

CITY OF CHARLOTTESVILLE

OPERATING & CAPITAL IMPROVEMENT

BUDGET



ADOPTED | FISCAL YEAR 2024/2025



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GFOA Distinguished Budget Presentation Award

FISCAL YEAR 2025



GOVERNMENT FINANCE OFFICERS ASSOCIATION

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**City of Charlottesville
Virginia**

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morrill

Executive Director



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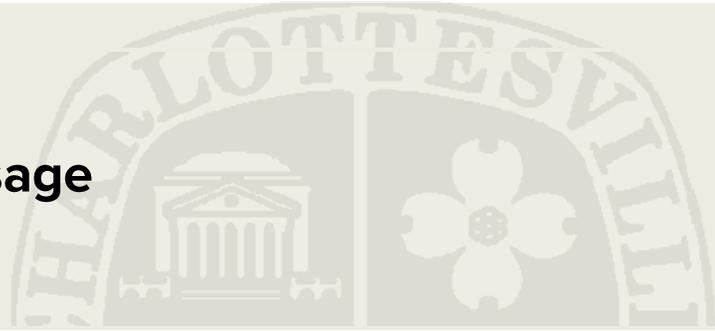
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Introduction



City Manager's Budget Message

FISCAL YEAR 2025



OVERVIEW:

Office of the City Manager
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April 15, 2024

Mayor and Members of City Council
City Hall
Charlottesville, VA 22902

Dear Mayor Wade and Members of City Council:

It is no small feat to deliver a balanced local government budget, and rarely is it simple when it is accompanied by the delivery of multiple complex, critical priorities. As Section 19 of the City Charter requires, I am pleased to present to the Charlottesville City Council (Council) an adopted budget for the fiscal year beginning July 1, 2024. The adopted General Fund revenue and expenditure estimates both total \$251,948,630 which represents an 10.29% increase from the FY2024 Budget.

Faced with difficult challenges in balancing the significant cost increases in this upcoming budget cycle, I provided a preview to Council ahead of our standard schedule for completing the adopted budget. This advance look was necessary as I identified a series of internal cuts and fiscal changes to the existing budget planning to produce additional revenues that were clearly needed. Despite those changes, what I shared with Council was a series of choices that they would have to consider in reviewing the forthcoming adopted budget. That period of early review led to Council identifying additional tax revenues of which I have used to prepare this adopted balanced budget.

This budget proposal realizes the delivery of Council's top FY25 priorities that include: the integration of collective bargaining, the full implementation of a modern compensation system for all Unaffiliated Employees, and a deeper investment in Charlottesville City Schools - both operating and capital planning. In addition, there are clear financial investments in all priority areas this council has committed to supporting. This delivery of priorities does require a tax increase scenario that Council has identified as follows:

- **Real Estate Tax Rate** increase from \$0.96/\$100 to \$0.98/\$100.
- **Meals Tax Rate** increase from 6.5% to 7.0%
- **Personal Property** increase from \$4.20/\$100 to \$4.40/\$100.
- **Lodging Tax Rate** increase from 8.0% to 9.0%.

It goes without saying that any reliance on increasing tax rates is never taken lightly. I have assured Council and I offer the same to the public, that I also made difficult decisions with regard to internal budget planning as a trade off for the increased revenues that provided the path for less of a reliance on increased taxes. These decisions resulted in a total reduction of \$4.5 million of which \$2.5 million came directly from departmental budgets and another \$2 million will be realized in vacancy savings for FY25.

The funds for the FY25 budget address the following issues:

- Market rate competitive salaries for City employees
- Quality education and opportunities for youth
- Improvements to the public transportation system
- Maintaining investment in Affordable Housing
- Continued progress towards the goals of the City's Climate Action Plan
- Gun violence and neighborhood safety
- Implementing Social Justice and Equity practices

Along with City staff, I remain focused on producing results that support Council's priorities as well as the expectations of our community. Last year, Council engaged in strategic planning that produced a new vision: To Be a Place Where Everyone Thrives. They also established a 5-Year Strategic Plan Framework meant to address citywide concerns. These priorities are a Commitment to Justice, Equity, Diversity, Inclusion and nine (9) Strategic Outcome Areas:

1. Affordable Housing
2. Climate Action
3. Economic Prosperity
4. Education
5. Organizational Excellence
6. Partnerships
7. Public Safety
8. Recreation, Arts, Culture
9. Transportation

The adopted budget delivers a series of investments and commitments in all of these areas at varying funding levels to signify prioritization. See the [Strategic Plan Full Framework](#) for specific measures taken to address each outcome area.

To state how the priorities in FY25 differ from those of FY24, the FY25 expenditures reflect a stronger focus on competitive City employee pay with 3 new collective bargaining contracts and the implementation of Class and Compensation. There is also a stronger investment to improve Charlottesville Area Transit (CAT), adding 3 new positions: 1 Transit Planner, 1 Procurement Buyer, and 3 Customer Service Representatives. Additionally, \$600,000 is allocated to CAT to hire more bus drivers. Finally, in FY25, there is an increased contribution to Charlottesville city schools; the City provided \$7 million in new funding to schools in FY25, while in FY24, the city provided \$4.1 million new revenue.

It has been stated in prior year budget planning sessions, that the commitment to actualizing major priorities simultaneously, has and does place renewed pressure on the ability of the existing budget to absorb these sizable increases. While this adopted budget recognizes increased revenues and includes reduced expenditures primarily associated with the management of staff vacancies, we remain unable to make the full list of deliverables fit without additional revenues. That will be compounded in future budget cycles as additional collective bargaining units are added, along with continued and deeper investments in any and all of the strategic outcome areas.

The City of Charlottesville (the City) continues to experience many positive economic factors that support a growth outlook. As of December 2023, the City unemployment rate was 2.1%. The City continues to outpace both the state and federal trends, thus demonstrating that our local economy is strong. The citywide retail vacancy rate is at 4.22% while the downtown area is at 3.14% as of January 2024. The 2024 real estate assessments saw an increase of 5.00% and revenues from sales, meals, and lodging tax collections remain strong performers. Sales Tax revenue is up 9.79%; Meals and Lodging Tax revenues are up 15.27% and 15.21%, respectively. Personal Property tax revenue is up 5.59%.

As you may know, the Budget is a financial spending plan for the City government, within a one-year span of time (“fiscal year”). The City’s Charter requires a balanced budget (i.e., the total adopted General Fund expenditures – including capital expenditures – cannot exceed the total estimated general fund income for the ensuing fiscal year). Council must not only approve a budget for each fiscal year, but they must formally “appropriate” City revenues to be expended in accordance with the Budget. Also specified in Section 19 of the City Charter, Council must act by approving an Annual Appropriation Ordinance. Local taxes must be levied in an amount necessary to meet the appropriation.

The City Council Adopted Budget for Fiscal Year 2025 is balanced.

Balancing the Budget

All city offices and departments submitted a total of \$2.59 million in base budget increases for FY25, which represents a 11.26% increase. \$1.89 million in new requests were submitted as well. Unfortunately, I was not able to approve any of the new requests. Largely, the only increases which were approved related to increased cost of goods and contractual increases. The budget reflects the approval of new full-time positions only in critical needs areas and the addition of 15 firefighters to Charlottesville Fire Department that were previously funded by a SAFER Grant from the State of Virginia.

REVENUE PROJECTIONS:

- **Real Estate Tax** – This budget increases the City’s real estate tax rate to 98 cents per \$100 of assessed value. The revenue increase for real estate tax is \$9.0 million in new revenue over FY25.
- **Meals Tax** – This budget increases the meals tax rate to 7.0%. The meals tax revenue collections have continued to show growth and is projected to produce \$21.25 million representing \$1.5 million in new revenue for FY25.
- **Personal Property Tax** – This budget increases the personal property tax rate to \$4.40 per \$100 of assessed value. New revenue is budgeted to increase by \$704,762 or 5.59% as a result of the tax increase and as the unusually high valuations for motor vehicles continue.
- **Lodging Tax** – This budget increases the lodging tax rate to 9.0%. This revenue continues its growth trend as it recovers from the pandemic. For FY25, projections indicate that this revenue source will grow by 15.21% to a total of \$1.26 million

Other Revenues

- **City/County Revenue Sharing** is increasing by \$2 million from FY24. The formula is based in part on the total real estate assessments of both localities.
- **Sales & Use Tax** continues to rebound and is projected to exceed the FY24 adopted budget by \$1.41 million or 9.79%.

MAJOR OPERATING & CAPITAL EXPENDITURES:

This adopted budget prioritizes the fair and equitable employment practices of the city government through collective bargaining and modernizing the compensation plan to make the City an employer of choice. The investment through this budget is a foundation for the provision of high quality City services. The budget enhances Council's commitment to education, affordable housing, public safety, and climate action with notable investments above prior years. The FY2025 Adopted Budget contains major operational and capital expenditures aimed at realizing Council's Strategic Outcome Areas. This adopted budget embodies the priorities as follows:

Organizational Excellence

Charlottesville's well-trained and dedicated staff deliver excellent services to the community.

Collective Bargaining

- Council passed the first Collective Bargaining Ordinance in 2022, authorizing the designation of three employee unions for the Charlottesville Police Department (CPD), Charlottesville Fire Department (CFD), and Charlottesville Area Transit (CAT). The negotiations have led to three tentative agreements effective July 1, 2024. Council will fund the agreements with adoption of the FY25 Budget and I will proceed with the execution of the agreements.
- The City has retained the services of a Labor Relations Administrator (LRA) to establish and manage the administrative framework of the ordinance. The LRA will remain an operational expenditure in support of the City's new collective bargaining operational posture. In addition to this cost, this budget provides additional financial support to fund the current and future bargaining agreements.
- The Leadership Team will undergo significant training and preparation for the management of this organization in a collective bargaining environment. Those costs, while not fully understood, are covered in already included professional development planning resources within the budget.

Class and Compensation

- This budget maintains the City's commitment to the living wage which will remain at \$15.00 an hour. Although the number of historic vacancies will be dramatically reduced as a cost cutting measure implemented to reduce a larger reliance on tax revenues.
- Included in Class and Compensation is the recognition of pay changes for employees in the departments now organized as bargaining units, but who fall outside of the contracts because they will either be included in future eligible bargaining units by classification or will never be in a bargaining unit due to management level. These employees are provided Meet and Confer rights within the collective bargaining ordinance. Nearly \$2 million has been reserved to address the resulting compression that will be offset by pay changes to this employee pool as an additional step in the implementation of the new compensation program.
- The budget includes a 4% cost of living (COLA) increase for Unaffiliated Employees who, after implementation of the Class and Compensation changes, do not see a minimum increase equal to that amount to ensure their compensation aligns with the base economic shift.
- A 1% COLA is also funded for retirees.
- The Health Care Fund remains strong. However, the City is revising its health plan portfolio by merging two existing options and reducing to two plan choices for a cost savings of approximately \$500,000 to be used to offset a portion of increased costs for FY25. These minimal plan changes will also result in premium savings for employees.

Education

Charlottesville supports a broad and well-integrated set of educational opportunities that includes Charlottesville City Schools (CCS), other youth serving organizations, career technical education (CTE) providers, and Piedmont Virginia Community College (PVCC).

Per Va. Code §§ 22.1-94 and 22.1-115 the amount appropriated for public schools may be a specified total [bottom line] amount, or Council may elect to segregate its school appropriation into the following major classifications: (i) instruction, (ii) administration, (iii) pupil transportation, (iv) operation and maintenance, (v) school food services and other noninstructional operations, (vi) facilities, (vii) debt and fund transfers, (viii) technology, and (ix) contingency reserves. Over the years, Council has always elected to appropriate a specified total [bottom line] amount to the schools during the annual budget process.

Operating Support

- This budget maintains a very strong commitment to Charlottesville City Schools (CCS). It provides \$7 million in increased operating support, in addition to \$634,768 and \$93,700 in increased expenditures for pupil transportation and school building maintenance services.
- This budget provides 2 additional pupil drivers and converted 9 existing driver positions from 30 hour positions to 40 hour positions to ensure a clear waitlist for pupil transit in the upcoming school year.
- This budget also ensures CCS's projected \$2.9 million funding reduction from the state as a part of the LCI reductions was replaced with local dollars.

Capital Improvement Planning

- Through the City's Capital Improvement Program (CIP), the FY25 budget provides \$6.25 million in funding to continue the \$1.25 million a year in an unallocated fund that the schools can use for priority capital improvement initiatives of their choice, and \$30 million for the Walker Pre-K Center in FY27 & 28. A total of \$56.24 million is allocated in the 5-year CIP for school-related projects.

Transportation

Charlottesville provides a regional transportation system that increases mobility options and is reliable and affordable to all.

- This budget provides provides \$1.8 million in additional local funding to the transit system.
- 3 Customer Service Representatives will be added to the Downtown Transit Center can return to full operations daily.
- This budget supports the addition of a Transit Planner and a dedicated Buyer. For the first time the city will employ an individual to strategically plan all transit-specific projects in coordination with the City's Transportation Planner and a dedicated Buyer to serve the complex and high volume needs within transit services. .
- Council added \$601,681 as part of the adopted budget to add additional drivers to help address operational improvements and efficiencies.

OTHER BUDGET PRIORITIES:

Affordable Housing:

Charlottesville defines access to livable housing as a human right and works to ensure housing choices and mobility are provided for all who seek it through implementation of the Affordable Housing Plan.

This budget includes \$8.9 million in FY2025, and over \$48 million in the five-year capital program for several affordable housing initiatives, including the continued funding of \$1.5 million per year for competitive application to the Charlottesville Affordable Housing Fund (CAHF) and Housing Opportunity Program Support, \$2.7 million for tax and retail relief programs, and multiple redevelopment projects, including:

- 501 Cherry Avenue to fund the mixed-use development that will produce over 60 affordable units.
- Ongoing redevelopment of existing public housing properties, now including \$15 million for Westhaven redevelopment.
- A restructured funding arrangement for Park Street so additional funding could be leveraged by Piedmont Housing Association through state resources.

Climate Action:

Charlottesville is a leader in improving the environment through implementation of its Climate Action Plan.

This budget includes a \$5 million contribution to the FY25-FY29 CIP (\$1 million each year). The creation of the Climate Action Fund is available to the Office of Sustainability to be deployed as matching grant, program expenses, and project resources in support of realizing the City's Climate Action Plan. This new funding is an example of the enhanced commitment to climate action as an expansion of already programmed projects that contribute to reducing the City's greenhouse gas emissions.

Public Safety:

Charlottesville provides comprehensive, trusted public safety services and treats everyone with respect and dignity.

\$851,037 for the full recognition of the 15 full time employees initially funded by the SAFER Grant by the state.

Commitment to Justice, Equity, Diversity, Inclusion:

The City is committed to implementing equitable practices and policies across all of its activities.

This budget includes \$1 million to implement operational frameworks to prioritize Social Equity and Community Safety and Support. These programs are intended to demonstrate the City's commitment to providing alternatives with deliberate intent to do no (additional) harm. The upcoming deliverables include:

- Alternative response program to support the implementation of the Marcus Alert Mandate (2028).
- Restorative Justice programming as an alternative to incarceration.
- Internal equity planning across all offices and departments of the city government.

Key Additional Investments:

Operating Investments

- This budget also prioritizes the equitable compensation of the employees in the Office of the City Sheriff. As a critical component of the city's public safety framework, the Sheriff and all employees will be placed on a structured professional pay plan for career service.
- \$295,000 Information Technology investments in cybersecurity, circuit court, and access management updates.

Capital Improvement Planning

- \$10.5 million in FY27 & FY29 for the Jefferson-Madison Regional Library (JMRL) renovations.
- \$4 million operating cost share in FY25 plus an additional \$1M+ annually starting in FY26 for the Albemarle-Charlottesville Regional Jail (ACRJ) renovations.
- \$1.9 million in FY24 & 25 for the Rivanna Solid Waste Authority's (RWSA) baler and baling facility (city cost share).
- \$400,000 for voting machine replacements.

General Fund Transfers to Debt Service and CIP:

1. The General Fund contribution to the Debt Service Fund is increasing by \$327,084. An amount equivalent to \$3.04 million of the total meals tax revenue is allocated to debt service to support the five year CIP and to keep the City within its debt limit policies.
2. The City's cash contribution from the General Fund to the CIP is \$7.79 million in FY2025. \$584,816 in cash held in the CIP contingency account which was previously funded by year-end surpluses is also programmed to be spent in FY25. Per the City's financial policy, 3% of the total General Fund is used to fund the cash portion of the CIP.

Outside Agencies & Non-Profits Partnerships:

Charlottesville creates avenues for meaningful collaborations with partners and key stakeholders, such as the County, UVA, and nonprofits to magnify positive community outcomes.

For FY25, the **Vibrant Community Fund (VCF) process** adopted four broad funding priority areas: Education/Youth & Family, Economic Impact & Jobs, Health & Safety, and New & Emerging organizations. New & Emerging organizations have either never applied to VCF or they are 5 years old or younger, and also meet one of the other priority areas. There is also an Arts and Culture category. For FY25, \$2.3 million is allocated in the budget for the VCF competitive awards process. New for FY25 and based on feedback from Council during last year's process, several agencies who previously were funded through the VCF pool, have been deemed to provide fundamental services and for FY25 were funded based on the merits of their application. The fundamental agencies include OAR, the Free Clinic, Shelter for Help and Emergency, Foothills, and PHAR. This change resulted in an additional \$892,886 dollars being allocated to our community partners.

Additionally, in keeping with the new procedures for implementation of the recently adopted affordable housing plan, applications relating to funding requests for affordable housing initiatives were directed to apply through the CAHF process instead. This represents a level funding amount allocated through the VCF process for all non-housing related programs in FY25.

Of the agencies evaluated by the Office of Budget & Performance Management, major changes are summarized below:

- Albemarle-Charlottesville Regional Jail – increase of \$44,447
- Blue Ridge Juvenile Detention Center – increase of \$15,583, which is determined by a utilization formula in the last 36 months
- Emergency Communications Center - \$443,807 increase
- Blue Ridge Health District - \$27,212 increase
- Jefferson-Madison Regional Library – \$92,708 increase
- Offender Aid and Restoration (OAR) –\$61,041 increase
- Shelter for Help and Emergency (SHE) - \$114,431 increase
- Charlottesville Free Clinic - \$42,596 increase
- Foothills Child Advocacy Center - \$53,506 increase
- Public Housing Association of Residents (PHAR) - \$28,000 increase
- Child Health Partnership - \$11,220 increase

More information regarding Outside Agencies and Non-Profits can be found [here](#).

A synopsis of the proposed FY25 Budget was published in The Daily Progress, and a public hearing was conducted at the Community Budget Forum on March 21, 2024. After conclusion of the Budget Public Hearing, Council may add new items, increase/decrease, or strike out items of expenditure. At the end of Council's review of the proposed Budget, and any Council modifications, the total anticipated expenditures for FY25 may not exceed the total estimated revenues for the upcoming year.

Virginia Code 152-2504 requires the following documents/information to accompany the adopted Budget: (1) a statement of the contemplated revenue and disbursements, liabilities, reserves and surplus or deficit of the locality as of the date of the preparation of the budget; and (2) an itemized and complete financial balance sheet for the locality at the close of the last preceding fiscal year.

Outside of the adopted budget for FY25, there remains two one-time funding pools: American Rescue Plan funding and FY23 Surplus funds. The intention will be to use these resources to mitigate additional financial impacts that would force an insolvent budget situation.

AMERICAN RESCUE PLAN FUNDING:

The City continues to manage its allocation of American Rescue Plan funds. The current funding amount of \$18.0 million is allocated minus \$1.6 million that has yet to be assigned. All of these funds must be allocated by the end of calendar year 2024 and expended by the end of calendar year 2026. I have asked the Director of Finance to conduct a full audit of these funds and bring forward a recommendation on how the City might best manage the remaining time period for the funds. The one-time use provision remains the driver on how the funds can be used and we will ensure critical investments that make an impact continue to be the priority for the use of these resources.

FISCAL YEAR SURPLUS FUNDING:

The year-end audit for Fiscal Year 2023 identified a surplus of appropriations over expenditures by a total of \$26,292,752. In January 2024, Council, by Resolution, amended the the City Budget adopted for Fiscal Year 2024 as a Year-End Appropriation that included the following expenditures:

- \$2,600,000 - Unfunded 2% Retiree COLA granted in FY24
- \$1,500,000 - Finance/IT - SAP (financial management system) upgrade
- \$500,000 - Citywide Reserve
- \$400,000 - City refuse contract - contractual CPI increase
- \$300,000 - Parks and Recreation - Riverview Park restrooms
- \$200,000 - Maintenance fund for City leased properties
- \$92,500 - City Attorney's Office capacity
- \$68,000 - Police Department - sign on bonuses for new officers
- \$50,000 - Parks and Recreation - staff reorganization
- \$49,300 - CAT – expansion of handheld radio inventory
- \$47,000 - City Attorney's Office - office improvements
- \$47,000 - Police Department - upfit of new substation in Transit Station
- \$45,000 - Fire Department - vehicle for new Battalion Chief
- \$20,000 - Police Department - Guardian Score pilot program

The remaining balance of \$15,820,931 was transferred to the CIP Contingency in alignment with the City's fiscal practice of using surplus dollars to fund committed capital investment projects. Past projects have included, Council redirecting these funds for critical one-time investments or expenditures such as: the acquisition of the Charlottesville-Albemarle Technical Education Center, the purchase of Dogwood Properties Portfolio, or the recent contribution to close the funding gap for the adopted 60-unit deeply affordable permanent supportive housing development, Premier Circle.

I advised Council during the audit results presentation that there would be a major expenditure forthcoming and asked Council to allow for this surplus balance to help overcome the one-time financial burden of modernizing our payroll system for employees. The plan remains to ask Council to appropriate nearly 75% of these surplus funds to be used for this critical and singular purpose.

Council was reminded during the budget preview that the one-time costs in association with the integration of collective bargaining and implementation of Class and Compensation would require between \$10-12

million to address the one-time actuarial expenses associated with the comprehensive payroll changes being considered in this adopted budget. The remaining surplus funds balance would remain available for use with other critical investments or to close gaps on standing projects within the current 5 year CIP.

The disciplined work of developing a budget and five-year CIP are the foundation to building a service-oriented infrastructure to meet the service expectation of Council and City residents. The investments made in this budget will improve government function, meet the priorities identified by Council, deliver impactful projects and programming, and improve the physical infrastructure of the City.

It is my professional honor to serve as City Manager for the City of Charlottesville. I appreciate the challenge of this opportunity and I remain extremely proud of our talented team of employees who dedicate themselves in service to our residents, business and property owners, and visitors. We collectively will remain committed to providing exceptional service while working hard to positively impact the lives of our residents daily.



Sincerely,

Samuel Sanders, Jr.
City Manager

FY2025 OPERATING REVENUE CHANGES:

FY2025 Operating Revenue Changes (Operating Budget FY2024 to Operating Budget FY2025)

Local Taxes	
Real Estate Tax	\$ 9,035,289
Transient Occupancy (Lodging) Tax	1,262,500
Sales & Use Tax	1,410,000
Personal Property Tax (Local Portion)	704,762
Penalty/Interest on Delinquent Taxes	150,000
Meals Tax	2,617,044
Tax on Bank Stock	13,942
Tax on Wills and Deeds	(175,000)
Utility Services Consumer Tax	100,000
Short Term Rental	(15,000)
Other Local Taxes	(35,000)
Public Service Corporation Tax	116,387
Virginia Communications Sales & Use Tax	(42,500)
Plastic Bag Tax	60,000
Licenses & Permits	
Business, Professional, Occupational License Fee	\$ 1,200,000
Building & Other Permits	56,000
Intergovernmental Revenue	
State Highway Assistance	\$ 945,824
State Aid for Police Protection	179,206
Reimbursement for Constitutional Officers	477,726
Fire Department Operations - Albemarle County	(200,000)
DMV Select Office Commissions	(15,000)
Misc. Intergovernmental Revenue	(12,765)
Charges for Services	
Emergency Medical Services (Ambulance) Revenue Recovery	
PILOT: Utilities Funds	\$ 541,637
Waste Disposal Fees	85,000
Internal City Services (Fees from Non General Funds)	261,687
Parks & Recreation Revenue	-320,156
Fire Department - EMS Revenue	250,000
Other Charges for Services	66,787
Misc. Revenue	
Interest Earned	\$ 1,950,000
Other Miscellaneous Revenue	(76,254)
Transfers from Other Funds	
Landfill Reserve Fund	(50,000)
City/County Revenue Sharing	
Operating Budget Portion	\$ 1,788,850
Net Operating Revenue Changes	
	\$ 22,330,966

FY2025 Operating Revenue Changes
(Operating Budget FY2024 to Operating Budget FY2025)

City/County Revenue Sharing: Transfer to Capital Improvement Program	\$	256,138
Contracted Services with City Schools (Building Maintenance and Pupil Transportation)		728,468
Meals Tax Revenue: Transfer to Debt Service		199,811
Net Designated Revenue Changes	\$	1,184,417
Total General Fund Revenue Changes	\$	23,515,383

FY2025 OPERATING EXPENDITURE CHANGES:

FY2025 Operating Expenditure Changes (Operating Budget FY2024 to Operating Budget FY2025)

City Schools	\$ Change
City Contribution to Schools	\$ 7,000,000
City Department Service Enhancements and Efficiencies	
Rent and Tax Relief	\$ 73,000
Voter Registration -Temporary Staffing, Equipment, Postage - Presidential Election year	75,500
Parks and Recreation Contracted Services - Mulching and Custodial Services	64,040
Public Works - Building Maintenance Contracted Services - Custodial	40,687
<i>New Positions for FY 25 (funded in FY 24 using one-time federal funding)</i>	
SAFER Firefighters (2/3 of full cost 15 fire fighters (before collective bargaining impact)	851,037
<i>New Positions for FY 25 (funded with new FY 25 revenues)</i>	
Assistant City Attorney	122,935
Legal Assistant	78,455
2 FTEs - Firefighter/EMT (ANCHOR Team Members)	211,575
2 FTEs - Police Officers (ANCHOR Team Members)	338,712
<i>Reclassifications</i>	
1 FTE - Management Analyst III transferred from Golf Course	140,834
Compensation & Benefits	
Employee Comp Study Implementation FY 24	(850,721)
Employee Compensation Adjustments FY 25	6,277,500
Vacancy Savings Budgeted for FY 25	(2,000,000)
Collective Bargaining Impact Contract - Police Department	815,439
Collective Bargaining Impact Contract - Fire Department	1,588,652
Pay Scale Implementation for Sheriff's Office	244,692
City Contribution for Healthcare	1,014,553
Retirement (same %, higher payroll)	361,531
Contributions to Outside Agencies & Non-Profits (Major Changes)	
Albemarle-Charlottesville Regional Jail	\$ 44,447
Blue Ridge Regional Detention Center	15,583
Emergency Communications Center	443,807
Blue Ridge Health District	27,212
Jefferson Madison Regional Library	92,708
Jaunt	(40,142)
Charlottesville - Albemarle Convention and Visitor's Bureau	167,977
SPCA	10,549
Public Defender's Office	13,753
Virginia Cooperative Extension	7,383
JABA	16,757
Small Business Development Center	8,785
TJPDC	1,231
Central VA Partnership for Economic Development	100
Virginia Career Works - Piedmont Region	40
Vibrant Community Fund (without Fundamental Agencies)	992,608

FY2025 Operating Expenditure Changes
 (Operating Budget FY2024 to Operating Budget FY2025)

Contributions to Outside Agencies & Non-Profits (Major Changes)	
Albemarle-Charlottesville Regional Jail	\$ 44,447
Blue Ridge Regional Detention Center	15,583
Emergency Communications Center	443,807
Blue Ridge Health District	27,212
Jefferson Madison Regional Library	92,708
Jaunt	(40,142)
Charlottesville - Albemarle Convention and Visitor's Bureau	167,977
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Virginia Cooperative Extension	7,383
JABA	16,757
Small Business Development Center	8,785
TJPDC	1,231
Central VA Partnership for Economic Development	100
Virginia Career Works - Piedmont Region	40
Vibrant Community Fund (without Fundamental Agencies)	992,608
 Fundamental Agencies (Previously part of Vibrant Community Fund)	
Offender Aid and Restoration (OAR)	61,041
Free Clinic	42,596
Shelter for Help and Emergency (SHE)	114,431
Foothills	53,506
Child Health Partnership	11,220
PHAR	28,000
 Interagency Transfers	
Transfer to Debt Service	\$ 18,182
Transfer to Charlottesville Area Transit (CAT)	1,804,584
<i>3 FTEs added - Customer Service Representatives - Downtown Transit Station (\$185,787)</i>	
<i>1 FTE added - Procurement Buyer (\$121,472)</i>	
<i>1 FTE added - Transit Planner (\$124,593)</i>	
<i>Collective Bargaining Contract Impact (\$573,091)</i>	
<i>Other Operational Increases and offset for loss of federal one-time funding (\$270,944)</i>	
<i>Additional Capacity/Drivers (\$601,681)</i>	
 Transfer to Human Services Fund	 569,130
<i>ANCHOR Team Administration (\$170,500)</i>	
<i>Pathways Administration previously offset by federal one-time funding (\$299,916)</i>	
<i>Other Operational Increases (\$281,714)</i>	
 Transfer to Social Service Fund (operational increases)	 392,388
Transfer to CSA Fund	(154,722)

FY2025 Operating Expenditure Changes
(Operating Budget FY2024 to Operating Budget FY2025)

Other Changes	
Other Decreases and Increases (Net)	\$ 267,256
Employee Education and Training	169,090
Information Technology - Computer and Infrastructure Replacement	(274,841)
Vehicle Repairs/Maintenance/Fuel	88,933
Vehicle Replacement Funds	(148,950)
Contractual Increases - Refuse Collection Services	686,215
Utilities	215,689
Cybersecurity Software Lic/Maintenance	136,000
Worker's Comp Fixed Fee Allocation (
Net Operating Expenditure Changes	\$ 22,330,966

FY2025 Designated Expenditure Changes
(Designated Budget FY2024 to Designated Budget FY2025)

	\$ Change
Transfer to Capital Improvement Program Fund	\$ 256,138
Transfer to Services with City Schools - Building Maintenance	93,700
Transfer to Services with City Schools - Pupil Transportation	634,768
Transfer to Debt Service Fund (Meals Tax Portion)	199,811
Net Designated Expenditure Changes	\$ 1,184,417
Total General Fund Expenditure Changes	\$ 23,515,383

AMENDMENTS

**City Council Amendments to the City Manager's
FY2025 Proposed General Fund Budget**

City Manager's Recommended FY25 Revenue Estimates **\$ 251,526,900**

Amendments to FY25 Revenue Estimates

Increase Revenues

Taxes

Tax on Bank Stock	13,942
Personal Property Tax	604,762

Licenses and Permits

Business & Professional Licenses	800,000
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Intergovernmental

Constitutional Officer Reimbursement	175,498
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Charges for Services

Fire Department - EMS Revenue	250,000
Police Department - Reimbursable Overtime	104,800

Decrease Revenues

Taxes

Meals Tax	-1,527,272
-----------	------------

Total Revenue Amendments **\$ 421,730**

Total Amended FY25 General Fund Revenue Estimates **\$ 251,948,630**

City Manager's Recommended FY25 Expenditures **\$ 251,526,900**

Amendments to FY25 Expenditures

Increase Expenditures

Outside Agencies & Non-Profits

Women's Initiative	10,000
Light House Studio - Educational Programs	7,200
Light House Studio - Vinegar Hill Theatre	7,200
CRHA Resident Services	137,000
The Uhuru Foundation	94,600
Vibrant Community Fund - Unallocated	29,600

Worker's Compensation Fixed Fee Allocation

Parks & Recreation Department	109,880
Neighborhood Development Services	9,749

Interfund Transfers

Transfer to CAT	601,681
-----------------	---------

Decrease Expenditures

Outside Agencies & Non-Profits

B.U.C.K. Squad	-256,000
Albemarle-Charlottesville Regional Jail	-106,983
MACAA (*pending further Information)	-17,600
Fralin Art Museum	-12,000

Worker's Compensation Fixed Fee Allocation

Clerk of Council	-80
Circuit Court Administration	-54
Circuit Court Judge	-7
Juvenile & Domestic Relations Court	-79
Commonwealth's Attorney	-101
City Sheriff	-4,853
City Manager's Office	-281
Communications & Public Engagement	-38
Office of Economic Development	-40
Downtown Job Center	-60
Office of Human Rights	-80
Office of Community Solutions	-43
Police Civilian Oversight Board	92
Downtown Job Center	0
City Attorney	-47
Commissioner of the Revenue	-130
City Treasurer	-150
Finance Department - Administration	-86
Real Estate Assessor	-35
Purchasing	-15
IT Operations	0
Human Resources Department	-159
Office of the Registrar	-23
Public Works Department	-22,198
Police Administration	-48,874
Fire Department	-42,288

Interfund Transfers

Transfer to CAT	-72,968
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Total Expenditure Amendments **\$ 421,730**

Total Amended FY25 General Fund Expenditure Estimates **\$ 251,948,630**

**City Council Amendments to the City Manager's
FY2025 Proposed Capital Improvement Program Budget**

City Manager's Recommended FY25 Revenue Estimates	\$ 36,400,763
Amendments to FY25 Revenue Estimates	
<i>Decreased Revenues</i>	
State Grants - Dogwood Vietnam Memorial Project	-600,000
Total Revenue Amendments	\$ (600,000)
Total Amended FY25 Capital Improvement Fund Revenue Estimates	\$ 35,800,763
City Manager's Recommended FY25 Expenditures	\$ 36,400,763
Amendments to FY25 Expenditures	
<i>Decreased Expenditures</i>	
Dogwood Vietnam Memorial Project	-600,000
Total Expenditure Amendments	\$ (600,000)
Total Amended FY25 Capital Improvement Fund Expenditures	\$ 35,800,763

**City Council Amendments to the City Manager's
FY2025 Proposed Transit Fund Fund Budget**

City Manager's Recommended FY25 Revenue Estimates	\$ 14,348,992
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Amendments to FY25 Revenue Estimates

Increased Revenues

Transfer from the General Fund - New Allocation	601,681
Transfer from the General Fund - Correction of City Cost Allocation	150,725

Total Revenue Amendments	\$ 752,406
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Total Amended FY25 Transit Fund Revenue Estimates	\$ 15,101,398
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City Manager's Recommended FY25 Expenditures	\$ 14,348,992
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Amendments to FY25 Expenditures

Increase Expenditures

Service Capacity Increase	601,681
Worker's Compensation Fixed Fee Allocation	150,725

Total Expenditure Amendments	\$ 752,406
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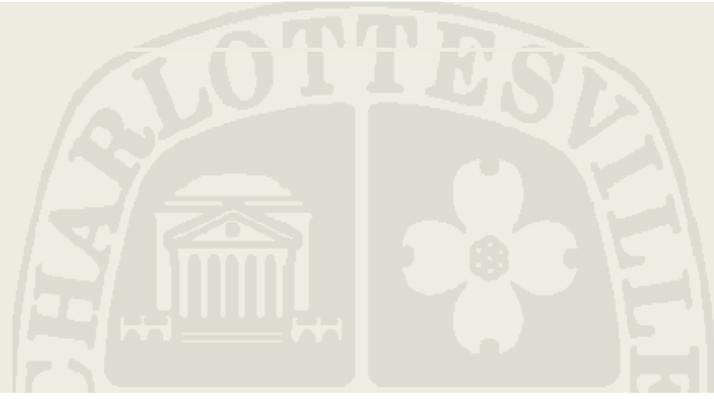
Total Amended FY25 Transit Fund Expenditures	\$ 15,101,398
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The expenses and corresponding revenues were amended in the following funds to reflect a revised worker's compensation fixed fee allocation:

Amended FY25 Other Non-General Fund Worker's Comp Allocation	Amount
Fund 212 - Social Services Fund	\$ (7,940)
Fund 213 - Human Services Fund	15,569
Fund 611 - Water Fund	-177,290
Fund 621 - Wastewater Fund	73,437
Fund 631 - Gas Fund	-141,274
Fund 641 - Stormwater Fund	-753
Fund 753 - Fleet Fund	21,787

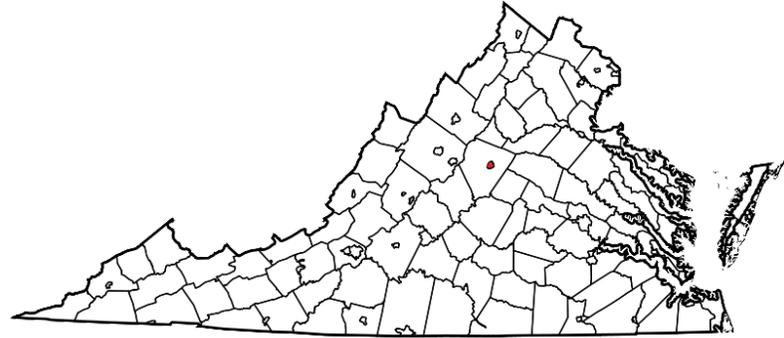
City Profile

FISCAL YEAR 2025



BACKGROUND:

The City of Charlottesville is nestled in the foothills of the Blue Ridge Mountains in Central Virginia, encompassing 10.4 square miles with an estimated population of 51,132 in 2023. Its rich history began with the town's establishment in 1762, and it was named for Queen Charlotte, wife of King George III of England. Charlottesville was incorporated as a city in 1888.



Centrally located just 120 miles from the nation's capital, Washington, D.C., and 70 miles from the state capital, Richmond, Charlottesville and surrounding Albemarle County is an area rich with culture and deeply rooted in history, having been the home of three Presidents. Charlottesville may best be known as the home of Thomas Jefferson and his mountaintop estate, Monticello. It is also home to the University of Virginia (UVA), which was founded by Jefferson. UVA is consistently ranked as one of the top public universities in the nation. Both Monticello and the University of Virginia are listed on the World Heritage Foundation list of prized cultural or natural assets, making them two of the area's top attractions. The City has earned a reputation as being one of the most livable places in the country.



CITY GOVERNMENT:

The City operates under a Council-Manager form of government with legislative powers vested in a five-member Council. City Council members are elected at-large for four-year, staggered terms, with the Mayor and Vice-Mayor being elected from within the Council for two-year terms. Administrative and executive duties are performed by the Council-appointed City Manager. The City Manager is the Chief Executive Officer for the City, responsible for implementing the policies and directives of the City Council throughout the various City departments and agencies, and is charged with recommending, implementing, and monitoring policies and procedures that maintain the well-being of the City. There are approximately 1,080 City full-time equivalent employees as of December 2023.

NEIGHBORHOODS:



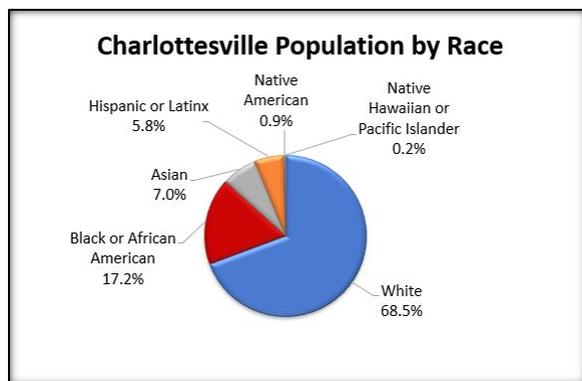
Charlottestville	Factsheet
Date of Incorporation	Unemployment Rate (2023)
1888	2.1%
Form of Government	City School Students (2023-2024 School Year)
Council-Manager	4,444
County	Building Permits (2023)
Albemarle County	1,731
Population Estimate (2023)	Miles of Streets (2023)
51,132	160.14
Land Area (Square Miles)	Acres of Park Land (2023)
10.4	3,443
Climate	Linear Feet of Trails (2023)
Four-season subtropical climate with humid summers and mild winters	145,000
Population Density (Population/Square Mile)	Number of Public Libraries (Includes Historical Society)
4,931	3
Total Real Estate Assessed Values (2024)	Number of Registered Voters (2024)
\$10,923,926,200	34,430
Taxable Sales (2022)	Public Utilities Customers (2023): Gas Water Sewer
\$1,108,763,612	21,300 14,800 14,700
Median Household Income (2018-2022 ACS)	Bond Rating (General Obligation Bonds)
\$67,177	Moody's Investor Services Aaa Standard & Poor's Corporation AAA
Number of Households (2018-2022 ACS)	Staffing (Full-Time Equivalents): City Schools
19,511	1,081 878

BUSINESS & ECONOMY:

With its small-town charm and historical setting, Charlottesville attracts new businesses each year. Charlottesville provides a strategic location for major employers, including the largest employer, the University of Virginia. There are approximately 17,400 faculty and staff, 8,348 UVA Health employees, and 26,149 students. The area also boasts a thriving wine touring and tasting business. Over 30 local vineyards make up the state's largest collection, with several wineries winning national recognition since the time Jefferson earned the title "Father of American Wine." Tourism also plays an important role in the City's economy, with much of the tourism based on the area's rich historical legacy. Approximately two million travelers visit the area each year to see the city's historic sites and the spectacular scenery of Central Virginia. All of this has resulted in the City's low unemployment rate, 2.6% as of October 2023. This is lower than the Virginia unemployment rate, 2.7%, and the national unemployment rate, 3.9%.

Sources: University of Virginia Human Resources Department; Virginia Employment Commission 2023; Bureau of Labor Statistics 2023; Economic Information & Analytics; Local Area Unemployment Statistics; University of Virginia Health "Facts & Statistics" 2023.

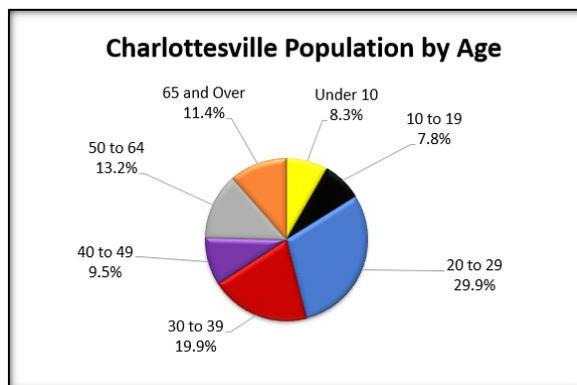
RACIAL DEMOGRAPHICS:



The City of Charlottesville is a multiracial, multiethnic, and multicultural community. As part of the City Council's 2023 Strategic Plan, they placed a commitment on justice, equity, diversity, and inclusion (JEDI) as a way to ensure that the organization understands the importance of our full community makeup and works to ensure that every person is provided with fair and equitable services.

Source: University of Virginia's Weldon Cooper Center for Public Service, "2021 Population Estimates by Race Alone or in Combination with Other Races (Virginia Localities)."

AGE DEMOGRAPHICS:



In the City of Charlottesville, there are community members of all ages. From our littlest residents to our seniors who are the backbone of any community. The community may have many young professionals due to the presence of the University of Virginia, as well as two major hospital systems: UVA Health and Sentara Health. Individual professionals and those with families join our community through their educational pursuits, work, or desire to live in a community like Charlottesville. This may account for nearly 60% of our community being aged 20-49.

Source: University of Virginia's Weldon Cooper Center for Public Service, "2021 Population Estimates: Age and Sex (Virginia Localities)."

TOP 10 EMPLOYERS IN CHARLOTTESVILLE:

1. University of Virginia/Blue Ridge Hospital
2. UVA Health Services Foundation
3. City of Charlottesville
4. Charlottesville City School Board
5. Sevicelink Management Company
6. County of Albemarle
7. Morrison Crothall Support
8. ADP Totalsource
9. Association for Investment Management – CFA Institute
10. LaborMax Staffing

Sources: Virginia Employment Commission; City of Charlottesville Office of Economic Development





City of Charlottesville Core Values



Commitment



Integrity



Respect



Innovation



Collaboration

Our Vision:

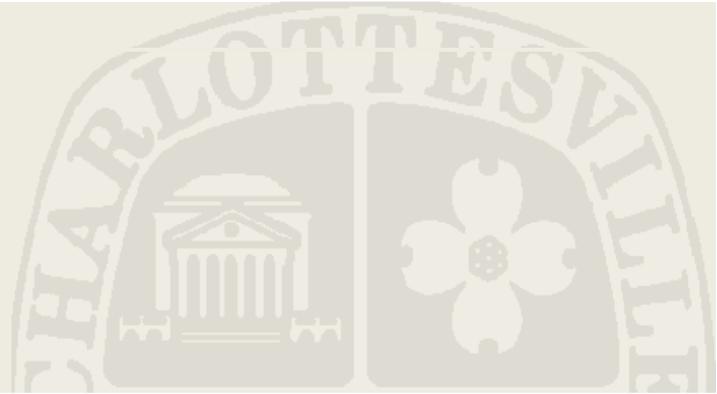
To be a place where everyone thrives

Our Mission:

The City of Charlottesville is a diverse and compassionate organization dedicated to providing excellence in public service for a resilient and sustainable community.

City Council

FISCAL YEAR 2025



CITY COUNCIL:

Charlottesville voters, at large, elect a five-member Council to serve as the City’s legislative and governing body. The members serve four-year terms, and they elect one Councilor to serve as the Mayor and one as the Vice Mayor for two years each. Municipal elections are held in November in odd-numbered years. The terms of Council members are staggered so that three are elected in one year and two are elected two years later. The Mayor presides over meetings, calls special meetings, makes some appointments to advisory boards, and serves as the ceremonial head of government. The Vice Mayor substitutes whenever the Mayor is unavailable. City Council appoints the City Manager, City Assessor, the Council Chief of Staff/Clerk of Council, and members of major policing making Boards and Commissions.

Council makes policy in the areas of city planning and finances, human services, public safety and justice, public utilities, and transportation. It has specific powers to pass ordinances, levy taxes, collect revenues, adopt a budget, make appropriations, issue bonds, and provides payment of public debts.

Juandiego Wade: Mayor



Brian Pinkston: Vice Mayor



**Natalie Oschrin:
Councilor**



**Michael Payne:
Councilor**



**Lloyd Snook:
Councilor**



CONTACT INFORMATION:

City Council (All Members): council@charlottesville.gov

- **Juandiego Wade, Mayor:** wadej@charlottesville.gov
- **Brian Pinkston, Vice Mayor:** pinkstonb@charlottesville.gov
- **Natalie Oschrin:** oschrinn@charlottesville.gov
- **Michael Payne:** mpayne@charlottesville.gov
- **Lloyd Snook:** lsnook@charlottesville.gov

City Manager:

Samuel Sanders, Jr.

(434) 970-3101

cityman@charlottesville.gov

Chief of Staff/Clerk of Council:

Kyna Thomas

(434) 970-3113

thomaskn@charlottesville.gov

Mailing Address:

P.O. Box 911

Charlottesville, VA 22902

Charlottesville City Council Website:

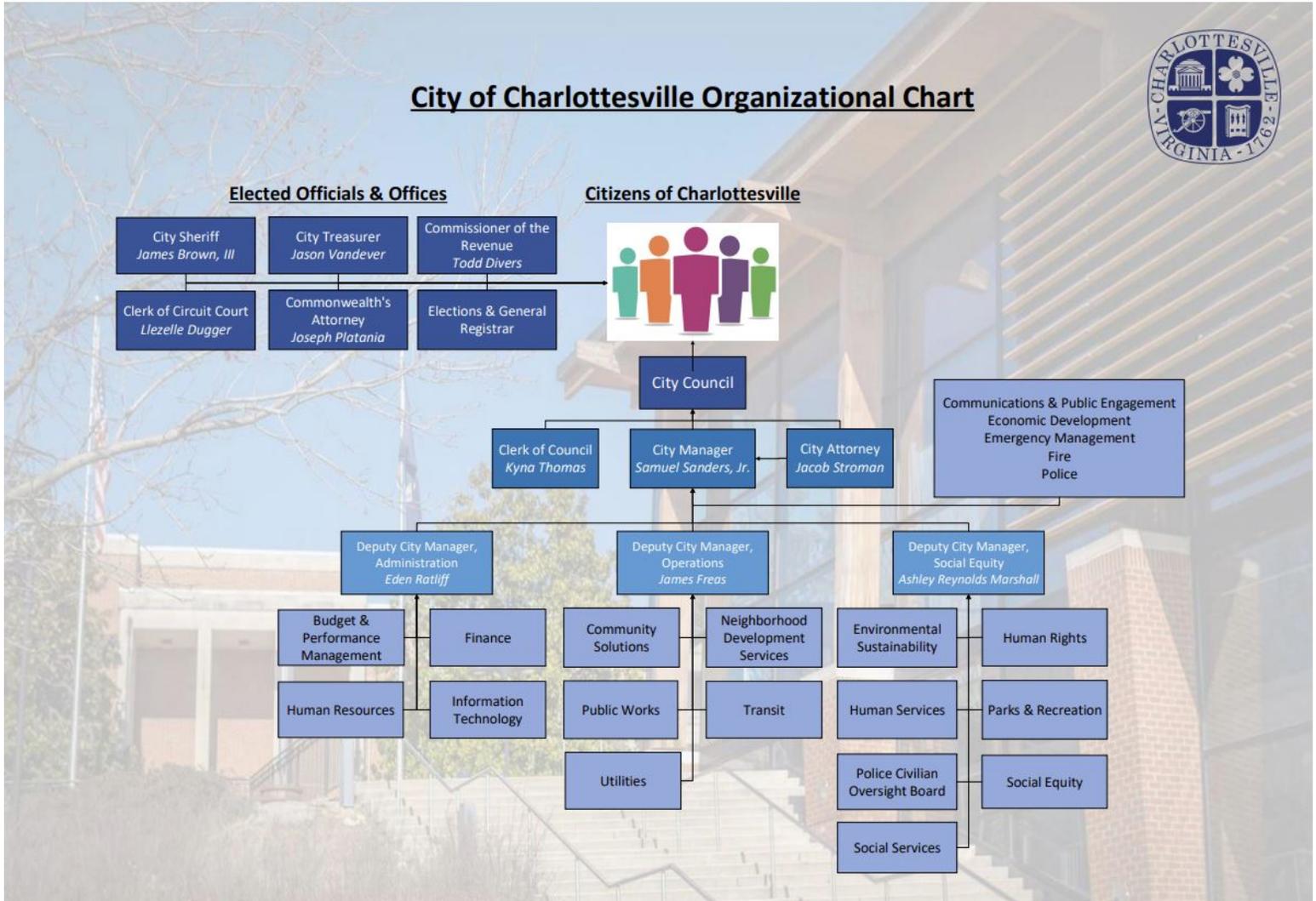
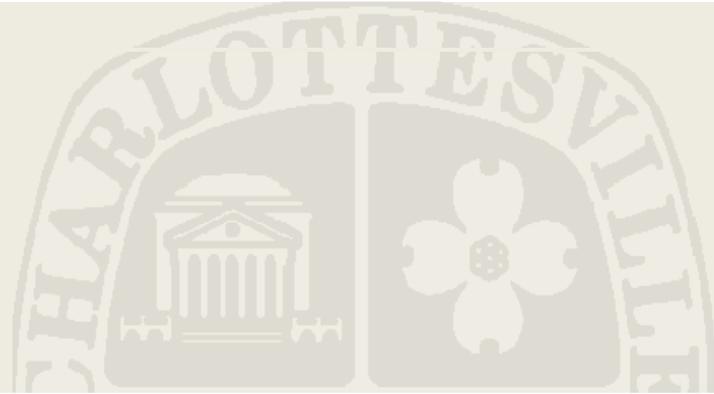
www.charlottesville.gov/677/City-Council

Charlottesville Budget Office Website:

www.charlottesville.gov/budget

Organizational Chart

FISCAL YEAR 2025

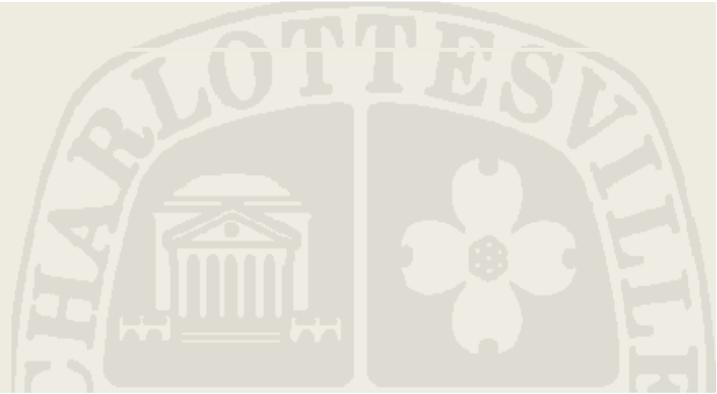


Strategic Planning



Strategic Plan

FISCAL YEAR 2025



The Strategic Plan is the City's plan for organizational strategies, goals, objectives, and performance measures. It is designed to build on the City's internal capacity to develop and implement a streamlined citywide strategic plan. City departments create goals, objectives, and performance measures that align with the citywide strategic plan. Departments also report performance measure results to staff, City management, City Council, and the public. All of these stakeholders guide the organization towards intentional application of strategies and techniques to achieve desired results. In 2023, the City of Charlottesville created a new Strategic Plan with a Commitment to Justice, Equity, Diversity, Inclusion (JEDI) and 9 Strategic Outcome Areas:

1. Climate Action
2. Economic Prosperity
3. Education
4. Housing
5. Organizational Excellence
6. Partnerships
7. Public Safety
8. Recreation, Arts, Culture
9. Transportation

Click [here](#) to see the Strategic Plan Full Framework, which includes specific action plans, strategies, and measures for each Strategic Outcome Area.

For the FY25 budget, each departmental page displays goals, objectives and measures, which are linked to the new strategic outcome areas. Because the plan was just refreshed in late 2023, work towards full implementation is only just beginning during the FY25 budget development and will continue throughout FY25.



City of Charlottesville

Strategic Plan Framework

Vision

To be a place where everyone thrives.

Commitment to Justice, Equity, Diversity, Inclusion

The City of Charlottesville is committed to implementing equitable practices and policies across all of its activities.



Strategic Outcome Areas



Climate Action

Charlottesville is a leader in improving the environment through implementation of its Climate Action Plan.



Housing

Charlottesville defines access to livable housing as a human right and works to ensure housing choices and mobility are provided for all who seek it through implementation of the Affordable Housing Plan.



Public Safety

Charlottesville provides comprehensive, trusted public safety services and treats everyone with respect and dignity.



Economic Prosperity

Charlottesville develops strategies and economic development opportunities that drive economic prosperity for all.



Organizational Excellence

Charlottesville's well-trained and dedicated staff deliver excellent services to the community.



Recreation, Arts, Culture

Charlottesville provides, encourages, and supports a wide range of recreation, green space, arts, and cultural programs and opportunities.



Education

Charlottesville supports a broad and well-integrated set of educational opportunities that includes Charlottesville City Schools (CCS), other youth serving organizations, career technical education (CTE) providers, and Piedmont Virginia Community College (PVCC).



Partnerships

Charlottesville creates avenues for meaningful collaborations with partners and key stakeholders, such as the County, UVA, and nonprofits, to magnify positive community outcomes.



Transportation

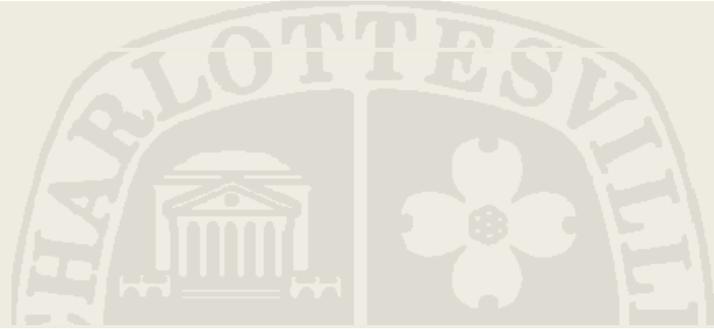
Charlottesville provides a regional transportation system that increases mobility options and is reliable and affordable for all.

General Budget Information



Budget Process & Calendar

FISCAL YEAR 2025



INTRODUCTION TO THE BUDGET:

This Fiscal Year 2024-2025 budget for the City of Charlottesville provides our community with interactive and engaging way to understand the City's budget allocations. Use [this site](#) to browse the budget details for departments, agencies, and projects that are planned for the next year.

We hope this budget book is easy to read, interpret, and use in understanding the City's budget. Our goal is to provide a straightforward budget book that presents the citizens of Charlottesville with a clear explanation of how their tax dollars support a variety of quality services and programs. Click [here](#) to see our website, which includes an online Budget Explorer, budget work session information, financial reports, budget archives, and budget feedback forms.

THE BUDGET PROCESS:

Capital Improvement Program (CIP) Development:

For a detailed description of this process, see the [Capital Improvement Program](#) section.

Operating Budget: Revenues & Expenditures Development:

The City's operating budget process begins in the fall when departments prepare their budget requests. Around this time, the City Manager presents the City's long-term financial forecast, Budget Guidelines, and Long-term Financial Policies to City Council. Based on the available forecasts, City Council formally amends and/or adopts the Budget Guidelines and Long-Term Financial Policies. Council also holds budget work sessions throughout the fall and early winter to provide further guidance to staff in budget preparation.

From late September to mid-January, departmental budget requests and agency budget requests are submitted to the Office of Budget & Performance Management. The Budget Review Team (BRT) individually reviews each department's proposed budget. The BRT consists of the City Manager, Deputy City Managers, Budget Director, and Finance Director. Estimated revenue forecasts are finalized by the Revenue Team simultaneous with the development of the expenditure budgets. The Revenue Team consists of the City Manager, Deputy City Managers, City Treasurer, Commissioner of the Revenue, Budget Director, Finance Director, and Economic Development Director.

The City Manager's Proposed Budget, along with the School's Budget, is presented to City Council at the first Council meeting in March. The City is required to present a balanced budget where revenues (money that is received from taxes, fees, intergovernmental sources, etc.) equal expenditures. After the proposed budget is presented to City Council, a [series of City Council work sessions and public hearings](#) are held in the months of March and April. The public may attend City Council meetings, budget work sessions, and public hearings to comment on the proposed budget. The public is encouraged to sign up to speak at

public hearings. Each public member who opts to speak is offered three minutes of uninterrupted time to express their questions or concerns. After these work sessions and public hearings, the City and School budget is formally adopted by City Council each year no later than April 15th.

Budget Amendments:

Per section 11-5 of the City Code, no money shall be expended on any department of the city government beyond the amount estimated in the budget for such department in the general appropriation ordinance for the fiscal year unless such expenditure is authorized by the recorded vote of three-fifths of all the members elected to the council.

The annual budget ordinance approved by City Council authorizes the City Manager to increase the budget and to maintain appropriations for encumbrances, grants, capital projects and programs from the prior year and to expend funds for the following items of non-budgeted restricted revenue that may occur during the fiscal year, and appropriates the funds for expenditure within the budget program(s) designated by the City Manager, as of the date of receipt:

1. Insurance recoveries received for damages to City properties for which City funds have been expended to make repairs.
2. Defaulted builder and developer securities to be used for uncompleted projects.
3. Parking Development Fees.
4. Asset forfeiture, Courthouse Security fees and \$4 for Life funds.
5. Donations under \$10,000 given to the City for a specific purpose.
6. Revenues received in excess of this annual appropriation, by the following funds: Transit Fund (Fund 245), Information Technology Fund (Fund 705), Warehouse Fund (Fund 706), Communications Fund (Fund 755), Fleet Maintenance Fund (Fund 753), Joint Health Department Building Fund (Fund 982), Retirement Benefits Fund (869), Parking Fund (Fund 650), Golf Fund (Fund 609), and the Utility Enterprise Funds (Water, Wastewater, Gas and Stormwater), and Landfill Reserve funds for use to cover costs associated with landfill remediation.

All other non-budgeted revenues received during the year must be presented to and approved for expenditure by City Council. The receiving city department prepares and presents a memo and resolution during a regularly scheduled Council meeting for approval. The City Manager is also authorized by the annual budget ordinance to make line-item changes within department budgets and allocate salary lapse between department budgets and the lump sum merit pool budgeted with the Employee Compensation and Benefits budget program, and such changes shall be reported to the City Council by way of periodic financial reports.

FY25 BUDGET DEVELOPMENT PUBLIC MEETINGS CALENDAR:

Topic	Date	Time	Location
Council Meeting <i>Budget Development Kick-Off</i>	October 2, 2023	4:00 PM	Council Chambers
Planning Commission Work Session <i>FY25-29 Capital Improvement Program</i>	November 28, 2023	5:00 PM	City Space
Planning Commission Public Hearing <i>FY25-29 Capital Improvement Program</i>	January 9, 2024	6:30 PM	City Space
City Manager Budget Forum	January 23, 2024	6:00 PM	Carver
Council Work Session <i>Budget Development</i>	February 1, 2024	5:00 PM	City Space
Council/School Board Work Session	February 7, 2024	5:00 PM	Walker School Cafeteria
Proposed City and Adopted School Budgets Presented to Council	March 5, 2024	6:30 PM	Council Chambers
Council Work Session <i>FY25 Budget – Revenues and Expenses</i>	March 7, 2024	6:00 PM	City Space
Council Work Session <i>FY25 Budget – Outside Agencies & Non-Profits</i>	March 14, 2024	6:00 PM	City Space
First Tax Rate Public Hearing	March 18, 2024	6:30 PM	Council Chambers
Community Budget Forum – First Public Hearing on the Budget	March 21, 2024	6:00 PM	City Space
Council Work Session <i>FY25 Budget – Capital Improvement Program</i>	March 28, 2024	6:00 PM	City Space
Second Public Hearing Budget and Tax Rate/ First Reading FY25 Budget Ordinance and Annual Appropriation and Tax Rate/Tax Levy Ordinance	April 1, 2024	6:30 PM	Council Chambers
Council Work Session <i>FY25 Budget – Budget Wrap Up</i>	April 4, 2024	6:00 PM	City Space
Second Reading and Approval: FY25 Budget Ordinance and Annual Appropriation and Tax Rate/Tax Levy Ordinance	April 15, 2024	6:30 PM	Council Chambers

ACKNOWLEDGEMENTS:

The Office of Budget and Performance Management, in conjunction with the City Manager's Office, develops the budget with the assistance of many other individuals in the City government. This acknowledgment identifies a number of the key individuals who shared in the development of this budget. Many others who assisted are not individually identified. We thank all of you.

- City Manager: Samuel Sanders, Jr.
- Deputy City Managers: Ashley Reynolds Marshall, Eden Ratliff, James Freas
- Budget & Performance Management: Krisy Hammill, Brian Ray, Emma McMahan
- Charlottesville Area Transit: Garland Williams, Barry Herring, Janice Woodson
- Circuit Court: Llezelle Dugger, David Schmidt
- City Attorney: Jacob Stroman
- City Manager's Office: Terry Bentley, Teresa Pollak
- City Sheriff: James Brown, Kara Thomas
- City Treasurer: Jason Vandever, Chad Thorne
- Chief of Staff/Clerk of Council: Kyna Thomas
- Commissioner of the Revenue: Todd Divers
- Commonwealth's Attorney: Joseph Platania
- Communications & Public Engagement: Afton Schneider, David Dillehunt
- Community Solutions: Alexander Ikefuna, Brenda Kelley, Taylor Harvey-Ryan
- Economic Development: Chris Engel
- Elections & General Registrar: Taylor Yowell
- Emergency Management: Jeremy Evans
- Environmental Sustainability: Kristel Riddervold
- Finance: Chris Cullinan, Glen Pack, Jeffrey Davis, Vernice Grooms, Gail Hassmer, Charles Philippin
- Fire Department: Michael Thomas, Mike Rogers
- General District Court: Mary Trimble
- Human Resources: Mary Ann Hardie, Chris Baudo
- Human Rights Commission: Todd Niemeier
- Human Services: Misty Graves, Hunter Smith
- Information Technology: Steve Hawkes
- Juvenile & Domestic Relations Court / Court Services Unit: Stephanie Bunch, Tammy Gallimore
- Neighborhood Development Services: James Freas, Missy Creasy, Sharon Patterson
- Parks & Recreation: Riaan Anthony, Will Bassett
- Police Civilian Oversight Board: Inez Gonzalez
- Police Department: Michael Kochis, Steve Knick, Michael Gore, Holly Bittle
- Public Works: Steven Hicks, Mike Goddard, Avery Thompson, Jonathan Dean
- Social Services: Sue Moffett, Laura Morris
- Utilities: Lauren Hildebrand, Mary Kay Kotelec

General Budget Information & Fund Structure

FISCAL YEAR 2025

THE PURPOSE OF BUDGETING:

Budgeting has several major purposes. First and foremost, the budget must be balanced, which means total revenues must equal total expenditures. Budgeting is also a formal way to convert the City's long-range plans and policies into services and programs for the citizens of the City of Charlottesville. The budget also details these services and programs in terms of costs. The City's budget informs the City Council and the public of the City government's plans for the coming fiscal year (July 1, 2024 to June 30, 2025) and provides the Council with the opportunity to review and decide the level of services to be provided to our citizens.

Budgeting also outlines the revenues (taxes, fees, and others) that are needed to support the City's services, including the rate of taxation to be adopted for the coming fiscal year. Finally, the budget adopted by City Council becomes a work plan of objectives to be accomplished over the coming year.

THE BASIS OF BUDGETING:

The basis of budgeting for the City of Charlottesville is the same as the basis of accounting used in the governmental fund financial statements. All budgets are presented on the modified accrual basis of budgeting and accounting, under which revenues and related assets are recorded when measurable and available to finance operations during the year, and expenditures, other than compensated absences and interest on debt, are recorded as the related fund liabilities are incurred. Revenues considered prone to accrual consist primarily of property taxes, certain grants, and sales and utility taxes. Any property taxes that are not due as of June 30th are recorded as deferred revenues. Budgets for City and School operations, Utilities and Debt Service are adopted on an annual basis. Budgets for the Capital Projects Fund and Other Funds are continuing appropriations beyond the fiscal year. It is the intention of the City Council that appropriations for capital projects continue until completion of the project. Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles (GAAP).

FUND STRUCTURE:

The City's financial management system is divided into several funds. A separate sum of money is set aside for each fund. Funds are established for special program groups which usually have specific revenue sources associated with their expenditures. The City's major funds, which are subject to appropriation by City Council, are:

- **General Fund:** The General Fund is usually referred to as the operating fund and is used to finance the day-to-day operations of the City. It is the largest part of the City's total financial operation. Revenues for this fund are obtained from taxes, licenses, and permits, intergovernmental revenue, charges for services, fines, interest, and City/County Revenue Sharing funds.
- **Enterprise Fund:** Enterprise funds consist of the operating and capital budgets of the Gas, Stormwater, Wastewater, Water programs in the City. Other enterprise funds include the Meadowcreek Golf Course, Charlottesville Area Transit, and Parking Fund. These funds account for each of their respective operations as if they were each a separate, self-supporting business.
- **Capital Improvement Program Fund:** This fund is used to account for all financial resources that are needed in the acquisition or construction of capital assets. Revenues for this fund are obtained from bond issues, a transfer from the General Fund, a contribution from the City Schools for their small capital projects program, and contributions from Albemarle County for shared projects.
- **Internal Service Fund:** These are governmental funds that consist of the operating and minor capital budgets of the Communication systems and Fleet Management. These funds primarily provide services and support to other City departments and are used to account for the goods and services provided by one department to other departments or agencies on a cost-reimbursement basis.
- **Other Non-General Funds:**
 - **Debt Service Fund:** The Debt Service Fund provides necessary funds to retire the City's general government outstanding bond indebtedness and related costs.
 - **Equipment Replacement Fund:** The City's fleet consists of 661 vehicles and pieces of equipment in which many of these vehicles are replaced using this fund.
 - **Facilities Repair Fund:** The Facilities Repair Fund provides funding to preserve the City's investment in non-school facilities.
 - **Fleet Fund:** The City's fleet management operations are funded through here.
 - **Golf Fund:** Meadowcreek Golf Course, operated by the Parks & Recreation Department, is funded with an enterprise fund that covers operations, management, and maintenance of the course.
 - **Health Care Fund:** The Health Care Fund is the funding source for the City's health-related benefits provided to participants in the City's healthcare programs.
 - **Human Services Fund:** This fund goes towards the Department of Human Services.
 - **Information Technology Fund:** The IT Department operations for the City's software and hardware systems are funded through here.
 - **Retirement Fund:** The Retirement Fund is a trust (fiduciary) fund supported by contributions paid by the City based on actual calculations that provides City employees with a pension to supplement social security benefits upon retirement.
 - **Risk Management Fund:** The Risk Management Fund provides accounting for the City's risk management program.
 - **Social Services Fund:** This fund goes towards the Department of Social Services.
 - **Transit Fund:** Charlottesville Area Transit receives funding through here.

- **Utilities Funds:** The gas, stormwater, wastewater, and water utilities are funded through here.
- **Warehouse Fund:** The Warehouse, managed by the Finance Department, is funded through here.

BUDGET & FUND APPROPRIATION:

An annual operating budget is adopted for the General Fund. Within the General Fund, budgets are legally adopted at the departmental level. The City Manager is authorized to transfer the budget for personnel cost (salaries and fringe benefits), if necessary, between departments; however, any other revisions that alter the total expenditures of any department or agency must be approved by City Council with an appropriation. Unexpended appropriations lapse at the end of the fiscal year unless carried over by Council action. Budgets for City and School operations, Utilities and Debt Service are adopted on an annual basis. Budgets for the Capital Projects Fund and Other Funds are continuing appropriations beyond the fiscal year. It is the intent of the City Council that appropriations for capital projects continue until completion of the project and that funds accumulated in the Debt Service Fund be dedicated to future debt service.

LEGAL BUDGETING REQUIREMENTS:

City Code Sec. 11-1:

The City Manager shall keep the Council fully advised of the City's financial condition and shall, on or before March fifteenth in each year, prepare and submit to the Council a tentative budget for the next fiscal year. Such budget shall be in conformity with the provisions of the Charter and of this Code and the general law and shall contain estimates of the financial needs and resources of the City for such fiscal year and a program of activities which in the City Manager 's judgment will best meet the needs of the City and its people, considering resources available.

City Code Sec. 11-2:

The council shall cause to be prepared by the City Manager an annual budget containing all proposed expenditures and estimated revenues and borrowing for the ensuing year, and at least thirty (30) days thereafter shall order a city levy as provided for by state law and § 14, 19 and 20 of the Charter. The Council shall adopt or approve the annual budget and shall make such city levy prior to April fifteenth in each year.

FUND MATRIX:

		City of Charlottesville Major Funds									
		General Fund	Human Services Fund	Social Services Fund	Information Technology Fund	Golf Fund	Fleet Fund	Transit Fund	Risk Management Fund	Warehouse Fund	Utilities Funds
City of Charlottesville Operational Departments	CHARLOTTESVILLE AREA TRANSIT							•			
	CITY COUNCIL/CLERK OF COUNCIL	•									
	COURTS & OTHER SUPPORT SERVICES	•									
	CITY ATTORNEY	•									
	CITY MANAGER'S OFFICE: ADMINISTRATION/BUDGET/COMMUNICATIONS/COMMUNITY SOLUTIONS/ECONOMIC DEVELOPMENT/EMERGENCY MANAGEMENT/HUMAN RIGHTS COMMISSION/POLICE CIVILIAN OVERSIGHT BOARD/SOCIAL EQUITY	•									
	CITY SHERIFF	•									
	CITY TREASURER	•									
	COMMISSIONER OF THE REVENUE	•									
	COMMONWEALTH'S ATTORNEY	•									
	ELECTIONS & GENERAL REGISTRAR	•									
	ENVIRONMENTAL SUSTAINABILITY	•									•
	FINANCE	•							•	•	•
	FIRE	•									
	HUMAN RESOURCES	•									
	HUMAN SERVICES		•								
	INFORMATION TECHNOLOGY	•			•						
	NEIGHBORHOOD DEVELOPMENT SERVICES	•									
	PARKS & RECREATION	•					•				
	POLICE	•									
	PUBLIC WORKS: ADMINISTRATION /FACILITIES DEVELOPMENT/FACILITIES MAINTENANCE	•									•
	PUBLIC WORKS: PUBLIC SERVICE/FLEET MANAGEMENT	•						•			
	SCHOOL OPERATIONS: PUPIL TRANSPORTATION & SCHOOL BUILDING MAINTENANCE	•									
	SOCIAL SERVICES			•							
UTILITIES: GAS/STORMWATER/WASTERWATER/WATER	•									•	

BUDGET GUIDELINES (AS ADOPTED BY COUNCIL):

Each fall, Budget Office staff presents five-year revenue and expenditure forecasts and a draft set of Budget Guidelines for the upcoming fiscal year that Council will formally adopt. This assists the City Manager's Office and the Office of Budget & Performance Management in planning and preparing a balanced budget by establishing broad goals that guide decision making for the upcoming and future fiscal years.

- Annually review major local tax rates.
- Develop operational budgets within projected available revenues.
- Focus on the Strategic Plan Goals.
- Continue to incorporate the use of performance measures to assist in making decisions that support budget priorities related to the City's Strategic Plan, the goal being to use measures as a management and decision-making tool during the budget process. (See Below).
- Continue the strong commitment to education by allocating up to 40% of new City real estate and property tax revenue to schools.
- Invest strategically in employees by providing adequate pay, benefits, training, technology resources, support, and appreciation.
- Annually review the amount of the living wage being paid by the City to its employees and continue to require payment of a living wage under City contracts subject to City Code § 22-9.
- Fund no new programs or major expansion of existing programs without fully offsetting revenues or reductions in expenditures.
- Balance reinvestment in the City's existing infrastructure and facilities and creation of new opportunities for investing in the future of the City.
- Conduct the Vibrant Community Fund process to evaluate agency requests for program congruence with Council's strategic areas.
- Transfer at least 3% of general fund expenditures to the Capital Improvement Fund (CIP).
- Budget a reserve for Council Strategic Initiatives.
- Budget a Fund Balance Target Adjustment pool of funds to help ensure that the City continues to meet the important financial policy of maintaining an unappropriated fund balance in the General Fund.

STRATEGIC PLAN GOALS:

1. Commitment to Justice, Equity, Diversity, and Inclusion (JEDI)
2. Climate Action
3. Economic Prosperity
4. Education
5. Housing
6. Organizational Excellence
7. Partnerships
8. Public Safety
9. Recreation, Arts, Culture
10. Transportation

Financial & Investment Policies

FISCAL YEAR 2025

LONG-TERM FINANCIAL POLICIES:

The Long-Term Financial Policies are reviewed by City Council each year along with the Budget Guidelines. These policies support a financial planning process that assesses the long-term financial implications of operating and capital budgets.

- **Budget Amendments Policy:** Section 11-5 of the City Codes states that no money shall be expended on any department of the city government beyond the amount estimated in the budget for such department in the general appropriation ordinance for the fiscal year unless such expenditure is authorized by the recorded vote of three-fifths of all the members elected to the council. Please see the Budget Process & Calendar page for more details on this policy.
- **Balanced Budget Policy:** The Code of Virginia requires the City to adopt a balanced budget, meaning the revenues (money that is received from taxes, fees, intergovernmental sources, etc.) must equal expenditures.
- **Contribution to Charlottesville City Schools:** The Budget Guidelines state that the schools receive a target amount that equates to 40% of new Real Estate and Personal Property tax revenue.
- **Debt Service Policy:** Debt service as a percentage of the general fund total expenditure budget has a ceiling of 10%, with a target of 9%. In calculating compliance with this ratio, the City will exclude debt serviced by dedicated revenues, i.e., self-supporting debt.
- **Downturn Reserve Policy:** Maintain a minimum Downturn Reserve Fund balance of no less than 3% of the General Fund budget. Drawdown of this reserve can occur if revenues decline by more than 1.5% of current fiscal year estimate and will be limited to less than half of the balance of the Downturn Reserve Fund. In the event of a drawdown, the reserve must be replenished to the 3% level within three years. (Adopted February 1, 2024).
- **Fund Balance Policy (Non-General Funds):** Stabilize all non-general funds by ensuring they have a positive fund balance.
- **Meals Tax Policy:** Transfer an amount equivalent to 1% of the Meals Tax rate to the Debt Service Fund to be used for debt service.
- **Minimum Fund Balance Policy:** Maintain a minimum General Fund balance of at least 14% of General Fund budget. This policy provides the City with sufficient working capital and a margin of financial safety to address unforeseen, one-time expenditure emergencies or significant unforeseen declines in revenues in a specific fiscal year. In the event of a drawdown, the reserve must be replenished to the 14% level within three years. (Adopted February 1, 2024).
- **Working Capital Policy:** Maintain sufficient working capital in the utility funds (Gas, Stormwater, Water, Wastewater). (Adopted February 1, 2024).

INVESTMENT POLICIES:

The City's Investment Policy has been established by the Treasurer (an elected "constitutional officer") of the City of Charlottesville and is designed to ensure effective management of the day-to-day investment activity for the City and to increase non-tax revenues by investing funds when not needed for current obligations. The objectives of the policy are as follows:

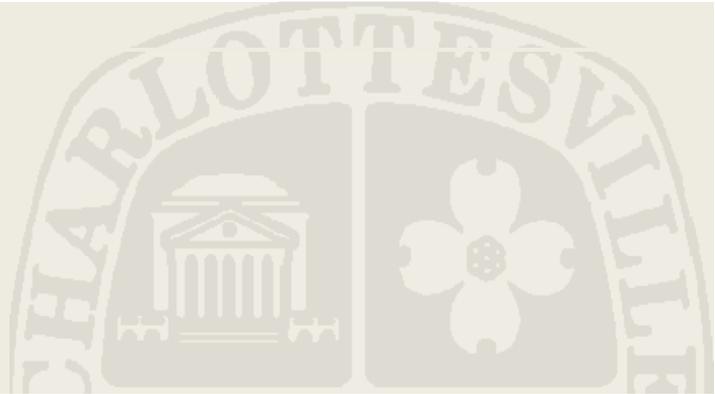
1. All investments shall be in compliance with the Code of Virginia §2.2-4400 et seq. and §2.2-4500 et seq. and Trust Agreements, where applicable.
2. The cash management and investment activities of the City shall be conducted in a manner which is consistent with prevailing prudent business practices which may be applied by other public organizations of similar size and financial resources.
3. All investments and deposits will be managed to accomplish the following fundamental goals:
 - **Safety of Principal:** The single most important objective of the investment program is the preservation of principal of those funds within the Investment Portfolio.
 - **Maintenance of Liquidity:** The Investment Portfolio will always be managed with sufficient liquidity to meet all daily and seasonal needs, as well as to fund special projects and other operational requirements which are either known or which might reasonably be anticipated.
 - **Maximizing Return:** The Investment Portfolio shall be managed to maximize the return on investments within the context and parameters set forth by the safety and liquidity objectives above.

Major Budget Highlights & Summaries



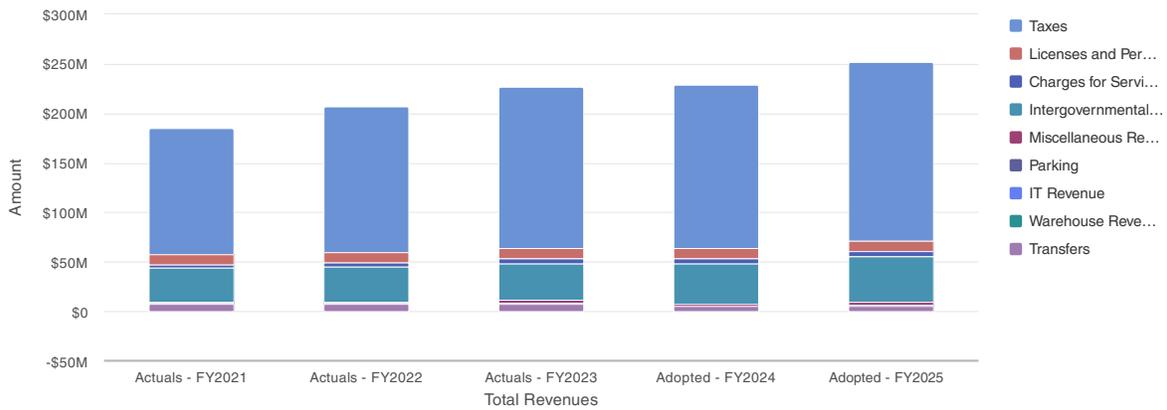
Budget Summary

FISCAL YEAR 2025



GENERAL FUND REVENUES:

General Fund: Revenues by Revenue Type



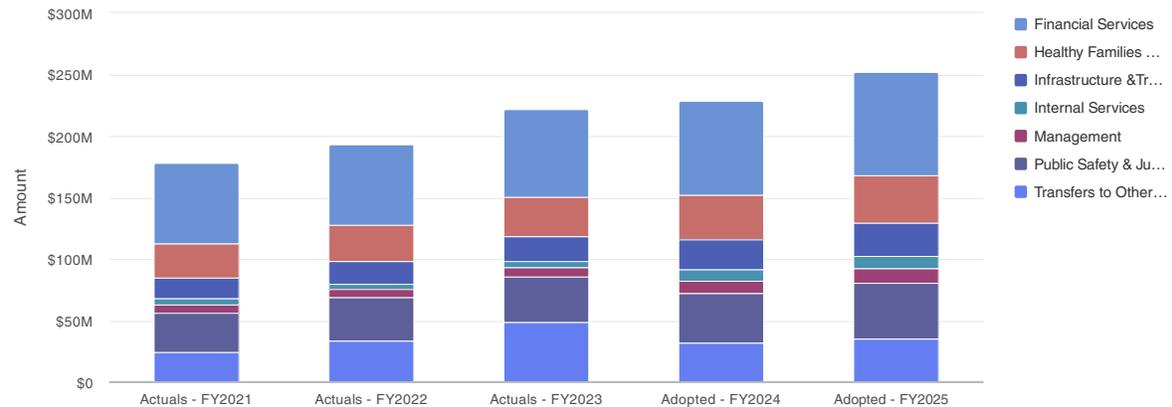
General Fund: Revenues by Revenue Type

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Total Revenues							
Taxes							
Plastic Bag Tax	–	–	\$49,605	\$40,000	\$100,000	\$60,000	150.00%
Real Estate Tax	\$79,793,696	\$85,287,083	\$94,957,084	\$99,403,417	\$108,438,706	\$9,035,289	9.08%
Penalty/RE Tax	\$265,912	\$388,086	\$313,483	\$350,000	\$350,000	\$0	0.00%
Interest/Del Tax RE	\$117,273	\$110,538	\$161,606	\$100,000	\$150,000	\$50,000	50.00%
PP Tax	\$9,163,369	\$11,928,586	\$14,365,556	\$12,600,000	\$13,304,762	\$704,762	5.59%
Penalty/PP Tax	\$170,706	\$204,643	\$283,089	\$190,000	\$250,000	\$60,000	31.57%
Interest/Del Tax PP	\$62,180	\$66,101	\$127,647	\$60,000	\$100,000	\$40,000	66.66%
Public Serv Tax	\$1,542,920	\$1,587,537	\$1,630,557	\$1,630,567	\$1,746,954	\$116,387	7.13%
Sales Tax (State Allocation)	\$12,202,161	\$14,526,660	\$14,377,795	\$14,400,000	\$15,810,000	\$1,410,000	9.79%
Util Tax	\$4,477,998	\$4,611,301	\$4,584,020	\$4,600,000	\$4,700,000	\$100,000	2.17%
Meals Tax	\$11,032,143	\$15,925,582	\$18,632,606	\$18,436,363	\$21,253,218	\$2,816,855	15.27%
Lodging Tax	\$3,792,490	\$7,222,710	\$8,118,587	\$8,300,000	\$9,562,500	\$1,262,500	15.21%
Tax/Bnk Stk	\$1,244,963	\$1,225,370	\$1,170,883	\$1,157,411	\$1,171,353	\$13,942	1.20%
Wills Tax	\$853,716	\$1,058,718	\$728,613	\$725,000	\$550,000	-\$175,000	-24.13%
Rolling Stk Tax	\$16,995	\$15,006	\$15,231	\$18,040	\$18,040	\$0	0.00%
Sh Term Rental Tax	\$24,145	\$63,548	\$77,570	\$75,000	\$60,000	-\$15,000	-20.00%
Cig Tax	\$602,077	\$355,991	\$445,156	\$550,000	\$550,000	\$0	0.00%
Record Tax	–	–	–	\$0	\$0	\$0	–
Auto Daily Rental	\$91,896	\$177,488	\$159,862	\$170,000	\$135,000	-\$35,000	-20.58%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
VA Comm tax	\$2,357,526	\$2,288,232	\$2,221,820	\$2,125,000	\$2,082,500	-\$42,500	-2.00%
Sales Tax (Collected)	-\$3,837	-\$137	-	-	\$0	\$0	-
TAXES TOTAL	\$127,808,326	\$147,043,043	\$162,420,770	\$164,930,798	\$180,333,033	\$15,402,235	9.33%
Licenses and Permits	\$10,221,980	\$10,807,685	\$11,240,447	\$10,069,000	\$11,320,300	\$1,251,300	12.42%
Charges for Services	\$3,167,729	\$3,804,142	\$4,646,719	\$4,992,486	\$4,828,748	-\$163,738	-3.27%
Intergovernmental Revenue							
State Hwy Assist	\$4,263,654	\$4,361,506	\$5,034,812	\$4,645,517	\$5,591,341	\$945,824	20.35%
Reimb/Constit Office	\$1,780,441	\$1,969,514	\$1,938,953	\$1,975,433	\$2,453,159	\$477,726	24.18%
Police Assistance	\$2,306,265	\$2,238,568	\$2,460,982	\$2,460,982	\$2,640,188	\$179,206	7.28%
Trailer Titling Tax	\$1,830	\$1,995	\$2,257	\$1,200	\$1,500	\$300	25.00%
State Assist	\$49,835	\$34,208	\$12,147	\$50,000	\$50,000	\$0	0.00%
State/Fed Pass Thru	\$0	\$0	-	-	\$0	\$0	-
St/Fed Pass Thu Cap	\$0	-	-	-	\$0	\$0	-
P2P Veh Share Tax	\$1,148	\$7,164	\$2,446	-	\$0	\$0	-
Skill Game Dist	\$127,872	\$11,232	-	-	\$0	\$0	-
Emerg Med Serv	\$1,413,043	\$1,188,459	\$1,287,906	\$765,000	\$1,015,000	\$250,000	32.67%
PPTRA Rev	\$3,498,256	\$3,498,256	\$3,498,256	\$3,498,256	\$3,498,256	\$0	0.00%
Fed Assistance	\$0	\$0	-	-	\$0	\$0	-
Fed Grants	-	-	\$9,833	-	\$0	\$0	-
Rev Sharing-Alb	\$14,589,313	\$15,411,834	\$15,545,227	\$15,715,740	\$17,760,728	\$2,044,988	13.01%
Fire Dept Rev-Alb	\$202,013	\$213,189	\$0	\$200,000	\$0	-\$200,000	-100.00%
Rev/Albemarle	\$124,961	\$232,553	-\$51,832	\$95,305	\$110,225	\$14,920	15.65%
Rev/Fluvanna	\$22,290	\$23,214	\$9,507	\$0	\$0	\$0	-
Rev/Greene	\$2,418	\$2,418	-	\$0	\$0	\$0	-
Rev/Goochland	\$4,500	\$4,500	-	\$0	\$0	\$0	-
Rev/Nelson	\$1,800	\$1,800	-	\$0	\$0	\$0	-
Rev/Louisa	\$4,231	\$4,231	-	\$0	\$0	\$0	-
Rev/Charlottesville	-	-	-	\$0	\$0	\$0	-
Rev/Othr Local Gov't	\$53,700	\$53,700	\$0	\$0	\$0	\$0	-
Rev/City Schools	\$0	\$0	\$0	\$3,982,490	\$4,617,258	\$634,768	15.93%
UVA Serv Charge	\$74,027	\$78,822	\$57,752	\$73,578	\$60,000	-\$13,578	-18.45%
Paym/Lieu	\$5,822,319	\$6,159,628	\$6,223,887	\$6,771,568	\$7,313,205	\$541,637	7.99%
UVA fire Service	\$315,463	-	\$673,712	\$353,000	\$360,060	\$7,060	2.00%
UVA Misc Revenue	\$65,701	\$226,034	\$180,803	\$194,543	\$124,400	-\$70,143	-36.05%
School Bus Charters	-	\$16,578	\$70,993	\$0	\$0	\$0	-
School Bus Dept Rent	-	\$250	\$200	-	\$0	\$0	-
Sch Bus School Trips	-	\$19,297	\$41,065	\$0	\$0	\$0	-
Other Grants	\$26,971	-	\$4,632	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	\$34,752,051	\$35,758,947	\$37,003,539	\$40,782,612	\$45,595,320	\$4,812,708	11.80%
Miscellaneous Revenue	\$1,199,626	\$831,156	\$2,790,952	\$1,829,621	\$3,949,011	\$2,119,390	115.83%
Parking	\$559	\$25,146	-\$860	-	\$0	\$0	-
IT Revenue	\$765,909	\$841,888	\$848,215	\$560,633	\$610,422	\$49,789	8.88%
Warehouse Revenue	\$31,621	\$8,194	\$21,442	\$0	\$0	\$0	-
Transfers	\$7,323,310	\$7,823,146	\$7,841,943	\$5,268,096	\$5,311,796	\$43,700	0.82%
TOTAL REVENUES TOTAL	\$185,271,112	\$206,943,347	\$226,813,166	\$228,433,246	\$251,948,630	\$23,515,384	10.29%

GENERAL FUND EXPENDITURES:

General Fund: Expenditures by Functional Area



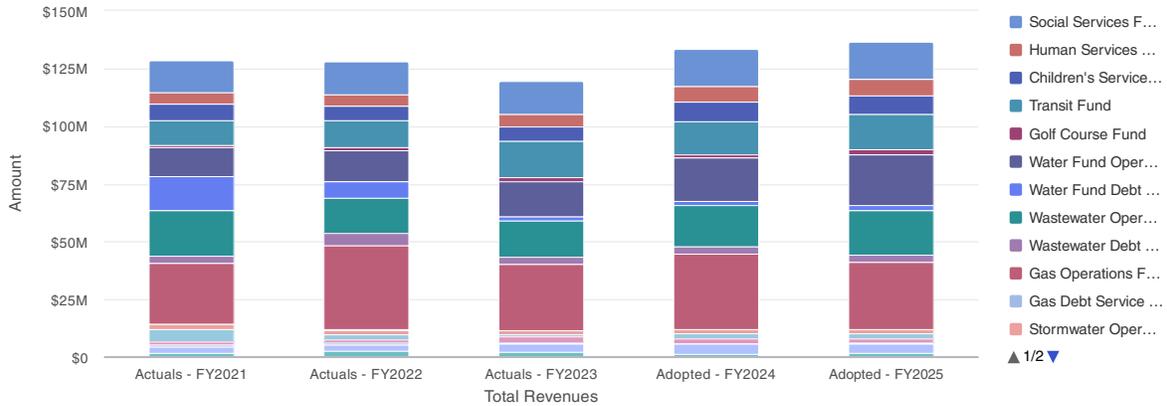
General Fund: Expenditures by Functional Area

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Financial Services							
Commissioner of Revenue	\$3,087,508	\$3,130,200	\$2,618,943	\$2,883,332	\$3,109,161	\$225,829	7.83%
City Treasurer							
City Treasurer	\$1,290,707	\$1,461,016	\$1,586,640	\$1,688,697	\$1,812,989	\$124,292	7.36%
Contribution to Char City Schools	\$58,709,623	\$58,709,623	\$62,925,964	\$67,092,134	\$74,092,134	\$7,000,000	10.43%
CITY TREASURER TOTAL	\$60,000,330	\$60,170,639	\$64,512,604	\$68,780,831	\$75,905,123	\$7,124,292	10.35%
Finance Department	\$2,526,429	\$2,526,545	\$2,730,536	\$3,022,982	\$3,275,585	\$252,603	8.35%
Social Services Department	-	-	\$1,314,000	\$1,360,000	\$1,295,000	-\$65,000	-4.77%
FINANCIAL SERVICES TOTAL	\$65,614,267	\$65,827,384	\$71,176,083	\$76,047,145	\$83,584,869	\$7,537,724	9.91%
Healthy Families & Community							
Human Services	-	-	-	\$0	\$0	\$0	-
Parks and Recreation	\$8,298,798	\$10,489,018	\$11,544,786	\$12,896,374	\$13,787,222	\$890,848	6.90%
Neighborhood Development Services	\$2,090,864	\$2,487,613	\$2,663,794	\$2,958,119	\$3,364,118	\$405,999	13.72%
NonDepartmental Agencies	\$17,008,115	\$16,564,858	\$17,645,088	\$20,408,019	\$22,124,943	\$1,716,924	8.41%
HEALTHY FAMILIES & COMMUNITY TOTAL	\$27,397,776	\$29,541,488	\$31,853,668	\$36,262,512	\$39,276,283	\$3,013,771	8.31%
Infrastructure & Transportation							
Public Works Department	\$17,179,574	\$18,603,309	\$20,029,777	\$24,235,004	\$26,287,021	\$2,052,017	8.46%
INFRASTRUCTURE & TRANSPORTATION TOTAL	\$17,179,574	\$18,603,309	\$20,029,777	\$24,235,004	\$26,287,021	\$2,052,017	8.46%
Internal Services							
Information Technology Department	\$2,478,727	\$2,876,829	\$3,309,233	\$4,101,178	\$4,117,753	\$16,575	0.40%
Human Resources Department							
Human Resources Department	\$1,051,771	\$992,437	\$1,439,590	\$1,869,836	\$1,947,478	\$77,642	4.15%
Employee Compensation	\$1,489,751	\$202,434	\$92,422	\$3,751,002	\$4,570,450	\$819,448	21.84%
City Wide Training	\$40,784	\$7,596	\$32,088	-	\$0	\$0	-
HUMAN RESOURCES DEPARTMENT TOTAL	\$2,582,306	\$1,202,467	\$1,564,100	\$5,620,838	\$6,517,928	\$897,090	15.96%
INTERNAL SERVICES TOTAL	\$5,061,033	\$4,079,296	\$4,873,333	\$9,722,016	\$10,635,681	\$913,665	9.39%
Management							
City Council	\$823,304	\$696,583	\$672,062	\$598,386	\$724,653	\$126,267	21.10%
City Manager's Office	\$3,882,543	\$4,090,464	\$5,342,773	\$7,555,434	\$8,345,501	\$790,067	10.45%
City Attorney's Office	\$892,079	\$934,852	\$992,145	\$1,068,506	\$1,403,712	\$335,206	31.37%
Elections	\$643,955	\$615,445	\$687,085	\$708,412	\$885,249	\$176,837	24.96%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
MANAGEMENT TOTAL	\$6,241,881	\$6,337,345	\$7,694,065	\$9,930,739	\$11,359,115	\$1,428,376	14.38%
Public Safety & Justice							
Circuit Court	\$839,272	\$855,620	\$935,588	\$982,107	\$1,069,685	\$87,578	8.91%
General District Court	\$13,369	\$19,361	\$15,952	\$25,522	\$31,477	\$5,955	23.33%
Juvenile and Domestic Relations Court	\$333,185	\$208,662	\$413,747	\$365,462	\$397,873	\$32,411	8.86%
Commonwealth Attorney	\$1,088,890	\$1,213,549	\$1,066,859	\$1,326,861	\$1,344,743	\$17,882	1.34%
City Sheriff	\$1,303,937	\$1,536,577	\$1,691,928	\$1,735,780	\$2,159,639	\$423,859	24.41%
Police Department	\$16,596,838	\$17,609,242	\$18,395,203	\$20,458,669	\$21,867,796	\$1,409,127	6.88%
Fire Department	\$12,428,220	\$14,229,328	\$14,153,511	\$15,552,906	\$18,951,323	\$3,398,417	21.85%
PUBLIC SAFETY & JUSTICE TOTAL	\$32,603,711	\$35,672,340	\$36,672,788	\$40,447,308	\$45,822,536	\$5,375,228	13.28%
Transfers to Other Funds							
Interfund Transfers	\$23,982,718	\$33,529,036	\$49,129,995	\$31,788,523	\$34,983,125	\$3,194,602	10.04%
TRANSFERS TO OTHER FUNDS TOTAL	\$23,982,718	\$33,529,036	\$49,129,995	\$31,788,523	\$34,983,125	\$3,194,602	10.04%
Total Expenses	\$178,080,960	\$193,590,197	\$221,429,709	\$228,433,246	\$251,948,630	\$23,515,383	10.29%

OTHER DEPARTMENTAL FUNDS REVENUES:

Other Departmental Funds: Revenues by Fund

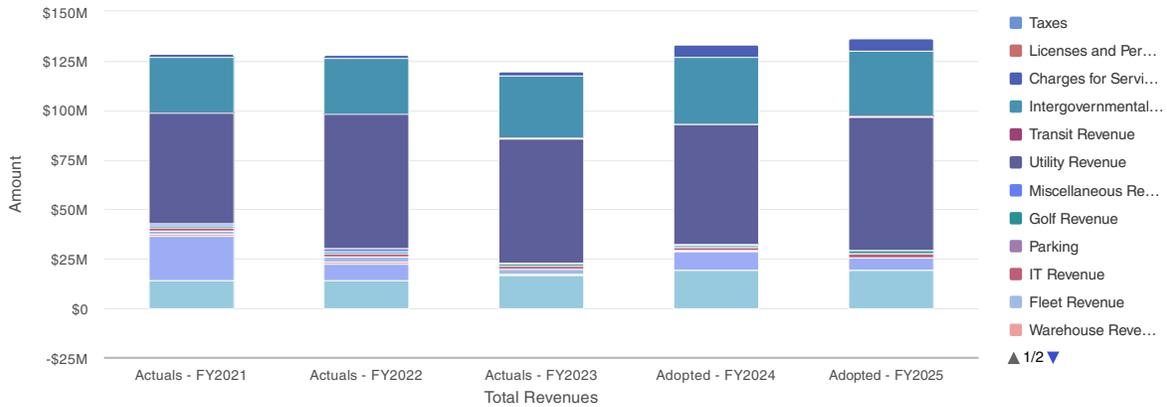


Other Departmental Funds: Revenues by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Total Revenues							
Social Services Fund	\$13,731,782	\$13,903,173	\$14,437,499	\$15,907,753	\$16,050,419	\$142,666	0.89%
Human Services Fund	\$5,167,347	\$5,249,951	\$5,290,813	\$6,928,697	\$7,242,379	\$313,682	4.52%
Children's Services Act (CSA) Fund	\$6,955,047	\$6,346,649	\$6,151,244	\$8,344,864	\$8,190,142	-\$154,722	-1.85%
Transit Fund	\$10,722,326	\$11,351,694	\$15,884,942	\$14,286,170	\$15,101,398	\$815,228	5.70%
Golf Course Fund	\$1,143,776	\$1,218,000	\$1,685,279	\$1,206,440	\$1,972,104	\$765,664	63.46%
Water Fund Operations	\$12,374,493	\$13,784,051	\$15,194,347	\$18,970,991	\$22,339,840	\$3,368,849	17.75%
Water Fund Debt Service	\$14,576,337	\$6,861,398	\$1,833,338	\$1,800,000	\$1,800,000	\$0	0.00%
Wastewater Operations Fund	\$19,828,852	\$15,544,055	\$15,804,319	\$17,926,007	\$19,404,470	\$1,478,463	8.24%
Wastewater Debt Service Fund	\$3,282,746	\$5,037,941	\$3,040,680	\$3,000,000	\$3,000,000	\$0	0.00%
Gas Operations Fund	\$26,184,920	\$36,439,514	\$28,380,446	\$32,632,290	\$29,084,415	-\$3,547,875	-10.87%
Gas Debt Service Fund	\$328,018	\$327,525	\$55,739	\$0	\$0	\$0	-
Stormwater Operations	\$2,094,381	\$2,070,015	\$1,991,254	\$1,944,572	\$1,944,572	\$0	0.00%
Stormwater Debt Service	\$17,767	\$23,298	\$56,338	\$129,683	\$129,683	\$0	0.00%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Stormwater CIP	\$5,421,082	\$2,195,875	\$679,683	\$2,224,698	\$2,100,000	-\$124,698	-5.60%
Information Technology Fund	\$1,386,383	\$1,412,952	\$2,623,187	\$1,978,346	\$2,035,389	\$57,043	2.88%
Warehouse Fund	\$933,790	\$786,591	\$790,599	\$201,779	\$201,701	-\$78	-0.03%
Risk Management Fund	\$2,345,118	\$2,520,609	\$3,298,091	\$4,240,188	\$4,268,876	\$28,688	0.67%
Fleet Fund	\$1,916,575	\$2,767,828	\$2,357,786	\$1,527,332	\$1,632,770	\$105,438	6.90%
TOTAL REVENUES TOTAL	\$128,410,739	\$127,841,120	\$119,555,585	\$133,249,810	\$136,498,158	\$3,248,348	2.43%

Other Departmental Funds: Revenues by Revenue Type

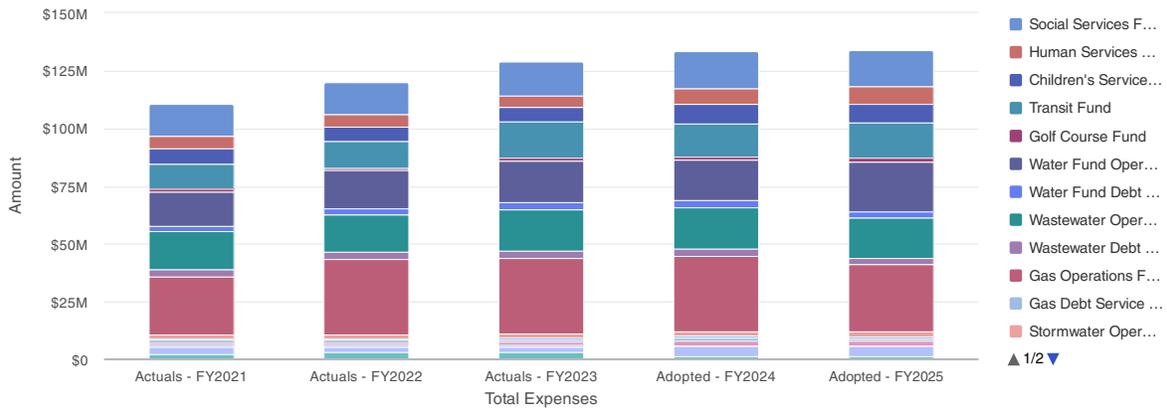


Other Departmental Funds: Revenues by Revenue Type

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Total Revenues							
Taxes	-\$988	\$465	\$184	\$500	\$13,309	\$12,809	2,561.80%
Licenses and Permits	\$4,212	\$14,588	\$12,509	\$20,000	\$20,000	\$0	0.00%
Charges for Services	\$1,262,512	\$1,103,905	\$2,024,693	\$5,983,555	\$6,561,496	\$577,941	9.65%
Intergovernmental Revenue	\$28,263,304	\$28,375,314	\$31,384,053	\$34,188,478	\$32,852,824	-\$1,335,654	-3.90%
Transit Revenue	\$80,040	\$80,040	\$584,380	\$84,900	\$87,500	\$2,600	3.06%
Utility Revenue	\$55,980,321	\$67,742,053	\$62,368,965	\$60,639,804	\$67,402,797	\$6,762,993	11.15%
Miscellaneous Revenue	\$883,799	\$1,646,129	\$590,815	\$198,940	\$213,940	\$15,000	7.53%
Golf Revenue	\$1,083,191	\$1,120,902	\$1,286,709	\$1,127,000	\$1,699,178	\$572,178	50.77%
Parking	-	-	\$17	-	\$0	\$0	-
IT Revenue	\$1,386,383	\$1,409,502	\$1,441,204	\$1,508,384	\$1,728,189	\$219,805	14.57%
Fleet Revenue	\$1,879,483	\$2,767,828	\$2,358,529	\$295,327	\$295,327	\$0	0.00%
Warehouse Revenue	\$1,020,102	\$945,185	\$916,245	\$214,779	\$201,701	-\$13,078	-6.08%
Debt Service Revenue	\$22,614,401	\$8,587,910	-	\$9,449,698	\$6,050,000	-\$3,399,698	-35.97%
Transfers	\$13,953,978	\$14,047,298	\$16,587,282	\$19,538,445	\$19,371,897	-\$166,548	-0.85%
TOTAL REVENUES TOTAL	\$128,410,739	\$127,841,120	\$119,555,585	\$133,249,810	\$136,498,158	\$3,248,348	2.43%

OTHER DEPARTMENTAL FUNDS EXPENDITURES:

Other Departmental Funds

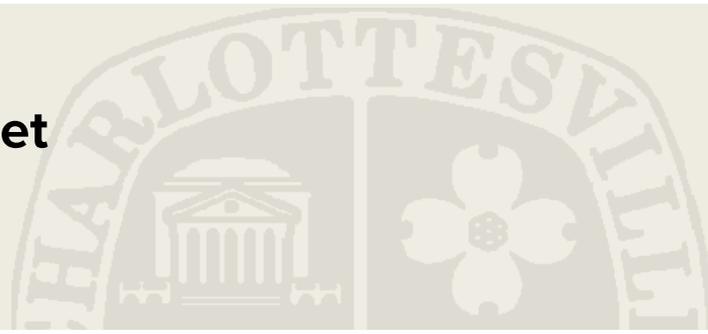


Other Departmental Funds: Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Total Expenses							
Social Services Fund	\$13,731,782	\$13,903,173	\$14,557,197	\$15,907,753	\$16,050,419	\$142,666	0.89%
Human Services Fund	\$5,494,948	\$5,526,538	\$5,106,815	\$6,928,696	\$7,242,379	\$313,683	4.52%
Children's Services Act (CSA) Fund	\$6,797,302	\$6,314,216	\$6,096,351	\$8,344,864	\$8,190,142	-\$154,722	-1.85%
Transit Fund	\$10,722,327	\$11,355,264	\$15,888,607	\$14,286,170	\$15,101,398	\$815,228	5.70%
Golf Course Fund	\$1,016,069	\$1,051,363	\$1,165,144	\$1,179,646	\$1,865,357	\$685,711	58.12%
Water Fund Operations	\$14,906,178	\$16,551,863	\$18,168,520	\$17,735,485	\$21,428,532	\$3,693,047	20.82%
Water Fund Debt Service	\$2,260,744	\$2,660,013	\$3,016,812	\$3,035,506	\$2,787,128	-\$248,378	-8.18%
Wastewater Operations Fund	\$16,477,123	\$16,285,401	\$18,112,051	\$18,034,820	\$17,459,299	-\$575,521	-3.19%
Wastewater Debt Service Fund	\$3,071,817	\$3,009,695	\$2,917,706	\$2,891,187	\$2,786,765	-\$104,422	-3.61%
Gas Operations Fund	\$25,270,915	\$32,688,797	\$32,907,947	\$32,632,290	\$29,042,539	-\$3,589,751	-11.00%
Gas Debt Service Fund	\$56,784	-	-	\$0	\$0	\$0	-
Stormwater Operations	\$1,637,839	\$1,631,523	\$1,716,332	\$1,944,572	\$2,206,374	\$261,802	13.46%
Stormwater Debt Service	\$500,130	\$746,505	\$884,532	\$854,381	\$827,881	-\$26,500	-3.10%
Stormwater CIP	\$1,525,359	\$1,365,071	\$916,279	\$1,500,000	\$1,140,000	-\$360,000	-24.00%
Information Technology Fund	\$854,957	\$907,888	\$1,147,802	\$1,978,346	\$2,035,389	\$57,043	2.88%
Warehouse Fund	\$933,536	\$830,525	\$817,815	\$201,779	\$195,278	-\$6,501	-3.22%
Risk Management Fund	\$2,847,071	\$2,099,357	\$2,596,546	\$4,240,188	\$4,268,876	\$28,688	0.67%
Fleet Fund	\$2,409,335	\$3,149,508	\$2,932,040	\$1,527,332	\$1,461,230	-\$66,102	-4.32%
TOTAL EXPENSES TOTAL	\$110,514,217	\$120,076,700	\$128,948,495	\$133,223,015	\$134,088,986	\$865,971	0.65%

Major Highlights of the Budget

FISCAL YEAR 2025



BALANCING THE BUDGET:

This budget continues to provide substantial investment in the services that our residents, businesses, and visitors have come to expect from the City of Charlottesville. It makes some reasonable choices all while we continue to look at efficiencies and making every effort to preserve and improve the services provided by our departments.

