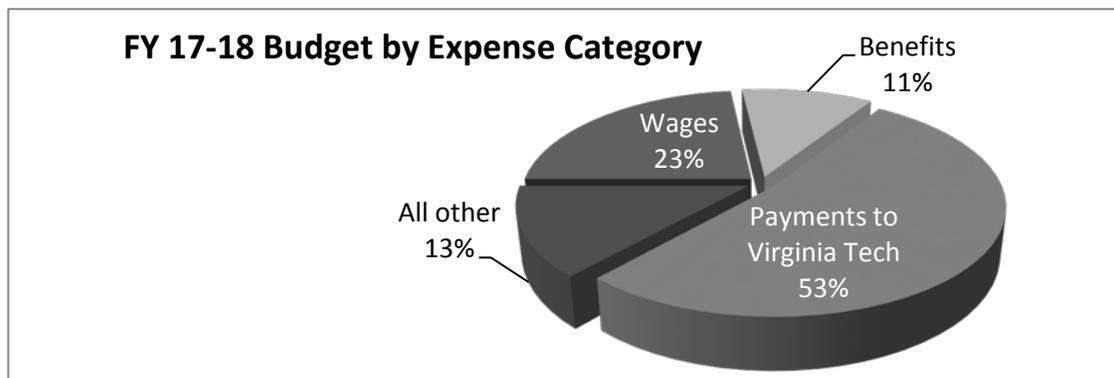
112050

Performance Measures	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
# of educational meetings	400	330	400	21%
# of citizen's inquiries	12,000	11,500	12,000	4%
# of volunteers	230	250	240	-4%
# of 4-H members	949	1,100	949	-14%
# of 4-H youth contacts	5,900	6,800	6,000	-12%
# of newsletters, articles, by-mail courses	2,300	2,800	2,300	-18%

Budget Highlights

- Per the MOU dated September 2015, all extension agents are now paid by Virginia Tech's payroll rather than the City's payroll. The City reimburses Virginia Tech for the agreed upon portion of each agent's salary (shown in Payment to Virginia Tech). For FY 17-18, the City's reimbursement is expected to increase due to anticipated increases to State salaries and benefits.
- For FY 17-18, internal service charges increased due to increased costs expected for information technology and risk management.
- For FY 17-18, operating lease expenses for storage are expected to decrease because the department will be able to use State funds to cover the cost.

Requirements:	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior Year
Salaries and wages	\$ 103,607	\$ 100,508	\$ 97,265	-3.2%
Employee benefits	48,479	44,202	46,028	4.1%
Purchased services	8,000	8,000	14,500	81.3%
Payment to Virginia Tech	187,629	216,459	220,700	2.0%
Internal service charges	25,032	27,419	29,079	6.1%
Other expenditures	8,965	16,611	8,236	-50.4%
Materials	9,950	3,646	4,160	14.1%
Total Expenses/Requirements:	\$ 391,662	\$ 416,845	\$ 419,968	0.7%



Agriculture

112050

Personnel:		FY 15-16	FY 16-17	FY 17-18	Change from
Grade	Positions	Actual	Budget	Budget	prior year
119	Administrative Assistant I	1.00	1.00	1.00	0.00
Unclass.	Agriculture Agents	4.00	4.00	4.00	0.00
113	Office Specialist II	1.00	1.00	1.00	0.00
Total Department Personnel		6.00	6.00	6.00	0.00

The positions listed above include positions paid by the City, and those paid directly by Virginia Tech.

Operating Revenues	FY 15-16	FY 16-17	FY 17-18	Change from
	Actual	Budget	Budget	prior year
100 General Fund				
State Shared Expenses	\$ 84,105	\$ 84,270	\$ 84,100	-0.2%
Total Revenues	\$ 84,105	\$ 84,270	\$ 84,100	-0.2%
General Fund Support	307,557	332,575	335,868	1.0%
Total Resources	\$ 391,662	\$ 416,845	\$ 419,968	0.7%

Budget by Fund:

100 General Fund	\$ 391,662	\$ 416,845	\$ 419,968	0.7%
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Conference Center & Convention and Visitors Bureau
(a division of Parks, Recreation & Tourism)

112070

Description:

The Chesapeake Conference Center is a convention facility that attracts more than 200,000 guests annually. With a fully operational food and beverage division and 22,700 square feet of meeting space, the Chesapeake Conference Center is a premier venue that provides for the hospitality needs of businesses, organizations, and individuals. It also contributes to the economic vitality of the City by increasing the occupancy rate of nearby hotels and restaurants. The Conference Center is partially funded by hotel and restaurant taxes.

The Convention and Visitors Bureau (CVB) actively solicits local, regional, national, and international organizations searching for a venue to hold meetings, or other hospitality services. The Bureau is funded by the Occupancy Flat Tax of \$1.00 per room night sold in Chesapeake hotels.

Tourism, through the development of entertainment, recreational, scenic, cultural, heritage and conference venues enhances the quality of life for all citizens in Chesapeake.

Code	Program Title	Program Description
81100	Conference Center	A convention facility serving the hospitality needs of current and future businesses, organizations, and individuals. Expenses include non-contract related repairs and improvements mainly relating to facility costs including capital outlays and commitments made before the current contract became effective.
81101	Convention and Visitors Bureau	Solicits conventions, meetings, and related group business and visitor promotions that generate overnight stays.
81200	Conference Center Operations - Payments to VenuWorks	In February 2014, the City entered into a five-year agreement with VenuWorks to manage the City's Conference Center. Expenses include fixed monthly management fees, incentive fees, and reimbursements for operating costs.

Budget by Program		FY 15-16	FY 16-17	FY 17-18	Change from
		Actual	Budget	Budget	prior year
81100	Conference Center	\$ 228,246	\$ 314,709	\$ 308,203	-2.1%
81101	Conv. & Visitors Bureau	1,120,815	1,151,434	1,297,485	12.7%
81200	Center Operations - VenuWorks Contract	2,273,071	2,490,310	2,699,938	8.4%
Total By Program		\$ 3,622,132	\$ 3,956,453	\$ 4,305,626	8.8%

Conference Center & Convention and Visitors Bureau
 (a division of Parks, Recreation & Tourism)

112070

Goals:

Conference Center

- Contribute to the economic and cultural vitality of the City through collaborative marketing efforts with the Conventions and Tourism Development Office in order to generate revenues in support of the hotel and restaurant community.
- Become a superb venue that is both architecturally pleasing and technologically advanced by pursuing technological and visual upgrades in the Conference Center.
- Increase market share of hospitality industry business in Hampton Roads.

Convention and Visitors Bureau

- Maximize local tax relief via visitor spending by being competitive in the positive recruitment of out-of-market meetings, conventions, group tours, sports teams, and leisure travel to Chesapeake.
- Establish a strong media outreach program to position Chesapeake as a tourism destination for meetings, sports, events, and leisure travel. Maintain the destination brand and the unified message to visitors inquiring about Chesapeake.
- Provide visitor and convention services to influence visitor spending and lengthen stays in Chesapeake.

Performance Measures	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Convention and Visitors Bureau:				
Leads generated	106	103	103	0.0%
Lead room nights	15,371	27,857	14,935	-46.4%
Booked room nights	2,665	7,958	3,000	-62.3%
CCC events booked	3	5	5	0.0%
Visitor inquiries	13,962	15,200	14,000	-7.9%

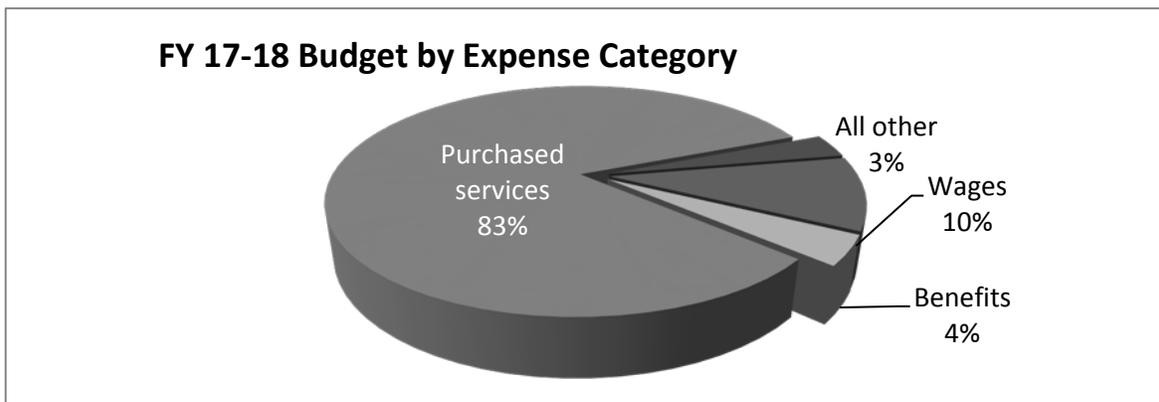
Budget Highlights:

- On February 12, 2014, the City entered into a five-year agreement with VenuWorks of Ames, Iowa for the management of the City's Conference Center for a monthly management fee of \$8,000 plus incentive fees based on measurable performance. Private management is expected to improve utilization of the center and lead to better operating results. Oversight for the division was transferred to Parks, Recreation, and Tourism in February 2014. Please see the related Parks and Recreation budgets included in the Quality Community of Life section of the document.
- Purchased services includes the payments to VenuWorks for the fixed monthly management service, as well as reimbursement for operational costs as submitted by the contractor. Beginning in FY 2018 funding of \$32,000 has been added for landscape maintenance of the Battlefield Visitors Center park.
- Internal service charges represent only the Visitor's Bureau costs.

Conference Center & Convention and Visitors Bureau
 (a division of Parks, Recreation & Tourism)

112070

Requirements:	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Salaries and wages	\$ 370,128	\$ 453,877	\$ 429,117	-5.5%
Employee benefits	138,414	144,772	170,390	17.7%
Purchased services	2,952,385	3,218,958	3,480,984	8.1%
Internal service charges	10,540	7,668	15,568	103.0%
Other expenditures	94,368	125,878	123,767	-1.7%
Materials	6,512	5,300	10,800	103.8%
Capital outlay	49,785	-	75,000	N/A
Total Expenses/Requirements:	\$ 3,622,132	\$ 3,956,453	\$ 4,305,626	8.8%



Personnel:		FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Grade	Positions				
Chesapeake Conference Center:					
128	Management Analyst	1.00	1.00	1.00	0.00
Convention & Visitors Bureau:					
115	Office Coordinator	1.00	1.00	1.00	0.00
122	Sales Manager	4.00	4.00	4.00	0.00
130	Convention & Tourism Manager	1.00	1.00	1.00	0.00
Total Department Personnel		7.00	7.00	7.00	0.00

Conference Center & Convention and Visitors Bureau
 (a division of Parks, Recreation & Tourism)

112070

Operating Revenues		FY 15-16	FY 16-17	FY 17-18	Change from
Fund	Resource	Actual	Budget	Budget	prior year
206	Conference Center				
	Other Local Taxes	\$ 3,803,713	\$ 3,891,200	\$ 3,941,600	1.3%
	Use of Money and Property	214,589	261,600	233,741	-10.6%
	Charges for Services	130,465	125,000	200,582	60.5%
	Miscellaneous Revenue	1,351,465	1,502,600	1,712,370	14.0%
	Recovered Costs	2	(8,465)	-	-100.0%
	Total Revenues	\$ 5,500,234	\$ 5,771,935	\$ 6,088,293	5.5%
Use of Resources					
	Operations	\$ 3,622,132	\$ 3,956,453	\$ 4,305,626	8.8%
	Transfers to the Debt Fund	249,776	0	-	N/A
	Transfers to Capital Projects	1,108,000	760,000	880,000	15.8%
	Transfer to General Fund	12,783	-	-	N/A
	Contribution to Fund Balance	507,543	1,055,482	902,667	-14.5%
		\$ 5,500,234	\$ 5,771,935	\$ 6,088,293	5.48%

Budget by Fund:	Actual	Budget	Budget	
206 Conference Center	\$ 3,622,132	\$ 3,956,453	\$ 4,305,626	8.8%

Notes:

Transfers to the Capital Projects fund for \$880,000 addresses the storage facility, replacement of the ceiling tile grid, and doors/hardware for the ballrooms.

Development & Permits

113080

Description:

The Department of Development and Permits ensures compliance with City building and zoning ordinances and with the Virginia Uniform Statewide Building Code. The department reviews building plans for new construction and renovations prior to issuing appropriate permits. Part of this review includes providing guidance to applicants in their completion and submission of applications and required documents. The department also issues plats and bonds/agreements, and Certificates of Occupancy. Services cover both commercial and residential properties.

Code	Program Title	Program Description
34105	Engineering & Construction	Provides professional engineering services in the design, review, approval, permitting and inspection of development plans (subdivision and site plans).
34106	Code Compliance & Zoning	Manages the compliance activities with building and zoning regulations for the construction, alteration, repair and maintenance of all buildings/properties and land uses. Enforces the zoning ordinance, property maintenance code, several nuisance ordinances and environmental codes relative to health and safety.
12700	Code Compliance - Demolitions	This program is limited to City-initiated abatement of violations for high grass, debris and demolition of unsafe structures. Building owners are required to reimburse the City for abatement costs (liens are attached to properties to ensure collection).

Budget by Program		FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
34105	Engineering & Construction	\$ 2,403,266	\$ 2,678,908	\$ 2,832,509	5.7%
34106	Code Compliance & Zoning	3,419,374	3,855,926	4,107,455	6.5%
12700	Code Compliance - Demolitions	215,875	240,000	263,300	9.7%
Total By Program		\$ 6,038,515	\$ 6,774,834	\$ 7,203,264	6.3%

Development & Permits

113080

Goals

- Review and approval of development projects in a timely and efficient manner.
- Provide inspections of development to ensure adequate construction of public facilities that the City will be accepting for maintenance.
- Maintain effective right-of-way permitting that will facilitate the construction schedule for approved plans.
- Create a multi-task service delivery organization through cross-training.
- Apply current technologies to increase productivity, efficiency and enhance customer service.
- Improve communication and interaction with other city departments, state agencies and local constituents by updating the Development, Land Use and Construction web page that details the procedures for processes such as utility activation, tenant space build-out, fees schedule, etc.
- Continue to pursue voluntary compliance with the City Code and take corrective action when necessary to achieve compliance.
- Collaborate with Public Works and the stormwater management program to ensure compliance with state mandated regulations. Assist customers with Department of Environmental Quality Stormwater Regulations that were implemented July 2014. Minimize disruptions in the development process due to the new regulations and processes.
- Continue to work with Information Technology on the eBuild online permitting system. Develop implementation that will provide training for staff and customers.

Performance Measures	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Engineering & Construction:				
# of subdivision plans processed	54	25	50	100.0%
# of site plans processed	97	45	85	88.9%
# of development plans processed	1,203	1,100	1,100	0.0%
# of civil permits processed	176	140	140	0.0%
# of franchise utility permits	2,027	1,750	1,600	-8.6%
Code Compliance & Zoning:				
Permits issued per fiscal year	16,417	14,200	15,000	5.6%
Construction inspections performed	39,116	38,000	37,500	-1.3%
# of plan reviews performed - residential	1,187	500	800	60.0%
# of plan reviews - commercial	461	400	400	0.0%
# of payment transactions for other dept.	730	NEW	1,000	0.0%
Zoning related service requests	3,166	3,700	3,200	-13.5%
Property maint. related service requests	5,189	5,200	5,200	0.0%
Code Compliance - Demolitions:				
# of demolitions	78	60	60	0.0%
# of grass/weed violations cited	1,769	2,500	2,500	0.0%
# of board-ups	40	40	40	0.0%

Development & Permits

113080

Budget Highlights:

- Salaries and wages and employee benefits increased overall for FY 17-18. Health insurance rates are expected to increase for FY 17-18.
- Development and Permits continues to review and reclassify personnel to best meet service demands and limit the need for new positions. The FY 17-18 budget includes the addition of a special project FT Business Application Specialist I position that will be funded by the capital budget to complete post-implementation project work for the eBuild online permitting system.
- The FY 17-18 budget also includes the reclassification of four positions, which have been approved for implementation during the current FY 16-17 fiscal year.
- The Engineering and Construction division converted:
 - One FT Construction Inspector II position to FT Code Compliance Inspector I.
- The Code Compliance and Zoning division converted:
 - One FT Customer Service Clerk I position to FT Permit Technician.
 - One FT Permit Technician position to FT Permit Technician II.
 - One FT Plans Examiner II position to FT Plans Examiner III.
- During the current FY 16-17 fiscal year, a career progression plan was approved for Code Compliance Inspectors in the Code Compliance and Zoning division. Three new position classifications were created for this program: Code Compliance Inspector I/II/III (grades 117/120/122). The plan consolidated and replaced several job classifications, and 22 existing inspector positions were reclassified to the new classification series.
- The Engineering and Construction division and the Code Compliance and Zoning division budgets both increased overall for FY 17-18 due to increased costs expected for salaries and wages, employee benefits, internal service charges, and other expenditures.
- The Demolitions division increased purchased services for FY 17-18 to meet demand for enforcement of the City's ordinances on dangerous and derelict buildings/structures. The increase will be funded by anticipated additional fees collected in Fund 204.

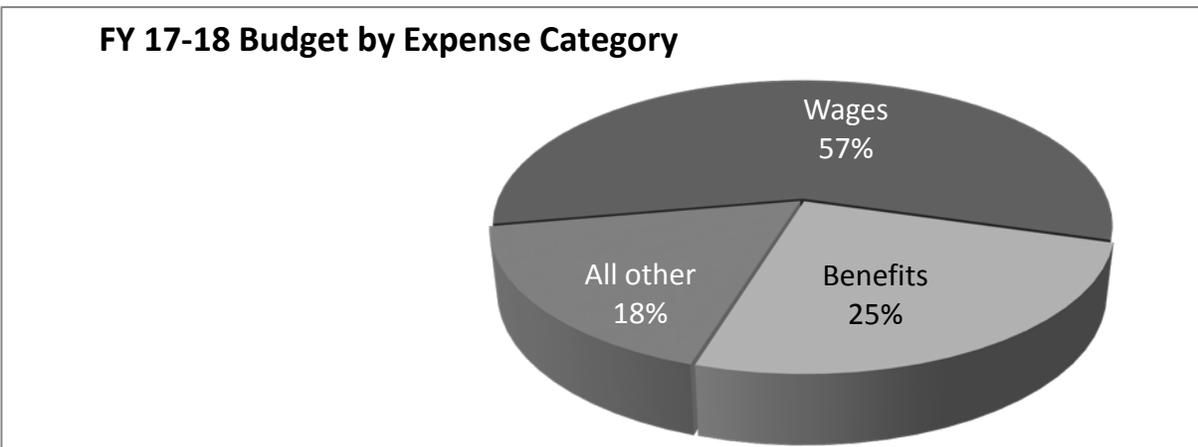
Emerging Budget Issues:

- Challenges with the implementation of the software for the eBuild online permitting system have continued the past year and are expected to continue into next year. There were significant system and design deficiencies identified when the system went live. The department has worked with the City's IT department to resolve the issues. The new special project business application specialist position will focus on resolving the issues.
- The building inspection volume continues to increase. However, the number of inspections that can be provided has reached the limit of the current staffing level. If this trend continues, additional inspectors will need to be added in FY 18-19.
- The new stormwater regulations from the Department of Environmental Quality (DEQ) continue to generate an unpredictable quantity of work for code enforcement and plan review. The department has not yet experienced the full effect of new regulations. The impact is unknown.

Development & Permits

113080

Requirements:	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Salaries and wages	\$ 3,468,812	\$ 4,048,533	\$ 4,126,530	1.9%
Employee benefits	1,549,362	1,644,691	1,819,152	10.6%
Purchased services	228,575	282,975	309,575	9.4%
Internal service charges	628,340	585,208	728,264	24.4%
Other expenditures	114,477	155,777	160,893	3.3%
Materials	48,949	57,650	58,850	2.1%
Capital Outlay	-	-	-	N/A
Total Expenses/Requirements:	\$ 6,038,515	\$ 6,774,834	\$ 7,203,264	6.3%



Personnel: Grade	Positions	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
105	Office Assistant I	1.00	1.00	1.00	0.00
106	Data Control Technician I	1.00	1.00	1.00	0.00
107	Office Assistant II	1.00	0.00	0.00	0.00
109	Customer Service Clerk I	0.00	1.00	0.00	-1.00
109	Office Specialist I	1.00	1.00	1.00	0.00
113	Account Technician I	0.00	2.00	2.00	0.00
113	Office Specialist II	3.00	0.00	0.00	0.00
113	Permit Technician	3.00	3.00	3.00	0.00
114	Office Systems Specialist	1.00	0.00	0.00	0.00
115	Office Coordinator	2.00	2.00	2.00	0.00
117-122	Code Compliance Inspector I, II, III	0.00	0.00	23.00	23.00
117-119	Code Compliance Insp. (replaced)	9.00	7.00	0.00	-7.00
117-120	Combination Inspector (replaced)	12.00	9.00	0.00	-9.00
117	Payroll/HR Technician II	0.00	1.00	1.00	0.00
118	Permit Technician II	0.00	0.00	1.00	1.00
119	Administrative Assistant I	1.00	1.00	1.00	0.00
119-121	Chief Code Comp. Insp. (replaced)	2.00	2.00	0.00	-2.00

Development & Permits

113080

Personnel Continued:		FY 15-16	FY 16-17	FY 17-18	Change from
Grade	Positions	Actual	Budget	Budget	prior year
119-122	Comb. Insp. II/Supv. (replaced)	2.00	3.00	0.00	-3.00
119	Construction Inspector II	7.00	7.00	6.00	-1.00
119	Engineering Technician II	2.00	0.00	0.00	0.00
119	Mech./Plumbing Insp. II (replaced)	1.00	1.00	0.00	-1.00
121	Construction Inspector III	3.00	3.00	3.00	0.00
123	Engineering Technician III	2.00	3.00	3.00	0.00
123	Plans Examiner I	1.00	3.00	3.00	0.00
124	Environmental Coordinator	1.00	0.00	0.00	0.00
124	Landscape Coordinator	0.00	1.00	1.00	0.00
125	Construction Inspector Supv.	1.00	1.00	1.00	0.00
125	Plans Examiner II	1.00	3.00	2.00	-1.00
126	Business Application Spec. II	1.00	1.00	1.00	0.00
126	Permits Manager	1.00	0.00	0.00	0.00
126	Plans Examiner III	0.00	0.00	1.00	1.00
127	Engineering Technical Supv. I	1.00	1.00	1.00	0.00
128	Customer Service Manager	0.00	1.00	1.00	0.00
129	Engineer II	4.00	4.00	4.00	0.00
129	Engineering Technical Supv. II	1.00	1.00	1.00	0.00
130	Code Enforcement Admin.	1.00	2.00	2.00	0.00
130	Fiscal Administrator	1.00	1.00	1.00	0.00
131	Engineer III	1.00	1.00	1.00	0.00
131	Permit Services Administrator	0.00	1.00	1.00	0.00
132	Development Service Coordinator	1.00	1.00	1.00	0.00
134	Engineer IV	2.00	2.00	2.00	0.00
135	Zoning Administrator	1.00	1.00	1.00	0.00
136	Code Compliance Manager	1.00	0.00	0.00	0.00
137	Plans Review & Codes Admin.	1.00	1.00	1.00	0.00
141	Director of Dev. and Permits	1.00	1.00	1.00	0.00
Department Personnel		76.00	75.00	75.00	0.00

The following positions are "Special Project" (SP) positions included and funded in the Capital Budget (CIP).

Special Project Personnel:		FY 15-16	FY 16-17	FY 17-18	Change from
Grade	Positions	Actual	Budget	Budget	prior year
115	Office Coordinator - (SP/EDP)	1.00	0.00	0.00	0.00
117-119	Code Compliance Insp. - (SP/EDP)	1.00	0.00	0.00	0.00
119	Engineering Technician II - (SP/EDP)	1.00	0.00	0.00	0.00
121	Bus. Application Spec. I - (SP/EDP)	0.00	0.00	1.00	1.00
129	Engineer II - (SP/EDP)	1.00	0.00	0.00	0.00
Special Project Personnel		4.00	0.00	1.00	1.00
Total Department Personnel		80.00	75.00	76.00	1.00

Development & Permits

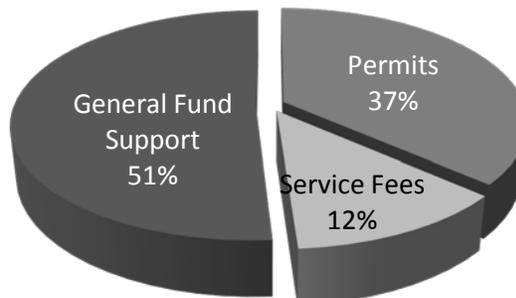
113080

Operating Revenues		FY 15-16	FY 16-17	FY 17-18	Change from
Fund	Resource	Actual	Budget	Budget	prior year
100	General Fund				
	Permits, Privilege & License Fees	\$ 2,495,423	\$ 2,227,640	\$ 2,610,200	0.0%
	Charges for Services	696,801	533,800	674,600	0.0%
	Miscellaneous Revenue	12	-	-	0.0%
	Recovered Costs	361	-	-	0.0%
	Total Revenues	\$ 3,192,597	\$ 2,761,440	\$ 3,284,800	0.0%
	General Fund Support	2,630,043	3,773,394	3,655,164	-3.1%
	Total Resources	\$ 5,822,640	\$ 6,534,834	\$ 6,939,964	6.20%
Use of Resources					
	Operations	5,822,640	6,534,834	6,939,964	6.2%
		\$ 5,822,640	\$ 6,534,834	\$ 6,939,964	6.20%
204	Fee Supported Activities				
	Charges for Services	\$ 160,503	\$ 215,200	\$ 215,200	0.0%
	Total Revenues	\$ 160,503	\$ 215,200	\$ 215,200	0.0%
	Use of Fund balance	55,372	24,800	48,100	93.95%
	Total Resources	\$ 215,875	\$ 240,000	\$ 263,300	9.71%
Use of Resources					
	Operations	\$ 215,875	\$ 240,000	\$ 263,300	9.7%
		\$ 215,875	\$ 240,000	\$ 263,300	9.71%

Budget by Fund:

100 General Fund	\$ 5,822,640	\$ 6,534,834	\$ 6,939,964	6.2%
204 Fee Supported Activities	215,875	240,000	263,300	9.7%
Total by Fund	\$ 6,038,515	\$ 6,774,834	\$ 7,203,264	6.3%

FY 17-18 Development & Permits Resources



Economic Development

113010

Description:

The Department of Economic Development helps to attract, retain, and expand high quality industry and business to create a stable, diverse tax base and economy; thereby, creating jobs and improving the standard of living for the citizens of Chesapeake. These core functions are achieved by:

- Developing and implementing programs which encourage industries and businesses to locate within the City.
- Serving the existing industrial/business community with an effective retention program, and serving as liaison between industry/business and the City.
- Serving staff functions for the Economic Development Authority, Chesapeake Port Authority, and Economic Development Advisory Committee.