GENERAL FUND REVENUES HIGHLIGHTS:

Tax Rate Increases:

- Real Estate Tax revenue is the largest source of revenue for the City and continues to increase each year. The FY25 adopted tax rate of \$0.98 is a \$0.02 increase over the previous rate. A \$0.02 increase generates approximately \$2.2 million in new revenue. The FY25 budget projection for this revenue is \$108.4 million, which represents a total increase of \$9 million, or 9%, over the FY24 adopted budget.
- Meals Tax revenue collections have continued to show improvement throughout. For the past few years, Meals Tax actuals revenue has exceeded the adopted budgeted amount, accounting for the reasons for continued budgeted increases. The FY25 adopted tax rate of 7% is a 0.05% increase over the previous rate. A 0.05% rate increase generates approximately \$1.5 million in new revenue. The FY25 adopted budget projection for this revenue is \$21.2 million, which represents a total increase of \$2.8 million, or 15.3%, over the FY24 adopted budget.
- Personal Property Tax revenue is budgeted to increase by \$704,762 in FY25. Due to COVID-19 and recent supply chain issues, market values, particularly for used motor vehicles, were unusually high in both FY23 and FY24. Industry experts believe these valuation increases will gradually return to lower or more normal values over the next few years. The FY25 adopted tax rate of \$4.40 per \$100 of assessed value is a \$0.20 increase over the previous rate. The FY25 adopted budget projection for this revenue is \$13.3 million, which represents an increase of \$704,762, or 5.6%, over the FY24 adopted budget.
 - PPTRA is Personal Property Tax Relief (from the State PP tax) and offsets a portion of tax on all qualifying vehicles, applying to values less than \$20,000.
- Transient Occupancy (Lodging) Tax revenue collections have continued to steadily increase. The FY25 adopted tax rate of 9% is a 1% increase over the previous rate. The adopted tax rate generates approximately \$1 million in new revenue. The FY25 adopted budget projection for this revenue is \$9.5 million, which represents an increase of \$1.2 million, or 15.2%, over the FY24 adopted budget.

Other Major Revenue Highlights:

- City/County Revenue Sharing is an agreement between the City of Charlottesville and County Albemarle. The agreement requires the County to contribute a portion of its real property tax base to the City in exchange for the City's agreement to forgo annexation of any County property. The FY25 adopted budget projection for this revenue is \$17.7 million, which represents an increase of \$2 million, or 13%, over the FY24 adopted budget.
- Sales & Use Tax is projected to increase by \$1.4 million, or 9.8%, over the FY24 adopted budget for a total of \$15.8 million. The last few years saw larger growth trends year over year as revenues continued to surpass pre-pandemic levels. The Sales Tax rate remains at 5.3% for general sales purchases and 1% for non-prepared food purchases.
- Licenses & Permits are estimated at \$11.3 million in FY25, which is a 12.4% increase from the FY24 adopted budget. Business and Professional Licenses consist of 89% of all Licenses and Permits revenue. The increase in Licenses & Permits revenue is due to increases in building and plumbing permits revenue and mall vending permit revenue.

GENERAL FUND EXPENDITURES HIGHLIGHTS:

Major Strategic Priorities:

Organizational Excellence: Employee Compensation & Benefits

- The FY25 budget includes \$3.1 million in funding for collective bargaining contracts for the three certified bargaining units of Police, Fire, and Transit.
- \$6.28 million has been allocated to cover the full implementation of the recently completed Class & Compensation study as well as any other further compensation adjustments that may be necessary. Any employee that is deemed to be appropriately classified, which would result in no pay change, will receive a 4% COLA.
- The City's contribution for healthcare will increase by 12% per employee (from \$9,524 to \$10,717) for a total cost increase of \$1.0M. A few minimal plan changes have been made to help offset the rising cost of claims. These changes will also provide a cost savings to employees who will see a reduction in their premium payments. The gym subsidy program remains fully funded in FY25.
- For the employees in the newly certified Teamsters (Labor & Trades) bargaining unit, negotiations with Teamsters (for the employees who are in the Labor & Trades bargaining unit) will begin in July. The Teamsters union has been certified as the exclusive bargaining agent for the Labor & Trades bargaining unit, requiring that future wage adjustments must be negotiated between the parties. Therefore, a 2% wage increase was included in the FY 25 budget for these employees as a good faith gesture in consideration of the fact that the organization was going through and would be implementing an overhaul of the City's classification and compensation plans effective July 1, 2024.
- The required annual contribution to the City's Pension fund is fully funded and 1% COLA for Retirees is provided. The retirement costs for both the defined benefit and the defined contribution plans total \$19,635,615.

Education: Contribution to Charlottesville City Schools

- This budget continues a commitment to the City Schools by allocating a total funding amount of \$74,092,134 which represents an increase of \$7 million over the funding amount provided in FY24.
- Through the City's Capital Improvement Program (CIP), \$5.8 million is funded for school capital improvements in FY25, and a total of \$56.2 million is planned for school projects over the next 5 years including \$30 million for the Walker School Pre-K Center.

Transportation: Improvements to Public Transportation

- 5 new FTE positions to Charlottesville Area Transit (CAT): 1 Transit Planner, 1 Procurement Buyer, and 3 Customer Service Representatives.
- \$600,000 is allocated to CAT to hire more bus drivers.

Other Strategic Priorities:

Affordable Housing:

- \$8.91 million is allocated for Affordable Housing projects in FY25, and over \$48 million is planned over the 5-year Capital Improvement Program for several affordable housing initiatives, including redevelopment of Westhaven, supplemental rental assistance, and MACAA and Park Street apartment projects and 501 Cherry Avenue.
- \$1.5 million is allocated to the Charlottesville Affordable Housing Fund (CAHF) to provide funding for affordable homeownership, affordable home rehabilitation, and energy conservation, down payment assistance, and other affordable housing initiatives.
- \$1,295,000 in funding is budgeted to provide homeowner assistance grants to qualifying City residents who own property in the City. For FY25, eligibility requirement for the household income threshold is \$61,650 or less and the maximum assessed value for the Charlottesville Homeowner Assistance Program (CHAP) program will increase to \$485,000.
- In addition, the Rent and Tax Relief for Elderly and Disabled programs will receive \$1,403,000 in funding for FY25.

Climate Action:

- This budget includes a \$5 million contribution to the FY25-FY29 CIP (\$1 million each year). The creation of the Climate Action Fund is available to the Office of Sustainability to be deployed as matching grant, program expenses, and project resources in support of realizing the City's Climate Action Plan. This new funding is an example of the enhanced commitment of climate action as an expansion of already programmed projects that contribute to the reducing the City's greenhouse gas emissions.

Public Safety:

- \$783,900 was added to the FY25 Capital Improvement Program to fund mobile data computers, mobile radios, fire breathing apparatus, protective clothing and breathing apparatus replacements.
- The FY25 provided \$851,037 to fully fund the remaining 2/3 of the cost of 15 fire fighters previously funded by a SAFER grant. 1/3 of the cost was added to the FY24 budget.

Commitment to JEDI:

- \$720,787 has been added to fund the City's first ANCHOR: Assisting with Navigation, Crisis Help and Outreach Resources Team. The ANCHOR Team is a pilot project focused on ensuring that members of our community have access to mental health crisis support through a co-responder model of care. This team will involve Charlottesville Police Department and Charlottesville Fire Department personnel trained in mental health trauma-informed, person-centered, and culturally competent response methods along with a qualified mental health professional (QMHP) and mental health peer from community partner - Partner for Mental Health. This is the City's first step into fulfilling its Marcus Alert work and will

be a partner with the County's HEARTS team to ensure critical compassionate care is provided to our community as a whole.

Economic Development: Workforce Development

- The FY25 budget continues to invest in the various programs that support both priorities, including the Downtown Job Center, Growing Opportunities (GO) workforce development programs, the Home to Hope program, job fairs and community events, and work done by staff to promote Charlottesville as a premier location for business, collaborate with entrepreneurs and existing businesses who are seeking to grow here.

Partnerships: Contributions to Outside Agencies & Non-Profits

- For FY25, the Vibrant Community Fund (VCF) process adopted four broad funding priority areas: Education & Youth, Health & Safety, Economic Impact & Jobs, and New & Emerging organizations. who have either never applied to VCF or they are 5 years old or younger, and also meet one of the other priority areas. There is also an Arts and Culture category. Additionally, in keeping with the new procedures for implementation of the recently adopted affordable housing plan, applications relating to funding requests for affordable housing initiatives were directly to apply through the CAHF process instead. For FY25, several agencies including Offender Aid and Restoration, the Free Clinic, Shelter for Help and Emergency, Foothills, PHAR and Child Health Partnership, have been designated as providing fundamental services and the funding for those agencies were removed from consideration as part of the competitive VCF process and were evaluated and funded based on the merits of their application. The funding in the amount of \$892,886 will be awarded to the fundamental agencies in FY25.
- In FY25, \$2,282,942 is allocated in the budget for the competitive VCF awards. This represents a \$698,806 or 44.11% increase over the funding amount allocated through the Vibrant Community Fund process in FY24.
- The total contribution to all outside agencies is \$22,124,943.
- The Pathways Fund, which provides emergency financial assistance, remains funded at \$1M for FY25.

Other Budget Areas:

General Fund Transfers to Debt Service and Capital Improvement Program (CIP)

The General Fund contribution to the Debt Service Fund is \$13.7 million to support the 5-year CIP and to keep the City within its debt limit policies. This represents a \$327,084 increase over the FY24 budget. A portion of the increase (\$308,902) is the result of meals tax revenue growth being projected for FY25 and the City's financial policy that designates the equivalent of \$0.01 of the meals tax revenue to the debt service fund.

Major Local Revenues: Descriptions & Trends

FISCAL YEAR 2025

OVERVIEW:

Services provided by the City of Charlottesville are funded by a variety of revenue sources: local, state, federal, and other intergovernmental revenue. When preparing revenue estimates for the budget, a team of staff reviewed prior year revenue activity, current year to date activity, and future factors that will affect the City's economic vitality. City staff uses a variety of revenue projection techniques to ensure the accuracy of the revenue projections.

- Informed/Expert Judgement (e.g. the advice of a department head)
- Deterministic Techniques (e.g. formulaic revenues)
- Time Series Techniques (e.g. moving averages and predictive statistics)
- Estimates from the Commonwealth of Virginia (e.g. transfer payments)
- Long-Term Forecasting (e.g. looking 5 years out at the start of the budget process to better plan for future revenue conditions and expenditure need)

In practice, most revenue projections combine two or more of these techniques. Generally, the amount of revenue available to the City depends on current and future economic activity. Below is a listing of the major revenue sources for the City of Charlottesville, which collectively make up approximately 90% of the total General Fund revenue collected by the City of Charlottesville.

Below are visuals and analyses for each major local revenue source. To conclude, there is a chart at the bottom of the page shows each major local revenue source as a percentage of all General Fund revenue.

REAL ESTATE TAX:

Description:

Real Estate Taxes are the largest source of revenue for the City. They are ad valorem taxes based on the assessed value of real property owned by businesses, individuals, and corporations. They are assessed at 100% valuation, with tax rates being applied per \$100 of assessed value. The FY25 adopted tax rate is \$0.98 per \$100 of assessed value.

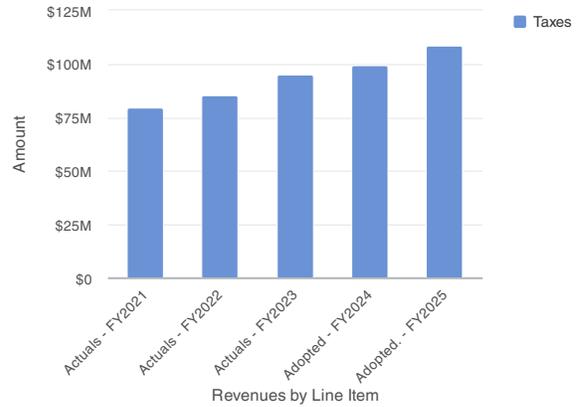
Analysis:

The FY25 adopted tax rate of \$0.98 is a \$0.02 increase over the previous rate. A \$0.02 increase generates approximately \$2.2 million in new revenue. The FY25 budget projection for this revenue is \$108.4 million, which represents a total increase of \$9 million, or 9%, over the FY24 adopted budget. Real Estate Taxes are expected to make up 60.1% of all tax revenue.

Authorization:

58.1-3321: No cap, but effective tax rate increases must be advertised 7 days prior to hearing.

Real Estate Tax



Real Estate Tax

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Taxes	\$79,793,696	\$85,287,083	\$94,957,084	\$99,403,417	\$108,438,706	\$9,035,289	9.08%
REVENUES BY LINE ITEM TOTAL	\$79,793,696	\$85,287,083	\$94,957,084	\$99,403,417	\$108,438,706	\$9,035,289	9.08%

MEALS TAX:

Description:

Meals Tax is assessed on the sales price of prepared food and beverages sold in the City. 1-cent of the tax rate is dedicated to the Debt Service Fund to pay off the future debt of bond issuances used to pay for capital projects. The FY25 adopted tax rate is 7%.

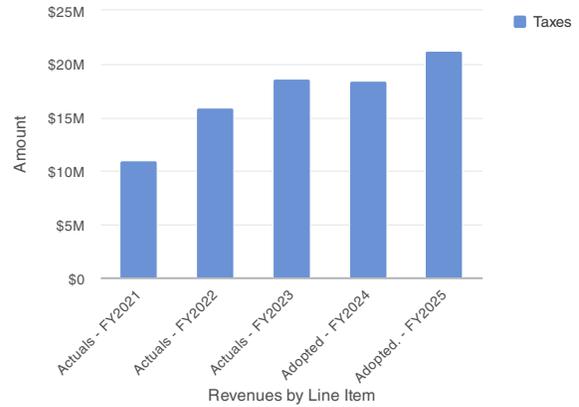
Analysis:

The FY25 adopted tax rate of 7% is 0.05 increase over the previous rate. A 0.05% increase generates approximately \$1.5 million in new revenue. The FY25 adopted budget projection for this revenue is \$21.2 million, which represents a total increase of \$2.8 million, or 15.3%, over the FY24 adopted budget. Meals Taxes are expected to make up 11.8% of all tax revenue.

Authorization:

58.1-3840: No cap for the City.

Meals Tax



Meals Tax

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Taxes							
Meals Tax	\$11,032,143	\$15,925,582	\$18,632,606	\$18,436,363	\$21,253,218	\$2,816,855	15.27%
TAXES TOTAL	\$11,032,143	\$15,925,582	\$18,632,606	\$18,436,363	\$21,253,218	\$2,816,855	15.27%
REVENUES BY LINE ITEM TOTAL	\$11,032,143	\$15,925,582	\$18,632,606	\$18,436,363	\$21,253,218	\$2,816,855	15.27%

CITY/COUNTY REVENUE SHARING:

Description:

City/County Revenue Sharing is based on an agreement between the City of Charlottesville and the County of Albemarle, dated February 17, 1982. The agreement requires the County to contribute a portion of its real property tax base to the City in exchange for the City’s agreement to forgo annexation of any County property. Most of this revenue is dedicated to projects and operations that benefit City and County residents alike, including replacement of transit infrastructure and transportation improvements, enhancements to parks and recreation facilities and programs, enhancements to public safety, and maintenance of infrastructure.

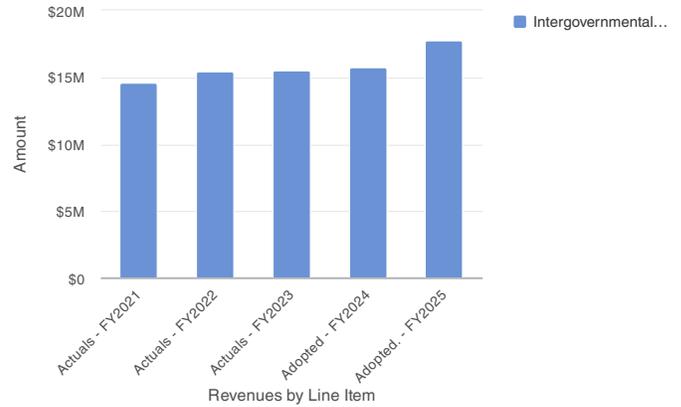
Analysis:

The FY25 adopted budget projection for this revenue is \$17.7 million, which represents an increase of \$2 million, or 13%, over the FY24 adopted budget.

Authorization:

Agreement between the City of Charlottesville and the County of Albemarle on February 17, 1982.

City/County Revenue Sharing



City/County Revenue Sharing

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Intergovernmental Revenue							
Rev Sharing-Alb	\$14,589,313	\$15,411,834	\$15,545,227	\$15,715,740	\$17,760,728	\$2,044,988	13.01%
INTERGOVERNMENTAL REVENUE TOTAL	\$14,589,313	\$15,411,834	\$15,545,227	\$15,715,740	\$17,760,728	\$2,044,988	13.01%
REVENUES BY LINE ITEM TOTAL	\$14,589,313	\$15,411,834	\$15,545,227	\$15,715,740	\$17,760,728	\$2,044,988	13.01%

SALES & USE TAX:

Description:

Sales & Use Taxes are revenues received by the City from 1-cent of the 5.3-cent State sales tax generated within the City. The Sales Tax rate is 5.3% for general sales purchases and 1% for non-prepared foods.

Analysis:

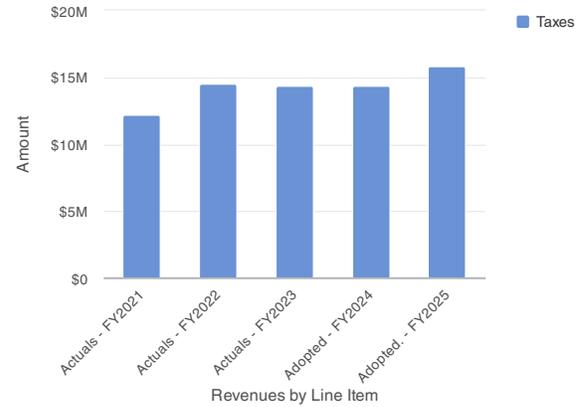
Trends continue to indicate a strong growth. The General Assembly originally adopted a second rate for non-prepared foods of 2.3% (with 1% dedicated to school funding and 1% distributed directly to the locality) in 2005 and then voted to decrease this rate to 1% on January 1, 2023. (with the 1% formerly dedicated to school funding replaced by other State revenue). The FY25 adopted budget projection for this revenue is \$15.8 million, which represents an increase of \$1.4 million, or 9.8%, over the FY24 adopted budget. Sales & Use Taxes are expected to make up 8.8% of all tax revenue.

Authorization:

General Sales Tax: 58.1-605 (B): Cap - Rate may not exceed 1% (included in the 5.3% cap).

Food Sales Tax (Non-Prepared Food): 58.1-611.1: Cap - Rate may not exceed 1% (included in the 1% cap).

Sales & Use Tax



Sales & Use Tax

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Taxes							
Sales Tax (State Allocation)	\$12,202,161	\$14,526,660	\$14,377,795	\$14,400,000	\$15,810,000	\$1,410,000	9.79%
Sales Tax (Collected)	-\$3,837	-\$137	-	-	\$0	\$0	-
TAXES TOTAL	\$12,198,323	\$14,526,523	\$14,377,795	\$14,400,000	\$15,810,000	\$1,410,000	9.79%
REVENUES BY LINE ITEM TOTAL	\$12,198,323	\$14,526,523	\$14,377,795	\$14,400,000	\$15,810,000	\$1,410,000	9.79%

PERSONAL PROPERTY TAX:

Description:

Personal Property Taxes are levied on vehicles owned by individuals and businesses, as well as tangible property owned by businesses. The FY25 adopted tax rate is \$4.40 per \$100 of assessed value.

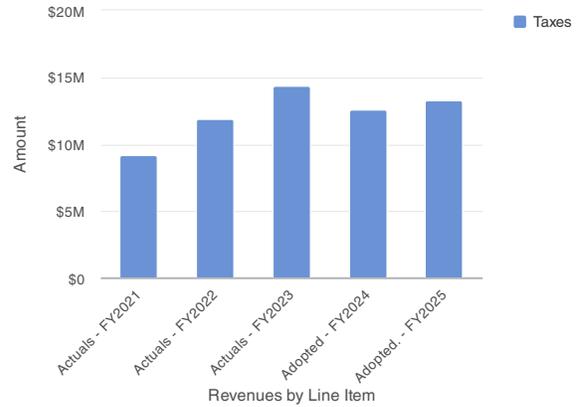
Analysis:

The FY25 adopted tax rate of \$4.40 per \$100 of assessed value is a \$0.20 increase over the previous rate. The FY25 adopted budget projection for this revenue is \$13.3 million, which represents an increase of \$704,762, or 5.6%, over the FY24 adopted budget. Personal Property Taxes are expected to make up 7.4% of all tax revenue.

Authorization:

58.1-3506: Authorizes different rates for different classes.
 58.1-3524: Beginning in Tax Year 2006, PPTRA offsets a portion of tax on qualifying vehicles, applied to values < \$20,000.

Personal Property Tax



Personal Property Tax

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Taxes	\$9,163,369	\$11,928,586	\$14,365,556	\$12,600,000	\$13,304,762	\$704,762	5.59%
REVENUES BY LINE ITEM TOTAL	\$9,163,369	\$11,928,586	\$14,365,556	\$12,600,000	\$13,304,762	\$704,762	5.59%

LICENSES & PERMITS:

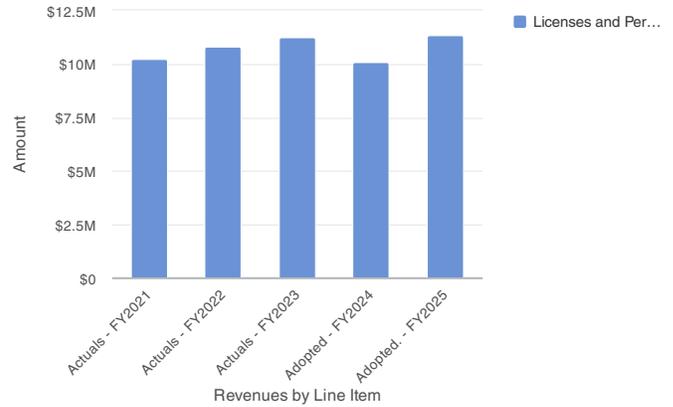
Description:

Licenses and Permits are a category of revenues collected from permits and privilege fees required by the City. The largest of these sources is the Business and Professional Licenses, which is a local license fee imposed on owners who operate a business within the City. The fee is assessed based on the reported gross receipts of the business applying for the license.

Analysis:

The impacts of inflation related to the national economy remain unknown. Therefore, the projections for FY25 are estimated at \$11.3 million, which represents a 12.4% increase from the FY24 adopted budget. The increase is due to increases in building and plumbing permits revenue and mall vending permit revenues. Business and Professional Licenses consist of 89% of all Licenses and Permits revenue. Licenses and Permits make up 4.5% of all General Fund revenue.

Licenses & Permits



Licenses & Permits

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Licenses and Permits							
DMV Moped/ATV Tax	–	\$742	\$461	–	\$0	\$0	–
Gas Permits	–	–	\$983	–	\$0	\$0	–
Veh Lic Fee	\$949,985	\$875,041	\$195,788	\$0	\$0	\$0	–
Business Lic	\$7,648,188	\$8,712,415	\$10,041,762	\$8,900,000	\$10,100,000	\$1,200,000	13.48%
Moped Lic	\$50	\$13	\$38	–	\$0	\$0	–
Dog Lic	\$2,940	\$3,583	\$4,425	\$4,000	\$4,000	\$0	0.00%
Elect Htng Mech Perm	–	\$196	\$2,004	–	\$0	\$0	–
Plumbing Perm	\$59,735	\$59,412	\$52,816	\$70,000	\$70,000	\$0	0.00%
Erosion Cntrl Perm	\$19,700	\$26,975	\$16,425	\$29,500	\$29,500	\$0	0.00%
Sign Perm	\$4,475	\$6,625	\$11,923	\$8,000	\$8,000	\$0	0.00%
Parking Perm	\$599,315	\$322,610	\$65,795	\$90,000	\$90,000	\$0	0.00%
Bldg Perm	\$481,187	\$308,682	\$414,847	\$424,000	\$500,000	\$76,000	17.92%
Mech Perm	\$45,577	\$49,570	\$39,384	\$85,000	\$85,000	\$0	0.00%
Elect Perm	\$223,529	\$237,448	\$212,547	\$230,000	\$200,000	-\$30,000	-13.04%
ERB	\$800	\$775	\$800	\$1,500	\$1,500	\$0	0.00%
Home Occupation	\$11,230	\$17,925	\$22,625	\$15,000	\$15,000	\$0	0.00%
Subdivisions	\$4,800	\$10,730	\$3,220	\$8,000	\$7,000	-\$1,000	-12.50%
Cert ofOccupancy Fee	\$60	\$2,400	\$810	\$8,500	\$7,000	-\$1,500	-17.64%
Site Plans	\$59,375	\$75,012	\$66,595	\$50,000	\$60,000	\$10,000	20.00%
Mall Vending Perm	\$38,120	\$31,004	\$18,836	\$78,000	\$78,000	\$0	0.00%
Bar Applications	\$7,500	\$5,350	\$7,446	\$12,000	\$10,000	-\$2,000	-16.66%
Reinspection Fees	\$100	–	\$2,600	–	\$0	\$0	–
Spec Event Bldg Insp	–	–	–	–	\$0	\$0	–
Permit Sys Maint Fee	\$28,827	\$27,700	\$28,134	\$35,000	\$35,000	\$0	0.00%

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Stop Work Order	\$15,208	\$1,228	\$1,599	–	\$0	\$0	–
Temp use Permits	\$13,800	\$24,100	\$18,600	\$13,800	\$14,500	\$700	5.07%
Alley Closings	\$200	\$100	–	\$500	\$400	-\$100	-20.00%
Zoning Compliance	\$5,425	\$7,975	\$7,763	\$5,000	\$5,000	\$0	0.00%
Permit Admin Fee	\$355	\$0	\$1,748	–	\$0	\$0	–
Vacant Bldg Reg Fees	\$400	–	–	–	\$0	\$0	–
Fldplain Dev Permit	\$1,100	–	–	–	\$0	\$0	–
Amusement Ctr Fees	–	–	\$100	–	\$0	\$0	–
Vacant Bldg Reg Fees	–	\$75	\$375	\$1,200	\$400	-\$800	-66.66%
LICENSES AND PERMITS TOTAL	\$10,221,980	\$10,807,685	\$11,240,447	\$10,069,000	\$11,320,300	\$1,251,300	12.42%
REVENUES BY LINE ITEM TOTAL	\$10,221,980	\$10,807,685	\$11,240,447	\$10,069,000	\$11,320,300	\$1,251,300	12.42%

STATE ASSISTANCE:

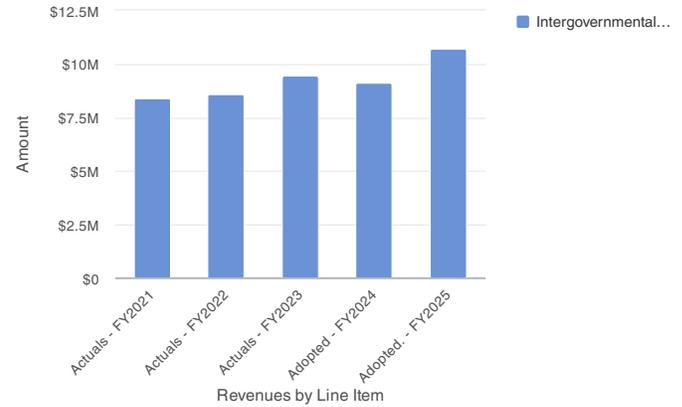
Description:

State Assistance consists of four major revenue items: Constitutional Officer Reimbursement, which is determined by the State Compensation Board on an annual basis for the elected official offices, including the Treasurer, Commissioner of Revenue, Sheriff, Clerk of the Circuit Court, and Commonwealth’s Attorney; State Highway Assistance is highway maintenance funds received from the State based on a formula which includes road type, lane miles, and rate of payment per lane mile; State Aid for Police Protection, where the amount of revenue received by the localities is based upon a proportional formula that uses the adjusted crime rate index for the locality as its base.

Analysis:

For FY25, the adopted State Assistance revenue is \$10.7 million, which is an increase of 17.6% over the FY24 adopted budget.

State Assistance



State Assistance

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Intergovernmental Revenue							
State Hwy Assist	\$4,263,654	\$4,361,506	\$5,034,812	\$4,645,517	\$5,591,341	\$945,824	20.35%
Reimb/Constit Office	\$1,780,441	\$1,969,514	\$1,938,953	\$1,975,433	\$2,453,159	\$477,726	24.18%
Police Assistance	\$2,306,265	\$2,238,568	\$2,460,982	\$2,460,982	\$2,640,188	\$179,206	7.28%
State Assist	\$49,835	\$34,208	\$12,147	\$50,000	\$50,000	\$0	0.00%
INTERGOVERNMENTAL REVENUE TOTAL	\$8,400,195	\$8,603,795	\$9,446,894	\$9,131,932	\$10,734,688	\$1,602,756	17.55%
REVENUES BY LINE ITEM TOTAL	\$8,400,195	\$8,603,795	\$9,446,894	\$9,131,932	\$10,734,688	\$1,602,756	17.55%

TRANSIENT OCCUPANCY TAX:

Description:

Transient Occupancy Tax, often called the Lodging Tax, consists of taxes assessed on the use of rooms in hotels, motels, and boarding houses. The FY25 adopted tax rate is 9%.

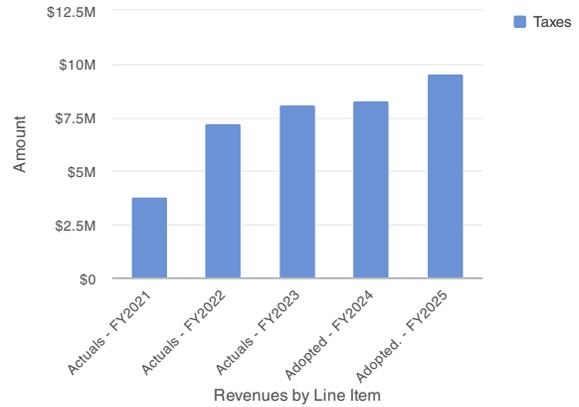
Analysis:

The FY25 adopted tax rate increase of 1% generates just over \$1 million in new revenue. For FY25, Lodging Tax revenue collections have continued to steadily increase. The FY25 adopted budget projection for this revenue is \$9.5 million, which represents an increase of \$1.2 million, or 15.2%, over the FY24 adopted budget. Lodging Taxes are expected to make up 5.3% of all tax revenue.

Authorization:

581.-3840: No cap for the City.

Transient Occupancy Tax



Transient Occupancy Tax

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Taxes							
Lodging Tax	\$3,792,490	\$7,222,710	\$8,118,587	\$8,300,000	\$9,562,500	\$1,262,500	15.21%
TAXES TOTAL	\$3,792,490	\$7,222,710	\$8,118,587	\$8,300,000	\$9,562,500	\$1,262,500	15.21%
REVENUES BY LINE ITEM TOTAL	\$3,792,490	\$7,222,710	\$8,118,587	\$8,300,000	\$9,562,500	\$1,262,500	15.21%

PAYMENT IN LIEU OF TAXES:

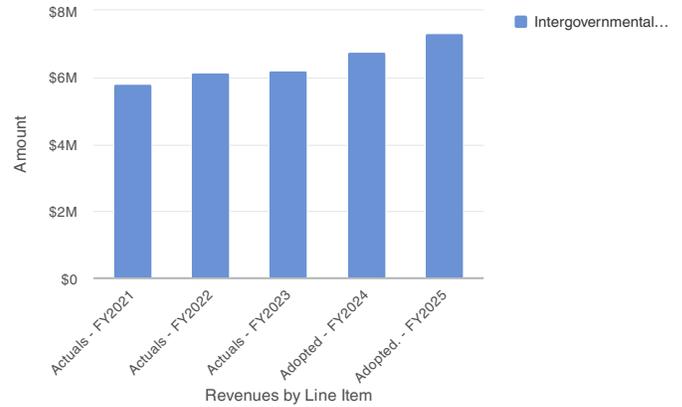
Description:

Payment in Lieu of Taxes: The utility funds and the Charlottesville Redevelopment and Housing Authority make a payment equivalent to the amount of property taxes and business licenses that would be due to the City if they were a taxable business.

Analysis:

In FY25, this revenue item is estimated to be \$7.3 million, an 8% increase over the FY24 adopted budget.

PILOT



Payment in Lieu of Taxes

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Intergovernmental Revenue							
Paym/Lieu	\$5,822,319	\$6,159,628	\$6,223,887	\$6,771,568	\$7,313,205	\$541,637	7.99%
INTERGOVERNMENTAL REVENUE TOTAL	\$5,822,319	\$6,159,628	\$6,223,887	\$6,771,568	\$7,313,205	\$541,637	7.99%
REVENUES BY LINE ITEM TOTAL	\$5,822,319	\$6,159,628	\$6,223,887	\$6,771,568	\$7,313,205	\$541,637	7.99%

UTILITY SERVICES CONSUMER TAX:

The Utility Services Consumer Tax (Utility Tax) consists of taxes on gas, water, and electric utilities. The FY25 current, unchanged tax rate is 10%. The utility tax on telephone and cable is 5%, but collected by the State as part of the Virginia Communication Sales & Use Tax.

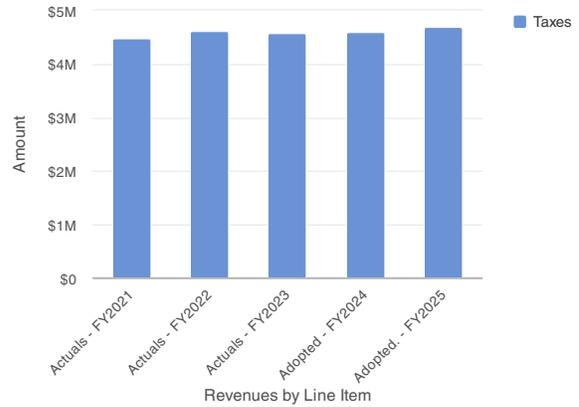
Analysis:

The FY25 adopted budget projection for this revenue is \$4.7 million, which represents an increase of \$100,000, or 2.2%, over the FY24 adopted budget. Utility Taxes are expected to make up 2.6% of all tax revenue.

Authorization:

58.1-3814.

Utility Services Consumer Tax



Utility Services Consumer Tax

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Taxes							
Util Tax	\$4,477,998	\$4,611,301	\$4,584,020	\$4,600,000	\$4,700,000	\$100,000	2.17%
TAXES TOTAL	\$4,477,998	\$4,611,301	\$4,584,020	\$4,600,000	\$4,700,000	\$100,000	2.17%
REVENUES BY LINE ITEM TOTAL	\$4,477,998	\$4,611,301	\$4,584,020	\$4,600,000	\$4,700,000	\$100,000	2.17%

VIRGINIA COMMUNICATIONS SALES & USE TAX:

Description:

Effective January 2007, the consumer tax on telephone service, the E-911 service tax, the tax on Cable service, and the Cable Franchise fee were rolled into one revenue stream called the Virginia Communications Sales & Use Tax. The tax is levied in the amount of 5% of the sales price of each communications service. This is a State administered local tax and the City is reimbursed monthly. This tax has seen a steady decline over the past several years. The increase in cell phone usage and internet entertainment providers for television services as opposed to traditional land line phone service and cable television service are contributing to the decline.

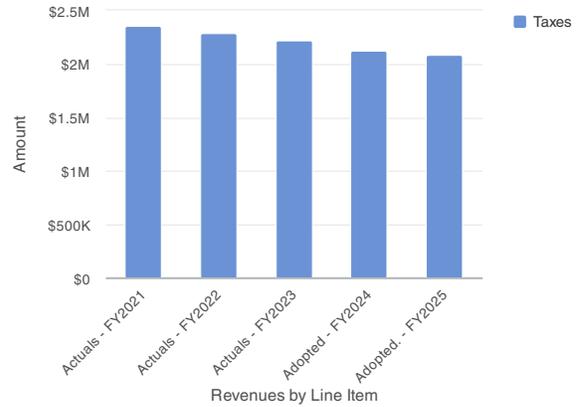
Analysis:

The FY25 adopted budget projection for this revenue is \$2.08 million, which represents a decrease of \$42,000, or 2%, from the FY24 adopted budget. This tax revenue has been decreasing for the last few years due to consumers increasingly switching to wireless methods of communication, which are not subject to the tax. The tax only applies to landlines and cable services. The Virginia Communications Sales & Use Tax makes up 1.1% of all tax revenue.

Authorization:

State-administered local tax in which the City is reimbursed on a monthly basis.

Virginia Communications Sales & Use Tax



Virginia Communications Sales & Use Tax

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Taxes							
VA Comm tax	\$2,357,526	\$2,288,232	\$2,221,820	\$2,125,000	\$2,082,500	-\$42,500	-2.00%
TAXES TOTAL	\$2,357,526	\$2,288,232	\$2,221,820	\$2,125,000	\$2,082,500	-\$42,500	-2.00%
REVENUES BY LINE ITEM TOTAL	\$2,357,526	\$2,288,232	\$2,221,820	\$2,125,000	\$2,082,500	-\$42,500	-2.00%

PARKS & RECREATION INCOME:

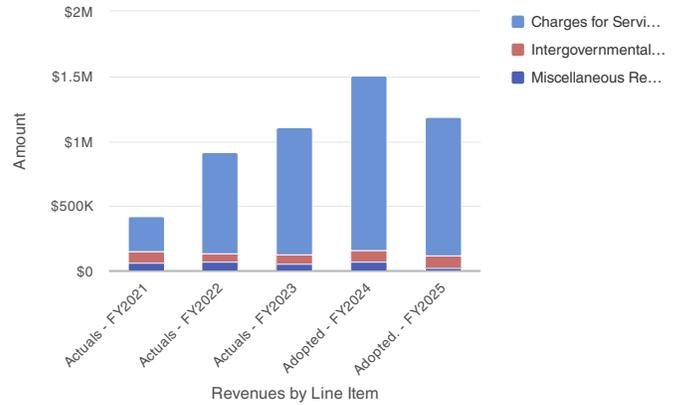
Description:

Income from the Parks & Recreation Department is derived from a variety of sources, including access pass fees to recreation centers, summer pass fees to outdoor pools, daily admissions to indoor and outdoor recreational facilities, as well as multiple fee-based recreation programs held at a variety of facilities. Additional income is received from the rental of recreational facilities, picnic shelters, garden plots, etc. and participation fees for adult league sports such as volleyball and softball.

Analysis:

Safety measures taken related to the COVID-19 pandemic resulted in the closure of the City recreational facilities and the cancelation of most of the scheduled classes and programs. These closures have resulted in substantially less revenue since FY20. The projections for FY23 and FY24 have reflected a modest and slow return to normal operations. However, the FY25 adopted budget projection for this revenue is \$1.1 million, which represents a decrease of \$409,000, or 4.2%, from the FY24 adopted budget.

Parks & Recreation Income



Parks & Recreation Income

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services	\$270,891	\$777,950	\$976,924	\$1,346,437	\$1,066,363	-\$280,074	-20.80%
Intergovernmental Revenue	\$86,500	\$64,802	\$73,682	\$90,000	\$100,000	\$10,000	11.11%
Miscellaneous Revenue	\$63,700	\$70,607	\$56,660	\$72,832	\$22,750	-\$50,082	-68.76%
REVENUES BY LINE ITEM TOTAL	\$421,092	\$913,359	\$1,107,265	\$1,509,269	\$1,189,113	-\$320,156	-21.21%

MAJOR LOCAL REVENUES AT A GLANCE:

Major Local Revenues	FY25 Projection	% of All General Fund Revenues
Real Estate Tax	\$ 108,438,706	43.0%
Meals Tax	\$ 21,253,218	8.4%
City/County Revenue Sharing	\$ 17,760,728	7.0%
Sales & Use Tax	\$ 15,810,000	6.3%
Personal Property Tax	\$ 13,304,762	5.3%
Licenses & Permits	\$ 11,320,300	4.5%
State Assistance	\$ 10,734,688	4.3%
Transient Occupancy Tax	\$ 9,562,500	3.8%
Payment in Lieu of Taxes	\$ 7,313,205	2.9%
Utility Services Consumer Tax	\$ 4,700,000	1.9%
Virginia Communications Sales & Use Tax	\$ 2,082,500	0.8%
Parks & Recreation Income	\$ 1,189,113	0.5%
Major Local Revenues Total	\$ 223,469,720	88.7%
ALL General Fund Revenues Total	\$ 251,948,630	100.0%

Tax & Fee Rates (Including Legal Caps)

FISCAL YEAR 2025

TAX RATES:

Tax	Adopted FY25 Rate	Adopted FY24 Rate	Legal Cap
Real Estate Tax	\$0.98/\$100 Assessed Value	\$0.96/\$100 Assessed Value	58.1-3321: No cap, but effective tax rate increases must be advertised 7 days prior to hearing.
Meals Tax	7.0%	6.5%	58.1-3840: No cap for the City.
Sales & Use Tax - General	5.3%	5.3%	General Sales Tax: 58.1-605 (B): Cap - Rate may not exceed 1% (included in the 5.3% cap).
Sales & Use Tax - Food (Excluding Prepared Food)	1.0%	1.0%	Food Sales Tax (Non-Prepared Food): 58.1-611.1: Cap - Rate may not exceed 1% (included in the 1% cap).
Personal Property Tax	\$4.40/\$100 Assessed Value	\$4.20/\$100 Assessed Value	58.1-3506: Authorizes different rates for different classes; 58.1-3524: Tax on all automobiles, trucks, motorcycles and other motor vehicles; boats and aircraft; and on all tangible personal property used or held in connection with any mining, manufacturing, or other business, trade, occupation or profession (excluding furnishings, furniture and appliances in rental units of 30 days or longer).
Transient Occupancy Tax	9.0%	8.0%	58.1-3840: No cap for the City.
Machinery & Tools Tax	\$4.40/\$100 Assessed Value	\$4.20/\$100 Assessed Value	58.1-3507: Authorizes different rates for different classes.
Mobile Home Tax	\$0.98/\$100 Assessed Value	\$0.96/\$100 Assessed Value	58.1-3522: Separate class of personal property for assessment purposes; 58.1-3502: Assessed in line with Real Estate Tax; 58.1-3280: Assess at fair market value.

Cigarette Tax	\$0.55 per pack	\$0.55 per pack	58.1-3830: Rate is capped by State code at \$0.55.
Utility Services Consumer Tax (Gas Water, Electric)	10%	10%	58.1-3814.
Utility Services Consumer Tax (Telephone, Cable)	5.0%	5.0%	Collected by State as part of Communications Sales & Use Tax. 58.1-645 et seq.
Virginia Communications Sales & Use Tax	5.0%	5.0%	State tax collected on telephone and cable.

FEE RATES:

Fee	Adopted FY25 Rate	Adopted FY24 Rate	Legal Cap
E-911 Fee	\$0.75/Phone Line	\$0.75/Phone Line	58.1-645: Collected by State as part of Communication Sales & Use Tax.
Cable Franchise Fee	5.0%	5.0%	58.1-645: Collected by State as part of Communication Sales & Use Tax.
PEG Fee (Cable)	\$0.35/Month	\$0.35/Month	
Trash Sticker Fee			15.2-928: No cap.
12 Gallon	\$1.05 Each	\$1.05 Each	
31 Gallon	\$2.10 Each	\$2.10 Each	
Trash Decal Fees			
32 Gallon Can	\$94.50 Annually	\$94.50 Annually	
50 Gallon Can	\$147.50 Annually	\$147.50 Annually	
64 Gallon Can	\$189.00 Annually	\$189.00 Annually	
96 Gallon Can	\$283.50 Annually	\$283.50 Annually	
96 Gallon Can - Daily Collection	\$491.40 Quarterly	\$491.40 Quarterly	
Large Item Pickup Fee	\$35 for first occurrence; \$50 for second occurrence; \$100 for third and subsequent occurrences	\$35 for first occurrence; \$50 for second occurrence; \$100 for third and subsequent occurrences	
Motor Vehicle License Fee			46.2-752(A): Cap - May not exceed amount of State license fee.
Up to 4,000 lbs	\$0.00	\$0.00	
Over 4,000 lbs	\$0.00	\$0.00	
Motorcycles	\$0.00	\$0.00	
Courthouse Maintenance Fee	\$2.00/Court Case	\$2.00/Court Case	17.1-281: Cap - \$2.00.
Courtroom Security Fee	\$10.00/Conviction	\$10.00/Conviction	53.1-120: Cap - \$10.00.

Long-Term Financial Planning

FISCAL YEAR 2025



OVERVIEW:

At the beginning of each budget process, City staff develops a 5-year projection of revenues and expenditures. This is a planning document to help Council make more informed decisions in more than a single-year timeframe and to consider the long-term outlook when making budget and policy decisions. 5-year operational forecasts for the City of Charlottesville typically show a gap in which projected expenditures exceed projected revenues. This gap is a result of assumptions that revenue policies stay unchanged or are continued on a trajectory known at the time of the forecast, and that operational costs reflect ongoing and continuing programs and services. Through careful policy analysis of tax and fee rates, financial policies, departmental cost cutting measures, and program changes or reductions, this projected gap is closed during each budget cycle to arrive at a balanced budget.

FY25 is showing a revenue increase over FY24, which is largely attributed to a general property value reassessment increase of 5% coupled with a \$0.02 tax rate increase. This equates to a \$9 million or 9.09% revenue increase for real estate tax revenue. Additionally, other major revenue drivers such as meals tax, lodging tax, sales tax, and business and professional licenses continue to reflect increases. In addition to the real estate tax rate increase, the budget includes 0.05% increase on the meals tax and a 1% increase on the lodging tax rate as well. Overall, the FY25 adopted budget is increasing \$23.5 million or 10.3% over the FY24 adopted budget.

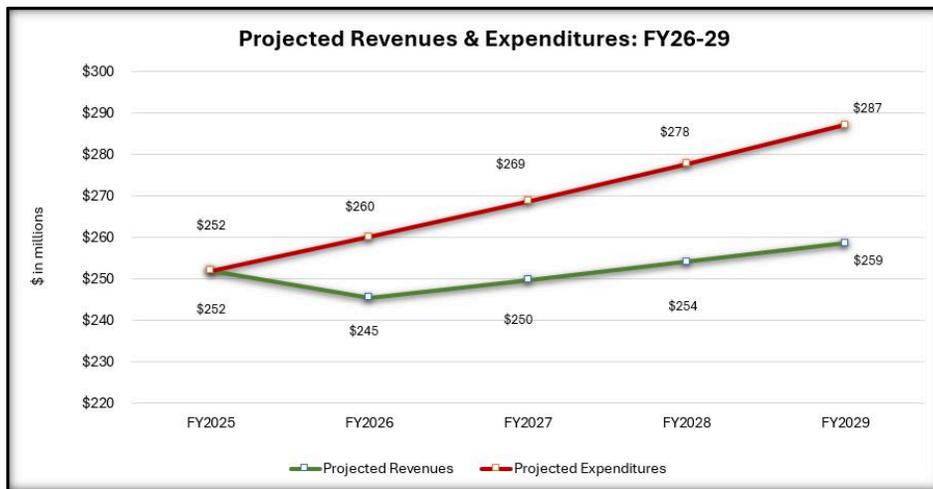
In future years, City Council will need to carefully address revenue policies such as tax rates and debt limits, coupled with adjustments in capital spending as it continues to address its funding priorities related to its five-year spending plan. City departments will need to continue to look for efficiencies to find ways to reduce costs and/or find additional sources of revenue to mitigate the forecasted gap shown for each year.

The chart below illustrates projected revenues and expenditures from FY25 to FY29 in the General Fund.

LONG-TERM FINANCIAL PLANNING & THE STRATEGIC PLAN:

The forecasts of the major expenditures reflect Strategic Plan priorities. In FY25, the City funded schools \$7 million, which is a 10.4% increase over last year. This funding increase reflects the Education priority, of the commitment to providing quality educational opportunities. Organizational Excellence is reflected in the FY25 budget and long-term financial planning, showing a 5% increase in employee salaries and benefits expenditures each year from FY26-29. The City also values its Partnerships with community agencies and non-profit organizations. For this, FY26-29 predicts an increase of 5% each year.

PROJECTED REVENUES & EXPENDITURES:



FY2025-2029 REVENUE PROJECTIONS:

Major Revenues Forecasts	FY2025 Adopted	FY2026 Projected	FY2027 Projected	FY2028 Projected	FY2029 Projected
Real Estate Tax	\$108,438,706	\$110,607,480	\$112,819,630	\$115,076,022	\$117,377,543
<i>% change</i>	9.1%	2.0%	2.0%	2.0%	2.0%
Meals Tax	\$21,253,218	\$21,678,282	\$22,111,848	\$22,554,085	\$23,005,167
<i>% change</i>	15.3%	2.0%	2.0%	2.0%	2.0%
City/County Revenue Sharing	\$17,760,728	\$ 18,115,943	\$18,478,261	\$18,847,827	\$19,224,783
<i>% change</i>	13.01%	2.0%	2.0%	2.0%	2.0%
Sales & Use Tax	\$15,810,000	\$15,968,100	\$16,127,781	\$16,289,059	\$16,451,949
<i>% change</i>	9.8%	1.0%	1.0%	1.0%	1.0%
Personal Property Tax	\$13,304,762	\$13,570,857	\$13,842,274	\$14,119,120	\$14,401,502
<i>% change</i>	0.8%	2.0%	2.0%	2.0%	2.0%
Licenses & Permits	\$11,320,300	\$11,546,706	\$11,777,640	\$12,013,193	\$12,253,457
<i>% change</i>	12.4%	2.0%	2.0%	2.0%	2.0%
State Assistance	\$10,734,688	\$10,770,373	\$10,985,780	\$11,205,496	\$11,429,606
<i>% change</i>	15.6%	2.0%	2.0%	2.0%	2.0%
Transient Occupancy Tax	\$9,562,500	\$9,753,750	\$9,948,825	\$10,147,802	\$10,350,758
<i>% change</i>	15.2%	2.0%	2.0%	2.0%	2.0%
Utility Services Consumer Tax	\$4,700,000	\$4,794,000	\$4,889,880	\$4,987,678	\$5,087,431
<i>% change</i>	2.17%	2.0%	2.0%	2.0%	2.0%
Virginia Communications Sales & Use Tax	\$2,082,500	\$2,051,263	\$2,020,494	\$1,990,186	\$1,960,333
<i>% change</i>	-2.0%	-1.5%	-1.5%	-1.5%	-1.5%
Other Revenues	\$ 6,981,228	\$37,351,040	\$37,724,551	\$38,101,796	\$38,482,814
<i>% change</i>	-13.6%	1.0%	1.0%	1.0%	1.0%
Total Revenues	\$251,948,630	\$245,437,421	\$249,741,184	\$254,126,767	\$258,595,737
<i>% change</i>	10.3%	-2.6%	1.8%	1.8%	1.8%

REVENUE ASSUMPTIONS:

The following revenue sources comprise approximately 85.9% of the General Fund budget in FY25. Even though there has been consistent growth in these revenue sources in recent years, staff anticipates a slowdown in the rate of growth for several of these sources for future years:

- **Real Estate Tax:** Real Estate assessments have increased in each of the last 5 assessment cycles. For FY25, this is a \$0.02 tax rate increase. Because of this, we expect a 9.1% increase in Real Estate tax revenue over FY24. For FY26-29, we project a 2% increase in Real Estate tax revenue each year.
- **Meals Tax:** Trends continue to project strong performance for this revenue. The FY25 budget projections include a 0.5% tax rate increase, resulting in a 15.3% increase from the FY24 adopted budget projections. We continue to project a 2% increase in Meals Tax revenue each year.
- **City/County Revenue Sharing:** In FY25, this revenue will increase by 13% over FY24, which is much higher than projected in FY24. Future projections show moderate increases for FY25-29, based on estimates of total value of assessments in the County as compared to those in the City. There are several other variables that impact the formula which do not guarantee the projected increases.
- **Sales & Use Tax:** Growth in this revenue has been positive the past few years. Continued growth is expected in FY25 with a 9.8% increase over the FY24 adopted budget. The last few years saw larger growth trends year over year as revenues continued to surpass pre-pandemic levels. However, we project that revenues will become more modest, with a 1% increase each year.
- **Personal Property Tax:** Personal Property Tax revenue is budgeted to increase by 5.6% in FY25. While the state provides some relief to individual taxpayers through a block grant, the relief percentage received by each taxpayer will not offset the expected valuation increases. For the FY25 adopted budget, there is a \$0.02 tax rate increase, which is now \$4.40 per \$100 assessed value. Additionally, any car worth \$1,500 or less is exempt from Personal Property tax (previously, the limit was \$1,000). Despite lower than expected revenues even with a tax increase in FY25, future years assume a return to normal and a modest annual growth of 2%.
- **Licenses & Permits:** This tax can be volatile in nature and changes to gross receipts from a small number of taxpayers can significantly impact the amount of revenue collected. FY25 projects a 12.4% increase from the FY24 adopted budget. Projections for future years assume a 2% annual growth rate.
- **Transient Occupancy Tax:** The lodging tax revenue continues to be stable. In FY25, there is a tax rate increase of 1%, and projects an increase of 15.2%, over the FY24 adopted budget. FY26-29 projects a 2% increase each year.
- **Utility Services Consumer Tax:** This revenue source, which includes utility taxes collected from City's gas and water operations and consumer utility tax for electric services, is trending to increase at 2.0% each year. This is driven most notably by weather and therefore, mild weather means the City collects less revenue.
- **Virginia Communications Sales & Use Tax:** This revenue source is a state tax on landline and cable. This revenue source has decreased in the last few years, and is likely to continue decreasing in future years. As consumers increasingly shift to wireless avenues of communication, which are not subject to this tax, revenues will continue to fall. We predict revenues will decrease by 1.5% each year.

FY2025-2029 EXPENDITURE PROJECTIONS:

Major Expenditures Forecasts	FY2025 Adopted	FY2026 Projected	FY2027 Projected	FY2028 Projected	FY2029 Projected
Contribution to Charlottesville City Schools	\$74,104,577	\$75,078,525	\$76,071,951	\$77,085,247	\$78,118,808
<i>% change</i>	10.5%	1.0%	1.0%	1.0%	1.0%
Employee Salaries & Benefits (Excluding Health Care Program)	\$71,274,270	\$74,837,984	\$78,579,883	\$82,508,877	\$86,634,321
<i>% change</i>	10.9%	5.0%	5.0%	5.0%	5.0%
Employee Health Care Program	\$7,432,251	\$8,101,154	\$8,830,257	\$9,624,981	\$10,491,229
<i>% change</i>	15.8%	9.0%	9.0%	9.0%	9.0%
Contributions to Outside Agencies & Non-Profits	\$22,124,943	\$23,231,190	\$24,392,750	\$25,612,387	\$26,893,006
<i>% change</i>	7.9%	5.0%	5.0%	5.0%	5.0%
Transfer to Debt Service Fund	\$13,725,940	\$14,549,496	\$15,422,466	\$16,347,814	\$17,328,683
<i>% change</i>	2.3%	6.0%	6.0%	6.0%	6.0%
Transfer to Capital Improvement Program	\$7,798,529	\$8,032,485	\$8,273,459	\$8,521,663	\$8,777,313
<i>% change</i>	3.4%	3.0%	3.0%	3.0%	3.0%
Fund Balance Target Adjustment	\$500,000	\$510,000	\$520,200	\$530,604	\$541,216
<i>% change</i>	2.0%	2.0%	2.0%	2.0%	2.0%
Other Expenditures	\$54,988,121	\$55,812,943	\$56,650,147	\$57,499,889	\$58,362,387
<i>% change</i>	1.5%	1.5%	1.5%	1.5%	1.5%
Total Expenditures	\$251,948,630	\$260,153,775	\$268,741,103	\$277,731,460	\$287,146,962
<i>% change</i>	10.3%	3.3%	3.3%	3.3%	3.4%

EXPENDITURE ASSUMPTIONS:

The following expenditure categories comprise approximately 78.2% of the General Fund budget in FY25:

- **Contribution to Charlottesville City Schools:** The Budget Guidelines state that the schools receive a target amount that equates to 40% of new Real Estate and Personal Property tax revenue. The FY25 budget predicts a 10.4% revenue increase over FY24. We base future years on the formula, expecting a 1% increase each year in contribution to schools.
- **Employee Salaries & Benefits (Excludes Employee Health Care Program):** This is the total budget for employee salaries and benefits (which includes retirement, FICA, and life insurance). The figure also includes any cost-of-living increase provided, which is determined each budget year. In future years, this figure is expected to be higher than general cost of living increases due to continuing adjustments being made for compression, position reclassifications, and the addition of new positions. In FY25, the City continues to work on a comprehensive class and compensation study and City Council-approved collective bargaining. The projections do not yet reflect any findings and changes that may come because of the study or collective bargaining contracts. In future years, we predict a 5% increase each year from FY26-29.
- **Employee Health Care Program:** This is the total budget for the General Fund contribution to the City's Health Care Fund. Funding is budgeted based on projections that reflect the expected cost burden for claims and administrative costs using experience data. Future years reflect a revenue increase of 9% each year from FY26-29.
- **Contributions to Outside Agencies & Non-Profits:** Includes all contributions to outside agencies in the following categories: Children, Youth and Family Programs; Economic Development Programs; Education Programs; Health Agencies; Housing Programs; Recreation and Culture Programs; Public Safety Agencies; Transportation Agencies; and Organizational Memberships. While funding for Vibrant Communities Fund agencies is somewhat discretionary, the City has several contracts in place with agencies such as the Regional Jail, Juvenile Detention Center, Emergency Communications Center, and Jefferson-Madison Regional Library. The funding costs for these contractual agencies generally increase over time, as costs of services increase and as we see shifts in the behavior and demographic of the area. We predict a 5% revenue increase each year from FY26-29.
- **Transfer to Debt Service Fund:** These are funds required to pay off the City's long-term debt and is based on the 5-year Capital Improvement Program balanced with the City's debt service policy. The budget for FY25 reflects the required transfer from the General Fund to fund the capital budget and corresponding debt that the City currently plans to issue. We predict a 6% increase in each future year from FY26-29.
- **Transfer to Capital Improvement Program:** This represents the 5-year CIP. these contributions should keep the City in compliance with the Budget Guideline to transfer at least 3% of general fund expenditures to the Capital Improvement Program Fund.
- **Fund Balance Target Adjustment:** This pool of funds provides the City with a cushion at the end of a fiscal year to help us achieve the fund balance policy of 17%. The budgeted figure is needed to ensure the policy is met and is projected to increase in future years as the budget increases. We predict a 2% increase in FY26-29.

Revenues, Expenditures & Changes in Fund Balance

FISCAL YEAR 2025

GENERAL FUND:

A revenue surplus of 4.57% or \$11.5 million is expected. The largest drivers of the anticipated surplus continue to be real estate and personal property tax revenues. Other tax revenues such as meals, sales, and lodging taxes continue to perform strong.

Notes: The FY21 Beginning fund balance was restated. Actuals for Education are net of school reimbursements for contracted services.

General Fund					
Revenues, Expenditures & Changes in Fund Balance (dollars in thousands)					
	FY2021	FY2022	FY2023	FY2024	FY2025
Revenues & Other Financing Sources	Actuals	Actuals	Actuals	Projected	Budget
Taxes	\$ 135,496	\$ 146,878	\$ 162,261	\$ 172,318	\$ 180,333
Licenses & Permits	2,784	10,935	11,377	10,984	11,325
State Assistance	11,993	12,288	13,109	13,854	14,254
From Other Governmental Units**	15,923	16,807	17,043	16,686	18,558
Charges for Services	6,149	7,588	8,369	5,741	6,509
Fines & Forfeitures	157	302	358	-	-
Miscellaneous Revenue	1,596	1,094	3,108	4,879	4,203
Total Revenues	174,098	195,892	215,625	224,462	235,182
Transfers from Other Funds	5,776	6,138	6,208	6,747	7,288
Total Revenues & Other Financing Sources	\$ 179,874	\$ 202,030	\$ 221,833	\$ 231,209	\$ 242,470
Expenditures & Other Uses					
General Government	\$ 23,696	\$ 23,732	\$ 24,732	\$ 32,729	\$ 36,319
Public Safety	36,621	38,981	40,464	44,709	54,288
Community Services	8,019	8,277	9,927	12,623	12,369
Health & Welfare	5,419	5,688	6,990	8,337	8,945
Parks, Recreation & Culture	10,376	12,795	13,406	15,506	14,545
Education**	57,041	58,132	62,031	67,140	74,141
Conservation & Development	6,909	6,869	6,411	6,312	6,801
Other Activities	1,905	1,277	3,084	537	79
Total Expenditures & Other Uses	149,986	155,751	167,045	187,893	207,487
Transfers to Other Funds					
Capital Projects Fund	4,995	13,824	20,619	7,542	7,799
Social Services Fund	3,474	3,552	3,772	3,603	3,995
Debt Service Fund	10,354	11,215	17,567	13,399	13,726
Other Transfers	4,824	4,828	6,956	7,245	9,463
Total Expenditures & Other Uses + Transfers	\$ 173,633	\$ 189,170	\$ 215,959	\$ 219,682	\$ 242,470
Net Change in Fund Balance	6,241	12,860	5,874	11,527	-
Beginning Fund Balance*	47,173	53,414	66,274	72,148	83,675
Ending Fund Balance	\$ 53,414	\$ 66,274	\$ 72,148	\$ 83,675	\$ 83,675
% Change	13.8%	24.1%	8.9%	16.0%	0.0%

CAPITAL PROJECTS FUND:

The City's fund balance policy calls for all funds in excess of 17% in the General be transferred to the CIP fund to be used as pay-go for future projects. Beginning in FY20, City Council began setting aside funding for the Buford School Reconfiguration project and construction is set to begin in July 2023. The total project is \$91.8 million dollars. The drawdown of fund balance in FY24 and FY25 are planned draw downs of the funds previously set aside for this project.

Capital Projects					
Revenues, Expenditures & Changes in Fund Balance (dollars in thousands)					
Revenues & Other Financing Sources	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 Projected	FY2025 Budget
Fees & Permits	\$ 31	\$ 8,860	\$ 145	\$ 40	\$ 40
Intergovernmental	5,659	9,542	17,882	4,217	2,400
Charges for Services	195	783	-	-	-
Miscellaneous	120	535	173	-	-
Total Revenues	\$ 6,005	\$ 10,087	\$ 18,200	\$ 4,257	\$ 2,440
Expenditures & Other Uses					
General Government	\$ 3,485	\$ 14,154	\$ 2,535	\$ 10,067	\$ 5,565
Public Safety	714	289	665	5,272	784
Community Services	2,644	937	1,886	3,435	9,704
Health & Welfare	-	-	-	-	-
Parks, Recreation & Culture	565	858	823	1,448	5,050
Education	1,195	2,984	3,106	88,754	5,788
Conservation & Development	4,714	4,630	3,022	5,910	8,910
Capital Outlay	7,023	11,449	38,252	-	-
Total Expenditures	\$ 20,340	\$ 35,301	\$ 50,289	\$ 114,886	\$ 35,801
Revenues Over (Under) Expenditures	(14,335)	(25,214)	(32,089)	(110,629)	(33,361)
Other Financing Sources (Uses)					
Transfers In	\$ 4,995	\$ 13,824	\$ 20,619	\$ 7,542	\$ 7,799
Transfers Out	(107)	(82)	(552)	-	-
Issuance of Debt	20,962	18,350	9,410	94,760	24,977
Premium on Issuance of Debt	3,643	2,248	975	-	-
Total Other Financial Sources (Uses)	\$ 29,493	\$ 34,340	\$ 30,452	\$ 102,302	\$ 32,776
Net Change in Fund Balance	\$ 15,158	\$ 9,126	\$ (1,637)	\$ (8,327)	\$ (585)
Beginning Fund Balance	7,004	22,162	31,737	30,101	21,774
Ending Fund Balance	\$ 22,162	\$ 31,288	\$ 30,101	\$ 21,774	\$ 21,189
% Change	216.4%	41.2%	-3.8%	-27.7%	-2.7%

NON-MAJOR FUNDS:

Non-Major Funds						
Revenues, Expenditures & Changes in Fund Balance (dollars in thousands)						
	FY2021	FY2022	FY2023	FY2024	FY2025	
Revenues & Other Financing Sources	Actuals	Actuals	Actuals	Projected	Budget	
Intergovernmental	\$ 26,447	\$ 20,037	\$ 21,158	\$ 18,154	\$ 17,127	
Charges for Services	4,549	4,530	4,215	4,902	4,904	
Investment Earnings	8	2	12	200	-	
Miscellaneous	308	121	282	68	75	
Total Revenues	\$ 31,312	\$ 24,690	\$ 25,667	\$ 23,324	\$ 22,106	
Expenditures & Other Uses						
General Government	\$ 4,374	\$ 590	\$ 534	\$ 1,537	\$ 10	
Public Safety	1,278	1,380	1,443	-	-	
Community Services	10,687	10,794	15,105	14,286	15,022	
Health & Welfare	17,390	15,473	13,118	13,367	15,512	
Parks, Recreation & Culture	44	108	103	-	79	
Conservation & Development	2,331	736	441	370	-	
Capital Outlay	263	666	802	-	-	
Total Expenditures	\$ 36,367	\$ 29,747	\$ 31,546	\$ 29,560	\$ 30,623	
Revenues Over (Under) Expenditures	(5,055)	(5,057)	(5,879)	(6,236)	(8,517)	
Other Financing Sources (Uses)						
Transfers In	4,985	4,922	6,186	6,236	8,517	
Transfers Out	(54)	(12)	(45)	-	-	
Total Other Financial Sources (Uses)	\$ 4,931	\$ 4,910	\$ 6,141	\$ 6,236	\$ 8,517	
Net Change in Fund Balance	(124)	(147)	262	-	-	
Beginning Fund Balance	1,266	1,102	955	1,217	1,217	
Ending Fund Balance	\$ 1,102	\$ 955	\$ 1,217	\$ 1,217	\$ 1,217	
% Change	-10.1%	-13.3%	27.4%	0.0%	0.0%	

INTERNAL SERVICE FUNDS:

The City's Healthcare fund has been maintaining a fund balance in excess of its 20% target. As a result, some of that fund balance has been used to help offset cost increases to the City and the employees. For FY25, the City also made some healthcare plan changes to help mitigate future claims costs.

Internal Service Fund					
Revenues, Expenditures & Changes in Fund Net Position (dollars in thousands)					
	FY2021	FY2022	FY2023	FY2024	FY2025
	Actuals	Actuals	Actuals	Projected	Budget
Operating Revenues					
Charges for Services	\$ 23,989	\$ 24,062	\$ 26,359	\$ 26,846	\$ 28,617
Total Revenues	\$ 23,989	\$ 24,062	\$ 26,359	\$ 26,846	\$ 28,617
Operating Expenses					
Purchases for Resale	\$ 1,501	\$ 1,943	\$ 1,560	\$ 1,750	\$ 1,625
Personnel Costs	1,533	1,595	1,621	1,983	1,935
Materials & Supplies	615	214	924	762	748
Contractual Services & Charges	1,454	2,240	1,750	615	605
Depreciation	203	207	247	220	250
Claims Incurred	15,314	16,029	17,226	17,635	20,365
Insurance Premiums	3,334	3,263	3,085	4,903	4,850
Total Operating Expenses	\$ 23,954	\$ 25,491	\$ 26,413	\$ 27,868	\$ 30,378
Operating Income (Loss)	35	(1,429)	(54)	(1,022)	(1,761)
Non-Operating Revenues					
Gain/Loss on Capital Asset Disposition	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	22	14	99	-	-
Insurance Recovery	59	4	-	-	-
Total Non-Operating Revenues	\$ 81	\$ 18	\$ 99	\$ -	\$ -
Change in Net Position	116	(1,411)	1,203	(1,022)	(1,761)
Net Position, July 1	15,607	15,723	14,312	15,515	14,493
Net Position, June 30	\$ 15,723	\$ 14,312	\$ 15,515	\$ 14,493	\$ 12,732
% Change	0.7%	-9.0%	8.4%	-6.6%	-12.2%

ENTERPRISE FUNDS:

Enterprise Funds						
Revenues, Expenditures & Changes in Fund Net Position (dollars in thousands)						
	FY2021	FY2022	FY2023	FY2024	FY2025	
	Actuals	Actuals	Actuals	Projected	Budget	
Revenues & Other Financing Sources						
Utility Charges	\$ 54,934	\$ 66,762	\$ 61,311	\$ 60,640	\$ 66,269	
Charges for Services	2,376	3,184	2,000	4,595	2,820	
Total Revenues	\$ 57,310	\$ 69,946	\$ 63,311	\$ 65,235	\$ 69,089	
Expenditures & Other Uses						
Purchases for Resale	\$ 25,997	\$ 33,929	\$ 34,822	\$ 31,079	\$ 28,730	
Personnel Costs	8,566	7,909	8,410	11,018	11,932	
Materials & Supplies	1,315	1,251	1,420	1,459	1,576	
Contractual Services & Charges	7,012	6,990	7,698	8,153	12,995	
Depreciation	4,207	4,539	4,650	5,294	5,293	
Total Operating Expenditures	\$ 47,097	\$ 54,618	\$ 57,000	\$ 57,003	\$ 60,526	
Revenues Over (Under) Expenditures	10,213	15,328	8,972	8,231	8,563	
Non-Operating Revenues (Expenses)						
Gain/Loss on Capital Asset Disposition	\$ 55	\$ 123	\$ 46	\$ -	\$ -	
Interest Expense	(1,360)	(1,161)	(1,302)	(2,007)	(1,816)	
Interest Income	66	78	186	-	-	
Bond Issuance Expense	(181)	(106)	-	-	-	
Capacity Fees	676	557	693	-	-	
Insurance Recovery	18	4	-	-	-	
Total Non-Operating Revenues (Expenses), Net	\$ (726)	\$ (505)	\$ (377)	\$ (2,007)	\$ (1,816)	
Income (Loss) Before Contributions & Transfers	9,487	14,823	8,595	6,224	6,747	
Other Financing Sources (Uses)						
Transfers In	\$ -	\$ -	\$ 300	\$ -	\$ -	
Transfers Out	(5,776)	(6,137)	(6,300)	(6,224)	(6,747)	
Total Other Financial Sources (Uses)	\$ (5,776)	\$ (6,137)	\$ (6,000)	\$ (6,224)	\$ (6,747)	
Change in Net Position	\$ 3,711	\$ 8,686	\$ (65)	\$ -	\$ 0	
Net Position, July 1 *	53,692	57,403	66,089	66,024	66,024	
New Position, June 30	\$ 57,403	\$ 66,089	\$ 66,024	\$ 66,024	\$ 66,024	
Percent Change	5.4%	15.1%	-0.1%	0.0%	0.0%	

Management



Mayor & City Council

FISCAL YEAR 2025



OVERVIEW:

City Council establishes major policies for the City government. The five-member Council is responsible for adopting the annual City budget, levying taxes, issuing bonds, and updating City Code by adopting and amending laws to ensure the public's safety and welfare. City Council members receive compensation for their service, which is reflected in Salaries and Benefits. City Council appoints the City Manager, the Director of Finance, the City Assessor, the Clerk of Council, and votes to approve several other staff positions. Additionally, the Council appoints members to over 30 boards and commissions, including governing boards for many community agencies. Councilors serve on a variety of boards. The Mayor, or Vice Mayor in the Mayor's absence, presides over City Council meetings, consults with the City Manager to set meeting agendas, calls special meetings, and serves as the ceremonial head of the local government. Regular Council meetings are held twice a month, typically on the first and third Mondays. As needed, Council participates in joint meetings with the Planning Commission and the School Board.

The Chief of Staff/Clerk of Council performs work related to the operation of the City, and provides administrative support for the legislative body. This work includes preparing, certifying, and maintaining official records of the City Council, serving as a liaison between Council and the public, notifying citizens of Council meetings dates, times, and locations, managing the City Council agenda development process, administering department budgets, coordinating appointments to boards and commissions, serving as the filing officer for the annual Virginia Conflict of Interests forms, and is the official keeper of the City seal. The Clerk's Office also serves as an administrative liaison to the Sister Cities Commission, and the Freedom of Information and Records Officer is positioned within the Clerk of Council office.

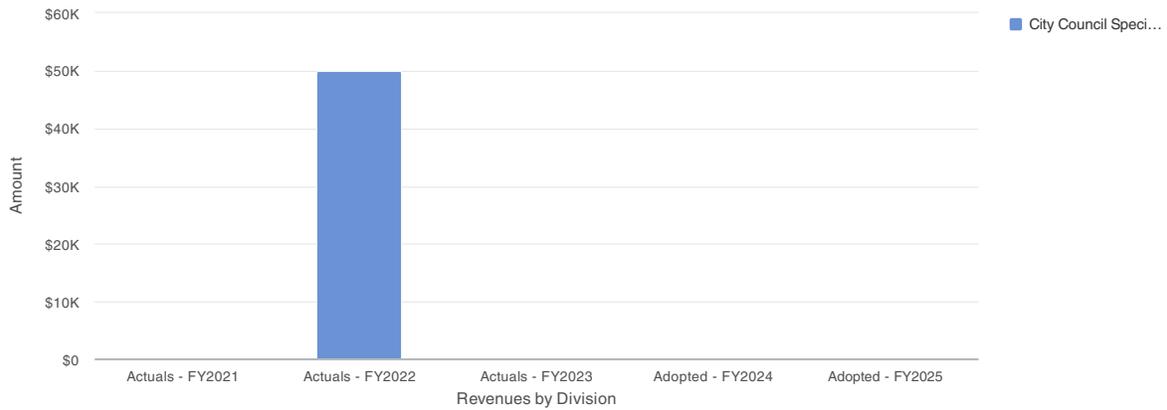
STAFFING SUMMARY:

Mayor & Council

Division	FY2024	FY2025
Allocated FTE		
City Council Administration	3	4
ALLOCATED FTE	3	4

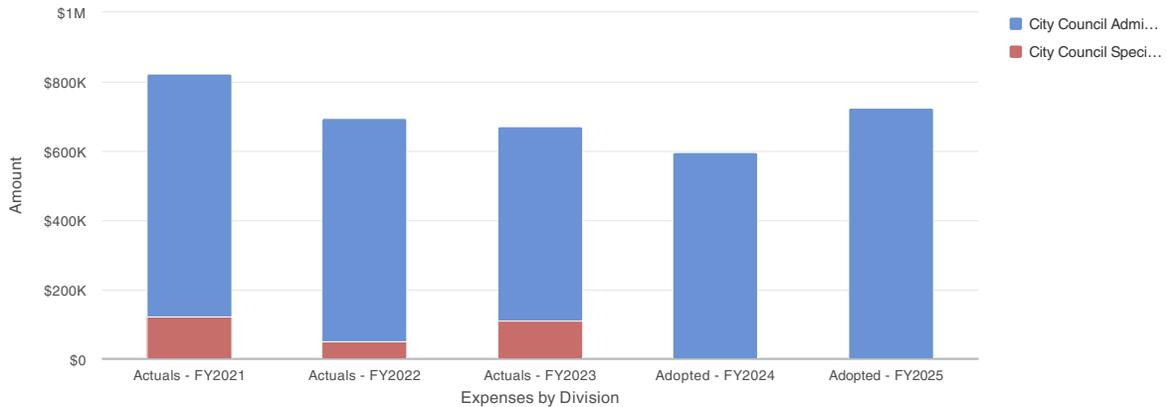
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED		\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
City Council Special Programs	-	\$50,055	-	-	\$0	\$0	-
REVENUES BY DIVISION TOTAL	-	\$50,055	-	-	\$0	\$0	-

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
City Council Administration							
Clerk of Council	\$396,576	\$307,984	\$379,754	\$407,112	\$532,448	\$125,336	30.78%
Sister City	\$5,154	\$19,144	\$24,090	\$15,000	\$15,000	\$0	0.00%
City Council	\$299,994	\$319,455	\$157,215	\$176,274	\$177,205	\$931	0.52%
CITY COUNCIL ADMINISTRATION TOTAL	\$701,724	\$646,583	\$561,059	\$598,386	\$724,653	\$126,267	21.10%
City Council Special Programs							
City Council Reserve	\$121,580	\$50,000	\$111,003	\$0	\$0	\$0	-
CITY COUNCIL SPECIAL PROGRAMS TOTAL	\$121,580	\$50,000	\$111,003	\$0	\$0	\$0	-
EXPENSES BY DIVISION TOTAL	\$823,304	\$696,583	\$672,062	\$598,386	\$724,653	\$126,267	21.10%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$823,304	\$696,583	\$672,062	\$598,386	\$724,653	\$126,267	21.10%
EXPENSES BY FUND TOTAL	\$823,304	\$696,583	\$672,062	\$598,386	\$724,653	\$126,267	21.10%

DEPARTMENTAL REVENUES (DETAILS):

Revenue by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Miscellaneous Revenue							
Other Misc Rev	-	\$50,055	-	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	-	\$50,055	-	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	-	\$50,055	-	-	\$0	\$0	-

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$283,368	\$269,263	\$328,199	\$238,534	\$318,510	\$79,976	33.52%
Full Time Sal Accrue	\$1,929	\$1,745	-\$8,316	–	\$0	\$0	–
PT Salaries	–	–	–	\$0	\$0	\$0	–
COLA Budget	–	–	–	\$0	\$0	\$0	–
Soc Sec - FICA	\$20,208	\$19,985	\$24,021	\$18,248	\$24,366	\$6,118	33.52%
Soc Sec FICA Accrued	\$122	\$168	-\$619	–	\$0	\$0	–
Retirement Cont DB	\$17,762	\$17,005	\$33,335	\$32,678	\$45,224	\$12,546	38.39%
Retirement Cont DC	\$44,376	\$40,376	\$41,396	\$43,760	\$46,382	\$2,622	5.99%
Retirement Cont A DB	\$21	\$54	-\$275	–	\$0	\$0	–
Retirement Cont A DC	-\$7	\$41	-\$771	–	\$0	\$0	–
Life Insurance	\$1,394	\$1,281	\$1,691	\$1,727	\$2,306	\$579	33.52%
Life Ins Accrued	\$10	\$9	-\$36	–	\$0	\$0	–
Health Care Program	\$48,440	\$41,132	\$45,763	\$28,578	\$42,868	\$14,290	50.00%
Health Care Pr Accru	\$592	-\$313	-\$1,054	–	\$0	\$0	–
PERSONNEL TOTAL	\$418,213	\$390,745	\$463,331	\$363,525	\$479,656	\$116,131	31.94%
Personnel - Other							
Temp. Salaries	\$6,154	–	–	\$92,000	\$92,000	\$0	0.00%
Temp Sal Accrued	-\$923	–	–	–	\$0	\$0	–
Bonus Pay	\$1,500	\$7,000	–	–	\$0	\$0	–
FICA Temporary Emp	–	–	–	\$7,038	\$7,038	\$0	0.00%
PERSONNEL - OTHER TOTAL	\$6,731	\$7,000	–	\$99,038	\$99,038	\$0	0.00%
Other							
Office Supplies	\$3,433	\$1,141	\$1,631	\$2,500	\$2,500	\$0	0.00%
Postage	\$1,111	\$1,113	\$1,859	\$200	\$200	\$0	0.00%
Books	\$264	\$306	\$151	\$100	\$100	\$0	0.00%
Cleaning Supplies	–	\$45	\$115	\$100	\$100	\$0	0.00%
Uniforms/Clothing	\$250	\$221	\$247	\$350	\$350	\$0	0.00%
PPE-Pers Prot Equip	–	–	–	\$100	\$100	\$0	0.00%
Awards/Trophies	\$738	\$827	\$904	\$600	\$700	\$100	16.66%
Mach/Equip/Furn (NC)	\$11,777	\$10,407	\$3,618	\$8,000	\$12,000	\$4,000	50.00%
Comp Sftwr (Non-cap)	\$10,970	\$9,598	\$628	\$10,000	\$10,000	\$0	0.00%
Other Supplies	\$3,121	\$6,562	\$1,670	\$2,600	\$2,600	\$0	0.00%
Telephone Serv Purch	\$157	\$943	\$1,167	–	\$0	\$0	–
Cell Phone Serv Purc	\$2,943	\$3,915	\$5,045	\$4,972	\$4,972	\$0	0.00%
Dues/Subscriptions	\$5,155	\$2,147	\$2,391	\$3,300	\$4,500	\$1,200	36.36%
Telephone-Long Dist	–	–	–	\$0	\$0	\$0	–
Printing/Duplicating	\$888	\$1,238	\$1,899	\$2,000	\$2,000	\$0	0.00%
Legal Fees	\$16,236	-\$10,116	–	–	\$0	\$0	–
Travel	\$2,534	\$5,502	\$5,664	\$500	\$500	\$0	0.00%
Meals	\$180	\$2,402	\$7,919	\$8,000	\$8,000	\$0	0.00%
Reimb Travel Expend	–	\$4,000	–	\$1,250	\$1,250	\$0	0.00%
Non-Local Travel	–	\$5,108	\$15,508	\$15,000	\$15,000	\$0	0.00%
Advertising	\$5,412	\$7,389	\$6,935	\$11,500	\$11,500	\$0	0.00%
Registration Fees	\$319	\$2,845	\$2,320	\$3,200	\$3,400	\$200	6.25%
Education/Training	\$3,213	\$3,345	\$12,616	\$10,000	\$12,000	\$2,000	20.00%
Software Lic/Maint	–	–	\$500	–	\$0	\$0	–
Video Exp	–	\$250	–	–	\$0	\$0	–
Credit Card Fees	–	–	\$9	–	\$0	\$0	–
Marketing Exp	\$0	–	\$50	\$250	\$250	\$0	0.00%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Monthly Parking Fees	\$338	–	\$195	\$3,500	\$3,500	\$0	0.00%
Coun Food/ Refresh	–	\$582	–	–	\$0	\$0	–
Contrib to Civic Grp	\$276,580	\$206,700	\$107,203	\$0	\$0	\$0	–
Donations Exp	\$150	\$2,000	–	–	\$0	\$0	–
Acq Com Itm-F/E (MA)	\$21,382	–	–	–	\$0	\$0	–
Lump Sum Apprpr	–	–	–	\$15,000	\$15,000	\$0	0.00%
OTHER TOTAL	\$367,151	\$268,469	\$180,245	\$103,022	\$110,522	\$7,500	7.27%
Contractual							
Professional Serv	\$10,721	\$11,000	\$3,800	\$8,500	\$8,500	\$0	0.00%
Serv Contracts	\$9,600	\$10,080	\$10,518	\$10,613	\$10,613	\$0	0.00%
Contracted Serv	–	\$330	\$1,134	–	\$0	\$0	–
Other Contractual Se	\$6,462	\$5,280	\$8,759	\$6,900	\$6,900	\$0	0.00%
CONTRACTUAL TOTAL	\$26,783	\$26,690	\$24,211	\$26,013	\$26,013	\$0	0.00%
Fixed							
Telephone-Int Chg	\$1,675	\$929	\$1,101	\$1,411	\$1,986	\$575	40.75%
Insurance Int Chgs	\$1,269	\$1,269	\$1,459	\$1,488	\$1,518	\$30	2.01%
Worker's Comp Ins	\$548	\$548	\$783	\$799	\$735	-\$64	-8.01%
IT Infrastruct Repla	\$933	\$933	\$933	\$3,090	\$5,185	\$2,095	67.79%
FIXED TOTAL	\$4,425	\$3,679	\$4,276	\$6,788	\$9,424	\$2,636	38.83%
EXPENSES BY LINE ITEM TOTAL	\$823,304	\$696,583	\$672,062	\$598,386	\$724,653	\$126,267	21.10%

EXPLANATION OF CHANGES:

Salaries & Benefits

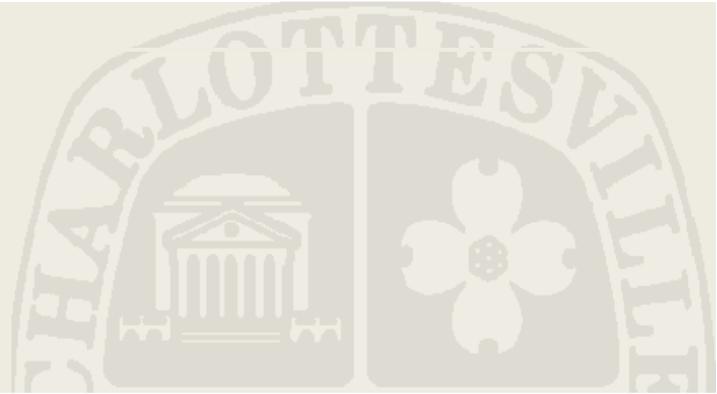
- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.
- 1 FTE added for the FOIA Officer which was transferred from Communications & Public Engagement.

Other Expenditures

- Increase in furniture and equipment, dues and education and training for the added FTE.

City Manager's Office

FISCAL YEAR 2025



OVERVIEW:

Administration: The City Manager, appointed by the City Council, is the Chief Executive Officer for the City. This office is responsible for implementing the policies and directives of the City Council throughout the various City departments and agencies. The City Manager's Office directs, monitors, reviews, and evaluates a wide array of programs and services conducted on behalf of the City.

Budget & Performance Management: The Office of Budget & Performance Management develops the City's annual operating budget and five-year Capital Improvement Program budget. In addition, the Office also manages the City's debt portfolio, forecasts revenues and expenditures, and addresses budget-related policy issues. The City Manager is responsible for developing the City's Strategic Plan; Budget & Performance Management must report out the Strategic Plan and departmental performance measures that align with the Strategic Plan. The Office also acts as a liaison for city management, departments, and outside community non-profit agencies. The Office includes the Director, a Systems & Performance Analyst, and a Budget Analyst. It reports to the Deputy City Manager of Administration.

Citywide Reserve Account: A portion of this account is used to budget for payments that relate to performance agreements with local developers that the City and the Economic Development Authority have entered into with local developers for the purpose of inducing significant capital investment and job creation in the City. Once the agreement criteria have been met, the City and the Authority will grant an amount equal to 50% of the real estate tax increment created by the investment to the developer for a specified time limit. Funds in this account are also used at the discretion of the City Manager for unforeseen needs that may arise during the fiscal year.

Communications & Public Engagement (CAPE): The Office of Communications & Public Engagement informs, educates, and engages citizens, stakeholders, and staff about City matters and initiatives through a variety of communication resources. CAPE serves as a liaison between the City and citizens by coordinating media, public and community relations, and by encouraging citizen engagement in their government through a variety of methods, including, but not limited to: media relations, press releases, public events, branding, graphic design, thought leadership, produced media for broadcast radio and television, the City's website, social media platforms, print advertisements, public appearances, and public service announcements. Communications networks are also available on City Public, Educational, and Government Access channels.

Community Solutions: The Office of Community Solutions (OCS) coordinates, manages, and serves as a liaison to housing and redevelopment projects in the city, including affordable housing programs, commercial revitalization, redevelopment, and development activities. Other key services include neighborhood and constituent services, Federal Entitlement Administration (CDBG/HOME), MyCville, and other important services. OCS facilitates grants management and administration for city departments and offices by serving as the cleaning house for all grant applications, serving as a liaison between the Federal, State, and local funders. The City of Charlottesville provides technical assistance to city staff and community partners. The City also completes grant applications for projects that align with city priorities.

OCS also focuses on affordable housing initiatives, overseeing grants, Federally-funded programs, and implementation of the Strategic Investment Area (SIA) Plan, and adopted Small Area plans. More specifically, the redevelopment activities include programs and activities designed to attract and retain businesses in the SIA, workforce development, citizen engagement, neighborhood revitalization, and human services. Affordable housing initiatives include the implementation of the Affordable Housing Plan, administration of the Charlottesville Affordable Housing Fund (CAHF) and other related housing activities, and supporting the Housing Advisory Committee (HAC), Charlottesville Affordable Housing Fund Advisory Committee and CDBG Taskforce. Federal Entitlement Administration involves the management of the Federal Entitlement programs (CDBG/HOME) funds, HUD-mandated development of multi-year Consolidated Housing and Community Development Plan, Annual Action Plan and associated structured reporting requirement - the Consolidated Annual Performance and Evaluation Report (CAPER).

Economic Development: The Office of Economic Development (OED) is the City's primary vehicle for economic development services. The goal of OED is to enhance Charlottesville's economy, create quality jobs, increase per capita income, and improve the standard of living and quality of life for residents. Economic Development staff promotes Charlottesville as a premier location for business and regularly works with entrepreneurs and existing businesses seeking to grow here. Staff members provide unique assistance at the municipal level, acting as facilitators between the business community and City, state agencies, private and public sector, academia, and more. It is the intent of the team to create business-driven strategies that enhance workforce and business development throughout Charlottesville and the region.

Emergency Management: The Office of Emergency Management consists of the Emergency Management Coordinator and the Physical Security Specialist. It is responsible for directing the tactical initiatives necessary to meet strategic objectives in accordance with local, state, and federal emergency management regulations. The goals of Emergency Management are to reduce the loss of life, minimize property loss and damage to the environment, and protect the jurisdiction from all threats and hazards. The office does by this through five key mission areas:

- Prevention
- Protection
- Mitigation
- Response
- Recovery

Environmental Sustainability: The Office of Environmental Sustainability, previously a division of the Public Works Department, is responsible for environmental compliance and management strategies, public education and outreach, sustainability, and environmental stewardship opportunities. The Office of Sustainability is an internal City resource dedicated to promoting and supporting the City of Charlottesville's pursuit of the sustainability-based and climate-conscious vision of being a Green City. Core programs focus on climate action and adaptation, water and energy management, water resources stewardship, and green infrastructure. These are delivered along with pollution prevention strategies, "green" innovation, high performance infrastructure, environmental remediation, and collaboration with community stakeholders. Organizationally, this office operates under the Deputy City Manager for Social Equity. The Office's budget comes from the General Fund and the Gas Utility Fund.

Human Rights Commission: Per the Code of the City of Charlottesville, Chapter 2, Article XV, Sec. 2-433., the Charlottesville Human Rights Ordinance, the role of the Human Rights Commission (HRC), with support from the Office of Human Rights (OHR), is to act as a strong advocate for justice and equal opportunity by providing citywide leadership and guidance in the area of civil rights.

Innovation Fund: The Innovation Fund will provide a source of funds for employee-driven ideas and programs that will enhance organizational efficiencies and public services.

Participatory Budgeting: Participatory Budgeting Program provides residents an opportunity to discuss and directly vote on how this funding will be spent on small, one-time capital projects in their community.

Police Civilian Oversight Board (PCOB): The Police Civilian Oversight Board is an initiative of the City Manager that began through community activism in 2018. The Council-established PCOB aims to provide objective, independent, and civilian-led oversight of the Charlottesville Police Department to enhance transparency and trust, promote fair and effective policing, and protect the civil and constitutional rights of the people of the City of Charlottesville.

Social Equity: The City of Charlottesville's Strategic Plan called for a commitment to Justice, Equity, Diversity, and Inclusion (JEDI) by implementing equitable practices and policies across all its activities. The Office of Social Equity seeks to employ JEDI principles and actions in Charlottesville's policies, operations, and decision-making. The Office will complete its mission by working to normalize conversations around JEDI, organize through the creation of internal infrastructure that advances these principles, and operationalize JEDI principles into all processes administered by the City. The Office drives cultural transformation through training and education, policy development and guidance, and a focus on celebrating the diversity of our entire community. Currently, there are several programs housed under the Office:

- **Accessible Charlottesville (Americans With Disabilities Act):** Under the leadership of the ADA Coordinator, the City of Charlottesville works tirelessly to ensure that our community complies with the Americans with Disabilities Act (ADA), which is a federal law designed to promote accessibility and inclusion, to make Charlottesville a more inclusive and accessible place for individuals with disabilities. The ADA Coordinator and their staff work to conduct accessibility assessments, collaborate with various City and State departments, and develop comprehensive accessibility plans to benefit the community. Additionally, the ADA Coordinator serves as the lead investigator to address complaints alleging violations of Title II of the ADA to ensure that the City remains committed to providing accessible services and facilities to all residents.
- **City Manager's Liaison for LGBTQIA+ Belonging & Support:** The Deputy City Manager for Social Equity serves in this role to ensure individuals who identify as LGBTQIA+ within the city government and our community partners are heard and considered in policy processes and service provision.
- **Downtown Job Center:** As a key program in the Office of Equity and Inclusion, the Downtown Job Center has strengthened the City's partnership with the Virginia Workforce Center – Charlottesville and the workforce services providers collocated at the Job Center, while ensuring that City residents have access to training opportunities and resources that will help them meet local employers' workforce needs.
- **Home to Hope:** As a critical program in the Office of Equity and Inclusion, the ICMA award-winning Home to Hope program connects trained peer navigators to assist those returning to the community after incarceration. Each navigator assists participants by developing a customized plan for them providing key assistance to ensure their success. Navigators hold subject-matter expertise when it comes to connecting participants with support for employment, access to quality physical and mental healthcare, connections to transportation resources, connections to housing support, and any other related re-entry challenges. Navigators also provide unduplicated support groups for not only current and former clients but also any member of the community who is recovering from incarceration.

Strategic Planning: The Strategic Plan is the City's strategic plan and performance measurement and management initiative. It is designed to build on the City's internal capacity to develop and implement a citywide strategic plan, departmental strategic business plans that align with the strategic plan, a performance measurement and management system, and a means of reporting results to staff, City management, City Council, and the public. All of these stakeholders guide the organization towards intentional application of strategies and techniques to achieve desired results.