The Economic Development Department also has oversight responsibilities for two Tax Increment Financing Districts (TIF).

Budget by Program		FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
81050	Economic Development	\$ 1,615,723	\$ 1,743,442	\$ 1,811,244	3.9%

Goals

- Attract new business investment from targeted industries, and provide an effective Business Retention and Expansion Program in the industrial, commercial, and retail sectors of the City.
- Enhance and add structure to Small, Women, and Minority (SWAM) Business Development Initiative.
- Enhance the use of the department web site to market the City for business location and expansion.
- Promote development opportunities and private sector development of new business parks, commercial areas, and redevelopment corridors.
- Work with Planning Department to implement the strategies of the Development Master Plans for South Norfolk, Great Bridge, Greenbrier, Deep Creek, and Western Branch.
- Increase international business presence by utilizing outreach marketing, particularly in Europe, the Far East, and South America.
- Attract continued and increased private investment within the TIF Districts.
- Implement the initiatives and continuum of improvements within the directives set forth in the City ordinance establishing the TIF Districts.

Economic Development

113010

Performance Measures	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
# of new businesses located	10	15	15	0.0%
# of new bus. expanded	14	40	40	0.0%
Jobs added by new business	60	750	750	0.0%
Existing jobs retained	404	750	750	0.0%

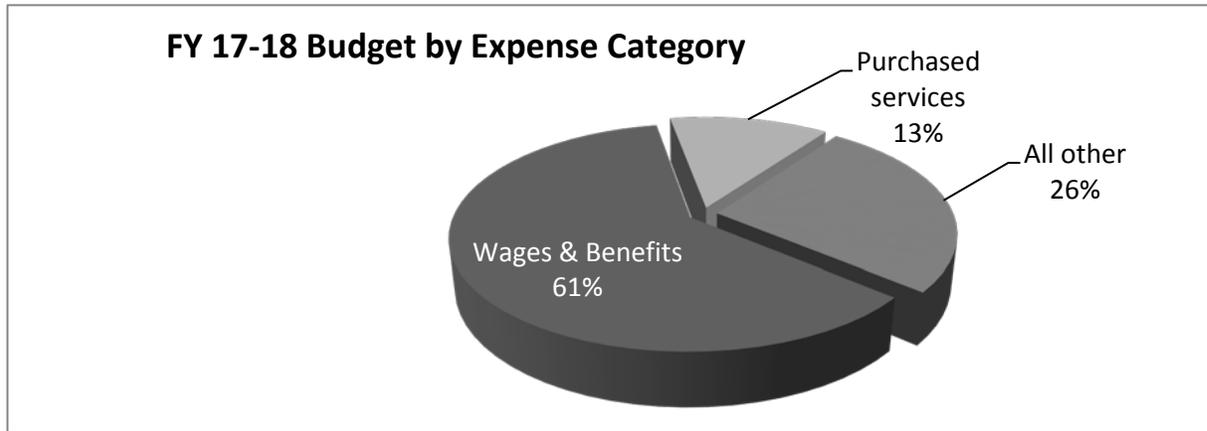
Budget Highlights:

- The increase in salaries is due to the inclusion of funding for a 2.5% pay increase. The increase in the benefits category is largely due to an increase in the amount allocated for health insurance.
- An increase in information technology charges is the majority of the reason for the increase in internal service charges.
- The increase in other expenditures is primarily due to the increased allotment for rent and travel expenses.

Requirements:	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Salaries and wages	\$ 698,602	\$ 787,040	\$ 800,652	1.7%
Employee benefits	273,884	298,570	304,913	2.1%
Purchased services	138,181	202,296	231,616	14.5%
Internal service charges	99,973	94,071	103,856	10.4%
Other expenditures	388,767	345,965	354,707	2.5%
Materials	16,316	15,500	15,500	0.0%
Total Expenses/Requirements	\$ 1,615,723	\$ 1,743,442	\$ 1,811,244	3.9%

Economic Development

113010



Personnel:		FY 15-16	FY 16-17	FY 17-18	Change from
Grade	Positions	Budget	Budget	Budget	prior year
109	Office Specialist I	1.00	1.00	1.00	0.00
113	Office Specialist II	1.00	1.00	1.00	0.00
118	Marketing Research Assistant	1.00	0.00	0.00	0.00
122	Marketing Research Specialist	0.00	1.00	1.00	0.00
128	Business Development Rep.	2.00	2.00	2.00	0.00
128	Management Analyst	0.00	1.00	1.00	0.00
130	Fiscal Administrator	0.63	0.00	0.00	0.00
132	Development Svcs. Coord.	1.00	1.00	1.00	0.00
132	Sr. Business Development Mgr.	2.00	2.00	2.00	0.00
135	Asst. Director of Econ. Dev.	1.00	1.00	1.00	0.00
142	Director of Economic Dev.	1.00	1.00	1.00	0.00
Total Department Personnel		10.63	11.00	11.00	0.00

Budgeted Resources:

No direct revenues are allotted or assessed

Budget by Fund:	FY 15-16	FY 16-17	FY 17-18	Change from
	Actual	Budget	Budget	prior year
100 General Fund	\$ 1,615,723	\$ 1,743,442	\$ 1,811,244	3.9%

Planning Department & Planning Commission

111050

Description:

The Planning Department's mission is to provide guidance and expertise in optimizing the orderly physical development of the City in order to maintain a high quality of life for all citizens. The Planning Department provides the following services within 5 operational areas:

Comprehensive Planning:

- Long Range and Comprehensive Planning--Develop, monitor and update strategic plans pertaining to the physical form and economic development of the City, including the City's Comprehensive Plan, which is the State Code required blueprint for the future development of the City
- Plans Analysis--Fiscal Impact Analysis, Land Use Analysis, Socio-Economic Analysis
- Public Facility Coordination--Bikeways and Trails Committee, Public Utility Franchise Area Policy, Section 2232 Reviews, Transportation Planning Grants
- Open Space, Encroachment, and Agriculture Preservation Programs--OSAP Program, REPI Program, FACT Program, VDACS, voluntary conservation easements
- Historic and Cultural Resources--Historic Preservation Commission, Historic and Architecture Review Board
- Community Development Program Administration--Overseeing the operation and administration of the Community Development Grant Program (CDBG), HOME Investment

Current Planning:

- Planning Commission Public Hearing Items--Reviews all discretionary development applications such as rezoning, conditional use permits, and special exceptions for consistency with City codes and policies and make recommendation to Planning Commission and City Council
- Subdivision and Site Plan Review
- Chesapeake Bay Preservation Area Program Administration

Policy Implementation:

- Develops and maintains the City's Zoning Ordinance, Subdivision Ordinance, and Chesapeake Bay Preservation Area Ordinance

Planning Management and Support:

- Geographic Information System Support—Data maintenance, geospatial analysis, mapping
- Official Zoning Map Maintenance
- Street Addressing
- Customer Service and Outreach
- Graphic Support
- eBUILD Planning Module Administration

Administrative Services:

- Clerical Support to Boards and Commissions-Agenda preparation and management,

Planning Department & Planning Commission

111050

The **Planning Commission**, although separate, is presented with the Planning Department. The Planning Commission conducts public hearings and provides recommendations to City Council regarding the Comprehensive Plan amendments, development applications, ordinance amendments, and other land use matters. The commission serves primarily in an advisory capacity to the City Council.

The **Historic Preservation Commission** is an advisory board to City Council and the Planning Commission on the implementation of the City's Historic Preservation Plan. It maintains current a list of historic sites in the City, recommends areas, sites, buildings and structures for consideration as local historic districts, develops architectural guidelines for historic buildings and structures which may be recommended for inclusion in the architectural review standards of the Historic and Cultural Preservation Overlay District.

The **Open Space and Agricultural Preservation** program is a voluntary program that protects open space through the purchase of development rights. One focus of the program is encroachment prevention agreements with the United States Navy for NALF Fentress and NSA Northwest Annex. OSAP provides for the preservation of open space that helps sustain the agricultural industry, protects military facilities from incompatible development, protects the watershed, and helps control the increase of public services normally associated with residential growth.

Budget by Program		FY 15-16	FY 16-17	FY 17-18	Change from
		Actual	Budget	Budget	prior year
81000	Planning	\$ 1,927,283	\$ 2,121,200	\$ 2,390,997	12.7%
81002	Planning Commission	42,855	61,824	61,028	-1.3%
81003	Historic Preservation Commission	4,033	-	11,200	N/A
81007	Open Space & Agricultural Preservation	17,725	175,000	175,000	0.0%
Total By Program		\$ 1,991,896	\$ 2,358,024	\$ 2,638,225	11.9%

Goals

- To promote the orderly development of the City to improve the health, safety, convenience and welfare of its citizens through planning for the future development.
- To provide timely and accurate information in support of City development decisions.
- To provide recommendations that are consistent with adopted City policy and that reflect good planning practice.
- To provide service to department customers that is responsive, considerate, and accurate.
- To represent and protect the City's best interest in all development related initiatives, including local, regional, state, and federal as necessary.

Planning Department & Planning Commission

111050

Planning Department Performance Measures	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior Year
Administrative review/nonpublic hearing plan reviews	480	490	490	0.0%
Planning Commission public hearing plan reviews	176	150	150	0.0%
Chesapeake Bay Preservation Act (CBPA) Board public hearing reviews	54	50	50	0.0%
Chesapeake Bay Preservation Act (CBPA) Board non-public hearing reviews	323	325	325	0.0%
Architectural Review Board public hearing reviews	61	59	80	35.6%
Architectural Review Board non-public hearing reviews	85	85	100	17.6%
Street addresses assigned or changed	2,260	2,500	2,500	0.0%
Level of Service /approved residential developments tracked in GIS database	166	175	175	0.0%
Citizen inquiries /PUD letters/ABC permits	6,920	8,910	8,910	0.0%
Demographics research and assistance services	25	30	30	0.0%
City Manager and City Council special reports	51	50	50	0.0%
Number of regional committees planning staff serves	18	19	19	0.0%
HUD funded activities monitored	43	45	45	0.0%
HUD IDIS System Sessions	650	700	700	0.0%
Community Meetings	12	15	15	0.0%
Planning Commission				
Public hearings held	14	12	12	0.0%
Agenda Items	120	150	150	0.0%
Special Meetings	6	10	10	0.0%

Planning Department & Planning Commission

111050

Budget Highlights:

- Addition of a full time Senior Planner position, Pay Grade 126, along with funds for training, equipment and supplies. A budget amendment on June 27th included the reclassification of one Principapl Planner to a Planning Administrator for the oversight of the CDBG program from the Chesapeake Redevelopment and Housing Authority to the Planning Department.
- Additional funding is provided for supplies to support the eBuild program.
- Funding is provided for 9 new computer tablets for the Planning Commission for decision and document support.

Salaries reflect a 2.5% pay increase effective July 2017, along with a performance pay wage increase, a 2% increase in the base pay scale affecting vacant positions, and additional funding for hard to fill positions.

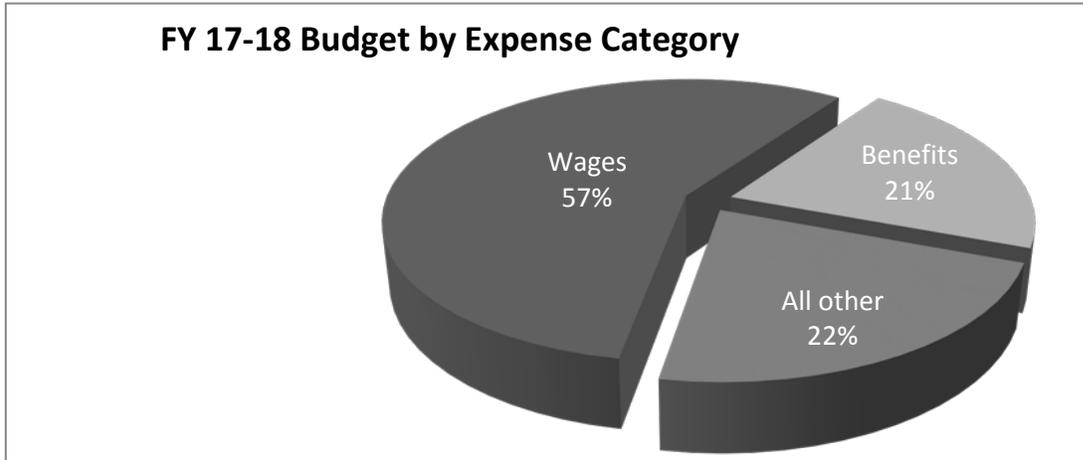
Emerging Budget Issues

- Continued transition of services from administration by the Chesapeake Redevelopment and Housing Authority to the City of Chesapeake.
- Support of initiatives resulting from increasing interest and activity in the revitalization of South Norfolk
- Administration and implementation of increasing volume of regulatory changes from
- Meeting increased demand for development reviews.
- Reclassify one full time Principal Planner to Planning Administrator.
- Add one full time Principal Planner position.
- The department will work with Public Works facility staff to evaluate office and storage space needs and develop a plan for optimal utilization of available space to meet growth in requirements.

Requirements:	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior Year
Salaries and wages	\$ 1,249,920	\$ 1,403,826	\$ 1,502,690	7.0%
Employee benefits	459,004	473,236	553,378	16.9%
Purchased services	55,433	210,400	210,400	0.0%
Internal service charges	143,084	137,008	220,069	60.6%
Other expenditures	49,514	84,838	88,318	4.1%
Materials	28,291	48,716	63,370	30.1%
Capital Outlay	6,650	-	-	0.0%
Total Expenses/Requirements:	\$ 1,991,896	\$ 2,358,024	\$ 2,638,225	11.9%

Planning Department & Planning Commission

111050



Personnel:		FY 15-16	FY 16-17	FY 17-18	Change from
Grade	Positions	Budget	Budget	Budget	prior Year
109	Office Specialist I	1.00	1.00	1.00	0.00
113	Office Specialist II	2.00	2.00	2.00	0.00
115	Office Coordinator	2.00	2.00	2.00	0.00
117	Planning Technician	1.00	1.00	1.00	0.00
119	Address Coordinator	1.00	1.00	1.00	0.00
120	GIS Technician II	1.00	1.00	1.00	0.00
125	Accountant II	0.00	0.63	0.63	0.00
126	Planner II	8.00	8.00	9.00	1.00
127	Principal Planner	2.00	2.00	1.00	-1.00
131	Planning Administrator	3.00	3.00	4.00	1.00
135	Assistant Director of Planning	1.00	1.00	1.00	0.00
141	Director of Planning	1.00	1.00	1.00	0.00
Total Department Personnel		23.00	23.63	24.63	1.00

Planning Department & Planning Commission

111050

Operating Revenues		FY 15-16	FY 16-17	FY 17-18	Change from
Fund	Resource	Actual	Budget	Budget	prior year
100	General Fund				
	Permits & License Fees	\$ 74,312	\$ 88,000	\$ 85,200	-3.2%
	Charges for Services	5,475	4,100	5,500	34.1%
	Recovered Costs	1,582	-	-	0.0%
	Total Revenues	\$ 81,369	\$ 92,100	\$ 90,700	0.0%
	Transfers from OSAP	18,100	175,000	175,000	0.0%
	General Fund Support	1,885,776	2,090,924	2,372,525	13.5%
	Resources available for current operations	1,985,246	2,358,024	2,638,225	11.9%
	Use of Fund balance	-	-	-	0.00%
	Total Resources	\$ 1,985,246	\$ 2,358,024	\$ 2,638,225	11.88%
	Use of Resources				
	Operations	\$ 1,985,246	\$ 2,358,024	\$ 2,638,225	11.9%
		\$ 1,985,246	\$ 2,358,024	\$ 2,638,225	11.88%

210 Open Space & Agricultural Preservation (OSAP)

General Property Taxes	\$ 271,284	\$ 271,284	\$ 271,284	0.0%
Total Revenues	271,284	271,284	271,284	0.0%
Use of Resources				
Operations	\$ 6,650	\$ -	\$ -	N/A
Transfers to the Debt Fund	64,430	64,430	64,430	0.0%
Transfer to General Fund	18,100	175,000	175,000	0.0%
Contribution to Fund Balance	182,104	31,854	31,854	0.0%
	\$ 271,284	\$ 271,284	\$ 271,284	0.00%

Budget by Fund:

100 General Fund	\$ 1,985,246	\$ 2,358,024	\$ 2,638,225	11.9%
210 Open Space & Agricultural Preservation	6,650	-	-	0.0%
Total by Fund	\$ 1,991,896	\$ 2,358,024	\$ 2,638,225	11.9%

Public Utilities

112030

Description:

The Public Utilities Department operates and maintains the Lake Gaston and the Northwest River water treatment plants. Both plants are located within the City of Chesapeake and are equipped to provide treatment and distribution of quality drinking water. The City has also entered into long-term contracts with the cities of Norfolk and Portsmouth for the purchase of approximately 13.4 million gallons of raw and treated water each day. The combination of water contracts and production capacity provides ample water to meet customer demands. The state-of-the-art plants have a centralized laboratory used to test and treat up to 10 million gallons of water a day.

Additionally, the department operates and maintains the water distribution system and the sanitary sewer system. The sanitary sewer system includes gravity and force main piping as well as pumping stations that provide 24-hour a day waste water collection and disposal. Sewage treatment is done by Hampton Roads Sanitation District authority, which bills customers for its services. The department is responsible for the following programs:

Code	Program Title	Program Description
60005 and 60011	Lake Gaston and Northwest River Water Treatment Plants, Transmission, & Storage	Operates and maintains the City's water source and treatment facilities, which provides treatment and distribution of quality drinking water for the Citizens of Chesapeake that meets or exceeds compliance standards. Pumps finished water into the City's distribution and storage network, and manages the storage and transmission systems to ensure an abundant water supply for domestic use, industry, commerce and fire protection. Provides laboratory services for Safe Drinking Water Act compliance and to support the water treatment operations. Manages source water protection and the In-Town Lakes.
60020	Wastewater Maintenance & Operations	Maintains and operates the City's wastewater collection system. Responsible for repair and maintenance of sanitary sewer force mains, gravity mains, and pump stations, which includes inspecting, cleaning, repairing, and replacing sewer mains/appurtenances, and maintaining and repairing the physical, electrical and mechanical pump station operations.
60022	Water Distribution, Maintenance, & Operations	Maintains and operates the City's water distribution system including mains, services, and hydrants, to provide a continuous potable water supply and adequate fire protection to Chesapeake's Citizens. Also installs new water service connections, conducts flow/pressure tests and routine fire hydrant maintenance.
60032	Administration & Accounting	Provides leadership, policy direction, planning, coordination, accounting, information technology, human resources, payroll and safety services for the Public Utilities Department.

Public Utilities

112030

Code	Program Title	Program Description
60033	Utility Business & Customer Service Operations	Processes input by which over 400,000 bills are created annually, manages all customer account activity and interaction on over 65,000 water and sewer accounts, responds to customer calls, receives/ processes payments, manages customer information system, business office, and collections. Installs/ replaces meters as needed. Provides on-site customer assistance on request.
60034	Meter Reading Services	Obtains over 400,000 meter readings annually as required to develop monthly and bimonthly bills for utility customers.
60052	Utilities Engineering	Provides quality technical services relating to the City's water and sanitary sewer system to City staff, the public, developers, engineers, contractors, and State and Federal Agencies. Manages capital projects for the Public Utilities Department. Performs field inspection and support services and GIS support for all of these functions.
95200	Utility Capital Improvement Debt Service	Provides capital improvements throughout the City's sanitary sewer collection and water systems including sewer pipes, pump stations, and telemetry, and water source, treatment, transmission, pumping, storage and distribution to customers City-wide, ensuring compliance with regulations to provide a safe and adequate supply of drinking water for Chesapeake's citizens.

Operating Budget by Program		FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Operating Expenditures					
60005	Water Production-Lake Gaston	\$ 6,474,160	\$ 8,619,987	\$ 7,450,719	-13.6%
60011	Water Production-NW River	21,209,694	25,113,698	23,618,267	-6.0%
60020	Wastewater Maintenance & Operations	7,239,934	9,301,048	9,641,868	3.7%
60022	Water Distribution, Maintenance & Operations	3,328,934	4,021,615	4,574,803	13.8%
60032	Administration & Accounting	1,973,030	3,046,796	3,601,385	18.2%
60033	Utility Business & Customer Service Operations	2,318,448	2,492,271	2,998,811	20.3%
60034	Meter Reading Services	383,810	377,908	553,169	46.4%
60052	Utilities Engineering	1,440,283	1,742,662	2,341,998	34.4%
Total Operating Expenditures		\$ 44,368,293	\$ 54,715,985	\$ 54,781,020	0.1%
Non-Operating Expenditures:					
95200	Public Utility Debt Service	9,129,732	8,330,816	8,372,687	0.5%
95202	Revenue Bond Debt Service	2,681,855	2,684,257	2,676,155	-0.3%
Total Public Utilities Budget		\$ 56,179,880	\$ 65,731,058	\$ 65,829,862	0.2%

Public Utilities

112030

Goals:

- Maintain a supply of potable water that meets or exceeds the quality guidelines established by state and federal regulatory agencies.
- Increase public awareness of water treatment.
- Plan and oversee development of water resources to meet future needs of the City.
- Improve preventive maintenance.
- Respond to customer request in a timely manner.
- Evaluate customer complaints and inquiries to forecast future needs and improve service.
- Re-evaluate and revise safety policies and procedures to provide assurance that industry standards and regulations are met.
- Communicate accurate information about system development to engineers in a timely manner.
- Establish an equipment replacement schedule which will replace equipment prior to failure.
- Decrease the number of sanitary sewer overflows.

Performance Measures	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Water Treatment, Transmission and Storage- Lake Gaston:				
Million of gallons treated/delivered	2,680	2,685	2,701	0.6%
% Compliance with quality parameters	100%	100%	100%	0.0%
Water Treatment, Transmission and Storage- Northwest River:				
Million of gallons treated/delivered	791	821	913	11.2%
% Compliance with quality parameters	100%	100%	100%	0.0%
# of complaints about water quality	135	121	135	11.6%
Wastewater Maintenance & Operations:				
# of repairs (including emergencies)	2,766	1,750	1,925	10.0%
Miles of collection system cleaned	143	105	110	4.8%
Cost per mile of collection system	\$7,428	\$7,709	\$8,228	6.7%
# of sanitary sewer overflows reported to HRPDC	New	New	41	0.0%
# of total infiltration and inflow (I/I) sources eliminated	New	New	1,843	0.0%
# of pump station wet wells cleaned	New	New	540	0.0%
# of pump station performance tests	New	New	270	0.0%
# of indefinite delivery/indefinite quantity (IDIQ) projects completed	New	New	8	0.0%
Water Distribution, Maintenance & Operations:				
Pipeline repairs	486	500	510	2.0%
Water meters installed/repared	2,232	4,000	2,344	-41.4%
Fire hydrants maintained/flushed	1,404	1,400	1,474	5.3%
New services connected	81	85	93	9.4%

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Performance Measures continued	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Water Distribution, Maintenance & Operations continued:				
Asphalt and concrete restorations	New	New	7,763	0.0%
Water Loss (main breaks/flushing/etc.)	New	New	22	0.0%
Administration & Accounting:				
Inquiries and complaints received	1,599	1,763	1,851	5.0%
Vouchers processed	8,239	6,600	8,500	28.8%
Track water connections	63,090	68,119	71,525	5.0%
Utility Business & Customer Service Operations:				
Telephone calls received	98,000	116,000	118,000	1.7%
Walk-in customers assisted	14,733	15,700	16,500	5.1%
Active accounts administered	64,423	65,350	65,700	0.5%
Accounts worked in the field	61,957	68,500	69,000	0.7%
Meter Reading Services:				
Meter readings	407,542	451,000	474,000	5.1%
Utilities Engineering:				
Plats reviewed	73	100	100	0.0%
Plans reviewed	293	450	450	0.0%
Miss Utility tickets marked	30,214	25,000	31,120	24.5%
Cross-connection inspections	398	550	550	0.0%
# of utility system activations	61	70	75	7.1%

Budget Highlights:

- The fifth and final rate increase approved by City Council in 2013 was scheduled to take effect on July 1, 2017 (4.9%), however on June 27, 2017 City Council suspended the increase and instead approved a 2% increase beginning in January 2020.
- Public Utilities continues to review and reclassify personnel to best meet service demands. Salaries and benefits increased for FY 17-18 to include additional costs for thirteen new positions and three reclassified positions. Due to workload needs, several position changes were approved and implemented during the current FY 16-17 fiscal year.
- The new positions include adding one FT Lab Technician (Northwest River Water Treatment Plant division), one FT Crew Leader (Wastewater Maintenance & Operations division), two FT Water Meter Technician II (Water Distribution, Maintenance & Operations division), one FT Crew Supervisor II (Water Distribution, Maintenance & Operations division), one FT Accountant II (Administration & Accounting division), four FT Customer Service Clerk II to replace four temporary positions (Utility Business & Customer Service Operations division), one FT Utilities Locator (Utilities Engineering division), one FT Construction Inspector III (Utilities Engineering division), and one FT Engineer II (Utilities Engineering division).