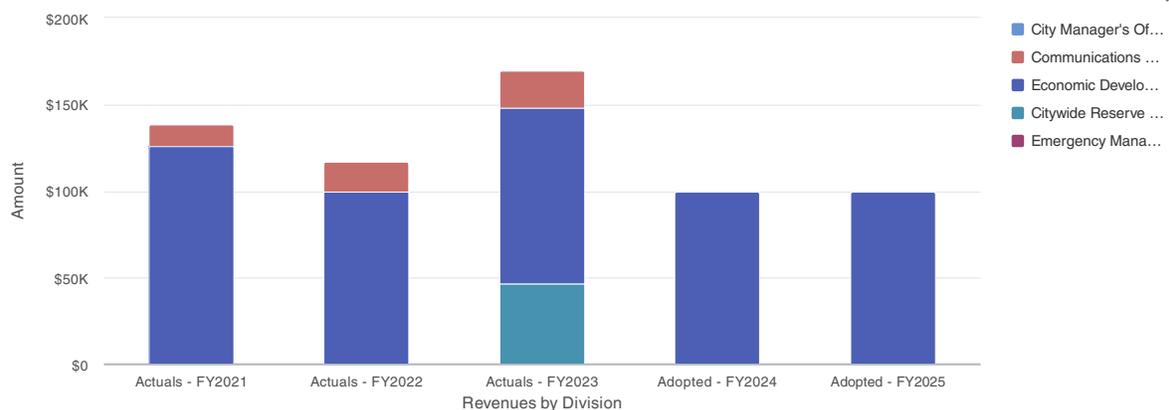
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Budget & Performance	4	4
City Manager's Office	6	6
Communications Office	7	6
Community Solutions	7	6
Economic Development	5	5
Emergency Management	2	2
Environmental Sustainability	3	3
Human Rights Commission	4	4
Office of Social Equity	10	10
Police Civilian Oversight Board	2	2
ALLOCATED FTE	50	48

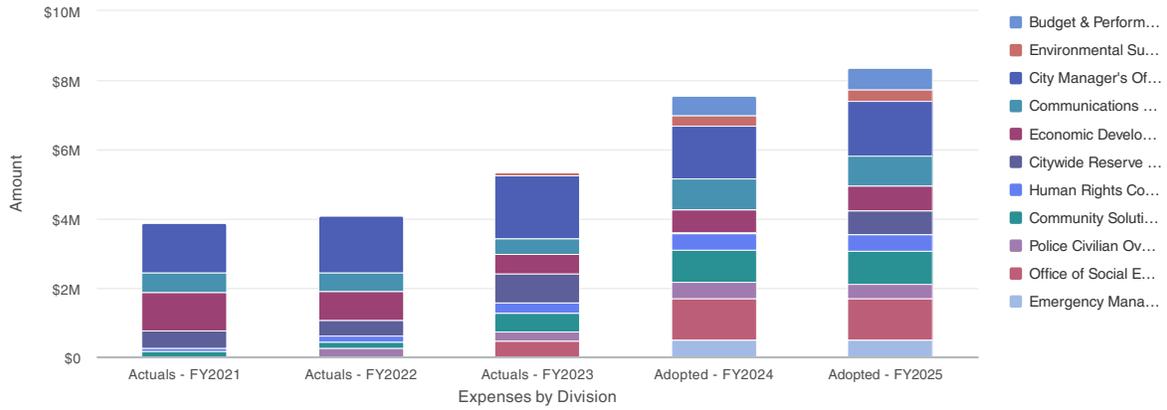
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
City Manager's Office	-	-	\$29	-	\$0	\$0	-
Communications Office	\$12,330	\$17,065	\$21,520	-	\$0	\$0	-
Economic Development	\$126,000	\$100,000	\$101,680	\$100,000	\$100,000	\$0	0.00%
Citywide Reserve Account	-	-	\$46,470	-	\$0	\$0	-
Emergency Management	-	-	-	-	\$0	\$0	-
REVENUES BY DIVISION TOTAL	\$138,330	\$117,065	\$169,700	\$100,000	\$100,000	\$0	0.00%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Budget & Performance	–	–	\$3,904	\$571,291	\$605,433	\$34,142	5.97%
Environmental Sustainability	–	–	\$78,856	\$301,108	\$326,313	\$25,205	8.37%
City Manager's Office							
City Manager's Office	\$1,370,517	\$1,524,527	\$1,722,827	\$1,356,379	\$1,496,034	\$139,655	10.29%
Strategic Planning	\$64,224	\$98,881	\$90,051	\$130,000	\$70,000	-\$60,000	-46.15%
Dialogue on Race	\$49	–	–	–	\$0	\$0	–
Innovation Fund	\$377	\$9,521	\$17,282	\$20,000	\$20,000	\$0	0.00%
Participatory Budgeting	–	–	–	\$15,000	\$15,000	\$0	0.00%
CITY MANAGER'S OFFICE TOTAL	\$1,435,166	\$1,632,928	\$1,830,160	\$1,521,379	\$1,601,034	\$79,655	5.23%
Communications Office	\$553,873	\$558,093	\$431,748	\$900,640	\$862,059	-\$38,581	-4.28%
Economic Development	\$1,114,501	\$821,971	\$576,259	\$642,332	\$724,656	\$82,324	12.81%
Citywide Reserve Account	\$521,147	\$439,318	\$847,609	\$34,060	\$682,710	\$648,650	1,904.43%
Human Rights Commission	\$86,887	\$197,436	\$282,438	\$487,553	\$465,171	-\$22,382	-4.59%
Community Solutions	\$170,970	\$172,853	\$554,405	\$928,432	\$959,796	\$31,364	3.37%
Police Civilian Oversight Board	–	\$267,865	\$249,464	\$478,450	\$402,646	-\$75,804	-15.84%
Office of Social Equity	–	–	\$484,251	\$1,191,044	\$1,198,826	\$7,782	0.65%
Emergency Management	–	–	\$3,681	\$499,143	\$516,857	\$17,714	3.54%
EXPENSES BY DIVISION TOTAL	\$3,882,543	\$4,090,464	\$5,342,773	\$7,555,434	\$8,345,501	\$790,067	10.45%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$3,882,543	\$4,090,464	\$5,342,773	\$7,555,434	\$8,345,501	\$790,067	10.45%
EXPENSES BY FUND TOTAL	\$3,882,543	\$4,090,464	\$5,342,773	\$7,555,434	\$8,345,501	\$790,067	10.45%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Registration Fees	–	–	\$1,680	–	\$0	\$0	–
Misc Fees	\$101,880	\$102,065	\$101,520	\$100,000	\$100,000	\$0	0.00%
CHARGES FOR SERVICES TOTAL	\$101,880	\$102,065	\$103,200	\$100,000	\$100,000	\$0	0.00%
Intergovernmental Revenue							
State/Fed Pass Thru	–	–	–	–	\$0	\$0	–
INTERGOVERNMENTAL REVENUE TOTAL	–	–	–	–	\$0	\$0	–
Miscellaneous Revenue							
Contributions	\$33,500	\$15,000	\$20,000	–	\$0	\$0	–
Ins Recovery	–	–	\$46,470	–	\$0	\$0	–
MISCELLANEOUS REVENUE TOTAL	\$33,500	\$15,000	\$66,470	–	\$0	\$0	–
Warehouse Revenue							
Warehse Outlet Sales	\$2,950	–	\$29	–	\$0	\$0	–
WAREHOUSE REVENUE TOTAL	\$2,950	–	\$29	–	\$0	\$0	–
REVENUES BY LINE ITEM TOTAL	\$138,330	\$117,065	\$169,700	\$100,000	\$100,000	\$0	0.00%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$1,862,230	\$1,818,353	\$2,292,929	\$4,152,138	\$4,282,657	\$130,519	3.14%
Full Time Sal Accrue	-\$12,904	\$15,180	-\$46,776	–	\$0	\$0	–
PT Salaries	–	–	–	\$0	\$0	\$0	–
COLA Budget	–	–	–	\$0	\$0	\$0	–
Soc Sec - FICA	\$135,096	\$140,296	\$167,663	\$307,077	\$304,373	-\$2,704	-0.88%
Soc Sec FICA Accrued	-\$912	\$1,546	-\$3,733	–	\$0	\$0	–
Retirement Cont DB	\$176,354	\$212,682	\$374,209	\$775,467	\$439,928	-\$335,539	-43.26%
Retirement Cont DC	\$364,238	\$316,926	\$284,466	\$315,133	\$503,429	\$188,296	59.75%
Retirement Cont A DB	-\$193	\$1,038	-\$3,793	–	\$0	\$0	–
Retirement Cont A DC	-\$3,933	-\$510	-\$3,800	–	\$0	\$0	–
Life Insurance	\$12,429	\$13,210	\$16,501	\$30,061	\$31,010	\$949	3.15%
Life Ins Accrued	-\$39	\$111	-\$328	–	\$0	\$0	–
Health Care Program	\$200,457	\$178,329	\$322,036	\$476,300	\$514,416	\$38,116	8.00%
Health Care Pr Accru	-\$767	-\$278	-\$3,674	–	\$0	\$0	–
Salary Budget Transfer To/From	–	–	–	–	\$0	\$0	–
PERSONNEL TOTAL	\$2,732,056	\$2,696,883	\$3,395,700	\$6,056,175	\$6,075,813	\$19,638	0.32%
Personnel - Other							
Temp. Salaries	\$205,005	\$7,516	\$28,428	\$14,330	\$0	-\$14,330	-100.00%
Temp Sal Accrued	–	\$3,942	-\$3,551	–	\$0	\$0	–
Overtime	\$94	\$2,543	\$5,043	–	\$4,000	\$4,000	–
Holiday OT	–	\$71	–	–	\$0	\$0	–
Holiday OT Accrued	\$92	-\$92	–	–	\$0	\$0	–

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Other OT	\$84	–	\$315	–	\$0	\$0	–
Bonus Pay	\$43,877	\$62,063	\$8,500	–	\$5,000	\$5,000	–
Wellness Initiatives	–	\$102	–	–	\$0	\$0	–
PERSONNEL - OTHER TOTAL	\$249,152	\$76,145	\$38,735	\$14,330	\$9,000	-\$5,330	-37.19%
Other							
Office Supplies	\$14,915	\$99,808	\$54,226	\$15,245	\$38,005	\$22,760	149.29%
Preprinted Forms	–	–	-\$23,550	\$0	\$0	\$0	–
Postage	\$980	\$1,614	\$494	\$1,715	\$1,435	-\$280	-16.32%
Books	\$39	–	\$29	\$800	\$800	\$0	0.00%
Uniforms/Clothing	–	\$0	\$2,616	\$250	\$750	\$500	200.00%
Safety Supplies	–	\$127	\$100	\$0	\$10,500	\$10,500	–
Maint Supplies	–	–	–	–	\$0	\$0	–
Food Supplies	–	\$55	\$198	\$4,250	\$2,750	-\$1,500	-35.29%
Awards/Trophies	\$1,785	\$323	\$444	\$1,000	\$1,000	\$0	0.00%
Fuel	–	–	\$9	–	\$0	\$0	–
Mach/Equip/Furn (NC)	\$58,592	\$31,826	\$54,391	\$600	\$48,031	\$47,431	7,905.16%
Comp Sftwr (Non-cap)	\$13,555	\$68,700	\$20,139	\$8,300	\$19,540	\$11,240	135.42%
Other Supplies	\$158	\$289	\$6,750	\$2,446	\$600	-\$1,846	-75.47%
Mdse Purch	–	–	\$1,356	–	\$0	\$0	–
Cell Phone Serv Purc	\$12,815	\$13,145	\$20,737	\$11,122	\$23,931	\$12,809	115.16%
Dues/Subscriptions	\$27,111	\$20,711	\$88,378	\$15,276	\$24,000	\$8,724	57.10%
Telephone-Long Dist	–	\$54	–	\$600	\$300	-\$300	-50.00%
Utilities	\$658	\$2,742	\$3,697	\$7,500	\$7,500	\$0	0.00%
Printing/Duplicating	\$5,664	\$11,076	\$14,945	\$11,525	\$25,125	\$13,600	118.00%
Legal Fees	–	\$34,452	\$564,270	–	\$0	\$0	–
Travel	\$678	\$21,582	\$24,999	\$26,000	\$57,025	\$31,025	119.32%
Local Travel	\$45	\$252	\$300	\$1,650	\$1,850	\$200	12.12%
Travel Lodging	–	–	\$40	–	\$0	\$0	–
Meals	\$1,363	\$7,087	\$22,546	\$8,950	\$15,250	\$6,300	70.39%
Advertising	\$21,610	\$1,959	\$11,088	\$20,000	\$32,000	\$12,000	60.00%
Registration Fees	\$1,851	\$9,503	\$23,766	\$9,000	\$28,500	\$19,500	216.66%
Rent	\$22,952	\$23,560	\$26,226	\$24,840	\$24,840	\$0	0.00%
Equipment Rental	\$5,030	\$2,661	\$4,474	\$5,000	\$11,066	\$6,066	121.32%
Repairs and Maint	\$3,540	\$4,273	\$1,639	–	\$2,500	\$2,500	–
Education/Training	\$6,776	\$14,215	\$18,867	\$24,965	\$148,720	\$123,755	495.71%
Software Lic/Maint	\$292	\$33,016	\$20,083	\$37,520	\$115,194	\$77,674	207.02%
Vehicle Operations	–	–	–	–	\$7,500	\$7,500	–
Comp svc-non IT	\$1,712	–	–	–	\$0	\$0	–
Freight	–	\$340	–	–	\$0	\$0	–
Support/Needs	\$44,863	\$14,070	\$1,300	–	\$0	\$0	–
Temp Labor	\$1,688	–	\$276	–	\$0	\$0	–
Marketing Exp	\$3,723	\$9,449	\$55,613	\$18,000	\$48,600	\$30,600	170.00%
Monthly Parking Fees	\$1,782	\$1,395	\$1,684	\$2,226	\$1,000	-\$1,226	-55.07%
Interest	\$2	–	–	–	\$0	\$0	–
Welfare Assistance	\$60,565	\$32,734	\$65,162	\$100,000	\$100,000	\$0	0.00%
Contrib to Other Gov	–	\$321,316	\$148,467	–	\$0	\$0	–
Contrib to Civic Grp	\$109,201	–	–	–	\$0	\$0	–
Rfnd disallowed cost	–	\$58,201	–	–	\$0	\$0	–
Late Fee	\$195	–	\$128	–	\$0	\$0	–
Acq Com Itm-Comp Har	\$5,135	–	–	–	\$0	\$0	–
Other Current Charge	–	\$1,476	–	–	\$0	\$0	–
Trn to CDBG Fd	–	–	–	–	\$0	\$0	–
Lump Sum Apprpr	–	–	–	\$735,321	\$977,006	\$241,685	32.86%
OTHER TOTAL	\$429,274	\$842,009	\$1,235,888	\$1,094,101	\$1,775,318	\$681,217	62.26%
Contractual							
Professional Serv	\$146,964	\$317,279	\$230,315	\$93,856	\$169,870	\$76,014	80.99%
Serv Contracts	\$312	\$292	\$692	\$800	\$500	-\$300	-37.50%
Constr Contracts	–	–	–	–	\$0	\$0	–
Contracted Serv	–	\$3,007	\$37,925	–	\$13,150	\$13,150	–

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Int Contract Svc	-	-	-	\$500	\$0	-\$500	-100.00%
Other Contractual Se	\$289,743	\$128,446	\$370,350	\$253,103	\$220,975	-\$32,128	-12.69%
CONTRACTUAL TOTAL	\$437,018	\$449,024	\$639,281	\$348,259	\$404,495	\$56,236	16.14%
Fixed							
Telephone-Int Chg	\$8,014	\$7,875	\$9,212	\$11,006	\$18,294	\$7,288	66.21%
Insurance Int Chgs	\$10,962	\$10,962	\$12,608	\$12,958	\$13,218	\$260	2.00%
Worker's Comp Ins	\$2,393	\$2,393	\$3,420	\$3,589	\$3,211	-\$378	-10.53%
IT Infrastruct Repla	\$5,157	\$5,157	\$7,929	\$12,016	\$38,600	\$26,584	221.23%
Veh Oper-Repair/Mnt	-	-	-	\$2,000	\$2,000	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$17	\$17	-	\$1,000	\$1,030	\$30	3.00%
IT User/Support Fee	-	-	-	\$0	\$1,865	\$1,865	-
GIS User/Support Fee	-	-	-	\$0	\$0	\$0	-
HVAC Charges	-	-	-	\$0	\$2,657	\$2,657	-
Warehouse charge	-	-	-	\$0	\$0	\$0	-
Vehicle Use Allow	\$8,500	-	-	\$0	\$0	\$0	-
Trn to CityLink	-	-	-	\$0	\$0	\$0	-
FIXED TOTAL	\$35,043	\$26,404	\$33,169	\$42,569	\$80,875	\$38,306	89.98%
EXPENSES BY LINE ITEM TOTAL	\$3,882,543	\$4,090,464	\$5,342,773	\$7,555,434	\$8,345,501	\$790,067	10.45%

GOALS & OBJECTIVES:

BUDGET & PERFORMANCE MANAGEMENT

Strategic Outcome Area	Goals	Objectives
Organizational Excellence	<ol style="list-style-type: none"> 1. Financial Accountability and Transparency 2. Financial Reporting 3. Financial Planning 	<ol style="list-style-type: none"> 1. Financial Accountability and Transparency <ol style="list-style-type: none"> 1. Provide transparent operating and capital budget that is readily accessible for the Charlottesville community. 2. Hold departments accountable through prevention of departmental overspending. 2. Financial Reporting <ol style="list-style-type: none"> 1. Present fiscally accurate financial reports. 2. Report the City's Strategic Plan and departmental goals, objectives, and performance measures. 3. Financial Planning <ol style="list-style-type: none"> 1. Provide timely and transparent forecasts with assumptions that are as accurate as possible. 2. Develop financial models that enable the Budget Review Team to compare and create scenarios for various forecasting assumptions.

COMMUNICATIONS & PUBLIC ENGAGEMENT

Strategic Outcome Area	Goals	Objectives
Organizational Excellence	<ol style="list-style-type: none"> 1. To provide a productive, mutually beneficial relationship between City departments and the community. 2. To support and advance the City's Strategic Outcome Areas outlined in the City's Strategic Plan Framework. 	<ol style="list-style-type: none"> 1. Execute public engagement events in community. 2. Produce at least 3 public engagement events this year. 3. Increase social media engagement. 4. Partner with internal stakeholders to support their initiatives through a public engagement lens. 5. Produce more content year-over-year in support of internal stakeholder initiatives. 6. Develop at least 5 public engagement campaigns.

COMMUNITY SOLUTIONS

Strategic Outcome Area	Goals & Objectives
Housing	<ol style="list-style-type: none"> 1. To oversee affordable housing programs, residential revitalization and development, lease administration, property acquisition/disposal coordination, grants support services, neighborhood and constituent services, Federal Entitlement Administration (CDBG/HOME and associated planning requirements). 2. To provide support for Small Area Plan implementation.

ECONOMIC DEVELOPMENT

Strategic Outcome Area	Goals & Objectives
Economic Prosperity	<ol style="list-style-type: none"> 1. We will invest in entrepreneurship to grow a more diverse, equitable, and vibrant Charlottesville. 2. We will build an innovative economy — one that embraces intentional growth, value-added partnerships, and sustainability for tomorrow 3. We will create pathways of opportunity for all Charlottesville residents. 4. We will invest in placemaking to celebrate Charlottesville’s creativity and culture. 5. We will position Charlottesville as a community open for investment.
	Click here to see the full Economic Development Strategic Plan.

EMERGENCY MANAGEMENT

Strategic Outcome Area	Goals	Objectives
Public Safety	<ol style="list-style-type: none"> 1. Prevention 2. Protection 3. Mitigation 4. Response 5. Recovery 	<ol style="list-style-type: none"> 1. Develop emergency response strategies. 2. Increase community awareness of emergency situations. 3. Engage and inform the community of emergency best practices.

ENVIRONMENTAL SUSTAINABILITY

Strategic Outcome Area	Goals & Objectives
Climate Action	In service to and in partnership with the community, the Office of Sustainability is a resource and advocate for strategies and actions that contribute to a healthy environment and a resilient Charlottesville. Guided by stewardship, innovation, and equity, we strive to achieve community prosperity and a thriving future for all.

HUMAN RIGHTS COMMISSION

Strategic Outcome Area	Goals	Objectives
<ul style="list-style-type: none"> • JEDI • Organizational Excellence 	To act as a strong advocate for justice and equal opportunity and provide citywide leadership and guidance in the area of civil rights.	<ol style="list-style-type: none"> 1. Pursue interim certification as a Fair Housing Assistance Program (FHAP). 2. Execute the CY2024 Human Rights Commission Work Plan. 3. Develop Office of Human Rights Standard Operating Procedures (SOPs). 4. Expand community outreach to increase public education and awareness and prevent unlawful discrimination. 5. Build staff capacity for addressing individual complaints of unlawful discrimination. 6. Develop at least 5 public engagement campaigns. 7. Pursue interim certification as a Fair Housing Assistance Program (FHAP).

POLICE CIVILIAN OVERSIGHT BOARD

Strategic Outcome Area	Goals	Objectives
JEDI	To ensure that police officers act with integrity and treat every person with equal dignity.	<ol style="list-style-type: none">1. Empowering and inspiring self-governance and a culture of mutual respect.2. Seeking social and racial justice.3. Engaging in community outreach and amplifying the voices of the socially, politically, and economically disenfranchised.4. Listening to and building cooperation between all stakeholders to find and develop common ground and public purpose.5. Championing just, equitable, and legitimate policing policies and practices.6. Processing complaints, reviewing police practices and internal investigations, issuing findings, writing public reports, and making recommendations.

SOCIAL EQUITY

Strategic Outcome Area	Goals	Objectives
<ul style="list-style-type: none"> JEDI Economic Prosperity 	The Office of Social Equity seeks to employ JEDI principles and actions in Charlottesville's policies, operations, and decision-making.	<ol style="list-style-type: none"> The Office will complete its mission by working to normalize conversations around JEDI, organize through the creation of internal infrastructure that advances these principles, and operationalize JEDI principles into all processes administered by the City. The Office drives cultural transformation through training and education, policy development and guidance, and a focus on celebrating the diversity of our entire community.

PERFORMANCE MEASURES:

Performance Measures: Budget & Performance Management								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Organizational Excellence	Percentage of National Community Survey respondents who feel city services are worth tax dollars spent	FY	57%	N/A	N/A	N/A	41%	N/A
	Percentage of Proficient and Outstanding rating scores for the Government Finance Officers Association (GFOA) Budget Presentation Award	FY	100%	100%	100%	99%	99%	96%

Performance Measures: Communications & Public Engagement								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Organizational Excellence	Number of press releases sent out ensuring that residents and citizens have important and timely information	CY	438	541	154	209	271	352
	Number of meetings streamed, broadcast & archived (Council, Planning, BAR, CRHA)	CY	82	124	151	179	192	165
	Number of website visits	CY	1,712,336	1,664,078	1,628,102	2,547,698	2,603,463	2,616,447

Performance Measures: Community Solutions								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Housing	Number of supported affordable housing units created per year	FY	N/A	127	98	119	143	0
	Number of supported affordable rental housing units created per year	FY	46	30	16	7	20	233
	Number of homeownership opportunities created	FY	N/A	N/A	N/A	8	4	3
	Number of affordable housing units preserved	FY	N/A	N/A	N/A	61	119	197
	Number of residents provided housing services	FY	N/A	N/A	N/A	385	378	60
	Number of residents served (Housing/Public Services)	FY	N/A	N/A	N/A	1,323	2,288	868

Performance Measures: Economic Development								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Economic Prosperity	Dollar value of commercial building permits (in millions)	CY	\$ 58.11	\$ 145.02	\$ 72.59	\$ 83.31	\$ 52.87	\$ 57.47
	Number of commercial building permits	CY	475	427	440	464	379	361
	Number of business visitations	FY	91	102	24	55	150	120
	Change in value of commercial property	CY	7.12%	11.13%	1.01%	7.98%	12.91%	12.89%
	Commercial real estate ratio as compared to residential real estate	CY	42.00%	43.00%	42.00%	41.00%	41.00%	41.29%
	Percentage of commercial vacancies (citywide)	CY	2.40%	4.00%	4.40%	5.70%	4.60%	7.21%

Performance Measures: Human Rights Commission								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Organizational Excellence	Total Externally-Initiated Contacts (Total Incoming Contacts)	CY	696	1,849	1,160	1,962	3,252	2,059
	Total Inquires and Complaints by Location: City of Charlottesville	CY	76	122	50	62	67	29
	Total Inquires and Complaints by Location: Albemarle County	CY	11	24	10	6	18	8
	Total Inquires and Complaints by Location: Other/Not Specified	CY	17	14	5	36	38	41
	Total Inquiries by Protected Activity: Employment	CY	17	32	17	13	22	47
	Total Inquiries by Protected Activity: Housing	CY	49	88	34	51	59	73
	Total Inquiries by Protected Activity: Public Accommodations	CY	3	12	3	8	12	13
	Total Inquiries by Protected Activity: Other	CY	22	22	9	20	20	80
	Total Complaints by Protected Activity: Credit	CY	0	0	0	1	0	0
	Total Complaints by Protected Activity: Employment	CY	6	0	0	5	3	2
	Total Complaints by Protected Activity: Housing	CY	6	2	1	5	4	2
	Total Complaints by Protected Activity: Public Accommodations	CY	1	4	1	1	3	0
	Total Complaints by Protected Activity: Other	CY	0	0	0	0	0	80

Performance Measures: Social Equity - Downtown Job Center								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Economic Prosperity	Number of visitors to Downtown Job Center	FY	916	850	984	750	93	154
	Number of City residents visiting the Downtown Job Center	FY	247	289	752	450	73	84
	Number of attendees at City sponsored job fairs	CY	800	750	0	0	0	0
	Number of employers participating in City sponsored Spring job fair (in October, there is a career conference in place of the job fair, with fewer participating employers)	CY	105	105	16	14	14	N/A

Performance Measures: Office of Sustainability								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Climate Action	Number of EV charger permits issued	CY	5	6	5	5	11	16
	Number of EVs registered in Charlottesville (cumulative)	CY	84	119	180	249	387	745
	Number of solar permits issued	CY	80	95	121	92	145	132
	Compost collected through City Programs (in tons)	CY	3.76	6.86	4.26	7.17	6.86	9.5
	Site energy intensity of all municipal buildings (1,000 BTU's/sq ft)	FY	57.3	54.9	50.9	46.2	55.7	55.5
	Water use intensity for all municipal buildings (government and schools) (Gallons/sq ft)	FY	18.97	16.25	13.47	10.85	13.17	13.6

EXPLANATION OF CHANGES:

Salaries & Benefits

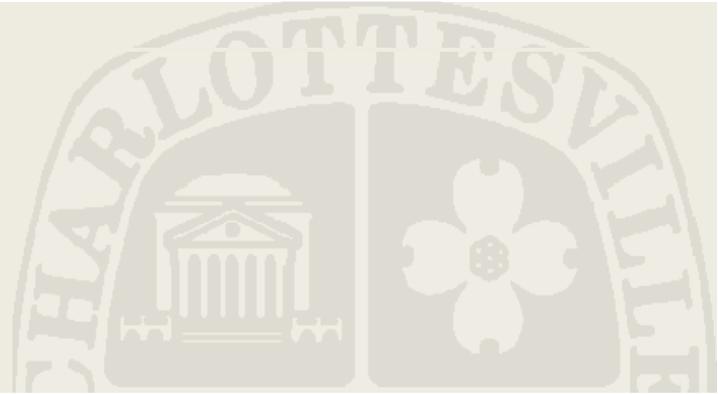
- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.
- Communications & Public Engagement: In FY25, Decrease of 1 FTE - Management Analyst responsible for FOIA has been moved from the Communications office to the Clerk of Council's office.
- Community Solutions: In FY25, 1 FTE will be funded by the CDBG grant instead of the General Fund.
- Office of Social Equity: In FY25, the Office of Equity & Inclusion is renamed to Office of Social Equity.
- Police Civilian Oversight Board: Decrease in personnel is due vacant position being filled during FY24 at a lower benefit cost than what was budgeted.

Other Expenditures

- \$60,000 has been shifted from Strategic Planning to the Office of Budget & Performance Management for the OpenGov budgeting software.
- Funds were added to the Communications budget marketing expenses and community engagement.

City Attorney

FISCAL YEAR 2025



OVERVIEW:

The City Attorney's Office is staffed with seven attorneys, one administrative assistant, and one legal assistant position. The Office drafts resolutions and ordinances for City Council's consideration, drafts and reviews contracts, issues opinions on zoning, procurement, and personnel matters, and responds to inquiries under the Freedom of Information Act (FOIA). It also handles certain types of litigation, risk management, and real estate matters.

The City Attorney is not allowed to give advice about personal or private legal problems of citizens but can answer legal questions related to City activities, such as interpretation of the City Code.

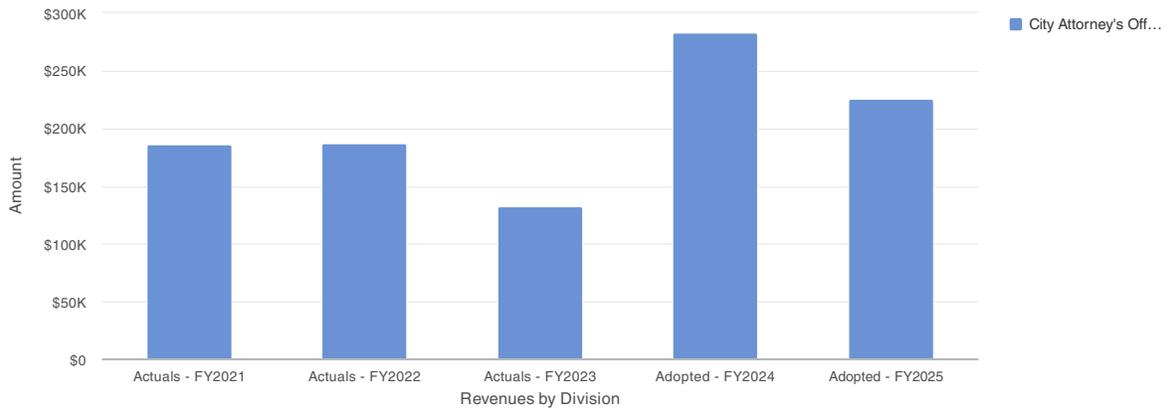
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
City Attorney's Office	7	9
ALLOCATED FTE	7	9

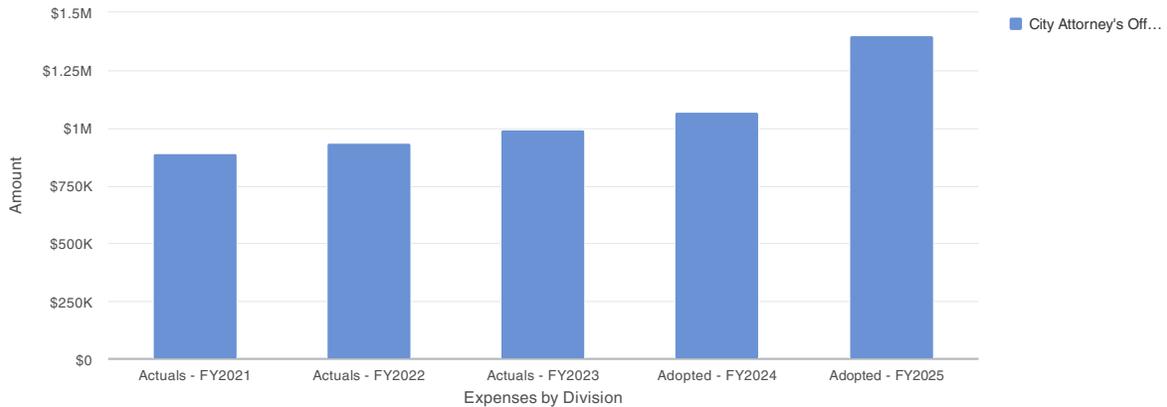
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
City Attorney's Office	\$185,914	\$186,806	\$132,602	\$283,258	\$225,296	-\$57,962	-20.46%
REVENUES BY DIVISION TOTAL	\$185,914	\$186,806	\$132,602	\$283,258	\$225,296	-\$57,962	-20.46%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
City Attorney's Office	\$892,079	\$934,852	\$992,145	\$1,068,506	\$1,403,712	\$335,206	31.37%
EXPENSES BY DIVISION TOTAL	\$892,079	\$934,852	\$992,145	\$1,068,506	\$1,403,712	\$335,206	31.37%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$892,079	\$934,852	\$992,145	\$1,068,506	\$1,403,712	\$335,206	31.37%
EXPENSES BY FUND TOTAL	\$892,079	\$934,852	\$992,145	\$1,068,506	\$1,403,712	\$335,206	31.37%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Misc Fees	\$186,000	\$186,763	\$132,602	\$283,258	\$225,296	-\$57,962	-20.46%
Other Fees	-\$86	\$43	-	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	\$185,914	\$186,806	\$132,602	\$283,258	\$225,296	-\$57,962	-20.46%
REVENUES BY LINE ITEM TOTAL	\$185,914	\$186,806	\$132,602	\$283,258	\$225,296	-\$57,962	-20.46%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$533,005	\$552,461	\$554,998	\$716,477	\$932,464	\$215,987	30.14%
Full Time Sal Accrue	-\$5,424	\$14,617	-\$21,299	-	\$0	\$0	-
PT Salaries	\$50,007	\$58,598	\$67,975	\$0	\$0	\$0	-
Part Time Sal Accru	\$192	\$924	-\$2,127	-	\$0	\$0	-
COLA Budget	-	-	-	\$0	\$0	\$0	-
Soc Sec - FICA	\$39,254	\$44,859	\$43,333	\$54,810	\$66,616	\$11,806	21.53%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Soc Sec FICA Accrued	-\$356	\$1,191	-\$1,739	-	\$0	\$0	-
Retirement Cont DB	\$70,397	\$15,617	\$65,751	\$88,036	\$60,698	-\$27,338	-31.05%
Retirement Cont DC	\$94,072	\$102,402	\$54,092	\$34,886	\$108,477	\$73,591	210.94%
Retirement Cont A DB	-\$2,860	\$49	-\$515	-	\$0	\$0	-
Retirement Cont A DC	\$57	\$1,157	-\$3,275	-	\$0	\$0	-
Life Insurance	\$4,043	\$4,416	\$4,532	\$5,187	\$6,751	\$1,564	30.14%
Life Ins Accrued	-\$21	\$108	-\$176	-	\$0	\$0	-
Health Care Program	\$47,804	\$53,386	\$74,927	\$66,682	\$93,774	\$27,092	40.62%
Health Care Pr Accru	-\$262	\$1,134	-\$2,351	-	\$0	\$0	-
Salary Budget Transfer To/From	-	-	-	-	\$0	\$0	-
PERSONNEL TOTAL	\$829,908	\$850,921	\$834,127	\$966,078	\$1,268,780	\$302,702	31.33%
Personnel - Other							
Bonus Pay	\$4,500	\$16,800	-	-	\$0	\$0	-
PERSONNEL - OTHER TOTAL	\$4,500	\$16,800	-	-	\$0	\$0	-
Other							
Office Supplies	\$2,666	\$2,092	\$2,822	\$2,800	\$2,800	\$0	0.00%
Postage	\$572	\$247	\$500	\$650	\$650	\$0	0.00%
Books	\$12,850	\$2,854	\$4,075	\$13,500	\$13,500	\$0	0.00%
PPE-Pers Prot Equip	-	-	\$279	-	\$0	\$0	-
Constr Materials	-	-	\$150	-	\$0	\$0	-
Food Supplies	-	\$190	-	-	\$0	\$0	-
Mach/Equip/Furn (NC)	\$4,874	\$13,472	\$24,662	\$5,500	\$5,500	\$0	0.00%
Comp Sftwr (Non-cap)	\$678	\$16,017	\$16,883	\$11,000	\$14,500	\$3,500	31.81%
Other Supplies	-	\$165	-	-	\$0	\$0	-
Telephone Serv Purch	\$70	-	-	-	\$0	\$0	-
Cell Phone Serv Purc	\$490	\$506	\$526	\$650	\$650	\$0	0.00%
Dues/Subscriptions	\$4,405	\$2,722	\$2,745	\$5,000	\$5,000	\$0	0.00%
Utilities	-	-	\$6,935	-	\$0	\$0	-
Printing/Duplicating	\$577	\$7,141	\$6,406	\$1,000	\$7,300	\$6,300	630.00%
Legal Fees	\$256	\$77	\$68,951	\$300	\$10,000	\$9,700	3,233.33%
Travel	-	\$1,978	\$1,569	\$3,500	\$7,500	\$4,000	114.28%
Meals	-	-	\$392	-	\$950	\$950	-
Advertising	\$650	-	\$1,299	\$1,000	\$1,000	\$0	0.00%
Repairs and Maint	-	-	-	\$10,000	\$10,000	\$0	0.00%
Education/Training	\$1,269	\$3,453	\$1,470	\$8,500	\$10,500	\$2,000	23.52%
Comp svc-non IT	\$5,181	\$5,814	\$6,837	\$6,000	\$6,000	\$0	0.00%
Freight	-	-	-	\$100	\$100	\$0	0.00%
Temp Labor	-	-	-	\$0	\$0	\$0	-
Monthly Parking Fees	-	-	-	-	\$0	\$0	-
Lump Sum Appropr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$34,537	\$56,728	\$146,502	\$69,500	\$95,950	\$26,450	38.05%
Contractual							
Professional Serv	\$11,638	-	-	\$12,000	\$12,000	\$0	0.00%
Serv Contracts	-	-	\$0	-	\$0	\$0	-
Contracted Serv	-	-	-	-	\$0	\$0	-
Consulting Services	\$3,352	\$3,157	\$1,698	-	\$0	\$0	-
Other Contractual Se	\$1,412	\$263	\$1,905	\$12,000	\$12,000	\$0	0.00%
CONTRACTUAL TOTAL	\$16,401	\$3,420	\$3,603	\$24,000	\$24,000	\$0	0.00%
Fixed							
Telephone-Int Chg	\$1,586	\$1,586	\$1,880	\$1,694	\$2,386	\$692	40.85%
Insurance Int Chgs	\$3,424	\$3,424	\$3,938	\$4,017	\$4,097	\$80	1.99%
Worker's Comp Ins	\$323	\$323	\$462	\$471	\$433	-\$38	-8.06%
IT Infrastruct Repla	\$1,400	\$1,650	\$1,633	\$2,746	\$8,066	\$5,320	193.73%
FIXED TOTAL	\$6,733	\$6,983	\$7,913	\$8,928	\$14,982	\$6,054	67.80%
EXPENSES BY LINE ITEM TOTAL	\$892,079	\$934,852	\$992,145	\$1,068,506	\$1,403,712	\$335,206	31.37%

EXPLANATION OF CHANGES:

Salaries & Benefits

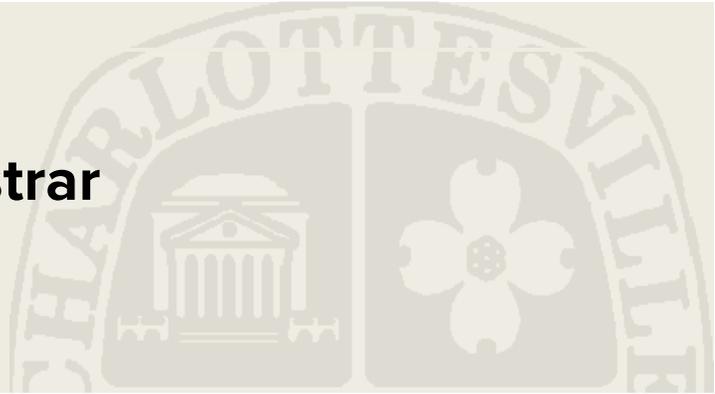
- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.
- 1 FTE added - Assistant City Attorney
- 1 FTE added - Legal Assistant

Other Expenses

- Increase in travel, education and training for additional staff members and increased funding for outside counsel consultation.

Elections & General Registrar

FISCAL YEAR 2025



OVERVIEW:

The Charlottesville Office of the Director of Elections & General Registrar is responsible for matters pertaining to voter registration and comprehensive list maintenance; certification of candidate qualification documents; receipt and review of campaign finance filings; administration of Absentee Voting by mail and in the office beginning 46 days before each General Election or Primary; Officer of Election recruitment, training, scheduling, and compensation; maintenance, preparation, and security of voting equipment, pollbooks, ballots, and election supplies; advanced cybersecurity knowledge, training, and implementation; public engagement and education on voting processes and registration issues; media relations related to the electoral process; effective implementation of legislative mandates and policy directives within the scope of operations, and the hiring and supervision of Deputy Registrars and other staff needed to carry out these duties.

Officer of Election appointments, assignments, and management; polling place recommendations and management; selection and security of voting equipment and pollbooks; management of ballots, and certification of election results are conducted by the Charlottesville Electoral Board, for which this office provides all administrative support.

The City receives reimbursement for a portion of the General Registrar’s and all of the Electoral Board’s salaries.

GOALS & OBJECTIVES:

- To handle all matters regarding voter registration, certification of candidate qualifications, and implementation of legislative mandates and policy directives.

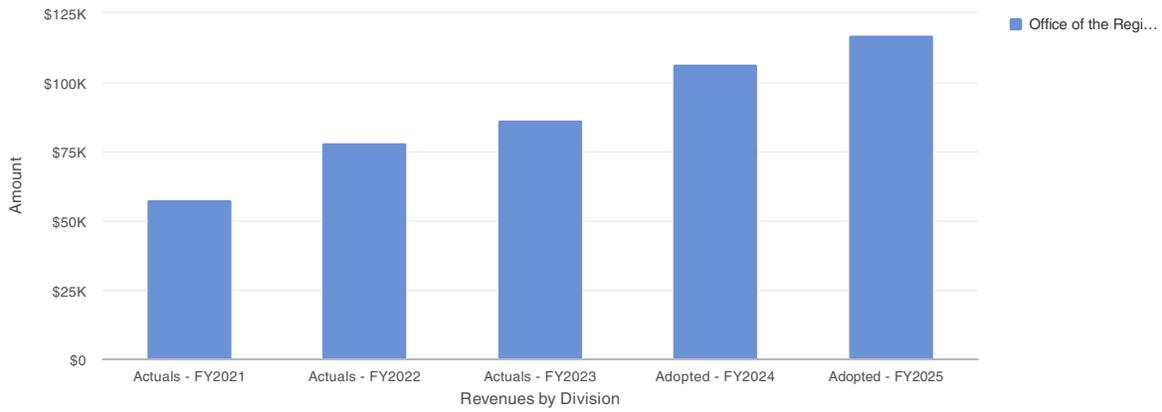
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Office of the Registrar	5	5
ALLOCATED FTE	5	5

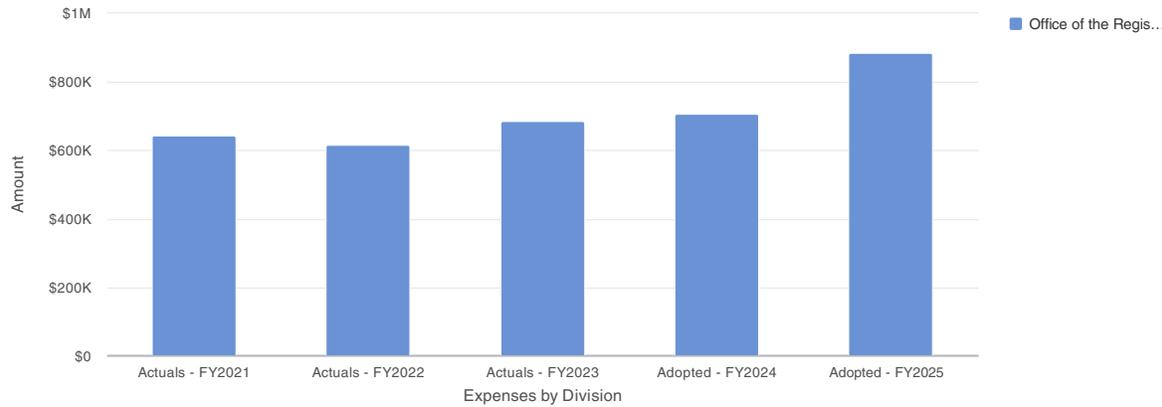
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Elections & General Registrar



DEPARTMENTAL REVENUES (SUMMARY):

Elections

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Office of the Registrar	\$57,706	\$78,278	\$86,552	\$106,643	\$117,185	\$10,542	9.88%
REVENUES BY DIVISION TOTAL	\$57,706	\$78,278	\$86,552	\$106,643	\$117,185	\$10,542	9.88%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Elections & General Registrar

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Office of the Registrar	\$643,955	\$615,445	\$687,085	\$708,412	\$885,249	\$176,837	24.96%
EXPENSES BY DIVISION TOTAL	\$643,955	\$615,445	\$687,085	\$708,412	\$885,249	\$176,837	24.96%

FUNDING ALLOCATION:

Elections

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$643,955	\$615,445	\$687,085	\$708,412	\$885,249	\$176,837	24.96%
EXPENSES BY FUND TOTAL	\$643,955	\$615,445	\$687,085	\$708,412	\$885,249	\$176,837	24.96%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Misc Fees	\$7,120	\$309	\$3,226	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	\$7,120	\$309	\$3,226	-	\$0	\$0	-
Intergovernmental Revenue							
Reimb/Constit Office	\$50,586	\$77,969	\$83,326	\$106,643	\$117,185	\$10,542	9.88%
INTERGOVERNMENTAL REVENUE TOTAL	\$50,586	\$77,969	\$83,326	\$106,643	\$117,185	\$10,542	9.88%
REVENUES BY LINE ITEM TOTAL	\$57,706	\$78,278	\$86,552	\$106,643	\$117,185	\$10,542	9.88%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$120,153	\$145,960	\$275,248	\$286,915	\$306,238	\$19,323	6.73%
Full Time Sal Accrue	\$2,344	\$2,019	-\$2,233	-	\$0	\$0	-
PT Salaries	\$137,951	\$123,775	\$30,331	\$0	\$0	\$0	-
Part Time Sal Accru	-\$1,290	\$950	-\$6,702	-	\$0	\$0	-
COLA Budget	-	-	-	\$0	\$0	\$0	-
Soc Sec - FICA	\$25,002	\$23,682	\$25,978	\$21,949	\$23,427	\$1,478	6.73%
Soc Sec FICA Accrued	-\$328	\$183	-\$633	-	\$0	\$0	-
Retirement Cont DB	\$12,800	\$25,604	\$46,138	\$44,606	\$45,591	\$985	2.20%
Retirement Cont DC	\$25,568	\$15,442	\$8,907	\$10,660	\$11,469	\$809	7.58%
Retirement Cont A DB	\$1,076	\$353	-\$521	-	\$0	\$0	-
Retirement Cont A DC	-\$477	-\$136	\$22	-	\$0	\$0	-
Life Insurance	\$1,634	\$1,863	\$2,108	\$2,077	\$2,217	\$140	6.72%
Life Ins Accrued	\$18	\$19	-\$61	-	\$0	\$0	-
Health Care Program	\$44,588	\$45,361	\$55,959	\$47,630	\$53,585	\$5,955	12.50%
Health Care Pr Accru	\$892	\$174	-\$1,527	-	\$0	\$0	-
PERSONNEL TOTAL	\$369,931	\$385,248	\$433,012	\$413,838	\$442,527	\$28,689	6.93%
Personnel - Other							
Temp. Salaries	\$46,419	\$19,182	\$24,297	\$71,051	\$96,500	\$25,449	35.81%
Temp Sal Accrued	-\$525	-\$792	\$120	-	\$0	\$0	-
Subst Sal	\$64,531	\$21,939	\$44,101	\$44,024	\$77,779	\$33,755	76.67%
Overtime	\$32,270	\$10,093	\$12,335	\$16,000	\$22,000	\$6,000	37.50%
Overtime Accrued	-\$4,820	-	\$144	-	\$0	\$0	-
Holiday OT	-	\$15	\$1,725	-	\$0	\$0	-
Other OT	-	-	\$395	-	\$0	\$0	-
Bonus Pay	\$4,000	\$18,475	-	-	\$0	\$0	-
FICA Temporary Emp	-	-	-	\$0	\$0	\$0	-
Medical claims	-	-	\$0	-	\$0	\$0	-
PERSONNEL - OTHER TOTAL	\$141,874	\$68,911	\$83,117	\$131,075	\$196,279	\$65,204	49.74%
Other							
Office Supplies	\$4,407	\$4,734	\$4,753	\$9,000	\$15,000	\$6,000	66.66%
Postage	\$15,478	\$10,136	\$11,366	\$14,000	\$25,000	\$11,000	78.57%
Books	-	-	-	\$0	\$0	\$0	-
Cleaning Supplies	\$370	-	-	-	\$0	\$0	-
Maint Supplies	\$2,024	-	-	\$0	\$0	\$0	-
Mach/Equip/Furn (NC)	\$0	-	\$32,495	\$2,500	\$50,000	\$47,500	1,900.00%
Comp Sftwr (Non-cap)	-	-	\$195	-	\$0	\$0	-
Other Supplies	\$8,039	\$1,525	\$6,440	\$5,500	\$5,500	\$0	0.00%
Telephone Serv Purch	\$326	-	-	-	\$0	\$0	-
Cell Phone Serv Purc	\$6,345	\$6,167	\$5,324	\$6,300	\$6,296	-\$4	-0.06%
Dues/Subscriptions	\$2,487	\$430	\$424	\$895	\$895	\$0	0.00%
Utilities	\$846	\$963	\$954	\$960	\$960	\$0	0.00%
Printing/Duplicating	\$21,239	\$7,481	\$2,859	\$8,000	\$20,000	\$12,000	150.00%
Travel	-	\$1,788	\$7,227	\$7,400	\$8,000	\$600	8.10%
Meals	-	-	\$2,772	\$3,150	\$7,000	\$3,850	122.22%
Advertising	\$1,256	\$703	\$1,367	\$2,250	\$5,000	\$2,750	122.22%
Rent	\$18,880	\$12,177	\$19,335	\$21,065	\$20,400	-\$665	-3.15%
Equipment Rental	\$2,238	\$3,555	\$5,096	-	\$0	\$0	-
Repairs and Maint	\$102	\$63	-	\$0	\$0	\$0	-
Education/Training	\$851	\$7,490	\$5,376	\$7,500	\$7,500	\$0	0.00%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Software Lic/Maint	\$24,040	\$28,272	\$35,763	\$36,201	\$39,662	\$3,461	9.55%
Monthly Parking Fees	\$453	\$455	\$269	\$1,380	\$2,000	\$620	44.92%
Cap Purchase-Dir	\$320	-	-	-	\$0	\$0	-
Acq Com Itm-Eqpt (MA)	\$0	-	-	-	\$0	\$0	-
OTHER TOTAL	\$109,700	\$85,939	\$142,014	\$126,101	\$213,213	\$87,112	69.08%
Contractual							
Professional Serv	\$4,115	\$54,847	\$13,603	\$12,000	\$15,000	\$3,000	25.00%
Serv Contracts	-	\$6,550	-	-	\$0	\$0	-
Contracted Serv	\$150	\$615	-	-	\$0	\$0	-
Int Contract Svc	\$1,921	-	\$3,273	\$3,700	\$4,000	\$300	8.10%
Other Contractual Se	\$7,217	\$4,289	\$2,798	\$14,877	\$2,120	-\$12,757	-85.74%
CONTRACTUAL TOTAL	\$13,403	\$66,301	\$19,673	\$30,577	\$21,120	-\$9,457	-30.92%
Fixed							
Telephone-Int Chg	\$3,436	\$3,436	\$4,073	\$1,976	\$6,761	\$4,785	242.15%
Insurance Int Chgs	\$1,888	\$1,888	\$2,172	\$2,215	\$2,259	\$44	1.98%
Worker's Comp Ins	\$156	\$156	\$223	\$227	\$209	-\$18	-7.92%
IT Infrastruct Repla	\$3,567	\$3,567	\$2,799	\$2,403	\$2,881	\$478	19.89%
FIXED TOTAL	\$9,047	\$9,047	\$9,267	\$6,821	\$12,110	\$5,289	77.53%
EXPENSES BY LINE ITEM TOTAL	\$643,955	\$615,445	\$687,085	\$708,412	\$885,249	\$176,837	24.96%

EXPLANATION OF CHANGES:

Salaries & Benefits

- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.
- Increase in Temporary Salaries, Overtime and Substitute Salaries for additional election officers for the November general election.

Other Expenditures

- Increases for voting equipment and supplies.

Internal Services



Department of Human Resources

FISCAL YEAR 2025



OVERVIEW:

The Department of Human Resources functional service areas include recruitment and selection, employee and labor relations (including collective bargaining), performance management, training and organizational development, employee benefits administration, retiree benefits administration, leave administration, workers compensation, policy development and compliance, human resources information systems, and general human resources administration.

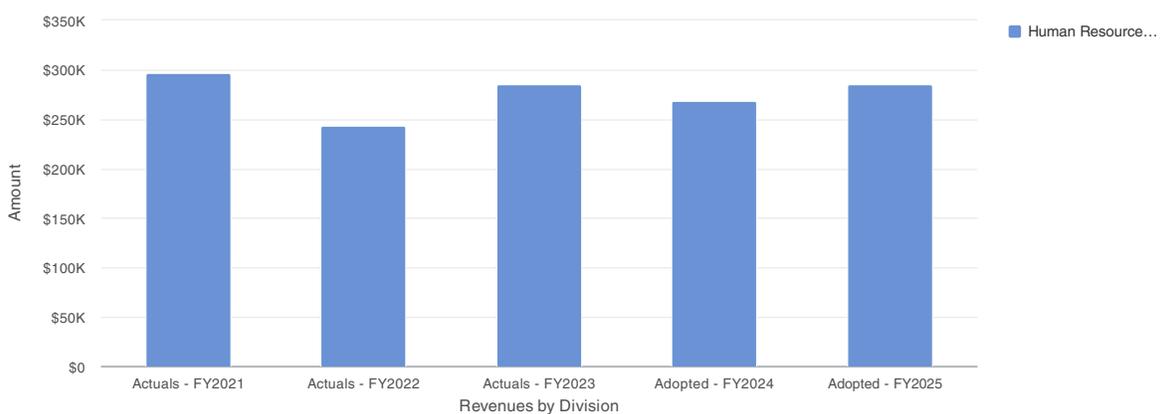
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Human Resources Department	12	12
ALLOCATED FTE	12	12

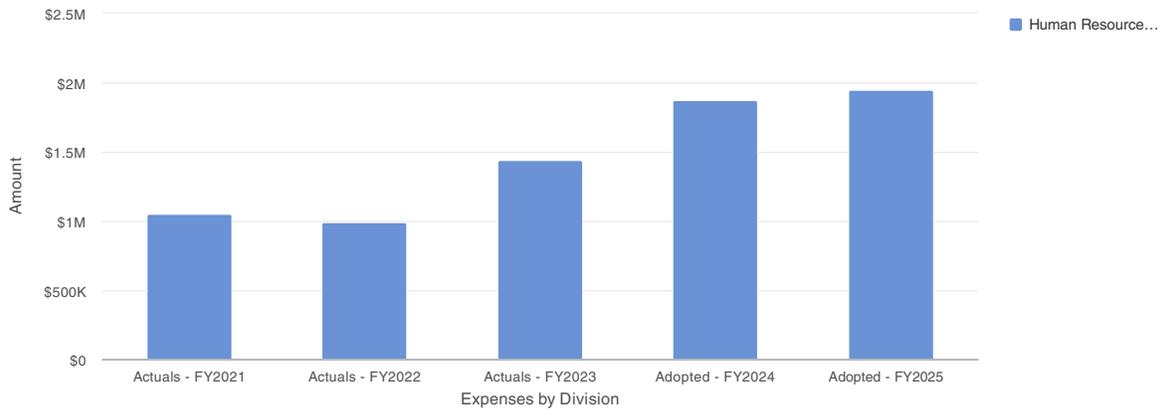
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Human Resources Department	\$296,327	\$243,011	\$285,343	\$268,749	\$285,592	\$16,843	6.26%
REVENUES BY DIVISION TOTAL	\$296,327	\$243,011	\$285,343	\$268,749	\$285,592	\$16,843	6.26%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Human Resources Department	\$1,051,771	\$992,437	\$1,439,590	\$1,869,836	\$1,947,478	\$77,642	4.15%
EXPENSES BY DIVISION TOTAL	\$1,051,771	\$992,437	\$1,439,590	\$1,869,836	\$1,947,478	\$77,642	4.15%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$1,051,771	\$992,437	\$1,439,590	\$1,869,836	\$1,947,478	\$77,642	4.15%
EXPENSES BY FUND TOTAL	\$1,051,771	\$992,437	\$1,439,590	\$1,869,836	\$1,947,478	\$77,642	4.15%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Misc Fees	\$264,582	\$243,011	\$277,586	\$268,749	\$285,592	\$16,843	6.26%
Other Fees	\$31,745	\$0	\$-	\$-	\$0	\$0	\$-
CHARGES FOR SERVICES TOTAL	\$296,327	\$243,011	\$277,586	\$268,749	\$285,592	\$16,843	6.26%
Intergovernmental Revenue							
Other Grants	\$-	\$-	\$4,632	\$-	\$0	\$0	\$-
INTERGOVERNMENTAL REVENUE TOTAL	\$-	\$-	\$4,632	\$-	\$0	\$0	\$-
IT Revenue	\$-	\$-	\$3,125	\$-	\$0	\$0	\$-
REVENUES BY LINE ITEM TOTAL	\$296,327	\$243,011	\$285,343	\$268,749	\$285,592	\$16,843	6.26%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$544,251	\$494,745	\$835,896	\$1,047,883	\$1,095,266	\$47,383	4.52%
Full Time Sal Accrue	\$908	\$12,235	-\$16,146	\$-	\$0	\$0	\$-
PT Salaries	\$-	\$-	\$-	\$0	\$0	\$0	\$-
COLA Budget	\$-	\$-	\$-	\$0	\$0	\$0	\$-
Soc Sec - FICA	\$39,391	\$37,870	\$61,995	\$79,054	\$81,938	\$2,884	3.64%
Soc Sec FICA Accrued	\$50	\$932	-\$1,200	\$-	\$0	\$0	\$-
Retirement Cont DB	\$86,430	\$87,959	\$110,887	\$166,217	\$135,379	-\$30,838	-18.55%
Retirement Cont DC	\$58,063	\$38,843	\$77,599	\$74,224	\$97,419	\$23,195	31.25%
Retirement Cont A DB	\$921	\$277	-\$2,548	\$-	\$0	\$0	\$-
Retirement Cont A DC	-\$1,297	\$1,746	-\$1,057	\$-	\$0	\$0	\$-
Life Insurance	\$3,784	\$3,579	\$6,025	\$7,587	\$7,930	\$343	4.52%
Life Ins Accrued	\$20	\$86	-\$113	\$-	\$0	\$0	\$-
Health Care Program	\$66,297	\$64,203	\$92,613	\$114,312	\$128,604	\$14,292	12.50%
Health Care Pr Accru	\$663	\$733	-\$1,893	\$-	\$0	\$0	\$-

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Salary Budget Transfer To/From	-	-	-	-	\$0	\$0	-
PERSONNEL TOTAL	\$799,481	\$743,208	\$1,162,058	\$1,489,277	\$1,546,536	\$57,259	3.84%
Personnel - Other							
Temp. Salaries	-	-	-	\$0	\$0	\$0	-
Overtime	\$131	\$271	\$527	\$250	\$250	\$0	0.00%
Overtime Accrued	-	\$25	-\$25	-	\$0	\$0	-
Bonus Pay	\$5,250	\$24,500	\$9,200	-	\$0	\$0	-
PERSONNEL - OTHER TOTAL	\$5,381	\$24,796	\$9,702	\$250	\$250	\$0	0.00%
Other							
Office Supplies	\$1,996	\$3,487	\$4,884	\$5,500	\$6,000	\$500	9.09%
Postage	\$546	\$3,115	\$1,779	\$3,000	\$2,500	-\$500	-16.66%
Books	\$21	\$49	\$361	\$1,500	\$1,500	\$0	0.00%
Safety Supplies	\$164	-	-	-	\$0	\$0	-
Food Supplies	-	-	-	\$0	\$0	\$0	-
Awards/Trophies	-	-	-	\$0	\$0	\$0	-
Mach/Equip/Furn (NC)	\$370	\$260	\$15,105	-	\$0	\$0	-
Comp Sftwr (Non-cap)	-	\$746	\$538	\$0	\$0	\$0	-
Other Supplies	\$2,886	\$116	\$3,241	\$9,000	\$9,000	\$0	0.00%
Cell Phone Serv Purc	\$1,978	\$2,920	\$3,705	\$5,400	\$5,400	\$0	0.00%
Dues/Subscriptions	\$5,208	\$4,155	\$6,983	\$8,000	\$10,000	\$2,000	25.00%
Printing/Duplicating	\$515	-	\$561	\$750	\$750	\$0	0.00%
Travel	-	\$1,291	\$5,363	\$7,000	\$7,000	\$0	0.00%
Meals	-	\$9	\$847	\$850	\$850	\$0	0.00%
Advertising	\$18,010	\$14,377	\$10,941	\$20,000	\$20,000	\$0	0.00%
Registration Fees	\$5,965	\$5,227	\$7,535	\$15,000	\$15,000	\$0	0.00%
Equipment Rental	\$5,034	\$5,313	\$5,796	-	\$0	\$0	-
Repairs and Maint	-	\$236	-	-	\$0	\$0	-
Education/Training	\$62,288	\$58,462	\$47,125	\$85,000	\$85,000	\$0	0.00%
Software Lic/Maint	-	-	\$142	-	\$0	\$0	-
Freight	\$0	\$24	\$67	-	\$0	\$0	-
Temp Labor	-	-	\$2,828	\$3,000	\$2,000	-\$1,000	-33.33%
Monthly Parking Fees	\$29	\$23	\$235	-	\$0	\$0	-
Lump Sum Apprpr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$105,009	\$99,810	\$118,036	\$164,000	\$165,000	\$1,000	0.60%
Contractual							
Professional Serv	\$31,745	\$3,500	\$945	\$36,000	\$50,000	\$14,000	38.88%
Serv Contracts	\$52,901	-	-	-	\$0	\$0	-
Contracted Serv	-	-	\$4,000	-	\$0	\$0	-
Other Contractual Se	\$45,635	\$109,505	\$130,830	\$164,996	\$164,996	\$0	0.00%
CONTRACTUAL TOTAL	\$130,280	\$113,005	\$135,775	\$200,996	\$214,996	\$14,000	6.96%
Fixed							
Telephone-Int Chg	\$3,700	\$3,700	\$4,386	\$2,823	\$4,375	\$1,552	54.97%
Insurance Int Chgs	\$5,193	\$5,193	\$5,972	\$6,091	\$6,213	\$122	2.00%
Worker's Comp Ins	\$1,093	\$1,093	\$1,562	\$1,593	\$1,466	-\$127	-7.97%
IT Infrastruct Repla	\$1,633	\$1,633	\$2,099	\$4,806	\$8,642	\$3,836	79.81%
FIXED TOTAL	\$11,619	\$11,619	\$14,019	\$15,313	\$20,696	\$5,383	35.15%
EXPENSES BY LINE ITEM TOTAL	\$1,051,771	\$992,437	\$1,439,590	\$1,869,836	\$1,947,478	\$77,642	4.15%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
Organizational Excellence	<ol style="list-style-type: none"> 1. To foster growth and success through active engagement and delivery of responsive services which empower employees within our organization. We support a diverse and inclusive work culture where employees may thrive and achieve their highest potential. 2. To be a forward-thinking HR department that sets the standard for best practices and excellence within our organization. To cultivate a value-driven, positive work environment for our employees to best serve our community. 	<ol style="list-style-type: none"> 1. Attract, engage and retain employees. 2. Provide employee development resources and organizational training(s). 3. Foster sound employee and labor relations, including through the collective bargaining process. 4. Offer a fair/competitive total rewards compensation and benefits package. 5. Effectively communicate HR programs and processes. 6. Provide guidance and clarity on policies and procedures that support the City's organizational goals. 7. Supports the City's diversity, equity, inclusion, belonging, and accessibility initiatives.

EXPLANATION OF CHANGES:

Salaries and Benefits

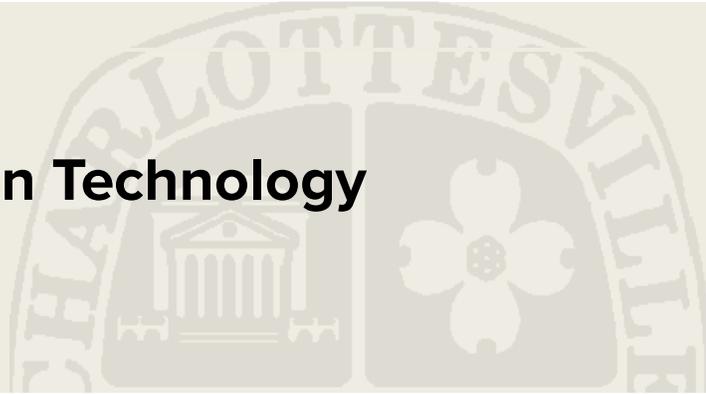
- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.

Other Expenditures

- Increases for professional services related to implementation of the new learning management system.

Department of Information Technology

FISCAL YEAR 2025



OVERVIEW:

IT Operations: The Department of Information Technology (IT) assists all City departments and divisions by centrally supporting the City’s computer and telecommunications systems and providing technical support to City employees. IT is responsible for evaluating, recommending, and purchasing all of the City’s hardware systems and researches, evaluates, recommends, and helps implement software systems purchased by City departments. In addition to assisting with the selection of software systems, the IT Applications Team develops software systems for departments when there is no off-the-shelf system available to meet their needs. This budget is partially offset by revenues generated from user fees that are charged out to Non-General Fund departments and received from outside agencies, such as the Library.

CityLink (SAP): The total budget for CityLink is funded from contributions by the Gas Fund (\$1.0M) and all Non-General Fund departments that utilize City Link (\$200,000). This budget funds the salaries and benefits of two SAP Engineer positions, an operational budget, and capital funds for CityLink server replacement and potential enhancements.

Computer Replacement: This includes funds for the replacements of laptop and desktop computers. This budget is offset by contributions made by each City department into the account.

Infrastructure Fund: This includes funds to maintain the City's IT infrastructure needs, such as network switches, routers, and other Data Center needs.

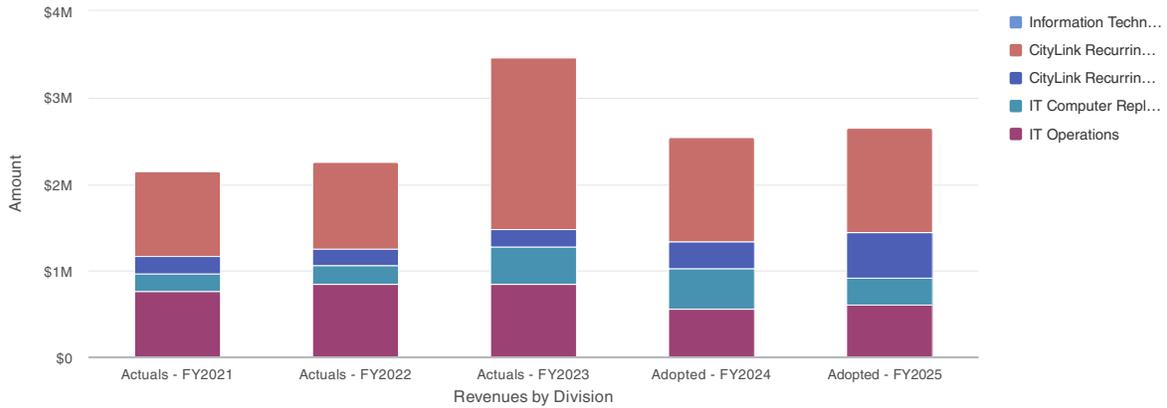
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
CityLink Recurring Budget- Operations	2	2
Information Technology Department	1	1
IT Operations	18	18
ALLOCATED FTE	21	21

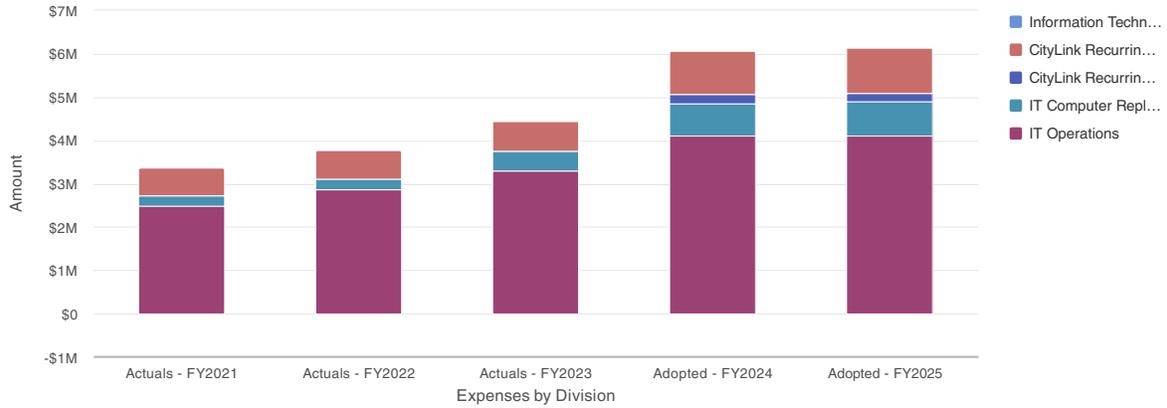
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Information Technology Department	-	-	\$1,428	-	\$0	\$0	-
CityLink Recurring Budget- Operations	\$978,427	\$996,926	\$1,990,095	\$1,198,040	\$1,200,000	\$1,960	0.16%
CityLink Recurring Budget-Infrastructure	\$202,853	\$200,314	\$204,820	\$310,344	\$528,189	\$217,845	70.19%
IT Computer Replacement Pool	\$205,103	\$215,712	\$426,845	\$469,962	\$307,200	-\$162,762	-34.63%
IT Operations	\$767,744	\$842,343	\$845,890	\$560,633	\$610,422	\$49,789	8.88%
REVENUES BY DIVISION TOTAL	\$2,154,127	\$2,255,295	\$3,469,077	\$2,538,979	\$2,645,811	\$106,832	4.20%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Information Technology Department	-\$26,503	-	\$489	\$2,535	\$1,487	-\$1,048	-41.34%
CityLink Recurring Budget- Operations	\$645,784	\$665,944	\$703,596	\$1,020,897	\$1,052,823	\$31,926	3.12%
CityLink Recurring Budget-Infrastructure	-	\$13,561	\$11,312	\$200,314	\$200,314	\$0	0.00%
IT Computer Replacement Pool	\$235,677	\$228,383	\$432,406	\$754,600	\$780,765	\$26,165	3.46%
IT Operations	\$2,478,727	\$2,876,829	\$3,309,233	\$4,101,178	\$4,117,753	\$16,575	0.40%
EXPENSES BY DIVISION TOTAL	\$3,333,684	\$3,784,717	\$4,457,035	\$6,079,525	\$6,153,142	\$73,617	1.21%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$2,478,727	\$2,876,829	\$3,309,233	\$4,101,178	\$4,117,753	\$16,575	0.40%
Non-General Funds	\$854,957	\$907,888	\$1,147,802	\$1,978,346	\$2,035,389	\$57,043	2.88%
EXPENSES BY FUND TOTAL	\$3,333,684	\$3,784,717	\$4,457,035	\$6,079,525	\$6,153,142	\$73,617	1.21%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Misc Fees	-	-	\$400	\$25,362	\$0	-\$25,362	-100.00%
CHARGES FOR SERVICES TOTAL	-	-	\$400	\$25,362	\$0	-\$25,362	-100.00%
Miscellaneous Revenue							
Refund-Prior Yr Exp	-	\$3,450	-	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	-	\$3,450	-	-	\$0	\$0	-
IT Revenue							
IT User Fees-Rev	\$747,247	\$820,893	\$824,095	\$535,925	\$593,070	\$57,145	10.66%
IT GIS User Fees-Rev	\$18,662	\$20,995	\$20,995	\$24,708	\$17,352	-\$7,356	-29.77%
CityLink Oper Fee	\$978,427	\$996,926	\$990,095	\$1,198,040	\$1,200,000	\$1,960	0.16%
CityLink Infrast Fee	\$202,853	\$200,314	\$204,820	\$310,344	\$528,189	\$217,845	70.19%
IT Infrastr User Fee	\$205,103	\$212,262	\$246,289	\$0	\$0	\$0	-
IT REVENUE TOTAL	\$2,152,292	\$2,251,390	\$2,286,294	\$2,069,017	\$2,338,611	\$269,594	13.03%
Warehouse Revenue							
Warehse Outlet Sales	\$1,835	\$455	\$23,383	-	\$0	\$0	-

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
WAREHOUSE REVENUE TOTAL	\$1,835	\$455	\$23,383	-	\$0	\$0	-
Transfers							
Transfer From Other Fund	-	-	\$1,159,000	\$444,600	\$0	-\$444,600	-100.00%
Trn Fr General Fd	-	-	-	-	\$307,200	\$307,200	-
TRANSFERS TOTAL	-	-	\$1,159,000	\$444,600	\$307,200	-\$137,400	-30.90%
REVENUES BY LINE ITEM TOTAL	\$2,154,127	\$2,255,295	\$3,469,077	\$2,538,979	\$2,645,811	\$106,832	4.20%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$1,090,412	\$1,181,131	\$1,519,941	\$1,713,982	\$1,823,079	\$109,097	6.36%
Full Time Sal Accrue	\$225	\$16,658	-\$39,453	-	\$0	\$0	-
PT Salaries	-	-	-	\$0	\$0	\$0	-
COLA Budget	-	-	-	\$12,947	\$14,623	\$1,676	12.94%
Soc Sec - FICA	\$81,711	\$93,481	\$115,532	\$130,371	\$137,997	\$7,626	5.84%
Soc Sec FICA Accrued	\$140	\$1,260	-\$3,008	-	\$0	\$0	-
Retirement Cont DB	\$182,571	\$282,346	\$229,237	\$269,022	\$235,148	-\$33,874	-12.59%
Retirement Cont DC	\$79,925	\$77,583	\$64,386	\$64,631	\$76,670	\$12,039	18.62%
Retirement Cont A DB	\$1,864	-\$1,860	-\$5,432	-	\$0	\$0	-
Retirement Cont A DC	-\$114	\$1	-\$1,377	-	\$0	\$0	-
Life Insurance	\$7,616	\$8,460	\$10,883	\$12,409	\$13,199	\$790	6.36%
Life Ins Accrued	\$38	-\$6	-\$168	-	\$0	\$0	-
Health Care Program	\$113,673	\$117,952	\$173,042	\$190,520	\$214,340	\$23,820	12.50%
Health Care Pr Accru	-\$400	-\$1,534	-\$630	-	\$0	\$0	-
Salary Budget Transfer To/From	-	-	-	-	\$0	\$0	-
PERSONNEL TOTAL	\$1,557,660	\$1,775,472	\$2,062,954	\$2,393,883	\$2,515,056	\$121,173	5.06%
Personnel - Other							
Temp. Salaries	\$13,343	\$43,088	\$41,317	\$2,000	\$0	-\$2,000	-100.00%
Temp Sal Accrued	\$1,534	-\$71	-\$1,020	-	\$0	\$0	-
Overtime	\$30,269	\$22,707	\$10,576	\$27,000	\$0	-\$27,000	-100.00%
Overtime Accrued	-\$568	-\$848	-\$352	-	\$0	\$0	-
Holiday OT	-	\$125	\$115	-	\$0	\$0	-
Other OT	\$316	-	-	-	\$0	\$0	-
Career Dev.	\$577	-	-	-	\$0	\$0	-
Career Dev Accrued	-\$49	-	-	-	\$0	\$0	-
Bonus Pay	\$10,500	\$33,600	\$2,200	\$1,000	\$0	-\$1,000	-100.00%
FICA Temporary Emp	-	-	-	\$153	\$0	-\$153	-100.00%
PERSONNEL - OTHER TOTAL	\$55,922	\$98,600	\$52,837	\$30,153	\$0	-\$30,153	-100.00%
Other							
Office Supplies	\$2,451	\$3,360	\$1,721	\$1,750	\$2,000	\$250	14.28%
Postage	-	\$19	\$102	\$200	\$200	\$0	0.00%
Books	-	\$84	\$232	\$200	\$200	\$0	0.00%
Uniforms/Clothing	-	\$60	\$1,350	\$800	\$1,000	\$200	25.00%
Safety Supplies	-	\$81	-	-	\$0	\$0	-
Food Supplies	-	\$86	\$2,838	\$2,400	\$2,800	\$400	16.66%
Mach/Equip/Furn (NC)	\$115,621	\$75,437	\$290,854	\$978,914	\$1,005,079	\$26,165	2.67%
Comp Sftwr (Non-cap)	\$434,545	\$4,583	\$475,979	\$15,000	\$20,000	\$5,000	33.33%
Other Supplies	-	-	\$18,776	\$1,241	\$1,241	\$0	0.00%
Telephone Serv Purch	\$33,617	\$36,829	\$0	\$42,000	\$44,100	\$2,100	5.00%
Cell Phone Serv Purc	\$11,111	\$9,155	\$7,861	\$11,100	\$11,100	\$0	0.00%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Dues/Subscriptions	–	\$2,225	\$2,025	\$2,287	\$2,287	\$0	0.00%
Telephone-Long Dist	\$55,297	\$58,481	\$36	\$0	\$0	\$0	–
Printing/Duplicating	\$12,240	-\$12,240	–	–	\$0	\$0	–
Travel	–	\$143	\$6,472	\$10,000	\$16,500	\$6,500	65.00%
Local Travel	–	\$76	–	–	\$0	\$0	–
Travel Lodging	–	–	\$2,054	–	\$6,500	\$6,500	–
Travel Transport	–	–	\$119	–	\$0	\$0	–
Meals	–	\$53	\$172	–	\$1,500	\$1,500	–
Advertising	\$1,218	–	\$111	\$500	\$500	\$0	0.00%
Registration Fees	\$1,904	–	–	\$0	\$0	\$0	–
Equipment Rental	\$2,269	\$2,431	\$2,592	\$2,797	\$2,664	-\$133	-4.75%
Repairs and Maint	–	\$33,931	\$556	\$5,500	\$5,500	\$0	0.00%
Maintenance Fees	–	\$4,225	–	–	\$0	\$0	–
Education/Training	\$3,250	\$19,838	\$21,313	\$40,000	\$57,000	\$17,000	42.50%
Software Lic/Maint	\$704,224	\$1,277,068	\$975,712	\$1,394,406	\$1,622,131	\$227,725	16.33%
Freight	\$364	–	–	–	\$0	\$0	–
Monthly Parking Fees	\$32	–	–	–	\$0	\$0	–
Late Fee	–	–	–	\$0	\$0	\$0	–
Acq Com Itm-F/E (MA)	\$0	–	–	–	–	\$0	–
Acq Com Itm-Comp Sof	\$50,322	–	–	–	\$0	\$0	–
Acq Com Itm-Comp Har	–	–	\$101,712	–	–	\$0	–
Trn to IT Fd	–	–	–	\$349,841	\$75,000	-\$274,841	-78.56%
Lump Sum Appror	–	–	–	–	\$0	\$0	–
OTHER TOTAL	\$1,428,465	\$1,515,925	\$1,912,585	\$2,858,936	\$2,877,302	\$18,366	0.64%
Contractual							
Professional Serv	\$3,716	\$15,317	-\$302	\$147,703	\$147,703	\$0	0.00%
Serv Contracts	\$147,543	\$167,005	\$258,629	\$455,076	\$413,057	-\$42,019	-9.23%
Constr Contracts	–	–	–	–	\$0	\$0	–
Contracted Serv	\$105,928	\$176,375	\$131,743	\$124,000	\$123,632	-\$368	-0.29%
Consulting Services	–	–	–	\$10,000	\$10,000	\$0	0.00%
Other Contractual Se	\$220	\$2,100	\$190	\$5,000	\$3,000	-\$2,000	-40.00%
CONTRACTUAL TOTAL	\$257,407	\$360,797	\$390,259	\$741,779	\$697,392	-\$44,387	-5.98%
Fixed							
Telephone-Int Chg	\$6,344	\$6,344	\$7,520	\$7,339	\$7,556	\$217	2.95%
Insurance Int Chgs	\$20,394	\$20,394	\$23,452	\$23,922	\$24,399	\$477	1.99%
Worker's Comp Ins	\$1,930	\$1,930	\$2,763	\$5,313	\$2,174	-\$3,139	-59.08%
IT Comp Replacemt	–	–	–	\$1,102	\$321	-\$781	-70.87%
IT Infrastruct Repla	\$5,563	\$5,254	\$4,665	\$15,449	\$27,077	\$11,628	75.26%
IT User/Support Fee	–	–	–	\$1,649	\$1,865	\$216	13.09%
FIXED TOTAL	\$34,231	\$33,922	\$38,400	\$54,774	\$63,392	\$8,618	15.73%
EXPENSES BY LINE ITEM TOTAL	\$3,333,684	\$3,784,717	\$4,457,035	\$6,079,525	\$6,153,142	\$73,617	1.21%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
Organizational Excellence	<ol style="list-style-type: none">1. To provide quality helpdesk support services.2. To enhance cyber safety across citywide technology.3. To encourage technological innovation.	<ol style="list-style-type: none">1. Provide Helpdesk support for employees' technological problems.2. Work in teams to solve complex problems.3. Create and share innovative methods and solutions.
		Click here to see IT Values.

EXPLANATION OF CHANGES:

Salaries & Benefits

- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.

Other Expenditures

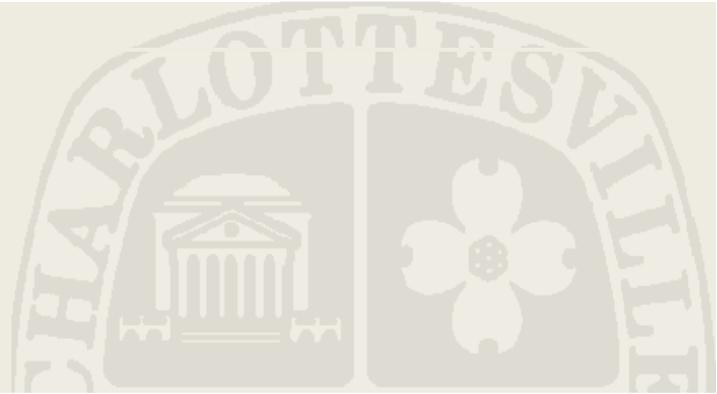
- Contractual increases for contractual services and software licenses including \$136,000 for cybersecurity software. Temporary decrease of funds budgeted for computer replacement.

Financial Services



Finance Department

FISCAL YEAR 2025



OVERVIEW:

Administration: The administrative office of the Finance Department provides comprehensive financial management, accounting, and reporting services, pays all City employees and City bills, manages the City's credit card program, and prepares several specialized technical reports. These reports include the annual utility rate study, official statements and prospectuses for bond issues, administers the City's credit card programs, the City's annual financial reports, the State mandated comparative cost report transmittal forms, and a variety of grant reports. The office has consistently received the Government Finance Officers Association Certificate of Excellence in Financial Reporting and recently received its first award for its Popular Annual Financial Report.

City Assessor: The City Assessor's Office is responsible for assessing over 15,000 parcels in the City annually, maintains assessments for tax purposes at fair market value. The office is also responsible for the Tax Abatement and Supplemental Assessment Programs.

Procurement: Procurement has the overall responsibility for the City's purchasing system and develops procedures to ensure that procurements are conducted fairly and impartially. All procurements must be compliant with state, local and other applicable laws. Procurement also provides procurement training which is available to all City staff with procurement responsibilities, is responsible for the disposition of all City surplus property, and manages the City's Minority Business/Supplier Diversity and federal Disadvantaged Business Enterprise programs.

Risk Management: Risk Management coordinates overall risk management services for the City. This includes managing the City's property and liability insurance coverages and coordinating centralized safety services and training.

Utility Billing Office: The Utility Billing Office (UBO) maintains and bills over \$44 million in utility accounts each year for gas, water, and sewer services, sending over 26,000 invoices monthly. They also handle requests to stop/start services, answer customer inquiries, create and monitor payment arrangements, disconnect/reconnect delinquent customers, and handle all billing maintenance entries necessary to send accurate and timely bills. The office handles over 37,000 customer inquiries annually. UBO also administers the Gas Assistance Program, manages water and wastewater assistance programs, and administers rebate programs for toilets, water heaters, thermostats, and rain barrels.

Warehouse: The Warehouse operates the Central Warehouse, which includes a central shipping and receiving point for City agencies, disposition of surplus property for the City and library, short term storage for City departments, and inventory management that includes material requirements planning and purchasing of inventory stocked in the central warehouse. The Warehouse also provides SAP and inventory management support for other warehouse locations, such as Charlottesville Area Transit and Fleet.

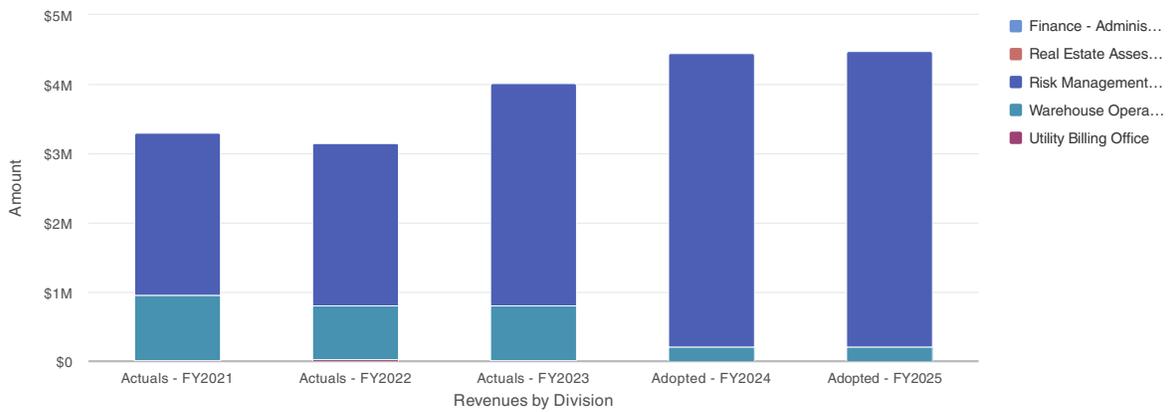
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Finance - Administration	12	12
Purchasing	5	5
Real Estate Assessor	8	8
Risk Management Operations	2	2
Utility Billing Office	13	13
Warehouse Operations	2	2
ALLOCATED FTE	42	42

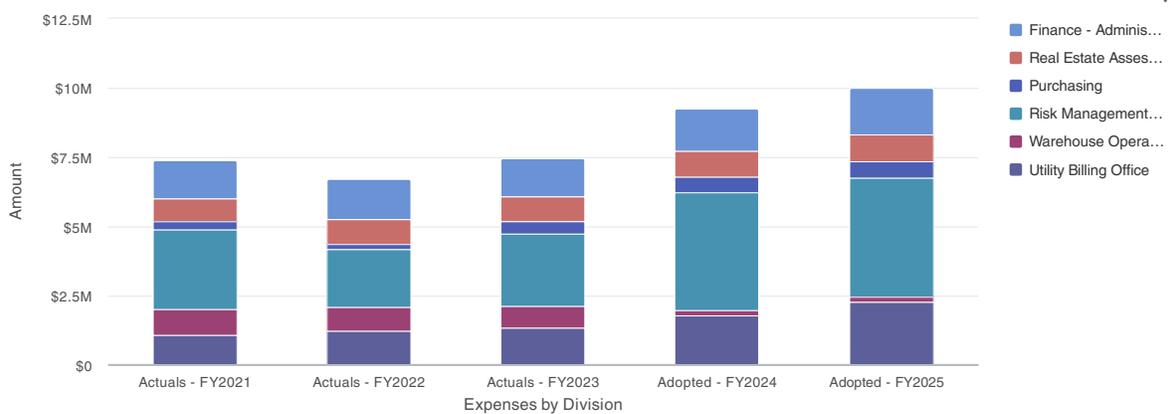
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Finance - Administration	-	-	\$0	-	\$0	\$0	-
Real Estate Assessor	\$750	\$400	\$200	-	\$0	\$0	-
Risk Management Operations	\$2,345,118	\$2,332,809	\$3,209,390	\$4,240,188	\$4,268,876	\$28,688	0.67%
Warehouse Operations	\$933,790	\$786,591	\$790,599	\$201,779	\$201,701	-\$78	-0.03%
Utility Billing Office	\$20,167	\$24,366	\$9,685	-	\$0	\$0	-
REVENUES BY DIVISION TOTAL	\$3,299,825	\$3,144,167	\$4,009,874	\$4,441,967	\$4,470,577	\$28,610	0.64%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Finance - Administration	\$1,386,425	\$1,454,721	\$1,401,260	\$1,534,576	\$1,684,281	\$149,705	9.75%
Real Estate Assessor	\$837,263	\$882,810	\$887,379	\$925,307	\$971,372	\$46,065	4.97%
Purchasing	\$302,741	\$189,013	\$441,896	\$563,100	\$619,932	\$56,832	10.09%
Risk Management Operations	\$2,847,071	\$2,099,357	\$2,596,546	\$4,240,188	\$4,268,876	\$28,688	0.67%
Warehouse Operations	\$933,536	\$830,525	\$817,815	\$201,779	\$195,278	-\$6,501	-3.22%
Utility Billing Office	\$1,096,071	\$1,247,982	\$1,326,856	\$1,790,313	\$2,277,086	\$486,773	27.18%
EXPENSES BY DIVISION TOTAL	\$7,403,106	\$6,704,409	\$7,471,752	\$9,255,261	\$10,016,824	\$761,563	8.22%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$2,526,429	\$2,526,545	\$2,730,536	\$3,022,982	\$3,275,585	\$252,603	8.35%
Non-General Funds	\$4,876,677	\$4,177,864	\$4,741,216	\$6,232,279	\$6,741,240	\$508,960	8.16%
EXPENSES BY FUND TOTAL	\$7,403,106	\$6,704,409	\$7,471,752	\$9,255,261	\$10,016,824	\$761,563	8.22%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Taxes							
Sales Tax (Collected)	-	-	\$11	-	\$0	\$0	-
TAXES TOTAL	-	-	\$11	-	\$0	\$0	-
Charges for Services							
Training Fees	-	-	-	-	\$0	\$0	-
Other Fees	\$2,263,329	\$2,313,895	\$3,109,860	\$4,140,188	\$4,148,876	\$8,688	0.20%
CHARGES FOR SERVICES TOTAL	\$2,263,329	\$2,313,895	\$3,109,860	\$4,140,188	\$4,148,876	\$8,688	0.20%
Intergovernmental Revenue							
St/Fed Pass Thu Cap	-	\$0	-	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	-	\$0	-	-	\$0	\$0	-
Miscellaneous Revenue							
Legal Settlements	-	-	\$0	-	\$0	\$0	-
Tax Abate Applic	\$750	\$400	\$200	-	\$0	\$0	-
Restitution	-	-	\$0	-	\$0	\$0	-
Interest	\$21,885	\$14,624	\$98,973	\$60,000	\$80,000	\$20,000	33.33%
Contributions	\$20,167	\$24,366	\$9,685	-	\$0	\$0	-
Refund-Prior Yr Exp	\$540	\$540	\$540	-	\$0	\$0	-
Ins Recovery	\$59,364	\$3,750	\$0	\$40,000	\$40,000	\$0	0.00%
MISCELLANEOUS REVENUE TOTAL	\$102,706	\$43,680	\$109,398	\$100,000	\$120,000	\$20,000	20.00%
Parking							
Parking Validation	-	-	\$17	-	\$0	\$0	-
PARKING TOTAL	-	-	\$17	-	\$0	\$0	-
Warehouse Revenue							
Warehouse Inv Iss	\$933,790	\$786,486	\$788,556	\$181,779	\$201,701	\$19,922	10.95%
Warehse Outlet Sales	\$0	\$105	\$2,032	\$20,000	\$0	-\$20,000	-100.00%
WAREHOUSE REVENUE TOTAL	\$933,790	\$786,591	\$790,588	\$201,779	\$201,701	-\$78	-0.03%
Transfers	-	\$0	\$0	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	\$3,299,825	\$3,144,167	\$4,009,874	\$4,441,967	\$4,470,577	\$28,610	0.64%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$2,292,401	\$2,498,152	\$2,577,139	\$2,853,115	\$3,012,547	\$159,432	5.58%
Full Time Sal Accrue	\$13,745	\$12,999	-\$84,173	-	\$0	\$0	-
PT Salaries	-	-	-	\$0	\$0	\$0	-
COLA Budget	-	-	-	\$79,790	\$82,219	\$2,429	3.04%
Soc Sec - FICA	\$168,386	\$136,784	\$189,539	\$216,122	\$227,515	\$11,393	5.27%
Soc Sec FICA Accrued	\$1,150	\$1,130	-\$6,349	-	\$0	\$0	-
Retirement Cont DB	\$488,271	\$464,133	\$548,209	\$520,427	\$478,653	-\$41,774	-8.02%
Retirement Cont DC	\$109,598	\$118,425	\$126,020	\$134,862	\$171,169	\$36,307	26.92%
Retirement Cont A DB	-\$739	\$1,369	-\$14,112	-	\$0	\$0	-

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Retirement Cont A DC	\$528	\$188	-\$2,725	-	\$0	\$0	-
Life Insurance	\$15,974	\$18,001	\$18,466	\$20,657	\$21,811	\$1,154	5.58%
Life Ins Accrued	\$152	\$90	-\$596	-	\$0	\$0	-
Health Care Program	\$337,415	\$331,849	\$352,993	\$400,092	\$450,114	\$50,022	12.50%
Health Care Pr Accru	\$1,326	-\$139	-\$10,522	-	\$0	\$0	-
Salary Budget Transfer To/From	-	-	-	-	\$0	\$0	-
PERSONNEL TOTAL	\$3,428,207	\$3,582,980	\$3,693,889	\$4,225,065	\$4,444,028	\$218,963	5.18%
Personnel - Other							
Temp. Salaries	-	\$3,000	-	\$0	\$0	\$0	-
Overtime	\$8,709	\$14,773	\$15,706	\$0	\$0	\$0	-
Overtime Accrued	\$1,236	-\$378	-\$86	-	\$0	\$0	-
Holiday OT	\$1,266	\$2,192	\$2,224	\$0	\$0	\$0	-
Holiday OT Accrued	-	\$194	-\$194	-	\$0	\$0	-
Other OT	\$652	-	\$1,432	-	\$0	\$0	-
Bonus Pay	\$28,500	\$125,250	\$10,915	-	\$0	\$0	-
Employee Assist	-	-\$385	-	-	\$0	\$0	-
Medical claims	-	-	-	-	\$0	\$0	-
PERSONNEL - OTHER TOTAL	\$40,363	\$144,646	\$29,996	\$0	\$0	\$0	-
Other							
Gasoline/Diesel Emergency Purchases	-	-	\$94	-	\$0	\$0	-
Office Supplies	\$11,672	\$7,987	\$10,724	\$26,900	\$21,500	-\$5,400	-20.07%
Preprinted Forms	-	\$915	-	-	\$0	\$0	-
Postage	\$146,643	\$134,846	\$164,537	\$49,775	\$166,625	\$116,850	234.75%
Books	\$50	-	\$520	\$200	\$200	\$0	0.00%
Cleaning Supplies	\$11	\$32	\$99	\$50	\$0	-\$50	-100.00%
Uniforms/Clothing	\$240	\$7	\$451	\$675	\$375	-\$300	-44.44%
Safety Supplies	\$1,647	\$1,024	\$3,068	\$21,100	\$21,000	-\$100	-0.47%
Maint Supplies	\$5,686	\$6,040	\$510	\$300	\$0	-\$300	-100.00%
Small Hand Tools	-	\$72	-	-	\$0	\$0	-
Food Supplies	-	-	\$111	\$600	\$600	\$0	0.00%
Recr Supplies	-	-	\$270	-	\$0	\$0	-
Fuel	-	-	\$0	-	\$0	\$0	-
Chemicals	\$7	-	-	\$0	\$0	\$0	-
Library Supplies	\$308	-	\$459	-	\$0	\$0	-
Mach/Equip/Furn (NC)	\$4,278	\$10,058	\$20,214	\$6,500	\$8,000	\$1,500	23.07%
Comp Sftwr (Non-cap)	\$339	\$349	\$1,388	\$1,650	\$1,760	\$110	6.66%
Other Supplies	\$1,123	\$562	\$458	\$2,500	\$2,500	\$0	0.00%
Mdse Purch	\$70	-	-	-	\$0	\$0	-
Telephone Serv Purch	\$944	\$861	\$2,713	\$625	\$1,091	\$466	74.56%
Cell Phone Serv Purc	\$6,125	\$9,516	\$10,484	\$12,547	\$13,647	\$1,100	8.76%
Other Purch-Resale	\$789,706	\$645,637	\$653,312	-	\$0	\$0	-
Dues/Subscriptions	\$4,878	\$7,373	\$7,578	\$24,957	\$24,102	-\$855	-3.42%
Telephone-Long Dist	\$715	\$49	-	-	\$0	\$0	-
Utilities	\$10,255	\$13,939	\$14,171	\$20,000	\$0	-\$20,000	-100.00%
Printing/Duplicating	\$6,305	\$9,549	\$5,168	\$14,275	\$17,775	\$3,500	24.51%
Legal Fees	\$7,642	\$113,177	\$68,943	\$150,000	\$200,000	\$50,000	33.33%
Travel	-	\$8,965	\$11,167	\$31,225	\$22,600	-\$8,625	-27.62%
Local Travel	\$6,816	\$6,031	\$6,131	\$7,300	\$7,300	\$0	0.00%
Travel Lodging	-	\$1,529	\$1,634	-	\$3,000	\$3,000	-
Meals	-	\$734	\$492	\$1,275	\$3,400	\$2,125	166.66%
Advertising	\$632	\$288	\$2,817	\$4,200	\$4,035	-\$165	-3.92%
Insurance Premiums	\$1,399,240	\$1,637,918	\$1,792,523	\$2,128,153	\$2,074,973	-\$53,180	-2.49%
Registration Fees	-	\$1,610	\$4,923	\$6,150	\$6,250	\$100	1.62%
Equipment Rental	\$6,838	\$8,666	\$8,142	\$17,177	\$13,065	-\$4,112	-23.93%
Repairs and Maint	\$1,048	-	\$0	\$400	\$400	\$0	0.00%
Outside Maint-Parts	-	\$368	\$427	-	\$0	\$0	-
Education/Training	\$7,045	\$5,708	\$7,476	\$30,518	\$32,236	\$1,718	5.62%
Training M Fees	\$550	\$385	-	-	\$0	\$0	-
Internet Access Fee	\$0	-	-	-	\$0	\$0	-

	ACTUALS			ADOPTED		\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Software Lic/Maint	\$36,181	\$25,641	\$12,927	\$42,100	\$99,860	\$57,760	137.19%
Collection Fees	\$1,086	\$876	\$969	\$2,000	\$2,000	\$0	0.00%
Comp svc-non IT	–	–	\$16,048	\$19,771	\$25,949	\$6,178	31.24%
Freight	\$1,550	\$1,878	\$1,696	\$1,716	\$0	-\$1,716	-100.00%
Credit Card Fees	\$189,734	\$369,139	\$464,956	\$203,000	\$516,000	\$313,000	154.18%
Monthly Parking Fees	\$171	–	\$18	\$0	\$0	\$0	–
Investment Advisors	–	–	\$0	–	\$0	\$0	–
Other Contributions	\$15,144	\$17,957	\$16,392	\$10,000	\$10,000	\$0	0.00%
Workers Comp Claims	\$1,058,304	-\$170,640	\$365,619	\$1,450,000	\$1,450,000	\$0	0.00%
Toilet Rebate	\$12,487	\$8,282	\$5,388	\$10,000	\$10,000	\$0	0.00%
Gas Incentives	\$16,618	\$13,676	\$10,102	\$10,000	\$10,000	\$0	0.00%
Customer Assistance	\$9,861	\$6,040	\$7,086	\$20,000	\$0	-\$20,000	-100.00%
Late Fee	\$15	–	\$69	–	\$0	\$0	–
Penalty/Fines	–	–	–	\$1,000	\$1,000	\$0	0.00%
Refund Pension Cont	–	\$6,780	–	–	\$0	\$0	–
City EE Parking Sub	–	–	\$113	–	\$0	\$0	–
Acq Com Itm-Veh (MA)	\$23,983	–	–	\$0	\$0	\$0	–
Acq Com Itm-Eqpt (MA)	\$0	–	–	–	\$0	\$0	–
Acq Com Itm-Comp Sof	\$0	–	–	–	–	\$0	–
Allocated Charges	-\$520,981	-\$601,013	-\$643,755	–	\$0	\$0	–
Lump Sum Apprpr	–	–	–	–	\$0	\$0	–
OTHER TOTAL	\$3,264,963	\$2,312,811	\$3,058,631	\$4,328,639	\$4,771,243	\$442,604	10.22%
Contractual							
Professional Serv	\$492,148	\$492,807	\$477,929	\$343,663	\$395,115	\$51,452	14.97%
Serv Contracts	\$31,991	\$26,642	\$34,323	\$31,625	\$67,625	\$36,000	113.83%
Contracted Serv	\$2,700	\$154	\$330	–	\$0	\$0	–
Int Contract Svc	–	–	–	\$0	\$0	\$0	–
Other Contractual Se	\$23,239	\$28,201	\$22,827	\$217,472	\$213,993	-\$3,479	-1.59%
CONTRACTUAL TOTAL	\$550,078	\$547,803	\$535,409	\$592,760	\$676,733	\$83,973	14.16%
Fixed							
Telephone-Int Chg	\$13,111	\$12,930	\$15,352	\$12,985	\$14,763	\$1,778	13.69%
Insurance Int Chgs	\$25,666	\$25,666	\$60,089	\$30,106	\$30,708	\$602	1.99%
Worker's Comp Ins	\$2,682	\$2,682	\$3,775	\$3,911	\$4,125	\$214	5.47%
IT Comp Replacemt	–	–	–	\$8,815	\$5,138	-\$3,677	-41.71%
IT Infrastruct Repla	\$10,146	\$10,146	\$9,796	\$14,418	\$23,620	\$9,202	63.82%
Veh Oper-Repair/Mnt	\$3,666	\$383	\$138	\$1,316	\$1,316	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$192	\$330	\$491	\$1,050	\$1,082	\$32	3.04%
IT User/Support Fee	\$51,551	\$51,551	\$51,551	\$23,086	\$29,840	\$6,754	29.25%
HVAC Charges	\$5,121	\$5,121	\$5,275	\$5,750	\$6,268	\$518	9.00%
Tm to CityLink	\$7,360	\$7,360	\$7,360	\$7,360	\$7,960	\$600	8.15%
FIXED TOTAL	\$119,495	\$116,168	\$153,826	\$108,797	\$124,820	\$16,023	14.72%
EXPENSES BY LINE ITEM TOTAL	\$7,403,106	\$6,704,409	\$7,471,752	\$9,255,261	\$10,016,824	\$761,563	8.22%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
<ul style="list-style-type: none"> Organizational Excellence Economic Prosperity 	<ol style="list-style-type: none"> Financially Accurate Records Collection and Management Inventory Management Risk Management 	<ol style="list-style-type: none"> Real estate assessment data collection. Operate a central shipping and distribution warehouse. Informs and communicates risk management practices and trainings to city employees.

PERFORMANCE MEASURES:

Performance Measures: Finance								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Economic Prosperity	Ratio of debt to General Fund expenditures (percentage)	FY	6.36%	5.66%	6.07%	6.00%	6.00%	7.70%
	Real estate assessment to sales ratio (percentage)	FY	89.17%	93.75%	93.02%	86.23%	N/A	87.29%
	Real estate assessment price related differential (percentage)	FY	1.02%	1.01%	1.01%	0.98%	N/A	1.06%
	Real estate coefficient of dispersion (percentage)	FY	12.02%	10.05%	8.78%	9.76%	N/A	9.31%

EXPLANATION OF CHANGES:

Salaries & Benefits

- 4% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.

Other Expenditures

- Contractual increases for software licensing in Procurement for OpenGov procurement software previously funded by one-time dollars. Postage and credit card fee increases for Utility Billing to better align with actual expenditures.

City Treasurer

FISCAL YEAR 2025



OVERVIEW:

The City Treasurer is an elected constitutional officer and, as such, is directly accountable to the citizens of Charlottesville. The Treasurer's Office prepares, mails and collects all tax bills for real and personal property located in the City of Charlottesville. The office also aggressively pursues the collection of all delinquent taxes owed to the City. Additional revenues collected under the direct supervision of the Treasurer include:

- Business licenses
- Cigarette taxes
- Gas, water, and sewer consumption-based fees
- Meals and lodging taxes
- Parking ticket fines
- PPTRA revenue
- Receipts of State collected revenues and taxes
- Trash stickers and annual trash decals
- Vehicle license fees
- Zone parking permits
- Other various City fees and permits

The City Treasurer's Office is also charged with the design of effective cash management and investment program for the City and all of its agencies and acts as fiscal agent for the Charlottesville City Schools and the Charlottesville Albemarle Technical Education Center. Among other activities, these duties include:

- Managing the investment policy for the city.
- Arranging for banking services.
- Forecasting all cash receipts and expenditures.
- Investing funds not needed to meet current expenditures.
- Working with external brokers and the banking community.
- Reporting all investment activities.

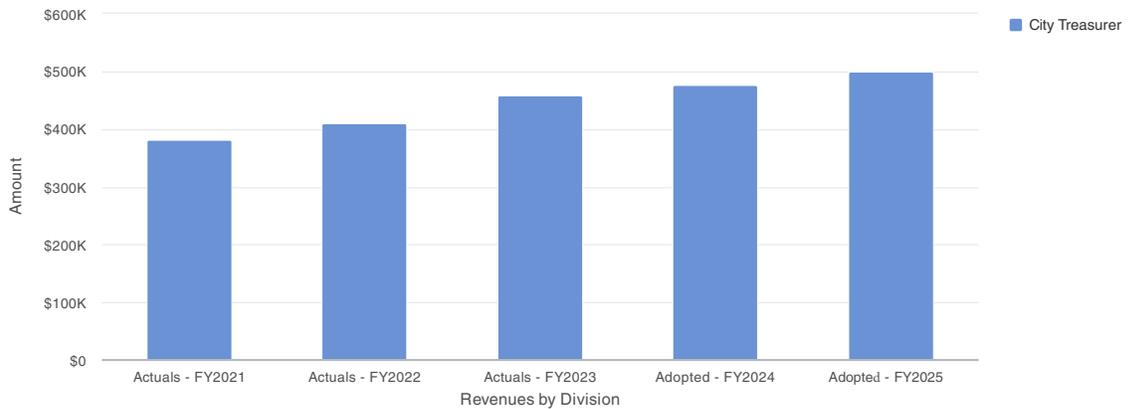
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
City Treasurer	15	15
ALLOCATED FTE	15	15

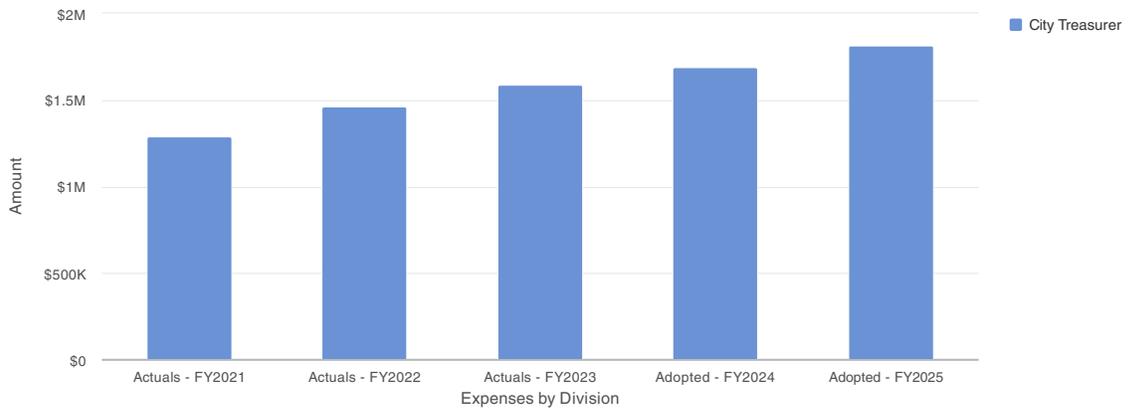
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
City Treasurer	\$381,275	\$410,374	\$458,019	\$475,570	\$499,081	\$23,511	4.94%
REVENUES BY DIVISION TOTAL	\$381,275	\$410,374	\$458,019	\$475,570	\$499,081	\$23,511	4.94%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
City Treasurer	\$1,290,707	\$1,461,016	\$1,586,640	\$1,688,697	\$1,812,989	\$124,292	7.36%
EXPENSES BY DIVISION TOTAL	\$1,290,707	\$1,461,016	\$1,586,640	\$1,688,697	\$1,812,989	\$124,292	7.36%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$1,290,707	\$1,461,016	\$1,586,640	\$1,688,697	\$1,812,989	\$124,292	7.36%
EXPENSES BY FUND TOTAL	\$1,290,707	\$1,461,016	\$1,586,640	\$1,688,697	\$1,812,989	\$124,292	7.36%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
DMV Select Comm	\$39,242	\$22,518	\$22,158	\$30,000	\$20,000	-\$10,000	-33.33%
Misc Fees	\$177,266	\$180,528	\$196,327	\$207,595	\$217,306	\$9,711	4.67%
Other Fees	–	\$0	–	–	\$0	\$0	–
CHARGES FOR SERVICES TOTAL	\$216,508	\$203,046	\$218,485	\$237,595	\$237,306	-\$289	-0.12%
Intergovernmental Revenue							
Reimb/Constit Office	\$162,830	\$203,160	\$226,216	\$228,675	\$252,775	\$24,100	10.53%
INTERGOVERNMENTAL REVENUE TOTAL	\$162,830	\$203,160	\$226,216	\$228,675	\$252,775	\$24,100	10.53%
Miscellaneous Revenue							
Returned Cks	\$25	\$25	–	\$300	\$0	-\$300	-100.00%
Passport Execution F	–	–	\$5,950	\$6,000	\$6,000	\$0	0.00%
Bankruptcy Claims	–	\$372	–	–	\$0	\$0	–
Refund-Prior Yr Exp	–	\$960	–	–	\$0	\$0	–
Other Misc Rev	\$1,913	\$2,811	\$7,358	\$3,000	\$3,000	\$0	0.00%
MISCELLANEOUS REVENUE TOTAL	\$1,938	\$4,168	\$13,308	\$9,300	\$9,000	-\$300	-3.22%
Warehouse Revenue	–	–	\$9	–	\$0	\$0	–
REVENUES BY LINE ITEM TOTAL	\$381,275	\$410,374	\$458,019	\$475,570	\$499,081	\$23,511	4.94%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$680,717	\$742,590	\$902,627	\$928,637	\$980,221	\$51,584	5.55%
Full Time Sal Accrue	\$2,760	\$8,373	-\$26,199	–	\$0	\$0	–
PT Salaries	–	–	–	\$0	\$0	\$0	–
COLA Budget	–	–	–	\$0	\$0	\$0	–
Soc Sec - FICA	\$49,397	\$58,740	\$66,545	\$71,041	\$74,987	\$3,946	5.55%
Soc Sec FICA Accrued	\$300	\$580	-\$1,941	–	\$0	\$0	–
Retirement Cont DB	\$129,746	\$123,818	\$150,565	\$159,793	\$146,548	-\$13,245	-8.28%
Retirement Cont DC	\$51,750	\$53,345	\$64,849	\$68,619	\$88,135	\$19,516	28.44%
Retirement Cont A DB	\$151	\$390	-\$4,112	–	\$0	\$0	–
Retirement Cont A DC	\$47	\$370	-\$1,172	–	\$0	\$0	–
Life Insurance	\$4,810	\$5,385	\$6,700	\$6,723	\$7,097	\$374	5.55%
Life Ins Accrued	\$34	\$60	-\$181	–	\$0	\$0	–
Health Care Program	\$117,938	\$123,172	\$131,309	\$142,890	\$160,755	\$17,865	12.50%
Health Care Pr Accru	\$454	\$942	-\$4,301	–	\$0	\$0	–
Salary Budget Transfer To/From	–	–	–	–	\$0	\$0	–
PERSONNEL TOTAL	\$1,038,106	\$1,117,767	\$1,284,689	\$1,377,703	\$1,457,743	\$80,040	5.80%
Personnel - Other							
Overtime	\$12,248	\$11,962	\$16,600	\$0	\$19,000	\$19,000	–
Overtime Accrued	\$1,260	-\$1,579	-\$181	–	\$0	\$0	–
Holiday OT	–	\$148	\$440	–	\$0	\$0	–

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Other OT	–	\$905	\$2,491	–	\$0	\$0	–
Bonus Pay	\$9,750	\$51,600	\$3,100	–	\$3,500	\$3,500	–
PERSONNEL - OTHER TOTAL	\$23,258	\$63,037	\$22,449	\$0	\$22,500	\$22,500	–
Other							
Office Supplies	\$10,990	\$19,380	\$13,250	\$14,800	\$14,800	\$0	0.00%
Postage	\$55,822	\$72,384	\$71,555	\$72,301	\$83,391	\$11,090	15.33%
Books	–	\$25	–	\$500	\$250	-\$250	-50.00%
Safety Supplies	\$762	\$914	–	–	\$0	\$0	–
Maint Supplies	\$70	\$134	–	–	\$0	\$0	–
Mach/Equip/Furn (NC)	\$3,631	\$2,165	\$4,878	\$2,000	\$3,000	\$1,000	50.00%
Comp Sftwr (Non-cap)	\$475	\$1,642	\$1,287	\$490	\$490	\$0	0.00%
Other Supplies	\$891	\$1,798	\$138	\$2,500	\$2,040	-\$460	-18.40%
Telephone Serv Purch	–	–	\$2,730	–	\$0	\$0	–
Cell Phone Serv Purc	\$1,771	\$1,440	\$1,721	\$2,000	\$2,000	\$0	0.00%
Dues/Subscriptions	\$2,081	\$2,216	\$3,470	\$2,651	\$2,651	\$0	0.00%
Printing/Duplicating	\$36,714	\$38,696	\$38,142	\$37,434	\$37,434	\$0	0.00%
Travel	\$34	\$3,779	\$3,393	\$7,500	\$7,500	\$0	0.00%
Meals	\$711	\$913	\$371	\$600	\$600	\$0	0.00%
Advertising	\$937	\$915	\$1,678	\$2,250	\$1,125	-\$1,125	-50.00%
Registration Fees	\$55	\$625	\$355	–	\$0	\$0	–
Equipment Rental	\$4,487	\$4,324	\$4,352	\$5,300	\$4,100	-\$1,200	-22.64%
Repairs and Maint	–	\$322	–	\$1,500	\$1,500	\$0	0.00%
Education/Training	\$3,222	\$2,198	\$2,099	\$9,000	\$9,000	\$0	0.00%
Software Lic/Maint	–	–	–	–	\$350	\$350	–
Freight	–	\$15	–	–	\$0	\$0	–
Temp Labor	\$148	–	–	–	\$0	\$0	–
Credit Card Fees	\$13,708	\$22,235	\$32,744	\$35,000	\$39,000	\$4,000	11.42%
Monthly Parking Fees	\$120	\$81	\$131	\$250	\$250	\$0	0.00%
Investment Advisors	–	–	\$0	–	\$0	\$0	–
Lump Sum Appror	–	–	–	–	\$0	\$0	–
OTHER TOTAL	\$136,629	\$176,202	\$182,294	\$196,076	\$209,481	\$13,405	6.83%
Contractual							
Serv Contracts	\$13,581	\$16,269	\$18,140	\$23,852	\$24,362	\$510	2.13%
Contracted Serv	–	\$1,537	–	–	\$0	\$0	–
Other Contractual Se	\$61,158	\$67,837	\$63,080	\$71,380	\$74,725	\$3,345	4.68%
CONTRACTUAL TOTAL	\$74,739	\$85,642	\$81,219	\$95,232	\$99,087	\$3,855	4.04%
Fixed							
Telephone-Int Chg	\$3,964	\$4,357	\$4,699	\$4,798	\$6,761	\$1,963	40.91%
Insurance Int Chgs	\$5,695	\$5,695	\$6,549	\$6,860	\$6,814	-\$46	-0.67%
Worker's Comp Ins	\$1,032	\$1,032	\$1,475	\$1,505	\$1,385	-\$120	-7.97%
IT Infrastruct Repla	\$7,284	\$7,284	\$3,265	\$6,523	\$9,218	\$2,695	41.31%
FIXED TOTAL	\$17,975	\$18,368	\$15,988	\$19,686	\$24,178	\$4,492	22.81%
EXPENSES BY LINE ITEM TOTAL	\$1,290,707	\$1,461,016	\$1,586,640	\$1,688,697	\$1,812,989	\$124,292	7.36%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
<ul style="list-style-type: none"> Organizational Excellence Economic Prosperity 	<ol style="list-style-type: none"> Financial Accuracy Investment Management City Cash Management 	<ol style="list-style-type: none"> Accurately process City transactions. Prompt and knowledgeable customer service from Treasurer staff. Comply with City investment policies.