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Budget Highlights continued:

- The reclassifications include converting one FT Engineer II to one FT Water Production Superintendent (Northwest River Water Treatment Plant division), and converting two Water Meter Technician II from part-time to full-time (Meter Reading division).
- Additionally, a reclassification approved during FY 16-17 converted one FT Engineer III to one FT Wastewater Pump Superintendent (Wastewater Maintenance & Operations division).
- For FY 17-18, expenses increased for professional-contractual services, temporary labor services and equipment for the Pro Rata program (most are one-time investments).
- For FY 17-18, internal service charges increased for the department's use of services provided by the City for information technology, self-insurance and central fleet.
- Expenses for water purchased for resale decreased for FY 17-18, but are expected to increase in out years. Expenses for water treatment chemicals are expected to remain flat.
- Routine repair expenses increased for FY 17-18 due to repairs needed for the sanitary sewer system and water treatment plants. The cost is expected to level off for future years.
- Capital outlay expenses decreased for FY 17-18. Although the funding level is lower than prior years, it is sufficient to purchase new and replacement vehicles needed for FY 17-18.
- The Lake Gaston and Northwest River Water Treatment Plants, Transmission and Storage division budgets both decreased for FY 17-18 primarily due to expense reductions expected for water purchase for resale and capital outlays.
- The Sewer Maintenance & Operations division budget increased overall for FY 17-18 due to cost increases for personnel, repairs and contractual services.
- The Water Maintenance & Operations division budget increased for FY 17-18 due to cost increases for personnel, temporary labor services, equipment and capital outlays.
- The Administration division budget increased for FY 17-18 due to cost increases for personnel, temporary labor services and overhead allocation.
- The Utility Business and Customer Service division budget increased for FY 17-18 due to cost increases for personnel, bad debt expense and contractual services.
- The Meter Reading Services division budget increased for FY 17-18 due to cost increases for personnel and capital outlays.
- The Utilities Engineering division budget increased for FY 17-18 due to costs increases for personnel and contractual services.
- While water and sewer fees can only be used for the distribution, collection and treatment of water and sewage, the Utilities Department makes certain payments to the City for services it receives. These include the annual overhead payment to defray the department's share of City overhead costs (e.g. finance, budget and administration) based on an annual Cost Allocation Report published by Maximus, and internal service charges for use of information technology, self-insurance and fleet services provided by the City.

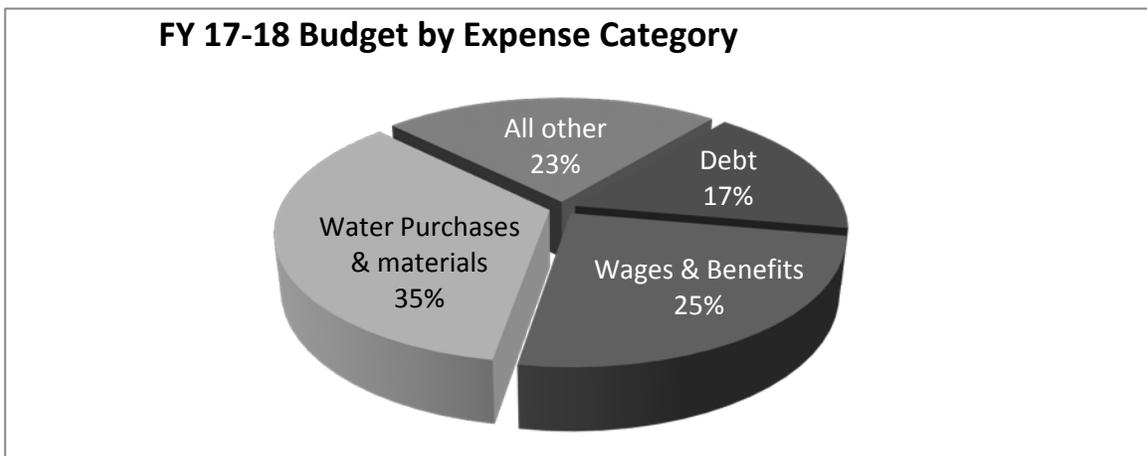
Public Utilities

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Emerging Budget Issues:

- Uncertainty regarding regulatory requirements of the Virginia Dept. of Environmental Quality.
- Final outcome and impact of regionalization from the Hampton Roads Sanitation District has not been determined.

Requirements:	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Operating Expenditures				
Salaries and wages	\$ 8,642,423	\$ 10,390,800	\$ 11,192,652	7.7%
Employee benefits (incl. OPEB)	3,032,047	4,351,495	5,175,971	18.9%
Purchased services	4,119,428	4,465,937	5,163,624	15.6%
Overhead allocation	750,000	1,000,000	1,050,000	5.0%
Internal service charges	1,670,107	1,773,982	2,158,769	21.7%
Other expenditures	2,875,781	3,102,699	3,365,448	8.5%
Water purchases and materials				
Water purchased for resale	17,593,252	20,327,641	19,416,400	-4.5%
Water - repair & maintenance supplies	682,491	1,116,026	1,160,385	4.0%
Water - other operating chemicals	1,341,795	1,341,546	1,017,865	-24.1%
Water - other materials & supplies	880,170	883,859	1,261,904	42.8%
Capital outlay	2,780,799	5,962,000	3,818,002	-36.0%
Total Operating Expenditures	\$ 44,368,293	\$ 54,715,985	\$ 54,781,020	0.1%
Non-Operating Expenditures:				
Principal & interest	11,811,587	11,015,073	11,048,842	0.3%
Total Expenses/Requirements:	\$ 56,179,880	\$ 65,731,058	\$ 65,829,862	0.2%



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Personnel:		FY 15-16	FY 16-17	FY 17-18	Change from
Grade	Positions	Actual	Budget	Budget	prior year
103	Service Dispatcher	1.00	1.00	1.00	0.00
104	Housekeeper I	1.00	1.00	1.00	0.00
105	Laborer	11.00	7.00	7.00	0.00
105	Office Assistant I	1.63	1.63	1.63	0.00
106	Water Prod. Maint. Worker	2.00	2.00	2.00	0.00
107	Office Assistant II	2.00	1.00	1.00	0.00
107	Storekeeper I	1.00	2.00	2.00	0.00
107	Water Meter Technician II	9.25	10.25	13.00	2.75
108	Customer Service Mechanic	7.00	7.00	7.00	0.00
106	Laborer/Operator *	19.00	23.00	23.00	0.00
108	Motor Equipment Operator I	8.00	8.00	8.00	0.00
108	Tradeshelper	1.00	1.00	1.00	0.00
109	Customer Service Clerk I	3.63	3.63	3.63	0.00
111	Motor Equipment Operator II	10.00	10.00	10.00	0.00
111	Pump Station Mechanic I	8.00	8.00	8.00	0.00
111	Water Meter Technician III	2.00	2.00	2.00	0.00
112	Facilities Maint. Mechanic I	1.00	1.00	1.00	0.00
112	Customer Service Clerk II	6.00	8.00	12.00	4.00
112	Laboratory Technician	1.00	1.00	2.00	1.00
113	Motor Equipment Operator III	2.00	4.00	4.00	0.00
113	Office Specialist II	2.00	2.00	2.00	0.00
114	Crew Leader	9.00	9.00	10.00	1.00
114	Customer Service Clerk III	2.00	2.00	2.00	0.00
114	Pump Station Mechanic II	1.00	1.00	1.00	0.00
114	Utilities Locator	3.00	3.00	4.00	1.00
115	Office Coordinator	2.00	2.00	2.00	0.00
115	Payroll/HR Technician I	1.00	1.00	1.00	0.00
116	Account Technician III	2.00	2.00	2.00	0.00
117	Bacteriologist I	1.00	1.00	1.00	0.00
117	Collection Agent I	1.00	1.00	1.00	0.00
117	Electrician II	2.00	2.00	2.00	0.00
117	Engineering Technician I	1.00	1.00	1.00	0.00
117	Payroll/ HR Technician II	1.00	1.00	1.00	0.00
117	Storekeeper Supervisor	1.00	1.00	1.00	0.00
118	Crew Supervisor II	5.00	5.00	6.00	1.00
118	Customer Service Supervisor	2.00	2.00	2.00	0.00
118	Water Prod. Maint. Mech.	2.00	2.00	2.00	0.00
116-119	Water Treat. Plant Operator I-III	19.00	21.00	21.00	0.00
119	Construction Inspector II	3.00	3.00	3.00	0.00
119	Crew Supervisor III	1.00	1.00	1.00	0.00

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Personnel:		FY 15-16	FY 16-17	FY 17-18	Change from
Grade	Positions	Actual	Budget	Budget	prior year
119	Cross-Connections Inspector	1.00	1.00	1.00	0.00
119	Utility Electronics Technician I	1.00	2.00	2.00	0.00
120	Bacteriologist II	1.00	1.00	1.00	0.00
120	Cross-Connections Inspector II	0.00	1.00	1.00	0.00
120	Electrician III	1.00	1.00	1.00	0.00
120	General Supervisor	13.00	13.00	13.00	0.00
120	Meter Shop Supervisor	1.00	1.00	1.00	0.00
121	Chemist I	2.00	2.00	2.00	0.00
121	Construction Inspector III	0.00	0.00	1.00	1.00
121	Water Treat. Plant Oper. IV	3.00	3.00	3.00	0.00
121	Utility Electronics Tech. II	4.00	4.00	4.00	0.00
123	Accountant I	1.00	1.00	1.00	0.00
123	Chemist II	1.00	1.00	1.00	0.00
123	Engineering Technician III	1.00	1.00	1.00	0.00
123	Safety Inspector II	1.00	1.00	1.00	0.00
124	Water Prod. Maint. Supv.	2.00	2.00	2.00	0.00
124	Water Treat. Plant Chief Op.	2.00	2.00	2.00	0.00
125	Accountant II	1.00	1.00	2.00	1.00
127	Accountant III	2.00	2.00	2.00	0.00
127	Administrative Assistant III	1.00	1.00	1.00	0.00
127	Engineer I	2.00	2.00	2.00	0.00
127	Engineering Technical Supvr. I	1.00	1.00	1.00	0.00
127	GIS Analyst	1.00	1.00	1.00	0.00
128	Customer Service Manager	1.00	1.00	1.00	0.00
128	Wastewater Collection Super.	1.00	1.00	1.00	0.00
128	Wastewater Pump Super.	0.00	0.00	1.00	1.00
128	Wastewater Reliability Super.	1.00	1.00	1.00	0.00
128	Water Distribution Super.	1.00	1.00	1.00	0.00
128	Water Quality Supervisor	1.00	1.00	1.00	0.00
128	Water Service Superintendent	1.00	1.00	1.00	0.00
129	Engineer II	3.00	3.00	3.00	0.00
129	Engineer II (SP EDP) **	1.00	1.00	1.00	0.00
129	Systems Analyst I	1.00	1.00	1.00	0.00
130	Fiscal Administrator	1.00	1.00	1.00	0.00
131	Engineer III	3.00	3.00	2.00	-1.00
131	Water Production Super.	0.00	0.00	1.00	1.00
132	Systems Analyst II	1.00	1.00	1.00	0.00
133	Project Manager	0.00	1.00	1.00	0.00
135	Engineer V	1.00	1.00	1.00	0.00
135	Water Resource Mgmt. Admin.	1.00	1.00	1.00	0.00
135	Water/Wastewater Admin.	1.00	1.00	1.00	0.00
137	Assistant Director	1.00	1.00	1.00	0.00
142	Director of Public Utilities	1.00	1.00	1.00	0.00
Total Department Personnel		222.51	232.51	246.26	13.75

* Effective July, 1, 2017, the Laborer/Operator job class will be deleted and reclassified to Laborer or MEO I.

** This position is a "Special Project" (SP) position included and funded in the Capital Improvement Plan (CIP).

Public Utilities

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Operating Revenues		FY 15-16	FY 16-17	FY 17-18	Change from
Fund	Resource	Actual	Budget	Budget	prior year
501	<u>Operations Fund</u>				
	Use of Money and Property	\$ 1,400	\$ -	\$ -	0.0%
	Miscellaneous Revenue	914	-	-	0.0%
	Recovered Costs	60	-	-	0.0%
	Total Revenues	\$ 2,374	\$ -	\$ -	0.0%
510	<u>Revenue Fund</u>				
	Use of Money and Property	\$ 1,576,286	\$ 1,512,320	\$ 1,512,320	0.0%
	Charges for Services	70,646,313	74,310,700	76,733,483	3.3%
	Miscellaneous Revenue	86,374	81,500	81,500	0.0%
	Recovered Costs	128,364	-	-	0.0%
	Federal Aid	608,430	599,991	589,252	-1.8%
	Subtotal	73,045,767	76,504,511	78,916,555	0.0%
	Use of Fund balance	-	-	-	0.00%
	Total Revenues	\$ 73,048,141	\$ 76,504,511	\$ 78,916,555	3.15%
	Use of Resources				
	Operations	\$ 56,179,880	\$ 65,731,058	\$ 65,829,862	0.2%
	Transfers to Capital Projects	3,308,660	8,878,867	11,258,745	26.8%
	Contribution to Fund Balance	13,559,601	1,894,586	1,827,948	-3.5%
		\$ 73,048,141	\$ 76,504,511	\$ 78,916,555	3.15%
Budget by Fund:		FY 15-16	FY 16-17	FY 17-18	Change from
		Actual	Budget	Budget	prior year
	501 Operations Fund	\$ 44,368,293	\$ 54,715,985	\$ 54,781,020	0.1%
	509 Revenue Bond	2,681,855	2,684,257	2,676,155	-0.3%
	512 Subordinate Debt	9,129,732	8,330,816	8,372,687	0.5%
	Total by Fund	\$ 56,179,880	\$ 65,731,058	\$ 65,829,862	0.2%

Notes:

Excess revenues will fall to Public Utilities fund balance until needed for capital projects.

Public Works

112040

Description:

The department of Public Works is organized into of 19 divisions including two enterprise (business-like) funds. The remaining divisions are part of the City's General Fund.

Public Works provide services that are vital to the operations of the City of Chesapeake and include collection and recycling of solid waste; design, review, approval and inspection of development plans for the construction of roads, bridges and major highways; installation, repair, and maintenance of traffic signals, signs, and pavement markings; street cleaning; and storm water management. A complete list of department programs appears below.