PERFORMANCE MEASURES:

Performance Measures: City Treasurer								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Economic Prosperity	Real estate and personal property collection rate	FY	98.50%	98.40%	97.80%	98.00%	97.80%	98.16%
Organizational Excellence	Number of Treasurer's office employees holding statewide certification	FY	10	11	10	10	12	13
	Percentage of City investments in compliance with investment policy	FY	100%	100%	100%	100%	100%	100%
	Percentage of transactions accurately processed	FY	99.81%	99.80%	98.85%	99.81%	99.80%	99.80%
	Percentage of incoming phone calls answered within 30 seconds	FY	93.25%	87.40%	91.40%	90.70%	94.46%	94.78%
	Parking ticket collection rate	FY	1.1	1.14	1.21	1.01	1.093	1.088

EXPLANATION OF CHANGES:

Salaries & Benefits

- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.
- Increase to overtime to align with actual expenditures.

Other Expenditures

- Increases for postage, credit card fees and contractual services.

Commissioner of the Revenue

FISCAL YEAR 2025

OVERVIEW:

The Commissioner of the Revenue, an elected office, is responsible for the administration of several local taxes and three relief programs. The Commissioner's office also provides assistance in completing and filing Virginia income tax returns for all residents of the City. The City receives reimbursement from the Commonwealth of Virginia for a portion of the Commissioner of the Revenue's budget.

The Office of the Commissioner of the Revenue is responsible for reviewing local sales tax registrations to ensure correct coding and correct allocation of the 1% of the 5.3% tax on sales in the City, and administers the following local tax programs for the City of Charlottesville:

- Personal Property Tax
- Personal Property Tax Relief
- Business Personal Property Tax
- Business, Professional and Occupational License Tax
- Meals Tax
- Transient Occupancy Tax
- Short-Term Rental Tax
- Vehicle License Fee
- Public Service Corporation Tax
- Bank Stock Tax

The Office of the Commissioner of the Revenue also administers the City's tax and rent relief and grant programs:

- **Charlottesville Housing Affordability Tax Grant Program (CHAP):** CHAP provides a grant in aid to any qualified natural person who owns and occupies property in the city and who meets certain eligibility requirements. The grant is applied first to the second half real estate tax bill due on December 5th. If the grant amount exceeds the 2nd half bill, the remaining grant funds are distributed to the applicant
- **Rent/Tax Relief for the Elderly and Disabled:** The Rental Relief program provides payment of grants to qualified tenants residing in the city who are sixty-five (65) years of age or who are permanently and totally disabled. The Real Estate Tax Relief program provides real estate tax relief for qualified property owners who are sixty-five (65) years of age or who are permanently and totally disabled.

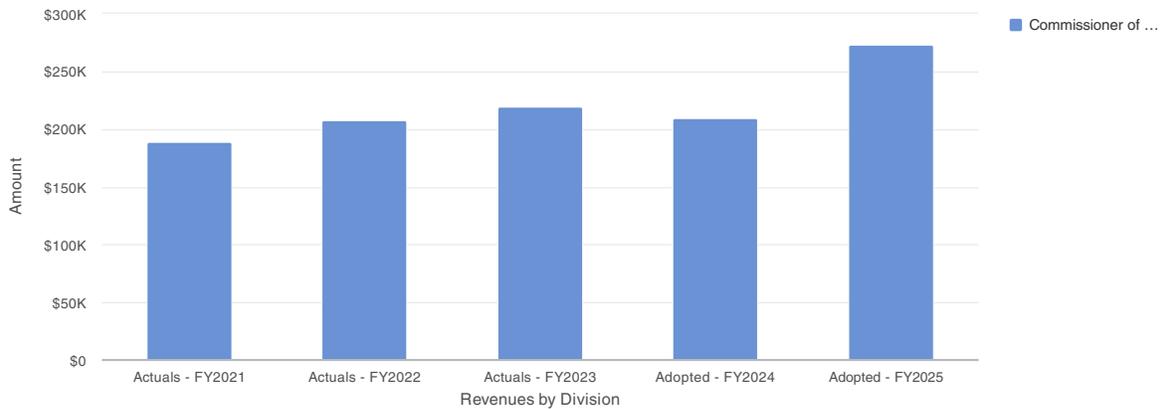
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Commissioner of Revenue	14	14
ALLOCATED FTE	14	14

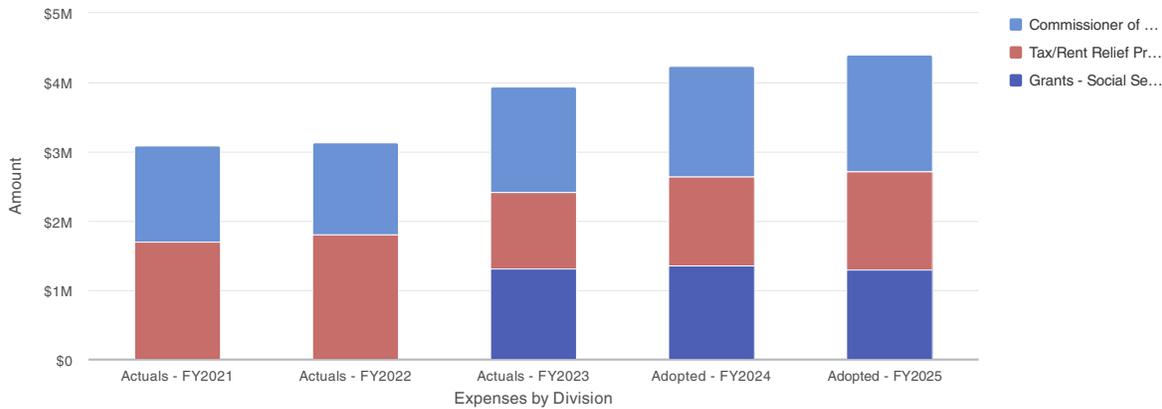
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Commissioner of Revenue	\$189,391	\$207,927	\$219,491	\$209,720	\$272,712	\$62,992	30.03%
REVENUES BY DIVISION TOTAL	\$189,391	\$207,927	\$219,491	\$209,720	\$272,712	\$62,992	30.03%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Commissioner of Revenue	\$1,386,598	\$1,324,362	\$1,509,481	\$1,598,332	\$1,686,161	\$87,829	5.49%
Tax/Rent Relief Programs							
Homeowner Assistance Tax Grant	\$831,788	\$909,092	–	\$0	\$0	\$0	–
Rent Relief Disabled	\$179,950	\$162,529	\$123,206	\$190,000	\$118,000	-\$72,000	-37.89%
Rent Relief Elderly	\$32,370	\$27,500	\$34,102	\$35,000	\$38,000	\$3,000	8.57%
Tax Relief Disabled	\$207,078	\$221,626	\$216,665	\$290,000	\$231,000	-\$59,000	-20.34%
Tax Relief Elderly	\$433,313	\$469,196	\$716,341	\$750,000	\$1,016,000	\$266,000	35.46%
Stormwater Fee Assistance Program	\$16,411	\$15,894	\$19,149	\$20,000	\$20,000	\$0	0.00%
TAX/RENT RELIEF PROGRAMS TOTAL	\$1,700,911	\$1,805,838	\$1,109,462	\$1,285,000	\$1,423,000	\$138,000	10.73%
Grants - Social Services							
Charlottesville Homeowner Assistance Prog	–	–	\$1,314,000	\$1,360,000	\$1,295,000	-\$65,000	-4.77%
GRANTS - SOCIAL SERVICES TOTAL	–	–	\$1,314,000	\$1,360,000	\$1,295,000	-\$65,000	-4.77%
EXPENSES BY DIVISION TOTAL	\$3,087,508	\$3,130,200	\$3,932,943	\$4,243,332	\$4,404,161	\$160,829	3.79%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$2,858,777	\$2,924,277	\$3,756,487	\$3,998,332	\$4,228,161	\$229,829	5.74%
EXPENSES BY FUND TOTAL	\$2,858,777	\$2,924,277	\$3,756,487	\$3,998,332	\$4,228,161	\$229,829	5.74%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Intergovernmental Revenue							
Reimb/Constit Office	\$189,391	\$207,927	\$219,491	\$209,720	\$272,712	\$62,992	30.03%
INTERGOVERNMENTAL REVENUE TOTAL	\$189,391	\$207,927	\$219,491	\$209,720	\$272,712	\$62,992	30.03%
REVENUES BY LINE ITEM TOTAL	\$189,391	\$207,927	\$219,491	\$209,720	\$272,712	\$62,992	30.03%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$709,295	\$727,971	\$911,674	\$885,789	\$938,995	\$53,206	6.00%
Full Time Sal Accrue	\$3,141	\$9,184	-\$27,125	–	\$0	\$0	–
PT Salaries	\$77,048	\$19,668	–	\$0	\$0	\$0	–
Part Time Sal Accru	\$297	-\$3,859	–	–	\$0	\$0	–
COLA Budget	–	–	–	\$0	\$0	\$0	–
Soc Sec - FICA	\$58,448	\$60,445	\$70,086	\$67,763	\$71,833	\$4,070	6.00%
Soc Sec FICA Accrued	\$251	\$572	-\$2,029	–	\$0	\$0	–
Retirement Cont DB	\$149,076	\$111,307	\$134,326	\$130,440	\$133,341	\$2,901	2.22%
Retirement Cont DC	\$54,243	\$55,480	\$65,627	\$69,202	\$73,357	\$4,155	6.00%
Retirement Cont A DB	\$174	-\$1,317	-\$3,475	–	\$0	\$0	–
Retirement Cont A DC	\$146	\$623	-\$1,493	–	\$0	\$0	–
Life Insurance	\$5,409	\$5,298	\$6,640	\$6,413	\$6,798	\$385	6.00%
Life Ins Accrued	\$45	\$42	-\$192	–	\$0	\$0	–
Health Care Program	\$127,019	\$99,631	\$130,176	\$133,364	\$150,038	\$16,674	12.50%
Health Care Pr Accru	\$489	-\$732	-\$3,168	–	\$0	\$0	–
Salary Budget Transfer To/From	–	–	–	–	\$0	\$0	–
PERSONNEL TOTAL	\$1,185,080	\$1,084,314	\$1,281,048	\$1,292,971	\$1,374,362	\$81,391	6.29%
Personnel - Other							
Temp. Salaries	–	\$9,665	\$24,611	\$39,000	\$42,000	\$3,000	7.69%
Temp Sal Accrued	–	\$370	\$289	–	\$0	\$0	–
Overtime	\$22,051	\$35,584	\$13,714	\$35,000	\$35,000	\$0	0.00%
Holiday OT	–	–	–	\$1,000	\$1,000	\$0	0.00%
Other OT	–	–	\$14	–	\$0	\$0	–
Bonus Pay	\$11,250	\$31,500	–	\$0	\$0	\$0	–
FICA Temporary Emp	–	–	–	\$2,984	\$3,213	\$230	7.69%
FICA Overtime	–	–	–	\$2,678	\$2,678	\$1	0.01%
PERSONNEL - OTHER TOTAL	\$33,301	\$77,118	\$38,628	\$80,661	\$83,891	\$3,230	4.00%
Other							
Office Supplies	\$4,053	\$4,367	\$16,056	\$8,500	\$13,000	\$4,500	52.94%
Postage	\$16,294	\$19,786	\$15,119	\$16,300	\$12,000	-\$4,300	-26.38%
Books	\$1,758	\$243	\$1,512	\$4,245	\$4,450	\$205	4.82%
Mach/Equip/Furn (NC)	\$5,148	\$2,797	\$3,206	\$5,200	\$5,000	-\$200	-3.84%
Comp Sftwr (Non-cap)	–	–	\$891	\$0	\$0	\$0	–

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Telephone Serv Purch	-	-	\$2,730	-	\$0	\$0	-
Cell Phone Serv Purc	\$1,200	\$1,035	\$960	-	\$0	\$0	-
Dues/Subscriptions	\$2,586	\$2,518	\$2,443	\$2,700	\$4,600	\$1,900	70.37%
Printing/Duplicating	\$13,495	\$10,483	\$12,110	\$15,200	\$14,000	-\$1,200	-7.89%
Travel	\$1,899	\$3,783	\$6,212	\$23,100	\$18,000	-\$5,100	-22.07%
Local Travel	-	\$10	\$125	-	\$0	\$0	-
Travel Lodging	-	\$394	-	-	\$0	\$0	-
Advertising	\$5,702	\$5,217	\$3,176	\$6,000	\$5,000	-\$1,000	-16.66%
Repairs and Maint	\$770	\$110	\$1	\$1,000	\$500	-\$500	-50.00%
Education/Training	\$2,884	\$6,365	\$12,337	\$15,000	\$10,000	-\$5,000	-33.33%
Software Lic/Maint	\$14,505	\$98	\$21,680	\$500	\$103,834	\$103,334	20,666.80%
Monthly Parking Fees	-	-	-	\$0	\$0	\$0	-
Rent Relief-Disabled	\$179,950	\$162,529	\$123,206	\$190,000	\$118,000	-\$72,000	-37.89%
Rent Relief-Elderly	\$32,370	\$27,500	\$34,102	\$35,000	\$38,000	\$3,000	8.57%
Tax Relief-Disabled	\$207,078	\$221,626	\$216,665	\$290,000	\$231,000	-\$59,000	-20.34%
Tax Relief-Elderly	\$433,313	\$469,196	\$716,341	\$750,000	\$1,016,000	\$266,000	35.46%
HA Tax Grant	\$831,788	\$909,092	\$1,314,000	\$1,360,000	\$1,295,000	-\$65,000	-4.77%
Lump Sum Appropr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$1,754,793	\$1,847,152	\$2,502,871	\$2,722,745	\$2,888,384	\$165,639	6.08%
Contractual							
Serv Contracts	\$63,111	\$66,989	\$75,012	\$101,290	\$5,335	-\$95,955	-94.73%
Contracted Serv	-	\$11,686	\$0	-	\$0	\$0	-
Other Contractual Se	\$15,876	\$7,990	\$0	\$6,000	\$6,000	\$0	0.00%
CONTRACTUAL TOTAL	\$78,987	\$86,665	\$75,012	\$107,290	\$11,335	-\$95,955	-89.43%
Fixed							
Telephone-Int Chg	\$5,286	\$5,406	\$6,266	\$4,798	\$6,761	\$1,963	40.91%
Insurance Int Chgs	\$5,125	\$5,125	\$5,894	\$6,012	\$6,132	\$120	1.99%
Worker's Comp Ins	\$893	\$893	\$1,276	\$1,302	\$1,198	-\$104	-7.98%
IT Infrastruct Repla	\$7,633	\$7,633	\$2,799	\$7,553	\$12,098	\$4,545	60.17%
FIXED TOTAL	\$18,937	\$19,057	\$16,235	\$19,665	\$26,189	\$6,524	33.17%
EXPENSES BY LINE ITEM TOTAL	\$3,071,097	\$3,114,306	\$3,913,794	\$4,223,332	\$4,384,161	\$160,829	3.80%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
<ul style="list-style-type: none"> Organizational Excellence Economic Prosperity Housing 	<ol style="list-style-type: none"> Highest Quality Revenue Assessments, Relief, and Administration Excellent Customer Service 	<ol style="list-style-type: none"> Highest Quality Revenue Assessments, Relief, and Administration <ol style="list-style-type: none"> Use innovative methods and tools for discovery (of unreported and underreported revenue). Comprehensive records management. Highest degree of accessibility to information. Excellent Customer Service <ol style="list-style-type: none"> Prompt and accurate response. User-friendly access for customers. Good working relationship with other city departments.

PERFORMANCE MEASURES:

Performance Measures: Commissioner of the Revenue								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Economic Prosperity	Dollar amount of revenue collected by the Commissioner of Revenue (in millions)	FY	\$ 59.72	\$ 61.67	\$ 61.16	\$ 57.93	\$ 72.47	\$ 78.92
	Percentage of personal property tax exonerations	CY	5.70%	6.18%	N/A	N/A	7.60%	9.10%
	Percentage of personal property tax that is uncollected	FY	0.0384	0.0359	0.05	0.048	0.065	0.0447
Housing	Dollar amount: Real estate tax relief	CY	\$ 505,969	\$ 493,185	\$ 562,749	\$ 582,153	\$ 570,596	\$1,014,156
	Dollar amount: Rental relief	CY	\$ 204,542	\$ 176,259	\$ 212,320	\$ 189,698	\$ 157,673	\$ 157,307
	Dollar amount: Charlottesville Homeowner Assistance Program	CY	\$ 485,500	\$ 886,192	\$ 831,787	\$ 903,407	\$1,306,500	\$1,333,149
	Number of recipients: Housing Affordability Grant Program	CY	646	636	643	597	615	576
	Number of recipients: Real estate tax relief	CY	360	331	290	286	281	312
	Number of recipients: Rental relief	CY	366	339	338	276	261	216

EXPLANATION OF CHANGES:

Salaries & Benefits

- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.

Other Expenditures

- Contractual increases for tax software licensing and Laserfiche.

Healthy Families & Communities



Contributions to Outside Agencies & Non-Profits

FISCAL YEAR 2025

OVERVIEW:

The City contributes funding to many outside and non-profit agencies and the tables below itemize the total funding allocated for FY25.

In some cases, the amount of funding provided to a particular agency is determined based on a regional agreement or memorandum of understanding (MOU). These types of agencies are referred to as "Intergovernmental" agencies. In FY25, some agencies submitted a Vibrant Community Fund (VCF) application, but due to the essential nature of the services they provide, they are treated like Intergovernmental agencies. These agencies are called "Fundamental" agencies. Funding applications for Intergovernmental and Fundamental agencies are reviewed by the The Office of Budget & Performance Management, in coordination with other regional partners, reviews Intergovernmental and Fundamental agencies' funding request applications.

Intergovernmental Agencies:

- **Albemarle-Charlottesville Public Defender's Office:** The Albemarle-Charlottesville Public Defender's Office is dedicated to the defense of indigent persons who cannot afford legal counsel.
- **Albemarle-Charlottesville Regional Jail (ACRJ):** The Regional Jail houses prisoners from the City of Charlottesville, Albemarle County, Nelson County and, when space is available, from state and federal facilities. Costs not reimbursed by the State are divided between the City and Counties based upon actual usage.
- **Blue Ridge Health District:** The Blue Ridge Health District is 1 of 35 health districts under the Virginia Department of Health. We have five health departments and one community-based clinic providing public health services to over 250,000 people in Charlottesville and Counties Albemarle, Fluvanna, Greene, Louisa, and Nelson.
- **Blue Ridge Juvenile Detention (BRJD):** The BRJD allows youth residents to be closer to their homes and families in Charlottesville and have access to a full range of pre- and post-disposition services.
- **Central Shenandoah Planning District Commission:** Central Shenandoah Planning District Commission represents and serves several local governments in to provide transportation, utilities, land-use planning, and resource management services to member jurisdictions.
- **Central Virginia Partnership for Economic Development:** The Central Virginia Partnership for Economic Development (CVPED), a non-profit, public/private partnership serving the City of

Charlottesville, Albemarle County, and seven other counties, was formed to engage the private sector in driving economic development in the region by creating new jobs and capital investment. The mission is to advance regional economic prosperity.

- **Charlottesville-Albemarle Convention & Visitors Bureau:** The Visitors Bureau provides information regarding activities in the Charlottesville-Albemarle area, such as historic sites, restaurants, and local events.
- **Charlottesville-Albemarle Society for the Prevention of Cruelty to Animals (SPCA):** The SPCA serves as the City pound, provides care and shelter for stray animals, promotes animal welfare, facilitates adoptions, and educates the public about animal care.
- **Charlottesville Center for Contemporary Arts (CCCA):** Charlottesville Contemporary Arts owns and maintains the City Center for Contemporary Arts at 123 E Water Street. Light House Studio, Live Arts, and Second Street Gallery are the nonprofit arts-based tenants of the building. City support of CCCA is essential to keep rental costs low, allowing the tenants to focus resources on delivering quality arts programming to the community.
- **Community Investment Collaborative:** CIC's Central Virginia Small Business Development Center is a resource partner of the U.S. Small Business Administration that provides free business and technical counseling, low-cost training, and connection to resources for existing and pre-venture entrepreneurs.
- **911/Emergency Communications Center (ECC):** The ECC is responsible for processing all 911 calls made in the area, the dispatching of police officers, fire response, and emergency medical services. Emergency services functions related to local disaster preparedness and response are coordinated through the Center. In addition to this contribution, several City departments are charged separately through the ECC for their share of the 800 MHz radio system: Pupil Transportation, Public Works, Public Utilities and Charlottesville Area Transit.
- **Jaunt:** The City contracts with Jaunt for the required ADA paratransit service.
- **Jefferson Area Board for Aging (JABA):** Planning and coordination of services for the elderly.
- **Jefferson-Madison Regional Library:** Serves residents by providing circulation of current material, offering reference and information services, and allowing residents to access the Internet.
- **Pathways:** The Pathways Fund is an initiative of the City in partnership with United Way of Greater Charlottesville to provide relief for city residents who seek assistance for rent, mortgage, and utility payments.
- **Piedmont Virginia Community College:** Two-year, non-residential institution of higher learning that offers occupational-technical, college transfer, continuing adult education, and general education programs.
- **Region Ten Community Services Board:** Mental health, substance abuse disorder, and intellectual/developmental services to the community. Additionally, Region Ten will provide substance abuse services through the Women's Treatment Center once it is established.
- **Rivanna Conservation Alliance:** This organization collects data and assesses stream conditions to assist watershed management efforts in the Rivanna Basin.

- **Thomas Jefferson Planning District Commission (TJPDC):** The TJPDC is a regional planning agency created by Charlottesville and the counties of Albemarle, Fluvanna, Louisa, Greene and Nelson under the Virginia Area Development Act, which provides planning and technical assistance to member governments through planning on a regional level.
- **Thomas Jefferson Soil and Water Conservation District:** The district works in partnership with various local, state, and federal agencies to provide comprehensive and efficient natural resource assistance.
- **United Way of Greater Charlottesville:** The United Way Early Learners Scholarship Program provides scholarships for child care and preschool to children of low-income working parents.
- **Virginia Career Works - Piedmont Region:** This organization responds to business needs for a skilled workforce, works and with specific industry sectors to assist with increasing their productivity and competitiveness. The aim is to position the workforce development system to become part of the economic and community development initiative for the region.
- **Virginia Cooperative Extension:** Offers programs in agriculture and natural resources, 4-H, home economics, and community resource development.

Fundamental Agencies:

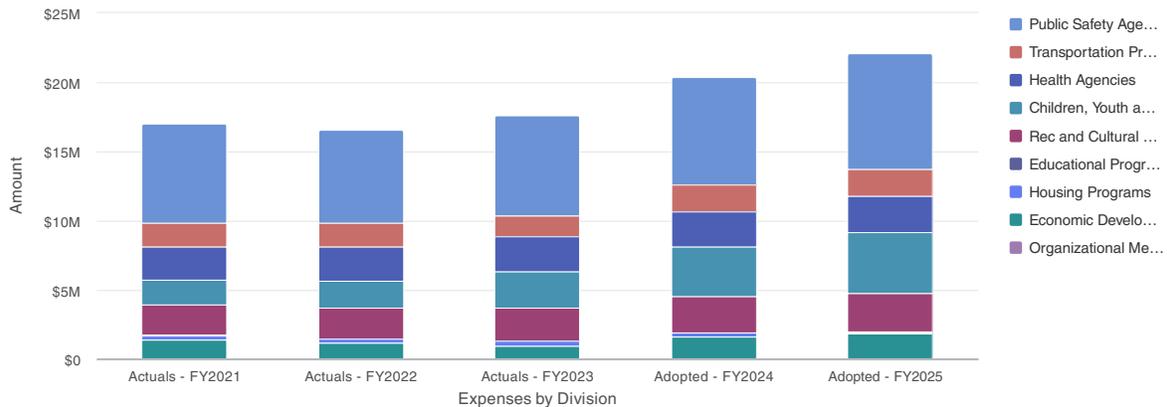
- **Charlottesville Free Clinic:** The Charlottesville Free Clinic provides high-quality medical, mental health, vision, and dental services, and prescription medications to low-income, uninsured and underinsured individuals, at no cost to them.
- **Charlottesville Public Housing Association of Residents (PHAR):** PHAR is a not-for-profit organization that is dedicated to advocating for and with public housing residents. We are entirely governed by public housing residents and one Section 8 resident. As the duly recognized federal mandated representative of all residents in public housing, we work closely with (but are separate from) the Charlottesville Redevelopment and Housing Authority (CRHA).
- **Child Health Partnership:** Child Health Partnership provides nursing, prevention and family support services to low-income pregnant women and families to support healthy babies and children. We offer health education and improved access to care, parenting support, and connections to community resources to ensure that children have nurturing homes, are healthy and enter school ready to learn.
- **Foothills Child Advocacy Center:** Foothills Child Advocacy Center is based on an evidence-based model that is nationally recognized to provide the best possible trauma-informed services to children who have allegedly been sexually or physically abused.
- **Offender Aid and Restoration of Charlottesville/Albemarle (OAR):** OAR is a non-profit organization that offers an Adult Drug Court, Criminal Justice Planner, Local Probation, Pretrial Services Reentry Services, Therapeutic Docket programs.
- **Shelter for Help in Emergency (SHE):** Shelter for Help in Emergency is a non-profit organization that provides a domestic violence shelter that encompasses our 24-hour hotline, supportive counseling and legal advocacy for victims of domestic violence, volunteer recruitment, community awareness, and training for allied professionals.

Vibrant Community Fund:

- Organizations without a regional agreement or MOU compete for funding by submitting a VCF application, a competitive process in which funding is awarded based on review team scoring.
- For more information about the VCF process and the agencies that were awarded funding in FY25, please see the [Vibrant Community Fund page](#) or the [FY25 Vibrant Community Fund Report](#).

OUTSIDE AGENCIES & NON-PROFITS EXPENDITURES:

Expenditures by Category



OUTSIDE AGENCIES & NON-PROFITS EXPENDITURES (SUMMARY):

Expenditures by Agency

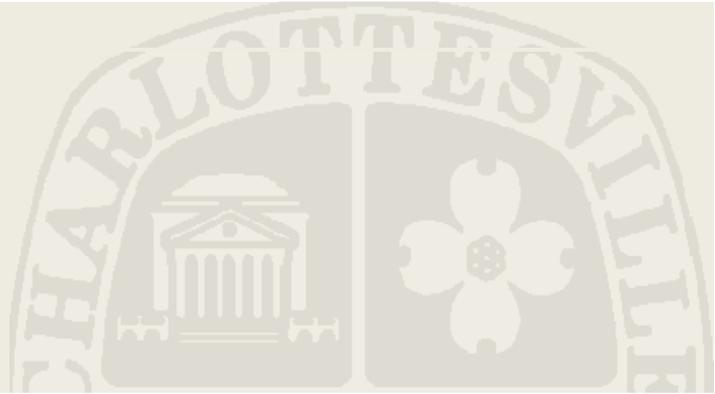
	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Public Safety Agencies							
Albemarle-Charlottesville Regional Jail	\$4,316,545	\$3,773,565	\$3,728,560	\$3,801,804	\$3,846,251	\$44,447	1.16%
Blue Ridge Juvenile Detention Center	\$576,880	\$537,823	\$845,602	\$1,150,008	\$1,165,591	\$15,583	1.35%
Office of the Magistrate	\$9,286	\$9,604	\$9,713	\$10,610	\$20,450	\$9,840	92.74%
Emergency Communications Center (ECC)	\$1,478,245	\$1,678,378	\$1,909,126	\$1,985,491	\$2,429,298	\$443,807	22.35%
Charlottesville-Albemarle SPCA	\$282,415	\$280,816	\$289,560	\$306,806	\$317,355	\$10,549	3.43%
Offenders Aid and Restoration (OAR)	\$293,392	\$303,416	\$380,337	\$378,246	\$439,287	\$61,041	16.13%
Legal Aid Justice Center	\$97,500	\$97,500	\$52,500	\$35,000	\$40,000	\$5,000	14.28%
Albemarle-Charlottesville Public Defender's Office	\$58,338	\$58,939	\$88,066	\$91,338	\$105,091	\$13,753	15.05%
Piedmont CASA	\$9,000	\$4,000	\$3,500	\$0	\$6,000	\$6,000	-
PUBLIC SAFETY AGENCIES TOTAL	\$7,121,602	\$6,744,041	\$7,306,964	\$7,759,303	\$8,369,323	\$610,020	7.86%
Transportation Programs							
JAUNT	\$1,744,416	\$1,715,729	\$1,443,081	\$1,973,232	\$1,933,090	-\$40,142	-2.03%
TRANSPORTATION PROGRAMS TOTAL	\$1,744,416	\$1,715,729	\$1,443,081	\$1,973,232	\$1,933,090	-\$40,142	-2.03%
Health Agencies							
Blue Ridge Health District	\$605,208	\$627,312	\$639,858	\$674,940	\$702,152	\$27,212	4.03%
Hospice of the Piedmont	-	-	-	-	\$3,000	\$3,000	-
Mediation Center of Charlottesville	-	-	-	-	\$42,000	\$42,000	-
Region Ten Community Services Board	\$1,021,865	\$1,021,865	\$1,021,865	\$1,021,865	\$1,021,865	\$0	0.00%
Charlottesville Free Clinic	\$84,000	\$101,120	\$119,404	\$119,404	\$162,000	\$42,596	35.67%
Ivy Landfill	\$447,912	\$482,579	\$568,883	\$500,000	\$450,000	-\$50,000	-10.00%
The Bridge Line	\$40,800	\$42,900	\$34,750	\$44,620	\$64,400	\$19,780	44.32%
Region Ten-Women's Treatment Center	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$0	0.00%
Region Ten-Permanent Supportive Housing	\$83,227	\$83,227	\$83,227	\$83,227	\$83,227	\$0	0.00%
Birth Sisters	\$10,000	-	-	\$46,000	\$60,000	\$14,000	30.43%
HEALTH AGENCIES TOTAL	\$2,368,012	\$2,434,003	\$2,542,987	\$2,565,056	\$2,663,644	\$98,588	3.84%
Children, Youth and Family Programs							

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Loaves & Fishes Food Pantry	-	-	-	\$45,000	\$40,000	-\$5,000	-11.11%
Community Healing Coalition	-	-	-	-	\$5,000	\$5,000	-
The Uhuru Foundation	-	-	-	-	\$94,600	\$94,600	-
Vibrant Community - Funding Unallocated	-	-	-	-	\$30,302	\$30,302	-
Reclaimed Hope Initiative	-	-	-	\$90,000	\$150,000	\$60,000	66.66%
Central Virginia Clinicians of Color Network	-	-	-	\$28,000	\$0	-\$28,000	-100.00%
Social and Environmental Entrepreneurs (SEE)	-	-	-	\$35,000	\$45,000	\$10,000	28.57%
New Hill Development Corporation	-	-	-	\$52,500	\$150,000	\$97,500	185.71%
100 Black Men of Central Virginia	-	-	-	\$19,665	\$34,200	\$14,535	73.91%
City of Promise, Inc.	-	-	-	\$69,000	\$150,000	\$81,000	117.39%
B.U.C.K. Squad	-	-	-	\$161,000	\$200,000	\$39,000	24.22%
Welcoming Great Charlottesville	-	-	-	\$3,300	\$9,200	\$5,900	178.78%
Love No Ego Foundation, Inc	-	-	-	\$4,400	\$0	-\$4,400	-100.00%
Wartime Fitness Warriors	-	-	-	\$27,500	\$60,000	\$32,500	118.18%
Violence Prevention Programs	-	-	-	\$200,000	\$200,000	\$0	0.00%
Virginia Cooperative Extension	\$43,631	\$43,937	\$45,160	\$72,476	\$79,859	\$7,383	10.18%
Jefferson Area Board for Aging (JABA)	\$319,192	\$319,192	\$319,192	\$335,152	\$351,909	\$16,757	4.99%
Monticello Area Community Action Agency (MACAA)	\$26,500	\$28,500	\$17,200	\$16,560	\$0	-\$16,560	-100.00%
Shelter for Help in Emergency (SHE)	\$202,500	\$213,750	\$208,463	\$171,169	\$285,600	\$114,431	66.85%
United Way Early Learners Scholarship Program	\$192,504	\$192,504	\$277,020	\$192,504	\$246,500	\$53,996	28.04%
ReadyKids	\$77,141	\$92,046	\$152,447	\$154,299	\$161,243	\$6,944	4.50%
Sexual Assault Resource Agency	\$21,000	\$26,250	\$11,550	\$23,100	\$15,000	-\$8,100	-35.06%
Computers 4 Kids	\$13,025	\$13,025	-	\$14,720	\$24,000	\$9,280	63.04%
Abundant Life Ministries	\$13,000	\$12,000	\$10,500	\$9,200	\$24,000	\$14,800	160.86%
Boys and Girls Club	\$63,000	\$97,500	\$114,750	\$62,100	\$116,000	\$53,900	86.79%
Foothills Child Advocacy Center	\$40,500	\$35,775	\$51,659	\$46,493	\$99,999	\$53,506	115.08%
Charlottesville Public Housing Association of Residents (PHAR)	\$52,500	\$41,000	\$31,085	\$40,000	\$68,000	\$28,000	70.00%
Child Health Partnership	\$354,842	\$352,963	\$280,500	\$280,500	\$291,720	\$11,220	4.00%
Big Brothers/Big Sisters	-	-	-	\$46,000	\$33,000	-\$13,000	-28.26%
Women's Initiative	\$45,000	\$47,500	\$43,138	\$35,000	\$50,000	\$15,000	42.85%
Thomas Jefferson Area Coalition for the Homeless (TJACH)	\$163,770	\$200,300	\$138,200	\$0	\$0	\$0	-
Pathways	\$84,516	\$84,516	\$575,000	\$1,000,000	\$1,000,000	\$0	0.00%
On Our Own	\$12,000	\$8,000	\$8,750	\$6,900	\$0	-\$6,900	-100.00%
City Schoolyard Garden	\$24,300	-	-	-	\$0	\$0	-
Light House Studio	\$22,500	\$12,000	\$11,200	\$36,000	\$36,000	\$0	0.00%
Sin Barreras	\$5,500	\$16,570	\$24,255	\$12,848	\$0	-\$12,848	-100.00%
Local Food Hub	\$33,534	\$21,350	\$38,814	\$12,746	\$18,048	\$5,302	41.59%
Piedmont Family YMCA	\$34,000	\$64,600	\$57,800	\$61,200	\$64,600	\$3,400	5.55%
Creciendo Juntos	-	\$1,000	-	-	\$9,645	\$9,645	-
Partner for Mental Health	-	\$18,300	\$19,500	\$21,000	\$14,400	-\$6,600	-31.42%
Fountain Fund	-	-	\$12,250	\$23,000	\$40,000	\$17,000	73.91%
Food Equity	-	-	\$155,000	\$155,000	\$190,000	\$35,000	22.58%
CHILDREN, YOUTH AND FAMILY PROGRAMS TOTAL	\$1,844,455	\$1,942,578	\$2,603,433	\$3,563,332	\$4,387,825	\$824,493	23.13%
Rec and Cultural Programs							
Festival of Cultures	-	-	-	\$2,100	\$0	-\$2,100	-100.00%
MIMA Music	-	-	-	-	\$8,000	\$8,000	-
Fralin Museum of Art Outreach Program	-	-	-	-	\$0	\$0	-
Bridge Progressive Arts	-	-	-	-	\$12,000	\$12,000	-
Front Porch	-	-	-	\$10,500	\$20,000	\$9,500	90.47%
Live Arts	-	-	-	\$18,000	\$16,000	-\$2,000	-11.11%
Virginia Festival of the Book	-	-	-	\$11,585	\$12,000	\$415	3.58%
WTJU	-	-	-	\$9,000	\$6,000	-\$3,000	-33.33%
Virginia Film Festival	-	-	-	\$13,500	\$6,600	-\$6,900	-51.11%
Music Resource Center	-	-	\$5,000	\$10,500	\$16,211	\$5,711	54.39%
Literacy Volunteers	\$21,079	\$17,990	\$15,600	\$16,800	\$22,000	\$5,200	30.95%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Charlottesville Opera	\$1,824	-	-	-	\$0	\$0	-
Community Arts and Festivals	\$29,526	\$29,063	\$137,979	\$15,000	\$45,000	\$30,000	200.00%
Virginia Discovery Museum	\$4,346	\$4,000	\$17,500	\$17,500	\$28,000	\$10,500	60.00%
Charlottesville Center for Contemporary Arts (CCCA)	\$47,970	\$48,148	\$56,814	\$63,157	\$66,315	\$3,158	5.00%
Jefferson-Madison Regional Library	\$2,015,037	\$2,050,037	\$2,075,318	\$2,134,657	\$2,227,365	\$92,708	4.34%
Paramount Theater	\$15,353	\$10,000	\$17,500	\$0	\$24,000	\$24,000	-
Jefferson School African American Heritage Center	\$22,500	\$33,750	\$36,000	\$228,993	\$246,993	\$18,000	7.86%
WNRN	\$1,688	\$3,000	\$17,500	-	\$0	\$0	-
New City Arts	\$13,500	\$22,500	\$12,000	\$27,000	\$28,000	\$1,000	3.70%
REC AND CULTURAL PROGRAMS TOTAL	\$2,172,823	\$2,218,488	\$2,391,211	\$2,578,292	\$2,784,484	\$206,192	7.99%
Educational Programs							
Piedmont Virginia Community College	\$12,317	\$12,564	\$13,040	\$12,006	\$12,443	\$437	3.63%
EDUCATIONAL PROGRAMS TOTAL	\$12,317	\$12,564	\$13,040	\$12,006	\$12,443	\$437	3.63%
Housing Programs							
Piedmont Housing Alliance (PHA)	\$128,201	\$96,151	\$202,052	\$0	\$0	\$0	-
Albemarle Housing Improvement Program (AHIP)	\$150,000	\$187,500	\$162,500	\$225,000	\$0	-\$225,000	-100.00%
Habitat for Humanity	\$47,250	\$48,750	\$42,250	\$0	\$0	\$0	-
Charlottesville Redevelopment and Housing Authority (CRHA)	-	-	-	\$100,000	\$137,000	\$37,000	37.00%
HOUSING PROGRAMS TOTAL	\$325,451	\$332,401	\$406,802	\$325,000	\$137,000	-\$188,000	-57.84%
Economic Development Programs							
Chamber of Commerce	\$1,700	\$1,700	-	\$15,000	\$16,800	\$1,800	12.00%
Thomas Jefferson Planning District Commission (TJPDC)	\$86,454	\$86,372	\$96,194	\$98,881	\$100,112	\$1,231	1.24%
Central Virginia Partnership for Economic Development	\$24,640	\$24,590	\$24,723	\$25,539	\$25,639	\$100	0.39%
Charlottesville-Albemarle Convention & Visitors Bureau	\$1,212,691	\$946,848	\$711,082	\$1,354,258	\$1,522,235	\$167,977	12.40%
Virginia Career Works - Piedmont Region	\$7,971	\$7,971	\$8,051	\$10,215	\$10,255	\$40	0.39%
Community Investment Collaborative - Central Virginia Small Business Development Center	\$19,200	\$29,810	\$27,293	\$27,215	\$36,000	\$8,785	32.27%
Community Investment Collaborative - Entrepreneur Programs	-	\$0	-	\$23,000	\$47,500	\$24,500	106.52%
ECONOMIC DEVELOPMENT PROGRAMS TOTAL	\$1,352,656	\$1,097,291	\$867,343	\$1,554,108	\$1,758,541	\$204,433	13.15%
Organizational Memberships							
Virginia First Cities Coalition	\$17,877	\$17,917	\$18,162	\$18,200	\$18,200	\$0	0.00%
Virginia Municipal League	\$17,355	\$18,295	\$20,018	\$20,000	\$21,000	\$1,000	5.00%
Virginia Institute of Government	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$0	0.00%
Alliance for Innovation	-	-	-	\$2,550	\$2,550	\$0	0.00%
Thomas Jefferson Soil and Water Conservation District	\$13,049	\$13,049	\$13,440	\$13,440	\$13,843	\$403	2.99%
Rivanna Conservation Alliance	\$11,000	\$11,000	\$11,000	\$15,000	\$15,000	\$0	0.00%
National League of Cities	\$4,002	\$4,002	\$4,106	\$5,000	\$4,500	-\$500	-10.00%
Center for Nonprofit Excellence	\$600	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0.00%
ORGANIZATIONAL MEMBERSHIPS TOTAL	\$66,383	\$67,763	\$70,226	\$77,690	\$78,593	\$903	1.16%
EXPENSES BY DIVISION TOTAL	\$17,008,115	\$16,564,858	\$17,645,088	\$20,408,019	\$22,124,943	\$1,716,924	8.41%

Vibrant Community Fund

FISCAL YEAR 2025



OVERVIEW:

The Vibrant Community Fund (VCF) has continued to evolve and change to best meet the needs of citizens and local non-profit organizations. Some changes made for FY25 include:

- Offering broad funding priority areas were adopted: Education/Youth & Family, Economic Impact & Jobs, Health & Safety, and New & Emerging category of the VCF is specifically for organizations that have never applied to VCF or they are 5 years old or younger, and also meet one of the above City Council priorities. There is an Arts & Culture category as well.
- Continuing to recruit review team members to reflect more lived experience around priority areas and nonprofit consumers, paid for participation.
- Specific training for review team on conflict of interest and methods to evaluate applications.
- Minor changes to application evaluation tool.
- New "Fundamental" category for programs deemed essential to operate. Please see the [Contributions to Outside Agencies & Non-Profits page](#) for details on Fundamental agencies.

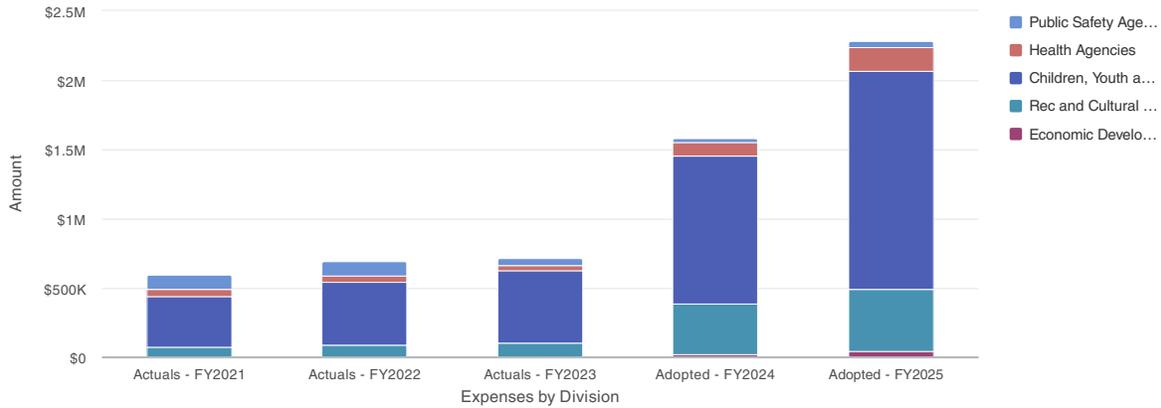
These program applications are reviewed by staff and are funded at the 1A level Reviews of the VCF process will take place annually to encourage changes and modifications that improve the process. These reviews may include soliciting feedback from applicants and review teams for suggestions on process changes. Contractual (Intergovernmental) organizations are evaluated by the budget office and do not receive panel reviews.

City staff recruited a diverse VCF panel to review the applications. Members were divided between those with lived experience with human service organizations, those with human service knowledge, and those with grant-making knowledge. Non-staff panelists are offered compensation for their participation. All members received a thorough orientation, which included training on conflicts of interest.

The full [FY25 Vibrant Community Fund Report](#) can be found by visiting www.charlottesville.gov/budget.

VCF AGENCIES EXPENDITURES:

Expenditures by Category



VCF AGENCIES EXPENDITURES (SUMMARY):

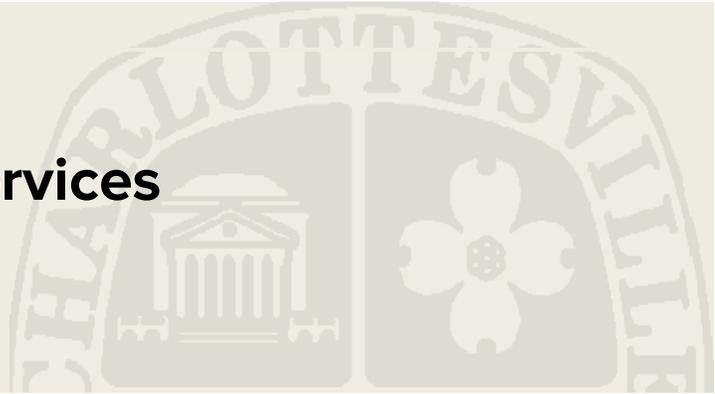
Expenditures by Agency

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Public Safety Agencies							
Legal Aid Justice Center	\$97,500	\$97,500	\$52,500	\$35,000	\$40,000	\$5,000	14.28%
Piedmont CASA	\$9,000	\$4,000	\$3,500	\$0	\$6,000	\$6,000	-
PUBLIC SAFETY AGENCIES TOTAL	\$106,500	\$101,500	\$56,000	\$35,000	\$46,000	\$11,000	31.42%
Health Agencies							
Hospice of the Piedmont	-	-	-	-	\$3,000	\$3,000	-
Mediation Center of Charlottesville	-	-	-	-	\$42,000	\$42,000	-
The Bridge Line	\$40,800	\$42,900	\$34,750	\$44,620	\$64,400	\$19,780	44.32%
Birth Sisters	\$10,000	-	-	\$46,000	\$60,000	\$14,000	30.43%
HEALTH AGENCIES TOTAL	\$50,800	\$42,900	\$34,750	\$90,620	\$169,400	\$78,780	86.93%
Children, Youth and Family Programs							
Loaves & Fishes Food Pantry	-	-	-	\$45,000	\$40,000	-\$5,000	-11.11%
Community Healing Coalition	-	-	-	-	\$5,000	\$5,000	-
The Uhuru Foundation	-	-	-	-	\$94,600	\$94,600	-
Vibrant Community - Funding Unallocated	-	-	-	-	\$30,302	\$30,302	-
Reclaimed Hope Initiative	-	-	-	\$90,000	\$150,000	\$60,000	66.66%
Central Virginia Clinicians of Color Network	-	-	-	\$28,000	\$0	-\$28,000	-100.00%
Social and Environmental Entrepreneurs (SEE)	-	-	-	\$35,000	\$45,000	\$10,000	28.57%
New Hill Development Corporation	-	-	-	\$52,500	\$150,000	\$97,500	185.71%
100 Black Men of Central Virginia	-	-	-	\$19,665	\$34,200	\$14,535	73.91%
City of Promise, Inc.	-	-	-	\$69,000	\$150,000	\$81,000	117.39%
B.U.C.K. Squad	-	-	-	\$161,000	\$200,000	\$39,000	24.22%
Welcoming Great Charlottesville	-	-	-	\$3,300	\$9,200	\$5,900	178.78%
Love No Ego Foundation, Inc	-	-	-	\$4,400	\$0	-\$4,400	-100.00%
Wartime Fitness Warriors	-	-	-	\$27,500	\$60,000	\$32,500	118.18%
Monticello Area Community Action Agency (MACAA)	\$26,500	\$28,500	\$17,200	\$16,560	\$0	-\$16,560	-100.00%
ReadyKids	\$77,141	\$92,046	\$152,447	\$154,299	\$161,243	\$6,944	4.50%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Sexual Assault Resource Agency	\$21,000	\$26,250	\$11,550	\$23,100	\$15,000	-\$8,100	-35.06%
Computers 4 Kids	\$13,025	\$13,025	-	\$14,720	\$24,000	\$9,280	63.04%
Abundant Life Ministries	\$13,000	\$12,000	\$10,500	\$9,200	\$24,000	\$14,800	160.86%
Boys and Girls Club	\$63,000	\$97,500	\$114,750	\$62,100	\$116,000	\$53,900	86.79%
Big Brothers/Big Sisters	-	-	-	\$46,000	\$33,000	-\$13,000	-28.26%
Women's Initiative	\$45,000	\$47,500	\$43,138	\$35,000	\$50,000	\$15,000	42.85%
On Our Own	\$12,000	\$8,000	\$8,750	\$6,900	\$0	-\$6,900	-100.00%
Light House Studio	\$22,500	\$12,000	\$11,200	\$36,000	\$36,000	\$0	0.00%
Sin Barreras	\$5,500	\$16,570	\$24,255	\$12,848	\$0	-\$12,848	-100.00%
Local Food Hub	\$33,534	\$21,350	\$38,814	\$12,746	\$18,048	\$5,302	41.59%
Piedmont Family YMCA	\$34,000	\$64,600	\$57,800	\$61,200	\$64,600	\$3,400	5.55%
Creciendo Juntos	-	\$1,000	-	-	\$9,645	\$9,645	-
Partner for Mental Health	-	\$18,300	\$19,500	\$21,000	\$14,400	-\$6,600	-31.42%
Fountain Fund	-	-	\$12,250	\$23,000	\$40,000	\$17,000	73.91%
CHILDREN, YOUTH AND FAMILY PROGRAMS TOTAL	\$366,200	\$458,641	\$522,154	\$1,070,038	\$1,574,238	\$504,200	47.11%
Rec and Cultural Programs							
Festival of Cultures	-	-	-	\$2,100	\$0	-\$2,100	-100.00%
MIMA Music	-	-	-	-	\$8,000	\$8,000	-
Fralin Museum of Art Outreach Program	-	-	-	-	\$0	\$0	-
Bridge Progressive Arts	-	-	-	-	\$12,000	\$12,000	-
Front Porch	-	-	-	\$10,500	\$20,000	\$9,500	90.47%
Live Arts	-	-	-	\$18,000	\$16,000	-\$2,000	-11.11%
Virginia Festival of the Book	-	-	-	\$11,585	\$12,000	\$415	3.58%
WTJU	-	-	-	\$9,000	\$6,000	-\$3,000	-33.33%
Virginia Film Festival	-	-	-	\$13,500	\$6,600	-\$6,900	-51.11%
Music Resource Center	-	-	\$5,000	\$10,500	\$16,211	\$5,711	54.39%
Literacy Volunteers	\$21,079	\$17,990	\$15,600	\$16,800	\$22,000	\$5,200	30.95%
Virginia Discovery Museum	\$4,346	\$4,000	\$17,500	\$17,500	\$28,000	\$10,500	60.00%
Paramount Theater	\$15,353	\$10,000	\$17,500	\$0	\$24,000	\$24,000	-
Jefferson School African American Heritage Center	\$22,500	\$33,750	\$36,000	\$228,993	\$246,993	\$18,000	7.86%
New City Arts	\$13,500	\$22,500	\$12,000	\$27,000	\$28,000	\$1,000	3.70%
REC AND CULTURAL PROGRAMS TOTAL	\$76,778	\$88,240	\$103,600	\$365,478	\$445,804	\$80,326	21.97%
Economic Development Programs							
Community Investment Collaborative - Entrepreneur Programs	-	\$0	-	\$23,000	\$47,500	\$24,500	106.52%
ECONOMIC DEVELOPMENT PROGRAMS TOTAL	-	\$0	-	\$23,000	\$47,500	\$24,500	106.52%
EXPENSES BY DIVISION TOTAL	\$600,278	\$691,281	\$716,504	\$1,584,136	\$2,282,942	\$698,806	44.11%

Department of Human Services

FISCAL YEAR 2025



OVERVIEW:

The Department of Human Services (DHS) includes all of the foster family and community-based services of the Community Attention Programs and a variety of human services programs and initiatives. The mission of DHS is to provide services and programs that improve and support the resilience, health, and well-being of youth, families, residents and community organizations. DHS also works to ensure the investments made by City Council meet their vision, values, and outcomes through the Vibrant Community Fund process.

- **Community Attention Foster Families (CAFF):** CAFF is a foster care program for boys and girls age 0 to 21 in Charlottesville, Albemarle, and surrounding counties with the ability to accept emergency placements and provide long term foster care leading to permanency.
- **Community Based Services (CBS):** CBS provides trauma-informed, evidence-based services in the form of individualized support, advocacy, case management, community and resource building and support groups to youth and their families who live in Charlottesville and Albemarle County.

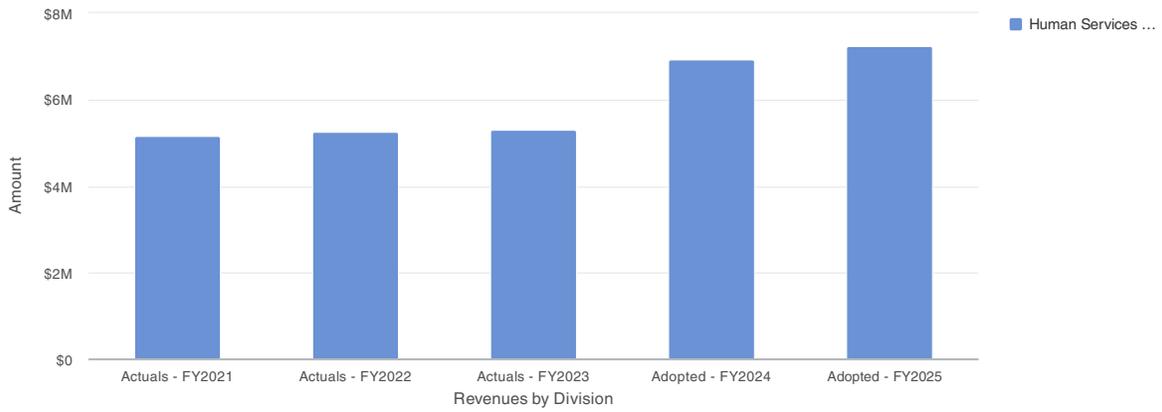
STAFFING SUMMARY:

Human Services

Division	FY2024	FY2025
Allocated FTE		
Human Services Programs	46.5	41.5
ALLOCATED FTE	46.5	41.5

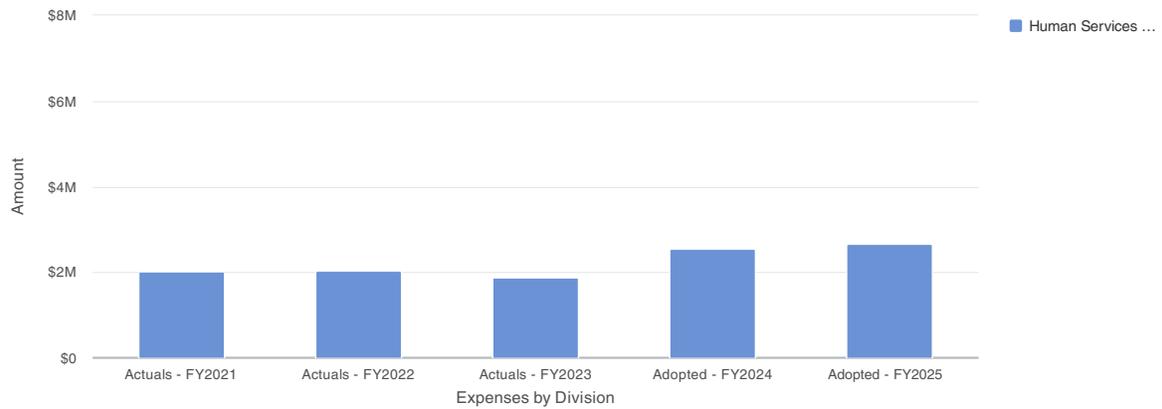
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Human Services Programs							
ANCHOR	-	-	-	-	\$170,500	\$170,500	-
Human Services Administration	\$8,000	\$169,190	\$445,305	\$407,860	\$416,580	\$8,720	2.13%
Community Attention Foster Families	\$4,256,176	\$4,273,245	\$3,668,743	\$4,826,721	\$4,356,971	-\$469,750	-9.73%
Community Based Programming	\$680,839	\$606,701	\$700,408	\$1,217,760	\$1,521,892	\$304,132	24.97%
OAR-Coming Home to Work	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$0	0.00%
City of Promise	\$65,630	\$44,918	\$24,460	\$24,460	\$0	-\$24,460	-100.00%
Family Self Sufficiency	-	-	\$211,602	\$211,602	\$224,720	\$13,118	6.19%
Black Youth Achievement Coordinator	\$91,701	\$90,897	\$96,143	\$96,143	\$102,000	\$5,857	6.09%
Westhaven Clinic Coordination	-	-	\$79,151	\$79,151	\$84,800	\$5,649	7.13%
Pathways	-	-	-	-	\$299,916	\$299,916	-
HUMAN SERVICES PROGRAMS TOTAL	\$5,167,347	\$5,249,951	\$5,290,813	\$6,928,697	\$7,242,379	\$313,682	4.52%
REVENUES BY DIVISION TOTAL	\$5,167,347	\$5,249,951	\$5,290,813	\$6,928,697	\$7,242,379	\$313,682	4.52%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Human Services Programs							
ANCHOR	-	-	-	-	\$170,500	\$170,500	-
Human Services Administration	\$843,769	\$779,497	\$748,032	\$965,233	\$944,007	-\$21,226	-2.19%
Attention Home	-	-	-	\$0	\$642	\$642	-
Community Attention Foster Families	\$3,372,961	\$3,580,595	\$3,386,443	\$4,078,655	\$4,246,906	\$168,251	4.12%
Community Based Programming	\$786,066	\$728,346	\$543,227	\$1,403,547	\$1,069,114	-\$334,433	-23.82%
OAR-Coming Home to Work	\$9,683	\$30,953	\$37,793	\$65,000	\$65,000	\$0	0.00%
City of Promise	\$60,754	\$40,919	\$20,460	\$0	\$0	\$0	-
Family Self Sufficiency	\$183,077	\$217,581	\$183,012	\$219,947	\$228,960	\$9,013	4.09%
Black Youth Achievement Coordinator	\$87,676	\$90,380	\$96,891	\$107,137	\$121,712	\$14,575	13.60%
Home for Hope	\$78,525	-\$17,528	-	-	\$0	\$0	-
Westhaven Clinic Coordination	\$72,438	\$75,795	\$90,957	\$89,177	\$95,622	\$6,445	7.22%
Pathways	-	-	-	-	\$299,916	\$299,916	-
HUMAN SERVICES PROGRAMS TOTAL	\$5,494,948	\$5,526,538	\$5,106,815	\$6,928,696	\$7,242,379	\$313,683	4.52%
EXPENSES BY DIVISION TOTAL	\$5,494,948	\$5,526,538	\$5,106,815	\$6,928,696	\$7,242,379	\$313,683	4.52%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund							
General Fund	-	-	-	\$0	\$0	\$0	-
GENERAL FUND TOTAL	-	-	-	\$0	\$0	\$0	-
Non-General Funds	\$5,494,948	\$5,526,538	\$5,106,815	\$6,928,696	\$7,242,379	\$313,683	4.52%
EXPENSES BY FUND TOTAL	\$5,494,948	\$5,526,538	\$5,106,815	\$6,928,696	\$7,242,379	\$313,683	4.52%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Intergovernmental Revenue							
Rev/Alb Schools	-	-	-	-	\$50,000	\$50,000	-
Fed Grants	-	-	-	\$123,614	\$100,000	-\$23,614	-19.10%
Rev/Albemarle	-	-	-	\$30,000	\$40,000	\$10,000	33.33%
Rev/VJCCCA pass-thru	\$249,889	\$153,074	-	\$324,000	\$250,000	-\$74,000	-22.83%
Welfare	\$4,275,477	\$4,287,686	\$3,692,546	\$4,876,721	\$4,376,971	-\$499,750	-10.24%
Other Grants	-	\$35,312	\$39,759	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	\$4,525,367	\$4,476,072	\$3,732,305	\$5,354,335	\$4,816,971	-\$537,364	-10.03%
Miscellaneous Revenue							
Contributions	-	\$13,400	\$45,545	\$55,000	\$50,000	-\$5,000	-9.09%
MISCELLANEOUS REVENUE TOTAL	-	\$13,400	\$45,545	\$55,000	\$50,000	-\$5,000	-9.09%
Warehouse Revenue							
Warehse Outlet Sales	\$700	\$1,726	\$6,600	\$13,000	\$0	-\$13,000	-100.00%
WAREHOUSE REVENUE TOTAL	\$700	\$1,726	\$6,600	\$13,000	\$0	-\$13,000	-100.00%
Transfers							
Transfer From Other Fund	\$641,280	\$758,753	\$1,506,362	\$1,506,362	\$0	-\$1,506,362	-100.00%
Trn Fr Fund Balance	-	-	-	\$0	\$0	\$0	-
Contrib from City	-	-	-	\$0	\$0	\$0	-
Trn Fr General Fd	-	-	-	-	\$2,375,408	\$2,375,408	-
TRANSFERS TOTAL	\$641,280	\$758,753	\$1,506,362	\$1,506,362	\$2,375,408	\$869,046	57.69%
REVENUES BY LINE ITEM TOTAL	\$5,167,347	\$5,249,951	\$5,290,813	\$6,928,697	\$7,242,379	\$313,682	4.52%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$1,886,573	\$1,878,265	\$1,826,525	\$2,635,110	\$2,695,264	\$60,154	2.28%
Full Time Sal Accrue	\$6,166	-\$5,106	-\$50,122	-	\$0	\$0	-
PT Salaries	\$49,110	\$30,469	\$31,406	\$30,285	\$32,105	\$1,820	6.01%
Part Time Sal Accru	-\$958	\$223	-\$983	-	\$0	\$0	-
COLA Budget	-	-	-	\$209,407	\$209,139	-\$268	-0.12%
Soc Sec - FICA	\$145,287	\$153,294	\$140,656	\$203,903	\$208,597	\$4,694	2.30%
Soc Sec FICA Accrued	\$24	\$325	-\$4,069	-	\$0	\$0	-
Retirement Cont DB	\$460,381	\$424,946	\$492,474	\$541,725	\$450,135	-\$91,590	-16.90%
Retirement Cont DC	\$81,494	\$65,404	\$52,220	\$59,790	\$79,799	\$20,009	33.46%
Retirement Cont A DB	\$2,161	\$793	-\$11,600	-	\$0	\$0	-
Retirement Cont A DC	-\$379	-\$979	-\$1,163	-	\$0	\$0	-
Life Insurance	\$13,916	\$14,005	\$14,065	\$19,297	\$19,747	\$450	2.32%
Life Ins Accrued	\$78	-\$34	-\$362	-	\$0	\$0	-
Health Care Program	\$283,643	\$277,699	\$364,881	\$404,855	\$444,756	\$39,901	9.85%
Health Care Pr Accru	\$210	-\$1,458	-\$6,537	-	\$0	\$0	-
PERSONNEL TOTAL	\$2,927,705	\$2,837,847	\$2,847,390	\$4,104,372	\$4,139,542	\$35,170	0.85%
Personnel - Other							
Temp. Salaries	\$43,350	\$103,063	\$93,267	\$30,000	\$51,000	\$21,000	70.00%
Temp Sal Accrued	\$593	\$5,399	-\$4,529	-	\$0	\$0	-
Subst Sal	\$52,585	\$6,466	\$3,071	\$50,000	\$50,000	\$0	0.00%
Subs Sal Accrued	-\$3,858	-\$289	-\$507	-	\$0	\$0	-
Overtime	\$10,441	\$11,517	\$15,277	-	\$16,500	\$16,500	-
Overtime Accrued	-\$800	\$1,130	-\$667	-	\$0	\$0	-
Holiday OT	-	\$134	\$31	-	\$0	\$0	-
Holiday OT Accrued	\$174	-\$174	-	-	\$0	\$0	-
Bonus Pay	\$25,375	\$109,705	\$2,553	-	\$0	\$0	-
PERSONNEL - OTHER TOTAL	\$127,860	\$236,952	\$108,495	\$80,000	\$117,500	\$37,500	46.87%
Other							
Gasoline/Diesel Emergency Purchases	-	-	\$1,023	-	\$0	\$0	-
Office Supplies	\$4,438	\$5,389	\$5,415	\$7,000	\$7,750	\$750	10.71%
Postage	\$2,433	\$545	\$374	\$1,200	\$850	-\$350	-29.16%
Cleaning Supplies	\$737	\$539	\$713	\$750	\$1,200	\$450	60.00%
Uniforms/Clothing	-\$3,195	\$1,835	\$5,481	\$3,500	\$11,200	\$7,700	220.00%
Safety Supplies	\$0	-	-	-	\$0	\$0	-
Medical Supplies	\$2,206	\$1,872	\$1,050	\$1,700	\$1,700	\$0	0.00%
Mat. Issued Transit	-	-	\$717	-	\$0	\$0	-
Maint Supplies	\$876	-\$160	\$74	\$85	\$85	\$0	0.00%
Small Hand Tools	-	-	\$3	-	\$0	\$0	-
Food Supplies	\$11,253	\$10,660	\$19,822	\$26,000	\$29,500	\$3,500	13.46%
Recr Supplies	\$1,326	\$4,190	\$4,209	\$7,900	\$8,900	\$1,000	12.65%
Awards/Trophies	\$827	\$1,465	\$1,347	\$500	\$500	\$0	0.00%
Fuel	-	-	\$41	-	\$0	\$0	-
Oil/Grease	-	-	-	\$0	\$0	\$0	-
Mach/Equip/Furn (NC)	\$550	\$57	\$3,770	\$21,500	\$6,500	-\$15,000	-69.76%
Comp Sftwr (Non-cap)	-	-	\$518	\$0	\$6,000	\$6,000	-
Other Supplies	\$14,141	\$4,010	\$5,075	\$3,000	\$3,900	\$900	30.00%
Cell Phone Serv Purc	\$21,499	\$18,468	\$17,130	\$17,500	\$19,250	\$1,750	10.00%
Dues/Subscriptions	\$848	\$2,555	\$1,585	\$8,365	\$3,100	-\$5,265	-62.94%
Utilities	\$18,583	\$14,302	\$15,546	\$18,000	\$18,000	\$0	0.00%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Printing/Duplicating	\$250	\$1,704	\$1,296	\$2,250	\$3,000	\$750	33.33%
Travel	\$76,671	\$3,316	\$12	\$6,050	\$10,050	\$4,000	66.11%
Local Travel	\$12,203	\$13,319	\$16,748	\$22,250	\$22,250	\$0	0.00%
Travel Lodging	-	-	-\$39,882	-	\$0	\$0	-
Meals	-	-	-	\$0	\$2,000	\$2,000	-
Advertising	\$4,896	-	\$222	\$1,000	\$10,000	\$9,000	900.00%
Registration Fees	-	-	-	-	\$2,850	\$2,850	-
Equipment Rental	-	-	-	\$0	\$0	\$0	-
Repairs and Maint	\$3,147	\$11,099	\$3,084	\$7,500	\$2,500	-\$5,000	-66.66%
Education/Training	\$10,246	\$19,997	\$12,694	\$35,000	\$42,750	\$7,750	22.14%
Software Lic/Maint	-	-	-	\$0	\$1,000	\$1,000	-
Solid Waste Disp	-	-	\$29	-	\$0	\$0	-
Freight	-	-	\$156	-	\$0	\$0	-
Support/Needs	-	-	\$6,121	\$10,500	\$10,500	\$0	0.00%
Temp Labor	\$42,286	\$38,787	\$69,787	\$150,000	\$215,000	\$65,000	43.33%
Health Eval	-	-	-	\$0	\$0	\$0	-
Tourism Council	-	-	\$13	-	\$0	\$0	-
Credit Card Fees	\$600	-	-	-	\$0	\$0	-
Turf Maint Contr	-	-	\$115	-	\$0	\$0	-
Monthly Parking Fees	\$57	-	\$165	-	\$0	\$0	-
Welfare Assistance	-	-	-	-	\$2,500	\$2,500	-
Contrib to Civic Grp	-	-	\$20	-	\$135,000	\$135,000	-
Incentive Awards	\$453	-	-	\$4,000	\$4,000	\$0	0.00%
Acq Com Itm-Veh (MA)	\$0	\$59,545	-	\$43,357	\$0	-\$43,357	-100.00%
Trn to ST Grants Fd	\$53,541	\$4,946	\$26,103	-	\$0	\$0	-
Trn to Fd Grants Fd	-	\$7,176	\$18,888	-	\$0	\$0	-
Lump Sum Appropr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$280,872	\$225,614	\$199,464	\$398,907	\$581,835	\$182,928	45.85%
Contractual							
Professional Serv	\$1,786,448	\$1,890,553	\$1,618,361	\$2,038,500	\$2,076,500	\$38,000	1.86%
Serv Contracts	\$7,587	\$26,431	\$30,077	\$20,000	\$24,514	\$4,514	22.57%
Contracted Serv	\$828	\$13,610	\$35,529	\$38,000	\$45,600	\$7,600	20.00%
Int Contract Svc	\$214	-	-	\$0	\$0	\$0	-
Other Contractual Se	\$167,327	\$103,845	\$67,173	\$65,000	\$65,000	\$0	0.00%
CONTRACTUAL TOTAL	\$1,962,404	\$2,034,440	\$1,751,139	\$2,161,500	\$2,211,614	\$50,114	2.31%
Fixed							
Telephone-Int Chg	\$3,649	\$4,230	\$4,725	\$3,105	\$4,037	\$932	30.01%
Insurance Int Chgs	\$13,666	\$13,666	\$13,875	\$16,031	\$16,351	\$320	1.99%
Worker's Comp Ins	\$14,478	\$16,221	\$23,185	\$23,649	\$24,121	\$472	1.99%
IT Comp Replacemt	-	-	-	\$21,487	\$11,561	-\$9,926	-46.19%
IT Infrastruct Repla	\$10,329	\$10,329	\$11,195	\$12,702	\$13,827	\$1,125	8.85%
Veh Oper-Repair/Mnt	\$10,877	\$3,767	\$4,675	\$8,600	\$8,600	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$747	\$1,110	-	\$4,300	\$4,430	\$130	3.02%
IT User/Support Fee	\$120,489	\$120,489	\$120,489	\$70,907	\$83,925	\$13,018	18.35%
HVAC Charges	\$10,293	\$10,293	\$10,602	\$11,556	\$12,596	\$1,040	8.99%
Trn to CityLink	\$11,580	\$11,580	\$11,580	\$11,580	\$12,440	\$860	7.42%
FIXED TOTAL	\$196,107	\$191,685	\$200,326	\$183,917	\$191,888	\$7,971	4.33%
EXPENSES BY LINE ITEM TOTAL	\$5,494,948	\$5,526,538	\$5,106,815	\$6,928,696	\$7,242,379	\$313,683	4.52%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
<ul style="list-style-type: none"> JEDI Education Housing Public Safety 	<ol style="list-style-type: none"> To promote a streamlined System of Care for Youth and Families. To provide Outreach Services that promote the resilience and self-sufficiency of residents. 	<ol style="list-style-type: none"> Develop a high-functioning, supported, and developed staff that reach their ultimate potential. Foster an internal organizational culture that elevates diversity, equity, inclusion, and belonging. Extend and galvanize movement within the wider community and partnerships with an anti-racist, trauma-informed, and inclusive approach.

PERFORMANCE MEASURES:

Performance Measures: Human Services								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Education	Number of Community Attention Youth Internship participants	FY	127	126	166	99	73	81
	Number of Community Attention Youth Internship host agencies	FY	84	89	118	61	30	40
	Number of participants who enroll in the Community Connector program	FY	N/A	N/A	38	94	87	60
	Percentage of Community Attention Youth Internship participants who complete the program	FY	92%	97%	92%	89%	93%	89%
Housing	Percentage of Community Connector participants who successful meet their housing security goals	FY	N/A	N/A	70%	83%	86%	94%
Public Safety	Percentage of children experiencing foster care that discharge to permanency	FY	N/A	N/A	79%	78%	74%	77%
	Percentage of children experiencing foster care placed in a kinship family	FY	N/A	N/A	N/A	66%	59%	59%

EXPLANATION OF CHANGES:

Salaries & Benefits

- 1 FTE was transferred to Commission on Children & Families, 3 vacant FTE positions were unfunded, and 1 grant-funded position is not included in the FY25 staffing summary count.

Other Expenditures

- Increases for contracted services, supplies, and equipment.
- Funding Added for the new Assisting with Navigation, Crisis Help and Outreach Resources (ANCHOR) Team (\$170,500).
- Funding Added for the administration of the Pathways Program previously funded with federal dollars (\$299,916).

Neighborhood Development Services

FISCAL YEAR 2025



OVERVIEW:

The Department of Neighborhood Development Services (NDS) works in three primary areas – planning, development review, and design. Planning encompasses short and long-range plans for the future development and improvement of the City, as well as supporting implementation of those plans. Example projects include development of the Comprehensive Plan, small area plans for City neighborhoods, subject area plans on topics, such as transportation and housing, and zoning amendments and other city regulations. The development review function of the department includes a review of all proposed development or building plans for their consistency with City policy and regulations, as well as ensuring that existing buildings and properties remain in compliance with City requirements over time.

Neighborhood Development Services’ focus on design includes the preservation of historic buildings and neighborhoods, promoting placemaking and quality design in private and public projects, and supporting a safe, attractive, and functional transportation system for all users. NDS' work is inherently collaborative with our colleagues in other City departments and public agencies, as well as with the communities we serve.

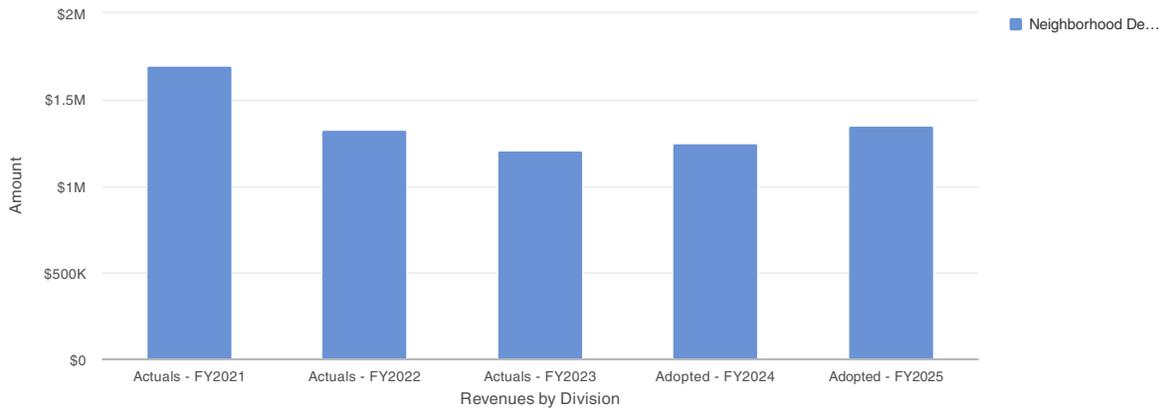
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Neighborhood Development Services	27	28
ALLOCATED FTE	27	28

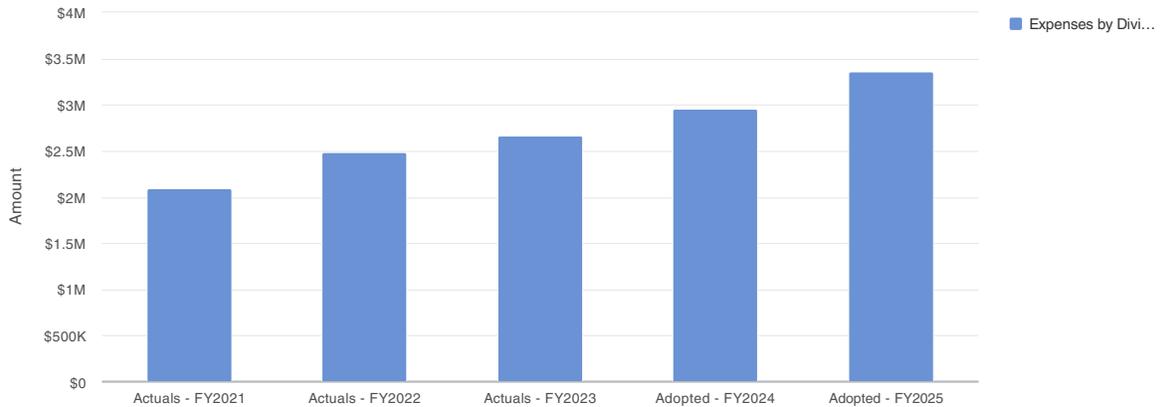
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Neighborhood Development Services	\$1,694,128	\$1,327,478	\$1,208,454	\$1,247,643	\$1,349,400	\$101,757	8.15%
REVENUES BY DIVISION TOTAL	\$1,694,128	\$1,327,478	\$1,208,454	\$1,247,643	\$1,349,400	\$101,757	8.15%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Neighborhood Development Services	\$2,090,864	\$2,487,613	\$2,663,794	\$2,958,119	\$3,364,118	\$405,999	13.72%
EXPENSES BY DIVISION TOTAL	\$2,090,864	\$2,487,613	\$2,663,794	\$2,958,119	\$3,364,118	\$405,999	13.72%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$2,090,864	\$2,487,613	\$2,663,794	\$2,958,119	\$3,364,118	\$405,999	13.72%
EXPENSES BY FUND TOTAL	\$2,090,864	\$2,487,613	\$2,663,794	\$2,958,119	\$3,364,118	\$405,999	13.72%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Licenses and Permits							
Gas Permits	–	–	\$983	–	\$0	\$0	–
Plumbing Perm	\$59,735	\$59,412	\$52,816	\$70,000	\$70,000	\$0	0.00%
Erosion Cntrl Perm	\$19,700	\$26,975	\$16,425	\$29,500	\$29,500	\$0	0.00%
Sign Perm	\$3,975	\$6,625	\$11,923	\$8,000	\$8,000	\$0	0.00%
Parking Perm	\$599,340	\$322,610	\$65,995	\$90,000	\$90,000	\$0	0.00%
Bldg Perm	\$481,187	\$308,682	\$414,847	\$424,000	\$500,000	\$76,000	17.92%
Mech Perm	\$45,577	\$49,570	\$39,384	\$85,000	\$85,000	\$0	0.00%
Elect Perm	\$223,529	\$237,448	\$212,547	\$230,000	\$200,000	-\$30,000	-13.04%
ERB	\$800	\$775	\$800	\$1,500	\$1,500	\$0	0.00%
Home Occupation	\$11,230	\$17,925	\$22,625	\$15,000	\$15,000	\$0	0.00%
Subdivisions	\$4,800	\$10,730	\$3,220	\$8,000	\$7,000	-\$1,000	-12.50%
Cert ofOccupancy Fee	\$60	\$2,400	\$810	\$8,500	\$7,000	-\$1,500	-17.64%
Site Plans	\$59,375	\$75,012	\$66,595	\$50,000	\$60,000	\$10,000	20.00%
Mall Vending Perm	\$38,120	\$31,004	\$18,836	\$78,000	\$78,000	\$0	0.00%
Bar Applications	\$7,500	\$5,350	\$7,446	\$12,000	\$10,000	-\$2,000	-16.66%
Reinspection Fees	\$100	–	\$2,600	–	\$0	\$0	–
Spec Event Bldg Insp	–	–	–	–	\$0	\$0	–
Permit Sys Maint Fee	\$28,827	\$27,700	\$28,134	\$35,000	\$35,000	\$0	0.00%
Stop Work Order	\$15,208	\$1,228	\$1,599	–	\$0	\$0	–
Temp use Permits	\$13,800	\$24,100	\$18,600	\$13,800	\$14,500	\$700	5.07%
Alley Closings	\$200	\$100	–	\$500	\$400	-\$100	-20.00%
Zoning Compliance	\$5,425	\$7,975	\$7,763	\$5,000	\$5,000	\$0	0.00%
Permit Admin Fee	\$355	\$0	\$1,748	–	\$0	\$0	–
Vacant Bldg Reg Fees	\$400	–	–	–	\$0	\$0	–

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Fldplain Dev Permit	\$1,100	–	–	–	\$0	\$0	–
Amusement Ctr Fees	–	–	\$100	–	\$0	\$0	–
Vacant Bldg Reg Fees	–	\$75	\$375	\$1,200	\$400	-\$800	-66.66%
LICENSES AND PERMITS TOTAL	\$1,620,343	\$1,215,696	\$996,170	\$1,165,000	\$1,216,300	\$51,300	4.40%
Charges for Services							
Street Cut Perm	–	-\$1,825	–	–	\$0	\$0	–
Zoning Appeals	\$600	\$600	\$1,700	\$1,100	\$1,100	\$0	0.00%
Weed Cut Billing CLR	–	–	–	–	\$50,000	\$50,000	–
Misc Fees	\$5,515	-\$100	\$433	\$12,000	\$10,000	-\$2,000	-16.66%
Other Fees	\$1,500	\$39,218	\$136,154	–	\$0	\$0	–
CHARGES FOR SERVICES TOTAL	\$7,615	\$37,893	\$138,287	\$13,100	\$61,100	\$48,000	366.41%
Intergovernmental Revenue							
State/Fed Pass Thru	\$0	–	–	–	\$0	\$0	–
UVA Misc Revenue	\$65,701	\$69,749	\$70,038	\$69,543	\$72,000	\$2,457	3.53%
INTERGOVERNMENTAL REVENUE TOTAL	\$65,701	\$69,749	\$70,038	\$69,543	\$72,000	\$2,457	3.53%
Miscellaneous Revenue							
Publications	\$294	\$3,640	\$3,793	–	\$0	\$0	–
Graffiti Reimb	\$50	–	–	–	\$0	\$0	–
Other Misc Rev	\$125	\$500	\$160	–	\$0	\$0	–
MISCELLANEOUS REVENUE TOTAL	\$469	\$4,140	\$3,953	–	\$0	\$0	–
Warehouse Revenue							
Warehse Outlet Sales	–	–	\$5	–	\$0	\$0	–
WAREHOUSE REVENUE TOTAL	–	–	\$5	–	\$0	\$0	–
REVENUES BY LINE ITEM TOTAL	\$1,694,128	\$1,327,478	\$1,208,454	\$1,247,643	\$1,349,400	\$101,757	8.15%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$1,350,047	\$1,409,579	\$1,564,605	\$1,803,339	\$2,006,264	\$202,925	11.25%
Full Time Sal Accrue	-\$46,931	\$15,620	-\$48,674	–	\$0	\$0	–
PT Salaries	–	–	\$5,917	\$0	\$0	\$0	–
Part Time Sal Accru	–	–	\$606	–	\$0	\$0	–
COLA Budget	–	–	–	\$0	\$0	\$0	–
Soc Sec - FICA	\$98,084	\$107,382	\$114,929	\$136,839	\$151,621	\$14,782	10.80%
Soc Sec FICA Accrued	-\$3,515	\$1,302	-\$3,573	–	\$0	\$0	–
Retirement Cont DB	\$181,609	\$181,919	\$307,473	\$279,226	\$254,199	-\$25,027	-8.96%
Retirement Cont DC	\$98,518	\$117,660	\$115,311	\$117,828	\$132,982	\$15,154	12.86%
Retirement Cont A DB	-\$8,104	-\$420	-\$4,304	–	\$0	\$0	–
Retirement Cont A DC	-\$1,628	\$2,071	-\$3,783	–	\$0	\$0	–
Life Insurance	\$9,173	\$9,892	\$11,187	\$13,056	\$14,525	\$1,469	11.25%
Life Ins Accrued	-\$302	\$128	-\$336	–	\$0	\$0	–
Health Care Program	\$195,407	\$192,613	\$260,254	\$247,676	\$300,076	\$52,400	21.15%
Health Care Pr Accru	-\$5,966	\$733	-\$6,238	–	\$0	\$0	–
Salary Budget Transfer To/From	–	–	–	–	\$0	\$0	–
PERSONNEL TOTAL	\$1,866,393	\$2,038,478	\$2,313,374	\$2,597,964	\$2,859,667	\$261,703	10.07%
Personnel - Other							
Temp. Salaries	\$105	\$576	\$4,246	\$10,000	\$10,000	\$0	0.00%
Temp Sal Accrued	-\$44	\$1,117	-\$1,198	–	\$0	\$0	–
Overtime	–	\$2,447	–	–	\$0	\$0	–
Overtime Accrued	\$417	-\$417	–	–	\$0	\$0	–

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Career Dev.	\$301	–	–	–	\$0	\$0	–
Career Dev Accrued	-\$361	–	–	–	\$0	\$0	–
Bonus Pay	\$16,500	\$72,625	\$3,500	\$0	\$3,500	\$3,500	–
PERSONNEL - OTHER TOTAL	\$16,918	\$76,348	\$6,548	\$10,000	\$13,500	\$3,500	35.00%
Other							
Gasoline/Diesel Emergency Purchases	–	–	\$918	–	\$0	\$0	–
Office Supplies	\$9,658	\$7,465	\$11,638	\$55,000	\$50,000	-\$5,000	-9.09%
Postage	\$6,807	\$5,189	\$3,810	\$23,000	\$20,000	-\$3,000	-13.04%
Books	\$799	\$4,516	\$1,300	\$6,000	\$6,000	\$0	0.00%
Cleaning Supplies	–	–	–	\$1,000	\$0	-\$1,000	-100.00%
Uniforms/Clothing	\$1,440	\$274	\$2,107	\$3,000	\$3,000	\$0	0.00%
Safety Supplies	\$280	–	–	\$4,000	\$0	-\$4,000	-100.00%
Food Supplies	\$44	\$984	\$1,547	\$11,000	\$11,000	\$0	0.00%
Awards/Trophies	–	–	–	\$0	\$0	\$0	–
Fuel	–	–	–	\$250	\$250	\$0	0.00%
Oil/Grease	–	–	–	\$150	\$150	\$0	0.00%
Mach/Equip/Furn (NC)	\$134	\$2,502	\$14,013	\$1,000	\$6,000	\$5,000	500.00%
Comp Sftwr (Non-cap)	\$3,992	\$1,019	\$1,869	\$2,700	\$2,700	\$0	0.00%
Other Supplies	-\$7	\$1,642	\$672	\$2,500	\$2,500	\$0	0.00%
Gasoline/Diesel Purc	–	\$32	\$38	\$50	\$50	\$0	0.00%
Telephone Serv Purch	\$4,868	\$4,984	\$4,627	\$4,000	\$4,500	\$500	12.50%
Cell Phone Serv Purc	\$16,302	\$10,131	\$8,951	\$13,000	\$13,000	\$0	0.00%
Dues/Subscriptions	\$3,867	\$6,069	\$5,026	\$7,500	\$7,500	\$0	0.00%
Telephone-Long Dist	–	–	–	\$1,000	\$0	-\$1,000	-100.00%
Printing/Duplicating	\$0	–	\$420	\$1,000	\$2,500	\$1,500	150.00%
Travel	\$946	–	–	\$1,500	\$1,500	\$0	0.00%
Local Travel	–	–	–	\$100	\$100	\$0	0.00%
Meals	–	\$29	\$61	\$1,000	\$1,000	\$0	0.00%
Advertising	\$13,384	\$18,696	\$17,229	\$30,000	\$30,000	\$0	0.00%
Registration Fees	–	\$2,139	–	–	\$0	\$0	–
Equipment Rental	\$8,828	\$6,815	\$9,246	\$10,000	\$10,000	\$0	0.00%
Repairs and Maint	–	–	–	\$750	\$750	\$0	0.00%
Education/Training	\$1,213	\$15,032	\$10,756	\$35,000	\$35,000	\$0	0.00%
Software Lic/Maint	–	\$3,562	\$3,847	\$5,200	\$5,200	\$0	0.00%
Solid Waste Disp	\$1,363	\$1,725	\$1,525	–	\$0	\$0	–
Credit Card Fees	\$52	\$1,314	\$2,902	\$5,550	\$5,550	\$0	0.00%
Monthly Parking Fees	\$36	\$60	\$588	\$2,325	\$2,325	\$0	0.00%
Interest	–	–	\$2,500	–	\$0	\$0	–
Acq Com Itm-Comp Sof	\$28,682	–	–	–	\$0	\$0	–
Lump Sum Appropr	–	–	–	–	\$0	\$0	–
OTHER TOTAL	\$102,687	\$94,176	\$105,590	\$227,575	\$220,575	-\$7,000	-3.07%
Contractual							
Professional Serv	\$39,432	\$159,991	\$171,205	–	\$5,000	\$5,000	–
Serv Contracts	–	\$0	–	\$0	\$0	\$0	–
Constr Contracts	–	\$0	–	–	–	\$0	–
Contracted Serv	–	–	\$250	–	\$0	\$0	–
Consulting Services	\$0	\$60,022	\$0	–	\$80,000	\$80,000	–
Other Contractual Se	\$4,723	\$3,060	\$23,592	\$65,000	\$115,000	\$50,000	76.92%
CONTRACTUAL TOTAL	\$44,155	\$223,072	\$195,048	\$65,000	\$200,000	\$135,000	207.69%
Fixed							
Telephone-Int Chg	\$7,285	\$7,285	\$8,635	\$12,701	\$18,294	\$5,593	44.03%
Insurance Int Chgs	\$9,770	\$9,770	\$11,236	\$11,460	\$11,690	\$230	2.00%
Worker's Comp Ins	\$7,413	\$7,413	\$10,595	\$10,807	\$9,944	-\$863	-7.98%
IT Infrastruct Repla	\$6,432	\$6,432	\$5,831	\$9,612	\$17,283	\$7,671	79.80%
Veh Oper-Repair/Mnt	\$8,752	\$14,046	\$3,026	\$7,500	\$7,500	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$4,988	\$5,592	\$3,911	\$5,500	\$5,665	\$165	3.00%
Vehicle Use Allow	\$16,071	\$5,000	–	\$0	\$0	\$0	–
FIXED TOTAL	\$60,711	\$55,538	\$43,234	\$57,580	\$70,376	\$12,796	22.22%
EXPENSES BY LINE ITEM TOTAL	\$2,090,864	\$2,487,613	\$2,663,794	\$2,958,119	\$3,364,118	\$405,999	13.72%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
<ul style="list-style-type: none"> Organizational Excellence Economic Prosperity 	To provide efficient and forward-thinking city planning and development services.	<ol style="list-style-type: none"> Provide building permit and inspection services. Provide quality customer service. Ensure city planning follows citywide strategic goals and comprehensive plan.
		Click here to see the Comprehensive Plan.

PERFORMANCE MEASURES:

Performance Measures: Neighborhood Development Services								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Economic Prosperity	Dollar amount of fees collected for all permits (in thousands)	CY	\$ 985	\$ 1,063	\$ 1,047	\$ 772	\$ 720	\$ 1,187
	Total value (\$) of construction permits issued (in millions)	CY	\$ 178	\$ 224	\$ 229	\$ 185	\$ 126	\$ 241
Organizational Excellence	Number of Board of Architecture Review (BAR) cases	CY	112	78	57	65	46	27
	Number of Entrance Corridor Review Board (ERB) cases	CY	13	6	2	1	1	6
	Number of BAR/ERB administrative reviews	CY	11	15	9	12	14	8
	Number of permits issued	CY	2,117	2,068	1,795	1,783	1,641	1,731
	Number of rezoning/Special Use Permit applications submitted	CY	16	14	5	12	14	10
	Number of building permit inspections	CY	5,951	6,315	5,392	6,262	4,041	6,469
	Number of building plans reviewed	CY	678	663	668	581	587	877
	Number of site plans submitted	CY	66	76	47	50	51	27
	Number of property maintenance inspections conducted (includes citations related to trash, weeds, housing and vehicles)	CY	210	3,359	2,713	2,765	N/A	1,409

EXPLANATION OF CHANGES:

Salaries & Benefits

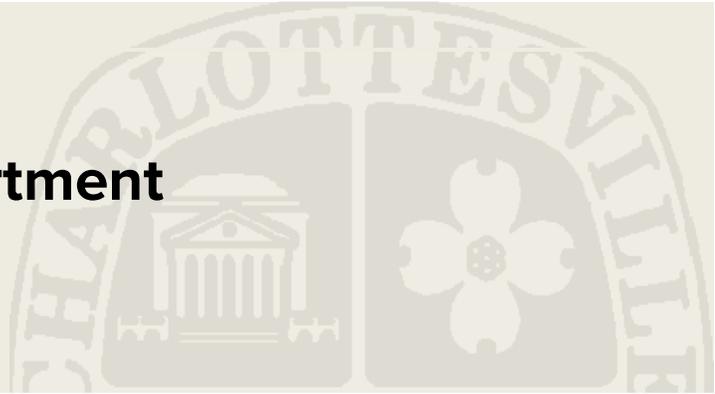
- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.
- 1 FTE Transportation Planner added and transferred from Public Works.

Other Expenditures

- Contracted services cost increases for new account created to track property maintenance expenses and the offsetting revenues which will be billed to the property owner. Increases to professional services for on-call services to supplement review staff and support small analyses, illustration, or design services on an as needed basis.

Parks & Recreation Department

FISCAL YEAR 2025



OVERVIEW:

Parks & Recreation Administration:

- **Parks & Recreation Administration:** Responsible for the development, coordination, and oversight of the department's mission.

Recreation Division:

- **Adaptive Recreation:** The Adaptive Recreation Program is for individuals, ages 8 and up, with physical and/or intellectual disabilities whose recreational needs cannot be met by regular programs.
- **Aquatics:** Funds operations and management of Smith Aquatic & Fitness Center, Onesty Family Aquatic Center, Washington Park Pool, four (4) spray grounds, aquatic programming, and the City Swim Team.
- **Athletics:** Program offerings include basketball, softball, volleyball, tennis, athletics camps, and clinics for youth and adults.
- **City Markets:** The City Markets offers fresh produce, herbs, plants, grass fed meats, crafts, and baked goods from local vendors every Saturday from 9:00 a.m. until 1:00 p.m.. The Farmers in the Park (Meade Park) is open May-September every Wednesday from 3:00 p.m. until 7:00 p.m., and the Holiday Market is open from November 25th to December 23rd from 9:00 a.m.. until 1:00 p.m..
- **Recreation Centers:** Funds the operation and management of the City's recreation centers: Carver Recreation Center, Key Recreation Center, Tonsler Park Center, Washington Park, and the Skate Park.
- **Youth Programs:** Offers a variety of programs for youth including after school programs, arts and crafts, gymnastics, dance, summer camps, and outdoor adventure activities that include the whole family. Recreation also supports and fund centers located at Kindewood, Greenstone on 5th, 1st Street South, and Westhaven.

Parks Division:

- **Construction Services:** Responsible for construction maintenance functions for Parks, the Downtown Mall, and other Parks & Recreation managed facilities.
- **Custodial Services:** Responsible for custodial functions for Parks, the Downtown Mall, and other Parks & Recreation managed facilities.

- **Landscape Services:** Responsible for citywide horticultural, turf maintenance, and urban forestry functions.
- **Parks Administration:** Responsible for the coordination and oversight of the Parks Division’s management and administrative functions.
- **Shared Park Operations:** The City shares operational costs with Albemarle County for the City/County owned Darden Towe Park.
- **Trails & Planning Services:** Responsible for parks planning, parkland acquisition, and trail maintenance functions.

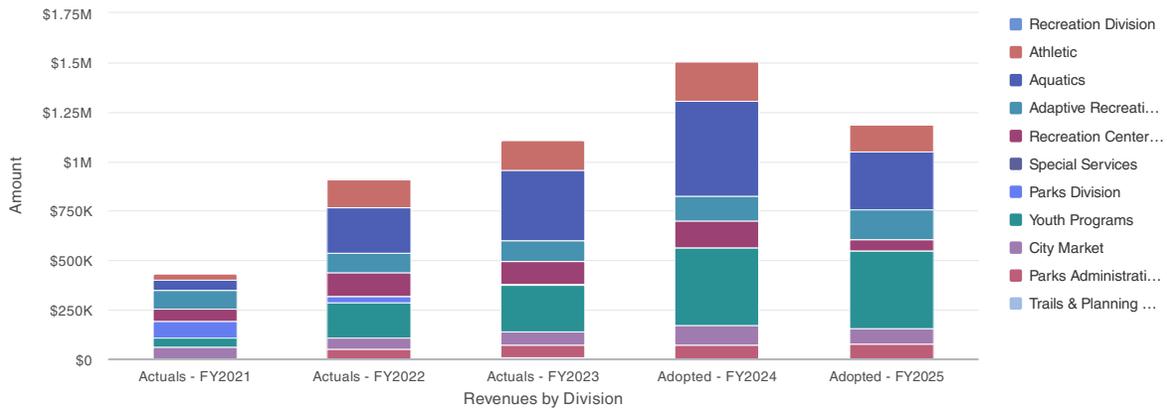
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Adaptive Recreation	2.75	2.75
Aquatics	8	8
Athletic	4	4
City Market	1.75	1.75
Construction Services	8	10
Custodial Services	8	8
Landscape Services	16	16
Parks Administration	5	6
Recreation Centers and Playgrounds	7	8.5
Recreation Division	6.75	8
Trails & Planning Services	1	1
Youth Programs	2	3
ALLOCATED FTE	70.25	77

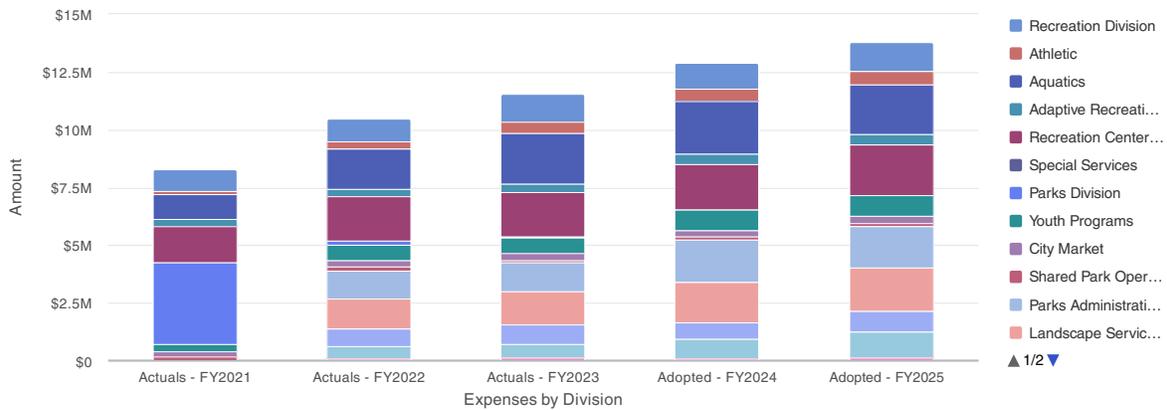
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Recreation Division	\$338	\$4,430	\$1,558	\$4,500	\$2,000	-\$2,500	-55.55%
Athletic	\$30,015	\$143,811	\$149,126	\$200,512	\$135,072	-\$65,440	-32.63%
Aquatics	\$56,308	\$231,825	\$359,740	\$476,749	\$296,270	-\$180,479	-37.85%
Adaptive Recreation	\$90,399	\$97,487	\$102,485	\$126,020	\$149,200	\$23,180	18.39%
Recreation Centers and Playgrounds	\$64,999	\$119,981	\$113,969	\$138,368	\$57,946	-\$80,422	-58.12%
Special Services	-	\$130	\$3,126	-	\$0	\$0	-
Parks Division	\$82,851	\$30,631	\$1,911	\$0	\$0	\$0	-
Youth Programs	\$48,596	\$180,386	\$234,928	\$391,850	\$389,415	-\$2,435	-0.62%
City Market	\$60,795	\$55,288	\$68,213	\$96,520	\$83,410	-\$13,110	-13.58%
Parks Administration	-	\$51,921	\$64,799	\$74,750	\$75,800	\$1,050	1.40%
Trails & Planning Services	-	-	\$9,108	-	\$0	\$0	-
REVENUES BY DIVISION TOTAL	\$434,300	\$915,889	\$1,108,963	\$1,509,269	\$1,189,113	-\$320,156	-21.21%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Recreation Division	\$962,047	\$1,008,861	\$1,210,114	\$1,107,062	\$1,257,365	\$150,303	13.57%
Athletic	\$149,526	\$303,056	\$470,667	\$533,094	\$560,797	\$27,703	5.19%
Aquatics	\$1,069,108	\$1,730,558	\$2,191,324	\$2,312,296	\$2,142,677	-\$169,619	-7.33%
Adaptive Recreation	\$310,633	\$344,036	\$360,617	\$446,488	\$485,211	\$38,723	8.67%
Recreation Centers and Playgrounds	\$1,532,282	\$1,886,952	\$1,945,614	\$1,965,957	\$2,192,699	\$226,742	11.53%
Special Services	-	-	-	-	\$0	\$0	-
Parks Division	\$3,550,498	\$206,090	\$33,225	\$0	\$3,806	\$3,806	-
Youth Programs	\$322,262	\$684,699	\$696,624	\$875,633	\$891,597	\$15,964	1.82%
City Market	\$235,615	\$262,606	\$280,887	\$280,401	\$297,600	\$17,199	6.13%
Shared Park Operations	\$152,047	\$172,714	\$108,420	\$120,000	\$140,000	\$20,000	16.66%
Parks Administration	\$10,535	\$1,219,319	\$1,262,157	\$1,834,021	\$1,777,922	-\$56,099	-3.05%
Landscape Services	\$3,705	\$1,295,724	\$1,420,424	\$1,785,379	\$1,879,360	\$93,981	5.26%
Custodial Services	\$284	\$743,383	\$839,541	\$707,200	\$905,490	\$198,290	28.03%
Construction Services	\$81	\$536,664	\$608,582	\$821,082	\$1,136,331	\$315,249	38.39%
Trails & Planning Services	\$174	\$94,359	\$116,590	\$107,760	\$116,367	\$8,607	7.98%
EXPENSES BY DIVISION TOTAL	\$8,298,798	\$10,489,018	\$11,544,786	\$12,896,374	\$13,787,222	\$890,848	6.90%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$8,298,798	\$10,489,018	\$11,544,786	\$12,896,374	\$13,787,222	\$890,848	6.90%
EXPENSES BY FUND TOTAL	\$8,298,798	\$10,489,018	\$11,544,786	\$12,896,374	\$13,787,222	\$890,848	6.90%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Recreation Inc	\$50,327	\$324,281	\$392,409	\$183,952	\$137,872	-\$46,080	-25.05%
Adult Softball	\$12,250	\$53,504	\$54,684	\$62,500	\$54,000	-\$8,500	-13.60%
Classes/Programs	\$80,582	\$15,719	\$4,995	\$387,850	\$393,575	\$5,725	1.47%
Daily Admission	\$21,430	\$76,366	\$107,992	\$171,646	\$100,900	-\$70,746	-41.21%
Passes	-\$41,881	\$85,929	\$136,018	\$184,930	\$100,131	-\$84,799	-45.85%
Aquatic Classes/Prog	\$11,245	\$45,029	\$50,812	\$56,848	\$42,489	-\$14,359	-25.25%
Lane Rentals	-	\$9,011	\$44,356	\$18,200	\$18,200	\$0	0.00%
Facility Rentals	\$1,132	\$107	\$3,757	\$29,000	\$20,600	-\$8,400	-28.96%
Events/Birthday Part	\$500	\$973	\$15,053	\$41,780	\$10,180	-\$31,600	-75.63%
Pool Food & Vending	-	\$790	\$1,865	\$2,000	\$0	-\$2,000	-100.00%
Pool Miscellaneous	\$135	\$120	\$225	-	\$0	\$0	-
Digging Graves	\$23,945	\$27,895	\$23,760	\$28,000	\$28,000	\$0	0.00%
Picnic Shelters	\$21,920	\$35,050	\$30,710	\$30,000	\$30,000	\$0	0.00%
Garden Plots	\$8,632	\$5,636	\$5,729	\$6,000	\$6,000	\$0	0.00%
City Swin Team Reven	\$19,864	\$42,253	\$36,348	\$47,211	\$41,006	-\$6,205	-13.14%
Misc Fees	\$60,811	\$55,288	\$68,211	\$96,520	\$83,410	-\$13,110	-13.58%
CHARGES FOR SERVICES TOTAL	\$270,891	\$777,950	\$976,924	\$1,346,437	\$1,066,363	-\$280,074	-20.80%
Intergovernmental Revenue							
State Assist	-	-	\$9,108	-	\$0	\$0	-
Rev/Albemarle	\$86,500	\$64,802	\$64,574	\$90,000	\$100,000	\$10,000	11.11%
INTERGOVERNMENTAL REVENUE TOTAL	\$86,500	\$64,802	\$73,682	\$90,000	\$100,000	\$10,000	11.11%
Miscellaneous Revenue							
Vend Commission	\$459	\$1,226	\$2,001	\$1,450	\$950	-\$500	-34.48%
Rent	\$58,315	\$62,859	\$48,793	\$62,632	\$21,000	-\$41,632	-66.47%
Contributions	\$3,975	\$3,324	\$2,057	-	\$0	\$0	-
Fund Raising	-	-	-	\$8,000	\$0	-\$8,000	-100.00%
Ins Recovery	-	\$2,179	-	-	\$0	\$0	-
Other Misc Rev	\$951	\$1,018	\$3,808	\$750	\$800	\$50	6.66%
MISCELLANEOUS REVENUE TOTAL	\$63,700	\$70,607	\$56,660	\$72,832	\$22,750	-\$50,082	-68.76%
Warehouse Revenue							
Warehse Outlet Sales	\$13,208	\$2,530	\$1,698	-	\$0	\$0	-
WAREHOUSE REVENUE TOTAL	\$13,208	\$2,530	\$1,698	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	\$434,300	\$915,889	\$1,108,963	\$1,509,269	\$1,189,113	-\$320,156	-21.21%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$3,004,357	\$2,807,856	\$3,166,332	\$3,830,549	\$4,252,975	\$422,426	11.02%
Full Time Sal Accrue	\$8,854	\$80,538	-\$108,662	-	\$0	\$0	-
PT Salaries	\$190,628	\$245,619	\$225,940	\$166,816	\$192,718	\$25,902	15.52%
Part Time Sal Accru	\$2,500	\$1,862	-\$8,691	-	\$0	\$0	-
COLA Budget	-	-	-	\$0	\$0	\$0	-
Soc Sec - FICA	\$282,080	\$378,156	\$389,156	\$304,932	\$338,273	\$33,341	10.93%
Soc Sec FICA Accrued	\$9,807	\$6,772	-\$16,428	-	\$0	\$0	-
Retirement Cont DB	\$690,808	\$732,585	\$797,142	\$782,926	\$870,577	\$87,651	11.19%
Retirement Cont DC	\$112,224	\$102,525	\$140,060	\$146,525	\$91,654	-\$54,871	-37.44%
Retirement Cont A DB	-\$1,996	\$13,920	-\$21,432	-	\$0	\$0	-
Retirement Cont A DC	\$367	\$3,568	-\$4,435	-	\$0	\$0	-
Life Insurance	\$22,196	\$21,632	\$24,027	\$28,941	\$32,015	\$3,074	10.62%
Life Ins Accrued	\$102	\$667	-\$851	-	\$0	\$0	-
Health Care Program	\$566,090	\$527,801	\$632,219	\$669,206	\$825,211	\$156,005	23.31%
Health Care Pr Accru	\$2,537	\$14,611	-\$21,412	-	\$0	\$0	-
Salary Budget Transfer To/From	-	-	-	-	\$0	\$0	-
PERSONNEL TOTAL	\$4,890,555	\$4,938,112	\$5,192,963	\$5,929,895	\$6,603,423	\$673,528	11.35%
Personnel - Other							
Temp. Salaries	\$516,174	\$1,497,215	\$1,609,474	\$2,006,600	\$1,898,516	-\$108,084	-5.38%
Temp Sal Accrued	\$115,565	-\$4,781	-\$94,310	-	\$0	\$0	-
Overtime	\$25,183	\$77,862	\$166,818	\$95,500	\$119,500	\$24,000	25.13%
Overtime Accrued	\$1,190	\$10,066	-\$6,364	-	\$0	\$0	-
Holiday OT	\$2,771	\$13,012	\$17,804	\$4,000	\$11,000	\$7,000	175.00%
Holiday OT Accrued	\$1,902	\$1,455	-\$2,664	-	\$0	\$0	-
Other OT	\$15,626	\$14,413	\$2,887	\$0	\$0	\$0	-
Career Dev.	-	-	-	\$0	\$0	\$0	-
Bonus Pay	\$48,250	\$362,451	\$60,871	\$5,000	\$12,000	\$7,000	140.00%
FICA Temporary Emp	-	-	-	\$153,502	\$140,577	-\$12,925	-8.42%
FICA Overtime	-	-	-	\$5,317	\$306	-\$5,011	-94.24%
PERSONNEL - OTHER TOTAL	\$726,662	\$1,971,693	\$1,754,515	\$2,269,919	\$2,181,899	-\$88,020	-3.87%
Other							
Gasoline/Diesel Emergency Purchases	-	-	\$2,529	-	\$0	\$0	-
Office Supplies	\$6,979	\$16,044	\$16,637	\$18,900	\$18,000	-\$900	-4.76%
Preprinted Forms	-	\$263	\$37	\$0	\$0	\$0	-
Postage	\$6,068	\$6,945	\$12,023	\$15,800	\$15,500	-\$300	-1.89%
Books	-	-	-	\$0	\$0	\$0	-
Cleaning Supplies	\$29,803	\$32,650	\$45,703	\$44,500	\$46,800	\$2,300	5.16%
Uniforms/Clothing	\$17,926	\$15,813	\$45,573	\$30,193	\$35,808	\$5,615	18.59%
Safety Supplies	\$6,922	\$6,210	\$11,460	\$6,880	\$7,730	\$850	12.35%
Medical Supplies	\$6,344	\$7,096	\$4,495	\$4,700	\$4,100	-\$600	-12.76%
PPE-Pers Prot Equip	-	-	-	-	\$0	\$0	-
Maint Supplies	\$64,854	\$144,971	\$112,770	\$141,250	\$132,700	-\$8,550	-6.05%
Small Hand Tools	\$5,326	\$10,886	\$6,603	\$9,750	\$10,651	\$901	9.24%
Constr Materials	\$12,703	\$4,090	\$2,177	\$7,000	\$7,000	\$0	0.00%
Food Supplies	\$1,050	\$3,914	\$10,706	\$12,800	\$15,100	\$2,300	17.96%
Recr Supplies	\$70,392	\$189,438	\$168,992	\$182,238	\$181,310	-\$928	-0.50%
Fee-Based Prog Supp	\$338	-	-	\$0	\$0	\$0	-
Awards/Trophies	\$1,576	\$7,500	\$10,433	\$10,300	\$10,688	\$388	3.76%
Fuel	\$50	\$20	\$50	-	\$0	\$0	-

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Oil/Grease	-	\$315	-	\$2,000	\$2,000	\$0	0.00%
Chemicals	\$39,941	\$65,288	\$65,090	\$69,173	\$72,400	\$3,227	4.66%
Mach/Equip/Furn (NC)	\$24,427	\$61,527	\$119,090	\$34,000	\$26,000	-\$8,000	-23.52%
Comp Sftwr (Non-cap)	\$8,693	\$18,229	\$18,561	\$15,400	\$20,600	\$5,200	33.76%
Other Supplies	\$3,830	\$4,722	\$60,030	\$28,250	\$31,662	\$3,412	12.07%
Gasoline/Diesel Purc	\$8,875	\$14,039	\$24,387	\$13,000	\$15,000	\$2,000	15.38%
Telephone Serv Purch	-	-	-	\$0	\$0	\$0	-
Cell Phone Serv Purc	\$37,933	\$41,979	\$41,284	\$26,800	\$32,594	\$5,794	21.62%
Dues/Subscriptions	\$3,764	\$3,956	\$6,177	\$9,484	\$10,239	\$755	7.96%
Telephone-Ext Chg	\$21,796	\$23,495	\$25,123	\$27,906	\$28,226	\$320	1.14%
Utilities	\$279,935	\$462,760	\$562,535	\$578,392	\$598,492	\$20,100	3.47%
Printing/Duplicating	\$12,548	\$19,646	\$21,493	\$44,600	\$45,100	\$500	1.12%
Legal Fees	-	\$23	-	-	\$0	\$0	-
Travel	\$0	\$4,300	\$16,510	\$30,350	\$33,849	\$3,499	11.52%
Travel Lodging	-	\$1,568	\$118	-	\$0	\$0	-
Meals	\$124	\$1,900	\$4,058	\$4,237	\$5,037	\$800	18.88%
Advertising	\$39,389	\$46,334	\$45,579	\$50,000	\$52,000	\$2,000	4.00%
Rent	\$584,910	\$616,831	\$636,997	\$656,515	\$670,514	\$13,999	2.13%
Uniform Rental	-	\$5,126	\$6,903	\$6,900	\$8,322	\$1,422	20.60%
Equipment Rental	\$28,713	\$58,053	\$58,711	\$41,194	\$60,051	\$18,857	45.77%
Repairs and Maint	\$98,613	\$221,586	\$196,103	\$88,200	\$118,800	\$30,600	34.69%
Education/Training	\$8,572	\$11,960	\$18,564	\$29,440	\$43,200	\$13,760	46.73%
Internet Access Fee	\$5,780	\$7,048	\$20,602	\$11,057	\$2,989	-\$8,068	-72.96%
Software Lic/Maint	\$984	\$59	\$2,711	\$22,500	\$22,500	\$0	0.00%
Veh Oper-Wash/Clean	-	-	-	\$0	\$0	\$0	-
Fleet Inv Parts Supp	-	-	-	-	\$0	\$0	-
Solid Waste Disp	\$25,607	\$18,653	\$35,339	\$18,900	\$31,150	\$12,250	64.81%
Freight	\$301	\$335	\$415	-	\$0	\$0	-
Health Eval	\$208	\$439	\$2,207	\$1,300	\$900	-\$400	-30.76%
Tourism Council	-	-	-	-	\$0	\$0	-
Credit Card Fees	\$4,372	\$16,422	\$15,861	\$22,500	\$20,250	-\$2,250	-10.00%
Marketing Exp	\$11,697	\$4,834	\$23,976	\$10,000	\$10,000	\$0	0.00%
Turf Maint Contr	\$34,446	\$75,660	\$64,226	\$169,100	\$172,000	\$2,900	1.71%
Tree Maint Contr	\$255,376	\$269,997	\$257,745	\$290,000	\$330,500	\$40,500	13.96%
Lndscpe Maint Contr	-	-	-	-	\$0	\$0	-
Monthly Parking Fees	\$922	\$1,570	\$2,147	\$1,500	\$2,000	\$500	33.33%
Lease Payments	\$6,004	\$6,384	\$4,968	\$7,000	\$7,500	\$500	7.14%
Contrib to Other Gov	\$152,047	\$172,714	\$108,420	\$120,000	\$140,000	\$20,000	16.66%
Contrib to Civic Grp	-	-	-	-	\$0	\$0	-
Late Fee	\$465	\$45	\$61	-	\$0	\$0	-
Acq Com Itm-Veh (MA)	\$6,099	\$25,350	\$198,652	-	\$0	\$0	-
Acq Com Itm-M Eq (MA)	-	-	-	\$25,000	\$25,000	\$0	0.00%
Acq Com Itm-Eqpt (MA)	-	-	-	\$35,000	\$35,000	\$0	0.00%
Lump Sum Apprpr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$1,936,698	\$2,728,987	\$3,114,833	\$2,974,009	\$3,159,262	\$185,253	6.22%
Contractual							
Professional Serv	\$12,829	\$4,524	\$129,732	\$2,000	\$4,000	\$2,000	100.00%
Serv Contracts	\$20,233	\$21,606	\$32,707	\$244,194	\$261,416	\$17,222	7.05%
Contracted Serv	\$21,537	\$147,031	\$202,289	\$237,574	\$301,614	\$64,040	26.95%
Int Contract Svc	\$8,274	-	-	-	\$0	\$0	-
Consulting Services	\$11,060	\$0	-	-	\$0	\$0	-
Other Contractual Se	\$286,169	\$283,781	\$663,387	\$356,609	\$445,960	\$89,351	25.05%
CONTRACTUAL TOTAL	\$360,101	\$456,942	\$1,028,115	\$840,377	\$1,012,990	\$172,613	20.53%
Fixed							
Telephone-Int Chg	\$35,329	\$12,884	\$14,808	\$13,830	\$22,498	\$8,668	62.67%
Insurance Int Chgs	\$38,688	\$41,133	\$44,493	\$45,441	\$46,289	\$848	1.86%
Worker's Comp Ins	\$121,465	\$121,465	\$173,611	\$177,084	\$163,335	-\$13,749	-7.76%
IT Infrastruct Repla	\$12,191	\$12,191	\$11,661	\$27,119	\$39,750	\$12,631	46.57%
Veh Oper-Repair/Mnt	\$49,217	\$65,673	\$76,188	\$172,500	\$172,500	\$0	0.00%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Veh Opr-Fuel/Oil FLT	\$27,892	\$39,937	\$33,600	\$49,200	\$50,676	\$1,476	3.00%
Vehicle Use Allow	\$100,000	\$100,000	\$100,000	\$397,000	\$334,600	-\$62,400	-15.71%
FIXED TOTAL	\$384,783	\$393,284	\$454,361	\$882,174	\$829,648	-\$52,526	-5.95%
EXPENSES BY LINE ITEM TOTAL	\$8,298,798	\$10,489,018	\$11,544,786	\$12,896,374	\$13,787,222	\$890,848	6.90%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goal 1: Provide quality park, recreation, urban forest, open space, and trail system that is efficient to administer and cost effective to maintain and grow.	Goal 2: Provide effective and efficient service delivery.	Goal 3: Offer top-notch recreation and leisure opportunities and programs for everyone.
<ul style="list-style-type: none"> • Recreation, Arts, Culture • Climate Action • Economic Prosperity 	<ol style="list-style-type: none"> 1. Provide clear and direct leadership that supports and promotes the department core values and focuses on the department mission. 2. Offer staff training, acquire labor saving equipment, and develop effective strategies to streamline operations. 3. Focus on reducing risk to the public and employees by using multi-faceted strategies that minimize economic and health risks. 4. Invest in preventative maintenance and timely upgrades/replacements to support the lifespan of park amenities and facilities. 	<ol style="list-style-type: none"> 1. Develop and implement customer service standards and procedures. 2. Maintain and upgrade technologies to enhance the customer/user experience. 3. Create and execute a comprehensive marketing plan. 4. Collect and analyze customer feedback and surveys to drive improvement. 	<ol style="list-style-type: none"> 1. Promote a healthy and active lifestyle through diverse programs and well-maintained parks and recreation facilities. 2. Foster community stewardship and outreach initiatives. 3. Ensure affordable programs accessible to people of all ages and socioeconomic backgrounds. 4. Deliver outstanding customer service. 5. Develop and enhance community relationships.

PERFORMANCE MEASURES:

Performance Measures: Parks & Recreation								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Climate Action	Number of new trees planted	FY	322	139	160	23	162	165
Economic Prosperity	Gross City market vendor revenues (\$) (in millions)	CY	\$ 2.30	\$ 2.35	\$ 0.40	\$ 1.34	\$ 1.40	\$ 1.40
	Number of City Market vendors	CY	101	110	85	236	255	251
Recreation, Arts, Culture	Acres of parkland (includes City only, schools and City/County shared)	FY	3,152	3,294	3,436	4,239	3,443	3,500
	Linear feet of trails in the City	FY	123,695	124,195	126,195	143,085	143,085	154,185
	Number of participants enrolled in recreation classes	FY	8,092	10,806	8,248	3,024	6,476	8,287
	Number of visitations to outdoor pools	CY	40,578	44,939	N/A	23,451	32,141	40,226
	Number of visitations to the skate park	FY	N/A	N/A	N/A	N/A	34,542	40,515
	Number of visitations to Smith Aquatic Center and Carver Recreation Center	FY	113,831	103,023	87,219	1,899	34,542	67,639
	Number of master plans developed or updated since 2006	FY	3	3	3	3	3	3

EXPLANATION OF CHANGES:

Salaries & Benefits

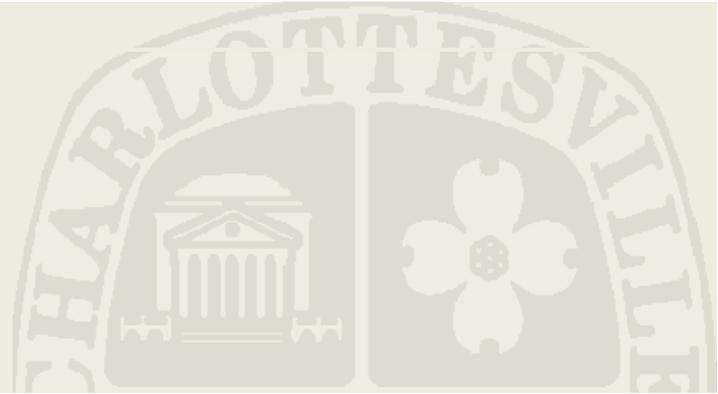
- 4% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.
- 1 FTE added Management Analyst transferred from Golf Course Operations, 1 FTE added Mechanic transferred from Fleet, 4.75 FTEs converted from temporary positions.
- Funding for temporary labor was again reduced as staffing and programming levels will continue to be monitored and adjusted.

Other Expenditures

- Increases for maintenance supplies and contractual services due to contractual and inflationary increases.

Golf Course Operations

FISCAL YEAR 2025



OVERVIEW:

Meadowcreek Golf Course is operated by the Parks & Recreation Department, and has between 35,000-45,000 rounds of golf played annually. The course/facilities features an 18-hole golf course with driving range and practice area, clubhouse with merchandise, apparel and equipment as well as food and beverage service with indoor/outdoor seating. The course offers daily play as well as a variety of annual and seasonal passes, plus hosts tournaments, outings and special events. Meadowcreek offers a variety of instructional programs directly through Parks & Recreation or with its partner, First Tee Blue Ridge. It also hosts clinics with Parks & Recreation summer camps and Adaptive recreation and is the home course for the Charlottesville High School golf team. The budget funds the management, operations, maintenance for the course and facilities through an enterprise fund.

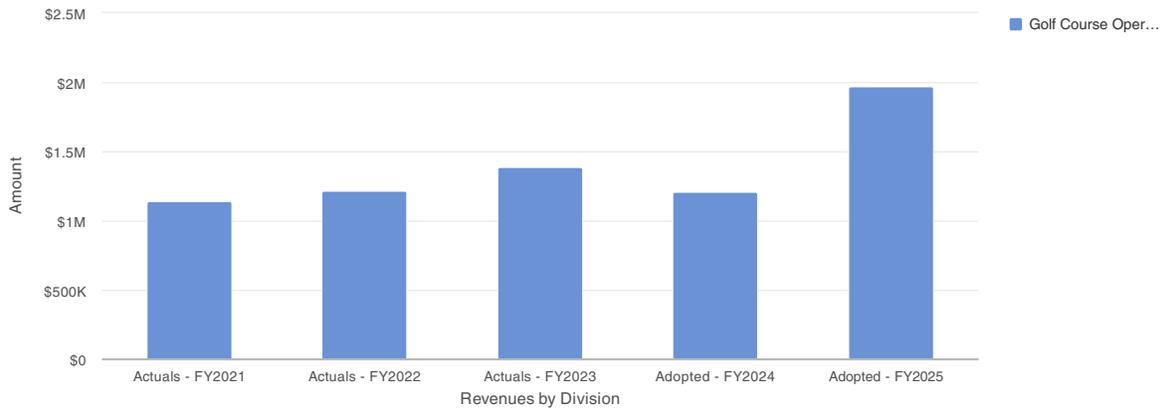
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Golf Course Operations	2	0
ALLOCATED FTE	2	0

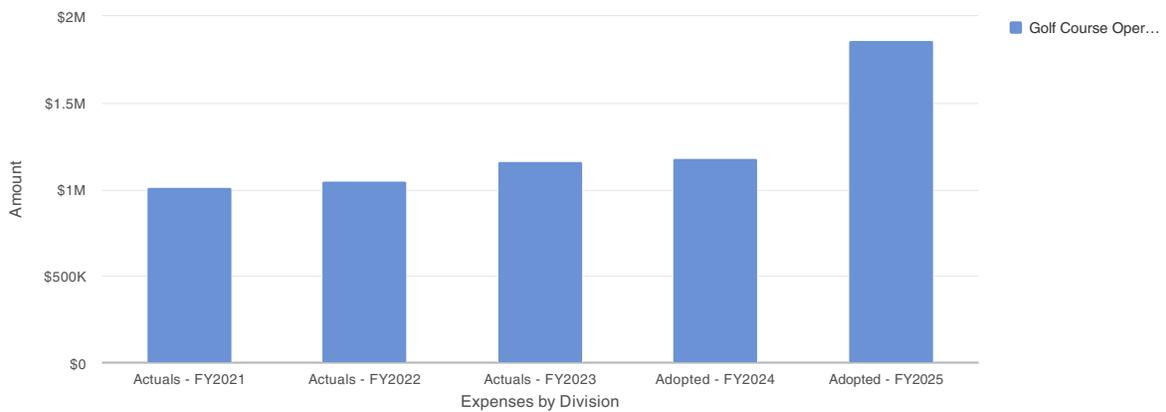
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Golf Course Operations	\$1,144,297	\$1,214,410	\$1,384,383	\$1,206,440	\$1,972,104	\$765,664	63.46%
REVENUES BY DIVISION TOTAL	\$1,144,297	\$1,214,410	\$1,384,383	\$1,206,440	\$1,972,104	\$765,664	63.46%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Golf Course Operations	\$1,016,069	\$1,051,363	\$1,165,144	\$1,179,646	\$1,865,357	\$685,711	58.12%
EXPENSES BY DIVISION TOTAL	\$1,016,069	\$1,051,363	\$1,165,144	\$1,179,646	\$1,865,357	\$685,711	58.12%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds	\$1,016,069	\$1,051,363	\$1,165,144	\$1,179,646	\$1,865,357	\$685,711	58.12%
EXPENSES BY FUND TOTAL	\$1,016,069	\$1,051,363	\$1,165,144	\$1,179,646	\$1,865,357	\$685,711	58.12%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Taxes							
Sales Tax (Collected)	-\$988	\$465	\$173	\$500	\$13,309	\$12,809	2,561.80%
TAXES TOTAL	-\$988	\$465	\$173	\$500	\$13,309	\$12,809	2,561.80%
Charges for Services							
Retail Sales	\$35,609	\$50,557	\$52,527	\$52,000	\$66,406	\$14,406	27.70%
Concession Recpts	\$16,325	\$16,212	\$14,728	\$18,000	\$184,271	\$166,271	923.72%
Classes/Programs	-	\$10,249	\$22,225	-	\$0	\$0	-
Other Fees	-	-	\$2,248	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	\$51,934	\$77,018	\$91,728	\$70,000	\$250,677	\$180,677	258.11%
Miscellaneous Revenue							
Special Assess	\$6,940	\$13,880	-	-	\$0	\$0	-
Contributions	-	\$2,145	\$4,949	\$2,000	\$2,000	\$0	0.00%
Other Misc Rev	-	-	-	\$6,940	\$6,940	\$0	0.00%
MISCELLANEOUS REVENUE TOTAL	\$6,940	\$16,025	\$4,949	\$8,940	\$8,940	\$0	0.00%
Golf Revenue							
Meadcrk Greens Fee	\$591,409	\$588,163	\$698,993	\$588,000	\$969,644	\$381,644	64.90%
Motor Carts	\$284,568	\$301,249	\$333,335	\$300,000	\$407,727	\$107,727	35.90%
Hand Cart	\$5,045	\$3,508	\$4,050	\$3,500	\$5,000	\$1,500	42.85%
Driving Range Fees	\$118,112	\$107,558	\$110,768	\$105,000	\$118,411	\$13,411	12.77%
Golf Instruction Fee	-	-	-	\$10,500	\$23,250	\$12,750	121.42%
Golf Annual Memb	\$84,058	\$120,425	\$139,563	\$120,000	\$175,146	\$55,146	45.95%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
GOLF REVENUE TOTAL	\$1,083,191	\$1,120,902	\$1,286,709	\$1,127,000	\$1,699,178	\$572,178	50.77%
Warehouse Revenue							
Warehouse Outlet Sales	\$3,220	–	\$825	–	\$0	\$0	–
WAREHOUSE REVENUE TOTAL	\$3,220	–	\$825	–	\$0	\$0	–
REVENUES BY LINE ITEM TOTAL	\$1,144,297	\$1,214,410	\$1,384,383	\$1,206,440	\$1,972,104	\$765,664	63.46%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$140,150	\$133,153	\$153,455	\$146,869	\$0	-\$146,869	-100.00%
Full Time Sal Accrue	\$539	\$670	-\$5,881	–	\$0	\$0	–
PT Salaries	–	–	–	\$0	\$0	\$0	–
COLA Budget	–	–	–	\$12,017	\$0	-\$12,017	-100.00%
Soc Sec - FICA	\$16,576	\$19,502	\$21,521	\$11,235	\$0	-\$11,235	-100.00%
Soc Sec FICA Accrued	\$213	\$249	-\$794	–	\$0	\$0	–
Retirement Cont DB	\$15,989	\$27,875	\$42,054	\$41,123	\$0	-\$41,123	-100.00%
Retirement Cont DC	\$6,044	\$2,217	–	\$0	\$0	\$0	–
Retirement Cont A DB	\$17	\$1,325	-\$1,555	–	\$0	\$0	–
Retirement Cont A DC	\$28	-\$359	–	–	\$0	\$0	–
Life Insurance	\$988	\$922	\$1,071	\$1,063	\$0	-\$1,063	-100.00%
Life Ins Accrued	\$7	\$5	-\$42	–	\$0	\$0	–
Health Care Program	\$18,144	\$16,749	\$18,938	\$19,052	\$0	-\$19,052	-100.00%
Health Care Pr Accru	\$70	\$70	-\$794	–	\$0	\$0	–
Salary Budget Transfer To/From	–	–	–	–	\$0	\$0	–
PERSONNEL TOTAL	\$198,767	\$202,377	\$227,972	\$231,360	\$0	-\$231,360	-100.00%
Personnel - Other							
Temp. Salaries	\$110,865	\$113,215	\$132,097	\$171,321	\$0	-\$171,321	-100.00%
Temp Sal Accrued	\$2,054	\$2,347	-\$5,050	–	\$0	\$0	–
Overtime	\$1,439	\$321	\$294	\$0	\$0	\$0	–
Overtime Accrued	\$255	-\$255	\$215	–	\$0	\$0	–
Holiday OT	–	–	–	\$0	\$0	\$0	–
Bonus Pay	\$2,250	\$14,525	–	–	\$0	\$0	–
FICA Temporary Emp	–	–	–	\$13,106	\$0	-\$13,106	-100.00%
FICA Overtime	–	–	–	\$0	\$0	\$0	–
PERSONNEL - OTHER TOTAL	\$116,864	\$130,153	\$127,556	\$184,427	\$0	-\$184,427	-100.00%
Other							
Office Supplies	\$228	\$434	\$225	\$800	\$0	-\$800	-100.00%
Postage	–	\$13	\$26	\$50	\$0	-\$50	-100.00%
Cleaning Supplies	\$1,712	\$1,752	\$2,496	\$2,000	\$0	-\$2,000	-100.00%
Uniforms/Clothing	\$296	\$1,116	–	\$1,200	\$0	-\$1,200	-100.00%
Safety Supplies	\$546	\$85	–	\$100	\$0	-\$100	-100.00%
Medical Supplies	\$1,157	–	–	\$500	\$0	-\$500	-100.00%
Maint Supplies	\$98	\$1,633	\$2,278	–	\$0	\$0	–
Small Hand Tools	–	\$19	–	–	\$0	\$0	–
Food Supplies	\$214	\$34	\$4,940	\$3,500	\$0	-\$3,500	-100.00%
Recr Supplies	-\$89	\$117	\$1,001	–	\$0	\$0	–
Awards/Trophies	–	–	\$6,385	\$8,000	\$0	-\$8,000	-100.00%
Oil/Grease	–	–	–	\$0	\$0	\$0	–
Mach/Equip/Furn (NC)	\$8,993	\$12,124	\$10,234	\$1,500	\$0	-\$1,500	-100.00%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Comp Sftwr (Non-cap)	\$190	–	\$4,050	–	\$0	\$0	–
Other Supplies	\$5,419	\$5,740	\$14,195	\$5,000	\$0	-\$5,000	-100.00%
Gasoline/Diesel Purc	\$8,875	\$14,039	\$20,023	\$15,000	\$15,000	\$0	0.00%
Mdse Purch	\$28,888	\$31,806	\$42,267	\$30,000	\$0	-\$30,000	-100.00%
Cell Phone Serv Purc	\$478	\$640	\$534	\$0	\$0	\$0	–
Dues/Subscriptions	\$1,316	\$150	\$415	\$500	\$0	-\$500	-100.00%
Utilities	\$21,861	\$21,508	\$23,429	\$24,000	\$24,000	\$0	0.00%
Printing/Duplicating	\$259	\$80	–	–	\$0	\$0	–
Travel	–	–	–	\$2,000	\$0	-\$2,000	-100.00%
Advertising	\$1,006	\$350	\$126	\$2,000	\$0	-\$2,000	-100.00%
Equipment Rental	\$693	\$1,705	\$3,713	\$1,000	\$1,000	\$0	0.00%
Repairs and Maint	\$7,490	\$3,457	\$20,663	\$5,000	\$10,000	\$5,000	100.00%
Education/Training	–	\$3,500	–	\$0	\$0	\$0	–
Solid Waste Disp	\$3,107	\$2,868	\$3,356	\$3,000	\$0	-\$3,000	-100.00%
Credit Card Fees	\$18,768	\$18,795	\$23,444	\$18,000	\$0	-\$18,000	-100.00%
Turf Maint Contr	\$434,135	\$447,063	\$486,799	\$498,721	\$0	-\$498,721	-100.00%
Lease Payments	\$91,905	\$91,422	\$57,936	\$54,200	\$100,000	\$45,800	84.50%
Late Fee	\$233	–	\$2	–	\$0	\$0	–
Deprn Exp-Manual	–	–	–	\$27,415	\$27,415	\$0	0.00%
Acq Com Itm-Veh (MA)	–	–	\$0	–	\$0	\$0	–
Other Current Charge	–	\$1,400	-\$1,400	–	\$0	\$0	–
Trn to Govt Debt Svc	–	–	–	–	\$160,000	\$160,000	–
Lump Sum Apprpr	–	–	–	–	\$0	\$0	–
OTHER TOTAL	\$637,778	\$661,850	\$727,135	\$703,486	\$337,415	-\$366,071	-52.03%
Contractual							
Professional Serv	\$773	\$3,418	\$17,175	\$3,500	\$0	-\$3,500	-100.00%
Serv Contracts	\$2,452	\$2,134	\$4,026	\$2,500	\$0	-\$2,500	-100.00%
Contracted Serv	\$10,243	\$877	\$5,442	–	\$1,431,505	\$1,431,505	–
Other Contractual Se	\$3,946	\$6,581	\$4,098	\$2,000	\$70,000	\$68,000	3,400.00%
CONTRACTUAL TOTAL	\$17,413	\$13,009	\$30,741	\$8,000	\$1,501,505	\$1,493,505	18,668.81%
Fixed							
Telephone-Int Chg	\$3,520	\$3,657	\$4,121	\$1,976	\$1,776	-\$200	-10.12%
Insurance Int Chgs	\$8,188	\$8,188	\$9,416	\$9,605	\$9,797	\$192	1.99%
Worker's Comp Ins	\$15,307	\$15,307	\$21,878	\$22,316	\$0	-\$22,316	-100.00%
IT Comp Replacemt	–	–	–	\$4,958	\$1,285	-\$3,673	-74.08%
IT Infrastruct Repla	\$895	\$895	\$466	\$3,090	\$2,304	-\$786	-25.43%
Veh Oper-Repair/Mnt	\$2,543	\$1,205	\$889	\$2,540	\$2,540	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$98	\$26	\$176	\$750	\$773	\$23	3.06%
IT User/Support Fee	\$9,606	\$9,606	\$9,606	\$1,649	\$1,865	\$216	13.09%
HVAC Charges	\$3,250	\$3,250	\$3,348	\$3,649	\$3,977	\$328	8.98%
Trn to CityLink	\$1,840	\$1,840	\$1,840	\$1,840	\$2,120	\$280	15.21%
FIXED TOTAL	\$45,247	\$43,974	\$51,741	\$52,373	\$26,437	-\$25,936	-49.52%
EXPENSES BY LINE ITEM TOTAL	\$1,016,069	\$1,051,363	\$1,165,144	\$1,179,646	\$1,865,357	\$685,711	58.12%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
Recreation, Arts, Culture	To provide an affordable and quality golfing experience to the citizens of Charlottesville, surrounding counties, and visitors.	<ol style="list-style-type: none"> 1. Present a clean and welcoming atmosphere for golfers and visitors. 2. Provide quality customer service for golfers and visitors.

PERFORMANCE MEASURES:

Performance Measures: Golf Course Operations								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Recreation, Arts, Culture	Number of golf rounds played per year	FY	30,197	32,780	29,241	45,937	43,356	48,591

EXPLANATION OF CHANGES:

Salaries & Benefits

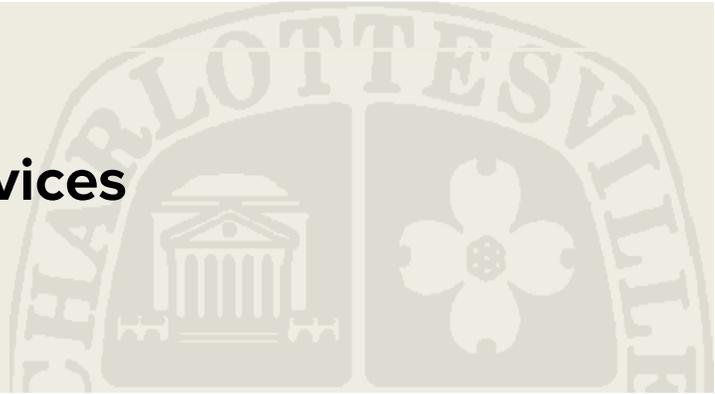
- Decrease of 2 FTEs. Beginning in the Spring of 2024, the golf course will be run and maintained by a management company. 1 FTE retired and will not be replaced and 1 FTE was transferred to the Parks & Recreation Department.

Other Expenditures

- Expenditures have been adjusted to account for the new contract services agreement. Increase of \$160,000 for a transfer to cover the cost of financing the replacement of the irrigation system which has been added as a project in the City's Capital Improvement Program.

Department of Social Services

FISCAL YEAR 2025



OVERVIEW:

The Department of Social Services (DSS) provides benefits and services to the citizens of Charlottesville based on programs established by federal and state laws and policies. The Department's mission is to provide services that help meet basic needs and promote self-sufficiency for low-income individuals and their families. The goal is to support an inclusive community of self-sufficient residents and a healthy and safe city. DSS has three divisions:

- **Administration Division:** The Administration Division is responsible for planning, budgeting, and fiscal management, program coordination and evaluation, personnel administration, serving as a liaison with city, state, and federal government agencies and the local community, and providing customer service.
- **Benefits Division:** The Benefits Division helps low-income families and individuals meet basic needs for food, shelter and medical care. Programs include Child Care Assistance, Medicaid, Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance to Needy Families (TANF), and the Virginia Initiative for Education and Work (VIEW).
- **Family Services Division:** The Family Services Division promotes and supports the development of healthy families and protects children and adults from abuse and neglect. Programs include Adoption Services, Adult Protective Services (APS), Adult Services, Child Protective Services (CPS), Foster Care Prevention, Foster Care, and Fostering Futures.

Children's Service Act (CSA): The Children's Services Act (formerly known as the Comprehensive Services Act for At-Risk Youth and Families) is a 1993 Virginia Law that provides for the pooling of eight specific funding streams used to purchase services for high-risk youth. These funds are returned to the localities with a required state/local match and are managed by local interagency teams. The purpose of CSA is to provide high quality, child-centered, family-focused, cost-effective, community-based services to high-risk youth and their families.

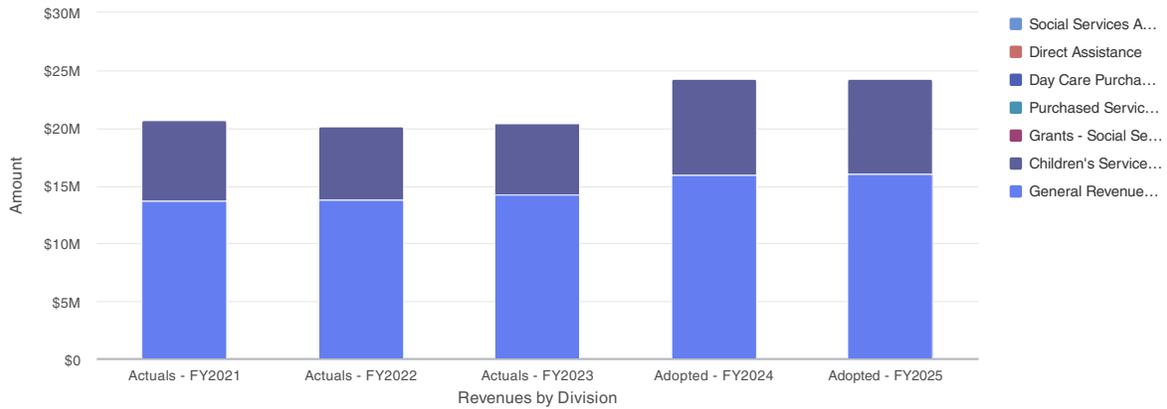
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Grants - Social Services	1	1
Social Services Administration	108.5	108.5
ALLOCATED FTE	109.5	109.5

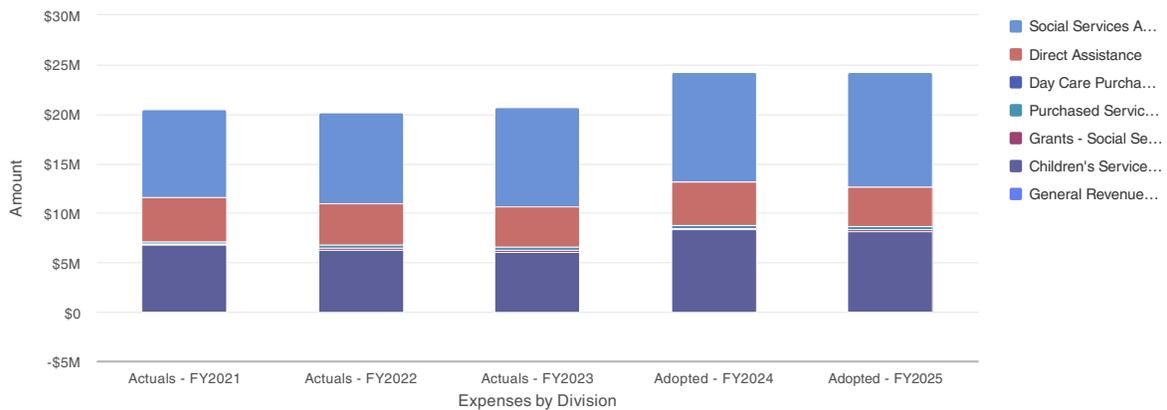
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Social Services Administration	\$1	–	\$110,064	–	\$0	\$0	–
Direct Assistance	\$9,675	\$6,809	\$10,564	–	\$0	\$0	–
Day Care Purchased Services	–	\$0	–	–	\$0	\$0	–
Purchased Services	\$45	\$45	\$45	–	\$0	\$0	–
Grants - Social Services	\$34,767	\$37,154	\$38,884	–	\$0	\$0	–
Children's Services Act (CSA)	\$6,955,047	\$6,346,649	\$6,151,244	\$8,344,864	\$8,190,142	-\$154,722	-1.85%
General Revenues - Non Departmental	\$13,687,295	\$13,762,966	\$14,277,942	\$15,907,753	\$16,050,419	\$142,666	0.89%
REVENUES BY DIVISION TOTAL	\$20,686,829	\$20,153,623	\$20,588,743	\$24,252,617	\$24,240,561	-\$12,056	-0.04%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Social Services Administration	\$8,951,864	\$9,265,133	\$9,982,086	\$11,078,754	\$11,544,686	\$465,932	4.20%
Direct Assistance	\$4,507,253	\$4,174,128	\$4,064,933	\$4,380,354	\$4,058,266	-\$322,088	-7.35%
Day Care Purchased Services	-\$4,377	-\$3,790	-\$850	–	\$0	\$0	–
Purchased Services	\$130,162	\$292,727	\$322,934	\$264,375	\$247,571	-\$16,804	-6.35%
Grants - Social Services	\$146,879	\$174,976	\$188,094	\$184,270	\$199,896	\$15,626	8.48%
Children's Services Act (CSA)	\$6,797,302	\$6,314,216	\$6,096,351	\$8,344,864	\$8,190,142	-\$154,722	-1.85%
General Revenues - Non Departmental	\$0	–	–	–	\$0	\$0	–
EXPENSES BY DIVISION TOTAL	\$20,529,084	\$20,217,389	\$20,653,548	\$24,252,617	\$24,240,561	-\$12,056	-0.04%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds							
Social Services Fund	\$13,731,782	\$13,903,173	\$14,557,197	\$15,907,753	\$16,050,419	\$142,666	0.89%
Children's Services Act (CSA) Fund	\$6,797,302	\$6,314,216	\$6,096,351	\$8,344,864	\$8,190,142	-\$154,722	-1.85%
NON-GENERAL FUNDS TOTAL	\$20,529,084	\$20,217,389	\$20,653,548	\$24,252,617	\$24,240,561	-\$12,056	-0.04%
EXPENSES BY FUND TOTAL	\$20,529,084	\$20,217,389	\$20,653,548	\$24,252,617	\$24,240,561	-\$12,056	-0.04%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Intergovernmental Revenue							
State Assist	\$14,988,263	\$14,725,509	\$14,897,323	\$16,824,267	\$16,777,915	-\$46,352	-0.27%
State Grnts	\$71,526	\$0	\$101,017	\$85,603	\$85,603	\$0	0.00%
Fed Assistance	\$0	\$0	-	-	\$0	\$0	-
School-Other Local	\$650,969	\$500,672	\$486,352	\$557,003	\$558,796	\$1,793	0.32%
Other Grants	\$300	\$1,680	\$2,355	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	\$15,711,057	\$15,227,861	\$15,487,047	\$17,466,873	\$17,422,314	-\$44,559	-0.25%
Miscellaneous Revenue							
Interest	\$1	-	-	-	\$0	\$0	-
Unearned Welfare Rev	\$7,875	\$3,834	\$9,254	-	\$0	\$0	-
Other Misc Rev	\$45	\$45	\$45	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	\$7,921	\$3,879	\$9,299	-	\$0	\$0	-
Warehouse Revenue							
Warehse Outlet Sales	-	-	\$64	-	\$0	\$0	-
WAREHOUSE REVENUE TOTAL	-	-	\$64	-	\$0	\$0	-
Transfers							
Transfer From Other Fund	\$4,967,851	\$4,921,884	\$5,092,333	\$6,785,744	\$0	-\$6,785,744	-100.00%
Tm Fr Fund Balance	-	-	-	-	\$0	\$0	-
Tm Fr General Fd	-	-	-	-	\$6,818,247	\$6,818,247	-
TRANSFERS TOTAL	\$4,967,851	\$4,921,884	\$5,092,333	\$6,785,744	\$6,818,247	\$32,503	0.47%
REVENUES BY LINE ITEM TOTAL	\$20,686,829	\$20,153,623	\$20,588,743	\$24,252,617	\$24,240,561	-\$12,056	-0.04%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$5,237,286	\$5,342,602	\$6,000,888	\$6,283,202	\$6,575,171	\$291,969	4.64%
Full Time Sal Accrue	\$15,521	\$46,521	-\$189,620	-	\$0	\$0	-
PT Salaries	\$98,607	\$70,234	\$71,210	\$74,147	\$78,593	\$4,446	5.99%
Part Time Sal Accru	-\$1,688	\$717	-\$2,598	-	\$0	\$0	-
COLA Budget	-	-	-	\$494,669	\$511,270	\$16,601	3.35%
Accrued Salary	-	-	-	\$0	\$0	\$0	-
Soc Sec - FICA	\$392,234	\$418,446	\$446,052	\$485,937	\$507,914	\$21,977	4.52%
Soc Sec FICA Accrued	\$1,011	\$3,890	-\$14,174	-	\$0	\$0	-
Retirement Cont DB	\$1,039,939	\$928,910	\$1,040,926	\$1,157,427	\$1,081,861	-\$75,566	-6.52%
Retirement Cont DC	\$123,710	\$158,959	\$198,346	\$197,744	\$229,473	\$31,729	16.04%
Retirement Cont A DB	-\$424	\$870	-\$31,777	-	\$0	\$0	-
Retirement Cont A DC	\$687	\$2,149	-\$5,206	-	\$0	\$0	-
Life Insurance	\$37,275	\$38,756	\$43,816	\$46,027	\$48,173	\$2,146	4.66%
Life Ins Accrued	\$180	\$364	-\$1,358	-	\$0	\$0	-
Health Care Program	\$911,401	\$884,559	\$909,167	\$1,043,100	\$1,173,512	\$130,412	12.50%
Health Care Pr Accru	\$1,868	\$3,438	-\$30,164	-	\$0	\$0	-
PERSONNEL TOTAL	\$7,857,605	\$7,900,412	\$8,435,508	\$9,782,252	\$10,205,967	\$423,715	4.33%
Personnel - Other							

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Temp. Salaries	\$55,107	\$50,433	\$47,357	\$10,729	\$0	-\$10,729	-100.00%
Temp Sal Accrued	\$1,009	-\$772	-\$1,700	-	\$0	\$0	-
Overtime	\$21,282	\$24,163	\$46,344	\$50,000	\$50,000	\$0	0.00%
Overtime Accrued	\$53	\$925	\$963	-	\$0	\$0	-
Other OT	-	\$230	\$83	\$50,310	\$50,310	\$0	0.00%
Career Dev.	-	-	-	\$81,708	\$87,683	\$5,975	7.31%
Bonus Pay	\$76,250	\$327,526	\$16,364	-	\$25,000	\$25,000	-
FICA Temporary Emp	-	-	-	\$821	\$0	-\$821	-100.00%
FICA Overtime	-	-	-	\$7,674	\$7,674	\$0	0.00%
PERSONNEL - OTHER TOTAL	\$153,701	\$402,504	\$109,411	\$201,242	\$220,667	\$19,425	9.65%
Other							
Office Supplies	\$8,391	\$14,075	\$12,371	\$24,000	\$20,000	-\$4,000	-16.66%
Preprinted Forms	\$635	\$645	\$2,510	\$3,500	\$3,500	\$0	0.00%
Postage	\$10,670	\$10,777	\$9,096	\$11,855	\$10,006	-\$1,849	-15.59%
Books	\$210	\$162	\$25	\$600	\$600	\$0	0.00%
Safety Supplies	\$184	-	-	-	\$0	\$0	-
PPE-Pers Prot Equip	-	\$1,018	-	\$1,500	\$1,500	\$0	0.00%
Maint Supplies	\$60	-	-	-	\$0	\$0	-
Food Supplies	\$601	\$1,040	\$2,521	\$3,200	\$3,200	\$0	0.00%
Awards/Trophies	\$5,247	\$5,851	\$10,392	\$22,000	\$22,000	\$0	0.00%
Fuel	\$1,555	\$3,227	\$4,104	\$8,500	\$8,500	\$0	0.00%
Mach/Equip/Furn (NC)	\$6,447	\$4,474	\$24,514	\$12,800	\$12,800	\$0	0.00%
Comp Sftwr (Non-cap)	\$678	\$678	\$919	-	\$0	\$0	-
Other Supplies	\$4,347	\$5,850	\$4,229	\$12,420	\$10,000	-\$2,420	-19.48%
Cell Phone Serv Purc	\$41,180	\$50,608	\$49,827	\$51,298	\$49,942	-\$1,356	-2.64%
Dues/Subscriptions	\$4,375	\$2,000	\$3,014	\$4,125	\$4,369	\$244	5.91%
Telephone-Long Dist	-	\$60	-	\$0	\$0	\$0	-
Printing/Duplicating	\$10,281	\$9,642	\$9,021	\$9,674	\$9,571	-\$103	-1.06%
Travel	\$273	\$7,031	\$15,945	\$32,400	\$32,400	\$0	0.00%
Local Travel	\$10,664	\$14,224	\$21,203	\$20,074	\$20,074	\$0	0.00%
Advertising	\$6,829	\$4,514	\$3,149	\$4,966	\$3,464	-\$1,502	-30.24%
Rent	\$117,573	\$117,573	\$117,573	\$117,575	\$117,574	-\$1	0.00%
Equipment Rental	-	\$0	\$0	-	\$0	\$0	-
Repairs and Maint	\$1,505	\$1,725	\$7,625	\$1,999	\$1,999	\$0	0.00%
Education/Training	\$36,888	\$42,680	\$60,824	\$90,800	\$90,800	\$0	0.00%
Software Lic/Maint	-	\$0	\$330,563	\$47,301	\$49,178	\$1,877	3.96%
Monthly Parking Fees	\$3	\$8	\$30	\$1,000	\$1,000	\$0	0.00%
Welfare Assistance	\$11,504,435	\$10,873,485	\$10,592,891	\$13,090,453	\$12,596,650	-\$493,803	-3.77%
Contrib to Civic Grp	\$0	-	-	-	\$0	\$0	-
Other Contributions	-	-	-	\$5,200	\$5,200	\$0	0.00%
Insurance Claims	-	-	-	\$0	\$0	\$0	-
Acq Com Itm-Veh (MA)	-	-	-	\$25,000	\$0	-\$25,000	-100.00%
Lump Sum Appropr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$11,773,033	\$11,171,346	\$11,282,346	\$13,602,240	\$13,074,327	-\$527,913	-3.88%
Contractual							
Professional Serv	\$55,819	\$39,352	\$76,221	\$77,014	\$94,363	\$17,349	22.52%
Serv Contracts	\$3,874	\$3,616	\$4,160	\$5,063	\$5,063	\$0	0.00%
Contracted Serv	-	\$0	\$474	-	\$0	\$0	-
Int Contract Svc	\$4,925	\$7,332	\$4,968	\$7,499	\$7,499	\$0	0.00%
Other Contractual Se	\$27,013	\$29,533	\$33,698	\$42,969	\$45,208	\$2,239	5.21%
CONTRACTUAL TOTAL	\$91,630	\$79,832	\$119,521	\$132,545	\$152,133	\$19,588	14.77%
Fixed							
Telephone-Int Chg	\$35,678	\$36,207	\$42,918	\$23,428	\$21,057	-\$2,371	-10.12%
Insurance Int Chgs	\$77,130	\$77,131	\$88,701	\$90,475	\$92,285	\$1,810	2.00%
Worker's Comp Ins	\$110,669	\$110,669	\$158,181	\$161,344	\$164,571	\$3,227	2.00%
IT Infrastruct Repla	\$32,916	\$32,618	\$25,888	\$33,643	\$63,947	\$30,304	90.07%
Veh Oper-Repair/Mnt	\$13,509	\$26,662	\$11,313	\$22,682	\$22,682	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$251	\$247	-	\$1,650	\$1,700	\$50	3.03%
IT User/Support Fee	\$353,341	\$350,140	\$350,140	\$171,496	\$195,825	\$24,329	14.18%

	ACTUALS			ADOPTED		\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Trn to CityLink	\$29,620	\$29,620	\$29,620	\$29,620	\$25,400	-\$4,220	-14.24%
FIXED TOTAL	\$653,114	\$663,294	\$706,761	\$534,338	\$587,467	\$53,129	9.94%
EXPENSES BY LINE ITEM TOTAL	\$20,529,084	\$20,217,389	\$20,653,548	\$24,252,617	\$24,240,561	-\$12,056	-0.04%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
<ul style="list-style-type: none"> • JEDI • Organizational Excellence • Public Safety 	To provide quality, safe, and reliable children and family services.	<ol style="list-style-type: none"> 1. Demonstrate a commitment to Justice, Equity, Diversity, and Inclusion through quarterly skill building trainings and expanding data reporting to include outcomes by race and gender. 2. High quality foster care system. 3. High quality adult protective services.

PERFORMANCE MEASURES:

Performance Measures: Social Services								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Organizational Excellence	Percentage of children in foster care who are placed with relatives or close family friends	FY	50.00%	61.10%	54.20%	56.10%	93.80%	93.30%
	Percentage of applications for Medical Assistance Programs that are completed within the federal and state timeliness standards	FY	0.952	0.911	0.944	0.93	0.963	0.93
	Percentage of applications for Temporary Assistance to Needy Families that are completed within the federal timeliness standard	FY	1	1	0.933	0.95	0.962	0.972
Public Safety	Number of residents receiving SNAP, Medical Assistance, and/or TANF benefits	FY	8,701	9,367	10,226	10,696	11,565	12,625
	Number of Medical Assistance Applications Disposed	FY	372	389	209	179	158	108
	Number of SNAP Applications Disposed	FY	123	121	153	133	149	152
	Number of TANF Applications Disposed	FY	26	29	30	22	26	36
	Percentage of child abuse/neglect reports in which investigations are initiated within time required by priority rating - Timeliness of First Contact	FY	91.3%	96.2%	100.0%	91.8%	73.9%	70.8%
	Percentage of substantiated child abuse/neglect victims that did not have another substantiated report within 2 years	FY	99.5%	98.8%	95.8%	99.1%	100.0%	98.6%
	Percentage of Adult Protective Services cases in which investigation is initiated within response time required by priority rating	FY	97.3%	96.0%	99.0%	96.0%	100.0%	98.0%
Percentage of applications for Supplemental Nutrition Assistance Program (Food Stamps) that are completed within the federal timeliness standard	FY	98.4%	99.2%	98.0%	98.4%	97.2%	98.0%	

EXPLANATION OF CHANGES:

Other Expenditures

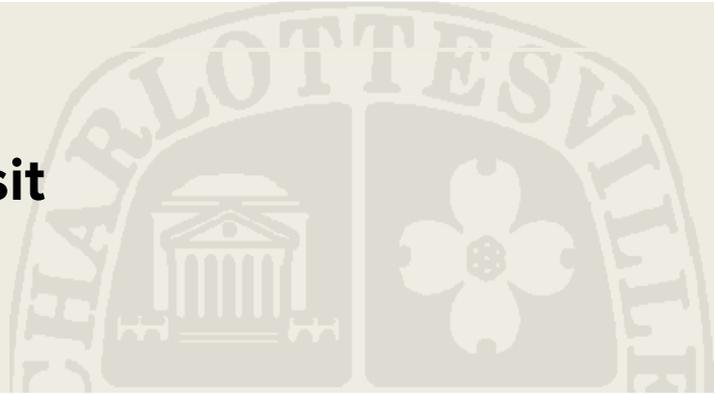
- Decreases in expenses and related Children's Service Act grant funds.

Infrastructure & Transportation



Charlottesville Area Transit

FISCAL YEAR 2025



OVERVIEW:

Transit Systems Operations: Charlottesville Area Transit (CAT) provides public transportation services to the greater Charlottesville area. The City of Charlottesville works in partnership with Albemarle County and the University of Virginia to fund these services. Currently, CAT continues to run its operation fare-free for the community. In addition, the system also operates the rubber-wheeled Trolley, connecting the University and Downtown. CAT also staffs the Downtown Transit Station, offering information to area travelers, restrooms, and a comfortable place between bus trips. In addition to local funds, CAT's operating expenses are covered by Federal and State grants. The Transit division also contracts with the Charlottesville City Schools for Pupil Transportation, which is shown separately as part of the Schools Contracted Services section of the budget.

School Pupil Transportation: School Pupil Transportation provides student transportation services to and from the City schools and several alternative education sites, activity transportation service, and field trip transportation service under contract to the Charlottesville City Schools. The Pupil Transportation fleet consists of thirty-nine school buses. To maintain a safe and reliable fleet, school buses are replaced after twelve years. Five school buses in the fleet are equipped with wheelchair lifts for students with special needs.

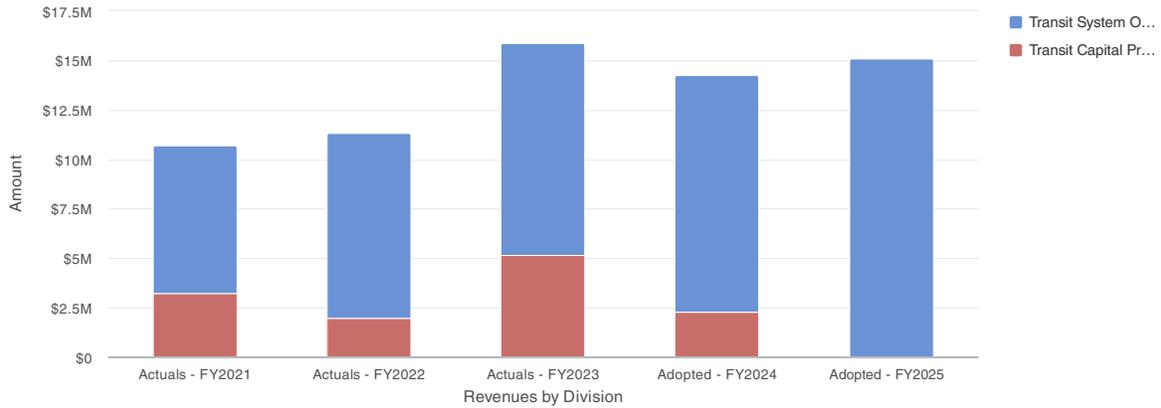
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Transit System Operations	94	99.75
ALLOCATED FTE	94	99.75

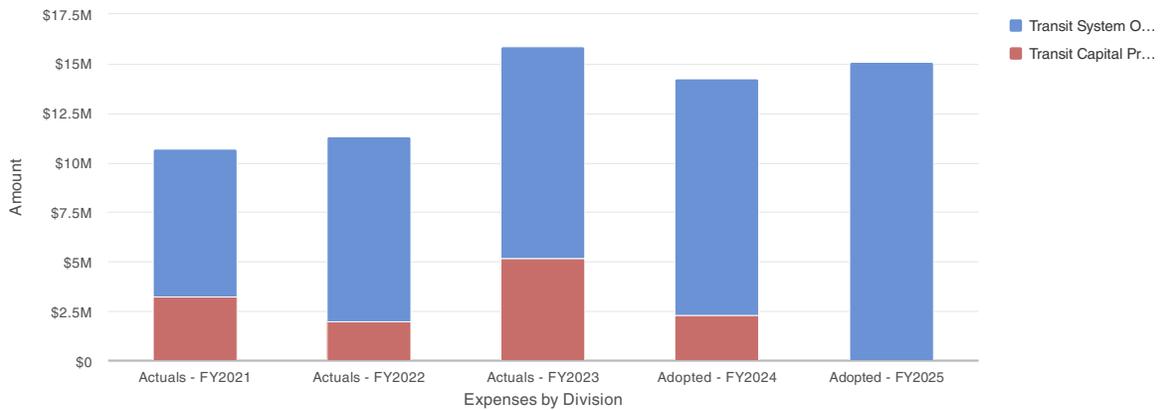
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Transit System Operations	\$7,466,850	\$9,355,702	\$10,735,100	\$11,995,775	\$15,101,398	\$3,105,623	25.88%
Transit Capital Projects	\$3,255,476	\$1,995,993	\$5,149,842	\$2,290,395	\$0	-\$2,290,395	-100.00%
REVENUES BY DIVISION TOTAL	\$10,722,326	\$11,351,694	\$15,884,942	\$14,286,170	\$15,101,398	\$815,228	5.70%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Transit System Operations							
Transit Operations	\$4,957,577	\$4,694,905	\$3,513,087	\$6,671,137	\$8,067,325	\$1,396,188	20.92%
JAUNT pass-thru	–	–	\$0	\$0	\$0	\$0	–
Transit Administration	\$742,354	\$1,200,380	\$1,063,182	\$1,710,235	\$2,056,994	\$346,759	20.27%
Transit Maintenance	\$1,409,322	\$2,432,278	\$2,570,557	\$3,133,625	\$4,493,659	\$1,360,034	43.40%
Transit Marketing	\$82,496	\$107,708	\$12,297	\$222,226	\$207,422	-\$14,804	-6.66%
Safety and Security	\$175,238	\$220,071	\$99,361	\$258,552	\$275,998	\$17,446	6.74%
Transit - Capital	\$99,864	\$703,930	\$3,480,281	–	\$0	\$0	–
Transit Inventory	–	–	\$0	–	\$0	\$0	–
TRANSIT SYSTEM OPERATIONS TOTAL	\$7,466,851	\$9,359,272	\$10,738,764	\$11,995,775	\$15,101,398	\$3,105,623	25.88%
Transit Capital Projects	\$3,255,476	\$1,995,993	\$5,149,842	\$2,290,395	\$0	-\$2,290,395	-100.00%
EXPENSES BY DIVISION TOTAL	\$10,722,327	\$11,355,264	\$15,888,607	\$14,286,170	\$15,101,398	\$815,228	5.70%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds	\$10,722,327	\$11,355,264	\$15,888,607	\$14,286,170	\$15,101,398	\$815,228	5.70%
EXPENSES BY FUND TOTAL	\$10,722,327	\$11,355,264	\$15,888,607	\$14,286,170	\$15,101,398	\$815,228	5.70%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Taxes							
Auto Daily Rental	-	-	-	-	\$0	\$0	-
TAXES TOTAL	-	-	-	-	\$0	\$0	-
Intergovernmental Revenue							
State Assist	\$2,052,025	\$3,075,767	\$2,729,126	\$3,105,580	\$3,143,666	\$38,086	1.22%
State Grnts	-	\$209,193	\$1,714,421	-	\$0	\$0	-
State/Fed Pass Thru	\$49,932	\$762	-	-	\$0	\$0	-
St/Fed Pass Thu Cap	\$0	-	-	-	\$0	\$0	-
Fed Assistance	\$2,537,471	\$2,530,638	\$1,293,403	\$6,945,690	\$5,594,689	-\$1,351,001	-19.45%
Fed Grants	\$0	\$384,966	\$1,229,606	\$0	\$0	\$0	-
Fed-COVID19 Revenue	\$2,621,108	\$1,363,334	\$4,193,166	-	\$0	\$0	-
Rev/Albemarle	\$579,584	\$1,000,000	\$1,000,000	\$1,300,000	\$1,859,184	\$559,184	43.01%
UVA Misc Revenue	\$186,760	-	-	\$0	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	\$8,026,880	\$8,564,660	\$12,159,722	\$11,351,270	\$10,597,539	-\$753,731	-6.64%
Transit Revenue							
UVA Trolley Service	\$80,040	\$80,040	\$82,441	\$84,900	\$87,500	\$2,600	3.06%
Transit Pass Sales	-	-	-	\$0	\$0	\$0	-
Transit Fare Box Rev	-	-	\$501,939	\$0	\$0	\$0	-
TRANSIT REVENUE TOTAL	\$80,040	\$80,040	\$584,380	\$84,900	\$87,500	\$2,600	3.06%
Miscellaneous Revenue							
Advertising Inc	\$21,475	\$51,385	\$12,168	\$25,000	\$25,000	\$0	0.00%
Vend Commission	\$894	\$757	\$1,050	-	\$0	\$0	-
Rent	\$26,321	-	-	\$0	\$0	\$0	-
Refund-Prior Yr Exp	\$290	\$15,923	\$4,475	-	\$0	\$0	-
Ins Recovery	\$675	\$14,140	\$69,835	-	\$0	\$0	-
Other Misc Rev	\$586	\$2,129	\$2,534	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	\$50,242	\$84,334	\$90,063	\$25,000	\$25,000	\$0	0.00%
Fleet Revenue							
Vehicle Wash Rev	-	-	\$873	\$0	\$0	\$0	-
FLEET REVENUE TOTAL	-	-	\$873	\$0	\$0	\$0	-
Warehouse Revenue							
Warehse Outlet Sales	\$0	\$35,682	-	-	\$0	\$0	-
WAREHOUSE REVENUE TOTAL	\$0	\$35,682	-	-	\$0	\$0	-
Transfers	\$2,565,164	\$2,586,979	\$3,049,904	\$2,825,000	\$4,391,359	\$1,566,359	55.44%
REVENUES BY LINE ITEM TOTAL	\$10,722,326	\$11,351,694	\$15,884,942	\$14,286,170	\$15,101,398	\$815,228	5.70%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$3,325,000	\$3,574,058	\$3,988,698	\$4,915,435	\$5,806,469	\$891,034	18.12%
Full Time Sal Accrue	\$14,789	\$36,964	-\$123,250	–	\$0	\$0	–
PT Salaries	–	\$42,869	\$2,829	\$0	\$35,631	\$35,631	–
Part Time Sal Accru	–	\$1,259	-\$1,259	–	\$0	\$0	–
COLA Budget	–	–	–	\$385,436	\$450,181	\$64,745	16.79%
Soc Sec - FICA	\$355,832	\$370,612	\$387,559	\$374,666	\$444,800	\$70,134	18.71%
Soc Sec FICA Accrued	\$2,705	\$1,584	-\$11,950	–	\$0	\$0	–
Retirement Cont DB	\$725,973	\$697,694	\$698,397	\$916,884	\$981,057	\$64,173	6.99%
Retirement Cont DC	\$103,302	\$139,267	\$165,800	\$181,361	\$192,767	\$11,406	6.28%
Retirement Cont A DB	\$1,107	-\$1,797	-\$20,316	–	\$0	\$0	–
Retirement Cont A DC	\$522	\$2,422	-\$4,447	–	\$0	\$0	–
Life Insurance	\$23,575	\$27,481	\$29,931	\$35,588	\$42,296	\$6,708	18.84%
Life Ins - Retirees	–	–	\$82	–	\$0	\$0	–
Life Ins Accrued	\$204	\$284	-\$924	–	\$0	\$0	–
Health Care Program	\$688,531	\$698,403	\$675,940	\$895,444	\$1,069,021	\$173,577	19.38%
Health Care Prog - R	–	–	\$1,132	–	\$0	\$0	–
Health Care Pr Accru	\$2,033	\$2,846	-\$24,022	–	\$0	\$0	–
Salary Budget Transfer To/From	–	–	–	–	\$0	\$0	–
PERSONNEL TOTAL	\$5,243,575	\$5,593,947	\$5,764,200	\$7,704,814	\$9,022,222	\$1,317,408	17.09%
Personnel - Other							
Temp. Salaries	\$692,366	\$341,711	\$470,714	\$242,991	\$141,068	-\$101,923	-41.94%
Temp Sal Accrued	-\$4,838	-\$16,053	-\$8,269	–	\$0	\$0	–
Overtime	\$644,507	\$483,028	\$485,216	\$165,000	\$112,113	-\$52,887	-32.05%
Overtime Accrued	\$16,012	-\$8,948	-\$18,664	–	\$0	\$0	–
Holiday OT	\$81,751	\$137,620	\$173,981	\$9,200	\$9,200	\$0	0.00%
Holiday OT Accrued	\$10,579	\$5,464	-\$16,042	–	\$0	\$0	–
Other OT	\$14,514	\$16,700	\$8,273	–	\$1	\$1	–
Recruit Incentive	–	\$122,400	–	–	\$0	\$0	–
Bonus Pay	\$62,800	\$167,116	\$19,406	–	\$0	\$0	–
FICA Temporary Emp	–	–	–	\$1,958	\$1,958	\$0	0.00%
FICA Overtime	–	–	–	\$0	\$0	\$0	–
Dental claims	–	–	-\$42	–	\$0	\$0	–
PERSONNEL - OTHER TOTAL	\$1,517,690	\$1,249,038	\$1,114,571	\$419,149	\$264,340	-\$154,809	-36.93%
Other							
Gasoline/Diesel Emergency Purchases	–	–	\$9,201	–	\$0	\$0	–
Office Supplies	\$4,636	\$5,950	\$9,419	\$8,200	\$8,200	\$0	0.00%
Preprinted Forms	–	–	\$1,095	–	\$0	\$0	–
Postage	\$639	\$226	\$1,476	\$750	\$750	\$0	0.00%
Books	–	–	–	\$400	\$400	\$0	0.00%
Cleaning Supplies	\$41,317	\$8,963	\$914	\$41,500	\$41,500	\$0	0.00%
Uniforms/Clothing	\$2,458	\$20,461	\$21,261	\$8,570	\$8,570	\$0	0.00%
Safety Supplies	\$4,677	\$10,093	\$1,373	\$6,534	\$6,534	\$0	0.00%
Medical Supplies	\$1,588	\$3,037	\$5,412	\$500	\$500	\$0	0.00%
PPE-Pers Prot Equip	\$26,596	\$33,344	\$5,759	\$775	\$5,775	\$5,000	645.16%
Mat. Issued Transit	\$327,189	\$513,527	\$574,357	\$535,500	\$720,500	\$185,000	34.54%
Mat. Purch. Transit	\$132,785	-\$2,856	\$62,608	\$137,550	\$137,550	\$0	0.00%
Maint Supplies	\$89,374	\$51,611	\$95,528	\$88,461	\$88,461	\$0	0.00%
Small Hand Tools	\$1,668	\$3,380	\$7,718	\$11,500	\$11,500	\$0	0.00%
Constr Materials	–	\$79	\$74	–	\$0	\$0	–

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Food Supplies	\$49	\$8,018	\$4,441	\$500	\$4,250	\$3,750	750.00%
Awards/Trophies	\$15,574	\$3,671	\$1,158	\$16,750	\$14,250	-\$2,500	-14.92%
Exhibit Supplies	-\$125	–	–	–	\$0	\$0	–
Chemicals	–	\$3,829	\$814	\$5,000	\$5,000	\$0	0.00%
Mach/Equip/Furn (NC)	\$174,559	\$164,204	\$33,005	\$163,148	\$164,398	\$1,250	0.76%
Comp Sftwr (Non-cap)	\$1,985	\$1,969	\$1,510	\$4,706	\$4,706	\$0	0.00%
Other Supplies	\$2,486	\$1,874	\$4,116	\$14,750	\$14,750	\$0	0.00%
Transit Inv Adj	-\$2,409	-\$23,450	-\$98,813	\$1,000	\$1,000	\$0	0.00%
Cell Phone Serv Purc	\$3,379	\$4,201	\$4,703	\$4,093	\$4,276	\$183	4.47%
Dues/Subscriptions	\$3,504	\$4,290	\$8,833	\$6,250	\$10,000	\$3,750	60.00%
Telephone-Long Dist	–	–	–	\$0	\$0	\$0	–
Utilities	\$73,514	\$61,303	\$73,159	\$76,000	\$76,000	\$0	0.00%
Printing/Duplicating	\$3,850	\$943	\$570	\$27,000	\$25,500	-\$1,500	-5.55%
Travel	–	\$6,726	\$5,639	\$23,000	\$23,000	\$0	0.00%
Local Travel	\$1,020	\$315	\$15	–	\$0	\$0	–
Travel Lodging	–	\$736	\$4,790	–	\$0	\$0	–
Travel Transport	–	–	\$622	–	\$0	\$0	–
Meals	\$423	\$360	\$4,878	\$850	\$850	\$0	0.00%
Advertising	\$36,262	\$17,028	\$6,690	\$88,690	\$88,690	\$0	0.00%
Insurance Premiums	–	–	-\$277	–	\$0	\$0	–
Registration Fees	\$661	\$1,330	\$750	\$3,702	\$3,702	\$0	0.00%
Uniform Rental	\$15,787	\$15,534	\$16,688	\$49,500	\$49,500	\$0	0.00%
Equipment Rental	\$2,619	\$5,609	\$10,399	\$3,000	\$4,000	\$1,000	33.33%
Laundry/Dry Cleaning	–	\$9	–	–	\$0	\$0	–
Repairs and Maint	\$33,088	\$13,635	\$12,204	\$36,000	\$36,000	\$0	0.00%
Maintenance Fees	\$17	–	\$83	\$50	\$50	\$0	0.00%
Education/Training	\$7,118	\$2,230	\$16,599	\$32,300	\$32,300	\$0	0.00%
Internet Access Fee	–	–	–	\$2,700	\$2,700	\$0	0.00%
Organizational Fees	\$1,078	\$69	-\$4,810	–	\$0	\$0	–
Software Lic/Maint	\$448	\$1,150	\$4,030	\$500	\$500	\$0	0.00%
Veh Oper-Wash/Clean	–	–	–	–	\$0	\$0	–
Veh Opr-Fuel/Oil OTH	–	–	\$374	–	\$825,000	\$825,000	–
Medical Care	\$1,915	–	–	\$1,175	\$1,175	\$0	0.00%
Solid Waste Disp	\$13,987	\$6,296	\$9,586	\$18,337	\$20,257	\$1,920	10.47%
Freight	\$2,447	\$3,226	\$4,679	\$5,790	\$5,790	\$0	0.00%
Credit Card Fees	\$52	–	–	\$1,500	\$1,500	\$0	0.00%
Marketing Exp	\$0	\$2,415	\$1,944	–	\$0	\$0	–
Landscape Maint Contr	–	\$410	\$8,700	–	\$0	\$0	–
Monthly Parking Fees	–	\$48	\$546	–	\$0	\$0	–
Disp-Waste Mat-HAZ	\$0	\$420	\$1,564	–	\$0	\$0	–
Disp-Waste Mat-NonHAZ	–	\$64	\$1,990	–	\$0	\$0	–
Vehicle Damage Rep	–	\$1,923	–	–	\$0	\$0	–
Payments to JAUNT	\$1,509,418	\$811,740	\$1,334,222	–	\$0	\$0	–
Late Fee	\$67	–	\$16	–	\$0	\$0	–
Pension Distribution	–	–	\$0	–	\$0	\$0	–
Acq Com Itm-Veh (MA)	\$35,528	\$83,483	\$3,632,495	–	\$0	\$0	–
Acq Com Itm-M Eq (MA)	–	\$0	–	–	\$0	\$0	–
Acq Com Itm-Eqpt (MA)	–	\$473,666	–	–	\$0	\$0	–
Acq Com Itm-Comp Sof	–	\$0	\$228,176	–	\$0	\$0	–
Lump Sum Appropr	–	–	–	\$2,290,395	\$601,681	-\$1,688,714	-73.73%
OTHER TOTAL	\$2,571,226	\$2,327,088	\$6,132,284	\$3,716,926	\$3,051,065	-\$665,861	-17.91%
Contractual							
Professional Serv	\$691,328	\$657,286	\$1,032,271	\$257,858	\$622,058	\$364,200	141.24%
Serv Contracts	\$227,775	\$305,670	\$254,751	\$456,687	\$449,587	-\$7,100	-1.55%
Contracted Serv	\$19,933	\$97,272	\$53,488	\$24,860	\$43,620	\$18,760	75.46%
Int Contract Svc	–	\$325	–	\$0	\$0	\$0	–
Consulting Services	\$43,750	\$46,331	\$229,794	\$321,262	\$321,262	\$0	0.00%
Other Contractual Se	\$3,414	\$421	\$12,304	\$3,350	\$5,100	\$1,750	52.23%
CONTRACTUAL TOTAL	\$986,201	\$1,107,304	\$1,582,607	\$1,064,017	\$1,441,627	\$377,610	35.48%

	ACTUALS			ADOPTED		\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Fixed							
Telephone-Int Chg	\$21,606	\$36,352	\$38,322	\$4,516	\$5,586	\$1,070	23.69%
Insurance Int Chgs	–	\$72,390	\$83,262	\$84,914	\$86,613	\$1,699	2.00%
Worker's Comp Ins	–	\$165,975	\$237,230	\$241,975	\$159,314	-\$82,661	-34.16%
IT Comp Replacemt	–	–	–	\$24,250	\$8,029	-\$16,221	-66.89%
IT Infrastruct Repla	–	\$7,457	\$22,157	\$8,926	\$14,403	\$5,477	61.36%
Veh Oper-Repair/Mnt	\$60	\$1,119	\$106,892	–	\$0	\$0	–
Veh Opr-Fuel/Oil FLT	\$381,970	\$660,697	\$707,939	\$852,500	\$878,075	\$25,575	3.00%
IT User/Support Fee	–	\$80,049	\$80,049	\$107,185	\$106,305	-\$880	-0.82%
GIS User/Support Fee	–	\$2,333	\$2,333	\$2,353	\$964	-\$1,389	-59.03%
HVAC Charges	–	\$34,757	–	\$37,885	\$41,295	\$3,410	9.00%
Warehouse charge	\$0	\$0	–	–	\$0	\$0	–
Trn to CityLink	–	\$16,760	\$16,760	\$16,760	\$21,560	\$4,800	28.63%
FIXED TOTAL	\$403,636	\$1,077,888	\$1,294,945	\$1,381,264	\$1,322,144	-\$59,120	-4.28%
EXPENSES BY LINE ITEM TOTAL	\$10,722,327	\$11,355,264	\$15,888,607	\$14,286,170	\$15,101,398	\$815,228	5.70%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
<ul style="list-style-type: none"> • Transportation • Climate Action 	To provide a reliable, efficient, and accessible bus system to the greater Charlottesville area.	<ol style="list-style-type: none"> 1. Provide adequate bus service times. 2. Arrive at bus stops on time.

PERFORMANCE MEASURES:

Performance Measures: Charlottesville Area Transit								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Climate Action	Pavement Condition Index: Citywide	FY	80.6	N/A	69	69	69	69
Transportation	Total Number of CAT passenger trips	FY	2,052,376	1,871,952	1,323,176	617,010	1,156,514	1,147,018
	Efficiency: Passenger trips per revenue service hour	FY	19.77	17.33	13.35	8.23	15.53	15.56
	Efficiency: Passenger trips per revenue service mile	FY	2.13	1.92	1.45	0.84	1.62	1.47
	Service Levels: Total revenue service hours	FY	104,510	108,033	99,096	74,987	74,479	73,720
	Service Levels: Total revenue service miles	FY	962,803	976,775	912,447	730,629	712,242	782,453

EXPLANATION OF CHANGES:

Salaries & Benefits

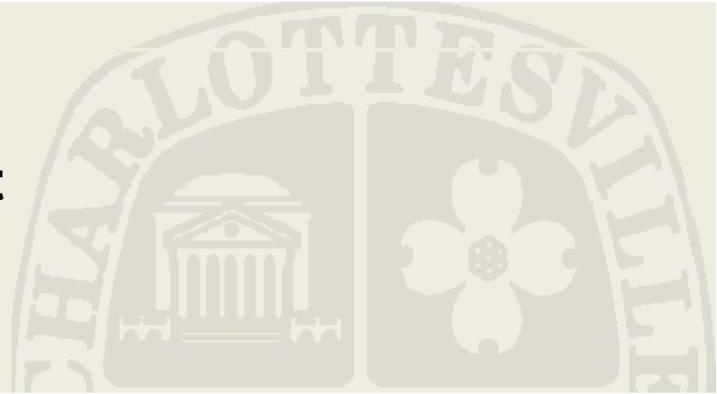
- 6% cost of living increase is included for FY 24 and mid-year market adjustments moving driver hourly rates to \$21/hr.
- 3 FTEs added - Customer Service Representatives for the Downtown Transit Station (\$185,787).
- 1 FTE added - Procurement Buyer (\$121,472).
- 1 FTE added - Transit Planner (\$124,593).
- Conversion of part-time positions to 40-hour position.
- Collective Bargaining Contract Impact will result in an increase of \$573,091 in FY25.

Other Expenditures

- Increases for vehicle fuel and maintenance and contractual services.

Public Works Department

FISCAL YEAR 2025



OVERVIEW:

Public Works Administration: The Public Works Administration Office is responsible for the planning, organization, direction, and budgetary/financial control of the five divisions of Public Works. The goal of the office is to foster the safe, reliable, responsive, and cost-effective provision of services to both the citizens of Charlottesville and internal customers. In addition to administration, divisions include:

- **Engineering Division:** The Engineering has several roles that span a variety of areas within the organization. Some of the core functions of the Engineering Division include Project Management, Traffic Engineering, Inspections, Compliance, Plan Review, Bridge Maintenance oversight, and providing general technical support to other departments within the organization.
- **Facilities Development Division:** The Facilities Development is responsible for the efficient and cost-effective planning, design, and construction of projects related to City-owned public buildings and City School campuses. Facilities Development leads the City's efforts associated with all new capital construction and development, facility renovations, expansion of facilities, and major repairs.
- **Facilities Maintenance Division:** The Facilities Maintenance Division currently provides support to over 70 individual buildings and structures in a diverse portfolio consisting of government buildings, school campuses, and administration buildings. This also includes facilities leased through the City. Facilities Maintenance Custodial Section manages a hybrid system of city employees and contracted services to provide safe and effective cleanings of our Government facilities. Facilities Maintenance is also a key partner with City Environmental and Sustainability, Utilities Management, and Facilities Development Divisions where Facilities Maintenance will provide technical and logistical support to these important initiatives or Divisions. Facilities Maintenance manages the following services:
 - **City Building Maintenance Services:** The Facilities Maintenance Division currently provides support to over 70 individual buildings and structures in a diverse portfolio consisting of government buildings, school campuses, and administration buildings, as well as facilities leased through the City of Charlottesville. Incorporating a highly skilled work force, Facilities Maintenance provides routine repair and maintenance services to ensure our facilities are operating in the most safe and efficient manner our aging infrastructure can deliver. Facilities Maintenance Custodial Section manages a hybrid system of city employees and contracted services to provide safe and effective cleanings of our Government facilities. In addition to managing the daily stream of work orders, Facilities Maintenance administers the City's Access Control building security systems and maintains the City's and schools' Fire Alarm Control Panels (FACP). Facilities Maintenance engineers a systematic CIP equipment replacement program for city schools and government facilities that consist of HVAC, Electrical, Emergency Generators, and a full range of digital controls and management or Building Automation Systems (BAS). Facilities Maintenance has an active role in city snow removal operations, as well as working Logistics Section in Emergency Operations that may develop from time to time.

- **School Building Services:** School Building Services provides routine repair and preventive maintenance services to ten Charlottesville Public School campuses and the Central Administration building. Those services include electrical, mechanical, plumbing, carpentry, roofing, and painting. A variety of “Small Capital Projects” are executed by Facilities Maintenance and by Public Works Facilities Development. Regulatory compliance is assured for all building, public safety, and accessibility codes and mandates. Utilities for each facility are carefully monitored by staff and paid from a separate budget.
- **Fleet Management Division:** The Fleet Management Division manages the City of Charlottesville’s fleet, including Charlottesville City Schools’ fleet of school buses. The division maintains 49 alternatively fueled vehicles, comprising one compressed natural gas (CNG) school bus, 16 bi-fuel vehicles (CNG/gas), 16 hybrid-electric vehicles, three electric vehicles, and five "flex-fuel" vans (ethanol/gas). Fleet Management Operations is responsible for the upkeep and repair of 661 City-owned vehicles and equipment and provides recommendations on the purchase of replacement vehicles and equipment.
- **Public Service Division:** Public Service Administration manages and oversees the sections within Public Service, including Solid Waste Management, Street & Sidewalk Services, and Traffic & Street Light Operations. This centralized office houses the customer service functions of the Division’s many public facing services and ensures operations are aligned in an effective and efficient manner.
 - **Solid Waste Management:** Solid Waste Management manages and oversees the municipal solid waste and recycling programs for the City, including private contracts for curbside services, large item collection, and street sweeping.
 - **Street & Sidewalk Services:** Street & Sidewalk Services is responsible for maintaining the City's 159 lane miles of streets, sidewalks, leaf collection services, emergency weather response, and data collection that assures continued annual maintenance funding from the Virginia Department of Transportation.
 - **Traffic & Street Lighting Operations:** Traffic & Street Lighting Operations maintains signs, signals, publicly-owned street lighting systems, and parking meters. It also is responsible operationally for the Intelligent Transportation System, which ensures safe and efficient traffic conveyance across our city street and pedestrian network.

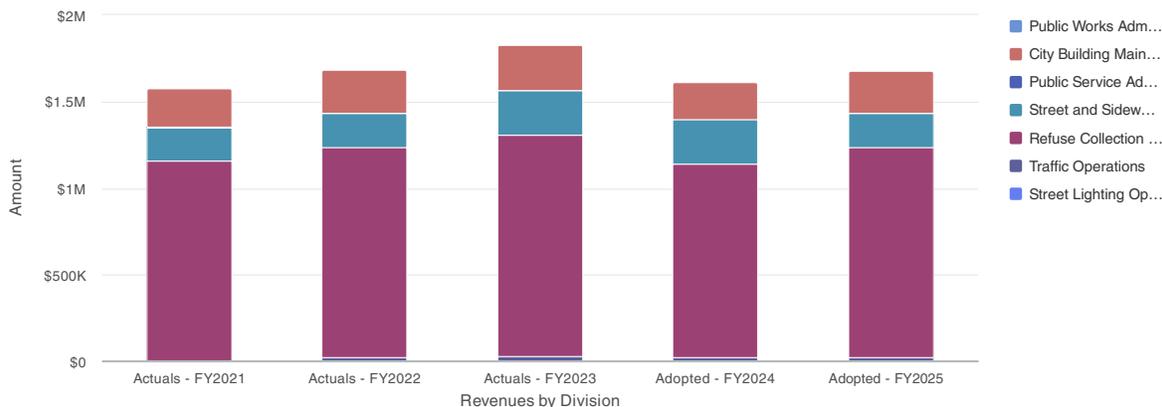
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
City Building Maintenance Services	13.11	14.25
Public Service Administration	5	5
Public Works Administration	31	31
Refuse Collection Services	4	4
Street and Sidewalk Services	29	28
Traffic Operations	7	7
ALLOCATED FTE	89.11	89.25

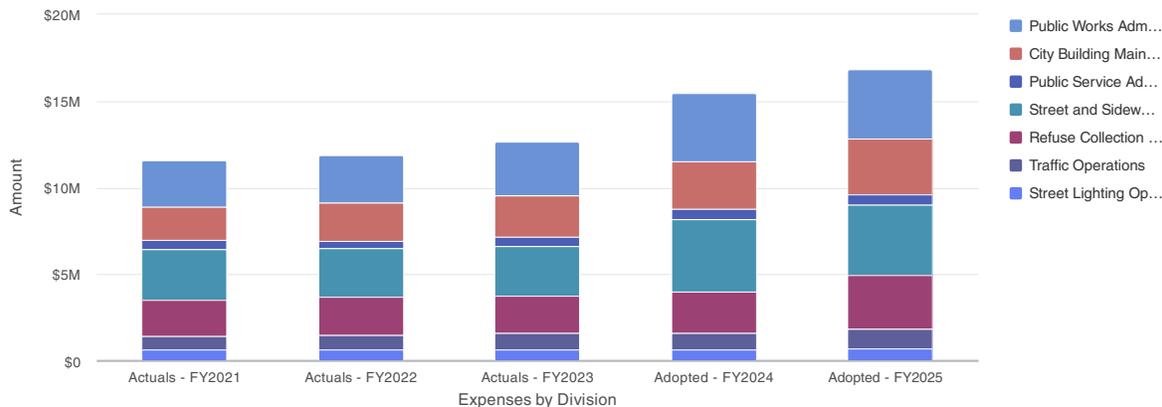
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Public Works Administration	\$1,212	\$1,292	\$5,090	–	\$0	\$0	–
City Building Maintenance Services	\$222,047	\$246,243	\$257,749	\$214,369	\$242,179	\$27,810	12.97%
Public Service Administration	\$1,902	\$3,370	\$3,375	–	\$0	\$0	–
Street and Sidewalk Services	\$194,264	\$194,334	\$253,508	\$260,000	\$200,000	-\$60,000	-23.07%
Refuse Collection Services	\$1,153,369	\$1,213,277	\$1,277,985	\$1,115,000	\$1,210,000	\$95,000	8.52%
Traffic Operations	\$3,980	\$24,617	\$32,134	\$25,000	\$25,000	\$0	0.00%
Street Lighting Operations	–	–	\$5	–	\$0	\$0	–
REVENUES BY DIVISION TOTAL	\$1,576,775	\$1,683,133	\$1,829,847	\$1,614,369	\$1,677,179	\$62,810	3.89%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Public Works Administration	\$2,652,742	\$2,696,093	\$3,094,755	\$3,984,122	\$3,994,979	\$10,857	0.27%
City Building Maintenance Services	\$1,908,519	\$2,211,595	\$2,416,312	\$2,749,940	\$3,207,293	\$457,353	16.63%
Public Service Administration	\$528,338	\$442,331	\$553,999	\$566,329	\$603,642	\$37,313	6.58%
Street and Sidewalk Services	\$2,977,161	\$2,820,507	\$2,822,476	\$4,188,384	\$4,061,189	-\$127,195	-3.03%
Refuse Collection Services	\$2,073,931	\$2,187,512	\$2,170,058	\$2,384,660	\$3,087,937	\$703,277	29.49%
Traffic Operations	\$779,662	\$857,535	\$936,288	\$937,717	\$1,143,489	\$205,772	21.94%
Street Lighting Operations	\$643,714	\$640,748	\$674,930	\$673,266	\$709,438	\$36,172	5.37%
EXPENSES BY DIVISION TOTAL	\$11,564,068	\$11,856,321	\$12,668,818	\$15,484,418	\$16,807,967	\$1,323,549	8.54%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$11,564,068	\$11,856,321	\$12,668,818	\$15,484,418	\$16,807,967	\$1,323,549	8.54%
Non-General Funds	–	–	–	\$0	\$0	\$0	–
EXPENSES BY FUND TOTAL	\$11,564,068	\$11,856,321	\$12,668,818	\$15,484,418	\$16,807,967	\$1,323,549	8.54%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Licenses and Permits							
Sign Perm	\$500	-	-	-	\$0	\$0	-
LICENSES AND PERMITS TOTAL	\$500	-	-	-	\$0	\$0	-
Charges for Services							
Street Cut Perm	\$163,960	\$88,694	\$95,387	\$185,000	\$125,000	-\$60,000	-32.43%
Juv Court	\$121,673	-	\$186,011	\$119,186	\$135,821	\$16,635	13.95%
SW-Bag Stickers	\$31,911	\$36,809	\$44,326	\$1,040,000	\$35,000	-\$1,005,000	-96.63%
Stkr Sales-Disc	\$425,528	\$384,007	\$380,877	-	\$380,000	\$380,000	-
Annual Stkr Sales	\$601,292	\$722,740	\$783,327	-	\$725,000	\$725,000	-
Large Pick Up Item	\$81,430	\$69,722	\$69,455	\$75,000	\$70,000	-\$5,000	-6.66%
Misc Fees	\$51,607	\$58,807	\$59,984	\$195,183	\$100,000	-\$95,183	-48.76%
HVAC Fees	\$12,315	\$47,247	\$16,746	\$0	\$106,358	\$106,358	-
Other Fees	\$5,033	-	-	-	\$0	\$0	-
Labor Rev	\$36,093	\$31,278	\$80,714	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	\$1,530,842	\$1,439,303	\$1,716,827	\$1,614,369	\$1,677,179	\$62,810	3.89%
Intergovernmental Revenue							
State/Fed Pass Thru	-	\$0	-	-	\$0	\$0	-
Rev/Albemarle	\$13,208	\$66,825	-\$66,825	-	\$0	\$0	-
UVA Misc Revenue	-	\$78,460	\$83,817	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	\$13,208	\$145,285	\$16,992	-	\$0	\$0	-
Miscellaneous Revenue							
Vend Commission	\$1,902	\$1,620	\$1,643	-	\$0	\$0	-
Rent	\$24,564	\$24,564	\$35,536	-	\$0	\$0	-
Contributions	\$1,305	\$1,792	\$74	-	\$0	\$0	-
Ins Recovery	-	\$23,095	\$55,380	-	\$0	\$0	-
Other Misc Rev	\$2,719	\$20,327	\$2,871	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	\$30,490	\$71,398	\$95,503	-	\$0	\$0	-
Parking							
Parking Garage	\$939	\$25,236	-	-	\$0	\$0	-
PARKING TOTAL	\$939	\$25,236	-	-	\$0	\$0	-
Warehouse Revenue							
Warehse Outlet Sales	\$796	\$1,910	\$524	-	\$0	\$0	-
WAREHOUSE REVENUE TOTAL	\$796	\$1,910	\$524	-	\$0	\$0	-
Transfers							
Transfer From Other Fund	\$0	\$0	-	-	\$0	\$0	-
TRANSFERS TOTAL	\$0	\$0	-	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	\$1,576,775	\$1,683,133	\$1,829,847	\$1,614,369	\$1,677,179	\$62,810	3.89%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$3,857,424	\$4,017,662	\$4,639,652	\$5,389,128	\$5,615,843	\$226,715	4.20%
Full Time Sal Accrue	\$71,474	\$23,121	-\$134,484	–	\$0	\$0	–
PT Salaries	\$23,447	\$24,585	\$27,082	\$26,114	\$27,674	\$1,560	5.97%
Part Time Sal Accru	\$90	\$193	-\$848	–	\$0	\$0	–
COLA Budget	–	–	–	\$0	\$0	\$0	–
Soc Sec - FICA	\$303,437	\$334,624	\$362,967	\$412,982	\$429,609	\$16,627	4.02%
Soc Sec FICA Accrued	\$4,695	\$2,548	-\$10,565	–	\$0	\$0	–
Retirement Cont DB	\$829,101	\$986,820	\$1,126,460	\$1,159,629	\$1,162,732	\$3,103	0.26%
Retirement Cont DC	\$98,141	\$98,637	\$140,091	\$149,568	\$166,743	\$17,175	11.48%
Retirement Cont A DB	\$5,926	\$4,383	-\$26,717	–	\$0	\$0	–
Retirement Cont A DC	\$4,110	-\$525	-\$2,679	–	\$0	\$0	–
Life Insurance	\$27,188	\$28,902	\$33,861	\$39,206	\$40,858	\$1,652	4.21%
Life Ins - Retirees	\$209	\$0	–	–	\$0	\$0	–
Life Ins Accrued	\$608	\$133	-\$954	–	\$0	\$0	–
Health Care Program	\$618,065	\$608,554	\$833,732	\$848,863	\$956,492	\$107,629	12.67%
Health Care Prog - R	\$4,528	\$0	–	–	\$0	\$0	–
Health Care Pr Accru	\$8,973	\$594	-\$19,516	–	\$0	\$0	–
Salary Budget Transfer To/From	–	–	–	–	\$0	\$0	–
PERSONNEL TOTAL	\$5,857,415	\$6,130,229	\$6,968,080	\$8,025,492	\$8,399,951	\$374,459	4.66%
Personnel - Other							
Temp. Salaries	\$123,463	\$78,447	\$98,369	\$128,000	\$0	-\$128,000	-100.00%
Temp Sal Accrued	-\$2,789	\$1,772	-\$2,866	–	\$0	\$0	–
Overtime	\$152,273	\$191,488	\$150,892	\$310,908	\$310,500	-\$408	-0.13%
Overtime Accrued	-\$4,695	\$6,119	-\$7,080	–	\$0	\$0	–
Spec Events OT	–	\$15,225	\$81,733	–	\$86,000	\$86,000	–
Holiday OT	\$3,792	\$7,941	\$11,620	–	\$0	\$0	–
Holiday OT Accrued	\$523	-\$523	–	–	\$0	\$0	–
Other OT	\$14,734	\$39,907	\$2,966	\$0	\$0	\$0	–
Career Dev.	\$7,794	\$917	–	–	\$0	\$0	–
Career Dev Accrued	\$234	-\$392	–	–	\$0	\$0	–
Bonus Pay	\$55,042	\$231,779	\$3,780	–	\$0	\$0	–
FICA Temporary Emp	–	–	–	\$0	\$0	\$0	–
PERSONNEL - OTHER TOTAL	\$350,371	\$572,680	\$339,413	\$438,908	\$396,500	-\$42,408	-9.66%
Other							
Gasoline/Diesel Emergency Purchases	–	–	\$13,354	–	\$0	\$0	–
Office Supplies	\$8,674	\$10,570	\$13,110	\$14,785	\$16,685	\$1,900	12.85%
Preprinted Forms	–	\$219	\$2,232	\$0	\$250	\$250	–
Postage	\$47	\$44	\$637	\$400	\$350	-\$50	-12.50%
Books	\$634	\$276	\$279	\$1,730	\$1,700	-\$30	-1.73%
Cleaning Supplies	\$27,325	\$31,590	\$29,432	\$53,746	\$57,050	\$3,304	6.14%
Uniforms/Clothing	\$19,111	\$25,142	\$20,693	\$44,280	\$46,856	\$2,576	5.81%
Safety Supplies	\$31,971	\$14,078	\$13,250	\$25,856	\$34,511	\$8,655	33.47%
Medical Supplies	\$3,704	\$3,444	\$7,131	\$7,700	\$9,500	\$1,800	23.37%
PPE-Pers Prot Equip	–	\$61	\$1,950	\$14,500	\$14,500	\$0	0.00%
Mat. Issued Transit	\$74	–	–	–	\$0	\$0	–
Maint Supplies	\$121,404	\$160,607	\$104,375	\$127,205	\$249,501	\$122,296	96.14%
Small Hand Tools	\$19,423	\$14,528	\$25,513	\$18,570	\$26,492	\$7,922	42.66%
Constr Materials	\$108,338	\$95,272	\$133,817	\$299,939	\$299,940	\$1	0.00%
Food Supplies	\$15,585	\$46,484	-\$29,498	\$8,300	\$31,749	\$23,449	282.51%

	ACTUALS			ADOPTED		\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Awards/Trophies	-	-	-	\$500	\$500	\$0	0.00%
Fuel	\$112	\$39	\$9	\$450	\$500	\$50	11.11%
Oil/Grease	\$52	\$11	-	\$160	\$160	\$0	0.00%
Chemicals	\$100,653	\$74,595	\$56	\$80,000	\$80,000	\$0	0.00%
Mach/Equip/Furn (NC)	\$41,146	\$34,888	\$118,169	\$43,294	\$48,095	\$4,801	11.08%
Comp Sftwr (Non-cap)	\$46,261	\$30,859	\$38,039	\$87,239	\$113,239	\$26,000	29.80%
Other Supplies	\$951	\$854	\$7,754	\$12,300	\$12,300	\$0	0.00%
Cell Phone Serv Purc	\$40,334	\$50,398	\$52,563	\$55,957	\$59,459	\$3,502	6.25%
Dues/Subscriptions	\$12,805	\$9,457	\$8,634	\$17,549	\$18,550	\$1,001	5.70%
Telephone-Ext Chg	-	-	-	-	\$16,500	\$16,500	-
Telephone-Long Dist	-	-	-	\$50	\$0	-\$50	-100.00%
Utilities	\$967,703	\$984,146	\$1,076,986	\$1,072,397	\$1,129,081	\$56,684	5.28%
Printing/Duplicating	\$6,950	\$3,320	\$1,639	\$7,650	\$7,750	\$100	1.30%
Travel	\$5,388	\$14,203	\$21,604	\$56,311	\$66,200	\$9,889	17.56%
Local Travel	\$448	\$118	\$313	\$500	\$500	\$0	0.00%
Travel Lodging	-	\$219	\$8,964	-	\$0	\$0	-
Travel Transport	-	-	\$96	-	\$0	\$0	-
Meals	\$499	\$3,220	\$8,728	\$6,750	\$9,350	\$2,600	38.51%
Advertising	\$295	\$6,673	\$2,381	\$160	\$170	\$10	6.25%
Registration Fees	\$149	\$750	\$4,944	\$7,420	\$9,500	\$2,080	28.03%
Uniform Rental	-	\$1,257	\$220	-	\$100	\$100	-
Equipment Rental	\$12,514	\$6,512	\$4,463	\$18,904	\$17,904	-\$1,000	-5.28%
Repairs and Maint	\$390,483	\$282,211	\$248,628	\$367,324	\$423,964	\$56,640	15.41%
Outside Maint-Labor	\$6,613	\$6,613	\$6,613	-	\$0	\$0	-
Outside Maint-Parts	-	\$10,157	\$9,814	-	\$500	\$500	-
Education/Training	\$21,740	\$21,160	\$25,564	\$109,175	\$120,740	\$11,565	10.59%
Website Develop	-	-	\$0	-	\$0	\$0	-
Software Lic/Maint	\$2,134	\$990	\$1,856	-	\$0	\$0	-
Veh Oper-Wash/Clean	-	-	\$20	\$400	\$400	\$0	0.00%
Fleet Inv Parts Supp	\$701	-	-	-	\$0	\$0	-
Fleet Purch Services	\$6,442	-	-	-	\$0	\$0	-
Comp svc-non IT	-	-	\$17	\$0	\$0	\$0	-
Solid Waste Disp	\$581,107	\$556,351	\$581,409	\$624,766	\$931,000	\$306,234	49.01%
Freight	\$2,748	\$2,184	\$2,373	\$3,003	\$3,003	\$0	0.00%
Health Eval	-	-	-	-	\$0	\$0	-
Credit Card Fees	-	\$12	\$166	-	\$100	\$100	-
Turf Maint Contr	\$75	\$123	-	-	\$0	\$0	-
Tree Maint Contr	-	-	-	\$7,500	\$7,500	\$0	0.00%
Monthly Parking Fees	\$418	\$221	\$751	\$170	\$700	\$530	311.76%
Disp-Waste Mat-HAZ	-	-	-	\$2,000	\$3,000	\$1,000	50.00%
Contrib to Other Gov	\$42,726	-	-	-	\$0	\$0	-
Late Fee	\$51	-	-	-	\$0	\$0	-
Pension Distribution	\$0	\$0	-	-	\$0	\$0	-
Acq Com Itm-Veh (MA)	\$7,593	-	-	-	\$0	\$0	-
Acq Com Itm-CLIP (MA)	-	\$0	-	-	-	\$0	-
Trn to ST Grants Fd	\$14,947	\$0	-	-	\$0	\$0	-
Lump Sum Appopr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$2,670,327	\$2,503,856	\$2,569,045	\$3,198,940	\$3,869,849	\$670,909	20.97%
Contractual							
Professional Serv	\$42,814	\$48,593	\$52,705	\$95,034	\$104,156	\$9,122	9.59%
Serv Contracts	\$147,519	\$263,454	\$390,946	\$613,622	\$464,311	-\$149,311	-24.33%
Constr Contracts	-	-	\$25,095	-	\$0	\$0	-
Contracted Serv	\$898,133	\$1,422,751	\$1,360,870	\$1,425,237	\$1,987,613	\$562,376	39.45%
Int Contract Svc	\$182,821	\$112,263	\$43,911	\$1,600	\$1,600	\$0	0.00%
Consulting Services	-	\$1,295	-	-	\$0	\$0	-
Other Contractual Se	\$353,409	\$6,750	\$12,532	\$1,250	\$1,250	\$0	0.00%
CONTRACTUAL TOTAL	\$1,624,696	\$1,855,106	\$1,886,058	\$2,136,743	\$2,558,930	\$422,187	19.75%
Fixed							
Telephone-Int Chg	\$31,460	\$70,314	\$34,274	\$8,750	\$12,000	\$3,250	37.14%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Insurance Int Chgs	\$57,534	\$57,534	\$65,869	\$67,489	\$68,839	\$1,350	2.00%
Worker's Comp Ins	\$130,305	\$130,305	\$186,246	\$189,970	\$171,575	-\$18,395	-9.68%
IT Infrastruct Repla	\$11,733	\$11,576	\$20,290	\$19,569	\$33,414	\$13,845	70.74%
Veh Oper-Repair/Mnt	\$313,525	\$371,988	\$470,633	\$437,945	\$442,945	\$5,000	1.14%
Veh Opr-Fuel/Oil FLT	\$73,236	\$126,911	\$115,744	\$173,116	\$178,310	\$5,194	3.00%
HVAC Charges	-	\$7,200	\$7,416	\$11,084	\$12,081	\$997	8.99%
Warehouse charge	\$5,749	\$5,749	\$5,749	\$7,062	\$7,373	\$311	4.40%
Vehicle Use Allow	\$437,717	\$12,872	-	\$769,350	\$656,200	-\$113,150	-14.70%
FIXED TOTAL	\$1,061,259	\$794,449	\$906,221	\$1,684,335	\$1,582,737	-\$101,598	-6.03%
EXPENSES BY LINE ITEM TOTAL	\$11,564,068	\$11,856,321	\$12,668,818	\$15,484,418	\$16,807,967	\$1,323,549	8.54%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
<ul style="list-style-type: none"> • Transportation • Climate Action 	<ol style="list-style-type: none"> 1. To provide high quality roadway and sidewalk maintenance. 2. To maintain a clean environment in the city. 	<ol style="list-style-type: none"> 1. Build and maintain roadways and sidewalks across the city. 2. Promptly respond to damages and inconveniences in roadways, sidewalks, and other transportation infrastructure. 3. Provide citywide refuse and recycling services.