Code	Program Title	Program Description
41100	Administration	Provides leadership, policy direction, planning, coordination, and control of all activities and services within Public Works.
41101	Resource Management	Coordinates the department's Operating and Capital Improvement Budgets, provides payroll and accounts payable services, and reinforces safety rules, policies and procedures.
41110	Engineering	Provides design, review, inspection, and approval of development plans for transportation, bridges, stormwater, and VDOT projects. Provides Surveying, Right-of-Way, Environmental, and transportation services.
41200	Street Maintenance	Maintains and repairs the City's right-of-way and maintains readiness of the Public Works Emergency Operations Center.
41210	Bridges & Structures	Operates, maintains, and repairs the City's bridges and related structures.
41310	Drainage	Maintains and improves existing drainage (pipe) systems within the City's right-of-ways.
41400	Traffic Operations	Provides for the safe, efficient, and convenient movement of vehicles and cargo on the City's roadways in accordance with State and Federal requirements through the installation, maintenance, and repair of traffic signals, signs, and pavement markings and operation of the Traffic Management Center.
41700	Contractual Services	Manages the large contracts such as grass mowing, street paving, and repairs for divisions within Public Works and other departments throughout the City.
41800	Operations	Provides routine and emergency repair of streets, highways, bridges, storm drainage, and traffic control devices.
42300	Solid Waste Collection	Provides refuse collection to City residents.
42301	Solid Waste Disposal	Disposes of residential and municipal refuse and recyclables through the Southeastern Public Service Authority (SPSA) and private contractors.
43101	Facilities Management-Maintenance	Ensures all City buildings are safe, functional, and productive working environments.
43102	Facilities Administration & Building Construction	Executes the capital construction program for buildings and parks as approved by the City Council and prepares budget estimates for the annual facilities construction program.

Public Works

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Code	Program Title	Program Description
41600, 41620, and 94450	Expressway Operations; Dominion Blvd. Operations; Renewal & Replacement <i>an Enterprise Fund</i>	Operates and maintains the Chesapeake Transportation System (CTS), including the Chesapeake Expressway toll road, the Dominion Blvd. toll road, and toll collection equipment.
61000, 61001, and 61002	Stormwater (SW)Management Operations include: Operations; Environmental Quality; and Engineering <i>an Enterprise Fund</i>	Provides installation and maintenance of ditches and pipes, repair of cave-ins, inspection and remediation of erosion/sediment to detention/retention basins. The program also provides cleaning of streets constructed with curbs/gutter to catch and remove pollutants. Stormwater Engineering (61002) provides Engineering services, review and/or design of Stormwater improvement projects; updates Stormwater Engineering inventory/mapping and master drainage studies/analysis for city-wide watersheds.

Budget by Program		FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Operating Expenditures:					
41100	Administration	\$ 1,026,394	\$ 1,062,381	\$ 1,192,578	12.3%
41101	Resource Management	731,413	786,213	815,126	3.7%
41110	Engineering	2,897,754	3,114,552	3,216,899	3.3%
41200	Street Maintenance	5,552,338	6,128,458	5,691,178	-7.1%
41210	Bridges & Structures	2,693,175	3,077,948	3,210,821	4.3%
41310	Drainage	3,151,312	2,932,065	3,489,937	19.0%
41400	Traffic Operations	5,942,492	6,350,334	6,567,308	3.4%
41600	Chesapeake Expressway	4,046,628	4,591,735	4,828,581	5.2%
41610	CTS Administration	-	-	440,964	N/A
41620	CTS - Dominion Blvd.	925,000	4,471,106	5,937,238	32.8%
41700	Contractual Services	8,352,188	7,457,260	7,796,694	4.6%
41800	Operations	951,406	1,021,278	1,056,108	3.4%
42300	Solid Waste Collection	7,907,355	8,663,751	9,473,395	9.3%
42301	Waste Disposal & Recycling	14,367,518	15,345,849	12,529,665	-18.4%
43101	Facilities - Maintenance	3,985,184	4,053,425	4,374,631	7.9%
43102	Facilities - Building Constrn.	357,861	409,187	471,909	15.3%
61000	Stormwater Operations	8,831,068	8,217,283	8,518,729	3.7%
61001	SW-Environmental Quality	876,592	1,325,004	1,393,470	5.2%
61002	Stormwater Engineering	898,579	1,096,401	1,182,448	7.8%
Total Operating Expenditures		\$ 73,494,257	\$ 80,104,230	\$ 82,187,679	2.6%
Non-Operating Expenditures:					
41600	Debt Service-Chesapeake Expressway	1,763,025	1,810,750	1,841,835	1.7%
41620	Debt Service- Dominion Blvd.	-	8,965,000	12,342,152	N/A
Total By Program		\$ 75,257,282	\$ 90,879,980	\$ 96,371,666	6.0%

Public Works

112040

Goals:

- Advise Management and Council on key issues and trends that sustain more efficient operations.
- Provide quality, courteous, and efficient customer service to our customers.
- Provide a transportation network that minimizes congestion, promotes alternate travel modes, and maximizes operating efficiency.
- Provide timely and cost effective civil engineering services which include consultation, land surveying, and property acquisition.
- Develop cost saving alternatives for operating and capital improvements.
- Procure and administer contracts that will enhance the efficiency of routine and emergency maintenance and operations relative to transportation, stormwater, drainage, bridges, structures, sidewalks, curbs, and gutters.
- Exceed federal and state safety requirements Occupational Safety and Health Administration and Virginia Occupational Safety and Health Administration (OSHA and VOSHA) for the ongoing safety of our citizens and employees.
- Exceed the expected levels of compliance with the City's Virginia Pollutant Discharge Elimination System (VPDES).
- Provide environmentally sound collection and disposal of municipal solid waste, yard waste and recyclables.
- Maintain and repair city facilities to provide safe and comfortable working environments for City service providers and their customers.

Performance Measures	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Resource Management:				
# citizen requests	22,182	17,500	17,500	0.0%
# of vendor payments	14,963	14,500	15,000	3.4%
# of vehicle accidents	85	50	50	0.0%
# of worker's comp claims	49	35	44	25.7%
# of other claims	-	1	1	0.0%
# of OSHA recordable claims	-	22	21	-4.5%
Engineering:				
# of City projects designed	23	20	25	25.0%
# of City projects constructed	13	12	20	66.7%
# of requests for street lights	40	47	50	6.4%
# of parcels/easements acquired	84	75	80	6.7%
# of survey requests completed	83	65	60	-7.7%
# of traffic studies completed	429	450	450	0.0%
# of single hauling permits processed	2,046	2,042	2,100	2.8%
# of blanket hauling permits processed	374	320	400	25.0%
# of traffic inquiries received	1,106	1,350	1,200	-11.1%
# of water quality permits received	10	9	12	33.3%

Public Works

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Performance Measures continued	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Engineering continued:				
# of jurisdictional determinations received	2	3	7	133.3%
# Chapter 17 Public Facilities Manual Environ. Site Assessments reviewed	35	40	40	0.0%
# of National Environmental Policy Act actions completed	3	50	2	-96.0%
# of Chesapeake Bay Preservation Act Enforcement Cases Investigated	10	2	10	400.0%
# of Chapter 17 Freedom of Information Act requests processed	94	15	80	433.3%
Street Maintenance:				
# of work orders generated	6,511	6,800	6,900	1.5%
New lane miles added to maintenance	18.00	10	-	-100.0%
Linear feet of sidewalks repaired	2,402	3,200	3,000	-6.3%
Linear feet curb/gutter repaired	1,682	3,500	3,000	-14.3%
# of potholes repaired	11,765	10,000	12,500	25.0%
Bridges & Structures:				
# of work orders generated	596	1,000	800	-20.0%
# of bridge openings	11,742	10,500	11,500	9.5%
Bridges/overpasses maintained	101	99	108	9.1%
% of bridges/overpasses inspected as scheduled	100%	100%	100%	0.0%
# of vessels passed	22,938	25,000	23,000	-8.0%
Drainage:				
# of work orders generated	2,957	1,900	3,000	57.9%
# of catch basins cleaned & repaired	15	250	75	-70.0%
Linear feet of ditch cleared by crew	34,500	40,000	40,000	0.0%
Linear feet of pipes rehabilitated	99,722	45,000	100,000	122.2%
Linear feet of ditches re-graded	56,079	35,000	60,000	71.4%
Cave-in requests received	534	600	550	-8.3%
Cave-ins repaired	531	600	550	-8.3%
Traffic Operations:				
# of work orders generated	5,020	5,800	5,800	0.0%
Signs repaired, replaced or installed	11,448	5,000	12,000	140.0%
Lanes miles painted	185	180	200	11.1%

Public Works

112040

Performance Measures continued	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Chesapeake Transportation System:				
Manual toll transactions (Expressway)	1,095,316	1,068,620	1,329,597	24.4%
Non-discounted electronic toll transactions	1,352,473	4,466,216	1,551,613	-65.3%
Discount transactions (Expressway)	1,565,177	1,644,030	1,795,988	9.2%
Electronic Tolls (Dominion Blvd.)	NEW	NEW	4,476,944	0.0%
Video Tolls (Dominion Blvd.)	NEW	NEW	177,026	0.0%
Contractual Services:				
# of work orders generated	702	400	500	25.0%
Lane miles of roadway resurfaced	67	50	41	-18.0%
Shoulder miles mowed	6,904	6,879	9,203	33.8%
Acres of medians/open areas mowed	2,427	2,378	2,893	21.7%
Ditch miles of backslopes mowed	925	930	1,388	49.2%
Cave-ins repaired	107	110	110	0.0%
Trees removed	23	20	40	100.0%
Linear feet of ditch cleaning (snag & drag)	18,500	30,000	15,000	-50.0%
Solid Waste Collection:				
Tons of refuse collected (Garbage)	95,309	98,902	98,500	-0.4%
Operating & Maintenance costs/ton	\$84.64	\$85.98	\$92.01	7.0%
Solid Waste Disposal:				
Yard waste tonnage	3,000	5,000	5,000	0.0%
Disposal cost per ton	\$125.00	\$125.00	\$95.00	-24.0%
Solid waste disposal costs are scheduled to decline to approximately \$65/ton in January 2018				
Recycling/yard waste tonnage	18,231	17,165	17,422	1.5%
Facilities Management Maintenance:				
Total square feet of buildings maintained	1,663,073	1,663,073	1,714,073	3.1%
Maintenance backlog	\$10,770,000	\$12,575,000	\$13,320,000	5.9%
Facilities Management Administration & Building Construction:				
Planning studies underway	3	2	2	0.0%
Designs underway	7	3	3	0.0%
Minor Construction (\$10K-\$50K) underway	-	5	5	0.0%
Major Construction (> \$50,000) underway	2	6	4	-33.3%
Stormwater Management Operations:				
# of stormwater service requests	909	1,100	1,500	36.4%
Linear feet of pipes washed	10,148	75,000	20,000	-73.3%
Curb miles swept	6,446	5,000	7,500	50.0%

Public Works

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Budget Highlights:

- Salaries and benefits increased for FY 17-18, which includes additional costs for new positions and reclassifications.
- Public Works continues to review and reclassify the department's personnel to best meet service demands and address resource gaps, while limiting the need for new positions. The department implemented several position changes for FY 17-18, which include additions, reclassifications, and transfers between programs. Several additional changes were approved during FY 16-17 after the budget was adopted due to workload needs.
- For FY 17-18, the department added two full-time and one part-time position for programs in the general fund and stormwater fund, reclassified thirteen positions for programs in the general fund, and transferred five positions for programs in all three funds.
- The new positions include adding one FT Waste Management Worker I (Solid Waste Collection division), one FT Engineering Technician IV (Contractual Services division), and one PT Customer Service Clerk I (Stormwater Operations division).
- The reclassifications for FY 17-18 include converting: one FT Office Specialist I to Office Assistant II (Engineering division), one FT Engineer IV to Engineer V (Traffic Operations division), one FT Engineer III to Engineer II (Traffic Operations division), one PT Customer Service Clerk I to full-time status (Solid Waste Collection division), six FT WMO II to FT WMO III (Solid Waste Collection division), and three FT General Supervisor to FT Building Maintenance Coordinator (Facilities Management-Maintenance division).
- After the FY 16-17 Budget was adopted, seven position changes were also approved during the current fiscal year which converted: one FT WMO I to FT Automotive Technician I and transferred that position from Public Works (Solid Waste Collection division) to City Garage (Automotive Services division), one Customer Service Clerk I to FT Office Specialist II (Solid Waste Collection division), two FT Bridge Mechanic I to FT MEO III (Bridges & Structures division), one FT Environmental Specialist III to FT Environmental Spec. II (Engineering division), one FT Environmental Quality Coordinator to FT Environmental Program Manager (Stormwater Environmental Quality division), and one FT Customer Support Technician I to FT Survey Party Technician (Stormwater Operations division).
- The position transfers for FY 17-18 include moving: one FT Environmental Specialist II position from the Engineering division (general fund) to the Stormwater Environmental Quality division (stormwater fund); and four FT management and administrative positions from the CTS Expressway Operations division to the new CTS Administration division.
- For FY 17-18, contractual services and supplies for repairs and maintenance increased to address guardrail repair and replacement throughout the city. This initiative will be implemented in the as part of the department's street maintenance program.
- The Administration budget increased for FY 17-18 due to cost increases expected for personnel, internal service charges, utilities and general expenses.
- The Resource Management and Engineering budgets both increased for FY 17-18 due to cost increases expected for personnel and internal service charges.