PERFORMANCE MEASURES:

Performance Measures: Public Works								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Climate Action	Residential & commercial refuse & recycling collection: Mixed recycling (in tons)	FY	3,865	4,607	3,738	3,648	3,575	3,376
	Residential & commercial refuse & recycling collection: Waste later sorted for recycling (in tons)	FY	6,577	6,625	6,955	6,697	6,678	6,680
	Residential & commercial refuse & recycling collection: Recycling target (in tons)	FY	3,654	3,931	3,743	3,621	3,589	3,520
	Residential & commercial refuse & recycling collection: Recycling target (Percentage of all waste)	FY	35%	35%	35%	35%	35%	35%
Transportation	Number of Citywide roadways	FY	N/A	N/A	69	69	69	69
	Percentage of Roadways in Very Good/Excellent condition	FY	N/A	N/A	26%	26%	26%	26%
	Percentage of Roadways in Good condition	FY	N/A	N/A	22%	22%	22%	22%
	Percentage of Roadways in Fair condition	FY	N/A	N/A	23%	23%	23%	23%
	Percentage of Roadways in Poor condition	FY	N/A	N/A	19%	19%	19%	19%
	Percentage of Roadways in At Risk condition	FY	N/A	N/A	10%	10%	10%	10%

EXPLANATION OF CHANGES:

Salaries & Benefits

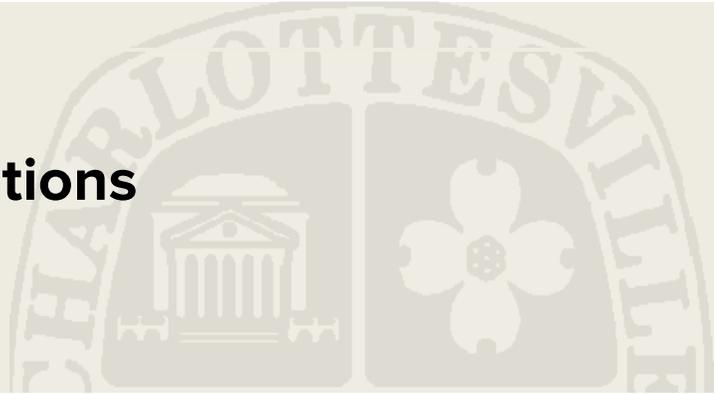
- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.
- 1 FTE Development Services Manager transferred to NDS.
- 3 FTEs moved from the Public Works Environmental Sustainability Division to the newly created Office of Environmental Sustainability Division of the City Manager's Office.

Other Expenditures

- Contractual increases for construction materials, vehicle replacement and maintenance, contractual services, education and training and computer software. Increases for contracted services include \$686,215 for Refuse collection and tipping fees.

Fleet Management Operations

FISCAL YEAR 2025



OVERVIEW:

Fleet Management Operations is responsible for the upkeep and repair of 661 City-owned vehicles and equipment and provides recommendations on the purchase of replacement vehicles and equipment.

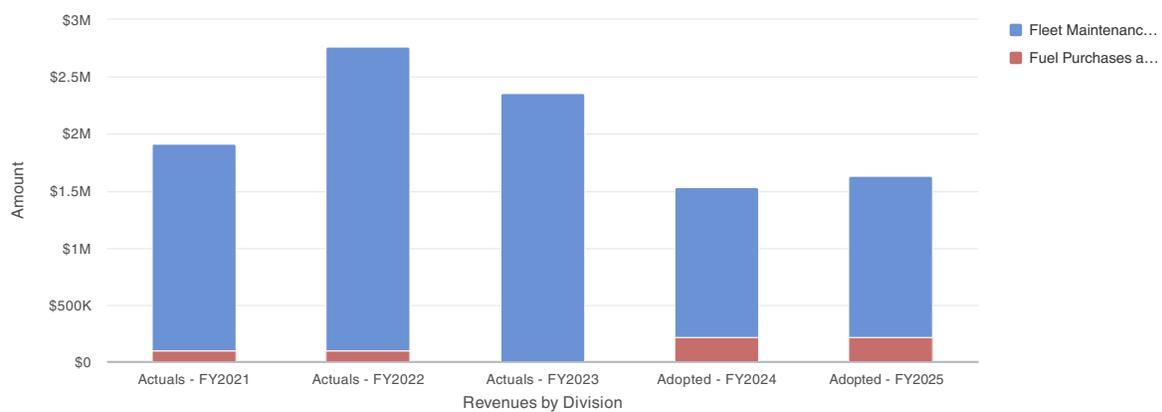
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Fleet Maintenance Operations	13	12
ALLOCATED FTE	13	12

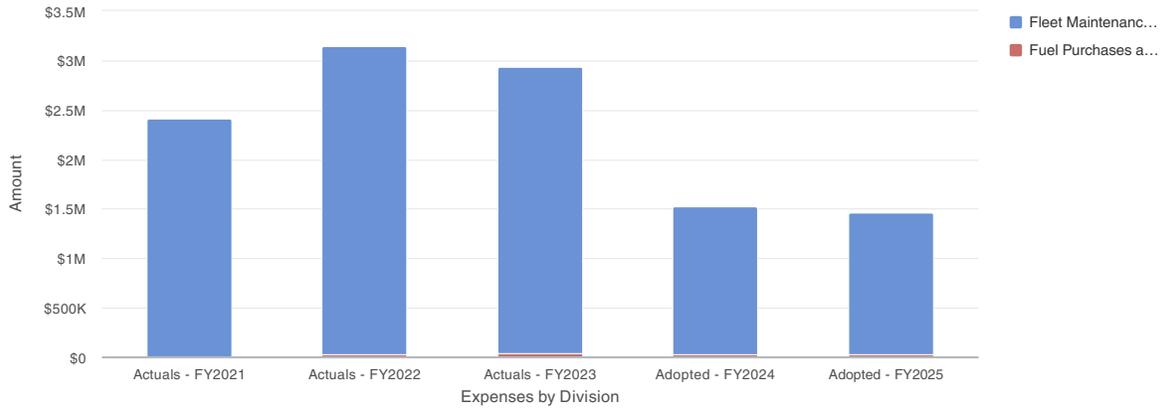
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Fleet Maintenance Operations	\$1,814,702	\$2,666,058	\$2,357,786	\$1,307,005	\$1,412,443	\$105,438	8.06%
Fuel Purchases and Vehicle Wash	\$101,873	\$101,770	–	\$220,327	\$220,327	\$0	0.00%
REVENUES BY DIVISION TOTAL	\$1,916,575	\$2,767,828	\$2,357,786	\$1,527,332	\$1,632,770	\$105,438	6.90%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Fleet Maintenance Operations	\$2,399,427	\$3,113,504	\$2,885,880	\$1,500,332	\$1,434,230	-\$66,102	-4.40%
Fuel Purchases and Vehicle Wash	\$9,908	\$36,004	\$46,160	\$27,000	\$27,000	\$0	0.00%
EXPENSES BY DIVISION TOTAL	\$2,409,335	\$3,149,508	\$2,932,040	\$1,527,332	\$1,461,230	-\$66,102	-4.32%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds	\$2,409,335	\$3,149,508	\$2,932,040	\$1,527,332	\$1,461,230	-\$66,102	-4.32%
EXPENSES BY FUND TOTAL	\$2,409,335	\$3,149,508	\$2,932,040	\$1,527,332	\$1,461,230	-\$66,102	-4.32%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Labor Rev	\$35,418	-	-	\$1,206,005	\$1,311,443	\$105,438	8.74%
CHARGES FOR SERVICES TOTAL	\$35,418	-	-	\$1,206,005	\$1,311,443	\$105,438	8.74%
Intergovernmental Revenue							
Vehicle Rental	-	-	-	\$16,000	\$16,000	\$0	0.00%
INTERGOVERNMENTAL REVENUE TOTAL	-	-	-	\$16,000	\$16,000	\$0	0.00%
Miscellaneous Revenue							
Other Misc Rev	-	-	-	\$10,000	\$10,000	\$0	0.00%
MISCELLANEOUS REVENUE TOTAL	-	-	-	\$10,000	\$10,000	\$0	0.00%
Fleet Revenue							
Parts mark-up Rev	\$104	\$30	-\$32	\$75,000	\$75,000	\$0	0.00%
Vehicle Service Rev	\$1,059,154	\$1,365,151	\$1,449,010	-	\$0	\$0	-
Fuel Sales	\$101,873	\$101,770	-	\$220,327	\$220,327	\$0	0.00%
Fuel Inv Con (CAFR)	\$718,352	\$1,300,877	\$908,678	-	\$0	\$0	-
FLEET REVENUE TOTAL	\$1,879,483	\$2,767,828	\$2,357,656	\$295,327	\$295,327	\$0	0.00%
Warehouse Revenue							
Warehse Outlet Sales	\$1,674	-	\$130	-	\$0	\$0	-
WAREHOUSE REVENUE TOTAL	\$1,674	-	\$130	-	\$0	\$0	-
Transfers							
Transfer From Other Fund	-	\$0	\$0	-	\$0	\$0	-
TRANSFERS TOTAL	-	\$0	\$0	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	\$1,916,575	\$2,767,828	\$2,357,786	\$1,527,332	\$1,632,770	\$105,438	6.90%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$605,631	\$624,152	\$757,862	\$788,861	\$740,605	-\$48,256	-6.11%
Full Time Sal Accrue	\$2,335	\$2,046	-\$17,612	–	\$0	\$0	–
PT Salaries	–	–	–	\$0	\$0	\$0	–
COLA Budget	–	–	–	\$63,311	\$57,862	-\$5,449	-8.60%
Soc Sec - FICA	\$45,404	\$49,025	\$54,295	\$60,348	\$56,656	-\$3,692	-6.11%
Soc Sec FICA Accrued	\$135	\$198	-\$1,256	–	\$0	\$0	–
Retirement Cont DB	\$152,831	\$143,442	\$182,418	\$192,023	\$149,150	-\$42,873	-22.32%
Retirement Cont DC	\$6,237	\$7,746	\$8,062	\$8,245	\$12,600	\$4,355	52.81%
Retirement Cont A DB	\$178	-\$335	-\$3,620	–	\$0	\$0	–
Retirement Cont A DC	\$28	\$61	-\$268	–	\$0	\$0	–
Life Insurance	\$4,277	\$4,513	\$5,448	\$5,711	\$5,362	-\$349	-6.11%
Life Ins Accrued	\$30	\$15	-\$124	–	\$0	\$0	–
Health Care Program	\$99,794	\$97,700	\$109,564	\$123,838	\$128,604	\$4,766	3.84%
Health Care Pr Accru	\$384	-\$105	-\$2,687	–	\$0	\$0	–
PERSONNEL TOTAL	\$917,264	\$928,459	\$1,092,083	\$1,242,338	\$1,150,839	-\$91,499	-7.36%
Personnel - Other							
Overtime	\$20,100	\$7,742	\$440	\$0	\$0	\$0	–
Overtime Accrued	–	–	\$33	–	\$0	\$0	–
Other OT	\$4,626	\$10,172	\$984	\$0	\$0	\$0	–
Bonus Pay	\$8,250	\$38,500	–	–	\$0	\$0	–
PERSONNEL - OTHER TOTAL	\$32,976	\$56,414	\$1,458	\$0	\$0	\$0	–
Other							
Office Supplies	\$171	\$860	\$1,113	\$1,700	\$1,700	\$0	0.00%
Postage	–	\$23	–	–	\$0	\$0	–
Cleaning Supplies	–	–	\$549	\$1,000	\$1,000	\$0	0.00%
Uniforms/Clothing	\$9,982	\$8,603	\$4,398	\$4,050	\$6,300	\$2,250	55.55%
Safety Supplies	\$1,027	\$125	\$854	\$500	\$500	\$0	0.00%
Medical Supplies	\$959	\$737	\$1,458	\$1,200	\$1,200	\$0	0.00%
Maint Supplies	\$14,246	\$6,908	\$30,257	\$15,000	\$20,000	\$5,000	33.33%
Small Hand Tools	–	\$3,838	\$4,471	\$7,500	\$7,500	\$0	0.00%
Constr Materials	\$59	–	–	–	\$0	\$0	–
Food Supplies	\$65	\$289	\$89	\$750	\$750	\$0	0.00%
Fuel	–	–	\$170	–	\$0	\$0	–
Oil/Grease	–	–	–	\$150	\$150	\$0	0.00%
Chemicals	–	–	–	\$100	\$100	\$0	0.00%
HazMat	–	–	–	\$250	\$250	\$0	0.00%
Mach/Equip/Furn (NC)	–	\$560	\$185	\$2,000	\$17,000	\$15,000	750.00%
Comp Sftwr (Non-cap)	\$50,322	\$51,831	\$111	\$0	\$0	\$0	–
Other Supplies	\$2,908	-\$4,927	-\$5,475	\$3,000	\$3,000	\$0	0.00%
Fuel inv Adj	–	–	\$48,849	–	\$0	\$0	–
Garage Parts Purch	–	\$341	–	\$1,000	\$1,000	\$0	0.00%
Cell Phone Serv Purc	\$1,439	\$1,623	\$1,738	\$1,750	\$1,750	\$0	0.00%
Cost Goods Sold	\$718,352	\$1,300,877	\$908,678	–	\$0	\$0	–
Dues/Subscriptions	\$1,068	\$704	\$713	\$820	\$820	\$0	0.00%
Telephone-Long Dist	–	–	–	\$40	\$40	\$0	0.00%
Utilities	\$20,481	\$17,710	\$17,616	\$21,012	\$21,012	\$0	0.00%
Printing/Duplicating	–	–	–	\$25	\$25	\$0	0.00%
Travel	–	\$1,853	\$2,498	\$2,000	\$2,000	\$0	0.00%
Travel Lodging	–	–	\$297	–	\$0	\$0	–

	ACTUALS			ADOPTED		\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Travel Transport	–	\$108	–	–	\$0	\$0	–
Meals	–	\$275	\$292	\$450	\$450	\$0	0.00%
Uniform Rental	–	–	\$4,989	\$6,578	\$6,578	\$0	0.00%
Repairs and Maint	\$673	\$655	\$1,881	\$13,500	\$13,500	\$0	0.00%
Outside Maint-Parts	–	–	\$20	–	\$0	\$0	–
Education/Training	\$212	\$2,839	\$2,974	\$10,000	\$10,000	\$0	0.00%
Software Lic/Maint	\$966	\$15,977	\$27,506	\$75,688	\$75,688	\$0	0.00%
Vehicle Operations	\$219	\$242	\$146	–	\$0	\$0	–
Veh Oper-Wash/Clean	–	\$857	–	–	\$0	\$0	–
Fleet Inv Parts Supp	\$355,038	\$385,158	\$401,971	–	\$0	\$0	–
Fleet Purch Services	\$157,180	\$248,727	\$220,790	–	\$0	\$0	–
Solid Waste Disp	\$1,449	\$3,985	\$4,214	\$4,500	\$4,500	\$0	0.00%
Freight	\$27	\$28	\$53	–	\$0	\$0	–
Late Fee	–	–	–	–	\$0	\$0	–
Acq Com Itm-Eqpt (MA)	\$6,799	–	–	–	\$0	\$0	–
OTHER TOTAL	\$1,343,642	\$2,050,805	\$1,683,404	\$174,563	\$196,813	\$22,250	12.74%
Contractual							
Professional Serv	\$15,033	\$14,911	\$36,184	\$22,780	\$22,780	\$0	0.00%
Serv Contracts	\$9,303	\$0	\$14,150	\$0	\$0	\$0	–
Contracted Serv	\$1,450	–	\$0	–	\$0	\$0	–
Other Contractual Se	\$185	\$192	\$214	–	\$0	\$0	–
CONTRACTUAL TOTAL	\$25,972	\$15,103	\$50,548	\$22,780	\$22,780	\$0	0.00%
Fixed							
Telephone-Int Chg	\$4,633	\$7,758	\$8,388	\$1,976	\$1,776	-\$200	-10.12%
Insurance Int Chgs	\$14,158	\$14,158	\$16,282	\$16,608	\$16,940	\$332	1.99%
Worker's Comp Ins	\$14,887	\$14,887	\$21,278	\$21,740	\$22,138	\$398	1.83%
IT Comp Replacemt	–	–	–	\$2,755	\$1,285	-\$1,470	-53.35%
IT Infrastruct Repla	\$1,193	\$1,193	\$2,566	\$1,717	\$2,304	\$587	34.18%
Veh Oper-Repair/Mnt	\$31,024	\$36,344	\$32,092	\$13,520	\$13,520	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$1,771	\$2,572	\$1,922	\$3,000	\$3,090	\$90	3.00%
IT User/Support Fee	\$12,808	\$12,808	\$12,808	\$16,490	\$18,650	\$2,160	13.09%
HVAC Charges	\$6,827	\$6,827	\$7,032	\$7,665	\$8,355	\$690	9.00%
Trn to CityLink	\$2,180	\$2,180	\$2,180	\$2,180	\$2,740	\$560	25.68%
FIXED TOTAL	\$89,482	\$98,727	\$104,548	\$87,651	\$90,798	\$3,147	3.59%
EXPENSES BY LINE ITEM TOTAL	\$2,409,335	\$3,149,508	\$2,932,040	\$1,527,332	\$1,461,230	-\$66,102	-4.32%

EXPLANATION OF CHANGES:

Salaries & Benefits

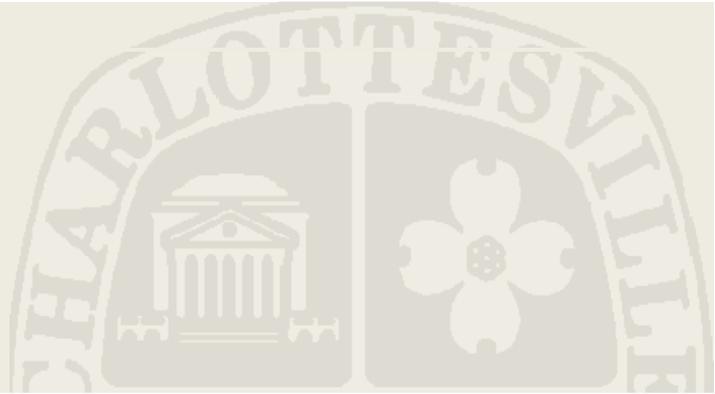
- 1 FTE Mechanic moved back to Parks & Recreation.

Other Expenditures

- Increase in machinery/equipment for the purchase of an additional vehicle lift.

Gas Utility

FISCAL YEAR 2025



OVERVIEW:

The Natural Gas Utility is owned and operated by the City of Charlottesville. With approximately 21,300 customers, it provides residents of Charlottesville and urban areas of Albemarle County with safe, efficient, reliable, and economical service for over 150 years.

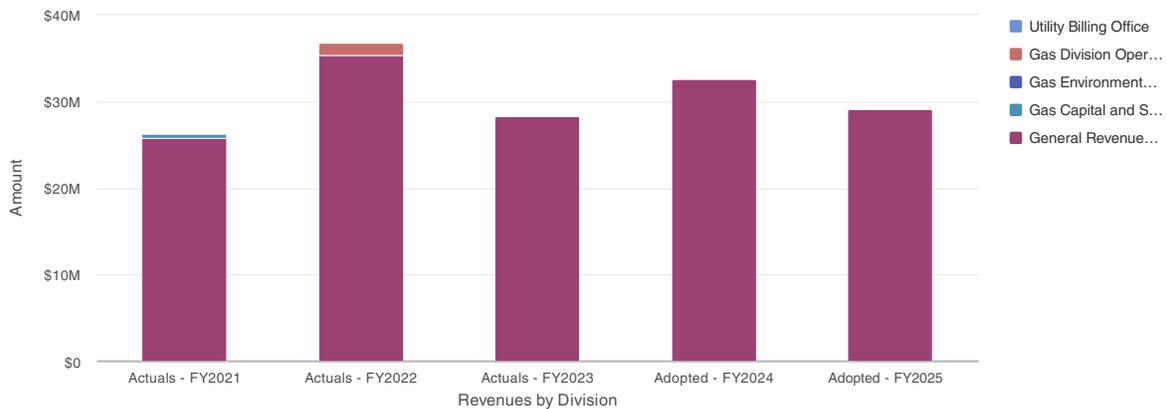
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Gas Division Operations	56	56
Gas Environmental Services	2	2
ALLOCATED FTE	58	58

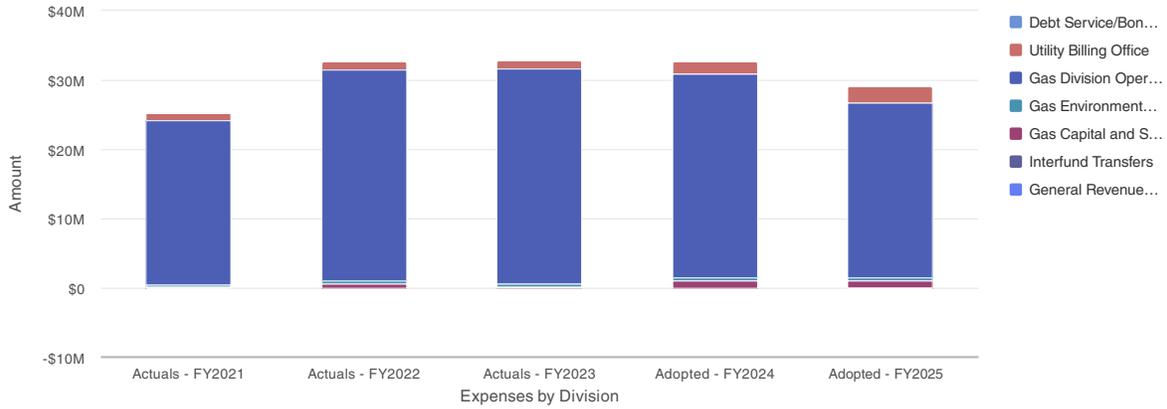
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Utility Billing Office	\$20,167	\$24,366	\$9,685	–	\$0	\$0	–
Gas Division Operations	\$153,120	\$1,433,095	\$154,739	–	\$0	\$0	–
Gas Environmental Services	\$126,069	–	–	–	\$0	\$0	–
Gas Capital and Special Projects	\$369,000	–	–	–	\$0	\$0	–
General Revenues - Non Departmental	\$25,844,582	\$35,309,578	\$28,271,760	\$32,632,290	\$29,084,415	-\$3,547,875	-10.87%
REVENUES BY DIVISION TOTAL	\$26,512,937	\$36,767,039	\$28,436,185	\$32,632,290	\$29,084,415	-\$3,547,875	-10.87%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Debt Service/Bond Issuance	\$56,784	–	–	\$0	\$0	\$0	–
Utility Billing Office	\$1,073,723	\$1,236,236	\$1,314,381	\$1,760,313	\$2,267,086	\$506,773	28.78%
Gas Division Operations	\$23,713,808	\$30,460,762	\$31,069,379	\$29,368,197	\$25,271,456	-\$4,096,741	-13.94%
Gas Environmental Services	\$367,383	\$373,110	\$398,932	\$503,780	\$503,997	\$217	0.04%
Gas Capital and Special Projects	\$116,002	\$618,690	\$125,255	\$1,000,000	\$1,000,000	\$0	0.00%
Interfund Transfers	\$2	–	–	–	\$0	\$0	–
General Revenues - Non Departmental	-\$2	–	–	–	\$0	\$0	–
EXPENSES BY DIVISION TOTAL	\$25,327,699	\$32,688,797	\$32,907,947	\$32,632,290	\$29,042,539	-\$3,589,751	-11.00%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds	\$25,327,699	\$32,688,797	\$32,907,947	\$32,632,290	\$29,042,539	-\$3,589,751	-11.00%
EXPENSES BY FUND TOTAL	\$25,327,699	\$32,688,797	\$32,907,947	\$32,632,290	\$29,042,539	-\$3,589,751	-11.00%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Taxes							
Util Tax	\$0	\$0	\$0	-	\$0	\$0	-
TAXES TOTAL	\$0	\$0	\$0	-	\$0	\$0	-
Charges for Services							
Misc Fees	\$7,596	\$22,059	\$110,456	-	\$0	\$0	-
Other Fees	-	-	-	\$342,000	\$350,500	\$8,500	2.48%
Labor Rev	\$6,897	\$12,118	\$519	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	\$14,494	\$34,177	\$110,974	\$342,000	\$350,500	\$8,500	2.48%
Intergovernmental Revenue							
St/Fed Pass Thu Cap	-	\$0	-	-	\$0	\$0	-
UVA Misc Revenue	-	\$6,540	-	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	-	\$6,540	-	-	\$0	\$0	-
Utility Revenue							
Water Sales Revenue	\$0	-	-	-	\$0	\$0	-
Sewer Sales Revenue	\$0	-	-	-	\$0	\$0	-
Gas Sales Revenue	\$25,333,523	\$34,746,669	\$27,921,263	\$29,793,234	\$28,733,915	-\$1,059,319	-3.55%
Utility Cut On	\$104,920	\$98,640	\$96,478	-	\$0	\$0	-
Utility Reconnection	-	\$705	\$5,700	-	\$0	\$0	-
Gas Pilot Light Fee	\$1,050	\$900	\$1,560	-	\$0	\$0	-
Utility Fin Charges	\$68,441	\$107,028	\$72,906	-	\$0	\$0	-
UTILITY REVENUE TOTAL	\$25,507,934	\$34,953,942	\$28,097,907	\$29,793,234	\$28,733,915	-\$1,059,319	-3.55%
Miscellaneous Revenue	\$629,392	\$1,432,594	\$202,349	-	\$0	\$0	-
Warehouse Revenue	\$61,118	\$39,787	\$24,955	-	\$0	\$0	-
Transfers	\$300,000	\$300,000	-	\$2,497,056	\$0	-\$2,497,056	-100.00%
REVENUES BY LINE ITEM TOTAL	\$26,512,937	\$36,767,039	\$28,436,185	\$32,632,290	\$29,084,415	-\$3,547,875	-10.87%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$3,323,798	\$3,296,389	\$3,548,256	\$4,209,150	\$4,460,581	\$251,431	5.97%
Full Time Sal Accrue	\$10,960	\$13,355	-\$114,229	–	\$0	\$0	–
PT Salaries	–	–	–	\$0	\$0	\$0	–
COLA Budget	–	–	–	\$333,874	\$351,558	\$17,684	5.29%
Soc Sec - FICA	\$258,981	\$276,218	\$285,537	\$319,673	\$338,093	\$18,420	5.76%
Soc Sec FICA Accrued	\$1,139	\$1,462	-\$9,015	–	\$0	\$0	–
Retirement Cont DB	\$896,739	\$827,648	\$935,938	\$857,537	\$810,792	-\$46,745	-5.45%
Retirement Cont DC	\$105,405	\$126,403	\$141,101	\$147,734	\$217,531	\$69,797	47.24%
Retirement Cont A DB	-\$190	-\$1,022	-\$22,760	–	\$0	\$0	–
Retirement Cont A DC	\$660	\$106	-\$2,713	–	\$0	\$0	–
Life Insurance	\$23,461	\$23,712	\$25,506	\$30,474	\$32,294	\$1,820	5.97%
Life Ins Accrued	\$154	\$103	-\$804	–	\$0	\$0	–
Health Care Program	\$564,220	\$513,642	\$648,691	\$676,346	\$760,907	\$84,561	12.50%
Health Care Pr Accru	\$837	-\$1,324	-\$16,237	–	\$0	\$0	–
Salary Budget Transfer To/From	–	–	–	–	\$0	\$0	–
PERSONNEL TOTAL	\$5,186,165	\$5,076,691	\$5,419,272	\$6,574,789	\$6,971,756	\$396,967	6.03%
Personnel - Other							
Temp. Salaries	\$137,912	\$136,654	\$176,223	\$35,700	\$84,800	\$49,100	137.53%
Temp Sal Accrued	\$704	-\$348	-\$3,169	–	\$0	\$0	–
Overtime	\$74,979	\$95,827	\$87,562	\$272,085	\$272,085	\$0	0.00%
Overtime Accrued	\$2,169	\$1,865	-\$2,978	–	\$0	\$0	–
Shift differential	\$3,457	\$3,238	\$3,703	\$3,547	\$3,547	\$0	0.00%
Night Diff Pay Accru	-\$21	\$14	-\$89	–	\$0	\$0	–
Spec Events OT	–	\$8,325	–	–	\$0	\$0	–
Holiday OT	\$8,900	\$15,280	\$17,389	\$7,500	\$7,500	\$0	0.00%
Holiday OT Accrued	\$1,279	\$1,200	-\$2,479	–	\$0	\$0	–
Other OT	\$19,587	\$35,050	\$5,902	–	\$0	\$0	–
Bonus Pay	\$45,750	\$194,813	\$82,600	–	\$0	\$0	–
FICA Temporary Emp	–	–	–	\$2,731	\$6,487	\$3,756	137.53%
PERSONNEL - OTHER TOTAL	\$294,715	\$491,918	\$364,663	\$321,563	\$374,419	\$52,856	16.43%
Other							
Gasoline/Diesel Emergency Purchases	–	–	\$9,963	–	\$0	\$0	–
Office Supplies	\$8,031	\$12,152	\$17,913	\$22,400	\$22,900	\$500	2.23%
Preprinted Forms	\$31	\$35	\$79	–	\$0	\$0	–
Postage	\$135,350	\$121,184	\$142,087	\$37,350	\$155,350	\$118,000	315.93%
Books	\$275	\$170	\$1,752	\$1,000	\$1,000	\$0	0.00%
Cleaning Supplies	\$2,180	\$2,234	\$2,611	\$1,000	\$1,000	\$0	0.00%
Uniforms/Clothing	\$11,442	\$14,786	\$14,286	\$31,875	\$31,875	\$0	0.00%
Safety Supplies	\$2,716	\$3,160	\$7,722	\$1,450	\$1,450	\$0	0.00%
Medical Supplies	\$4,094	\$3,908	\$5,937	\$2,000	\$7,000	\$5,000	250.00%
PPE-Pers Prot Equip	–	\$23	–	–	\$0	\$0	–
Mat. Issued Transit	–	–	\$340	–	\$0	\$0	–
Maint Supplies	\$614,950	\$516,363	\$487,034	\$409,000	\$546,000	\$137,000	33.49%
Small Hand Tools	\$1,187	\$2,524	\$3,622	\$10,500	\$10,500	\$0	0.00%
Constr Materials	\$10,074	\$10,329	\$8,185	\$10,000	\$10,000	\$0	0.00%
Food Supplies	\$890	\$1,417	\$1,808	\$3,900	\$3,900	\$0	0.00%
Recr Supplies	–	–	\$200	–	\$0	\$0	–
Awards/Trophies	\$150	\$390	\$225	–	\$0	\$0	–
Fuel	–	\$84	\$296	–	\$0	\$0	–

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Oil/Grease	\$318	\$385	\$436	–	\$0	\$0	–
Chemicals	\$35	\$209	\$2,887	–	\$0	\$0	–
Mach/Equip/Furn (NC)	\$29,807	\$44,974	\$85,458	\$13,300	\$15,300	\$2,000	15.03%
Comp Sftwr (Non-cap)	\$3,633	\$1,484	\$2,191	\$1,950	\$2,786	\$836	42.87%
Easements	–	\$196	\$3,900	–	\$0	\$0	–
Other Supplies	\$3,232	\$3,392	\$3,245	\$85,700	\$85,700	\$0	0.00%
Utility Supply Purch	\$11,134,585	\$18,443,784	\$18,278,067	\$14,542,276	\$9,048,147	-\$5,494,129	-37.78%
Mdse Purch	–	–	\$1,402	–	\$0	\$0	–
Telephone Serv Purch	\$17,990	\$18,785	\$16,350	\$28,000	\$28,000	\$0	0.00%
Cell Phone Serv Purc	\$20,341	\$35,964	\$31,902	\$36,372	\$37,372	\$1,000	2.74%
Dues/Subscriptions	\$34,093	\$36,107	\$34,826	\$42,125	\$42,221	\$96	0.22%
Telephone-Long Dist	–	–	–	\$0	\$0	\$0	–
Utilities	\$24,320	\$25,854	\$26,630	\$34,043	\$34,043	\$0	0.00%
Printing/Duplicating	\$39,882	\$33,545	\$25,556	\$32,525	\$30,550	-\$1,975	-6.07%
Travel	\$724	\$6	\$260	\$19,600	\$19,950	\$350	1.78%
Local Travel	–	–	\$11	\$0	\$0	\$0	–
Travel Lodging	–	\$323	\$4,871	–	\$0	\$0	–
Travel Transport	–	–	\$42	–	\$0	\$0	–
Meals	\$579	\$763	\$3,072	\$2,700	\$2,700	\$0	0.00%
Advertising	\$48,983	\$24,956	\$32,821	\$49,000	\$46,000	-\$3,000	-6.12%
Registration Fees	\$893	\$759	\$2,958	\$2,644	\$5,844	\$3,200	121.02%
Rent	\$4,260	–	–	\$5,000	\$0	-\$5,000	-100.00%
Uniform Rental	\$7,341	\$6,474	\$8,828	–	\$0	\$0	–
Equipment Rental	\$13,440	\$2,371	\$12,658	\$6,749	\$7,702	\$953	14.12%
Repairs and Maint	\$13,372	\$187,822	\$16,060	\$15,400	\$18,900	\$3,500	22.72%
Outside Maint-Parts	\$5,893	\$10,122	\$8,532	–	\$0	\$0	–
Education/Training	\$517	\$5,884	\$15,930	\$78,560	\$78,230	-\$330	-0.42%
Software Lic/Maint	\$4,595	\$2,535	\$681	–	\$0	\$0	–
Veh Oper-Wash/Clean	–	–	–	\$50	\$50	\$0	0.00%
Veh Oper-Paint&Body	–	–	–	\$0	\$0	\$0	–
Fleet Inv Parts Supp	\$120	\$4,094	–	–	\$0	\$0	–
Fleet Purch Services	\$4,361	–	–	–	\$0	\$0	–
Medical Care	–	\$97	–	–	\$0	\$0	–
Collection Fees	\$1,086	\$876	\$969	\$2,000	\$2,000	\$0	0.00%
Solid Waste Disp	\$71,167	\$1,656	\$13,239	–	\$0	\$0	–
Freight	\$1,941	\$4,788	\$2,985	\$600	\$600	\$0	0.00%
Health Eval	\$327	\$29	\$35	–	\$0	\$0	–
Tourism Council	\$0	–	–	–	\$0	\$0	–
Credit Card Fees	\$189,294	\$368,719	\$464,519	\$202,500	\$516,000	\$313,500	154.81%
Marketing Exp	\$54,262	\$75,555	\$94,240	\$110,000	\$110,000	\$0	0.00%
Turf Maint Contr	\$1,393	\$946	\$2,836	–	\$0	\$0	–
Tree Maint Contr	–	\$5,610	–	\$0	\$0	\$0	–
Monthly Parking Fees	\$121	–	–	\$0	\$0	\$0	–
Investment Advisors	–	–	\$0	–	\$0	\$0	–
Interest	\$13,130	\$15,053	\$5,627	\$20,000	\$20,000	\$0	0.00%
Bond Principal	\$54,600	–	–	\$0	\$0	\$0	–
Other Contributions	\$15,144	\$17,957	\$16,392	\$10,000	\$10,000	\$0	0.00%
Incentive Awards	–	–	–	\$2,500	\$2,500	\$0	0.00%
Paym in Lieu of Taxe	\$3,981,395	\$4,174,362	\$4,216,875	\$4,216,875	\$5,048,027	\$831,152	19.71%
Bad Debt Expense	–	–	–	\$35,000	\$20,000	-\$15,000	-42.85%
Toilet Rebate	–	\$2,576	–	–	\$0	\$0	–
Gas Incentives	\$16,618	\$13,676	\$10,102	\$10,000	\$10,000	\$0	0.00%
Late Fee	–	\$21	–	–	\$0	\$0	–
Penalty/Fines	–	–	–	\$1,000	\$1,000	\$0	0.00%
City EE Parking Sub	–	–	\$113	–	\$0	\$0	–
Acq Com Itm-Veh (MA)	\$277,094	\$73,821	\$403,042	\$279,370	\$279,370	\$0	0.00%
Acq Com Itm-M Eq (MA)	–	–	–	\$40,000	\$40,000	\$0	0.00%
Acq Com Itm-F/E (MA)	–	–	–	\$7,000	\$7,000	\$0	0.00%
Acq Com Itm-Eqpt (MA)	\$143,934	–	–	\$87,800	\$82,000	-\$5,800	-6.60%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Trn to ST Grants Fd	-	-	\$57,062	-	\$0	\$0	-
Trn to Gas DS Fd	\$300,000	\$300,000	-	\$0	\$0	\$0	-
Allocated Charges	-\$601,551	-\$681,394	-\$719,745	-	\$0	\$0	-
Lump Sum Appropr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$16,724,638	\$23,953,891	\$23,891,920	\$20,551,114	\$16,442,967	-\$4,108,147	-19.98%
Contractual							
Professional Serv	\$615,838	\$358,277	\$500,298	\$660,000	\$660,000	\$0	0.00%
Serv Contracts	\$37,055	\$27,628	\$37,684	\$58,250	\$94,000	\$35,750	61.37%
Constr Contracts	\$5,813	\$305,500	\$0	\$1,000,000	\$1,000,000	\$0	0.00%
Contracted Serv	\$47,568	\$111,779	\$145,642	\$170,000	\$170,000	\$0	0.00%
Int Contract Svc	\$10,526	-	-	\$0	\$0	\$0	-
Consulting Services	-	-	-	\$100,000	\$100,000	\$0	0.00%
Other Contractual Se	\$664,934	\$607,642	\$688,873	\$1,338,203	\$1,338,203	\$0	0.00%
CONTRACTUAL TOTAL	\$1,381,734	\$1,410,826	\$1,372,496	\$3,326,453	\$3,362,203	\$35,750	1.07%
Fixed							
Telephone-Int Chg	\$18,019	\$13,927	\$17,052	\$11,290	\$10,150	-\$1,140	-10.09%
Insurance Int Chgs	\$199,178	\$199,178	\$229,055	\$233,638	\$238,310	\$4,672	1.99%
Worker's Comp Ins	\$106,000	\$106,000	\$151,508	\$154,537	\$157,628	\$3,091	2.00%
IT Comp Replacemt	-	-	-	\$22,038	\$13,810	-\$8,228	-37.33%
IT Infrastruct Repla	\$13,327	\$13,327	\$17,026	\$14,076	\$24,773	\$10,697	75.99%
Veh Oper-Repair/Mnt	\$122,189	\$119,811	\$154,936	\$126,264	\$126,292	\$28	0.02%
Veh Opr-Fuel/Oil FLT	\$51,447	\$72,941	\$59,228	\$85,850	\$88,426	\$2,576	3.00%
IT User/Support Fee	\$132,336	\$132,336	\$132,336	\$90,695	\$102,575	\$11,880	13.09%
GIS User/Support Fee	\$5,832	\$5,832	\$5,832	\$7,060	\$3,856	-\$3,204	-45.38%
HVAC Charges	\$2,172	\$2,172	\$2,237	\$2,438	\$2,657	\$219	8.98%
Warehouse charge	\$89,947	\$89,947	\$90,386	\$110,485	\$122,717	\$12,232	11.07%
Trn to CityLink	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$0	0.00%
FIXED TOTAL	\$1,740,447	\$1,755,471	\$1,859,595	\$1,858,371	\$1,891,194	\$32,823	1.76%
EXPENSES BY LINE ITEM TOTAL	\$25,327,699	\$32,688,797	\$32,907,947	\$32,632,290	\$29,042,539	-\$3,589,751	-11.00%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals
<ul style="list-style-type: none"> Organizational Excellence Public Safety 	<ol style="list-style-type: none"> 1. Provide reliable and high-quality infrastructure. 2. Continue strategic management efforts. 3. Recruit and cultivate quality employees. 4. Promote community engagement.

PERFORMANCE MEASURES:

Performance Measures: Gas Utility								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Organizational Excellence	Number of natural gas customers	CY	20,398	20,699	20,998	21,346	21,473	21,378
	Utilities Infrastructure Replacement (all figures are cumulative and linear feet): Gas mains installed	CY	135,709	145,741	148,551	152,263	162,413	171,794
	Utilities Infrastructure Replacement (all figures are cumulative and linear feet): Gas services installed	CY	170,347	191,862	202,652	227,256	239,975	251,001
Public Safety	Percentage of homeowners and contractors who call VA811 prior to excavation	CY	94%	94%	94%	94%	94%	95%
	Perception of the smell of natural gas	FY	83%	83%	83%	83%	83%	95%
	Gas emergency response time (in minutes)	CY	21	18	18	21	21	24
	Utility system failures/emergency repairs: Gas	CY	66	62	60	48	46	59

EXPLANATION OF CHANGES:

Salaries & Benefits

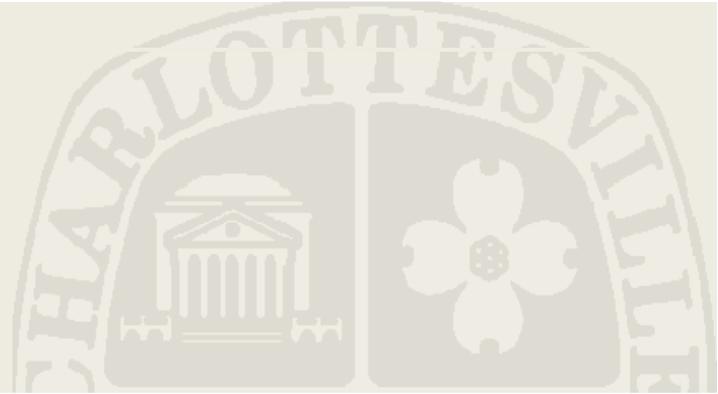
- Increase related to market adjustments applied to several positions in FY24.

Other Expenditures

- Increases for maintenance and construction materials, printing and duplicating, worker's comp, and warehouse charges.

Stormwater Utility

FISCAL YEAR 2025



OVERVIEW:

The Stormwater Utility manages the stormwater conveyance system within the City’s municipal boundary. With 15,000 billable customers, the utility performs routine maintenance and repairs to the system’s junction boxes, drainage inlets, and catch basins. The stormwater conveyance system ultimately discharges to local streams, rivers, drainage ways, floodplains, and low-lying areas.

Stormwater Operations: Stormwater/WRPP Administration is responsible for budgetary & financial control of the WRPP, stream monitoring, MS4 permitting requirements, and watershed planning and associated programmatic expenses. The WRPP is funded through the City’s stormwater utility fee and provides the budget for all expenses outside of the Rehabilitation, CIP, and Small-Cap functions of the program. Examples of these expenses include salary and benefits for WRPP staff, watershed planning, stream monitoring, and programmatic expenses associated with watershed stewardship, MS4 permitting requirements. The Administrative budget also supports operations and maintenance functions including salaries, benefits, equipment, vehicular expenses (fuel /repairs), and tools.

Stormwater Capital Projects: Stormwater/WRPP Improvement Project budget funds the City’s Rehabilitation program and Small-Cap program. The budget may provide supplemental funding for Capital Improvement Projects, most of which are funded through a variety of sources such as bond and grant revenue identified through multi-year budget forecasting. The Rehabilitation program focuses on the repair or point replacement of aging and/or structurally compromised conveyance infrastructure, such as pipes and inlets. Capital Improvement Projects are typically preempted by comprehensive watershed planning and include watershed-scale solutions that alleviate flooding, erosion, and water quality problems across drainage areas.

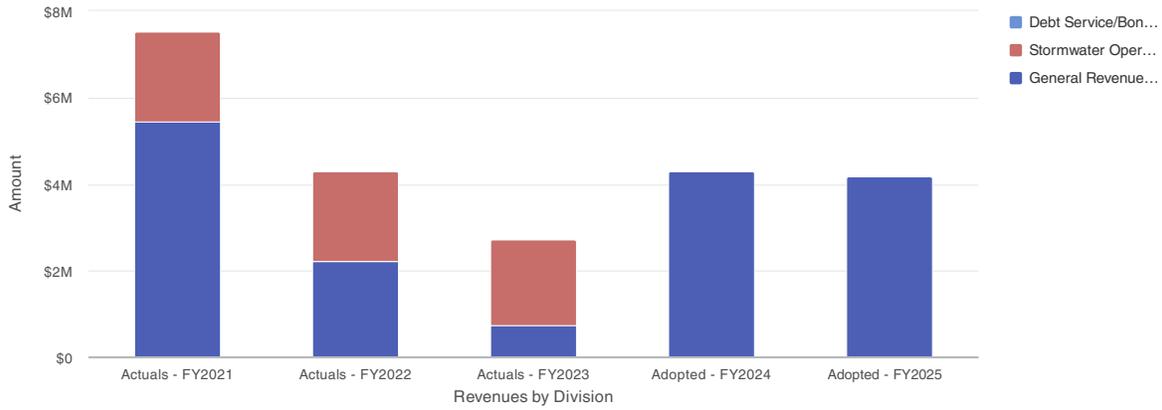
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Stormwater Operations	11	11
ALLOCATED FTE	11	11

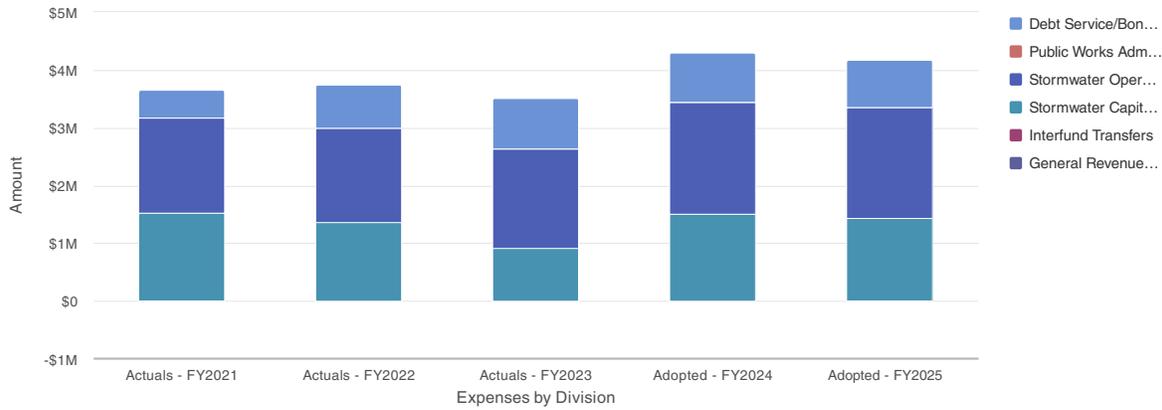
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Debt Service/Bond Issuance	\$0	-	-	-	\$0	\$0	-
Stormwater Operations	\$2,092,437	\$2,070,015	\$1,991,254	-	\$0	\$0	-
General Revenues - Non Departmental	\$5,440,793	\$2,219,173	\$736,021	\$4,298,953	\$4,174,255	-\$124,698	-2.90%
REVENUES BY DIVISION TOTAL	\$7,533,229	\$4,289,188	\$2,727,275	\$4,298,953	\$4,174,255	-\$124,698	-2.90%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Debt Service/Bond Issuance	\$500,130	\$746,505	\$884,532	\$854,381	\$827,881	-\$26,500	-3.10%
Public Works Administration	–	–	–	\$0	\$0	\$0	–
Stormwater Operations	\$1,637,839	\$1,631,523	\$1,716,332	\$1,944,572	\$1,906,374	-\$38,198	-1.96%
Stormwater Capital Projects	\$1,525,359	\$1,365,071	\$916,279	\$1,500,000	\$1,440,000	-\$60,000	-4.00%
Interfund Transfers	-\$1,158	–	–	–	\$0	\$0	–
General Revenues - Non Departmental	\$1,158	–	–	–	\$0	\$0	–
EXPENSES BY DIVISION TOTAL	\$3,663,328	\$3,743,098	\$3,517,143	\$4,298,953	\$4,174,255	-\$124,698	-2.90%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds	\$3,663,328	\$3,743,098	\$3,517,143	\$4,298,953	\$4,174,255	-\$124,698	-2.90%
EXPENSES BY FUND TOTAL	\$3,663,328	\$3,743,098	\$3,517,143	\$4,298,953	\$4,174,255	-\$124,698	-2.90%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Licenses and Permits							
Stormwater Mgmt Perm	–	–	–	\$20,000	\$20,000	\$0	0.00%
VSMP Permit Fees	\$4,212	\$14,588	\$12,509	–	\$0	\$0	–
LICENSES AND PERMITS TOTAL	\$4,212	\$14,588	\$12,509	\$20,000	\$20,000	\$0	0.00%
Charges for Services							
Labor Rev	\$162,227	\$91,997	\$44,118	–	\$0	\$0	–
CHARGES FOR SERVICES TOTAL	\$162,227	\$91,997	\$44,118	–	\$0	\$0	–
Intergovernmental Revenue							
UVA Misc Revenue	–	\$1,319	\$4,979	–	\$0	\$0	–
INTERGOVERNMENTAL REVENUE TOTAL	–	\$1,319	\$4,979	–	\$0	\$0	–
Utility Revenue							
Stormwater Fees	\$1,933,400	\$1,966,600	\$1,933,417	\$1,924,572	\$1,924,572	\$0	0.00%
Stormwater Credits	-\$7,145	-\$7,203	-\$6,756	–	\$0	\$0	–
Stormwater Interest	\$1,687	\$2,714	\$2,987	–	\$0	\$0	–
UTILITY REVENUE TOTAL	\$1,927,941	\$1,962,112	\$1,929,648	\$1,924,572	\$1,924,572	\$0	0.00%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Miscellaneous Revenue	\$17,767	\$23,298	\$56,338	-	\$0	\$0	-
Debt Service Revenue	\$4,741,399	\$1,516,192	-	\$1,674,698	\$1,550,000	-\$124,698	-7.44%
Transfers	\$679,683	\$679,683	\$679,683	\$679,683	\$679,683	\$0	0.00%
REVENUES BY LINE ITEM TOTAL	\$7,533,229	\$4,289,188	\$2,727,275	\$4,298,953	\$4,174,255	-\$124,698	-2.90%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$472,188	\$437,108	\$494,562	\$587,413	\$641,181	\$53,768	9.15%
Full Time Sal Accrue	-\$6,243	\$8,873	-\$19,255	-	\$0	\$0	-
PT Salaries	-	-	-	\$0	\$0	\$0	-
COLA Budget	-	-	-	\$45,764	\$50,052	\$4,288	9.36%
Soc Sec - FICA	\$36,309	\$34,718	\$36,778	\$44,937	\$49,051	\$4,114	9.15%
Soc Sec FICA Accrued	-\$452	\$562	-\$1,386	-	\$0	\$0	-
Retirement Cont DB	\$112,590	\$92,566	\$128,397	\$108,746	\$121,833	\$13,087	12.03%
Retirement Cont DC	\$9,044	\$8,444	\$11,716	\$17,386	\$17,497	\$111	0.63%
Retirement Cont A DB	-\$429	\$1,083	-\$4,265	-	\$0	\$0	-
Retirement Cont A DC	-\$415	\$232	-\$287	-	\$0	\$0	-
Life Insurance	\$3,295	\$3,224	\$3,546	\$4,253	\$4,642	\$389	9.14%
Life Ins Accrued	-\$10	\$40	-\$137	-	\$0	\$0	-
Health Care Program	\$93,164	\$75,020	\$102,924	\$104,786	\$117,887	\$13,101	12.50%
Health Care Pr Accru	-\$977	\$768	-\$3,132	-	\$0	\$0	-
PERSONNEL TOTAL	\$718,064	\$662,638	\$749,460	\$913,284	\$1,002,143	\$88,859	9.72%
Personnel - Other							
Temp. Salaries	\$2,394	\$2,167	\$2,946	-	\$0	\$0	-
Temp Sal Accrued	\$612	-\$612	-	-	\$0	\$0	-
Overtime	\$16,322	\$13,346	\$8,301	\$29,726	\$34,163	\$4,437	14.92%
Overtime Accrued	-\$664	-\$264	-\$338	-	\$0	\$0	-
Spec Events OT	-	\$1,225	\$6,705	-	\$0	\$0	-
Holiday OT	\$504	\$1,399	\$981	-	\$0	\$0	-
Holiday OT Accrued	\$278	-\$277	-	-	\$0	\$0	-
Other OT	\$4,356	\$4,505	\$493	-	\$0	\$0	-
Bonus Pay	\$8,250	\$25,375	-	-	\$0	\$0	-
PERSONNEL - OTHER TOTAL	\$32,052	\$46,864	\$19,088	\$29,726	\$34,163	\$4,437	14.92%
Other							
Gasoline/Diesel Emergency Purchases	-	-	\$42	-	\$0	\$0	-
Office Supplies	-	-	\$36	\$0	\$0	\$0	-
Postage	-	-	\$10	\$0	\$0	\$0	-
Cleaning Supplies	\$11	-	-	\$0	\$0	\$0	-
Uniforms/Clothing	\$324	\$1,550	\$1,433	\$3,000	\$3,000	\$0	0.00%
Safety Supplies	\$648	\$272	\$435	\$2,700	\$2,700	\$0	0.00%
Medical Supplies	-	-	-	\$0	\$0	\$0	-
Maint Supplies	\$1,875	\$3,756	\$8,919	\$40,000	\$40,000	\$0	0.00%
Small Hand Tools	\$494	\$337	\$35	\$1,000	\$1,000	\$0	0.00%
Constr Materials	\$8,770	\$7,564	\$5,885	\$10,000	\$10,000	\$0	0.00%
Food Supplies	-	-	-	\$100	\$100	\$0	0.00%
Exhibit Supplies	-	-	-	-	\$0	\$0	-
Mach/Equip/Furn (NC)	\$2,528	\$14,704	\$2,995	\$14,500	\$14,500	\$0	0.00%
Comp Sftwr (Non-cap)	\$5	-	-	\$0	\$0	\$0	-

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Cell Phone Serv Purc	\$3,121	\$3,501	\$3,603	\$5,280	\$5,280	\$0	0.00%
Dues/Subscriptions	\$2,080	\$2,810	\$175	\$3,995	\$3,995	\$0	0.00%
Utilities	\$634	\$762	\$508	\$1,150	\$1,150	\$0	0.00%
Printing/Duplicating	\$211	\$209	–	\$1,000	\$1,000	\$0	0.00%
Travel	\$44	\$368	\$2,520	\$1,890	\$1,890	\$0	0.00%
Meals	\$98	–	\$63	\$500	\$500	\$0	0.00%
Advertising	\$1,135	\$500	\$628	\$500	\$500	\$0	0.00%
Registration Fees	\$160	–	–	\$0	\$0	\$0	–
Uniform Rental	–	\$176	\$34	–	\$0	\$0	–
Equipment Rental	\$25	–	–	\$3,000	\$3,000	\$0	0.00%
Repairs and Maint	\$178	–	\$2,860	\$7,483	\$7,483	\$0	0.00%
Outside Maint-Parts	–	\$776	\$853	–	\$0	\$0	–
Education/Training	\$850	\$3,285	\$3,614	\$6,300	\$6,050	-\$250	-3.96%
Organizational Fees	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$0	0.00%
Software Lic/Maint	–	\$30	\$13,967	\$6,440	\$6,440	\$0	0.00%
Fleet Purch Services	\$1,986	–	–	–	\$0	\$0	–
Solid Waste Disp	\$22,087	\$468	\$710	\$10,000	\$10,000	\$0	0.00%
Tree Maint Contr	\$2,120	\$4,400	–	–	\$0	\$0	–
Interest	\$196,773	\$267,252	\$344,532	\$319,381	\$292,881	-\$26,500	-8.29%
Bond Principal	\$265,000	\$465,000	\$540,000	\$535,000	\$535,000	\$0	0.00%
Incentive Awards	\$64,000	\$32,000	–	\$32,000	\$32,000	\$0	0.00%
Bond Issuance Expen	\$38,357	\$14,253	–	–	\$0	\$0	–
Acq Com Itm-Veh (MA)	–	–	–	–	\$300,000	\$300,000	–
Acq Com Itm-M Eq (MA)	–	–	–	–	\$0	\$0	–
Trn to ST Grants Fd	–	–	\$18,855	–	\$0	\$0	–
Trn to Stormwater De	\$129,683	\$129,683	\$129,683	\$129,683	\$129,683	\$0	0.00%
Trn to Stormwater CP	\$550,000	\$550,000	\$550,000	\$549,698	\$411,266	-\$138,432	-25.18%
Lump Sum Apprpr	–	–	–	–	\$0	\$0	–
OTHER TOTAL	\$1,296,195	\$1,506,656	\$1,635,395	\$1,687,600	\$1,822,418	\$134,818	7.98%
Contractual							
Professional Serv	\$67,738	\$258,819	\$51,582	\$19,087	\$32,279	\$13,192	69.11%
Serv Contracts	–	–	\$5,724	–	\$0	\$0	–
Constr Contracts	\$1,272,129	\$993,690	\$849,995	\$1,500,000	\$1,140,000	-\$360,000	-24.00%
Contracted Serv	\$75,097	\$98,221	\$7,969	\$0	\$0	\$0	–
Int Contract Svc	\$11,878	\$22,220	\$15,516	\$20,000	\$20,000	\$0	0.00%
Consulting Services	\$455	–	–	\$0	\$0	\$0	–
Other Contractual Se	\$132,900	\$66,305	\$131,123	\$35,172	\$35,172	\$0	0.00%
CONTRACTUAL TOTAL	\$1,560,197	\$1,439,255	\$1,061,909	\$1,574,259	\$1,227,451	-\$346,808	-22.02%
Fixed							
Telephone-Int Chg	\$1,217	\$1,057	\$1,253	\$1,976	\$1,522	-\$454	-22.97%
Insurance Int Chgs	\$6,942	\$6,942	\$7,983	\$8,142	\$8,305	\$163	2.00%
Worker's Comp Ins	\$1,462	\$1,462	\$2,089	\$2,109	\$2,174	\$65	3.08%
IT Comp Replacemt	–	–	–	\$4,958	\$963	-\$3,995	-80.57%
IT Infrastruct Repla	\$1,193	\$1,193	\$933	\$2,060	\$1,728	-\$332	-16.11%
Veh Oper-Repair/Mnt	\$17,618	\$47,013	\$10,950	\$42,070	\$42,070	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$7,962	\$9,593	\$7,656	\$12,400	\$12,772	\$372	3.00%
IT User/Support Fee	\$12,808	\$12,808	\$12,808	\$11,543	\$11,190	-\$353	-3.05%
GIS User/Support Fee	\$3,499	\$3,499	\$3,499	\$4,706	\$3,856	-\$850	-18.06%
Trn to CityLink	\$4,120	\$4,120	\$4,120	\$4,120	\$3,500	-\$620	-15.04%
FIXED TOTAL	\$56,820	\$87,687	\$51,292	\$94,084	\$88,080	-\$6,004	-6.38%
EXPENSES BY LINE ITEM TOTAL	\$3,663,328	\$3,743,098	\$3,517,143	\$4,298,953	\$4,174,255	-\$124,698	-2.90%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals
<ul style="list-style-type: none"> Organizational Excellence Climate Action 	<ol style="list-style-type: none"> 1. Provide reliable and high-quality infrastructure. 2. Continue strategic management efforts. 3. Recruit and cultivate quality employees. 4. Promote community engagement.

PERFORMANCE MEASURES:

Performance Measures: Stormwater Utility								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Climate Action	Number of alternative stormwater structures located in parks	FY	28	28	28	28	22	22
Organizational Excellence	Utilities Infrastructure Replacement (all figures are cumulative and linear feet): Stormwater systems rehabbed	CY	26,773	31,010	41,401	46,888	50,483	50,544
	Utilities Infrastructure Replacement (all figures are cumulative and linear feet): Stormwater replaced	CY	4,247	4,623	5,441	5,639	6,160	6,175

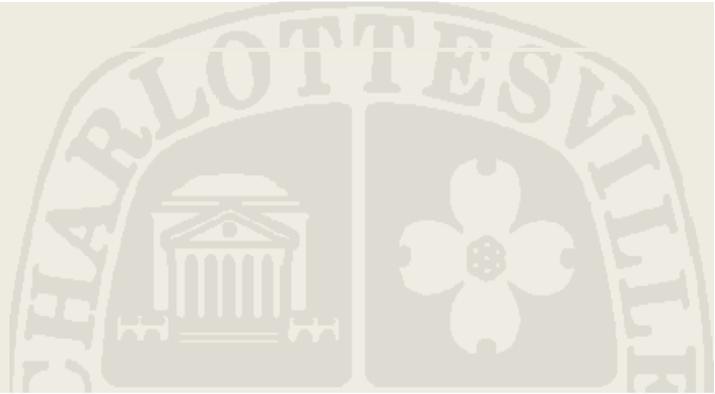
EXPLANATION OF CHANGES:

Other Expenditures

- Increases for debt service and contractual services

Wastewater Utility

FISCAL YEAR 2025



OVERVIEW:

The Wastewater Utility manages the sanitary sewer collection system within the City’s boundaries. The City of Charlottesville has approximately 172 miles of gravity wastewater lines and over 5,846 manholes. Serving 14,700 customers, Wastewater operates and maintains the collection system through general maintenance and responds to emergencies 24/7.

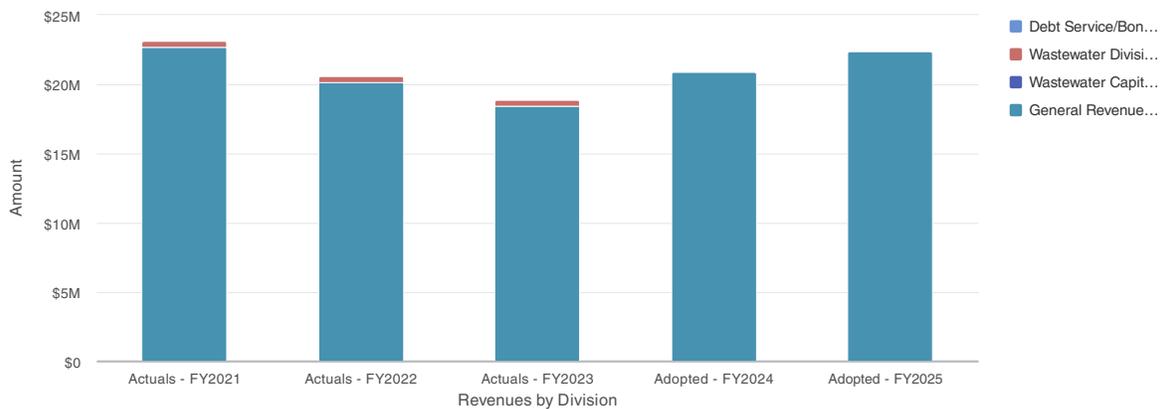
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Wastewater Division Operations	18	18
ALLOCATED FTE	18	18

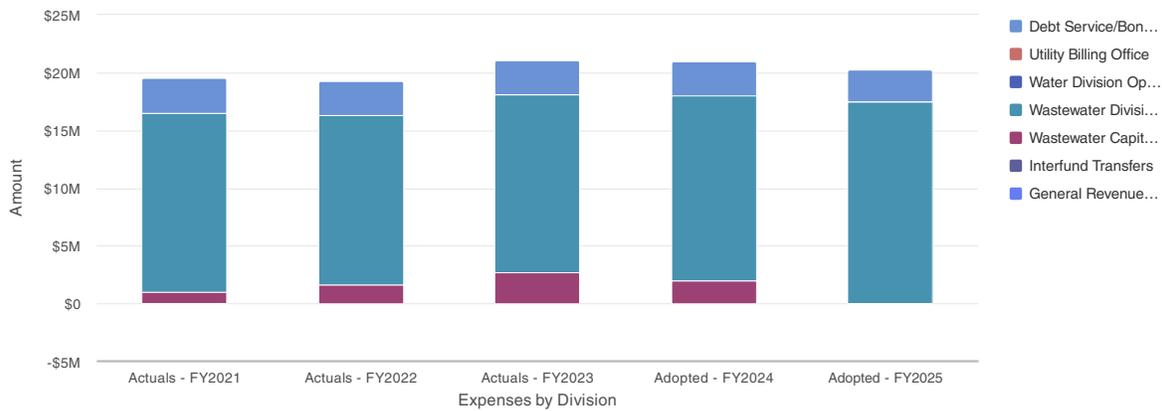
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Debt Service/Bond Issuance	\$0	-	-	-	\$0	\$0	-
Wastewater Division Operations	\$446,666	\$404,766	\$440,975	-	\$0	\$0	-
Wastewater Capital and Special Projects	-	-	\$4,200	-	\$0	\$0	-
General Revenues - Non Departmental	\$22,664,932	\$20,177,230	\$18,399,824	\$20,926,007	\$22,404,470	\$1,478,463	7.06%
REVENUES BY DIVISION TOTAL	\$23,111,598	\$20,581,995	\$18,844,999	\$20,926,007	\$22,404,470	\$1,478,463	7.06%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Debt Service/Bond Issuance	\$3,071,817	\$3,009,695	\$2,917,706	\$2,891,187	\$2,786,765	-\$104,422	-3.61%
Utility Billing Office	\$4,930	\$3,420	\$3,549	\$10,000	\$0	-\$10,000	-100.00%
Water Division Operations	-	-	-	\$0	-	\$0	-
Wastewater Division Operations	\$15,529,309	\$14,646,567	\$15,384,310	\$16,024,820	\$17,459,299	\$1,434,479	8.95%
Wastewater Capital and Special Projects	\$942,883	\$1,635,414	\$2,724,193	\$2,000,000	\$0	-\$2,000,000	-100.00%
Interfund Transfers	\$14,196	-	-	-	\$0	\$0	-
General Revenues - Non Departmental	-\$14,196	-	-	-	\$0	\$0	-
EXPENSES BY DIVISION TOTAL	\$19,548,940	\$19,295,096	\$21,029,757	\$20,926,007	\$20,246,064	-\$679,943	-3.24%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds	\$19,548,940	\$19,295,096	\$21,029,757	\$20,926,007	\$20,246,064	-\$679,943	-3.24%
EXPENSES BY FUND TOTAL	\$19,548,940	\$19,295,096	\$21,029,757	\$20,926,007	\$20,246,064	-\$679,943	-3.24%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Misc Fees	-\$1,299,349	-\$1,628,517	-\$1,468,149	-	\$0	\$0	-
Labor Rev	\$6,933	\$4,160	-	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	-\$1,292,417	-\$1,624,357	-\$1,468,149	-	\$0	\$0	-
Intergovernmental Revenue							
UVA Misc Revenue	-	\$431	-	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	-	\$431	-	-	\$0	\$0	-
Utility Revenue							
Water Sales Revenue	\$0	-	-	-	\$0	\$0	-
Sewer Sales Revenue	\$15,792,181	\$16,696,781	\$16,773,926	\$15,901,007	\$19,379,470	\$3,478,463	21.87%
Sewer Connect Fee	\$429,050	\$350,675	\$440,275	-	\$0	\$0	-
Utility Fin Charges	\$55,098	\$71,025	\$53,366	\$25,000	\$25,000	\$0	0.00%
UTILITY REVENUE TOTAL	\$16,276,328	\$17,118,481	\$17,267,568	\$15,926,007	\$19,404,470	\$3,478,463	21.84%
Miscellaneous Revenue							
Interest	\$23,238	\$17,450	\$40,680	-	\$0	\$0	-
Other Misc Rev	\$1,083	-	\$4,200	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	\$24,321	\$17,450	\$44,880	-	\$0	\$0	-
Warehouse Revenue							
Warehse Outlet Sales	\$9,600	\$49,500	\$700	-	\$0	\$0	-
WAREHOUSE REVENUE TOTAL	\$9,600	\$49,500	\$700	-	\$0	\$0	-
Debt Service Revenue	\$5,093,765	\$2,020,491	-	\$2,000,000	\$0	-\$2,000,000	-100.00%
Transfers							
Transfer From Other Fund	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$0	-\$3,000,000	-100.00%
Trn Fr Sewer Fund	-	-	-	-	\$3,000,000	\$3,000,000	-
TRANSFERS TOTAL	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$0	0.00%
REVENUES BY LINE ITEM TOTAL	\$23,111,598	\$20,581,995	\$18,844,999	\$20,926,007	\$22,404,470	\$1,478,463	7.06%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$688,421	\$663,354	\$572,754	\$1,025,627	\$1,068,933	\$43,306	4.22%
Full Time Sal Accrue	\$5,515	-\$6,248	-\$18,276	–	\$0	\$0	–
PT Salaries	–	–	\$108	\$0	\$0	\$0	–
COLA Budget	–	–	–	\$82,619	\$85,512	\$2,893	3.50%
Soc Sec - FICA	\$54,789	\$55,597	\$46,549	\$78,460	\$81,773	\$3,313	4.22%
Soc Sec FICA Accrued	\$506	-\$520	-\$1,481	–	\$0	\$0	–
Retirement Cont DB	\$244,916	\$216,279	\$195,666	\$256,798	\$257,561	\$763	0.29%
Retirement Cont DC	\$6,662	\$11,486	\$10,065	\$8,679	\$9,200	\$521	5.99%
Retirement Cont A DB	-\$67	-\$2,636	-\$3,446	–	\$0	\$0	–
Retirement Cont A DC	\$323	-\$78	-\$305	–	\$0	\$0	–
Life Insurance	\$4,877	\$4,725	\$4,040	\$7,426	\$7,739	\$313	4.22%
Life Ins Accrued	\$55	-\$42	-\$130	–	\$0	\$0	–
Health Care Program	\$110,517	\$99,108	\$166,314	\$171,468	\$192,906	\$21,438	12.50%
Health Care Pr Accru	\$1,306	-\$1,489	-\$3,018	–	\$0	\$0	–
PERSONNEL TOTAL	\$1,117,819	\$1,039,536	\$968,840	\$1,631,078	\$1,703,624	\$72,546	4.44%
Personnel - Other							
Temp. Salaries	\$27,032	\$27,680	\$19,198	\$35,700	\$35,700	\$0	0.00%
Temp Sal Accrued	\$853	-\$947	-\$638	–	\$0	\$0	–
Overtime	\$15,522	\$18,301	\$14,163	\$49,959	\$54,396	\$4,437	8.88%
Overtime Accrued	\$162	-\$73	-\$782	–	\$0	\$0	–
Spec Events OT	–	\$400	–	–	\$0	\$0	–
Holiday OT	–	\$2,435	\$631	–	\$0	\$0	–
Holiday OT Accrued	\$556	-\$556	–	–	\$0	\$0	–
Other OT	\$3,267	\$8,053	\$481	–	\$0	\$0	–
Bonus Pay	\$9,000	\$29,750	\$11,500	–	\$0	\$0	–
FICA Temporary Emp	–	–	–	\$2,731	\$2,731	\$0	0.00%
PERSONNEL - OTHER TOTAL	\$56,392	\$85,044	\$44,553	\$88,390	\$92,827	\$4,437	5.01%
Other							
Gasoline/Diesel Emergency Purchases	–	–	\$2,258	–	\$0	\$0	–
Office Supplies	\$5,096	\$5,885	\$4,741	\$3,000	\$4,500	\$1,500	50.00%
Preprinted Forms	–	–	\$19	\$300	\$0	-\$300	-100.00%
Postage	\$232	\$5	\$212	\$1,000	\$500	-\$500	-50.00%
Cleaning Supplies	\$859	\$585	\$506	–	\$0	\$0	–
Uniforms/Clothing	\$4,114	\$2,924	\$2,501	\$9,000	\$9,000	\$0	0.00%
Safety Supplies	\$889	\$765	\$4,792	\$1,200	\$2,000	\$800	66.66%
Medical Supplies	\$554	\$1,138	\$1,426	\$1,200	\$1,400	\$200	16.66%
Maint Supplies	\$18,320	\$29,045	\$41,315	\$85,000	\$85,000	\$0	0.00%
Small Hand Tools	\$35	–	–	\$3,000	\$2,000	-\$1,000	-33.33%
Constr Materials	\$35,886	\$33,979	\$35,276	\$35,000	\$35,000	\$0	0.00%
Food Supplies	–	\$17	\$689	\$300	\$500	\$200	66.66%
Awards/Trophies	\$150	\$65	–	–	\$0	\$0	–
Fuel	–	\$12	\$0	–	\$0	\$0	–
Chemicals	\$1,925	\$5,344	\$2,337	–	\$0	\$0	–
Mach/Equip/Furn (NC)	\$926	\$8,513	\$6,135	\$4,000	\$4,000	\$0	0.00%
Comp Sftwr (Non-cap)	–	–	\$399	–	\$0	\$0	–
Other Supplies	\$259	\$31	\$89	–	\$0	\$0	–
Utility Supply Purch	\$9,071,981	\$8,578,416	\$9,108,421	\$8,861,500	\$10,264,300	\$1,402,800	15.83%
Sewer Surcharge	–	–	–	\$40,000	\$40,000	\$0	0.00%
Cell Phone Serv Purc	\$3,299	\$7,277	\$5,314	\$7,000	\$7,000	\$0	0.00%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Dues/Subscriptions	\$80	\$0	\$3,363	\$1,900	\$3,000	\$1,100	57.89%
Telephone-Long Dist	-	-	-	\$0	\$0	\$0	-
Utilities	\$3,788	\$1,115,921	\$1,575,159	\$4,898	\$4,898	\$0	0.00%
Printing/Duplicating	\$2,089	\$161	\$1,310	\$200	\$200	\$0	0.00%
Legal Fees	-	\$1,092	-	-	\$0	\$0	-
Travel	-	-	\$7	\$4,000	\$4,000	\$0	0.00%
Travel Lodging	-	-	\$693	-	\$0	\$0	-
Meals	-	\$112	\$424	-	\$0	\$0	-
Advertising	-	\$118	-	\$1,000	\$1,000	\$0	0.00%
Registration Fees	\$150	\$1,282	\$935	-	\$0	\$0	-
Uniform Rental	\$578	\$349	\$298	-	\$0	\$0	-
Equipment Rental	\$3,916	\$381	\$397	\$3,000	\$3,000	\$0	0.00%
Repairs and Maint	\$0	\$9,061	\$6,561	\$5,000	\$7,000	\$2,000	40.00%
Outside Maint-Parts	\$637	\$1,745	\$1,280	-	\$0	\$0	-
Education/Training	-	\$4,527	\$6,982	\$40,500	\$40,500	\$0	0.00%
Software Lic/Maint	\$1,640	\$2,348	\$1,923	-	\$0	\$0	-
Veh Oper-Paint&Body	-	-	-	\$0	\$0	\$0	-
Fleet Purch Services	\$465	-	-	-	\$0	\$0	-
Solid Waste Disp	\$74,194	\$4,323	\$12,789	-	\$0	\$0	-
Freight	\$55	\$217	\$67	\$300	\$300	\$0	0.00%
Health Eval	-	\$262	-	-	\$0	\$0	-
Marketing Exp	-	-	\$1,336	-	\$0	\$0	-
Turf Maint Contr	-	\$38	\$47	-	\$0	\$0	-
Tree Maint Contr	\$4,410	\$15,360	\$28,670	-	\$0	\$0	-
Interest	\$877,854	\$834,959	\$783,359	\$714,326	\$637,653	-\$76,673	-10.73%
Bond Principal	\$2,147,803	\$2,138,499	\$2,134,347	\$2,176,861	\$2,149,112	-\$27,749	-1.27%
Incentive Awards	-	-	-	\$1,000	\$1,000	\$0	0.00%
Bond Issuance Expen	\$46,160	\$36,237	-	-	\$0	\$0	-
Paym in Lieu of Tax	\$928,278	\$1,032,447	\$1,050,481	\$1,050,481	\$1,165,268	\$114,787	10.92%
Customer Assistance	\$4,930	\$3,420	\$3,549	\$10,000	\$0	-\$10,000	-100.00%
Acq Com Itm-Veh (MA)	\$366,812	\$8,497	\$141,897	\$147,212	\$147,212	\$0	0.00%
Acq Com Itm-M Eq (MA)	-	-	-	\$15,000	\$15,000	\$0	0.00%
Acq Com Itm-F/E (MA)	-	-	-	\$1,000	\$0	-\$1,000	-100.00%
Acq Com Itm-Eqpt (MA)	\$82,442	-	-	\$4,500	\$0	-\$4,500	-100.00%
Trn to Wstwater DS F	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$2,830,224	-\$169,776	-5.65%
Allocated Charges	\$300,776	\$340,697	\$359,873	-	\$0	\$0	-
Lump Sum Apprpr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$16,991,581	\$17,226,052	\$18,332,176	\$16,232,678	\$17,464,567	\$1,231,889	7.58%
Contractual							
Professional Serv	\$22,273	\$11,790	\$178,595	\$125,550	\$125,550	\$0	0.00%
Serv Contracts	\$150	\$11,277	\$3,641	\$4,000	\$4,000	\$0	0.00%
Constr Contracts	\$821,179	\$265,170	\$950,127	\$2,000,000	\$0	-\$2,000,000	-100.00%
Contracted Serv	\$125,172	\$238,060	\$2,715	-	\$0	\$0	-
Int Contract Svc	\$14,565	\$10,966	-	\$17,000	\$17,000	\$0	0.00%
Consulting Services	-	-	-	\$0	\$0	\$0	-
Other Contractual Se	\$148,077	\$143,919	\$232,034	\$494,365	\$494,365	\$0	0.00%
CONTRACTUAL TOTAL	\$1,131,417	\$681,182	\$1,367,112	\$2,640,915	\$640,915	-\$2,000,000	-75.73%
Fixed							
Telephone-Int Chg	\$2,315	\$1,321	\$1,566	\$0	\$1,015	\$1,015	-
Insurance Int Chgs	\$64,825	\$64,825	\$74,550	\$76,041	\$77,562	\$1,521	2.00%
Worker's Comp Ins	\$94,143	\$94,143	\$134,560	\$137,251	\$139,996	\$2,745	1.99%
IT Comp Replacemt	-	-	-	\$2,755	\$2,569	-\$186	-6.75%
IT Infrastruct Repla	\$1,491	\$1,491	\$4,198	\$2,060	\$4,609	\$2,549	123.73%
Veh Oper-Repair/Mnt	\$18,345	\$27,294	\$29,797	\$36,109	\$36,109	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$10,334	\$13,928	\$12,061	\$21,250	\$21,888	\$638	3.00%
IT User/Support Fee	\$19,212	\$19,212	\$19,212	\$13,192	\$16,785	\$3,593	27.23%
GIS User/Support Fee	\$3,499	\$3,499	\$3,499	\$4,706	\$3,856	-\$850	-18.06%
HVAC Charges	\$2,172	\$2,172	\$2,237	\$2,438	\$2,657	\$219	8.98%
Warehouse charge	\$7,656	\$7,656	\$7,656	\$9,404	\$10,445	\$1,041	11.06%

	ACTUALS			ADOPTED		\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Trn to CityLink	\$27,740	\$27,740	\$27,740	\$27,740	\$26,640	-\$1,100	-3.96%
FIXED TOTAL	\$251,732	\$263,282	\$317,076	\$332,946	\$344,131	\$11,185	3.35%
EXPENSES BY LINE ITEM TOTAL	\$19,548,940	\$19,295,096	\$21,029,757	\$20,926,007	\$20,246,064	-\$679,943	-3.24%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals
<ul style="list-style-type: none"> Organizational Excellence Public Safety 	<ol style="list-style-type: none"> Provide reliable and high-quality infrastructure. Continue strategic management efforts. Recruit and cultivate quality employees. Promote community engagement.

PERFORMANCE MEASURES:

Performance Measures: Wastewater Utility								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Organizational Excellence	Utilities Infrastructure Replacement (all figures are cumulative and linear feet): Sewer lines cleaned and TV	CY	647,050	662,639	665,526	688,628	733,390	768,982
	Utilities Infrastructure Replacement (all figures are cumulative and linear feet): Sewer rehabilitation	CY	210,794	217,114	222,130	250,101	240,438	252,104
Public Safety	Utility system failures/emergency repairs: Sewer	CY	29	12	19	15	21	23

EXPLANATION OF CHANGES:

Salaries & Benefits

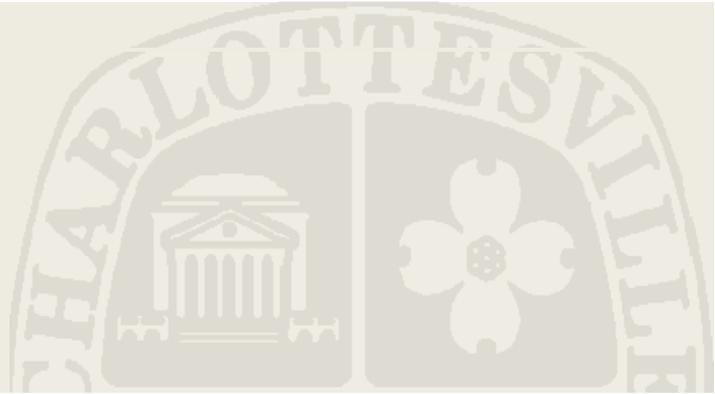
- Increase related to market adjustments applied to several positions in FY24.
- 3.5% cost-of-living-adjustment budget increase in FY25.

Other Expenditures

- Increases for vehicle replacement, maintenance supplies, and construction materials.

Water Utility

FISCAL YEAR 2025



OVERVIEW:

The Water Utility is responsible for the installation, maintenance, and repair of the City’s water distribution mains, water main valves, and fire hydrants, as well as the connection and disconnection of all water meters. Additionally, the division maintains water service lines from the water main to the water meter and serves 14,800 customers.

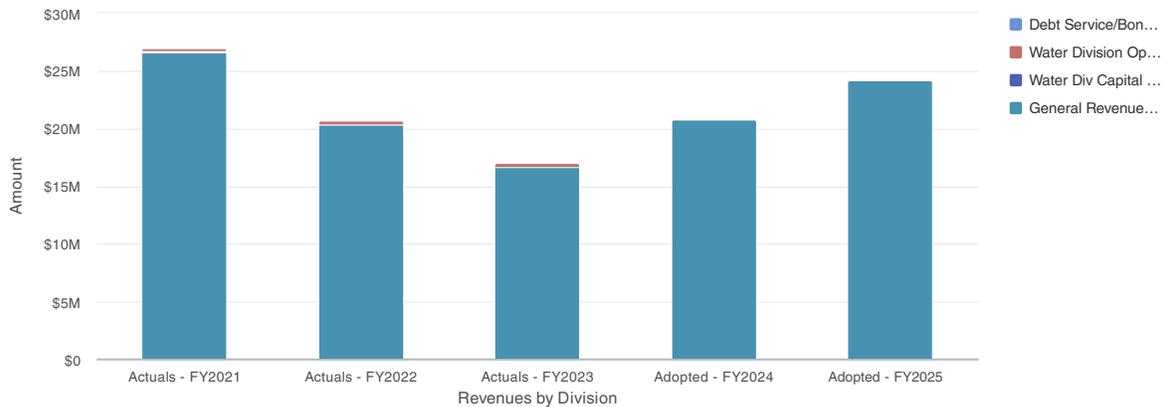
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Water Division Operations	18	18
ALLOCATED FTE	18	18

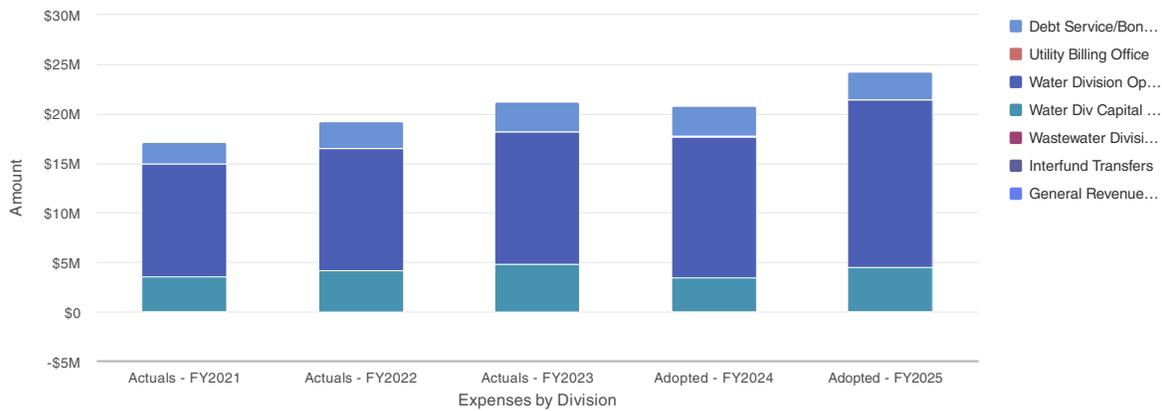
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Debt Service/Bond Issuance	-	-	-	\$0	\$0	\$0	-
Water Division Operations	\$306,105	\$273,762	\$329,394	-	\$0	\$0	-
Water Div Capital and Special Projects	\$48,709	-	-	-	\$0	\$0	-
General Revenues - Non Departmental	\$26,596,016	\$20,371,688	\$16,698,291	\$20,770,991	\$24,139,840	\$3,368,849	16.21%
REVENUES BY DIVISION TOTAL	\$26,950,830	\$20,645,450	\$17,027,686	\$20,770,991	\$24,139,840	\$3,368,849	16.21%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Debt Service/Bond Issuance	\$2,260,744	\$2,660,013	\$3,016,812	\$3,035,506	\$2,787,128	-\$248,378	-8.18%
Utility Billing Office	\$17,418	\$8,327	\$8,926	\$20,000	\$10,000	-\$10,000	-50.00%
Water Division Operations	\$11,355,115	\$12,397,255	\$13,335,448	\$14,215,485	\$16,918,532	\$2,703,047	19.01%
Water Div Capital and Special Projects	\$3,533,646	\$4,146,282	\$4,824,145	\$3,500,000	\$4,500,000	\$1,000,000	28.57%
Wastewater Division Operations	-	-	-	\$0	-	\$0	-
Interfund Transfers	-\$17,447	-	-	-	\$0	\$0	-
General Revenues - Non Departmental	\$17,447	-	-	-	\$0	\$0	-
EXPENSES BY DIVISION TOTAL	\$17,166,922	\$19,211,876	\$21,185,332	\$20,770,991	\$24,215,660	\$3,444,669	16.58%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds	\$17,166,922	\$19,211,876	\$21,185,332	\$20,770,991	\$24,215,660	\$3,444,669	16.58%
EXPENSES BY FUND TOTAL	\$17,166,922	\$19,211,876	\$21,185,332	\$20,770,991	\$24,215,660	\$3,444,669	16.58%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Taxes							
Util Tax	\$0	\$0	\$0	-	-	\$0	-
TAXES TOTAL	\$0	\$0	\$0	-	-	\$0	-
Charges for Services							
Misc Fees	\$9,388	\$10,972	\$47,061	-	\$0	\$0	-
Other Fees	-	-	-	\$200,000	\$500,000	\$300,000	150.00%
Labor Rev	\$18,139	\$12,403	-	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	\$27,527	\$23,375	\$47,061	\$200,000	\$500,000	\$300,000	150.00%
Intergovernmental Revenue							
UVA Misc Revenue	-	\$2,234	-	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	-	\$2,234	-	-	\$0	\$0	-
Utility Revenue							
Water Sales Revenue	\$11,882,305	\$13,359,619	\$14,689,415	\$12,995,991	\$17,339,840	\$4,343,849	33.42%
Water Meter set fee	\$33,727	\$20,815	\$19,310	-	\$0	\$0	-
New Water Connection	\$247,000	\$206,725	\$252,700	-	\$0	\$0	-
Water Tap Fee	\$4,975	\$1,475	\$3,250	-	\$0	\$0	-
Sewer Sales Revenue	\$0	-	-	-	-	\$0	-
Utility Cut On	\$59,040	\$62,070	\$59,745	-	\$0	\$0	-
Utility Reconnection	-	\$795	\$7,620	-	\$0	\$0	-
Meter Test	-	\$50	\$50	-	\$0	\$0	-
Utility Fin Charges	\$41,071	\$55,968	\$41,752	-	\$0	\$0	-
UTILITY REVENUE TOTAL	\$12,268,118	\$13,707,518	\$15,073,842	\$12,995,991	\$17,339,840	\$4,343,849	33.42%
Miscellaneous Revenue							
Interest	-\$2,901	\$10,171	\$33,338	-	\$0	\$0	-
Ins Recovery	-	\$4,592	-	-	\$0	\$0	-
Other Misc Rev	\$68,848	\$14,432	\$3,644	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	\$65,948	\$29,196	\$36,983	-	\$0	\$0	-
Warehouse Revenue							
Warehse Outlet Sales	\$10,000	\$31,900	\$69,800	-	\$0	\$0	-
WAREHOUSE REVENUE TOTAL	\$10,000	\$31,900	\$69,800	-	\$0	\$0	-
Debt Service Revenue							
Bond Premium	\$1,838,237	\$551,228	-	-	\$0	\$0	-
Bond Sales	\$10,941,000	\$4,500,000	-	\$5,775,000	\$4,500,000	-\$1,275,000	-22.07%
DEBT SERVICE REVENUE TOTAL	\$12,779,237	\$5,051,228	-	\$5,775,000	\$4,500,000	-\$1,275,000	-22.07%
Transfers							
Transfer From Other Fund	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$0	-\$1,800,000	-100.00%
Trn Fr Water Fund	-	-	-	-	\$1,800,000	\$1,800,000	-

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
TRANSFERS TOTAL	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$0	0.00%
REVENUES BY LINE ITEM TOTAL	\$26,950,830	\$20,645,450	\$17,027,686	\$20,770,991	\$24,139,840	\$3,368,849	16.21%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$775,267	\$774,925	\$831,928	\$967,158	\$1,039,272	\$72,114	7.45%
Full Time Sal Accrue	\$2,973	\$6,073	-\$29,184	-	\$0	\$0	-
PT Salaries	-	-	-	\$0	\$0	\$0	-
COLA Budget	-	-	-	\$77,721	\$83,295	\$5,574	7.17%
Soc Sec - FICA	\$61,918	\$65,200	\$66,887	\$73,988	\$79,504	\$5,516	7.45%
Soc Sec FICA Accrued	\$64	\$739	-\$2,385	-	\$0	\$0	-
Retirement Cont DB	\$202,421	\$204,005	\$220,484	\$243,996	\$254,107	\$10,111	4.14%
Retirement Cont DC	\$6,348	\$7,869	\$7,996	\$3,208	\$7,851	\$4,643	144.71%
Retirement Cont A DB	\$236	\$545	-\$6,610	-	\$0	\$0	-
Retirement Cont A DC	\$28	\$228	-\$504	-	\$0	\$0	-
Life Insurance	\$5,463	\$5,780	\$6,084	\$7,002	\$7,525	\$523	7.46%
Life Ins Accrued	\$39	\$59	-\$221	-	\$0	\$0	-
Health Care Program	\$146,046	\$143,759	\$164,866	\$171,468	\$192,906	\$21,438	12.50%
Health Care Pr Accru	\$558	\$1,047	-\$6,106	-	\$0	\$0	-
PERSONNEL TOTAL	\$1,201,361	\$1,210,228	\$1,253,234	\$1,544,542	\$1,664,460	\$119,918	7.76%
Personnel - Other							
Temp. Salaries	\$31,022	\$30,078	\$34,275	\$35,700	\$35,700	\$0	0.00%
Temp Sal Accrued	-\$554	\$1,135	-\$1,280	-	\$0	\$0	-
Overtime	\$26,057	\$24,654	\$26,405	\$45,959	\$50,396	\$4,437	9.65%
Overtime Accrued	\$81	\$843	-\$1,809	-	\$0	\$0	-
Spec Events OT	-	\$2,075	-	-	\$0	\$0	-
Holiday OT	\$430	\$3,071	\$2,070	-	\$0	\$0	-
Holiday OT Accrued	\$377	-\$243	-\$134	-	\$0	\$0	-
Other OT	\$5,763	\$9,011	\$1,440	-	\$0	\$0	-
Bonus Pay	\$12,000	\$51,625	\$23,500	-	\$0	\$0	-
FICA Temporary Emp	-	-	-	\$2,731	\$2,731	\$0	0.00%
PERSONNEL - OTHER TOTAL	\$75,175	\$122,249	\$84,466	\$84,390	\$88,827	\$4,437	5.25%
Other							
Gasoline/Diesel Emergency Purchases	-	-	\$4,750	-	\$0	\$0	-
Office Supplies	\$4,797	\$5,329	\$5,543	\$2,800	\$2,800	\$0	0.00%
Preprinted Forms	\$77	\$32	\$56	\$0	\$0	\$0	-
Postage	\$302	\$400	\$649	\$1,050	\$1,050	\$0	0.00%
Books	\$543	-	-	\$400	\$400	\$0	0.00%
Cleaning Supplies	\$1,367	\$902	\$965	\$900	\$900	\$0	0.00%
Uniforms/Clothing	\$4,128	\$4,511	\$5,484	\$10,250	\$10,250	\$0	0.00%
Safety Supplies	\$901	\$1,746	\$5,612	\$1,150	\$1,650	\$500	43.47%
Medical Supplies	\$554	\$1,138	\$1,426	\$1,200	\$1,200	\$0	0.00%
Maint Supplies	\$319,562	\$317,843	\$365,628	\$442,000	\$442,000	\$0	0.00%
Small Hand Tools	\$376	\$523	\$1,080	\$2,000	\$2,000	\$0	0.00%
Constr Materials	\$55,535	\$34,287	\$42,839	\$35,000	\$50,000	\$15,000	42.85%
Food Supplies	\$41	\$71	\$762	\$1,300	\$1,300	\$0	0.00%
Awards/Trophies	\$2,435	\$2,630	\$535	\$3,000	\$3,000	\$0	0.00%
Fuel	-	\$39	\$0	-	\$0	\$0	-

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Oil/Grease	-	-	\$57	-	\$0	\$0	-
Chemicals	\$56	\$759	\$19	-	\$0	\$0	-
Mach/Equip/Furn (NC)	\$2,815	\$7,537	\$12,010	\$15,000	\$15,000	\$0	0.00%
Comp Sftwr (Non-cap)	\$1,489	\$1,489	\$2,173	\$4,610	\$4,660	\$50	1.08%
Other Supplies	\$2,523	\$2,930	\$6,078	\$18,300	\$18,300	\$0	0.00%
Utility Supply Purch	\$5,761,381	\$6,875,306	\$7,391,709	\$7,675,232	\$10,113,100	\$2,437,868	31.76%
Telephone Serv Purch	-	-	-	\$9,000	\$9,000	\$0	0.00%
Cell Phone Serv Purc	\$4,373	\$8,985	\$6,652	\$9,420	\$9,000	-\$420	-4.45%
Dues/Subscriptions	\$46,823	\$52,204	\$49,558	\$53,840	\$53,854	\$14	0.02%
Telephone-Long Dist	-	-	-	\$0	\$0	\$0	-
Utilities	\$13,587	\$11,210	\$11,683	\$21,767	\$21,767	\$0	0.00%
Printing/Duplicating	\$13,520	\$4,712	\$10,466	\$11,025	\$11,025	\$0	0.00%
Legal Fees	-	\$23	-	-	\$0	\$0	-
Travel	\$596	-	\$1,667	\$5,900	\$5,650	-\$250	-4.23%
Local Travel	\$15	\$104	\$130	-	\$0	\$0	-
Travel Lodging	\$520	\$1,756	\$1,454	-	\$0	\$0	-
Meals	\$86	\$689	\$655	\$100	\$100	\$0	0.00%
Advertising	\$25,739	\$29,424	\$36,801	\$36,000	\$36,000	\$0	0.00%
Registration Fees	\$1,353	\$901	\$2,295	\$1,085	\$1,585	\$500	46.08%
Uniform Rental	\$639	\$732	\$820	-	\$0	\$0	-
Equipment Rental	\$1,548	\$588	\$598	\$1,734	\$1,734	\$0	0.00%
Repairs and Maint	\$62,060	\$22,508	\$7,182	\$20,000	\$20,000	\$0	0.00%
Outside Maint-Parts	\$6,294	\$2,695	\$2,133	-	\$0	\$0	-
Education/Training	\$566	\$2,642	\$8,093	\$30,115	\$30,115	\$0	0.00%
Software Lic/Maint	-	\$0	\$900	-	\$0	\$0	-
Veh Oper-Paint&Body	-	-	-	\$0	\$0	\$0	-
Fleet Purch Services	\$459	-	-	-	\$0	\$0	-
Solid Waste Disp	\$70,842	\$1,510	\$12,823	-	\$0	\$0	-
Freight	\$177	\$210	\$760	\$500	\$500	\$0	0.00%
Marketing Exp	\$520	-	\$667	-	\$0	\$0	-
Turf Maint Contr	\$168	\$245	\$437	-	\$0	\$0	-
Tree Maint Contr	-	\$705	\$6,465	-	\$0	\$0	-
Interest	\$719,825	\$756,338	\$1,031,641	\$953,067	\$865,585	-\$87,482	-9.17%
Bond Principal	\$1,446,583	\$1,850,074	\$1,986,934	\$2,087,439	\$1,926,543	-\$160,896	-7.70%
Incentive Awards	-	-	-	\$1,500	\$1,500	\$0	0.00%
Bond Issuance Expen	\$97,223	\$56,085	-	-	\$0	\$0	-
Paym in Lieu of Taxe	\$866,528	\$931,048	\$956,531	\$956,531	\$1,074,909	\$118,378	12.37%
Toilet Rebate	\$12,487	\$5,707	\$5,388	\$10,000	\$10,000	\$0	0.00%
Rain Barrel Rebate	\$210	\$240	\$270	\$1,500	\$1,500	\$0	0.00%
Customer Assistance	\$4,931	\$2,620	\$3,538	\$10,000	\$0	-\$10,000	-100.00%
Acq Com Itm-Veh (MA)	\$133,978	\$42,397	\$141,897	\$146,058	\$146,058	\$0	0.00%
Acq Com Itm-M Eq (MA)	-	-	-	\$20,000	\$20,000	\$0	0.00%
Acq Com Itm-F/E (MA)	-	-	-	\$1,500	\$0	-\$1,500	-100.00%
Acq Com Itm-Eqpt (MA)	\$0	-	-	\$6,703	\$0	-\$6,703	-100.00%
Trn to Water Debt Sv	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$0	0.00%
Allocated Charges	\$300,776	\$340,697	\$359,873	-	\$0	\$0	-
Lump Sum Apprpr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$11,791,309	\$13,184,521	\$14,295,686	\$14,408,976	\$16,714,035	\$2,305,059	15.99%
Contractual							
Professional Serv	\$423,666	\$465,103	\$372,335	\$95,000	\$95,000	\$0	0.00%
Serv Contracts	-	\$1,339	\$3,641	\$250	\$250	\$0	0.00%
Constr Contracts	\$2,766,731	\$3,684,627	\$3,674,069	\$3,500,000	\$4,500,000	\$1,000,000	28.57%
Contracted Serv	\$22,765	\$4,086	\$337,106	\$16,000	\$16,000	\$0	0.00%
Int Contract Svc	\$4,820	-	-	\$28,659	\$28,659	\$0	0.00%
Consulting Services	-	-	-	\$20,000	\$20,000	\$0	0.00%
Other Contractual Se	\$616,171	\$249,214	\$860,323	\$728,815	\$728,815	\$0	0.00%
CONTRACTUAL TOTAL	\$3,834,153	\$4,404,369	\$5,247,473	\$4,388,724	\$5,388,724	\$1,000,000	22.78%
Fixed							
Telephone-Int Chg	\$3,080	\$1,585	\$1,879	\$1,411	\$1,269	-\$142	-10.06%

	ACTUALS			ADOPTED		\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Insurance Int Chgs	\$64,824	\$64,824	\$74,549	\$76,039	\$77,560	\$1,521	2.00%
Worker's Comp Ins	\$47,586	\$47,586	\$68,016	\$69,375	\$70,763	\$1,388	2.00%
IT Comp Replacemt	-	-	-	\$4,958	\$2,569	-\$2,389	-48.18%
IT Infrastruct Repla	\$2,386	\$2,386	\$4,198	\$3,433	\$4,609	\$1,176	34.25%
Veh Oper-Repair/Mnt	\$30,660	\$49,362	\$42,404	\$50,000	\$50,000	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$18,720	\$27,099	\$15,695	\$30,500	\$31,415	\$915	3.00%
IT User/Support Fee	\$25,615	\$25,615	\$25,615	\$26,384	\$31,705	\$5,321	20.16%
GIS User/Support Fee	\$5,832	\$5,832	\$5,832	\$5,883	\$4,820	-\$1,063	-18.06%
HVAC Charges	\$2,172	\$2,172	\$2,237	\$2,438	\$2,657	\$219	8.98%
Warehouse charge	\$43,309	\$43,309	\$43,309	\$53,198	\$59,087	\$5,889	11.06%
Trn to CityLink	\$20,740	\$20,740	\$20,740	\$20,740	\$23,160	\$2,420	11.66%
FIXED TOTAL	\$264,924	\$290,509	\$304,473	\$344,359	\$359,614	\$15,255	4.42%
EXPENSES BY LINE ITEM TOTAL	\$17,166,922	\$19,211,876	\$21,185,332	\$20,770,991	\$24,215,660	\$3,444,669	16.58%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals
<ul style="list-style-type: none"> Organizational Excellence Public Safety 	<ol style="list-style-type: none"> Provide reliable and high-quality infrastructure. Continue strategic management efforts. Recruit and cultivate quality employees. Promote community engagement.

PERFORMANCE MEASURES:

Performance Measures: Water Utility								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Organizational Excellence	Utilities Infrastructure Replacement (all figures are cumulative and linear feet): Water mains and services replaced	CY	86,013	97,357	103,364	125,276	138,881	149,098
Public Safety	Utility system failures/emergency repairs: Water	CY	92	33	43	74	79	64

EXPLANATION OF CHANGES:

Salaries & Benefits

- Increase related to market adjustments applied to several positions in FY24.

Other Expenditures

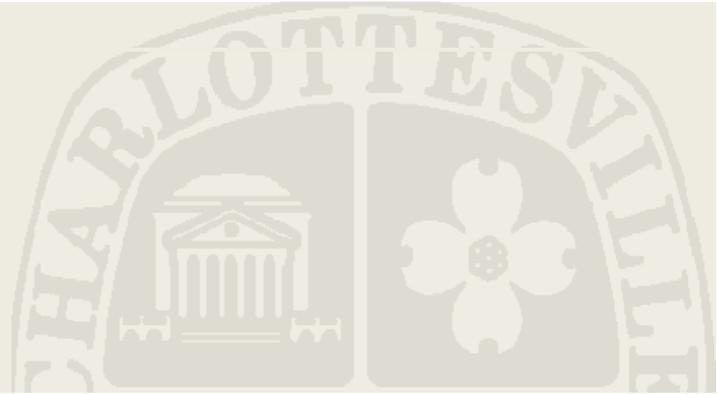
- Increased costs for maintenance and construction supplies and utility supply purchases.

Public Safety & Justice



Circuit Court

FISCAL YEAR 2025



OVERVIEW:

The Clerk of Court is a constitutional officer that is elected by her locality for an 8-year term. The Code of Virginia lists over 800 responsibilities and duties for the Clerk. Some key functions include:

- **Public Safety:** The Clerk is the official record-keeper of criminal felony cases, misdemeanor appeal cases, and criminal indictments.
- **Court Services:** The Clerk provides direct administrative support to the judges in court proceedings. The Clerk prepares many legal documents for the court, such as criminal court orders that memorialize the outcome of a criminal case, summonses and legal service of process, authorizations for arrest, and other judicial directives.
- **Jury Management:** The Clerk manages both grand and petit jury operations.
- **Land Records:** The Clerk is responsible for collecting the taxes and fees associated with the legal recordation of deeds. Additionally, the Clerk is responsible for retaining all deeds and land records recorded since the inception of the city and for ensuring adequate public access to these public records.
- **Probate and Fiduciary:** The Clerk acts as a probate judge when a last will and testament is presented to the Clerk for legal probate of an estate. The Clerk is also responsible for the appointment and qualification of guardians for minors or incapacitated adults.
- **Custodian of Court Cases:** The Clerk is the official recordkeeper of all Circuit Court cases. Under Virginia law, the Clerk is responsible for providing public access to most court files.
- **Public Services:** The Clerk is responsible for issuing marriage licenses in Virginia and processing notary public commissions for citizens in the city. The Clerk issues witness subpoenas in court cases, issues concealed handgun permits among other charges.
- **Official Record Keeper of Election Ballots:** The Clerk takes custody of all election ballots after the local election officials have certified the election results.
- **Custodian of Historic Records:** The Clerk's Offices throughout the Commonwealth of Virginia possess a wealth of historic records that are available for public inspection.

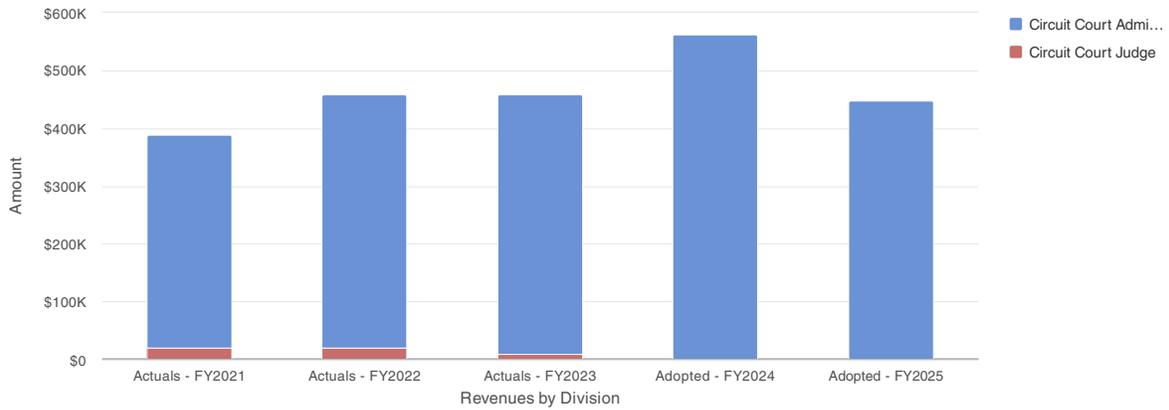
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Circuit Court Administration	9	9
Circuit Court Judge	1	1
ALLOCATED FTE	10	10

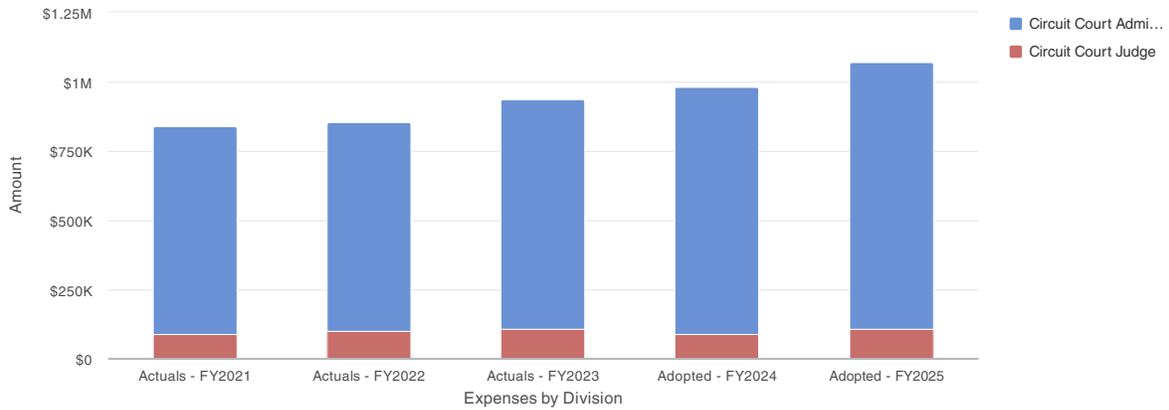
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Circuit Court Administration	\$369,338	\$437,909	\$449,333	\$562,019	\$447,872	-\$114,147	-20.31%
Circuit Court Judge	\$18,965	\$19,889	\$9,507	–	\$0	\$0	–
REVENUES BY DIVISION TOTAL	\$388,303	\$457,798	\$458,840	\$562,019	\$447,872	-\$114,147	-20.31%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Circuit Court Administration	\$750,796	\$755,150	\$829,040	\$890,772	\$962,044	\$71,272	8.00%
Circuit Court Judge	\$88,476	\$100,470	\$106,548	\$91,335	\$107,641	\$16,306	17.85%
EXPENSES BY DIVISION TOTAL	\$839,272	\$855,620	\$935,588	\$982,107	\$1,069,685	\$87,578	8.91%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$839,272	\$855,620	\$935,588	\$982,107	\$1,069,685	\$87,578	8.91%
EXPENSES BY FUND TOTAL	\$839,272	\$855,620	\$935,588	\$982,107	\$1,069,685	\$87,578	8.91%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Court Rec	\$302	\$254	\$290	\$200,000	\$0	-\$200,000	-100.00%
Circ Court Reimb	\$7,762	\$23,574	\$17,125	\$10,000	\$10,000	\$0	0.00%
Registration Fees	\$4,182	\$5,975	\$5,457	-	\$0	\$0	-
Court-Sec Fees	\$1,022	\$939	\$888	-	\$0	\$0	-
Court-Sub Fees	\$34,050	\$35,000	\$37,570	\$30,000	\$30,000	\$0	0.00%
CHARGES FOR SERVICES TOTAL	\$47,318	\$65,741	\$61,330	\$240,000	\$40,000	-\$200,000	-83.33%
Intergovernmental Revenue							
Reimb/Constit Office	\$322,020	\$372,082	\$387,985	\$322,019	\$407,872	\$85,853	26.66%
Rev/Fluvanna	\$18,965	\$19,889	\$9,507	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	\$340,985	\$391,971	\$397,492	\$322,019	\$407,872	\$85,853	26.66%
Miscellaneous Revenue							
Vend Commission	-	\$86	-	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	-	\$86	-	-	\$0	\$0	-
Warehouse Revenue	-	-	\$17	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	\$388,303	\$457,798	\$458,840	\$562,019	\$447,872	-\$114,147	-20.31%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$466,691	\$470,221	\$532,068	\$543,878	\$581,880	\$38,002	6.98%
Full Time Sal Accrue	\$247	\$1,745	-\$13,588	-	\$0	\$0	-
PT Salaries	-	-	-	\$0	\$0	\$0	-
COLA Budget	-	-	-	\$0	\$0	\$0	-
Soc Sec - FICA	\$32,933	\$36,462	\$39,130	\$41,496	\$43,722	\$2,226	5.36%
Soc Sec FICA Accrued	\$115	\$217	-\$1,052	-	\$0	\$0	-
Retirement Cont DB	\$114,932	\$99,143	\$123,687	\$121,401	\$117,118	-\$4,283	-3.52%
Retirement Cont DC	\$6,324	\$8,252	\$9,766	\$9,223	\$9,774	\$551	5.97%
Retirement Cont A DB	-\$795	\$415	-\$3,292	-	\$0	\$0	-
Retirement Cont A DC	\$147	-\$69	-\$77	-	\$0	\$0	-
Life Insurance	\$3,284	\$3,383	\$3,891	\$3,938	\$4,213	\$275	6.99%
Life Ins Accrued	\$15	\$14	-\$101	-	\$0	\$0	-
Health Care Program	\$89,326	\$74,030	\$91,096	\$95,260	\$107,170	\$11,910	12.50%
Health Care Pr Accru	-\$523	-\$640	-\$1,619	-	\$0	\$0	-
PERSONNEL TOTAL	\$712,694	\$693,174	\$779,910	\$815,196	\$863,877	\$48,681	5.97%
Personnel - Other							
Temp. Salaries	\$1,536	\$6,479	\$8,646	\$0	\$0	\$0	-
Temp Sal Accrued	\$1,498	\$294	-\$1,138	-	\$0	\$0	-
Overtime	\$44	\$2,265	\$6,895	\$15,000	\$15,000	\$0	0.00%
Overtime Accrued	-	\$521	-\$123	-	\$0	\$0	-
Court OT	\$47	\$108	\$25	\$2,000	\$2,000	\$0	0.00%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Holiday OT	–	\$50	\$13	–	\$0	\$0	–
Other OT	\$80	–	\$384	–	\$0	\$0	–
Bonus Pay	\$7,500	\$31,500	–	–	\$0	\$0	–
PERSONNEL - OTHER TOTAL	\$10,704	\$41,219	\$14,703	\$17,000	\$17,000	\$0	0.00%
Other							
Office Supplies	\$11,858	\$11,292	\$13,738	\$9,300	\$12,500	\$3,200	34.40%
Preprinted Forms	–	–	\$1,091	–	\$0	\$0	–
Postage	\$1,700	\$2,225	\$1,721	\$4,000	\$4,600	\$600	15.00%
Books	\$1,615	\$1,707	\$2,096	\$0	\$1,500	\$1,500	–
Safety Supplies	–	\$71	–	–	\$0	\$0	–
Mach/Equip/Furn (NC)	\$309	\$15,207	\$2,957	–	\$15,000	\$15,000	–
Comp Sftwr (Non-cap)	\$180	\$180	\$180	–	\$0	\$0	–
Other Supplies	\$113	–	–	–	\$0	\$0	–
Dues/Subscriptions	\$520	–	\$545	\$500	\$500	\$0	0.00%
Meals	\$617	\$417	\$1,207	\$0	\$1,500	\$1,500	–
Equipment Rental	\$5,316	\$5,040	\$5,074	\$4,800	\$4,800	\$0	0.00%
Education/Training	\$2,453	\$1,306	\$5,117	\$4,450	\$7,500	\$3,050	68.53%
Software Lic/Maint	\$38,077	\$34,028	\$43,754	–	\$0	\$0	–
Comp svc-non IT	\$1,212	\$1,084	\$6,311	\$1,800	\$1,800	\$0	0.00%
Temp Labor	–	–	–	\$3,000	\$3,000	\$0	0.00%
Late Fee	–	–	\$8	–	\$0	\$0	–
OTHER TOTAL	\$63,969	\$72,556	\$83,799	\$27,850	\$52,700	\$24,850	89.22%
Contractual							
Professional Serv	\$6,475	–	–	\$8,450	\$8,450	\$0	0.00%
Serv Contracts	\$5,287	\$54	\$487	\$51,696	\$51,696	\$0	0.00%
Contracted Serv	–	–	\$275	–	\$0	\$0	–
Other Contractual Se	\$28,744	\$37,218	\$43,255	\$44,566	\$47,824	\$3,258	7.31%
CONTRACTUAL TOTAL	\$40,506	\$37,272	\$44,017	\$104,712	\$107,970	\$3,258	3.11%
Fixed							
Telephone-Int Chg	\$4,758	\$4,758	\$5,640	\$3,952	\$7,159	\$3,207	81.14%
Insurance Int Chgs	\$3,589	\$3,589	\$4,127	\$4,210	\$4,294	\$84	1.99%
Worker's Comp Ins	\$414	\$414	\$592	\$604	\$554	-\$50	-8.27%
IT Infrastruct Repla	\$2,638	\$2,638	\$2,799	\$8,583	\$16,131	\$7,548	87.94%
FIXED TOTAL	\$11,399	\$11,399	\$13,158	\$17,349	\$28,138	\$10,789	62.18%
EXPENSES BY LINE ITEM TOTAL	\$839,272	\$855,620	\$935,588	\$982,107	\$1,069,685	\$87,578	8.91%

EXPLANATION OF CHANGES:

Salaries & Benefits

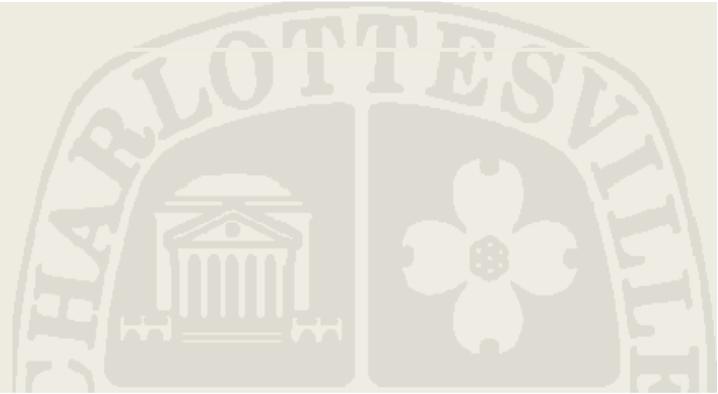
- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget.
- For FY25, the funding has been allocated to reflect the actual salaries for each department.

Other Expenditures

- There is an increase in machine and equipment, including a replacement server for land records and case imaging systems. The increased amount in Contractual services covers increased cost for off-site storage, cost increase for Comcast service, and increase in printing and mailing cost for Jury Questionnaires.

City Sheriff

FISCAL YEAR 2025



OVERVIEW:

The Sheriff is a locally elected constitutional law enforcement officer of the Commonwealth of Virginia and must be elected by the citizens of their locality every four years. The Sheriff's Office is responsible for providing security at the Circuit Court and General District Court to all employees, jurors, witnesses, inmates, and visitors. The office must comply with mandates stated in the Virginia State Code for court security, civil process, transportation of prisoners (which includes the extradition of prisoners from other jurisdictions throughout the United States), and transportation of mental patients pursuant to governor's warrants and court orders from the civil/chancery side of the courts' docket. Additionally, the office serves summons to both grand and petit jurors. A portion of the City Sheriff's Office budget is reimbursed by the Commonwealth of Virginia Compensation Board.

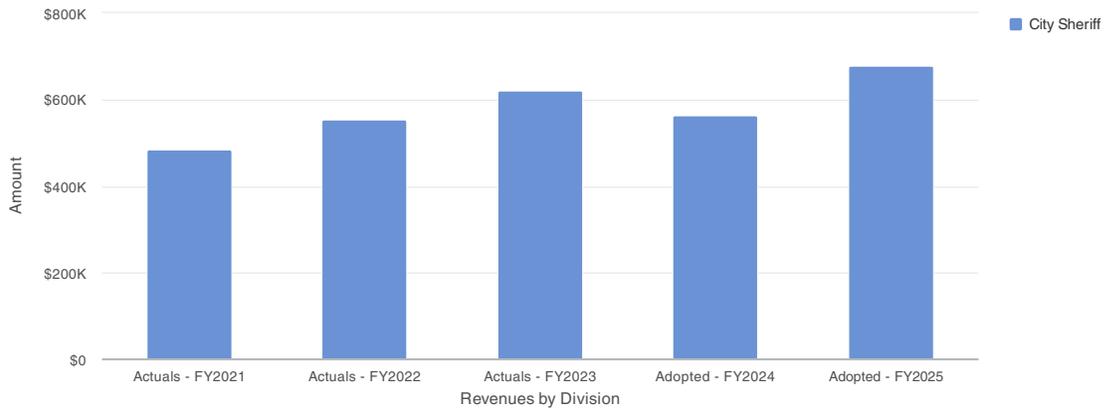
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
City Sheriff	14	14
ALLOCATED FTE	14	14

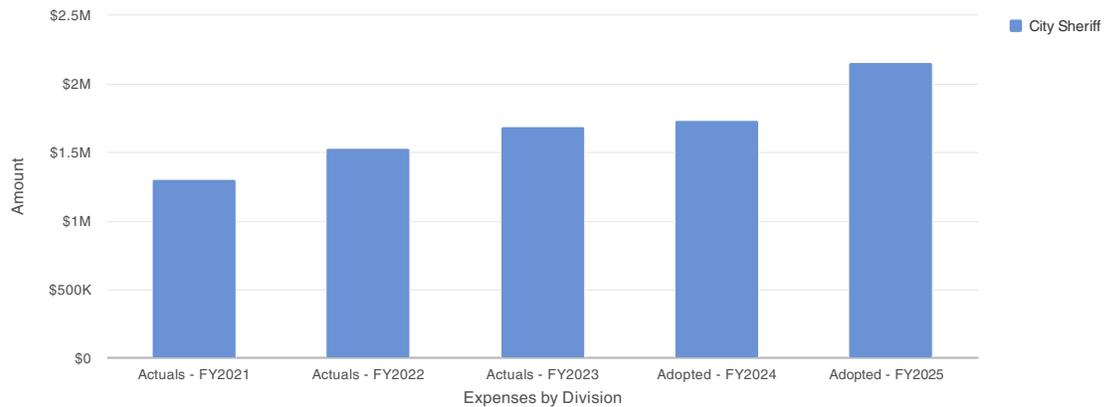
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
City Sheriff	\$484,202	\$553,707	\$620,779	\$562,852	\$679,158	\$116,306	20.66%
REVENUES BY DIVISION TOTAL	\$484,202	\$553,707	\$620,779	\$562,852	\$679,158	\$116,306	20.66%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
City Sheriff	\$1,303,937	\$1,536,577	\$1,691,928	\$1,735,780	\$2,159,639	\$423,859	24.41%
EXPENSES BY DIVISION TOTAL	\$1,303,937	\$1,536,577	\$1,691,928	\$1,735,780	\$2,159,639	\$423,859	24.41%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$1,303,937	\$1,536,577	\$1,691,928	\$1,735,780	\$2,159,639	\$423,859	24.41%
EXPENSES BY FUND TOTAL	\$1,303,937	\$1,536,577	\$1,691,928	\$1,735,780	\$2,159,639	\$423,859	24.41%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Circ Court Reimb	\$11,708	\$4,788	\$5,195	\$6,218	\$6,218	\$0	0.00%
Reimb Sheriff OT	\$2,043	\$43,638	\$82,900	\$15,000	\$85,000	\$70,000	466.66%
Sheriff	\$6,212	\$6,212	\$12,424	-	\$0	\$0	-
Misc Fees	-	-	-	\$44,065	\$0	-\$44,065	-100.00%
Other Fees	\$1,600	\$1,500	\$1,500	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	\$21,563	\$56,138	\$102,018	\$65,283	\$91,218	\$25,935	39.72%
Intergovernmental Revenue							
Reimb/Constit Office	\$461,904	\$497,569	\$518,728	\$497,569	\$587,940	\$90,371	18.16%
State Assist	\$736	-	-	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	\$462,640	\$497,569	\$518,728	\$497,569	\$587,940	\$90,371	18.16%
Warehouse Revenue							
Warehse Outlet Sales	-	-	\$33	-	\$0	\$0	-
WAREHOUSE REVENUE TOTAL	-	-	\$33	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	\$484,202	\$553,707	\$620,779	\$562,852	\$679,158	\$116,306	20.66%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$613,797	\$626,107	\$711,431	\$789,568	\$995,800	\$206,232	26.11%
Full Time Sal Accrue	\$2,108	\$10,345	-\$23,476	–	\$0	\$0	–
PT Salaries	\$18,809	\$38,968	\$36,248	\$0	\$0	\$0	–
Part Time Sal Accru	\$165	-\$1,527	-\$1,051	–	\$0	\$0	–
COLA Budget	–	–	–	\$0	\$0	\$0	–
Soc Sec - FICA	\$48,654	\$58,217	\$64,004	\$60,402	\$76,179	\$15,777	26.12%
Soc Sec FICA Accrued	\$167	\$715	-\$1,877	–	\$0	\$0	–
Retirement Cont DB	\$271,461	\$291,104	\$359,604	\$359,360	\$456,411	\$97,051	27.00%
Retirement Cont DC	\$2,275	–	–	\$0	\$0	\$0	–
Retirement Cont A DB	\$713	\$11,263	-\$16,629	–	\$0	\$0	–
Life Insurance	\$4,718	\$4,732	\$5,487	\$5,716	\$7,210	\$1,494	26.12%
Life Ins Accrued	\$34	\$90	-\$200	–	\$0	\$0	–
Health Care Program	\$113,585	\$115,909	\$127,338	\$133,364	\$150,038	\$16,674	12.50%
Health Care Pr Accru	\$393	\$2,082	-\$4,866	–	\$0	\$0	–
Salary Budget Transfer To/From	–	–	–	–	\$0	\$0	–
PERSONNEL TOTAL	\$1,076,881	\$1,158,005	\$1,256,014	\$1,348,410	\$1,685,638	\$337,228	25.00%
Personnel - Other							
Temp. Salaries	\$26,448	\$23,429	\$22,957	\$26,348	\$26,348	\$0	0.00%
Temp Sal Accrued	\$488	-\$295	-\$516	–	\$0	\$0	–
Overtime	\$30,450	\$29,828	\$38,436	\$30,000	\$60,000	\$30,000	100.00%
Overtime Accrued	-\$31	\$281	-\$632	–	\$0	\$0	–
Spec Events OT	\$2,020	\$38,809	\$73,509	\$15,000	\$15,000	\$0	0.00%
Spec Events OT Accru	-\$180	\$882	-\$882	–	\$0	\$0	–
Holiday OT	\$782	\$571	\$1,602	–	\$0	\$0	–
Other OT	–	\$1,146	–	–	\$0	\$0	–
Bonus Pay	\$0	\$32,082	\$0	–	\$0	\$0	–
PERSONNEL - OTHER TOTAL	\$59,976	\$126,733	\$134,475	\$71,348	\$101,348	\$30,000	42.04%
Other							
Gasoline/Diesel Emergency Purchases	–	–	\$4,351	–	\$0	\$0	–
Office Supplies	\$4,804	\$3,777	\$3,074	\$4,700	\$4,700	\$0	0.00%
Postage	\$1,750	\$500	\$1,000	\$1,500	\$1,500	\$0	0.00%
Books	\$2,087	\$2,480	\$1,836	\$1,850	\$1,850	\$0	0.00%
Uniforms/Clothing	\$12,976	\$27,082	\$25,754	\$20,000	\$26,000	\$6,000	30.00%
Safety Supplies	\$738	–	–	–	\$0	\$0	–
Food Supplies	\$1,471	\$1,409	\$630	\$1,400	\$1,400	\$0	0.00%
Awards/Trophies	–	\$136	\$66	\$300	\$300	\$0	0.00%
Fuel	\$1,138	\$1,408	\$3,680	\$2,500	\$3,600	\$1,100	44.00%
Mach/Equip/Fum (NC)	\$22,958	\$58,617	\$37,222	\$20,000	\$20,000	\$0	0.00%
Comp Sftwr (Non-cap)	\$678	–	–	–	\$0	\$0	–
Other Supplies	\$7,963	\$6,332	\$9,749	\$5,000	\$5,000	\$0	0.00%
Cell Phone Serv Purc	\$5,672	\$6,151	\$5,508	\$6,600	\$6,600	\$0	0.00%
Dues/Subscriptions	\$784	\$1,725	\$746	\$1,700	\$1,700	\$0	0.00%
Telephone-Long Dist	–	–	–	\$0	\$0	\$0	–
Printing/Duplicating	\$1,737	\$1,895	\$1,760	\$1,750	\$1,750	\$0	0.00%
Travel	\$700	\$78	\$6	\$10,000	\$10,000	\$0	0.00%
Non-Local Travel	\$5,133	\$8,722	\$24,723	\$11,500	\$25,000	\$13,500	117.39%
Repairs and Maint	\$24	–	–	\$500	\$500	\$0	0.00%
Education/Training	\$9,089	\$10,431	\$10,711	\$10,000	\$10,000	\$0	0.00%
Organizational Fees	–	–	–	\$8,000	\$8,000	\$0	0.00%

	ACTUALS			ADOPTED		\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Software Lic/Maint	-	-	-	-	\$0	\$0	-
Comp svc-non IT	\$624	\$678	\$415	\$2,945	\$2,945	\$0	0.00%
Health Eval	-	\$4,444	\$810	-	\$0	\$0	-
Monthly Parking Fees	\$994	\$2,009	\$2,156	-	\$2,156	\$2,156	-
Late Fee	\$1	-	-	-	\$0	\$0	-
Acq Com Itm-M Eq (MA	-	-	-	\$1,720	\$1,720	\$0	0.00%
Lump Sum Appropr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$81,322	\$137,875	\$134,197	\$111,965	\$134,721	\$22,756	20.32%
Contractual							
Professional Serv	\$23,563	\$7,140	\$16,800	\$9,000	\$16,800	\$7,800	86.66%
Serv Contracts	\$2,246	\$2,383	\$2,755	\$2,300	\$3,600	\$1,300	56.52%
Contracted Serv	\$260	\$961	\$3,558	-	\$0	\$0	-
Other Contractual Se	\$2,466	\$3,662	\$999	\$5,300	\$5,300	\$0	0.00%
CONTRACTUAL TOTAL	\$28,536	\$14,146	\$24,112	\$16,600	\$25,700	\$9,100	54.81%
Fixed							
Telephone-Int Chg	\$2,379	\$2,379	\$2,820	\$2,540	\$3,977	\$1,437	56.57%
Insurance Int Chgs	\$4,938	\$4,938	\$5,679	\$5,793	\$5,908	\$115	1.98%
Worker's Comp Ins	\$24,423	\$24,423	\$42,000	\$42,004	\$44,665	\$2,661	6.33%
IT Infrastruct Repla	\$2,683	\$2,683	\$3,032	\$4,120	\$11,522	\$7,402	179.66%
Veh Oper-Repair/Mnt	\$11,473	\$3,992	\$26,740	\$21,000	\$21,000	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$11,325	\$16,987	\$16,359	\$22,000	\$22,660	\$660	3.00%
Vehicle Use Allow	-	\$44,416	\$46,500	\$90,000	\$102,500	\$12,500	13.88%
FIXED TOTAL	\$57,221	\$99,818	\$143,130	\$187,457	\$212,232	\$24,775	13.21%
EXPENSES BY LINE ITEM TOTAL	\$1,303,937	\$1,536,577	\$1,691,928	\$1,735,780	\$2,159,639	\$423,859	24.41%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
Public Safety	To serve the community in a professional, courteous, and responsible manner.	<ol style="list-style-type: none"> 1. Securing the courts. 2. Ensuring court staff and public safety. 3. Preserve the environment.

PERFORMANCE MEASURES:

Performance Measures: City Sheriff								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Public Safety	Criminal warrants received	CY	N/A	N/A	N/A	268	330	319
	DMV notices received/concealed handgun permits	CY	N/A	N/A	N/A	366	264	298
	Inmate transports local courts	CY	N/A	N/A	N/A	256	257	256
	Inmate transports other than local courts	CY	N/A	N/A	N/A	124	119	214
	Jury summons received	CY	N/A	N/A	N/A	77	1,817	1,217
	Levies received	CY	N/A	N/A	N/A	50	30	93
	Mental patient trips within jurisdiction	CY	N/A	N/A	N/A	6	10	2
	Mental patient trips out of jurisdiction	CY	N/A	N/A	N/A	124	178	203
	Other civil process received	CY	N/A	N/A	N/A	23,945	31,506	36,948
Subpoenas received	CY	N/A	N/A	N/A	7,496	7,739	7,736	

EXPLANATION OF CHANGES:

Salaries & Benefits

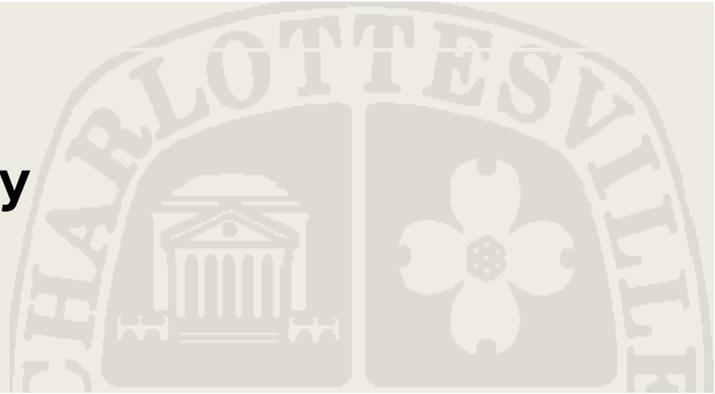
- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.
- For FY25, the Sheriff and all employees will be placed on a structured professional pay plan at an additional cost of \$244,692.

Other Expenditures

- Includes increases for overtime, travel and fuel related to extradition costs.

Commonwealth's Attorney

FISCAL YEAR 2025



OVERVIEW:

The Office of the Commonwealth’s Attorney prosecutes criminal cases in Charlottesville’s Circuit, General District, and Juvenile and Domestic Relations courts. The office provides ongoing legal advice and guidance not only to the Charlottesville Police Department concerning investigations and matters of law enforcement policy, but also to other City of Charlottesville departments that have law enforcement responsibilities. While maintaining appropriate constitutional independence, the Commonwealth’s Attorney and staff collaborate with community and governmental agencies in the furtherance of public safety, the well-being of crime victims, and the health of Charlottesville as a community. A portion of this budget is reimbursed by the Commonwealth of Virginia Compensation Board. The grant-funded position supports one grant program administered through this office. The Victim-Witness Assistance Program ensures that victims and witnesses of criminal offenses will receive fair and compassionate treatment throughout the judicial process.

GOALS & OBJECTIVES:

- To promote Safety and Stability through Healing and Repair.

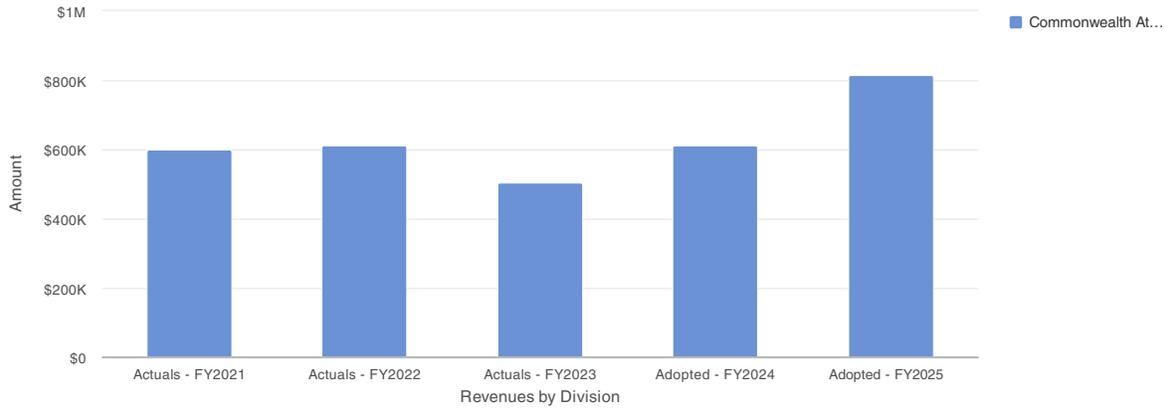
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Comm Atty Grant Programs	3.5	0
Commonwealth Attorney	9	9
ALLOCATED FTE	12.5	9

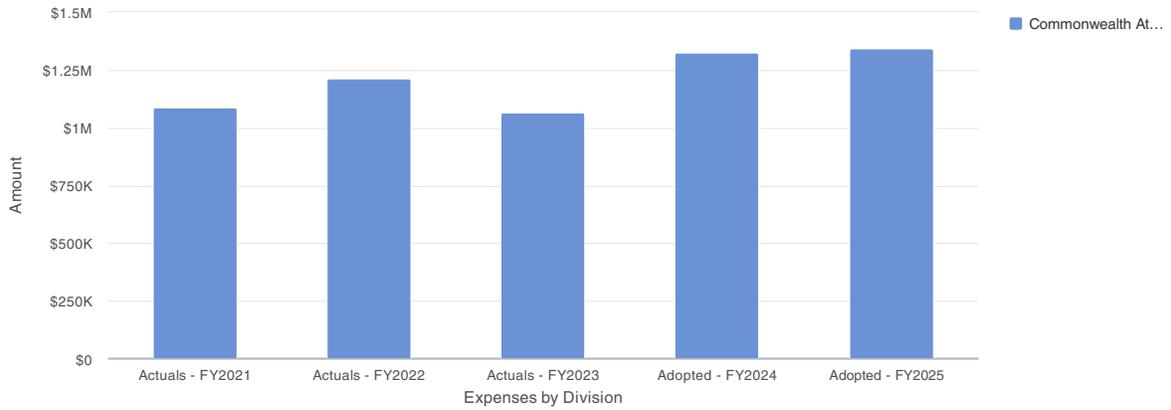
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Commonwealth Attorney	\$598,741	\$611,049	\$503,890	\$610,807	\$814,675	\$203,868	33.37%
REVENUES BY DIVISION TOTAL	\$598,741	\$611,049	\$503,890	\$610,807	\$814,675	\$203,868	33.37%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Commonwealth Attorney	\$1,088,890	\$1,213,549	\$1,066,859	\$1,326,861	\$1,344,743	\$17,882	1.34%
EXPENSES BY DIVISION TOTAL	\$1,088,890	\$1,213,549	\$1,066,859	\$1,326,861	\$1,344,743	\$17,882	1.34%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$1,088,890	\$1,213,549	\$1,066,859	\$1,326,861	\$1,344,743	\$17,882	1.34%
EXPENSES BY FUND TOTAL	\$1,088,890	\$1,213,549	\$1,066,859	\$1,326,861	\$1,344,743	\$17,882	1.34%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Intergovernmental Revenue							
Reimb/Constit Office	\$593,711	\$610,807	\$503,207	\$610,807	\$814,675	\$203,868	33.37%
INTERGOVERNMENTAL REVENUE TOTAL	\$593,711	\$610,807	\$503,207	\$610,807	\$814,675	\$203,868	33.37%
Miscellaneous Revenue							
State Seizures	\$4,680	-	-	-	\$0	\$0	-
Interest	\$350	\$241	\$683	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	\$5,030	\$241	\$683	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	\$598,741	\$611,049	\$503,890	\$610,807	\$814,675	\$203,868	33.37%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$713,502	\$741,359	\$654,235	\$863,637	\$906,402	\$42,765	4.95%
Full Time Sal Accrue	\$2,744	\$1,709	-\$24,204	-	\$0	\$0	-
PT Salaries	-	-	-	\$0	\$0	\$0	-
COLA Budget	-	-	-	\$0	\$0	\$0	-
Soc Sec - FICA	\$52,672	\$57,516	\$46,526	\$63,289	\$65,719	\$2,430	3.83%
Soc Sec FICA Accrued	\$170	\$166	-\$1,849	-	\$0	\$0	-
Retirement Cont DB	\$154,426	\$148,607	\$179,727	\$204,947	\$147,102	-\$57,845	-28.22%
Retirement Cont DC	\$15,460	\$15,064	\$7,969	\$11,371	\$24,811	\$13,440	118.18%
Retirement Cont A DB	\$102	\$601	-\$5,941	-	\$0	\$0	-
Retirement Cont A DC	\$59	-\$222	-\$17	-	\$0	\$0	-
Life Insurance	\$5,032	\$5,301	\$4,512	\$6,253	\$6,562	\$309	4.94%
Life Ins Accrued	\$40	\$8	-\$172	-	\$0	\$0	-
Health Care Program	\$72,577	\$70,833	\$66,432	\$85,734	\$96,453	\$10,719	12.50%
Health Care Pr Accru	\$279	-\$209	-\$2,320	-	\$0	\$0	-
PERSONNEL TOTAL	\$1,017,065	\$1,040,732	\$924,896	\$1,235,230	\$1,247,049	\$11,819	0.95%
Personnel - Other							
Temp. Salaries	-	\$4,320	-	-	\$0	\$0	-
Other OT	-	-	\$318	-	\$0	\$0	-
Bonus Pay	\$6,000	\$35,438	-	-	\$0	\$0	-
Wellness Initiatives	-	\$285	\$126	-	\$0	\$0	-
PERSONNEL - OTHER TOTAL	\$6,000	\$40,043	\$445	-	\$0	\$0	-
Other							
Office Supplies	\$9,150	\$14,332	\$14,468	\$7,500	\$7,500	\$0	0.00%
Postage	\$651	\$684	\$93	\$1,523	\$1,523	\$0	0.00%
Books	\$2,948	\$2,770	\$6,399	\$3,500	\$3,500	\$0	0.00%
Safety Supplies	\$154	\$168	-	-	\$0	\$0	-
Mach/Equip/Furn (NC)	\$1,604	\$483	\$10,336	-	\$0	\$0	-
Comp Sftwr (Non-cap)	\$339	\$0	\$399	-	\$0	\$0	-
Cell Phone Serv Purc	\$525	\$981	\$624	\$498	\$498	\$0	0.00%
Dues/Subscriptions	\$6,990	\$6,887	\$7,219	\$7,500	\$7,500	\$0	0.00%
Telephone-Long Dist	-	-	-	\$500	\$500	\$0	0.00%
Printing/Duplicating	\$62	\$1,720	\$3,028	\$1,300	\$1,300	\$0	0.00%
Real Estate Tax	-	\$459	-	-	\$0	\$0	-
Travel	\$4,068	-\$2,517	\$671	\$8,500	\$8,500	\$0	0.00%
Travel Lodging	-	\$7,330	\$2,130	-	\$0	\$0	-
Travel Transport	-	\$13,159	\$2,975	-	\$0	\$0	-
Meals	-	\$247	\$491	-	\$0	\$0	-
Reimb Travel Expend	-	-\$175	\$152	-	\$0	\$0	-
Non-Local Travel	-	\$66	-	-	\$0	\$0	-
Registration Fees	\$200	\$930	\$725	\$1,540	\$1,540	\$0	0.00%
Equipment Rental	\$2,935	\$1,813	\$3,760	\$4,000	\$4,000	\$0	0.00%
Education/Training	\$159	\$1,577	\$805	\$2,750	\$2,750	\$0	0.00%
Software Lic/Maint	-	-	\$240	-	\$0	\$0	-
Temp Labor	\$12,985	\$0	-	-	\$0	\$0	-
Monthly Parking Fees	\$4	\$96	\$857	-	\$0	\$0	-
Contrib to Civic Grp	-	-	\$10,000	-	\$0	\$0	-
Trn to ST Grants Fd	-	\$0	-	\$34,980	\$34,980	\$0	0.00%
Lump Sum Appropr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$42,773	\$51,010	\$65,371	\$74,091	\$74,091	\$0	0.00%

	ACTUALS			ADOPTED		\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Contractual							
Professional Serv	\$9,028	\$65,408	\$15,606	–	\$0	\$0	–
Serv Contracts	\$2,308	\$3,926	\$47,153	\$1,481	\$1,481	\$0	0.00%
Contracted Serv	–	\$714	\$16	–	\$0	\$0	–
Other Contractual Se	–	–	\$238	\$1,119	\$1,119	\$0	0.00%
CONTRACTUAL TOTAL	\$11,336	\$70,048	\$63,014	\$2,600	\$2,600	\$0	0.00%
Fixed							
Telephone-Int Chg	\$3,436	\$3,436	\$4,073	\$2,823	\$3,977	\$1,154	40.87%
Insurance Int Chgs	\$4,789	\$4,789	\$5,507	\$5,617	\$5,729	\$112	1.99%
Worker's Comp Ins	\$691	\$691	\$988	\$1,007	\$927	-\$80	-7.94%
IT Infrastruct Repla	\$2,800	\$2,800	\$2,566	\$5,493	\$10,370	\$4,877	88.78%
FIXED TOTAL	\$11,716	\$11,716	\$13,134	\$14,940	\$21,003	\$6,063	40.58%
EXPENSES BY LINE ITEM TOTAL	\$1,088,890	\$1,213,549	\$1,066,859	\$1,326,861	\$1,344,743	\$17,882	1.34%

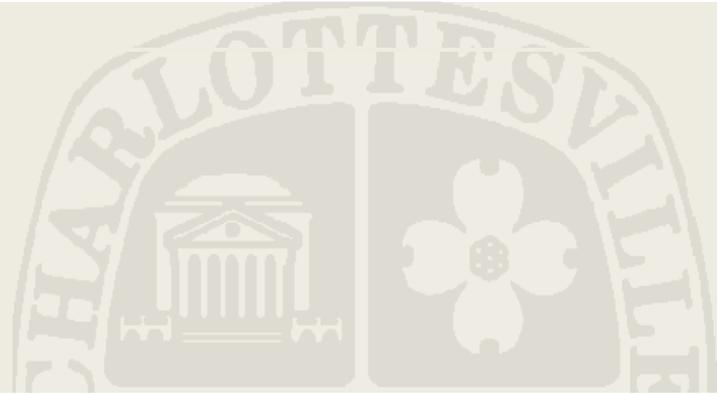
EXPLANATION OF CHANGES:

Salaries & Benefits

- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget.
- For FY25, the funding has been allocated to reflect the actual salaries for each department.
- 3.5 grant-funded positions are not included in the FY25 city staffing FTE count.

Fire Department

FISCAL YEAR 2025



OVERVIEW:

The Charlottesville Fire Department is a Commission on Public Safety Excellence Accredited Agency and Insurance Services Office Class 1, 123-member (117 sworn, 6 civilian), all-hazards career fire department that provides fire suppression, emergency medical services first-response and advanced life support transport, hazardous materials and technical rescue response, and community risk reduction services to the residents of Charlottesville and the University of Virginia.

Administration: The Fire Department Administration consists of the executive staff, which includes the fire chief, three deputy chiefs, and one executive assistant. It is responsible for the development, coordination, and oversight of the Department's budget, mission, vision, and values.

- **Emergency Services:** The Emergency Services Section of the Fire Department is directly responsible for responding to all types of emergencies in the City and on grounds at the University of Virginia. There is a formal fire service agreement in place with UVA outlining the framework of emergency response services on grounds. This section also interfaces with both Albemarle County Fire and Rescue with regards to mutual aid responses and planning, as well as with the Charlottesville Albemarle Rescue Squad with regards to their functions within the city's emergency service delivery system.
- **Emergency Medical Services:** The EMS Section is comprised of a battalion chief, an EMS coordinator, and a billing services specialist. In FY 18, City Council established a fee schedule for Emergency Medical Services vehicle transport services and the department implemented an EMS systems improvement strategy including a cost recovery program managed by the department. This section is also responsible for administering EMS training, maintaining the EMS training records and licensure for the Department, EMS supplies, and managing the infection control portion of the health and safety program. The transport fees collected supplement the corresponding costs associated with the EMS program. This section also serves as the department's primary EMS liaison to the Charlottesville Albemarle Rescue Squad.
- **Fire Resources:** The Logistics/Resources section is directly responsible for ensuring that the Department's infrastructure, such as vehicles, facilities and equipment are always kept operational and ready for use. They make repairs, test pumps and ladders, purchase replacement equipment, and schedule maintenance for the Department's apparatus. Additionally, they coordinate and provide oversight of the uniforms, personal protective equipment, computers in all apparatus, EMS supplies for all members of the Department.
- **Professional Standards:** The Professional Standards Section is managed by a battalion chief with one captain and one part-time fire instructor who identify training needs and develop training programs, professional development to assist firefighters in becoming more proficient in emergency service delivery, incident management, and health and safety. Additionally, this section provides oversight of

the Department’s ISO compliance, comprehensive wellness/fitness, and occupational health and safety programs.

- **Risk Reduction:** The Community Risk Reduction Bureau focuses on public engagement and community partnerships for improved outcomes. The Bureau influences programs and services throughout the fire department and greater Charlottesville community with comprehensive risk assessments and data analysis. Additionally, the Fire Marshal’s Office conducts safety inspections and fire investigations and works closely with Neighborhood Development Services on projects through plans review.
- **Volunteer:** Formed in 1885, members of the Charlottesville Volunteer Fire Company support the emergency incidents operations alongside the members of the Fire Department. Additionally, the volunteers participate in community outreach activities and special events.

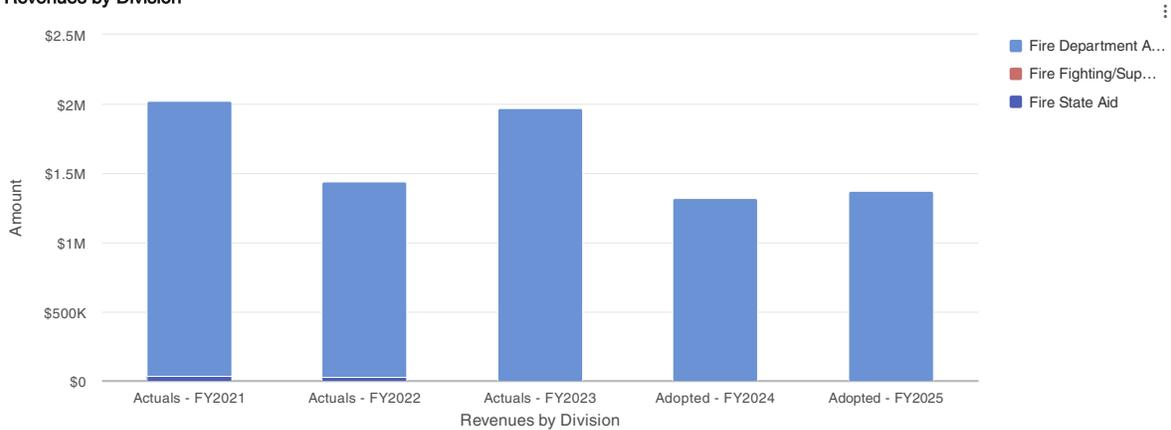
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Fire Department Administration	123	124
ALLOCATED FTE	123	124

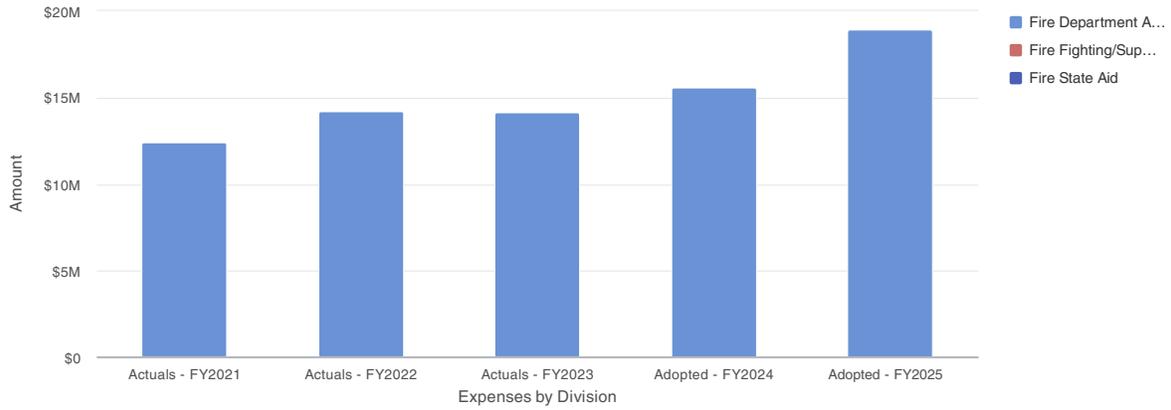
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Fire Department Administration	\$1,986,616	\$1,404,679	\$1,968,167	\$1,318,000	\$1,375,060	\$57,060	4.32%
Fire Fighting/Suppression Services	-	\$299	\$2,004	-	\$0	\$0	-
Fire State Aid	\$35,829	\$32,429	-	-	\$0	\$0	-
REVENUES BY DIVISION TOTAL	\$2,022,445	\$1,437,406	\$1,970,171	\$1,318,000	\$1,375,060	\$57,060	4.32%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Fire Department Administration	\$12,393,433	\$14,191,505	\$14,107,222	\$15,528,235	\$18,926,322	\$3,398,087	21.88%
Fire Fighting/Suppression Services	\$3,014	\$10,988	\$2,470	\$24,671	\$25,001	\$330	1.33%
Fire State Aid	\$31,774	\$26,835	\$43,820	-	\$0	\$0	-
EXPENSES BY DIVISION TOTAL	\$12,428,220	\$14,229,328	\$14,153,511	\$15,552,906	\$18,951,323	\$3,398,417	21.85%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$12,428,220	\$14,229,328	\$14,153,511	\$15,552,906	\$18,951,323	\$3,398,417	21.85%
EXPENSES BY FUND TOTAL	\$12,428,220	\$14,229,328	\$14,153,511	\$15,552,906	\$18,951,323	\$3,398,417	21.85%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Licenses and Permits							
Elect Htng Mech Perm	-	\$196	\$2,004	-	\$0	\$0	-
LICENSES AND PERMITS TOTAL	-	\$196	\$2,004	-	\$0	\$0	-
Intergovernmental Revenue							
State Assist	\$35,829	\$32,429	-	-	\$0	\$0	-
Emerg Med Serv	\$1,413,043	\$1,188,459	\$1,287,906	\$765,000	\$1,015,000	\$250,000	32.67%
Fire Dept Rev-Alb	\$202,013	\$213,189	\$0	\$200,000	\$0	-\$200,000	-100.00%
Rev/Albemarle	-	-	-	-	\$0	\$0	-
UVA fire Service	\$315,463	-	\$673,712	\$353,000	\$360,060	\$7,060	2.00%
Other Grants	\$26,971	-	-	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	\$1,993,319	\$1,434,077	\$1,961,618	\$1,318,000	\$1,375,060	\$57,060	4.32%
Miscellaneous Revenue							
Vend Commission	\$4	-	-	-	\$0	\$0	-
Contributions	\$2,108	\$3,031	\$1,000	-	\$0	\$0	-
Ins Recovery	\$21,214	-	\$5,549	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	\$23,326	\$3,031	\$6,549	-	\$0	\$0	-
Warehouse Revenue							
Warehse Outlet Sales	\$5,800	\$103	-	-	\$0	\$0	-
WAREHOUSE REVENUE TOTAL	\$5,800	\$103	-	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	\$2,022,445	\$1,437,406	\$1,970,171	\$1,318,000	\$1,375,060	\$57,060	4.32%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$5,351,658	\$5,729,635	\$5,866,576	\$6,867,488	\$8,742,178	\$1,874,690	27.29%
Full Time Sal Accrue	\$45,928	\$22,990	-\$186,685	-	\$0	\$0	-
PT Salaries	-	-	-	\$0	\$0	\$0	-
COLA Budget	-	-	-	\$0	\$0	\$0	-
Soc Sec - FICA	\$460,079	\$554,136	\$537,986	\$525,363	\$667,398	\$142,035	27.03%
Soc Sec FICA Accrued	\$6,037	\$1,373	-\$19,000	-	\$0	\$0	-
Retirement Cont DB	\$2,411,173	\$2,631,984	\$2,974,104	\$3,240,523	\$3,864,764	\$624,241	19.26%
Retirement Cont DC	\$29,100	\$47,631	\$40,182	\$38,203	\$136,120	\$97,917	256.30%
Retirement Cont A DB	\$16,277	\$16,328	-\$84,284	-	\$0	\$0	-
Retirement Cont A DC	\$1,737	\$416	-\$2,099	-	\$0	\$0	-
Life Insurance	\$37,531	\$41,234	\$44,935	\$49,721	\$63,295	\$13,574	27.30%
Life Ins Accrued	\$456	\$234	-\$1,399	-	\$0	\$0	-
Health Care Program	\$829,077	\$846,012	\$927,212	\$1,075,962	\$1,328,908	\$252,946	23.50%
Health Care Pr Accru	\$6,282	\$442	-\$26,815	-	\$0	\$0	-
Salary Budget Transfer To/From	-	-	-	-	\$0	\$0	-
PERSONNEL TOTAL	\$9,195,334	\$9,892,414	\$10,070,713	\$11,797,259	\$14,802,663	\$3,005,404	25.47%
Personnel - Other							
Temp. Salaries	\$38,214	\$82,277	\$71,705	\$93,090	\$93,090	\$0	0.00%
Temp Sal Accrued	\$2,141	\$2,443	-\$5,081	-	\$0	\$0	-
Overtime	\$497,255	\$969,917	\$953,863	\$465,189	\$465,189	\$0	0.00%
Overtime Accrued	\$23,837	-\$15,349	-\$45,412	-	\$0	\$0	-
Holiday OT	\$64,052	\$68,508	\$75,848	\$57,750	\$57,750	\$0	0.00%
Holiday OT Accrued	\$5,202	\$935	-\$6,336	-	\$0	\$0	-
Other OT	\$129,581	\$194,585	\$131,648	\$174,121	\$174,121	\$0	0.00%
Other OT Accrued	\$314	\$959	-\$3,994	-	\$0	\$0	-
Career Dev.	\$347,752	\$418,478	\$428,843	\$419,608	\$450,000	\$30,392	7.24%
Career Dev Accrued	\$3,646	\$4,126	-\$15,857	-	\$0	\$0	-
Bonus Pay	\$9,000	\$384,125	\$0	-	\$0	\$0	-
PERSONNEL - OTHER TOTAL	\$1,120,995	\$2,111,002	\$1,585,227	\$1,209,758	\$1,240,150	\$30,392	2.51%
Other							
Office Supplies	\$9,544	\$11,295	\$8,368	\$8,300	\$7,299	-\$1,001	-12.06%
Preprinted Forms	-	\$7	-	-	\$0	\$0	-
Postage	\$110	\$783	\$390	\$400	\$400	\$0	0.00%
Books	\$4,943	\$3,036	\$5,122	\$8,150	\$7,149	-\$1,001	-12.28%
Cleaning Supplies	\$12,360	\$8,735	\$14,900	\$11,000	\$13,000	\$2,000	18.18%
Uniforms/Clothing	\$157,970	\$47,305	\$69,948	\$52,210	\$62,210	\$10,000	19.15%
Safety Supplies	\$79,140	\$68,564	\$80,251	\$97,750	\$110,250	\$12,500	12.78%
Medical Supplies	\$131,525	\$117,731	\$121,483	\$104,000	\$124,000	\$20,000	19.23%
PPE-Pers Prot Equip	-	\$88,604	\$72,794	\$101,739	\$101,739	\$0	0.00%
Mat. Issued Transit	-	-	\$43	-	\$0	\$0	-
Maint Supplies	\$17,338	\$16,326	\$21,401	\$22,000	\$22,000	\$0	0.00%
Small Hand Tools	\$2,568	\$1,266	\$8	\$43,800	\$43,800	\$0	0.00%
Constr Materials	\$594	\$170	-	\$500	\$500	\$0	0.00%
Food Supplies	\$1,830	\$1,156	\$2,392	\$6,900	\$6,900	\$0	0.00%
Awards/Trophies	\$2,489	\$6,609	\$4,247	\$3,000	\$3,000	\$0	0.00%
Fuel	\$55,292	\$107,219	\$132,270	\$84,000	\$79,000	-\$5,000	-5.95%
Mach/Equip/Furn (NC)	\$2,705	\$6,440	\$7,141	\$6,800	\$6,800	\$0	0.00%
Comp Sftwr (Non-cap)	-	\$339	\$1,813	-	\$0	\$0	-
Other Supplies	\$37,737	\$7,369	\$33,738	\$24,137	\$15,637	-\$8,500	-35.21%

	ACTUALS			ADOPTED		\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Gasoline/Diesel Purc	\$52	\$57	\$0	\$1,000	\$0	-\$1,000	-100.00%
Oil Purchases	–	–	–	\$1,000	\$2,500	\$1,500	150.00%
Antifreeze Purch	–	–	–	\$500	\$500	\$0	0.00%
Hydraulic Fluid Purc	–	–	–	\$500	\$500	\$0	0.00%
Transmission FI Purc	–	–	–	\$1,000	\$500	-\$500	-50.00%
Telephone Serv Purch	\$15,606	\$0	–	\$16,000	\$16,000	\$0	0.00%
Cell Phone Serv Purc	\$26,679	\$40,806	\$41,807	\$30,620	\$36,120	\$5,500	17.96%
Dues/Subscriptions	\$11,993	\$8,132	\$5,319	\$17,000	\$16,400	-\$600	-3.52%
Utilities	\$84,020	\$104,297	\$131,435	\$85,000	\$105,000	\$20,000	23.52%
Printing/Duplicating	\$4,225	\$3,264	\$2,343	\$6,600	\$6,200	-\$400	-6.06%
Travel	\$17,102	\$51,212	\$61,351	\$30,500	\$29,500	-\$1,000	-3.27%
Meals	\$4,642	\$15,051	\$12,919	\$16,300	\$15,800	-\$500	-3.06%
Advertising	\$265	–	\$1,058	\$1,200	\$1,200	\$0	0.00%
Equipment Rental	\$83	\$827	\$4,324	–	\$0	\$0	–
Laundry/Dry Cleaning	\$4,731	\$1,750	\$86	\$1,875	\$1,875	\$0	0.00%
Repairs and Maint	\$53,295	\$28,769	\$36,937	\$22,000	\$22,000	\$0	0.00%
Education/Training	\$88,540	\$118,118	\$75,884	\$156,000	\$156,000	\$0	0.00%
Line Charges	–	–	-\$1,030	–	\$0	\$0	–
Software Lic/Maint	–	\$1,211	\$200	–	\$0	\$0	–
Vehicle Operations	\$12,337	\$23,587	\$21,997	\$20,600	\$56,690	\$36,090	175.19%
Veh Oper-Wash/Clean	\$72	–	–	–	\$0	\$0	–
Veh Oper-Paint&Body	–	–	–	\$3,000	\$3,000	\$0	0.00%
Medical Care	\$60,877	\$51,843	\$64,341	\$75,000	\$75,000	\$0	0.00%
Solid Waste Disp	–	\$16	\$162	–	\$0	\$0	–
Freight	\$215	\$31	\$42	\$1,000	\$1,000	\$0	0.00%
Basic Readjust Serv	–	–	\$0	–	\$0	\$0	–
Credit Card Fees	–	–	–	\$500	\$0	-\$500	-100.00%
Marketing Exp	\$2,742	\$5,699	\$5,111	\$5,000	\$5,000	\$0	0.00%
Turf Maint Contr	\$4,962	\$0	–	–	\$0	\$0	–
Tree Maint Contr	\$1,635	\$4,144	-\$2,072	\$1,400	\$1,400	\$0	0.00%
Monthly Parking Fees	\$505	\$170	\$237	–	\$0	\$0	–
Contrib to Civic Grp	\$452,400	\$452,400	\$452,400	\$452,400	\$555,195	\$102,795	22.72%
Late Fee	–	–	\$295	–	\$0	\$0	–
Acq Com Itm-Veh (MA)	–	–	–	–	\$0	\$0	–
Acq Com Itm-M Eq (MA)	–	–	–	\$15,000	\$15,000	\$0	0.00%
Trn to Cap Proj-GF	–	–	–	\$91,064	\$91,064	\$0	0.00%
Lump Sum Appropr	–	–	–	–	\$0	\$0	–
OTHER TOTAL	\$1,363,125	\$1,404,343	\$1,491,453	\$1,626,745	\$1,817,128	\$190,383	11.70%
Contractual							
Professional Serv	\$6,632	\$22,357	\$29,595	\$30,000	\$30,000	\$0	0.00%
Serv Contracts	\$93,097	\$62,418	\$84,305	\$96,000	\$115,500	\$19,500	20.31%
Contracted Serv	–	\$0	–	\$200	\$200	\$0	0.00%
Int Contract Svc	–	–	–	\$1,500	\$1,500	\$0	0.00%
Other Contractual Se	\$106,474	\$143,338	\$148,402	\$145,675	\$95,675	-\$50,000	-34.32%
CONTRACTUAL TOTAL	\$206,203	\$228,112	\$262,302	\$273,375	\$242,875	-\$30,500	-11.15%
Fixed							
Telephone-Int Chg	\$21,489	\$11,010	\$10,964	\$14,677	\$15,908	\$1,231	8.38%
Insurance Int Chgs	\$42,320	\$42,320	\$48,668	\$66,112	\$67,435	\$1,323	2.00%
Worker's Comp Ins	\$241,250	\$241,250	\$305,000	\$304,501	\$389,222	\$84,721	27.82%
IT Infrastruct Repla	\$21,921	\$21,921	\$27,521	\$16,479	\$35,142	\$18,663	113.25%
Veh Oper-Repair/Mnt	\$214,936	\$276,956	\$351,531	\$205,000	\$265,000	\$60,000	29.26%
Veh Opr-Fuel/Oil FLT	\$647	–	\$131	–	\$25,000	\$25,000	–
Vehicle Use Allow	–	–	–	\$39,000	\$50,800	\$11,800	30.25%
FIXED TOTAL	\$542,563	\$593,458	\$743,815	\$645,769	\$848,507	\$202,738	31.39%
EXPENSES BY LINE ITEM TOTAL	\$12,428,220	\$14,229,328	\$14,153,511	\$15,552,906	\$18,951,323	\$3,398,417	21.85%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goals	Objectives
Public Safety	<ol style="list-style-type: none"> 1. Prevention 2. Protection 3. Mitigation 4. Response 5. Recovery 6. Improve quality of life of citizens 7. Firefighter and EMS staff safety 	<ol style="list-style-type: none"> 1. Recruit and maintain high-performing firefighters and EMS staff. 2. Maintain well-functioning fire trucks and other department equipment to ensure the best quality of services. 3. Educate and inform citizens on fire safety and best practices. 4. Engage and inform the community of emergency best practices.

PERFORMANCE MEASURES:

Performance Measures: Fire								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Public Safety	City fire loss per capita	CY	\$ 36.50	\$ 25.64	\$ 43.79	\$ 19.53	\$ 86.35	\$ 34.57
	Direct fire loss per \$10,000 assessed value of protected property	CY	\$ 1.96	\$ 1.27	\$ 1.98	\$ 0.79	\$ 3.28	\$ 1.14
	City fatality rate per 10,000 population (over 5 year average)	CY	0	0	0	0.04	0	0.02
	Fire-caused city civilian injury rate per 1,000 city population per year	CY	0.12	0.06	0.1	0.04	0	0
	Number of fire incidents occurring in the city per 1,000 population per year	CY	3.14	2.91	2.97	3.03	2.5	3.57
	Number of structure fires per 1,000 population per year	CY	1.54	1.06	1.58	1.25	1.8	1.15
	Firefighter death rate per incident	CY	0	0	0	0	0	0
	Firefighter injury rate per incident	CY	0.01	0.01	0	0.01	0.01	0.01
	Percentage of fire incidents with 1st unit arrival on scene within 6 minutes 20 seconds or less from time of dispatch	CY	88.73%	71.00%	72.03%	85.62%	97.00%	86.00%
	Percentage of EMS incidents with 1st unit arrival on scene within 6 minutes or less from the time of dispatch	CY	42.43%	48.46%	45.39%	58.41%	76.00%	68.00%

EXPLANATION OF CHANGES:

Salaries & Benefits

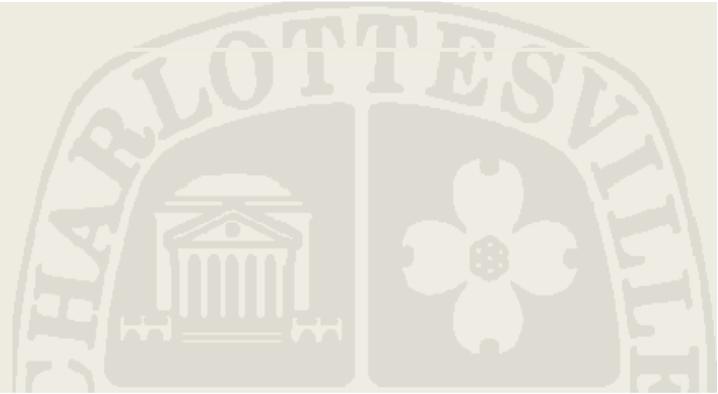
- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget.
- For FY25, the funding has been allocated to reflect the actual salaries for each department.
- 15 Fire Fighter FTEs were funded with a SAFER grant that came to an end in March 2024. 6 months or 2/3 of the salaries for those positions is now included in the General Fund (\$851,037).
- 2 FTEs added to help support the newly created ANCHOR team (\$211,575).
- 1 FTE removed to account for approved over-hire made in FY24.
- Collective Bargaining Contract Impact will result in an increase of \$1,676,616 for the Fire Department budget in FY25.

Other Expenditures

- Increases in uniforms and supplies due to increased staffing.

General District Court

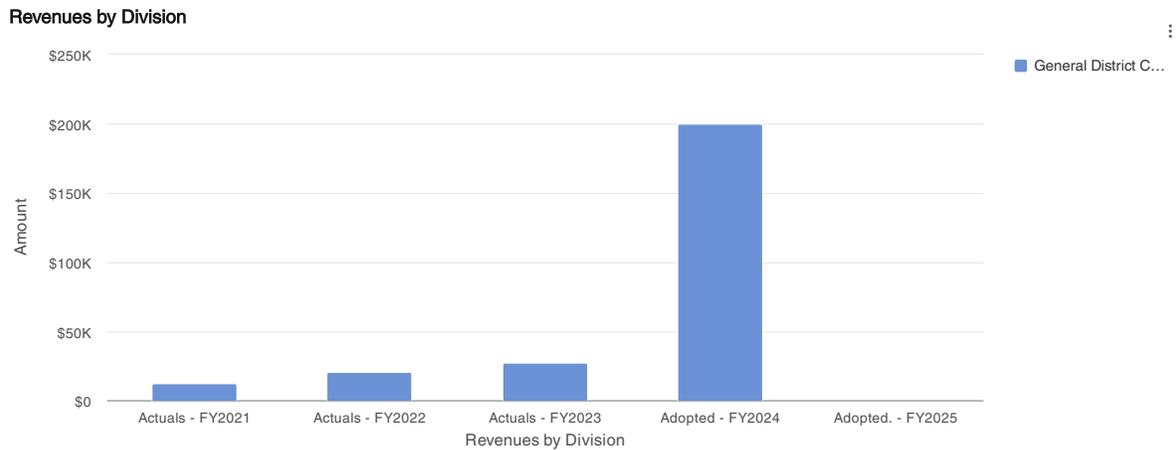
FISCAL YEAR 2025



OVERVIEW:

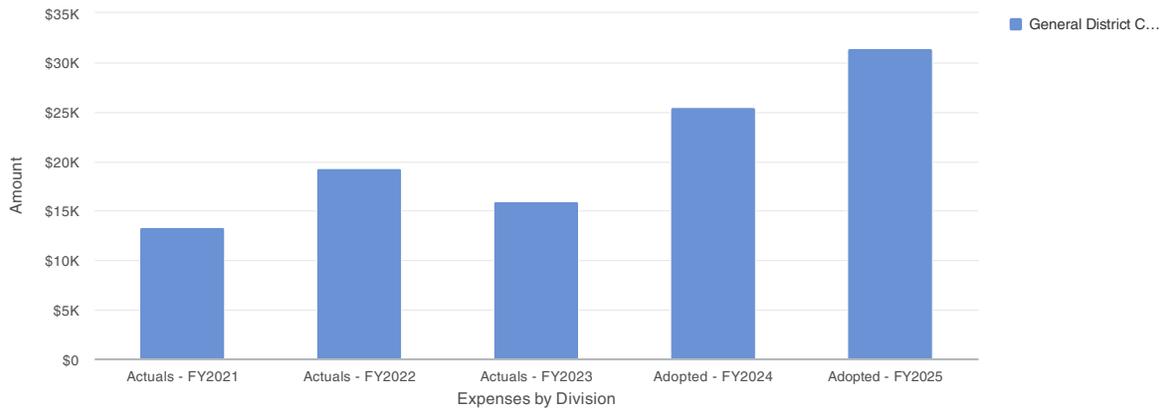
The General District Court handles most traffic violations. The General District Court also hears minor criminal cases known as misdemeanors and conducts preliminary hearings for more serious criminal cases called felonies. General District Courts have exclusive authority to hear civil cases with claims of \$5,000 or less and share authority with the circuit courts to hear cases with claims between \$5,000 and \$25,000 (\$50,000 in certain civil matters). Examples of civil cases are landlord and tenant disputes, contract disputes and personal injury actions. There is a General District Court in each city and county in Virginia. General District Court judges are elected by the General Assembly for 6-year terms.

DEPARTMENTAL REVENUES:



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
General District Court	\$12,651	\$21,115	\$27,360	\$200,000	\$0	-\$200,000	-100.00%
REVENUES BY DIVISION TOTAL	\$12,651	\$21,115	\$27,360	\$200,000	\$0	-\$200,000	-100.00%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
General District Court	\$13,369	\$19,361	\$15,952	\$25,522	\$31,477	\$5,955	23.33%
EXPENSES BY DIVISION TOTAL	\$13,369	\$19,361	\$15,952	\$25,522	\$31,477	\$5,955	23.33%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$13,369	\$19,361	\$15,952	\$25,522	\$31,477	\$5,955	23.33%
EXPENSES BY FUND TOTAL	\$13,369	\$19,361	\$15,952	\$25,522	\$31,477	\$5,955	23.33%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Court Rec	\$315	\$195	\$210	\$200,000	\$0	-\$200,000	-100.00%
Court-Sec Fees	\$12,276	\$20,905	\$27,135	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	\$12,591	\$21,100	\$27,345	\$200,000	\$0	-\$200,000	-100.00%
Miscellaneous Revenue							
Interest	\$60	\$15	\$15	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	\$60	\$15	\$15	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	\$12,651	\$21,115	\$27,360	\$200,000	\$0	-\$200,000	-100.00%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Other							
Office Supplies	\$621	\$1,106	\$1,327	\$800	\$1,500	\$700	87.50%
Postage	\$964	\$1,495	\$1,527	\$1,330	\$1,453	\$123	9.24%
Books	-	\$86	-	-	\$0	\$0	-
Safety Supplies	\$111	\$45	-	-	\$0	\$0	-
Maint Supplies	\$27	\$32	-	-	\$0	\$0	-
Awards/Trophies	-	\$188	\$166	\$200	\$200	\$0	0.00%
Mach/Equip/Furn (NC)	-	\$7,615	\$1,850	-	\$1,800	\$1,800	-
Other Supplies	\$4,670	\$739	\$644	\$300	\$400	\$100	33.33%
Cell Phone Serv Purc	-	-	-	\$0	\$0	\$0	-
Dues/Subscriptions	-\$280	\$60	\$200	\$3,000	\$3,000	\$0	0.00%
Printing/Duplicating	\$185	-	\$185	\$6,000	\$6,000	\$0	0.00%
Legal Fees	-	-	\$212	-	\$0	\$0	-
Equipment Rental	\$2,247	\$2,168	\$2,346	\$2,400	\$2,400	\$0	0.00%
Repairs and Maint	-	\$471	-	\$700	\$700	\$0	0.00%

	ACTUALS			ADOPTED		\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Education/Training	–	–	\$456	\$2,000	\$2,000	\$0	0.00%
Monthly Parking Fees	\$649	\$691	\$729	–	\$800	\$800	–
OTHER TOTAL	\$9,193	\$14,695	\$9,642	\$16,730	\$20,253	\$3,523	21.05%
Contractual							
Professional Serv	\$134	\$199	\$334	\$1,250	\$1,250	\$0	0.00%
Serv Contracts	\$109	\$154	\$1,340	\$2,500	\$2,500	\$0	0.00%
Contracted Serv	–	\$379	\$250	–	\$0	\$0	–
CONTRACTUAL TOTAL	\$243	\$732	\$1,924	\$3,750	\$3,750	\$0	0.00%
Fixed							
Telephone-Int Chg	\$3,700	\$3,700	\$4,386	\$3,669	\$5,170	\$1,501	40.91%
IT Infrastruct Repla	\$233	\$233	–	\$1,373	\$2,304	\$931	67.80%
FIXED TOTAL	\$3,933	\$3,933	\$4,386	\$5,042	\$7,474	\$2,432	48.23%
EXPENSES BY LINE ITEM TOTAL	\$13,369	\$19,361	\$15,952	\$25,522	\$31,477	\$5,955	23.33%

EXPLANATION OF CHANGES:

Other Expenses

- Increases for computer replacement.

Juvenile & Domestic Relations Court

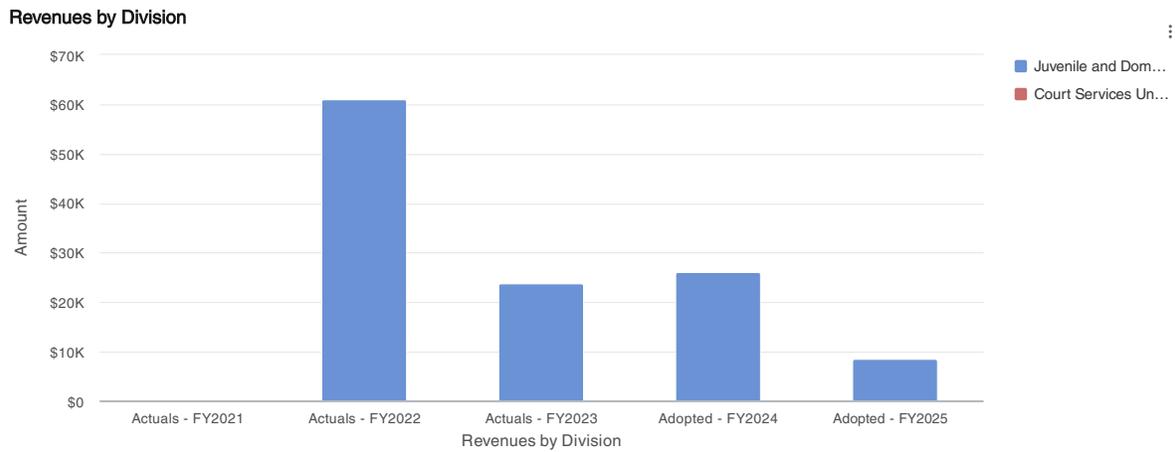
FISCAL YEAR 2025



OVERVIEW:

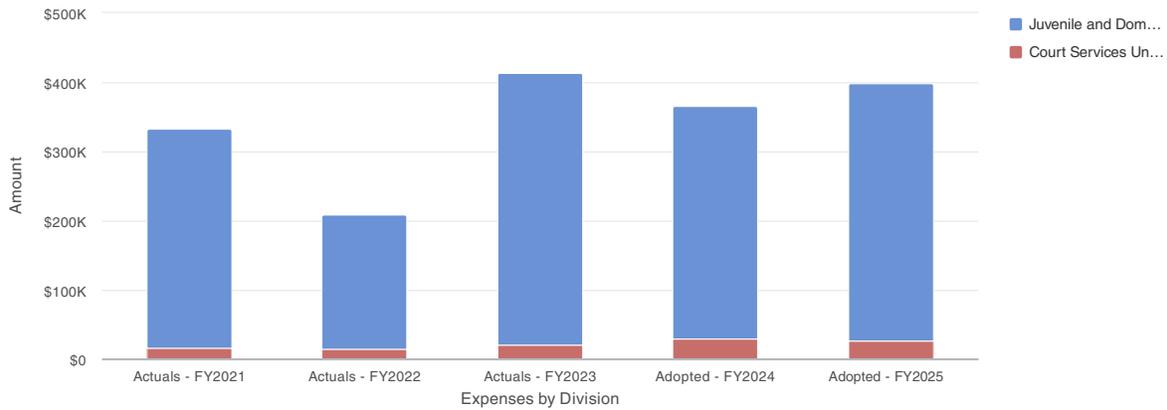
The Juvenile & Domestic Relations Court handles violations of the law committed by and against juveniles. It is also responsible for trying family and other domestic-related cases. This court is cost shared with Albemarle County. The maintenance of the courthouse building is funded within Public Works and is shared with the County.

DEPARTMENTAL REVENUES:



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Juvenile and Domestic Relations Court	-	\$60,959	\$23,796	\$26,126	\$8,644	-\$17,482	-66.91%
Court Services Unit - JD and R Court	-	-	\$23	-	\$0	\$0	-
REVENUES BY DIVISION TOTAL	-	\$60,959	\$23,819	\$26,126	\$8,644	-\$17,482	-66.91%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Juvenile and Domestic Relations Court	\$316,997	\$193,066	\$392,351	\$334,910	\$370,514	\$35,604	10.63%
Court Services Unit - JD and R Court	\$16,188	\$15,596	\$21,397	\$30,552	\$27,359	-\$3,193	-10.44%
EXPENSES BY DIVISION TOTAL	\$333,185	\$208,662	\$413,747	\$365,462	\$397,873	\$32,411	8.86%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$333,185	\$208,662	\$413,747	\$365,462	\$397,873	\$32,411	8.86%
EXPENSES BY FUND TOTAL	\$333,185	\$208,662	\$413,747	\$365,462	\$397,873	\$32,411	8.86%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Juv Court	-	-	\$84,695	\$26,126	\$8,644	-\$17,482	-66.91%
Court Rec	-	\$15	\$45	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	-	\$15	\$84,740	\$26,126	\$8,644	-\$17,482	-66.91%
Intergovernmental Revenue							
State/Fed Pass Thru	-	\$0	-	-	-	\$0	-
Rev/Albemarle	-	\$60,944	-\$60,944	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	-	\$60,944	-\$60,944	-	\$0	\$0	-
Miscellaneous Revenue	-	-	\$3	-	\$0	\$0	-
Warehouse Revenue	-	-	\$20	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	-	\$60,959	\$23,819	\$26,126	\$8,644	-\$17,482	-66.91%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$37,669	\$1,883	-	\$0	\$0	\$0	-
Full Time Sal Accrue	\$145	-\$1,883	-	-	\$0	\$0	-
Soc Sec - FICA	\$2,893	\$109	-	\$0	\$0	\$0	-
Soc Sec FICA Accrued	\$12	-\$142	-	-	\$0	\$0	-
Retirement Cont DB	\$11,194	\$391	-	\$0	\$0	\$0	-
Retirement Cont A DB	\$13	-\$558	-	-	\$0	\$0	-
Life Insurance	\$267	\$11	-	\$0	\$0	\$0	-
Life Ins Accrued	\$2	-\$14	-	-	\$0	\$0	-
Health Care Program	\$9,072	\$349	-	\$0	\$0	\$0	-
Health Care Pr Accru	\$35	-\$454	-	-	\$0	\$0	-
PERSONNEL TOTAL	\$61,301	-\$308	-	\$0	\$0	\$0	-
Personnel - Other							

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Bonus Pay	\$750	–	–	–	\$0	\$0	–
Wellness Initiatives	–	\$0	–	\$0	\$0	\$0	–
PERSONNEL - OTHER TOTAL	\$750	\$0	–	\$0	\$0	\$0	–
Other							
Office Supplies	\$2,683	\$1,696	\$2,916	\$2,750	\$5,000	\$2,250	81.81%
Postage	\$533	\$1,069	\$545	\$1,100	\$1,000	-\$100	-9.09%
Books	\$744	\$540	\$987	\$1,200	\$1,400	\$200	16.66%
Mach/Equip/Furn (NC)	\$11,835	\$7,452	\$8,789	\$9,650	\$8,150	-\$1,500	-15.54%
Other Supplies	\$1,911	\$1,660	\$1,914	\$2,100	\$2,400	\$300	14.28%
Dues/Subscriptions	\$140	\$625	\$977	\$1,545	\$1,505	-\$40	-2.58%
Telephone-Ext Chg	–	–	–	\$1,000	\$1,000	\$0	0.00%
Telephone-Long Dist	–	–	–	\$0	\$0	\$0	–
Travel	\$143	\$1,355	\$1,483	\$4,882	\$4,282	-\$600	-12.29%
Meals	\$883	\$1,806	\$826	\$2,662	\$3,208	\$546	20.51%
Equipment Rental	\$1,917	\$1,923	\$2,015	\$2,103	\$2,103	\$0	0.01%
Education/Training	\$174	\$542	\$2,344	\$4,240	\$4,240	\$0	0.00%
Contrib to Other Gov	\$225,773	\$162,674	\$361,356	\$317,971	\$353,306	\$35,335	11.11%
OTHER TOTAL	\$246,736	\$181,342	\$384,152	\$351,203	\$387,594	\$36,391	10.36%
Contractual							
Professional Serv	\$1,264	\$3,411	\$2,718	\$8,820	\$4,341	-\$4,479	-50.78%
Serv Contracts	–	\$1,211	–	–	\$0	\$0	–
Contracted Serv	–	–	\$400	–	\$0	\$0	–
Int Contract Svc	–	–	–	\$0	\$0	\$0	–
Other Contractual Se	\$1,805	\$1,270	\$4,304	\$2,100	\$2,630	\$530	25.23%
CONTRACTUAL TOTAL	\$3,069	\$5,892	\$7,422	\$10,920	\$6,971	-\$3,949	-36.16%
Fixed							
Telephone-Int Chg	\$18,596	\$18,926	\$18,860	\$0	\$0	\$0	–
Insurance Int Chgs	\$1,176	\$1,176	\$1,353	\$1,380	\$1,407	\$27	1.95%
Worker's Comp Ins	\$540	\$540	\$772	\$787	\$724	-\$63	-8.00%
Veh Oper-Repair/Mnt	\$984	\$1,052	\$1,128	\$1,000	\$1,000	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$33	\$43	\$60	\$172	\$177	\$5	2.90%
FIXED TOTAL	\$21,329	\$21,736	\$22,173	\$3,339	\$3,308	-\$31	-0.92%
EXPENSES BY LINE ITEM TOTAL	\$333,185	\$208,662	\$413,747	\$365,462	\$397,873	\$32,411	8.86%

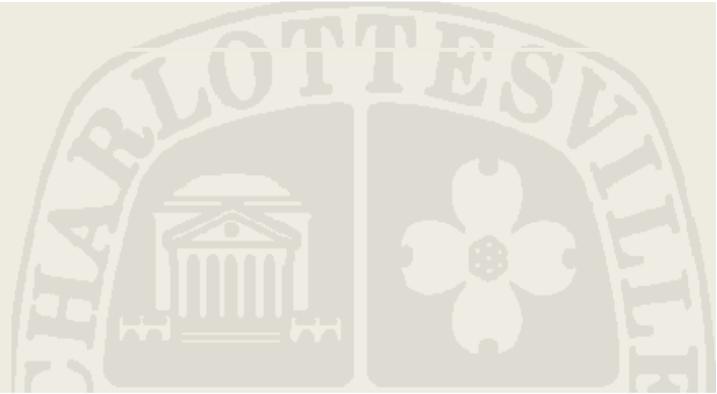
EXPLANATION OF CHANGES:

Other Expenditures

- The Court Bailiff's are paid by Albemarle County and the City reimburses for 50% of their salaries.
- For FY25, increases are reflected for the cost-of-living increases that the County has planned for FY25.

Police Department

FISCAL YEAR 2025



OVERVIEW:

In partnership with our community, the Police Department strives to improve the quality of life of those who live, work, and visit our city. It will do this by creating a safe and secure environment through professional, empathetic, relational, and accountable policing practices. With community policing as its foundation, it strives to maintain trust and legitimacy through respectful, transparent, and impartial public safety practices. Its core values are Leadership, Integrity, Justice, Empathy, and Commitment.

The Police Department is focuses on three Strategic Priorities:

1. Treatment and Wellness of Staff
2. Building Community Partnerships and Addressing Gun Violence
3. Recruitment and Retention

The Department consists of the Office of the Chief and four divisions:

- The **Office of the Chief** oversees the department and communicates with the public. It consists of the following:
 - Two Assistant Chiefs of Police are responsible for the day-to-day operations of the department. One oversees the Professional Standards Division and Support Operations Division. The other oversees the Field Operations Division and Investigations Division.
 - The Administrative Assistant to the Chief of Police is responsible for administrative support, calendar management, and serves as the point of contact for the Chief's Office to handle internal and external requests.
- The **Field Operations Division** consists of the following:
 - The Patrol Bureau includes the K-9 Unit, Bike Patrol, Foot Patrol, Animal Control Unit, and Evidence Technicians. They are first responders who provide 24-hour police patrol. Their responsibilities include crime prevention, problem solving and regulation of traffic; investigation of accidents and crime; preparation of reports, as well as providing numerous non-criminal services to the public.
 - The Traffic Unit is responsible for traffic control for special events (i.e. sporting event, marathons, etc.), investigation of fatal traffic accidents; conducting follow-ups for hit and run investigations; reviewing accident reports; maintaining traffic accident statistics; conducting selective enforcement activities; and developing traffic safety programs.
 - The Community Involvement Coordinator and the Emergency Services Unit (ESU), which prepares for and assists with a variety of specialized responses.
- The **Investigation Division's** responsibilities include, but are not limited to, investigating crimes, recovering, identifying, and arranging the return of stolen property, interviewing suspects and

witnesses, as well as presenting investigations to the Commonwealth's Attorney for review and/or prosecution. The Investigations Division proactively analyzes crime patterns throughout our community to address potential community safety issues and to prevent crime. This Division consists of the General Investigations Bureau and the Forensic Bureau.

- The General Investigations Bureau is a collaboration of multiple units - Major Case, Property and Financial Crimes, Crime Analysis, and Special Victim's units. It is supported by multiple supervisors and detectives, providing 24/7 coverage for the City of Charlottesville.
- The Forensics Bureau supports all Divisions of the Police Department and is responsible for the collection and storage of all evidence related to investigations. The Forensics Bureau is staffed with both sworn and civilian personnel.
- The newly formed **Division of Professional Standards** consists of the following:
 - Internal Affairs, led by a Lieutenant who serves as an Internal Affairs Investigator, is responsible for the recording, registering, and investigation of alleged or suspected misconduct within the department.
 - The 4th Amendment Analyst is responsible for collecting data by reviewing police incidents and cases to determine whether an investigative detention was conducted in accordance with Federal and State law, department policy as well as possible constitutional rights violations. The 4th Amendment Analyst produces reports resulting from a comprehensive analysis of the data through the application of the 4th Amendment Standards
 - This division also oversees accreditation and compliance.
 - Hiring and Training, led by a Lieutenant, analyzes recruitment and retention issues; recruits, hires, and screens prospective officer and professional candidates. It also oversees the completion of mandatory retraining of all sworn and non-sworn personnel as well as runs a multi-week Post Academy training program for newly sworn in officers.
- The **Support Operations Division** consists of the following Bureaus to support the entire department:
 - Information Management Systems, a civilianized unit led by the Management Services Supervisor, is responsible for the department's public reception function and maintenance of records for warrants, accidents, crime, arrests, and other incidents.
 - Fiscal Administration, a civilianized unit led by the Management Analyst III, is responsible for financial planning, management of operating and capital budgets, procurement of goods and services, payment of bills, payroll processing, oversight of contracts, and the management of grants.
 - Special Events, led by a Lieutenant, includes a Crime Analyst, who reviews data and statistics to better focus patrol and investigative resources; as well as Infrastructure and Technology, which is responsible for the ordering of fleet vehicles as well as the maintenance of departmental facilities, fleet vehicles, and specialized equipment; Quartermaster functions; and management of the department's specialized technology systems and software.

The Police Department still participates and contributes to the Thomas Jefferson Area Crisis Intervention Team (CIT). However, its fiscal and operational management is handled by the Region Ten Community Services Board. The CIT is a well-documented and successful model of improving police interactions with people experiencing acute episodes of mental illness. The training is designed to educate and prepare police officers who meet people in crisis, to recognize the signs and symptoms of mental illness and to respond effectively and appropriately to the individual. Because police officers are often the first responders in these incidents, it is essential that they understand how mental illnesses can alter people's behaviors and perceptions. The trained CIT Officer is skilled at recognizing and de-escalating crises involving people with acute episodes of mental illness, while bringing an element of understanding and compassion to these difficult situations. The goal of the CIT program is to reduce unnecessary restraint and incarceration of people with mental illness and to provide individuals with appropriate treatment in the community.

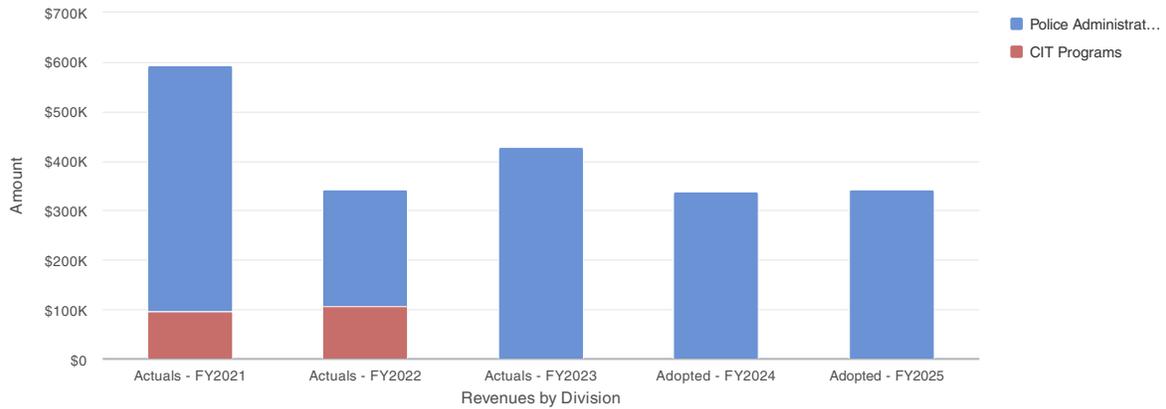
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Police Administration	145	142.25
ALLOCATED FTE	145	142.25

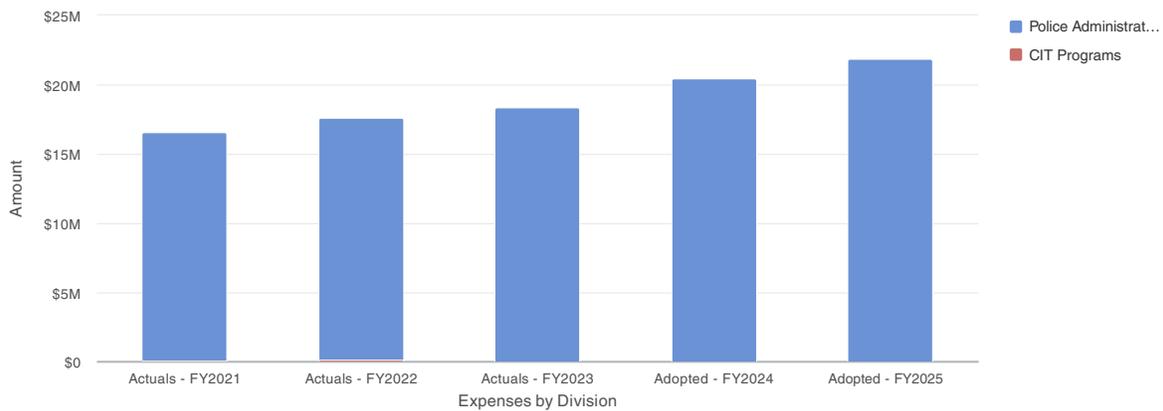
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenue by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Police Administration	\$496,156	\$237,380	\$429,328	\$339,100	\$342,600	\$3,500	1.03%
CIT Programs	\$96,443	\$106,168	–	\$0	\$0	\$0	–
REVENUES BY DIVISION TOTAL	\$592,599	\$343,548	\$429,328	\$339,100	\$342,600	\$3,500	1.03%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Police Administration	\$16,493,767	\$17,483,301	\$18,385,030	\$20,458,669	\$21,867,796	\$1,409,127	6.88%
CIT Programs	\$103,071	\$125,941	\$10,173	\$0	\$0	\$0	–
EXPENSES BY DIVISION TOTAL	\$16,596,838	\$17,609,242	\$18,395,203	\$20,458,669	\$21,867,796	\$1,409,127	6.88%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$16,596,838	\$17,609,242	\$18,395,203	\$20,458,669	\$21,867,796	\$1,409,127	6.88%
EXPENSES BY FUND TOTAL	\$16,596,838	\$17,609,242	\$18,395,203	\$20,458,669	\$21,867,796	\$1,409,127	6.88%

DEPARTMENTAL REVENUES (DETAILS):

Revenue by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Reimb Police OT	\$52,164	\$111,673	\$355,211	\$214,100	\$290,200	\$76,100	35.54%
Pavilion Spec event	-	\$2,824	-	-	\$0	\$0	-
Registration Fees	\$13,750	\$21,000	-	\$0	\$0	\$0	-
Misc Fees	\$1,298	\$3,035	\$1,741	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	\$67,212	\$138,531	\$356,952	\$214,100	\$290,200	\$76,100	35.54%
Intergovernmental Revenue							
Police Assistance	\$67,913	-	-	-	\$0	\$0	-
State Assist	\$2,302	\$806	-	-	\$0	\$0	-
Fed Assistance	\$0	\$0	-	-	\$0	\$0	-
Fed Grants	-	-	\$9,833	-	\$0	\$0	-
Rev/Albemarle	\$12,694	\$15,194	-	\$0	\$0	\$0	-
Rev/Fluvanna	\$3,325	\$3,325	-	\$0	\$0	\$0	-
Rev/Greene	\$2,418	\$2,418	-	\$0	\$0	\$0	-
Rev/Goochland	\$4,500	\$4,500	-	\$0	\$0	\$0	-
Rev/Nelson	\$1,800	\$1,800	-	\$0	\$0	\$0	-
Rev/Louisa	\$4,231	\$4,231	-	\$0	\$0	\$0	-
Rev/Charlottesville	-	-	-	\$0	\$0	\$0	-
Rev/Othr Local Gov't	\$53,700	\$53,700	-	\$0	\$0	\$0	-
Rev/City Schools	\$0	-	-	-	\$0	\$0	-
UVA Misc Revenue	-	\$77,824	\$26,949	\$125,000	\$52,400	-\$72,600	-58.08%
INTERGOVERNMENTAL REVENUE TOTAL	\$152,883	\$163,799	\$36,782	\$125,000	\$52,400	-\$72,600	-58.08%
Utility Revenue							
Water Conn. Surcharg	-	\$0	-	-	\$0	\$0	-
UTILITY REVENUE TOTAL	-	\$0	-	-	\$0	\$0	-
Miscellaneous Revenue							
Vend Commission	\$22	\$15	\$20	-	\$0	\$0	-
Misc Sales	\$8,465	\$24,405	\$11,005	-	\$0	\$0	-
Restitution	\$17,200	\$1,657	\$1,665	-	\$0	\$0	-
Asset Seizures	\$12,937	-	\$7,053	-	\$0	\$0	-
State Seizures	\$24,704	\$2,168	\$1,282	-	\$0	\$0	-
Interest	\$979	\$1,098	\$3,197	-	\$0	\$0	-
Ins Recovery	-	\$9,360	\$8,050	-	\$0	\$0	-
Other Misc Rev	\$25	-	\$130	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	\$64,331	\$38,703	\$32,402	-	\$0	\$0	-
Warehouse Revenue							
Warehse Outlet Sales	\$6,942	\$2,516	\$3,191	-	\$0	\$0	-
WAREHOUSE REVENUE TOTAL	\$6,942	\$2,516	\$3,191	-	\$0	\$0	-
Transfers							
Transfer From Schools	\$301,231	-	-	\$0	\$0	\$0	-
TRANSFERS TOTAL	\$301,231	-	-	\$0	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	\$592,599	\$343,548	\$429,328	\$339,100	\$342,600	\$3,500	1.03%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$7,334,552	\$7,154,226	\$7,391,374	\$8,988,741	\$9,764,134	\$775,393	8.62%
Full Time Sal Accrue	\$33,797	\$3,902	-\$231,607	-	\$0	\$0	-
PT Salaries	\$31,574	\$17,392	-	\$0	\$13,754	\$13,754	-
COLA Budget	-	-	-	\$0	\$0	\$0	-
Soc Sec - FICA	\$610,617	\$641,929	\$644,617	\$685,878	\$745,469	\$59,591	8.68%
Soc Sec FICA Accrued	\$2,935	\$114	-\$19,268	-	\$0	\$0	-
Retirement Cont DB	\$2,832,412	\$3,539,898	\$4,312,179	\$3,780,802	\$3,956,919	\$176,117	4.65%
Retirement Cont DC	\$138,073	\$144,330	\$133,110	\$82,026	\$161,485	\$79,459	96.86%
Retirement Cont A DB	\$10,799	\$5,879	-\$93,397	-	\$0	\$0	-
Retirement Cont A DC	-\$598	-\$855	-\$1,950	-	\$0	\$0	-
Life Insurance	\$51,614	\$50,842	\$53,401	\$65,078	\$70,792	\$5,714	8.77%
Life Ins Accrued	\$356	-\$2	-\$1,586	-	\$0	\$0	-
Health Care Program	\$1,205,436	\$1,089,288	\$1,416,247	\$1,381,270	\$1,521,814	\$140,544	10.17%
Health Care Pr Accru	\$4,635	-\$6,212	-\$34,138	-	\$0	\$0	-
Salary Budget Transfer To/From	-	-	-	-	\$0	\$0	-
PERSONNEL TOTAL	\$12,256,201	\$12,640,732	\$13,568,983	\$14,983,795	\$16,234,367	\$1,250,572	8.34%
Personnel - Other							
Temp. Salaries	\$150,667	\$179,992	\$166,396	\$129,200	\$134,200	\$5,000	3.86%
Temp Sal Accrued	\$221	-\$427	-\$2,431	-	\$0	\$0	-
Overtime	\$624,443	\$448,500	\$694,240	\$741,503	\$741,503	\$0	0.00%
Overtime Accrued	-\$8,734	-\$11,505	-\$9,694	-	\$0	\$0	-
Shift differential	\$45,182	\$38,355	\$35,151	\$50,892	\$50,892	\$0	0.00%
Night Diff Pay Accru	\$314	-\$296	-\$1,442	-	\$0	\$0	-
Court OT	-	\$449	\$670	\$0	\$0	\$0	-
Spec Events OT	\$152,847	\$392,710	\$350,827	\$286,900	\$290,200	\$3,300	1.15%
Spec Events OT Accru	\$8,109	\$8,345	-\$13,793	-	\$0	\$0	-
Holiday OT	\$50,046	\$39,873	\$43,518	\$44,554	\$44,204	-\$350	-0.78%
Holiday OT Accrued	\$6,212	-\$714	-\$5,498	-	\$0	\$0	-
Other OT	\$16,051	\$33,888	\$18,962	\$12,200	\$13,100	\$900	7.37%
Career Dev.	\$17,479	\$16,742	\$16,326	\$25,200	\$25,200	\$0	0.00%
Career Dev Accrued	\$235	-\$60	-\$517	-	\$0	\$0	-
Bonus Pay	\$1,500	\$575,059	\$75,047	\$10,000	\$10,000	\$0	0.00%
Employee Assist	-\$886	-	-	-	\$0	\$0	-
PERSONNEL - OTHER TOTAL	\$1,063,687	\$1,720,908	\$1,367,764	\$1,300,449	\$1,309,299	\$8,850	0.68%
Other							
Police Strategic Pl	-	-	-	-	\$20,000	\$20,000	-
Police In House Tr	-	-	-	-	\$20,250	\$20,250	-
Police Comm Engagement	-	-	-	-	\$20,000	\$20,000	-
Police Wellness Prog	-	-	-	-	\$20,000	\$20,000	-

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Police Traffic Ops	-	-	-	-	\$18,550	\$18,550	-
Gasoline/Diesel Emergency Purchases	-	-	\$47,359	-	\$0	\$0	-
Office Supplies	\$47,924	\$20,339	\$25,306	\$28,850	\$25,117	-\$3,733	-12.93%
Preprinted Forms	\$4,337	\$4,279	\$0	\$0	\$0	\$0	-
Postage	\$3,983	\$1,777	\$1,394	\$3,100	\$3,030	-\$70	-2.25%
Books	\$3,230	\$3,867	-	\$975	\$650	-\$325	-33.33%
Cleaning Supplies	\$1,641	\$459	\$2,702	\$2,650	\$2,650	\$0	0.00%
Uniforms/Clothing	\$79,252	\$87,981	\$91,305	\$165,000	\$168,500	\$3,500	2.12%
Safety Supplies	\$2,473	\$4,003	\$407	\$2,000	\$1,800	-\$200	-10.00%
Medical Supplies	\$2,106	\$75	\$2,664	-	\$0	\$0	-
Mat. Purch. Transit	-	\$0	-	-	\$0	\$0	-
Maint Supplies	\$42,459	\$9,271	\$2,299	\$1,000	\$1,000	\$0	0.00%
Small Hand Tools	\$87	\$515	\$125	\$725	\$875	\$150	20.68%
Constr Materials	-	\$120	\$34	\$0	\$0	\$0	-
Food Supplies	\$27,823	\$12,095	\$12,159	\$19,850	\$17,450	-\$2,400	-12.09%
Recr Supplies	-	-	-	-	\$0	\$0	-
Awards/Trophies	\$1,866	\$3,557	\$1,043	\$2,200	\$4,100	\$1,900	86.36%
Fuel	\$2,371	\$4,568	\$4,927	\$5,900	\$6,050	\$150	2.54%
Oil/Grease	\$27	\$36	-	\$1,000	\$25	-\$975	-97.50%
Mach/Equip/Furn (NC)	\$76,601	\$147,752	\$50,165	\$26,000	\$23,750	-\$2,250	-8.65%
Comp Sftwr (Non-cap)	\$2,548	\$3,808	\$3,839	\$0	\$0	\$0	-
Other Supplies	\$1,872	\$12,638	-\$1,928	\$6,750	\$6,675	-\$75	-1.11%
Mdse Purch	-	\$5,309	\$2,731	\$900	\$900	\$0	0.00%
Cell Phone Serv Purc	\$104,022	\$131,881	\$139,879	\$122,188	\$140,400	\$18,212	14.90%
K-9 Unit Support	\$10,985	\$7,418	\$24,436	\$14,750	\$18,438	\$3,688	25.00%
Forensic Supplies	\$13,550	\$10,544	\$23,867	\$11,500	\$11,500	\$0	0.00%
Law Enforcement Supp	\$72,457	\$26,136	\$104,747	\$105,000	\$111,120	\$6,120	5.82%
Ammunition	\$0	\$38,406	\$12,458	\$52,295	\$52,295	\$0	0.00%
Fire Arms	\$6,217	\$11,341	\$4,208	\$5,000	\$5,000	\$0	0.00%
Non-Vehicle Oper	\$17,333	\$31,024	\$31,893	\$43,790	\$21,941	-\$21,849	-49.89%
SWAT Support	\$5,297	\$8,189	\$0	\$0	\$0	\$0	-
Crisis Negotiation	\$26,471	\$334	\$0	-	\$0	\$0	-
Extradition Travel	\$4,707	\$269	\$712	\$3,000	\$3,000	\$0	0.00%
Specialized Response	-	-	\$8,878	\$45,900	\$45,900	\$0	0.00%
Dues/Subscriptions	\$6,573	\$5,858	\$5,105	\$10,489	\$13,594	\$3,105	29.60%
Utilities	\$5,608	\$7,423	\$7,877	\$8,334	\$8,460	\$126	1.51%
Printing/Duplicating	\$3,430	\$1,782	\$5,051	\$8,750	\$8,650	-\$100	-1.14%
Travel	-	-	\$0	\$0	\$0	\$0	-
Local Travel	\$4,800	-	-	-	\$0	\$0	-
Travel Lodging	\$25,427	\$37,374	\$32,742	\$61,880	\$90,300	\$28,420	45.92%
Travel Transport	\$6,784	\$16,362	\$8,236	\$49,700	\$59,400	\$9,700	19.51%
Meals	\$15,586	\$26,724	\$41,502	\$51,010	\$58,550	\$7,540	14.78%
Reimb Travel Expend	\$501	\$0	-	\$0	\$0	\$0	-
Advertising	\$300	\$4,737	\$4,372	\$3,340	\$3,340	\$0	0.00%
Registration Fees	\$20,073	\$44,865	\$50,159	\$39,800	\$72,050	\$32,250	81.03%
Rent	\$48,154	\$51,179	\$45,984	\$14,256	\$38,305	\$24,049	168.69%
Equipment Rental	\$10,243	\$11,236	\$14,450	\$16,415	\$16,565	\$150	0.91%
Laundry/Dry Cleaning	\$50	\$255	\$100	\$200	\$250	\$50	25.00%
Repairs and Maint	\$62,614	\$3,795	\$10,299	\$43,500	\$16,250	-\$27,250	-62.64%
Outside Maint-Labor	\$43,696	\$1,668	\$31,423	\$30,210	\$31,085	\$875	2.89%
Outside Maint-Parts	\$184,546	-\$248	\$11,545	\$31,930	\$32,350	\$420	1.31%
Maintenance Fees	-	\$138,357	\$141,728	\$0	\$0	\$0	-
Education/Training	\$2,770	\$9,460	\$5,371	\$0	\$8,242	\$8,242	-
Training M Fees	\$148,180	\$0	\$73,160	\$68,820	\$68,200	-\$620	-0.90%
Internet Access Fee	-	\$158	-	-	\$0	\$0	-
Organizational Fees	\$88,661	\$107,176	\$104,030	\$107,274	\$106,200	-\$1,074	-1.00%
Software Lic/Maint	\$18,515	\$69,910	\$84,836	\$144,919	\$135,410	-\$9,509	-6.56%
Vehicle Operations	-	\$100	-	-	\$0	\$0	-
Veh Oper-Wash/Clean	-	\$13,029	\$9,853	\$13,560	\$12,830	-\$730	-5.38%

	ACTUALS			ADOPTED	ADOPTED.	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Fleet Inv Parts Supp	\$922	–	–	–	\$0	\$0	–
Fleet Purch Services	\$5,038	\$1,479	–	–	\$0	\$0	–
Solid Waste Disp	\$0	\$202	–	–	\$0	\$0	–
Freight	\$253	\$1,273	\$30	–	\$0	\$0	–
Video Exp	–	\$162	–	–	\$0	\$0	–
Health Eval	\$9,271	\$5,276	\$17,299	\$10,000	\$10,000	\$0	0.00%
Investigative Exp	\$330	\$676	\$393	–	\$1,700	\$1,700	–
Investigative Funds	–	\$2,000	–	\$1,500	\$0	-\$1,500	-100.00%
Tourism Council	\$0	–	–	–	\$0	\$0	–
Credit Card Fees	\$1	–	–	–	\$0	\$0	–
Marketing Exp	–	–	–	\$0	\$0	\$0	–
Monthly Parking Fees	\$19,081	\$30,309	\$31,634	\$19,320	\$31,706	\$12,386	64.10%
Contrib to Other Gov	–	–	\$0	–	\$0	\$0	–
Grant Pass Thru	–	–	\$9,937	–	\$0	\$0	–
Acq Com Itm-Veh (MA)	–	\$69,522	\$0	\$0	\$0	\$0	–
Acq Com Itm-F/E (MA)	\$6,529	–	–	–	\$0	\$0	–
Acq Com Itm-Eqpt (MA)	\$8,728	\$89,655	\$0	–	\$0	\$0	–
Trn to ST Grants Fd	–	–	–	–	\$0	\$0	–
Lump Sum Appropr	–	–	–	–	\$0	\$0	–
OTHER TOTAL	\$1,308,301	\$1,339,744	\$1,344,727	\$1,405,530	\$1,594,403	\$188,873	13.43%
Contractual							
Professional Serv	\$141,106	\$157,609	\$119,792	\$101,207	\$148,232	\$47,025	46.46%
Serv Contracts	\$459,596	\$262,966	\$426,566	\$431,533	\$407,717	-\$23,816	-5.51%
Constr Contracts	\$3,910	–	–	–	\$0	\$0	–
Contracted Serv	\$6,191	\$4,853	-\$210	\$18,750	\$3,300	-\$15,450	-82.40%
Int Contract Svc	\$8,281	–	–	–	\$0	\$0	–
Consulting Services	–	\$8,357	–	–	\$0	\$0	–
Other Contractual Se	\$3,443	\$11,313	\$25,457	\$12,000	\$13,750	\$1,750	14.58%
CONTRACTUAL TOTAL	\$622,527	\$445,098	\$571,604	\$563,490	\$572,999	\$9,509	1.68%
Fixed							
Telephone-Int Chg	\$31,658	\$20,035	\$23,732	\$22,298	\$29,828	\$7,530	33.76%
Insurance Int Chgs	\$182,215	\$182,215	\$209,550	\$213,739	\$218,015	\$4,276	2.00%
Worker's Comp Ins	\$399,770	\$399,770	\$500,000	\$501,752	\$449,838	-\$51,914	-10.34%
IT Infrastruct Repla	\$36,773	\$36,773	\$36,849	\$56,644	\$37,448	-\$19,196	-33.88%
Veh Oper-Repair/Mnt	\$243,366	\$292,304	\$290,746	\$294,000	\$296,500	\$2,500	0.85%
Veh Opr-Fuel/Oil FLT	\$150,816	\$230,139	\$172,724	\$264,000	\$271,920	\$7,920	3.00%
Warehouse charge	\$1,524	\$1,524	\$1,524	\$1,872	\$2,079	\$207	11.05%
Vehicle Use Allow	\$300,000	\$300,000	\$307,000	\$851,100	\$851,100	\$0	0.00%
FIXED TOTAL	\$1,346,122	\$1,462,760	\$1,542,124	\$2,205,405	\$2,156,728	-\$48,677	-2.20%
EXPENSES BY LINE ITEM TOTAL	\$16,596,838	\$17,609,242	\$18,395,203	\$20,458,669	\$21,867,796	\$1,409,127	6.88%

GOALS & OBJECTIVES:

Strategic Outcome Area	Goal 1: To reduce gun violence through increased community partnerships within the City of Charlottesville.	Goal 2: To improve the recruitment and retention of highly qualified police officers and professional staff members for the Charlottesville Police Department.	Goal 3: To better the treatment, safety, and well-being of all those who work within the Charlottesville Police Department.
Public Safety	<ol style="list-style-type: none"> 1. Create a safer community. 2. Develop crisis strategies. 3. Engage youth. 4. Increase awareness. 5. Adopt a service-driven approach. 6. Strengthen relationships 	<ol style="list-style-type: none"> 1. Promote career growth. 2. Foster diversity. 3. Rebrand, 4. Recruit. 5. Strength. 	<ol style="list-style-type: none"> 1. Building internal trust. 2. Morale-boosting programs. 3. Increase efficiency.