Public Works

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Budget Highlights Continued:

- The Street Maintenance budget decreased overall for FY 17-18 primarily due to expected cost reductions for capital equipment.
- The Bridges and Structures budget increased for FY 17-18 due to cost increases for personnel and temporary labor services.
- The Drainage budget increased for FY 17-18 due to cost increases for personnel and capital equipment and improvements.
- The Traffic Operations budget increased for FY 17-18 due to cost increases for additional repairs on light signaling as well as replacement vehicles and capital equipment.
- The Contractual Services budget increased for FY 17-18 due to cost increases for personnel, internal service charges, and the guardrail rehabilitation and repair initiative.
- The Facilities division budgets both increased for FY 17-18 due to anticipated cost increases for personnel.
- The Solid Waste Collection budget increased for FY 17-18 primarily due to cost increases for personnel. However, the Solid Waste Disposal & Recycling budget decreased substantially due to reductions expected for SPSA charges in the second half of FY 17-18. An amendment on June 27th added \$135,000 to expand the automated collection to certain townhouse communities.
- The Stormwater Operations budget increased modestly for FY 17-18 due to anticipated cost increases for personnel and internal service charges.
- The Stormwater Environmental Quality budget for FY 17-18 decreased overall due to reductions in contractual services for unit maintenance because this will be funded by the Capital Improvement Budget this year.
- The Stormwater Engineering budget increased overall for FY 17-18 due to cost increases anticipated for personnel, overtime and capital equipment.
- A new division, CTS Administration, has been added for FY 17-18 to ensure administrative costs for the Chesapeake Transportation System (CTS) are separated from operating costs for the Expressway and Dominion Boulevard toll roads.
- The improved Dominion Blvd. toll road opened during FY 16-17. Now that the Dominion Blvd. improvement project is pending final completion, additional operating costs and non-operating costs (debt service) will occur. However, new revenues are also expected.

Emerging Issues:

- Chesapeake Transportation System (CTS) Annual Renewal and Replacement: The bond indenture for the financing of the Chesapeake Transportation System requires the toll facilities to be inspected annually by a consulting engineer who reports recommendations for work to be performed to maintain the quality of the facility. The estimated cost of the work is \$3.2 million FY 17-18 and \$1.6 million for FY 18-19 and FY 19-20.
- Toll Maintenance: Public Works anticipates entering into an agreement with the Toll System Contractor to provide maintenance services on an "On-Call" basis after the one year warranty period expires (estimated to be \$10,000 per month for 24-hour response).

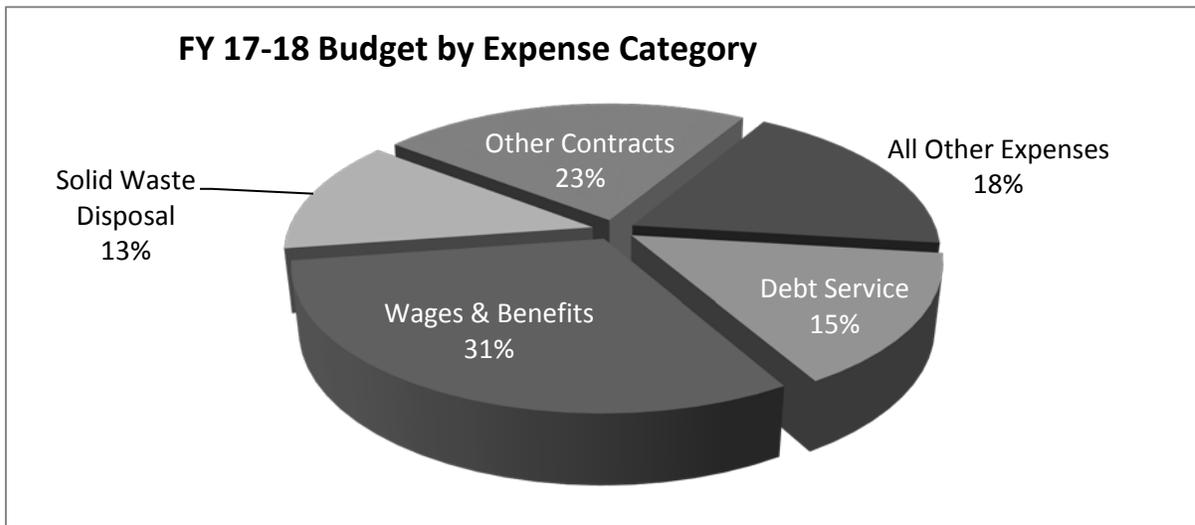
Public Works

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Requirements:	FY 15-16	FY 16-17	FY 17-18	Change from
	Actual	Budget	Budget	prior year
Operating Expenditures:				
Salaries and wages	\$ 16,506,275	\$ 19,530,333	\$ 19,994,338	2.4%
Employee benefits	7,519,504	8,857,721	9,858,925	11.3%
Purchasing and Contract Services				
Waste Management	13,862,236	12,477,750	9,509,835	-23.8%
Green Waste Recycling	130,415	2,705,040	2,852,830	5.5%
Contracted Professional Services	7,690,220	7,096,204	7,626,883	7.5%
Repairs	7,216,396	6,618,400	6,905,450	4.3%
Maintenance Contracts *	1,167,909	4,992,494	6,167,037	23.5%
Temporary labor services	647,029	569,375	858,459	50.8%
Equipment rental and other	410,538	539,272	633,754	17.5%
Internal service charges	7,698,346	8,986,239	9,472,311	5.4%
Utilities, telecomm, and postage	4,263,116	4,544,890	4,460,067	-1.9%
Supplies & materials	1,158,294	1,031,012	1,283,689	24.5%
Capital outlay	5,223,979	2,155,500	2,564,101	19.0%
Total Operating Expenditures	\$ 73,494,257	\$ 80,104,230	\$ 82,187,679	2.6%
Non-Operating Expenditures:				
Principal and interest	1,763,025	10,775,750	14,183,987	31.6%
	\$ 75,257,282	\$ 90,879,980	\$ 96,371,666	6.0%

Purchased services includes street paving, grass mowing, and solid waste disposal contracts.

* Maintenance Contracts includes invoice transaction processing for the Dominion Blvd. toll beginning in FY2017.



Public Works

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Personnel:		FY 15-16	FY 16-17	FY 17-18	Change from
Grade	Positions	Actual	Budget	Budget	prior year
104	Housekeeper	0.50	0.50	0.50	0.00
104	Toll Collector	21.90	21.90	21.90	0.00
105	Laborer	32.00	32.00	32.00	0.00
105	Bridge Operator (incl substitutes)	15.65	15.43	15.43	0.00
105	Office Assistant I	2.13	2.13	2.13	0.00
106	Custodian/Groundskeeper	0.00	0.00	0.00	0.00
107	Office Assistant II	0.00	1.00	2.00	1.00
107	Waste Management Worker I	10.00	10.00	11.00	1.00
106	Laborer/Operator *	22.00	22.00	22.00	0.00
108	Motor Equipment Operator I	5.00	5.00	5.00	0.00
108	Security Officer I	1.38	1.38	1.38	0.00
108	Sign Fabricator I	1.00	1.00	1.00	0.00
109	Customer Service Clerk I	1.80	1.80	1.63	-0.18
109	Office Specialist I	3.00	3.00	2.00	-1.00
109	Survey Party Aide	1.00	1.00	1.00	0.00
110	Bridge Maintenance Mechanic I	4.00	4.00	2.00	-2.00
110	Toll Collection Assistant Supv.	3.63	3.63	3.63	0.00
111	Motor Equipment Operator II	34.00	34.00	34.00	0.00
111	Sign Fabricator II	1.00	1.00	1.00	0.00
111	Storekeeper II	1.00	1.00	1.00	0.00
111	Waste Management Operator I	12.00	12.00	11.00	-1.00
112	Bridge Maint. Mechanic II	6.00	6.00	6.00	0.00
112	Customer Service Clerk II	1.00	1.00	1.00	0.00
112	Facilities Maintenance Tech. I	8.00	8.00	8.00	0.00
112	Waste Management Operator II	38.00	38.00	32.00	-6.00
113	Account Technician I	4.00	2.00	2.00	0.00
113	Drafting Technician I	1.00	1.00	1.00	0.00
113	Motor Equipment Operator III	25.00	25.00	27.00	2.00
113	Office Specialist II	1.00	1.00	2.00	1.00
113	Traffic Signal Technician I	3.00	3.00	3.00	0.00
114	Account Technician II	7.00	6.00	6.00	0.00
114	Crew Leader	18.50	18.50	18.50	0.00
114	Survey Party Technician	3.00	3.00	4.00	1.00
114	Toll Collection Supervisor	4.00	4.00	4.00	0.00
115	Facilities Maintenance Tech. II	6.00	6.00	6.00	0.00
115	Office Coordinator	1.00	1.00	1.00	0.00
115	Payroll/HR Technician I	0.00	3.00	3.00	0.00
115	Waste Management Inspector	2.00	2.00	2.00	0.00
115	Waste Management Operator III	0.00	0.00	6.00	6.00
116	Account Technician III	5.00	5.00	5.00	0.00
116	Customer Support Tech. I	2.00	2.00	1.00	-1.00
116	Motor Equipment Operator IV	1.00	1.00	1.00	0.00
116	Motorized Equipment Specialist	1.00	1.00	1.00	0.00
117	Account Supervisor	0.00	0.00	0.00	0.00
117	Payroll/HR Technician II	1.00	1.00	1.00	0.00
117	Construction Inspector I	1.00	1.00	1.00	0.00
117	Crew Supervisor I	9.00	9.00	9.00	0.00

Public Works

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Personnel Continued:		FY 15-16	FY 16-17	FY 17-18	Change from
Grade	Positions	Actual	Budget	Budget	prior year
117	Electrician II	1.00	1.00	1.00	0.00
117	Engineering Technician I	2.00	2.00	2.00	0.00
117	Facilities Maintenance Tech. III	2.00	2.00	2.00	0.00
117	Safety Inspector I	3.00	3.00	3.00	0.00
117	Storekeeper Supervisor	1.00	1.00	1.00	0.00
117	Survey Party Supervisor I	2.00	2.00	2.00	0.00
117	Traffic Signal Technician II	2.00	3.00	3.00	0.00
118	Crew Supervisor II	6.00	6.00	6.00	0.00
118	Procurement Specialist I	1.00	1.00	1.00	0.00
118	Welder	2.00	2.00	2.00	0.00
119	Administrative Assistant I	4.00	4.00	4.00	0.00
119	Construction Inspector II	14.00	14.00	14.00	0.00
119	Engineering CADD Technician II	3.00	3.00	3.00	0.00
119	Engineering Technician II	4.00	4.00	4.00	0.00
120	Electrician III	1.00	1.00	1.00	0.00
121	Assistant Right-of-Way Agent	3.00	3.00	3.00	0.00
121	Business Application Specialist I	1.00	1.00	1.00	0.00
121	Survey Party Supervisor II	1.00	1.00	1.00	0.00
121	Construction Inspector III	6.00	6.00	6.00	0.00
121	General Supervisor	11.00	11.00	8.00	-3.00
121	Utility Electronics Technician II	1.00	1.00	1.00	0.00
122	Public Works Info. Spec.	1.00	0.00	0.00	0.00
123	Accountant I	0.00	1.00	1.00	0.00
123	Electronic/Comm. Supv.	1.00	1.00	1.00	0.00
123	Engineering CADD Technician III	1.00	1.00	1.00	0.00
123	Engineering Technician III	6.00	6.00	6.00	0.00
123	Facilities Supervisor	1.00	1.00	1.00	0.00
123	GIS Specialist	1.00	1.00	1.00	0.00
123	Safety Inspector II	1.00	1.00	1.00	0.00
124	Facilities Maintenance Coord.	0.00	0.00	3.00	3.00
125	Accountant II	1.00	1.00	1.00	0.00
125	Construction Inspector Supv.	4.00	4.00	4.00	0.00
125	Engineering Technician IV	4.00	4.00	5.00	1.00
126	Public Works Info. Coordinator	0.00	1.00	1.00	0.00
127	Accounting Administrator	1.00	1.00	1.00	0.00
127	Administrative Assistant III	2.00	1.00	1.00	0.00
127	Engineering Specialist I	3.00	3.00	3.00	0.00
127	Engineering Technical Supv. I	1.00	1.00	1.00	0.00
127	Engineer I	2.00	2.00	2.00	0.00
127	Environmental Specialist I	2.00	2.00	2.00	0.00
127	Traffic Operations Supt.	1.00	1.00	1.00	0.00
127	Waste Mgmt. Operations Supt.	1.00	1.00	1.00	0.00
128	Assistant Streets Administrator	1.00	0.00	0.00	0.00
128	Customer Service Manager	2.00	2.00	2.00	0.00
128	Environmental Coordinator	1.00	1.00	0.00	-1.00
128	Stormwater Superintendent	1.00	1.00	1.00	0.00

Public Works

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Personnel Continued:		FY 15-16	FY 16-17	FY 17-18	Change from
Grade	Positions	Actual	Budget	Budget	prior year
129	Engineer II	7.00	7.00	8.00	1.00
129	Facility Maintenance Supt.	1.00	1.00	1.00	0.00
129	Right-of-Way Agent	1.00	1.00	1.00	0.00
130	City Surveyor	1.00	1.00	1.00	0.00
130	Environmental Specialist II	1.00	0.00	1.00	1.00
130	Fiscal Administrator	2.00	2.00	2.00	0.00
130	GIS Analyst II	1.00	1.00	1.00	0.00
130	Operations Superintendent	0.00	1.00	1.00	0.00
130	Toll Operations Manager	1.00	1.00	1.00	0.00
131	Engineer III	5.00	6.00	5.00	-1.00
131	Environmental Program Manager	0.00	0.00	1.00	1.00
131	Environmental Specialist III	0.00	1.00	0.00	-1.00
133	Project Manager	6.00	6.00	6.00	0.00
133	Waste Management Admin.	1.00	1.00	1.00	0.00
134	Engineer IV	1.00	1.00	0.00	-1.00
135	Construction Facilities Mgr.	1.00	1.00	1.00	0.00
135	Engineer V	1.00	1.00	2.00	1.00
135	Expressway Administrator	1.00	1.00	1.00	0.00
135	Municipal Facilities Admin.	1.00	1.00	1.00	0.00
135	Operations Administrator	0.00	1.00	1.00	0.00
135	Streets & Bridges Administrator	1.00	0.00	0.00	0.00
135	Stormwater Administrator	1.00	0.00	0.00	0.00
137	Operations Manager PW	1.00	1.00	1.00	0.00
138	Asst. Director PW/City Engineer	1.00	1.00	1.00	0.00
142	Director of Public Works	1.00	1.00	1.00	0.00
999	Summer Intern **	0.25	0.25	0.25	0.00
Department Personnel		468.73	470.50	472.33	1.83

* Effective July, 1, 2017, the Laborer/Operator job class will be deleted and reclassified to Laborer or MEO I.

** The summer intern is a seasonal/substitute position(s).

The following positions are "Special Project" (SP) positions included and funded in the Capital Improvement Plan (CIP). They were added in the FY14-18 CIP.

Grade	Positions	FY 15-16	FY 16-17	FY 17-18	Change from
		Actual	Budget	Budget	prior year
113	Office Spec. II - (SP/Dom. Blvd.)	1.00	1.00	1.00	0.00
117	Eng. Tech. I - (SP/Dom. Blvd.)	1.00	1.00	1.00	0.00
121	Assistant Right-of-Way Agent	0.00	0.63	0.63	0.00
129	Engineer II - (SP/Stormwater)	0.00	0.63	0.63	0.00
131	Engineer III - (SP/Dom. Blvd.)	0.63	0.63	0.63	0.00
133	Project Mgr. - (SP/Dom. Blvd.)	1.50	1.00	1.00	0.00
135	Engineer V - (SP/Dom. Blvd.)	1.00	1.00	1.00	0.00
Special Project Personnel		5.13	5.89	5.89	0.00
Total Department Personnel		473.86	476.39	478.22	1.83

Public Works

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Operating Revenues		FY 15-16	FY 16-17	FY 17-18	Change from
Fund	Resource	Actual	Budget	Budget	prior year
100	<u>General Fund</u>				
	Fines and Forfeitures	\$ -	\$ -	\$ -	0.0%
	Use of Money and Property	36,880	39,820	36,700	-7.8%
	Charges for Services	290,703	299,850	312,400	4.2%
	Miscellaneous Revenue	193,911	35,000	32,500	-7.1%
	Recovered Costs	86,728	100,200	100,200	0.0%
	State Other Categorical Aid	33,344,932	33,371,570	34,171,600	2.4%
	Total Revenues	\$ 33,953,155	\$ 33,846,440	\$ 34,653,400	2.4%
	General Fund Support	23,963,235	26,556,261	25,232,848	-5.0%
	Total Resources	\$ 57,916,390	\$ 60,402,701	\$ 59,886,248	-0.86%
	Use of Resources				
	Operations	\$ 57,916,390	\$ 60,402,701	\$ 59,886,248	-0.9%
		\$ 57,916,390	\$ 60,402,701	\$ 59,886,248	-0.86%
520	<u>Stormwater Operations</u>				
	Permits, Privilege & License Fees	\$ 245,768	\$ 216,100	\$ 244,416	13.1%
	Use of Money and Property	206,021	100,000	200,000	100.0%
	Charges for Services	15,416,215	15,779,900	15,685,000	-0.6%
	Total Revenues	\$ 15,868,005	\$ 16,096,000	\$ 16,129,416	0.2%
	Use of Fund balance	-	2,700,688	665,231	-75.37%
	Total Resources	\$ 15,868,005	\$ 18,796,688	\$ 16,794,647	-10.65%
	Use of Resources				
	Operations	\$ 10,606,239	\$ 10,638,688	\$ 11,094,647	4.3%
	Transfers to Capital Projects	5,066,000	8,158,000	5,700,000	-30.1%
	Contribution to Fund Balance	195,766	-	-	N/A
		\$ 15,868,005	\$ 18,796,688	\$ 16,794,647	-10.65%

Public Works

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Operating Revenues		FY 15-16	FY 16-17	FY 17-18	Change from
Fund	Resource	Actual	Budget	Budget	prior year
525	Chesapeake Transportation System				
	Use of Money and Property	\$ 53,912	\$ -	\$ 25,000	100.0%
	Charges for Services	11,908,513	19,252,600	23,285,880	20.9%
	Miscellaneous Revenue	-	-	17,500	100.0%
	Recovered Costs	29,554	36,400	20,000	-45.1%
	Total Revenues	\$ 11,991,979	\$ 19,289,000	\$ 23,348,380	21.0%
	Use of Fund balance	-	1,432,591	3,450,240	140.84%
	Total Resources	\$ 11,991,979	\$ 20,721,591	\$ 26,798,620	29.33%
	Use of Resources				
	Operations	\$ 6,734,653	\$ 19,838,591	\$ 25,390,770	28.0%
	Transfers to Capital Projects	539,468	883,000	1,407,850	59.4%
	Contribution to Fund Balance	4,717,858	-	-	N/A
	Total	\$ 11,991,979	\$ 20,721,591	\$ 26,798,620	29.33%

Budget by Fund:		FY 15-16	FY 16-17	FY 17-18	Change from
		Actual	Budget	Budget	prior year
100	General Fund	\$ 57,916,390	\$ 60,402,701	\$ 59,886,248	-0.9%
520	Stormwater Operations	10,606,239	10,638,688	11,094,647	4.3%
525	Transportation System	6,047,163	19,065,936	24,396,540	28.0%
526	Transportation Renewal & Replacement	687,490	772,655	994,230	N/A
Total	by Fund	\$ 75,257,282	\$ 90,879,980	\$ 96,371,666	6.0%

Notes:

The Stormwater Operations fund and Chesapeake Transportation System are Enterprise Funds. Revenues are restricted for specific use within each of these funds. Please see the Approved Capital Improvement Plan Fiscal Year 2018-2022 for a complete list of planned projects.

Tax Increment Financing Districts

113010

Description:

The Tax Increment Financing District is a financing entity established to provide for public infrastructure improvements within a specific area of the City in an effort to revitalize economic activity. Revenue is specified as real estate tax revenue from new construction and increases in assessment values within the boundaries established for each district. Tax revenue derived from the existing assessment base at the time the TIF was established is maintained in the City's General Fund. All increases in the base become eligible for use within the established boundary of the district, unless a surplus is declared. Revenue is used for ongoing debt payments issued under the financing authority of the TIF and for capital improvement projects.

Code	Program Title	Program Description
81102	Greenbrier Tax Increment Financing Fund	Established on January 1, 2005, to provide funding for public infrastructure projects within the district's boundaries.
81103	South Norfolk Tax Increment Financing Fund	Established on March 22, 2005, to provide funding for public infrastructure projects within the district's boundaries.

Budget by Program		FY 15-16	FY 16-17	FY 17-18	Change from
		Actual	Budget	Budget	prior year
81102	Greenbrier Tax Increment Financing Fund (TIF)	\$ 7,025	\$ 6,000	\$ 3,000	-50.0%
81103	South Norfolk Tax Increment Financing Fund (TIF)	1,394	50,000	25,000	-50.0%
Total By Program		\$ 8,419	\$ 56,000	\$ 28,000	-50.0%

Goals

- Work with Planning Department to implement the strategies of the Development Master Plans for South Norfolk, Great Bridge, Greenbrier, Deep Creek, and Western Branch.
- Attract continued and increased private investment within the TIF Districts.
- Implement the initiatives and continuum of improvements within the directives set forth in the City ordinance establishing the TIF Districts.

Tax Increment Financing Districts

113010

Budget Highlights:

- Beginning in FY 14-15 the expenses for the TIF district maintenance program were shifted directly to Public Works, Police, and the Sheriff departments. This includes \$109,000 for police interdiction at hotels, \$55,000 for the Sheriff's Inmate mowing program, and lighting and landscape maintenance for each district. The remaining expenses are budgeted for studies, research, and initial planning of possible projects.

Requirements:	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Purchased services	\$ 8,419	\$ 56,000	\$ 28,000	-50.0%
Total Expenses/Requirements	\$ 8,419	\$ 56,000	\$ 28,000	-50.0%

Personnel:	FY 15-16 Budget	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Grade Positions				
	No positions			

Operating Revenues	FY 15-16 Actual	FY 16-17 Budget	FY 17-18 Budget	Change from prior year
Fund Resource				
209 Greenbrier TIF				
General Property Taxes	\$ 5,508,179	\$ 6,172,600	\$ 7,282,400	0.0%
Use of Money and Property	57,567	-	-	0.0%
Total Revenues	\$ 5,565,746	\$ 6,172,600	\$ 7,282,400	0.0%
Resources available for current operations	5,565,746	6,172,600	7,282,400	18.0%
Use of Fund balance	-	-	6,879,673	100.00%
Total Resources	\$ 5,565,746	\$ 6,172,600	\$ 14,162,073	129.43%
Use of Resources				
Operations	\$ 7,025	\$ 6,000	\$ 3,000	-50.0%
Transfers to the Debt Fund	1,470,928	1,471,738	1,465,613	-0.4%
Transfers to Capital Projects	-	-	10,200,000	N/A
Transfer to General Fund	2,364,127	2,416,260	2,493,460	3.2%
Contribution to Fund Balance	1,723,666	2,278,602	-	-100.0%
Total	\$ 5,565,746	\$ 6,172,600	\$ 14,162,073	129.43%

Tax Increment Financing Districts

113010

Operating Revenues		FY 15-16	FY 16-17	FY 17-18	Change from
Fund	Resource	Actual	Budget	Budget	prior year
212	South Norfolk TIF				
	General Property Taxes	\$ 4,069,993	\$ 4,323,000	\$ 4,683,700	0.0%
	Use of Money and Property	30,329	-	-	0.0%
	Total Revenues	\$ 4,100,322	\$ 4,323,000	\$ 4,683,700	0.0%
	Use of Fund balance	-	-	-	0.00%
	Total Resources	\$ 4,100,322	\$ 4,323,000	\$ 4,683,700	8.34%
	Use of Resources				
	Operations	\$ 1,394	\$ 50,000	\$ 25,000	-50.0%
	Transfers to the Debt Fund	606,123	600,023	1,009,281	68.2%
	Transfers to Capital Projects	175,000	2,316,247	1,000,000	-56.8%
	Transfer to General Fund	1,212,464	1,181,500	1,176,600	-0.4%
	Contribution to Fund Balance	2,105,341	175,230	1,472,819	740.5%
		\$ 4,100,322	\$ 4,323,000	\$ 4,683,700	8.34%

Budget by Fund:		FY 15-16	FY 16-17	FY 17-18	Change from
		Actual	Budget	Budget	prior year
209	Greenbrier TIF	\$ 7,025	\$ 6,000	\$ 3,000	-50.0%
212	South Norfolk TIF	1,394	50,000	25,000	-50.0%
	Total by Fund	\$ 8,419	\$ 56,000	\$ 28,000	-50.0%

Notes:

Tax Increment Financing Districts (TIF) were established in the Greenbrier and South Norfolk sections of the City. In accordance with state statute, funds are used to support improvements in the TIFs and to service debt used to finance improvements. The statute permits the transfer of surplus TIF funds to the City's General Fund. These funds are used to maintain completed infrastructure improvements.

Tax Increment Financing Districts

113010

	FY 15-16	FY 16-17	FY 17-18
	Actual	Budget	Budget
Transfers to Capital Projects Funds	\$ 175,000	\$ 2,316,247	\$ 11,200,000
Transfers to the Debt Fund	2,077,051	2,071,761	2,474,894
Declaration of TIF Surplus			
Greenbrier			
Hotel Interdiction	109,000	109,000	109,000
Street lights & landscaping	184,660	184,660	184,660
Interest reallocation	57,567	0	0
City Reserve Policy	12,900	122,600	199,800
City & School Operations	2,000,000	2,000,000	2,000,000
South Norfolk			
Street lights & landscaping	115,700	115,700	115,700
Interest reallocation	30,329	0	0
City Reserve Policy	36,435	65,800	60,900
Oscar Smith Middle School			
debt service	1,000,000	1,000,000	1,000,000
City & School Operations	30,000	0	0
Total Transfers	\$ 5,828,642	\$ 7,985,768	\$ 17,344,954

The balance of revenue received by each TIF remains in the respective fund balance until needed for Capital Improvement projects. A list of Capital Improvement projects can be found in section J - Capital Improvement Plan of this document. More detail can be found in the separate Capital Improvement Plan FY 2018-22

Economic & Environmental Vitality

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