PERFORMANCE MEASURES:

Performance Measures: Police								
Strategic Outcome Area	Performance Measure	Fiscal or Calendar Year	2018	2019	2020	2021	2022	2023
Public Safety	Number of Part I Crime Cases by Year	CY	N/A	1,271	1,142	1,489	1,801	1,743
	Gun Violence Cases	CY	N/A	20	30	54	57	39
	Percentage of Vacant Police Officer Positions (Number recorded at end of FY)	FY	4.41%	12.86%	11.43%	8.70%	21.13%	5.97%

EXPLANATION OF CHANGES:

Salaries & Benefits

- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget.
- For FY25, the funding has been allocated to reflect the actual salaries for each department.
- 2 FTEs police officers added to help support the newly created ANCHOR team (\$338,712).
- 2 FTEs approved as temporary overhires in FY24 have been removed.
- 3 FTEs replaced with 1 FTE to create Assistant Chief position.
- Collective Bargaining Contract Impact will result in an increase of \$815,439 for the Police Department budget in FY25.

Other Expenditures

- Increases for software licenses, uniforms, and clothing and travel related to training.

School Operations



Contribution to Charlottesville City Schools

FISCAL YEAR 2025

OVERVIEW:

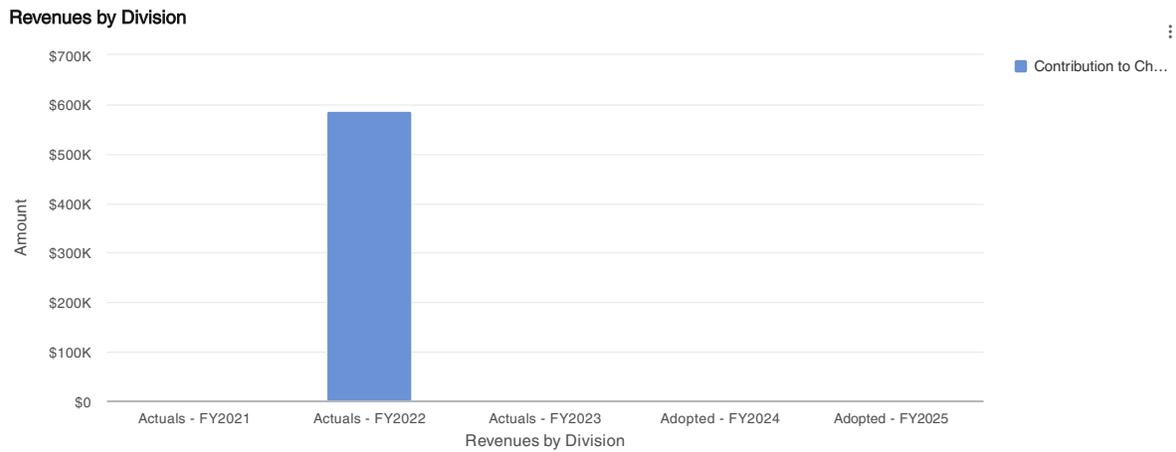
Charlottesville City Schools provide high quality education for more than 4,400 racially, ethnically, and economically diverse students in Pre-K through 12th grade. This includes six elementary schools, one upper elementary school, one middle school, and one high school under the direction of the Charlottesville School Board. Other options for high-school students in the City include Lugo-McGinness Academy, which serves students in a smaller and more therapeutic setting, and the Charlottesville-Albemarle Career and Technical Education Center (CATEC). Free preschool programs -- including locally-funded classes for three-year-olds -- serve young people who qualify because of economic or other challenges. Adult programs are also available through the schools' partnership with PVCC at the Thomas Jefferson Adult and Career Education Center and CATEC. In addition, the City Schools operate the University of Virginia Medical Center's Hospital Education Program. Charlottesville City Schools have won national and international attention in areas such as social-emotional learning, STEM, and fine arts. The schools are committed to making opportunities and school-wide supports easily available to all students.

In addition, there is \$56.2 million in the FY25 Capital Improvement Program dedicated to Education/school projects.

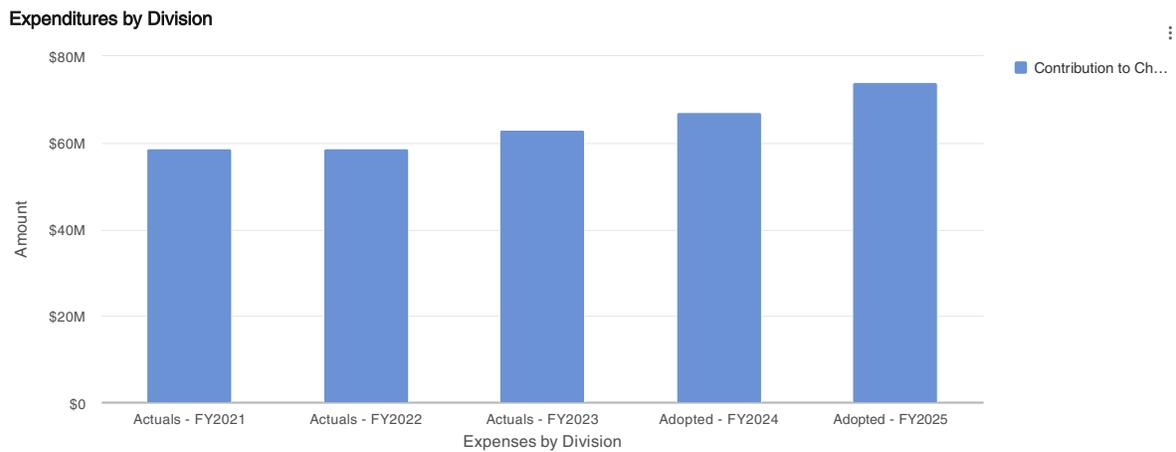
SCHOOL BUDGET:

Total Schools Combined Budget				
Funds	FY23 Adopted	FY24 Adopted	FY24 Revised	FY25 Adopted
General (Operating)	\$ 83,267,031	\$ 87,980,681	\$ 86,626,337	\$ 94,743,863
Special Revenue	\$ 23,649,200	\$ 19,147,966	\$ 38,894,247	\$ 42,241,362
Total Funds	\$ 106,916,231	\$ 107,128,647	\$ 125,520,584	\$ 136,985,225

DEPARTMENTAL REVENUES:



DEPARTMENTAL EXPENDITURES:



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Contribution to Char City Schools	-	\$587,252	\$0	-	\$0	\$0	-
REVENUES BY DIVISION TOTAL	-	\$587,252	\$0	-	\$0	\$0	-

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenses by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Contribution to Char City Schools	\$58,709,623	\$58,709,623	\$62,925,964	\$67,092,134	\$74,092,134	\$7,000,000	10.43%
EXPENSES BY DIVISION TOTAL	\$58,709,623	\$58,709,623	\$62,925,964	\$67,092,134	\$74,092,134	\$7,000,000	10.43%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Miscellaneous Revenue							
Refund-Prior Yr Exp	-	\$587,252	-	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	-	\$587,252	-	-	\$0	\$0	-
Transfers	-	-	\$0	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	-	\$587,252	\$0	-	\$0	\$0	-

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Other							
Contrib to Schools	\$58,709,623	\$58,709,623	\$62,925,964	\$67,092,134	\$74,092,134	\$7,000,000	10.43%
OTHER TOTAL	\$58,709,623	\$58,709,623	\$62,925,964	\$67,092,134	\$74,092,134	\$7,000,000	10.43%
EXPENSES BY LINE ITEM TOTAL	\$58,709,623	\$58,709,623	\$62,925,964	\$67,092,134	\$74,092,134	\$7,000,000	10.43%

Charlottesville City Schools: Contracted Services

FISCAL YEAR 2025

OVERVIEW:

Charlottesville City Schools contract annually with the City of Charlottesville to provide the following services:

School Building Services: Facilities Maintenance, a Public Works division, provides routine repair and preventive maintenance services to ten Charlottesville Public School campuses and the Central Administration building. Those services include electrical, mechanical, plumbing, carpentry, roofing, and painting. A variety of “Small Capital Projects” are executed by Facilities Maintenance and by Public Works Facilities Development. Regulatory compliance is assured for all building, public safety, and accessibility codes and mandates. Utilities for each facility are carefully monitored by staff, and paid from a separate budget.

School Pupil Transportation: Pupil Transportation, a division of CAT, provides student transportation services to and from the City schools and several alternative education sites, activity transportation service, and field trip transportation service under contract to the Charlottesville City Schools. The Pupil Transportation fleet consists of thirty-nine school buses. To maintain a safe and reliable fleet, school buses are replaced after twelve years. Five school buses in the fleet are equipped with wheelchair lifts for students with special needs.

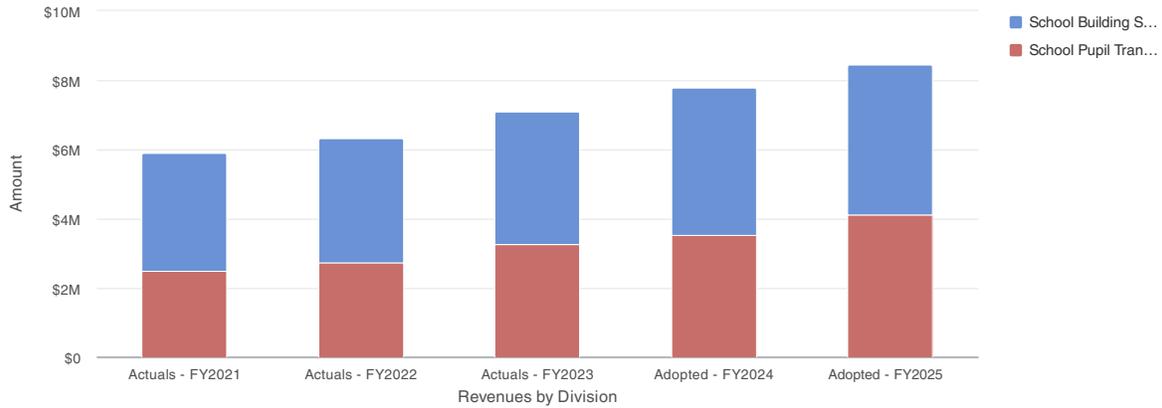
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
School Building Services	20.64	19.5
School Pupil Transportation	28.25	31
ALLOCATED FTE	48.89	50.5

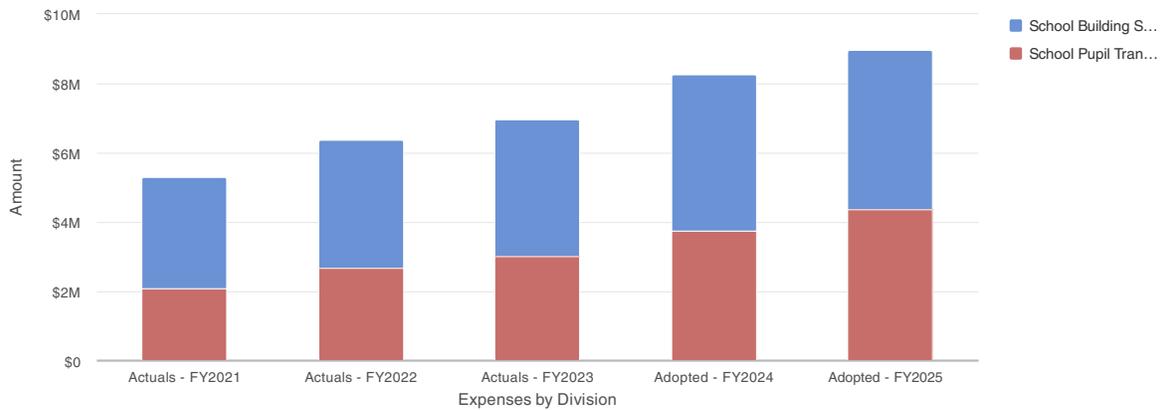
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
School Building Services	\$3,817,361	\$4,044,768	\$4,309,449	\$4,768,096	\$4,861,796	\$93,700	1.96%
School Pupil Transportation	\$2,808,677	\$3,066,086	\$3,672,265	\$3,982,490	\$4,617,258	\$634,768	15.93%
REVENUES BY DIVISION TOTAL	\$6,626,038	\$7,110,854	\$7,981,715	\$8,750,586	\$9,479,054	\$728,468	8.32%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
School Building Services	\$3,403,713	\$3,901,206	\$4,174,942	\$4,768,096	\$4,861,796	\$93,700	1.96%
School Pupil Transportation	\$2,211,792	\$2,845,782	\$3,186,017	\$3,982,490	\$4,617,258	\$634,768	15.93%
EXPENSES BY DIVISION TOTAL	\$5,615,506	\$6,746,989	\$7,360,959	\$8,750,586	\$9,479,054	\$728,468	8.32%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$5,615,506	\$6,746,989	\$7,360,959	\$8,750,586	\$9,479,054	\$728,468	8.32%
EXPENSES BY FUND TOTAL	\$5,615,506	\$6,746,989	\$7,360,959	\$8,750,586	\$9,479,054	\$728,468	8.32%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Misc Fees	-	-	-\$120	-	\$0	\$0	-
HVAC Fees	\$491	\$687	\$327	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	\$491	\$687	\$207	-	\$0	\$0	-
Intergovernmental Revenue							
Rev/Othr Local Gov't	-	-	\$0	-	-	\$0	-
Rev/City Schools	\$0	\$0	\$0	\$3,982,490	\$4,617,258	\$634,768	15.93%
School Bus Charters	-	\$16,578	\$70,993	\$0	\$0	\$0	-
School Bus Dept Rent	-	\$250	\$200	-	\$0	\$0	-
Sch Bus School Trips	-	\$19,297	\$41,065	\$0	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	\$0	\$36,125	\$112,258	\$3,982,490	\$4,617,258	\$634,768	15.93%
Miscellaneous Revenue							
Refund-Prior Yr Exp	-	-	-	-	\$0	\$0	-
Ins Recovery	-	-	\$12,192	-	\$0	\$0	-
Other Misc Rev	\$3,378	\$218	-	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	\$3,378	\$218	\$12,192	-	\$0	\$0	-
Warehouse Revenue							
Warehse Outlet Sales	\$90	\$680	\$15,114	-	\$0	\$0	-
WAREHOUSE REVENUE TOTAL	\$90	\$680	\$15,114	-	\$0	\$0	-
Transfers							

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Transfer From Schools	\$6,622,079	\$7,073,146	\$7,841,943	\$4,768,096	\$4,861,796	\$93,700	1.96%
TRANSFERS TOTAL	\$6,622,079	\$7,073,146	\$7,841,943	\$4,768,096	\$4,861,796	\$93,700	1.96%
REVENUES BY LINE ITEM TOTAL	\$6,626,038	\$7,110,854	\$7,981,715	\$8,750,586	\$9,479,054	\$728,468	8.32%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$1,249,027	\$1,332,096	\$1,438,620	\$1,621,595	\$2,048,777	\$427,182	26.34%
Full Time Sal Accrue	\$2,679	\$13,567	-\$54,409	-	\$0	\$0	-
PT Salaries	\$665,105	\$641,081	\$630,919	\$846,364	\$674,568	-\$171,796	-20.29%
Part Time Sal Accru	-\$17,501	\$5,060	-\$13,360	-	\$0	\$0	-
COLA Budget	-	-	-	\$0	\$0	\$0	-
Soc Sec - FICA	\$143,333	\$155,098	\$164,780	\$188,799	\$208,335	\$19,536	10.34%
Soc Sec FICA Accrued	-\$1,014	\$1,755	-\$5,129	-	\$0	\$0	-
Retirement Cont DB	\$409,101	\$459,057	\$473,222	\$579,103	\$487,855	-\$91,248	-15.75%
Retirement Cont DC	\$33,476	\$42,871	\$35,924	\$31,858	\$61,924	\$30,066	94.37%
Retirement Cont A DB	-\$3,585	\$984	-\$12,529	-	\$0	\$0	-
Retirement Cont A DC	-\$237	\$889	-\$1,520	-	\$0	\$0	-
Life Insurance	\$12,661	\$12,531	\$13,789	\$17,868	\$19,717	\$1,849	10.34%
Life Ins - Retirees	\$209	\$0	\$245	-	\$0	\$0	-
Life Ins Accrued	\$15	\$113	-\$481	-	\$0	\$0	-
Health Care Program	\$336,806	\$327,093	\$452,279	\$460,989	\$541,218	\$80,229	17.40%
Health Care Prog - R	\$4,528	\$0	\$3,396	-	\$0	\$0	-
Health Care Pr Accru	-\$1,981	\$3,210	-\$12,279	-	\$0	\$0	-
Salary Budget Transfer To/From	-	-	-	-	\$0	\$0	-
PERSONNEL TOTAL	\$2,832,621	\$2,995,404	\$3,113,467	\$3,746,576	\$4,042,394	\$295,818	7.89%
Personnel - Other							
Temp. Salaries	\$51,756	\$101,250	\$179,197	\$81,497	\$205,000	\$123,503	151.54%
Temp Sal Accrued	-\$1,119	\$5,444	-\$3,860	-	\$0	\$0	-
Overtime	\$24,545	\$84,662	\$94,434	\$136,133	\$138,133	\$2,000	1.46%
Overtime Accrued	\$1,738	-\$1,126	\$647	-	\$0	\$0	-
Holiday OT	\$8,433	\$10,391	\$12,965	\$23,000	\$23,000	\$0	0.00%
Holiday OT Accrued	\$1,041	-\$345	-\$696	-	\$0	\$0	-
Other OT	\$3,233	\$6,095	\$1,266	\$3,500	\$3,500	\$0	0.00%
Career Dev.	\$262	-	-	\$4,000	\$4,000	\$0	0.00%
Career Dev Accrued	-\$157	-	\$219	-	\$0	\$0	-
Recruit Incentive	-	\$49,600	-	-	\$0	\$0	-
Bonus Pay	\$42,858	\$81,431	\$5,180	\$87,200	\$112,500	\$25,300	29.01%
PERSONNEL - OTHER TOTAL	\$132,589	\$337,402	\$289,352	\$335,330	\$486,133	\$150,803	44.97%
Other							
Gasoline/Diesel Emergency Purchases	-	-	\$2,862	-	\$0	\$0	-
Office Supplies	\$5,503	\$3,471	\$2,481	\$5,605	\$5,605	\$0	0.00%
Postage	\$66	\$32	\$146	\$200	\$200	\$0	0.00%
Cleaning Supplies	\$3,996	\$1,787	\$1,139	\$3,905	\$5,905	\$2,000	51.21%
Uniforms/Clothing	\$6,508	\$4,816	\$10,446	\$16,000	\$24,800	\$8,800	55.00%
Safety Supplies	\$40,270	\$197	\$342	\$4,500	\$4,500	\$0	0.00%
PPE-Pers Prot Equip	\$146	\$414	\$1,954	\$620	\$1,620	\$1,000	161.29%
Mat. Issued Transit	-	\$115	-	-	\$0	\$0	-
Maint Supplies	\$2,112	\$4,439	\$443	\$2,000	\$2,500	\$500	25.00%

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Small Hand Tools	\$4,482	\$3,104	\$2,819	\$9,140	\$9,140	\$0	0.00%
Constr Materials	\$84	\$19	\$43	–	\$0	\$0	–
Food Supplies	\$22	\$223	\$614	\$510	-\$510	-\$1,020	-200.00%
Awards/Trophies	–	\$75	\$241	–	\$0	\$0	–
Fuel	\$249	\$572	\$272	\$600	\$1,000	\$400	66.66%
Chemicals	–	–	–	\$0	\$0	\$0	–
Mach/Equip/Furn (NC)	\$615	\$5,267	\$2,878	\$2,450	\$2,450	\$0	0.00%
Comp Sftwr (Non-cap)	\$352	\$678	\$398	\$4,000	\$4,000	\$0	0.00%
Other Supplies	\$11	\$48	\$371	\$1,000	\$1,000	\$0	0.00%
Cell Phone Serv Purc	\$20,280	\$24,357	\$19,994	\$12,312	\$12,612	\$300	2.43%
Dues/Subscriptions	\$1,366	\$876	\$1,295	\$2,340	\$2,340	\$0	0.00%
Utilities	\$1,048,654	\$1,262,027	\$1,368,892	\$1,536,809	\$1,655,588	\$118,779	7.72%
Printing/Duplicating	–	\$80	–	\$500	\$500	\$0	0.00%
Legal Fees	–	–	\$73	–	\$0	\$0	–
Travel	–	\$87	\$6,966	\$9,750	\$12,408	\$2,658	27.26%
Local Travel	–	–	–	\$408	-\$408	-\$816	-200.00%
Travel Transport	–	\$0	–	–	–	\$0	–
Meals	\$456	\$616	\$2,030	\$2,010	\$3,200	\$1,190	59.20%
Advertising	\$3,713	\$50,897	\$55,747	\$65,000	\$60,000	-\$5,000	-7.69%
Equipment Rental	\$3,429	\$2,937	\$2,855	\$11,880	\$11,880	\$0	0.00%
Repairs and Maint	\$370,434	\$450,207	\$343,633	\$478,541	\$650,791	\$172,250	35.99%
Education/Training	\$3,041	\$17,208	\$2,081	\$28,084	\$28,084	\$0	0.00%
Software Lic/Maint	–	–	\$1,015	–	\$0	\$0	–
Veh Oper-Wash/Clean	–	–	\$873	\$3,000	\$3,000	\$0	0.00%
Fleet Inv Parts Supp	–	\$662	\$1,802	–	\$0	\$0	–
Fleet Purch Services	\$917	–	–	–	\$0	\$0	–
Solid Waste Disp	\$2,873	\$1,635	\$3,634	\$3,000	\$4,000	\$1,000	33.33%
Freight	\$4,128	\$5,026	\$4,846	\$4,850	\$5,850	\$1,000	20.61%
Tree Maint Contr	–	–	–	–	\$0	\$0	–
Pension Distribution	\$0	\$0	\$0	–	\$0	\$0	–
Sch Sal Reimb	\$104,039	\$108,489	\$112,101	\$108,489	\$0	-\$108,489	-100.00%
Acq Com Itm-Veh (MA)	\$11,043	\$9,352	–	–	\$0	\$0	–
Lump Sum Apprpr	–	–	–	–	\$0	\$0	–
OTHER TOTAL	\$1,638,786	\$1,959,713	\$1,955,284	\$2,317,503	\$2,512,055	\$194,552	8.39%
Contractual							
Professional Serv	\$55,600	\$288,963	\$425,602	\$371,879	\$420,000	\$48,121	12.93%
Serv Contracts	\$85,450	\$121,416	\$151,501	\$392,314	\$193,270	-\$199,044	-50.73%
Contracted Serv	\$62,109	\$215,855	\$376,670	\$223,866	\$446,922	\$223,056	99.63%
Int Contract Svc	\$4,987	–	–	\$140,000	\$140,000	\$0	0.00%
Consulting Services	\$0	–	–	–	\$0	\$0	–
Other Contractual Se	\$22,717	\$31,011	\$23,365	\$28,610	\$30,305	\$1,695	5.92%
CONTRACTUAL TOTAL	\$230,865	\$657,246	\$977,138	\$1,156,669	\$1,230,497	\$73,828	6.38%
Fixed							
Telephone-Int Chg	\$4,327	\$3,467	\$20,408	\$3,952	\$2,494	-\$1,458	-36.89%
Insurance Int Chgs	\$32,344	\$32,344	\$37,196	\$37,940	\$38,699	\$759	2.00%
Worker's Comp Ins	\$22,017	\$22,017	\$31,469	\$32,099	\$32,738	\$639	1.99%
IT Infrastruct Repla	\$4,400	\$4,400	\$13,761	\$8,582	\$13,826	\$5,244	61.10%
Veh Oper-Repair/Mnt	\$228,423	\$277,585	\$301,483	\$291,000	\$291,000	\$0	0.00%
Veh Opr-Fuel/Oil FLT	\$67,006	\$171,297	\$156,774	\$199,435	\$205,418	\$5,983	2.99%
Vehicle Use Allow	\$422,128	\$286,114	\$464,628	\$621,500	\$623,800	\$2,300	0.37%
FIXED TOTAL	\$780,646	\$797,224	\$1,025,718	\$1,194,508	\$1,207,975	\$13,467	1.12%
EXPENSES BY LINE ITEM TOTAL	\$5,615,506	\$6,746,989	\$7,360,959	\$8,750,586	\$9,479,054	\$728,468	8.32%

EXPLANATION OF CHANGES:

Salaries & Benefits

- 6% salary increase was given in FY24 and the total funding for the increase was shown in the FY24 budget as a lump sum under the Employee Compensation and Training section for the budget. For FY25, the funding has been allocated to reflect the actual salaries for each department.
- 2 FTEs added Transit Operators and conversion of 9 existing driver positions from part-time positions to 40-hour positions.
- Collective Bargaining Contract Impact for pupil drivers is \$90,401 in FY25.

Other Expenditures

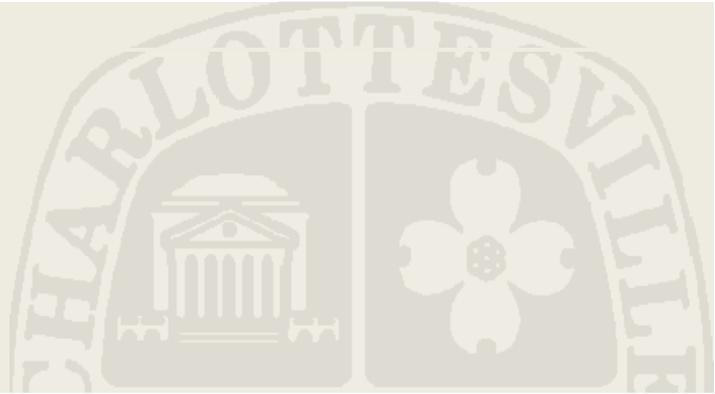
- Increases for contractual services, vehicle replacements, and maintenance.

Transfers to Other Funds



Interfund Transfers

FISCAL YEAR 2025



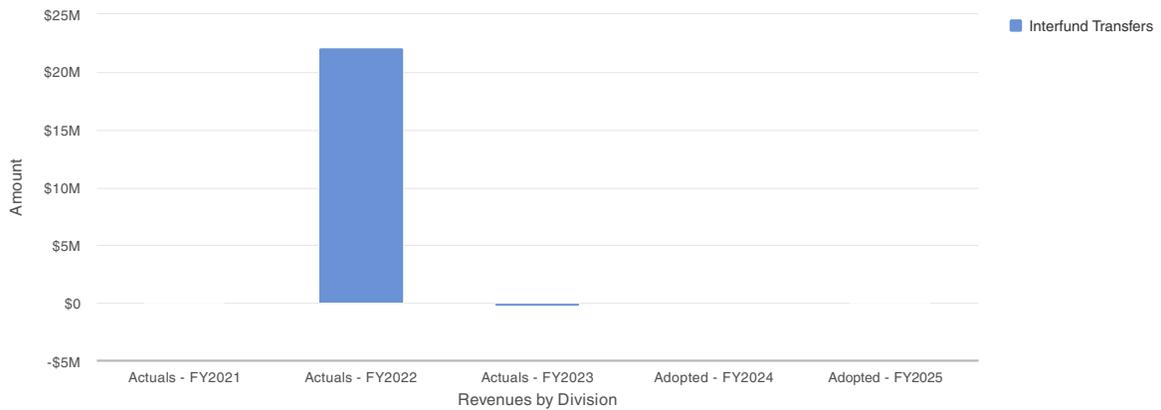
OVERVIEW:

This section is a reference for the transfers of funds or expenditures from the General Fund to other, Non-General funds:

- **General Fund:** The General Fund is usually referred to as the operating fund and is used to finance the day-to-day operations of the City. It is the largest part of the City's total financial operation. Revenues for this fund are obtained from taxes, licenses, and permits, intergovernmental revenue, charges for services, fines, interest, and City/County Revenue Sharing funds.
- **Capital Improvement Program Fund:** This fund is used to account for all financial resources that are needed in the acquisition or construction of capital assets. Revenues for this fund are obtained from bond issues, a transfer from the General Fund, a contribution from the City Schools for their small capital projects program, and contributions from Albemarle County for shared projects.
- **Children's Services Act (CSA) Fund:** This fund goes towards the CSA funds; CSA is operated by the Department of Social Services.
- **Comm Attn Fund:** The Community Attention Fund.
- **Debt Service Fund:** The Debt Service Fund provides necessary funds to retire the City's general government outstanding bond indebtedness and related costs.
- **Facilities Repair Fund:** The Facilities Repair Fund provides funding to preserve the City's investment in non-school facilities.
- **Federal Grants Fund:** Transfers to Federal grants.
- **Fund Balance Target Adjustment:** The Fund Balance Target Adjustment is the target for the Fund Balance. It is an expense that is adjusted accordingly.
- **Golf Fund:** Meadowcreek Golf Course, operated by the Parks & Recreation Department, is funded with an enterprise fund that covers operations, management, and maintenance of the course.
- **Health Care Fund:** The Health Care Fund is the funding source for the City's health-related benefits provided to participants in the City's healthcare programs.
- **Information Technology Fund:** The IT Department operations for the City's software and hardware systems are funded through here.
- **Social Services Fund:** This fund goes towards the Department of Social Services.
- **Stakeholder-Specific Vulnerability Categorization (SVCC) Fund:** The SVCC Fund provides cyber community a vulnerability analysis.
- **State Grants Fund:** Transfers to State grants.
- **Transit Fund:** Charlottesville Area Transit receives funding through here.
- **Virginia Juvenile Community Crime Control Act (VJCCCA) Fund:** The VJCCCA Fund goes towards promoting adequate services towards juvenile and domestic relations courts.
- **Warehouse Fund:** The Warehouse, managed by the Finance Department, is funded through here.

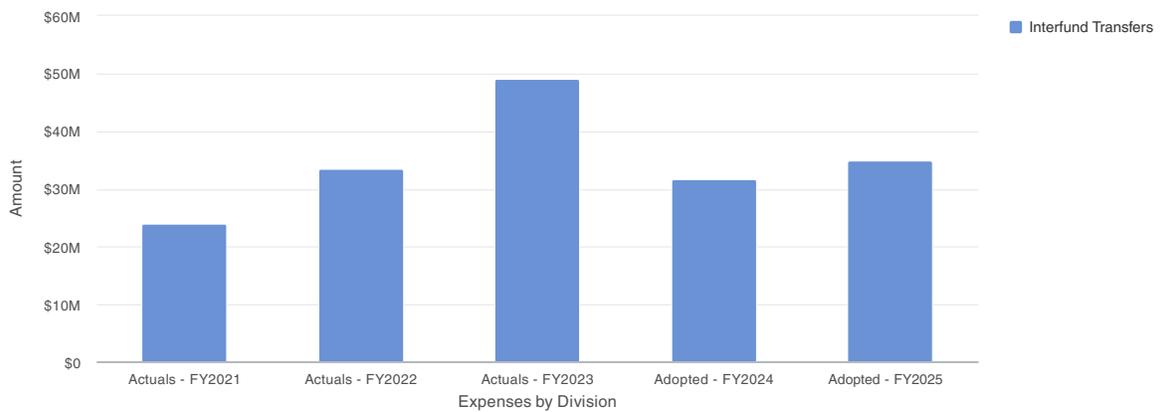
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Interfund Transfers	\$23,978,311	\$33,529,036	\$49,129,995	\$31,788,523	\$34,983,125	\$3,194,602	10.04%
EXPENSES BY DIVISION TOTAL	\$23,978,311	\$33,529,036	\$49,129,995	\$31,788,523	\$34,983,125	\$3,194,602	10.04%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
General Fund	\$23,982,718	\$33,529,036	\$49,129,995	\$31,788,523	\$34,983,125	\$3,194,602	10.04%
Non-General Funds	-\$4,407	–	\$0	–	\$0	\$0	–
EXPENSES BY FUND TOTAL	\$23,978,311	\$33,529,036	\$49,129,995	\$31,788,523	\$34,983,125	\$3,194,602	10.04%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Other							
Interest	-\$4,407	–	–	–	\$0	\$0	–
Acq Com Itm-Veh (MA)	–	–	\$0	–	\$0	\$0	–
Trn to Fac Rep Fd	\$400,000	\$200,000	\$200,000	\$400,000	\$400,000	\$0	0.00%
Trn to ST Grants Fd	\$886	\$77,470	\$48,123	–	\$0	\$0	–
Trn to Fd Grants Fd	–	–	\$15,994	–	\$0	\$0	–
Trn to SSVF Fd	\$3,473,841	\$3,552,335	\$3,772,028	\$3,602,777	\$3,995,165	\$392,388	10.89%
Trn to Comm Attn Fd	\$641,280	\$758,753	\$1,506,362	\$1,506,362	\$2,075,492	\$569,130	37.78%
Trn to CSA Fd	\$1,494,010	\$1,369,549	\$1,320,305	\$1,904,722	\$1,750,000	-\$154,722	-8.12%
Trn to VJCCCA	\$108,415	\$108,415	\$108,415	\$108,415	\$108,415	\$0	0.00%
Trn to Transit Fd	\$2,515,233	\$2,513,651	\$2,513,651	\$2,825,000	\$4,629,584	\$1,804,584	63.87%
Trn to Govt Debt Svc	\$10,354,393	\$11,215,052	\$17,567,099	\$13,398,856	\$13,725,940	\$327,084	2.44%
Trn to Cap Proj-GF	\$4,994,660	\$13,733,812	\$20,619,019	\$7,542,391	\$7,798,529	\$256,138	3.39%
Trn to Golf Course F	–	–	\$300,000	–	\$0	\$0	–
Trn to IT Fd	–	–	\$1,159,000	–	\$0	\$0	–
Trn to Warehouse Fd	–	\$0	\$0	–	\$0	\$0	–
Trn to Hlth Care Fd	–	\$0	–	–	\$0	\$0	–
Trn to Fleet	–	\$0	\$0	–	\$0	\$0	–
FB Target Adjustment	–	–	–	\$500,000	\$500,000	\$0	0.00%
Lump Sum Appropr	–	–	–	–	\$0	\$0	–
OTHER TOTAL	\$23,978,311	\$33,529,036	\$49,129,995	\$31,788,523	\$34,983,125	\$3,194,602	10.04%
Fixed	–	–	\$0	–	\$0	\$0	–
EXPENSES BY LINE ITEM TOTAL	\$23,978,311	\$33,529,036	\$49,129,995	\$31,788,523	\$34,983,125	\$3,194,602	10.04%

EXPLANATION OF CHANGES:

The amounts budgeted for these transfers generally vary from year to year. The amount transferred to a particular fund is based upon the projected revenue and expenditures needed for the fund's activity in any given year.

Other Non-General Funds



Communications Fund

FISCAL YEAR 2025



OVERVIEW:

The Communications System Fund provides the necessary funding for the operation of the City of Charlottesville’s citywide phone system and the City’s mailroom operations throughout the fiscal year. The citywide phone system is managed by the Information Technology Department and funded through user fees. This portion of the Communications System Fund includes base rates for phones, long distance, maintenance contracts, and any software upgrades related to the phone system.

Mailroom operations are also included in the Communications System Fund. Mailroom expenses include the cost of postage and maintenance contracts for postage meter machines. This portion of the Communications System Fund is funded by the departments through fees for usage of the postage machines.

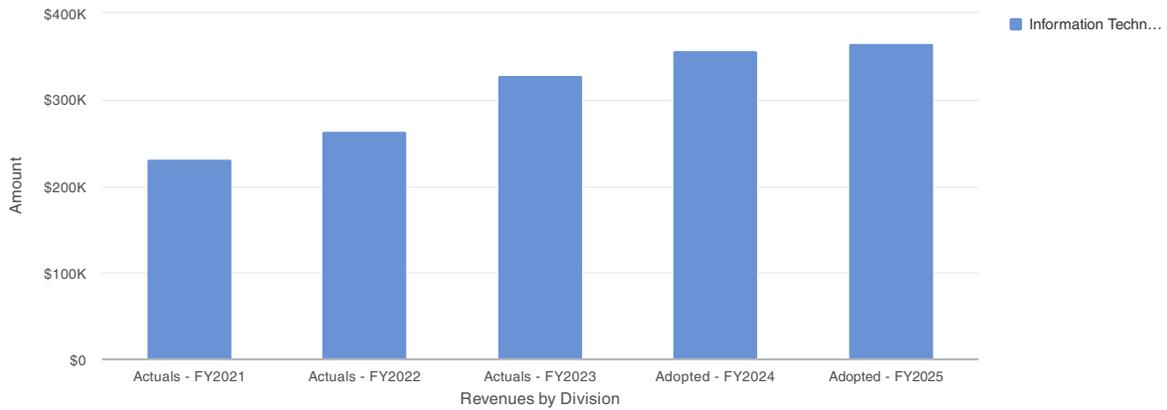
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Information Technology Department	1	1
ALLOCATED FTE	1	1

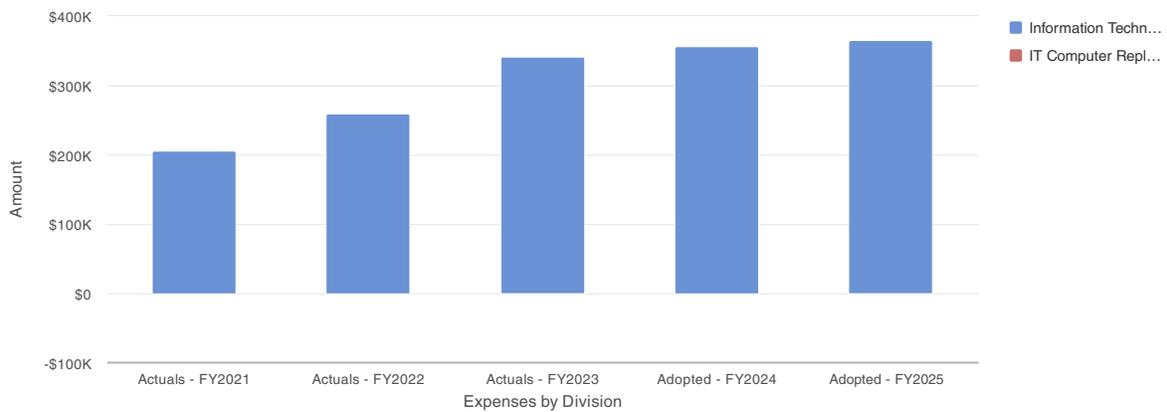
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Information Technology Department	\$231,224	\$263,713	\$328,528	\$356,466	\$365,585	\$9,119	2.55%
REVENUES BY DIVISION TOTAL	\$231,224	\$263,713	\$328,528	\$356,466	\$365,585	\$9,119	2.55%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Information Technology Department	\$206,176	\$260,316	\$341,327	\$356,466	\$365,585	\$9,119	2.55%
IT Computer Replacement Pool	–	–	-\$796	–	\$0	\$0	–
EXPENSES BY DIVISION TOTAL	\$206,176	\$260,316	\$340,531	\$356,466	\$365,585	\$9,119	2.55%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds	\$206,176	\$260,316	\$340,531	\$356,466	\$365,585	\$9,119	2.55%
EXPENSES BY FUND TOTAL	\$206,176	\$260,316	\$340,531	\$356,466	\$365,585	\$9,119	2.55%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Other Fees	\$180,371	\$207,525	\$261,386	\$271,466	\$280,585	\$9,119	3.35%
CHARGES FOR SERVICES TOTAL	\$180,371	\$207,525	\$261,386	\$271,466	\$280,585	\$9,119	3.35%
Miscellaneous Revenue							
Refund-Prior Yr Exp	–	\$120	–	–	\$0	\$0	–
MISCELLANEOUS REVENUE TOTAL	–	\$120	–	–	\$0	\$0	–
IT Revenue							
Postage Revenue	\$50,853	\$56,068	\$67,142	\$85,000	\$85,000	\$0	0.00%
IT REVENUE TOTAL	\$50,853	\$56,068	\$67,142	\$85,000	\$85,000	\$0	0.00%
REVENUES BY LINE ITEM TOTAL	\$231,224	\$263,713	\$328,528	\$356,466	\$365,585	\$9,119	2.55%

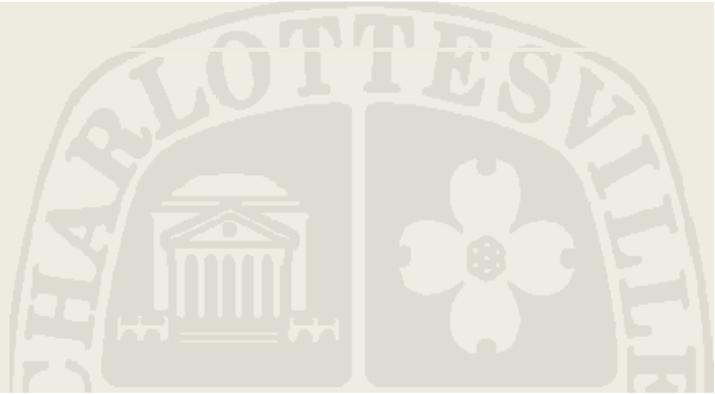
DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$58,989	\$61,700	\$68,114	\$65,686	\$69,618	\$3,932	5.98%
Full Time Sal Accrue	\$227	\$484	-\$2,133	-	\$0	\$0	-
PT Salaries	-	-	-	\$0	\$0	\$0	-
COLA Budget	-	-	-	\$4,665	\$4,945	\$280	5.99%
Soc Sec - FICA	\$4,483	\$4,842	\$5,231	\$5,025	\$5,326	\$301	5.98%
Soc Sec FICA Accrued	\$18	\$41	-\$166	-	\$0	\$0	-
Retirement Cont DB	-	-	-	\$0	\$0	\$0	-
Retirement Cont DC	\$3,974	\$4,936	\$6,430	\$6,569	\$6,962	\$393	5.98%
Retirement Cont A DC	\$18	\$39	-\$145	-	\$0	\$0	-
Life Insurance	\$415	\$447	\$493	\$476	\$504	\$28	5.97%
Life Ins Accrued	\$3	\$3	-\$15	-	\$0	\$0	-
Health Care Program	\$9,072	\$9,072	\$9,421	\$9,526	\$10,717	\$1,191	12.50%
Health Care Pr Accru	\$35	\$35	-\$305	-	\$0	\$0	-
PERSONNEL TOTAL	\$77,234	\$81,600	\$86,926	\$91,947	\$98,072	\$6,125	6.66%
Personnel - Other							
Temp. Salaries	\$310	\$336	\$2,055	-	\$0	\$0	-
Overtime	\$128	\$92	\$900	-	\$0	\$0	-
Bonus Pay	\$750	\$3,500	-	-	\$0	\$0	-
PERSONNEL - OTHER TOTAL	\$1,188	\$3,928	\$2,955	-	\$0	\$0	-
Other							
Office Supplies	\$448	\$3,428	\$1,045	-	\$0	\$0	-
Postage	\$58,000	\$65,000	\$70,000	\$68,666	\$70,000	\$1,334	1.94%
Mach/Equip/Furn (NC)	\$347	\$9,555	\$2,362	\$2,500	\$2,500	\$0	0.00%
Comp Sftwr (Non-cap)	-	-	\$900	\$0	\$0	\$0	-
Other Supplies	-	-	-	\$2,450	\$2,450	\$0	0.00%
Telephone Serv Purch	\$28,292	\$13,224	\$2,031	-	\$0	\$0	-
Cell Phone Serv Purc	-	\$61	-	-	\$0	\$0	-
Telephone-Long Dist	\$33,082	\$58,659	\$114,134	\$125,000	\$125,800	\$800	0.64%
Equipment Rental	\$5,904	\$7,062	\$1,480	\$7,500	\$8,500	\$1,000	13.33%
Software Lic/Maint	-	\$17,536	\$48,374	\$4,072	\$4,072	\$0	0.00%
Lease Payments	\$1,416	-	-	-	\$0	\$0	-
OTHER TOTAL	\$127,490	\$174,525	\$240,326	\$210,188	\$213,322	\$3,134	1.49%
Contractual							
Serv Contracts	-	-	\$10,011	\$50,611	\$50,793	\$182	0.35%
CONTRACTUAL TOTAL	-	-	\$10,011	\$50,611	\$50,793	\$182	0.35%
Fixed							
Telephone-Int Chg	\$264	\$264	\$313	\$282	\$254	-\$28	-9.92%
Worker's Comp Ins	-	-	-	\$0	\$61	\$61	-
IT Comp Replacemt	-	-	-	\$1,102	\$642	-\$460	-41.74%
IT Infrastruct Repla	-	-	-	\$687	\$576	-\$111	-16.15%
IT User/Support Fee	-	-	-	\$1,649	\$1,865	\$216	13.09%
FIXED TOTAL	\$264	\$264	\$313	\$3,720	\$3,398	-\$322	-8.65%
EXPENSES BY LINE ITEM TOTAL	\$206,176	\$260,316	\$340,531	\$356,466	\$365,585	\$9,119	2.55%

Debt Service Fund

FISCAL YEAR 2025



OVERVIEW:

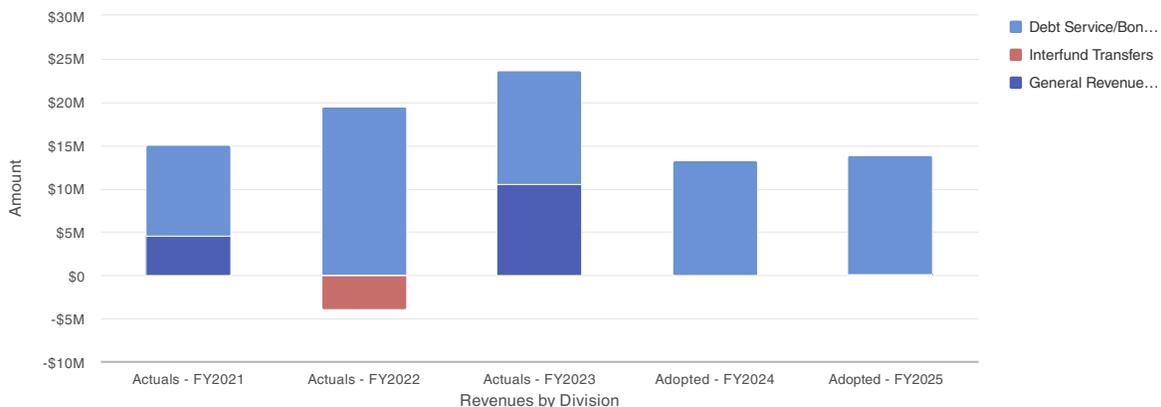
The City’s Debt Service Fund provides the funds necessary to retire the City’s general government outstanding bonded indebtedness. General obligation bonds are used to pay the cost of various public improvements.

The City’s current level of bonded indebtedness (as of June 30, 2023) is indicated by four key financial indicators: net bonded debt of \$86,106,479, a ratio of debt to assessed value of 0.83%, net bonded debt per capita of \$1,679, and a ratio of Debt Service to total General Fund expenditures of 6.00%. All of these indicators of the City’s debt position are very positive and consequently the City has received the highest bond rating (AAA) from the two major rating agencies, Moody’s and Standard & Poor’s. Both Moody’s and Standard & Poor’s confirmed this AAA bond rating in June 2022. The City’s legal debt limit, as authorized by the Code of Virginia, is 10% of the total assessed value of real estate subject to local taxation. In 2023, the legal debt limit was \$1,040,825,480. The City’s current general obligation indebtedness is \$109,397,151, which excludes debt being repaid by the City’s utility funds. The City also has a financial policy of Debt service as a percentage of the General Fund total expenditure budget has a ceiling of 10%, with a target of 9%.

In FY23, 25.3% of the City’s debt service payments were for school related projects. The FY25 5-Year Capital Improvement Program includes \$55.2M of bondable projects, including \$30M for a Pre-K center at Walker School.

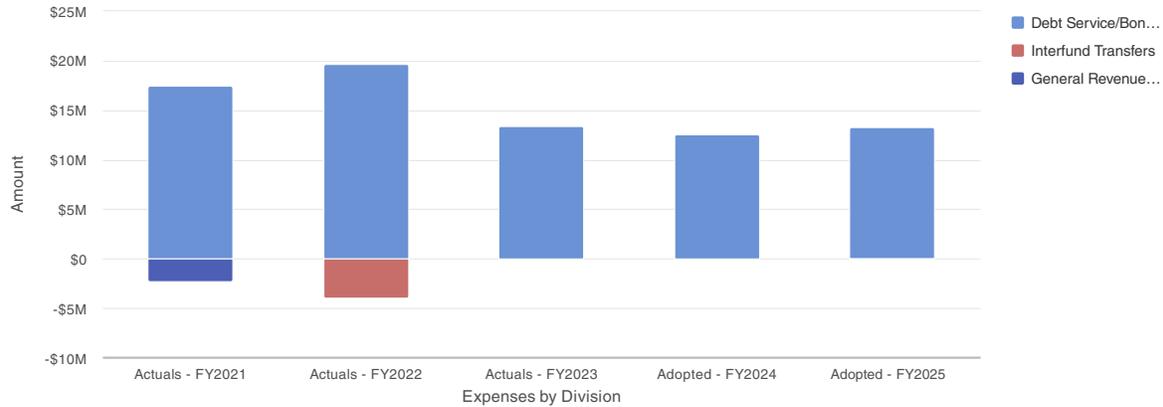
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Debt Service/Bond Issuance	\$10,483,522	\$19,420,624	\$13,072,874	\$13,236,558	\$13,689,766	\$453,208	3.42%
Interfund Transfers	–	-\$3,943,353	–	–	\$0	\$0	–
General Revenues - Non Departmental	\$4,554,731	\$53,944	\$10,586,093	–	\$160,000	\$160,000	–
REVENUES BY DIVISION TOTAL	\$15,038,253	\$15,531,215	\$23,658,967	\$13,236,558	\$13,849,766	\$613,208	4.63%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Debt Service/Bond Issuance	\$17,459,084	\$19,712,934	\$13,355,405	\$12,576,949	\$13,291,138	\$714,189	5.67%
Interfund Transfers	–	-\$3,943,353	–	–	\$0	\$0	–
General Revenues - Non Departmental	-\$2,235,517	–	–	–	\$0	\$0	–
EXPENSES BY DIVISION TOTAL	\$15,223,567	\$15,769,581	\$13,355,405	\$12,576,949	\$13,291,138	\$714,189	5.67%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds	\$15,223,567	\$15,769,581	\$13,355,405	\$12,576,949	\$13,291,138	\$714,189	5.67%
EXPENSES BY FUND TOTAL	\$15,223,567	\$15,769,581	\$13,355,405	\$12,576,949	\$13,291,138	\$714,189	5.67%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Intergovernmental Revenue	\$129,129	\$35,573	-	\$0	\$0	\$0	-
Miscellaneous Revenue	\$15,954	\$53,944	\$1,031,811	-	\$0	\$0	-
Debt Service Revenue	\$4,538,777	\$4,226,647	\$5,060,057	-	\$0	\$0	-
Transfers							
Transfer From Golf Fund	-	-	-	-	\$160,000	\$160,000	-
Transfer From Other Fund	\$10,354,393	\$11,215,052	\$17,567,099	\$13,236,558	\$0	-\$13,236,558	-100.00%
Trn Fr General Fd	-	-	-	-	\$13,689,766	\$13,689,766	-
TRANSFERS TOTAL	\$10,354,393	\$11,215,052	\$17,567,099	\$13,236,558	\$13,849,766	\$613,208	4.63%
REVENUES BY LINE ITEM TOTAL	\$15,038,253	\$15,531,215	\$23,658,967	\$13,236,558	\$13,849,766	\$613,208	4.63%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Other							
Postage	–	\$28	–	–	\$0	\$0	–
Printing/Duplicating	–	\$2,518	\$54,177	–	\$0	\$0	–
Meals	\$49	–	\$398	–	\$0	\$0	–
Advertising	\$2,288	\$248	\$2,799	–	\$0	\$0	–
Interest	\$3,134,902	\$2,958,534	\$3,720,886	\$3,380,942	\$3,660,915	\$279,973	8.28%
Bond Principal	\$7,280,278	\$8,370,931	\$9,403,570	\$9,136,007	\$9,530,223	\$394,216	4.31%
Bond Issuance Expen	\$60,242	\$12,331	\$35,509	–	\$0	\$0	–
Ref Bond Escrow agt	\$4,538,777	\$4,254,472	–	–	\$0	\$0	–
Lump Sum Appropr	–	–	–	\$60,000	\$100,000	\$40,000	66.66%
OTHER TOTAL	\$15,016,536	\$15,599,061	\$13,217,338	\$12,576,949	\$13,291,138	\$714,189	5.67%
Contractual							
Professional Serv	\$207,031	\$170,520	\$138,068	–	\$0	\$0	–
CONTRACTUAL TOTAL	\$207,031	\$170,520	\$138,068	–	\$0	\$0	–
EXPENSES BY LINE ITEM TOTAL	\$15,223,567	\$15,769,581	\$13,355,405	\$12,576,949	\$13,291,138	\$714,189	5.67%

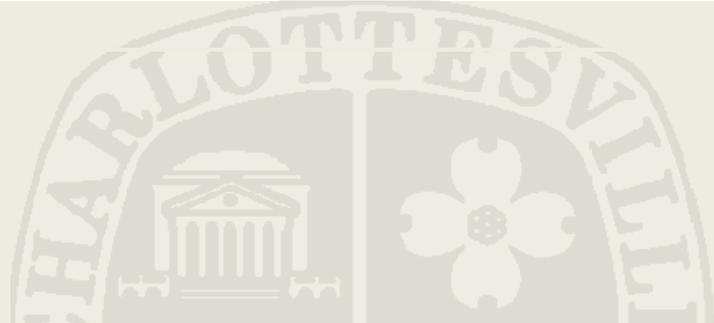
LEGAL DEBT LIMIT:

Article VII, Section 10(a) of the Constitution of Virginia, 1971, and Section 15.2-2634 of the Code of Virginia, 1950, as amended, contain a limitation on the principal amount of indebtedness that may be incurred by cities. This limitation is expressed as 10% of the assessed value of real estate subject to taxation by the City. The legal debt margin using assessed values as of the City was as follows:

Total assessed value of real estate as of January 1, 2024.....\$ 10,923,926,200
 Legal debt limit (10%).....\$ 1,092,392,620

Debt Summary

FISCAL YEAR 2025



OUTSTANDING GENERAL GOVERNMENTAL BONDS:

Series	Par Amount	Purpose	Ratings	Issued	Term (Years)	Principal 6/30/2024	Interest 06/30/2024	Total 6/30/2024	FY25 Debt Service
Series 2012AB General Obligation Public Improvement and Refunding Bonds	26,870,300	Improvements to Public Schools, Public Parks, Transportation and Access and Public Safety	Moody's Aaa S&P AAA	05/30/2012	20	1,599,700	231,578	1,831,278	733,564
Series 2013 General Obligation Public Improvement Bonds	5,610,000	Improvements to Public Schools, Public Facilities, Transportation and Access and Public Safety	Moody's Aaa S&P AAA	05/29/2013	20	2,520,000	340,200	2,860,200	351,400
Series 2014 General Obligation Public Improvement and Refunding Bonds	5,740,000	Improvements to Public Schools, Public Facilities, Transportation and Access and Public Safety	Moody's Aaa S&P AAA	05/27/2014	20	2,775,000	463,978	3,238,978	408,156
Series 2015 General Obligation Public Improvement and Refunding Bonds	23,068,366	Improvements to Public Schools, Public Facilities, Transportation and Access and Public Parks	Moody's Aaa S&P AAA	06/02/2015	20	13,564,339	1,801,432	15,365,771	2,962,254
Series 2016 General Obligation Public Improvement and Refunding Bonds	11,125,462	Improvements to Public Schools, Public Facilities, Transportation and Access and Public Safety Equipment	Moody's Aaa S&P AAA	06/01/2016	20	7,581,810	1,047,399	8,629,209	1,059,853
Series 2017 General Obligation Public Improvement Bonds	11,140,000	Improvements to Public Schools, Public Facilities, Transportation and Access and Public Parks	Moody's Aaa S&P AAA	06/29/2017	20	7,220,000	1,471,916	8,691,916	793,919
Series 2018 General Obligation Public Improvement Bonds	4,610,000	Improvements to Public Schools, Public Facilities, Transportation and Access and Public Parks	Moody's Aaa S&P AAA	05/31/2018	20	3,220,000	811,613	4,031,613	353,050

Series 2019 General Obligation Public Improvement Bonds	9,520,000	Improvements to Public Schools, Public Facilities, Transportation and Access and Public Parks	Moody's Aaa S&P AAA	05/30/2019	20	7,125,000	1,914,250	9,039,250	745,750
Series 2020AB General Obligation Public Improvement Bonds	13,455,000	Improvements to Public Schools, Public Facilities, Transportation and Access, Public Parks, and Public Safety Equipment	Moody's Aaa S&P AAA	09/30/2020	20	11,265,000	2,598,481	13,863,481	1,061,688
Series 2021 General Obligation and Public Improvement and Refunding Bonds	12,045,700	Improvements to Public Schools, Public Facilities, Transportation and Access, Public Parks, and Public Safety Equipment	Moody's Aaa S&P AAA	06/09/2021	20	9,522,650	2,112,575	11,635,225	1,191,733
Series 2021B Bank Placement Refunding	4,285,165	Improvements to Public Schools, Public Facilities, Transportation and Access, Public Parks, and Public Safety Equipment	Moody's Aaa S&P AAA	09/02/2021	10	2,887,373	121,732	3,009,105	471,764
Series 2022 General Obligation Public Improvement Bonds	18,350,000	Improvements to Public Schools, Public Facilities, Transportation and Access, Public Parks, and Public Safety Equipment	Moody's Aaa S&P AAA	06/21/2022	20	16,510,000	6,871,500	23,381,500	1,681,450
Series 2023 General Obligation Public Improvement Bonds	14,470,000	Improvements to Transportation and Access, Public Facilities, Public Schools and Affordable Housing	Moody's Aaa S&P AAA	06/20/2023	20	13,740,000	6,416,435	20,156,435	1,378,938
Total	\$160,289,993					\$99,530,872	\$26,203,090	\$125,733,962	\$13,193,517

OUTSTANDING SELF-SUPPORTING UTILITY BONDS:

Series	Par Amount	Purpose	Ratings	Issued	Term (Years)	Principal	Interest	Total	FY25 Debt Service
General Obligation Public Improvement Bond, Virginia Resources Authority Series 2010 (Virginia Water Facilities Revolving Fund)	5,030,409	Stadium Road Sanitary Sewer Collector Project	N/A	09/01/2010	20	2,054,705	161,444	2,216,149	316,593
Series 2012A General Obligation Public Improvement and Refunding Bonds	7,224,700	Improvements to the Water and Wastewater Systems	Moody's Aaa S&P AAA	05/30/2012	20	410,300	88,036	498,336	59,336
Series 2013 General Obligation Public Improvement Bonds	8,420,000	Improvements to the Wastewater Systems	Moody's Aaa S&P AAA	05/29/2013	20	3,780,000	510,300	4,290,300	527,100
Series 2014 General Obligation Public Improvement and Refunding Bonds	8,170,000	Improvements to the Water, Wastewater and Stormwater Systems	Moody's Aaa S&P AAA	05/27/2014	20	4,480,000	763,572	5,243,572	544,844
Series 2015 General Obligation Public Improvement and Refunding Bonds	5,896,634	Improvements to the Wastewater and Stormwater Systems	Moody's Aaa S&P AAA	06/02/2015	20	3,620,661	517,499	4,138,160	719,785
Series 2016 General Obligation Public Improvement and Refunding Bonds	1,754,538	Improvements to the Stormwater System	Moody's Aaa S&P AAA	06/01/2016	20	1,418,190	140,500	1,558,690	240,748
Series 2017 General Obligation Public Improvement Bonds	2,680,000	Improvements to the Water and Stormwater Systems	Moody's Aaa S&P AAA	06/29/2017	20	1,705,000	345,644	2,050,644	190,238
Series 2018 General Obligation Public Improvement Bonds	6,125,000	Improvements to the Water, Wastewater and Stormwater Systems	Moody's Aaa S&P AAA	05/31/2018	20	4,270,000	1,076,269	5,346,269	468,175
Series 2019 General Obligation Public Improvement Bonds	6,310,000	Improvements to the Water, Wastewater and Stormwater Systems	Moody's Aaa S&P AAA	05/30/2019	20	4,535,000	1,169,850	5,704,850	537,150

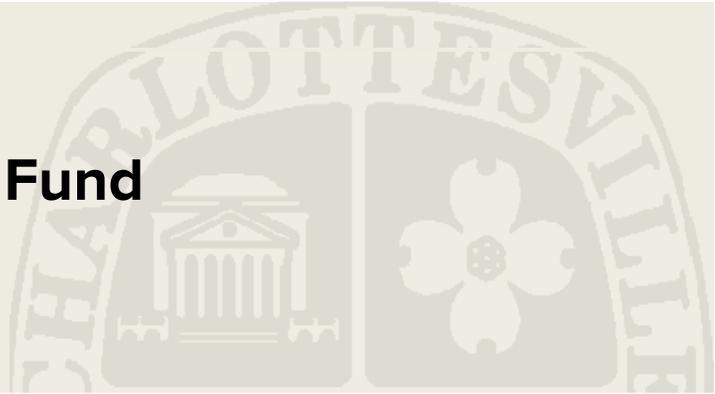
Series 2020A General Obligation Public Improvement Bonds	10,545,000	Improvements to the Water, Wastewater and Stormwater Systems	Moody's Aaa S&P AAA	09/30/2020	20	8,950,000	2,534,450	11,484,450	859,450
Series 2021 General Obligation and Public Improvement and Refunding Bonds	8,759,300	Improvements to the Water and Stormwater Systems	Moody's Aaa S&P AAA	06/09/2021	20	7,087,350	1,612,275	8,699,625	808,268
Series 2021B Bank Placement Refunding	3,884,835	Improvements to the Water and Wastewater Systems	N/A	09/02/2021	10	2,617,898	110,360	2,728,258	427,691
Series 2022 General Obligation Public Improvement Bonds	7,650,000	Improvements to the Water and Wastewater Systems	N/A	06/21/2022	20	6,880,000	2,859,000	9,739,000	702,400
Total	\$77,420,007					\$51,809,104	\$11,889,199	\$63,698,303	\$6,401,777

TOTAL OUTSTANDING GENERAL OBLIGATION BONDS:

Series	Amount	Issued	Term (Years)	Principal	Interest	Total	FY25 Debt Service
VRA Clean Water	5,030,409	01/09/2010	20	2,054,705	161,444	2,216,149	316,593
Series 2012AB	34,095,000	30/05/2012	20	2,010,000	319,614	2,329,614	792,900
Series 2013	14,030,000	29/05/2013	20	6,300,000	850,500	7,150,500	878,500
Series 2014	13,910,000	27/05/2014	20	7,255,000	1,227,550	8,482,550	953,000
Series 2015	28,965,000	02/06/2015	20	17,185,000	2,318,931	19,503,931	3,682,039
Series 2016	12,880,000	01/06/2016	20	9,000,000	1,187,899	10,187,899	1,300,601
Series 2017	13,820,000	29/06/2017	20	8,925,000	1,817,560	10,742,560	984,157
Series 2018	10,735,000	31/05/2018	20	7,490,000	1,887,882	9,377,882	821,225
Series 2019	15,830,000	30/05/2019	20	11,660,000	3,084,100	14,744,100	1,282,900
Series 2020AB	24,000,000	30/09/2020	20	20,215,000	5,132,931	25,347,931	1,921,138
Series 2021	20,805,000	09/06/2021	20	16,610,000	3,724,850	20,334,850	2,000,000
Series 2021B	8,170,000	02/09/2021	10	5,505,271	232,092	5,737,363	899,454
Series 2022	26,000,000	21/06/2022	20	23,390,000	9,730,500	33,120,500	2,383,850
Series 2023	14,470,000		20	13,740,000	6,416,435	20,156,435	1,378,938
Total	\$242,740,409			\$151,339,976	\$38,092,288	\$189,432,264	\$19,595,294

Employee Compensation Fund

FISCAL YEAR 2025



OVERVIEW:

The FY25 budget will be the first City budget to be impacted by City's Council decision to allow employees to unionize. For FY25, employees in the departments of Transit, Police and Fire were certified and allowed to bargain for their compensation. Currently, all three bargaining units have reached a tentative agreement with the City and the anticipated budget impacts of those three contracts have been incorporated in the personnel section of the budgets for each of those departments. Final approval of the contracts will be completed and take effect beginning July 1, 2024.

The funds budgeted in this section are for Employee Compensation adjustments for the remaining employees who are not affiliated with a contract and are referred to as "unaffiliated employees" .

Descriptions of several of the line items budgeted in this account are below:

Vacancy Allocation: The negative budgeted amount represents the projected savings that will result during the fiscal year as result of salary attrition, unfilled budgeted positions and the active management of the City's personnel budget.

COLA: Funds allocated for cost of living adjustments (COLA) are budgeted as a lump sum, and are distributed to departments during the year on an as needed basis. This methodology has been deployed to help ensure attrition savings are being captured. Attrition savings are realized when a vacancy occurs and remains vacant in between hires. When this happens, additional salary and benefits savings are achieved. Because the FY25 budget plans to fully implement the Classification and Compensation study, no funds are currently allocated for this purpose as most employees will be receiving a pay adjustment as part of the study implementation plan. Any employee that is deemed to be appropriately classified, which would result in no pay change, will receive a 2% COLA and funds are currently included in the lump sum shown below labeled as "Salary Budget Transfer To/From".

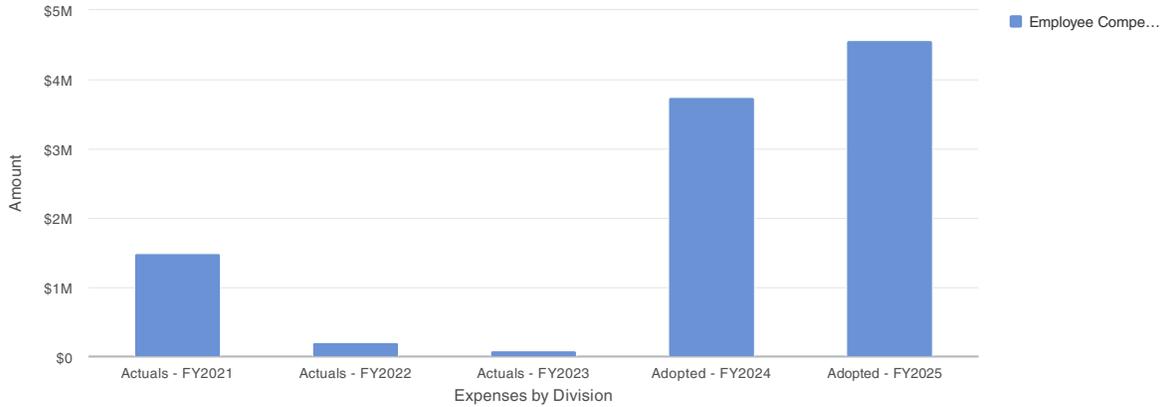
Salary Budget Transfer To/From: The funds included here are sufficient to cover the full implementation of the recently completed Class and Compensation study as well as any other further compensation adjustments that may be necessary. These funds will be allocated to individual departments (and funds) throughout the fiscal year as the implementation plan is finalized and deployed.

Unemployment Compensation: Unemployment insurance provides temporary wage replacement benefits to qualified individuals who are out of work through no fault of their own. Payments for Unemployment are estimated at \$50,000 for FY25.

Miscellaneous Expenses: Other funds budgeted for employee compensation support the employee parking subsidy, leadership development activities and employee educational opportunities, employee recognition initiatives, tenure recognitions, and employee appreciation events. This also funds benefit plan administration and Affordable Health Act compliance.

DEPARTMENTAL EXPENDITURES:

Expenditures by Division



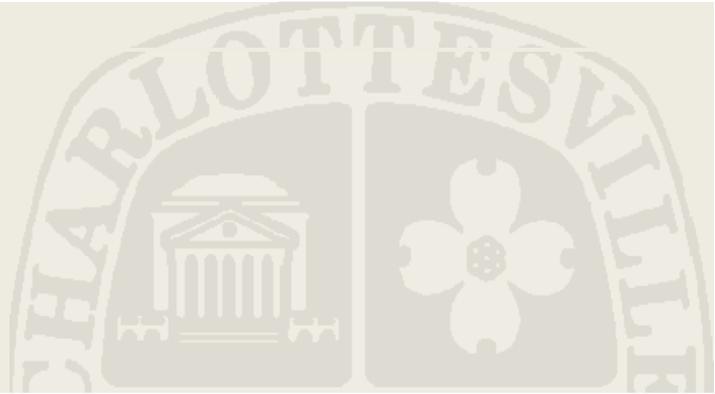
DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
Vacancy Allocation	-	-	-	-	-\$2,000,000	-\$2,000,000	-
COLA Budget	-	-	-	\$2,607,331	\$0	-\$2,607,331	-100.00%
Retirement Cont DB	\$1,355,531	\$96,725	-	-	\$0	\$0	-
Retirement Cont DC	-\$157,275	-	-	-	\$0	\$0	-
Life Insurance	\$9,012	-\$3,676	-\$31,138	-	\$0	\$0	-
Salary Budget Transfer To/From	-	-	-	\$850,721	\$6,277,500	\$5,426,779	637.90%
PERSONNEL TOTAL	\$1,207,268	\$93,049	-\$31,138	\$3,458,052	\$4,277,500	\$819,448	23.69%
Other							
Office Supplies	-	-	\$236	-	\$0	\$0	-
Safety Supplies	-\$362	-	-	-	\$0	\$0	-
Awards/Trophies	\$49,320	\$5,754	\$48,130	-	\$0	\$0	-
Legal Fees	-	\$7,486	\$0	-	\$0	\$0	-
Meals	-	\$1,006	-	-	\$0	\$0	-
Contrib to Other Gov	\$12,768	\$12,720	-	-	\$0	\$0	-
Unemployment Comp	\$158,246	\$16,142	\$12,183	\$50,000	\$50,000	\$0	0.00%
City EE Parking Sub	\$62,511	\$66,277	\$63,012	\$70,000	\$70,000	\$0	0.00%
Lump Sum Appropr	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$282,483	\$109,385	\$123,560	\$120,000	\$120,000	\$0	0.00%
Contractual							
Professional Serv	-	-	-	\$172,950	\$172,950	\$0	0.00%
Other Contractual Se	\$0	\$0	-	-	\$0	\$0	-
CONTRACTUAL TOTAL	\$0	\$0	-	\$172,950	\$172,950	\$0	0.00%
EXPENSES BY LINE ITEM TOTAL	\$1,489,751	\$202,434	\$92,422	\$3,751,002	\$4,570,450	\$819,448	21.84%

Enterprise Parking Fund

FISCAL YEAR 2025



OVERVIEW:

The Enterprise Parking Fund operates with a goal of creating a self-sustaining parking system. The fund currently operates as a quasi-enterprise fund by including a budget that generates a revenue stream sufficient to cover the annual parking related operating and maintenance expenses and some surplus to serve as a reserve. This year's budget submission includes a \$5 rate increase for all the monthly parkers and a \$1 per hour hourly rate increase at the West 2nd parking lot. New rates will begin July 1, 2024.

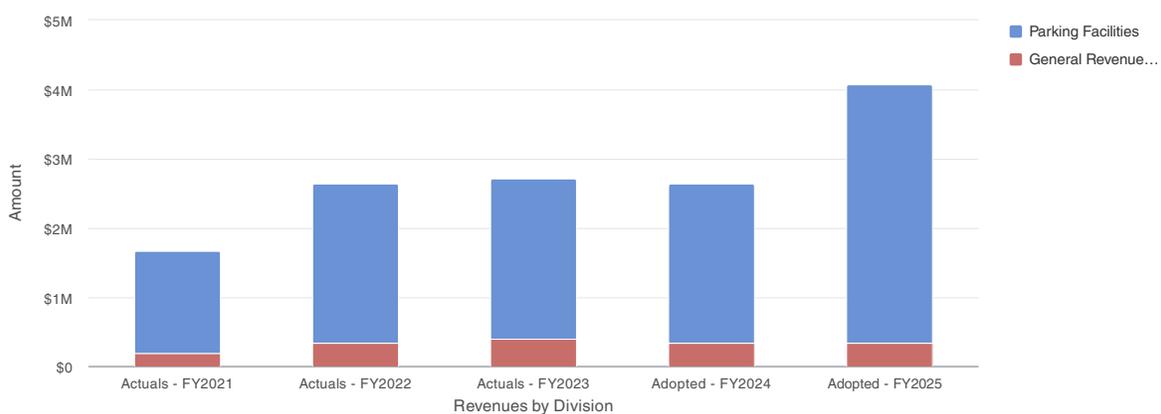
STAFFING SUMMARY:

Full Time Equivalents by Division

Division	FY2024	FY2025
Allocated FTE		
Enterprise Parking	1	1
ALLOCATED FTE	1	1

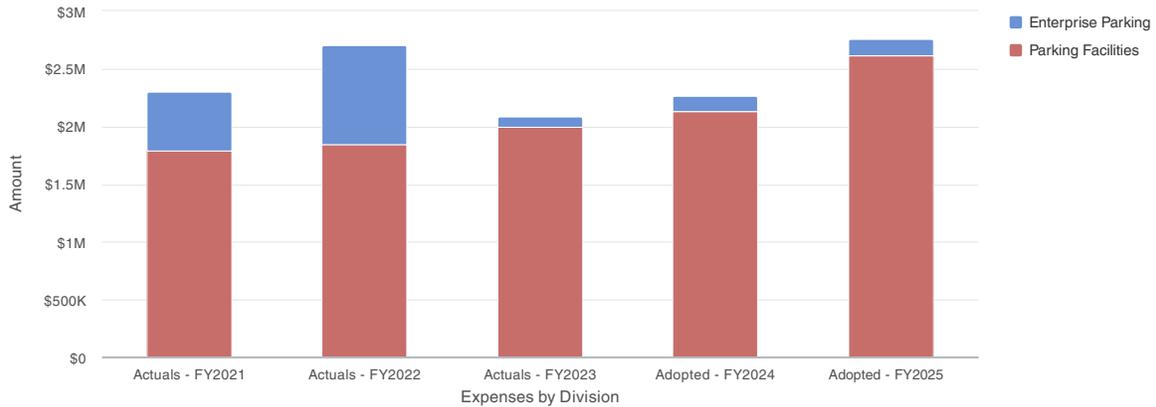
DEPARTMENTAL REVENUES:

Revenues by Division



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Parking Facilities	\$1,481,748	\$2,306,424	\$2,325,106	\$2,297,658	\$3,725,963	\$1,428,305	62.16%
General Revenues - Non Departmental	\$194,166	\$341,614	\$398,163	\$345,000	\$345,000	\$0	0.00%
REVENUES BY DIVISION TOTAL	\$1,675,914	\$2,648,037	\$2,723,269	\$2,642,658	\$4,070,963	\$1,428,305	54.04%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Enterprise Parking	\$510,866	\$862,270	\$92,249	\$134,904	\$144,882	\$9,978	7.39%
Parking Facilities	\$1,788,820	\$1,846,045	\$1,997,366	\$2,135,213	\$2,611,617	\$476,404	22.31%
EXPENSES BY DIVISION TOTAL	\$2,299,686	\$2,708,314	\$2,089,615	\$2,270,117	\$2,756,499	\$486,382	21.42%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds	\$2,299,686	\$2,708,314	\$2,089,615	\$2,270,117	\$2,756,499	\$486,382	21.42%
EXPENSES BY FUND TOTAL	\$2,299,686	\$2,708,314	\$2,089,615	\$2,270,117	\$2,756,499	\$486,382	21.42%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Licenses and Permits							
Parking Perm	\$36,759	\$39,325	\$38,584	\$45,000	\$45,000	\$0	0.00%
Valet Parking Permit	–	–	\$500	–	\$0	\$0	–
LICENSES AND PERMITS TOTAL	\$36,759	\$39,325	\$39,084	\$45,000	\$45,000	\$0	0.00%
Miscellaneous Revenue	\$315,415	\$290,025	\$324,075	\$192,858	\$191,963	-\$895	-0.46%
Parking	\$1,323,740	\$2,318,687	\$2,360,110	\$2,404,800	\$3,834,000	\$1,429,200	59.43%
REVENUES BY LINE ITEM TOTAL	\$1,675,914	\$2,648,037	\$2,723,269	\$2,642,658	\$4,070,963	\$1,428,305	54.04%

DEPARTMENTAL EXPENDITURES (DETAILS):

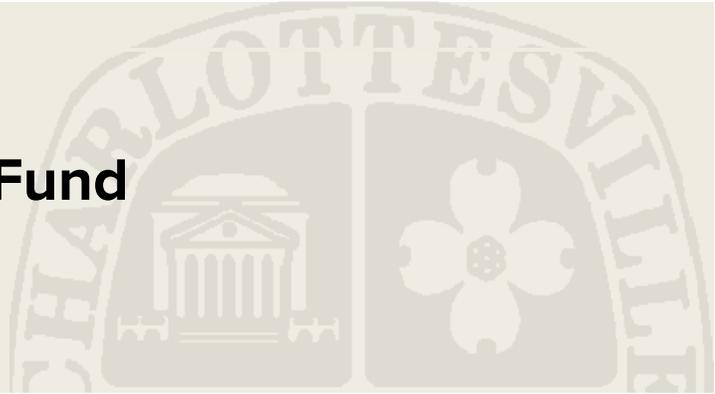
Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
FT Salaries	\$82,285	\$72,396	\$19,763	\$91,645	\$79,498	-\$12,147	-13.25%
Full Time Sal Accrued	\$316	-\$4,114	\$1,486	–	\$0	\$0	–
PT Salaries	–	\$6,289	\$37,158	\$0	\$0	\$0	–
Part Time Sal Accru	–	\$2,396	-\$2,396	–	\$0	\$0	–
COLA Budget	–	–	–	\$6,454	\$6,457	\$3	0.04%
Soc Sec - FICA	\$6,552	\$6,488	\$4,373	\$7,011	\$6,082	-\$929	-13.24%
Soc Sec FICA Accrued	\$26	-\$134	-\$79	–	\$0	\$0	–
Retirement Cont DB	–	–	\$5,654	\$0	\$21,464	\$21,464	–
Retirement Cont DC	\$5,544	\$6,294	\$3,069	\$8,248	\$8,248	\$0	0.00%
Retirement Cont A DB	–	–	\$428	–	\$0	\$0	–
Retirement Cont A DC	\$25	-\$137	-\$192	–	\$0	\$0	–
Life Insurance	\$568	\$563	\$449	\$664	\$576	-\$88	-13.18%
Life Ins Accrued	\$4	-\$8	-\$10	–	\$0	\$0	–
Health Care Program	\$9,072	\$9,072	\$9,377	\$9,526	\$10,717	\$1,191	12.50%
Health Care Pr Accru	\$35	\$35	-\$305	–	\$0	\$0	–

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
PERSONNEL TOTAL	\$104,427	\$99,138	\$78,775	\$123,547	\$133,042	\$9,495	7.68%
Personnel - Other							
Bonus Pay	\$750	\$3,500	-	-	\$0	\$0	-
PERSONNEL - OTHER TOTAL	\$750	\$3,500	-	-	\$0	\$0	-
Other							
Office Supplies	\$104	\$213	\$689	\$250	\$250	\$0	0.00%
PPE-Pers Prot Equip	-	-	-	-	\$0	\$0	-
Maint Supplies	\$284	\$0	\$98	-	\$0	\$0	-
Small Hand Tools	\$235	-	\$0	-	\$0	\$0	-
Constr Materials	-	-	\$215	-	\$0	\$0	-
Comp Sftwr (Non-cap)	-	-	\$407	-	\$0	\$0	-
Dues/Subscriptions	\$1	\$400	\$400	\$1,400	\$1,500	\$100	7.14%
Telephone-Long Dist	-	-	-	\$0	\$0	\$0	-
Utilities	\$100,080	\$118,964	\$133,481	-	\$0	\$0	-
Travel	-	\$1,655	\$2,829	\$2,875	\$3,000	\$125	4.34%
Local Travel	-	-	-	\$300	\$300	\$0	0.00%
Meals	-	\$16	\$159	\$100	\$200	\$100	100.00%
Advertising	-	-	-	\$0	\$0	\$0	-
Registration Fees	-	\$1,764	\$2,139	\$2,100	\$2,400	\$300	14.28%
Rent	\$630,375	\$646,134	\$662,288	-	\$0	\$0	-
Repairs and Maint	\$15,117	\$11,173	\$12,679	-	\$0	\$0	-
Education/Training	-	-	-	\$0	\$500	\$500	-
Freight	\$272	\$341	\$88	-	\$0	\$0	-
Marketing Exp	-	-	-	\$0	\$0	\$0	-
Other Current Charge	\$69,118	\$64,837	\$71,046	-	\$0	\$0	-
Trn to GF	\$400,000	\$750,000	-	\$0	\$0	\$0	-
Trn to Parking Fund	-	-	-	\$0	\$0	\$0	-
OTHER TOTAL	\$1,215,586	\$1,595,497	\$886,518	\$7,025	\$8,150	\$1,125	16.01%
Contractual							
Professional Serv	\$454,997	\$479,966	\$586,937	-	\$0	\$0	-
Serv Contracts	\$13,900	\$1,742	\$2,501	-	\$0	\$0	-
Contracted Serv	\$990	\$3,219	\$6,264	-	\$0	\$0	-
Other Contractual Se	\$501,185	\$516,462	\$8,701	\$2,135,213	\$2,611,617	\$476,404	22.31%
CONTRACTUAL TOTAL	\$971,072	\$1,001,388	\$604,403	\$2,135,213	\$2,611,617	\$476,404	22.31%
Fixed							
Telephone-Int Chg	\$2,675	\$3,766	\$3,847	\$0	\$0	\$0	-
Insurance Int Chgs	\$1,525	\$1,525	\$512,637	\$1,789	\$1,825	\$36	2.01%
IT Comp Replacemt	-	-	-	\$551	\$0	-\$551	-100.00%
IT Infrastruct Repla	\$298	\$298	\$233	\$343	\$0	-\$343	-100.00%
Veh Oper-Repair/Mnt	\$151	-	-	-	\$0	\$0	-
IT User/Support Fee	\$3,202	\$3,202	\$3,202	\$1,649	\$1,865	\$216	13.09%
FIXED TOTAL	\$7,852	\$8,791	\$519,919	\$4,332	\$3,690	-\$642	-14.81%
EXPENSES BY LINE ITEM TOTAL	\$2,299,686	\$2,708,314	\$2,089,615	\$2,270,117	\$2,756,499	\$486,382	21.42%

Equipment Replacement Fund

FISCAL YEAR 2025

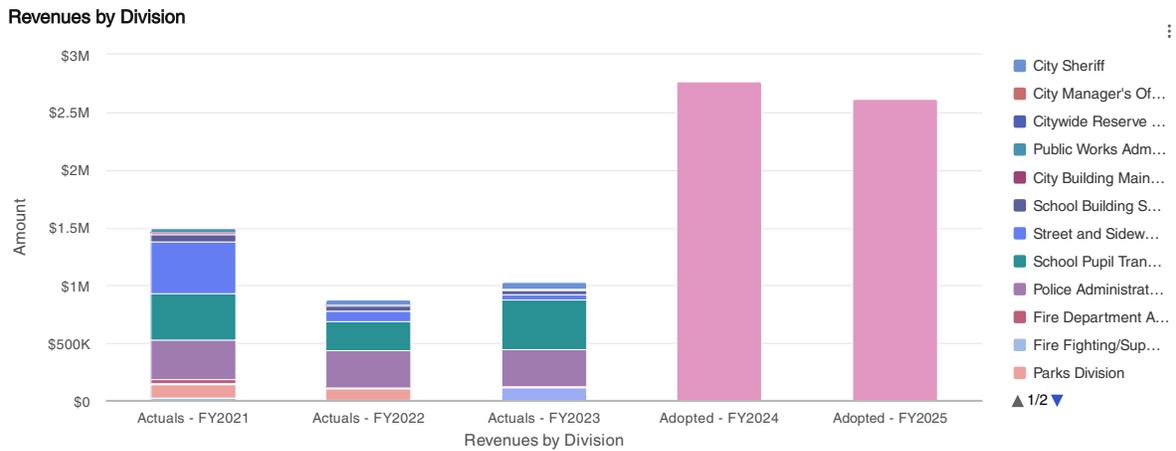


OVERVIEW:

The City’s fleet consists of 661 vehicles and pieces of equipment, 462 of which are replaced using this fund and 188 vehicles which are replaced using funds from the City’s enterprise utility funds. Fire apparatus is funded in the Capital Projects Fund and Social Services vehicles replaced by other means. The Equipment Replacement Fund is targeted at reducing the operating costs of the City’s fleet through preventive maintenance programs, selection of fuel efficient and alternatively fueled vehicles, and a scheduled replacement program. It has three major objectives:

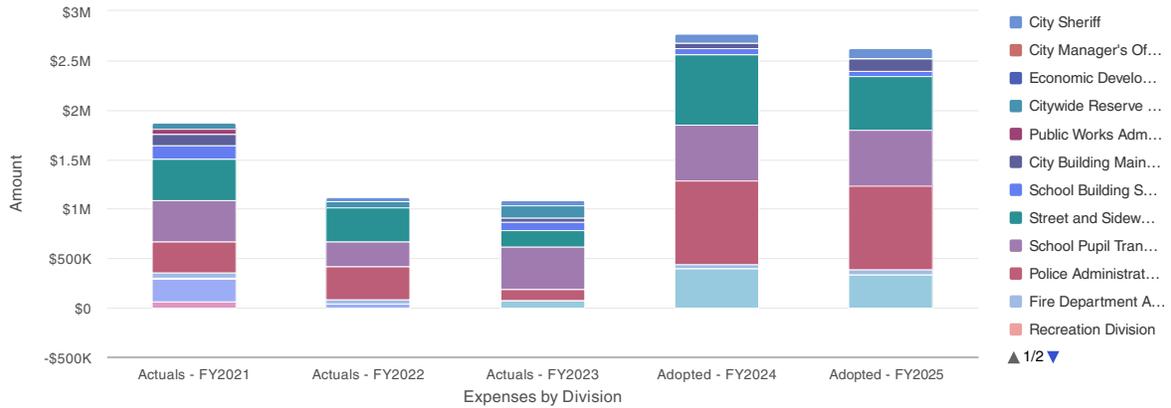
- To objectively evaluate equipment purchases from an economic perspective (maintenance and operating costs versus capitalization of new vehicles).
- To stabilize the fluctuations in the annual budget due to equipment and vehicle purchases.

DEPARTMENTAL REVENUES:



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
City Sheriff	\$1,225	\$44,416	\$63,168	\$0	\$0	\$0	-
City Manager's Office	\$8,500	-	-	\$0	\$0	\$0	-
Citywide Reserve Account	-	\$3,976	\$3,050	-	\$0	\$0	-
Public Works Administration	\$30,604	\$6,700	\$4,850	\$0	\$0	\$0	-
City Building Maintenance Services	\$19,818	-	-	\$0	\$0	\$0	-
School Building Services	\$66,548	\$44,588	\$38,903	\$0	\$0	\$0	-
Street and Sidewalk Services	\$449,411	\$84,548	\$42,450	\$0	\$0	\$0	-
School Pupil Transportation	\$400,000	\$250,286	\$427,500	\$0	\$0	\$0	-
Police Administration	\$336,689	\$321,609	\$330,016	\$0	\$0	\$0	-
Fire Department Administration	\$40,505	\$7,900	-	\$0	\$0	\$0	-
Fire Fighting/Suppression Services	\$5,100	-	-	-	\$0	\$0	-
Parks Division	\$119,536	\$105,500	\$7,100	\$0	\$0	\$0	-
Parks Administration	-	-	\$114,500	\$0	\$0	\$0	-
Neighborhood Development Services	\$25,488	\$5,000	-	\$0	\$0	\$0	-
General Revenues - Non Departmental	-	-	-	\$2,767,950	\$2,619,000	-\$148,950	-5.38%
REVENUES BY DIVISION TOTAL	\$1,503,424	\$874,523	\$1,031,537	\$2,767,950	\$2,619,000	-\$148,950	-5.38%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
City Sheriff	–	\$45,444	\$52,605	\$90,000	\$102,500	\$12,500	13.88%
City Manager's Office	–	–	\$0	\$0	–	\$0	–
Economic Development	-\$65	–	–	–	\$0	\$0	–
Citywide Reserve Account	\$62,012	\$58,635	\$126,038	–	\$0	\$0	–
Public Works Administration	\$58,251	–	–	\$0	\$0	\$0	–
City Building Maintenance Services	\$112,460	\$4,490	\$43,349	\$57,500	\$119,600	\$62,100	108.00%
School Building Services	\$135,967	\$0	\$87,115	\$57,500	\$59,800	\$2,300	4.00%
Street and Sidewalk Services	\$420,975	\$340,312	\$164,948	\$711,850	\$536,600	-\$175,250	-24.61%
School Pupil Transportation	\$411,768	\$248,986	\$424,457	\$564,000	\$564,000	\$0	0.00%
Police Administration	\$315,119	\$336,418	\$116,306	\$851,100	\$851,100	\$0	0.00%
Fire Department Administration	\$49,804	\$38,122	\$0	\$39,000	\$50,800	\$11,800	30.25%
Recreation Division	\$9,069	–	\$0	–	\$0	\$0	–
Parks Division	\$234,979	\$45,867	\$0	\$0	\$0	\$0	–
Parks Administration	–	–	\$74,512	\$397,000	\$334,600	-\$62,400	-15.71%
Neighborhood Development Services	\$62,502	–	–	\$0	\$0	\$0	–
EXPENSES BY DIVISION TOTAL	\$1,872,840	\$1,118,275	\$1,089,330	\$2,767,950	\$2,619,000	-\$148,950	-5.38%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Other General Funds	\$1,872,840	\$1,118,275	\$1,089,330	\$2,767,950	\$2,619,000	-\$148,950	-5.38%
EXPENSES BY FUND TOTAL	\$1,872,840	\$1,118,275	\$1,089,330	\$2,767,950	\$2,619,000	-\$148,950	-5.38%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Miscellaneous Revenue							
Ins Recovery	\$51,933	–	\$15,532	–	\$0	\$0	–
Other Misc Rev	\$15,000	–	–	–	\$0	\$0	–
MISCELLANEOUS REVENUE TOTAL	\$66,933	–	\$15,532	–	\$0	\$0	–
Warehouse Revenue							
Warehse Outlet Sales	\$152,075	\$126,121	\$97,877	–	\$0	\$0	–
WAREHOUSE REVENUE TOTAL	\$152,075	\$126,121	\$97,877	–	\$0	\$0	–
Transfers							
Transfer From Other Fund	\$1,284,416	\$748,402	\$918,128	\$2,767,950	\$0	-\$2,767,950	-100.00%
Trn Fr General Fd	–	–	–	–	\$2,619,000	\$2,619,000	–
TRANSFERS TOTAL	\$1,284,416	\$748,402	\$918,128	\$2,767,950	\$2,619,000	-\$148,950	-5.38%
REVENUES BY LINE ITEM TOTAL	\$1,503,424	\$874,523	\$1,031,537	\$2,767,950	\$2,619,000	-\$148,950	-5.38%

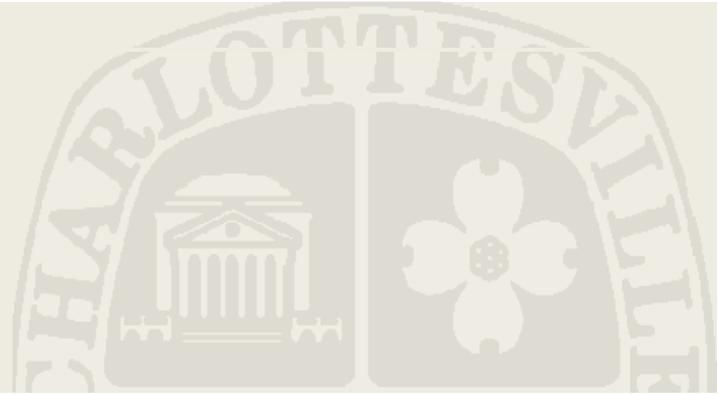
DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Other							
Office Supplies	-\$65	–	–	–	\$0	\$0	–
Mach/Equip/Furn (NC)	–	\$8,843	–	–	\$0	\$0	–
Repairs and Maint	–	–	\$16,120	–	\$0	\$0	–
Outside Maint-Parts	\$13,081	–	–	–	\$851,100	\$851,100	–
Vehicle Operations	–	–	\$115	–	\$0	\$0	–
Acq Com Itm-Veh (MA)	\$1,665,546	\$1,083,640	\$1,013,905	\$2,767,950	\$1,767,900	-\$1,000,050	-36.12%
Acq Com Itm-Eqpt (MA)	\$144,384	–	–	–	\$0	\$0	–
Acq Com Itm-Comp Sof	\$0	–	–	–	–	\$0	–
Trn to ST Grants Fd	\$49,804	–	–	–	\$0	\$0	–
OTHER TOTAL	\$1,872,750	\$1,092,483	\$1,030,140	\$2,767,950	\$2,619,000	-\$148,950	-5.38%
Contractual							
Serv Contracts	–	–	\$0	–	–	\$0	–
CONTRACTUAL TOTAL	–	–	\$0	–	–	\$0	–
Fixed							
Veh Oper-Repair/Mnt	\$0	\$1,918	\$59,190	–	\$0	\$0	–
Veh Opr-Fuel/Oil FLT	\$90	–	–	–	\$0	\$0	–
Vehicle Use Allow	–	\$23,874	–	–	\$0	\$0	–
FIXED TOTAL	\$90	\$25,792	\$59,190	–	\$0	\$0	–
EXPENSES BY LINE ITEM TOTAL	\$1,872,840	\$1,118,275	\$1,089,330	\$2,767,950	\$2,619,000	-\$148,950	-5.38%

Facilities Repair Fund

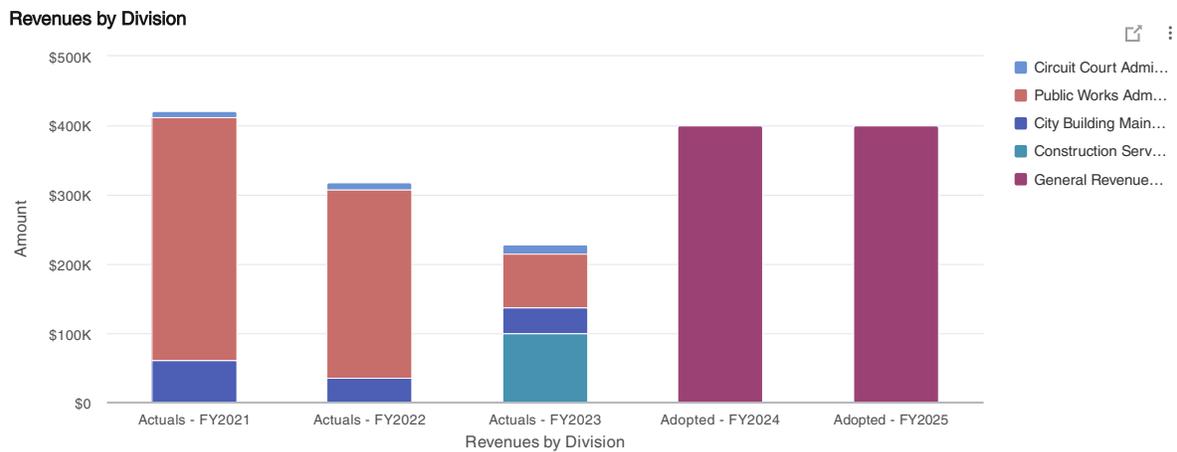
FISCAL YEAR 2025



OVERVIEW:

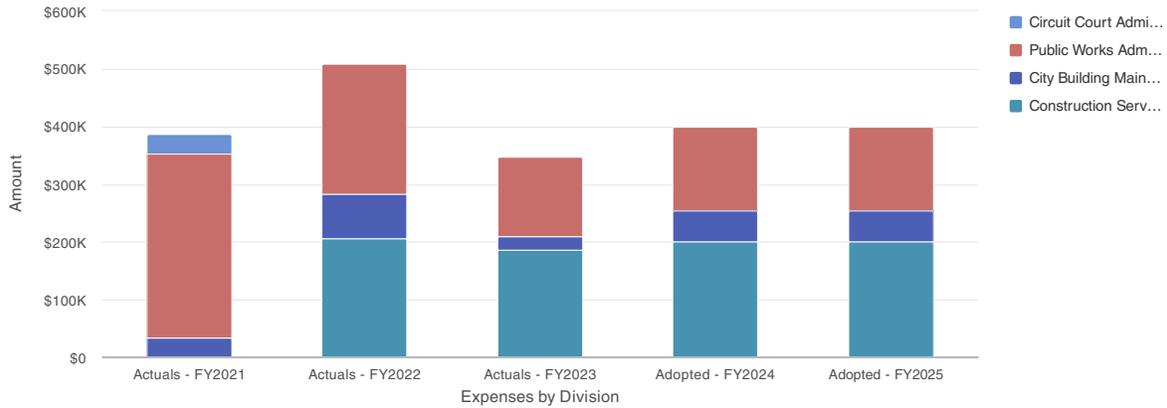
The Facilities Repair Fund, an internal service fund, provides funding to preserve the City's investment of numerous non-school facilities which have annual maintenance requirements. A schedule of non-routine preventive maintenance/repair and minor facility rehabilitation maintains an acceptable level of facility condition, and reduces the need for future, more expensive repair or replacement. This annual funding is based upon information obtained from facility assessments and analyses of the estimated useful life of facility components. The repair of the taxpayers' investment in the City's facilities remains the best defense against the enormous cost of total construction/renovation of the City's very valuable public facilities.

DEPARTMENTAL REVENUES:



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Circuit Court Administration	\$8,014	\$9,611	\$14,597	–	\$0	\$0	–
Public Works Administration	\$351,206	\$271,643	\$76,625	\$0	\$0	\$0	–
City Building Maintenance Services	\$61,130	\$36,095	\$37,869	\$0	\$0	\$0	–
Construction Services	–	–	\$100,000	\$0	\$0	\$0	–
General Revenues - Non Departmental	\$0	–	–	\$400,000	\$400,000	\$0	0.00%
REVENUES BY DIVISION TOTAL	\$420,350	\$317,349	\$229,091	\$400,000	\$400,000	\$0	0.00%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Circuit Court Administration	\$34,086	–	–	–	\$0	\$0	–
Public Works Administration	\$318,616	\$225,547	\$136,556	\$145,000	\$145,000	\$0	0.00%
City Building Maintenance Services	\$33,823	\$76,760	\$23,843	\$55,000	\$55,000	\$0	0.00%
Construction Services	\$0	\$206,317	\$186,469	\$200,000	\$200,000	\$0	0.00%
EXPENSES BY DIVISION TOTAL	\$386,526	\$508,623	\$346,869	\$400,000	\$400,000	\$0	0.00%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Other General Funds	\$386,526	\$508,623	\$346,869	\$400,000	\$400,000	\$0	0.00%
EXPENSES BY FUND TOTAL	\$386,526	\$508,623	\$346,869	\$400,000	\$400,000	\$0	0.00%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services							
Courthouse Maint	\$6,130	\$7,246	\$10,369	-	\$0	\$0	-
Courthouse Const Fee	\$8,014	\$9,611	\$14,597	-	\$0	\$0	-
CHARGES FOR SERVICES TOTAL	\$14,144	\$16,856	\$24,966	-	\$0	\$0	-
Intergovernmental Revenue							
Rev/Albemarle	\$5,866	\$97,017	\$4,125	-	\$0	\$0	-
INTERGOVERNMENTAL REVENUE TOTAL	\$5,866	\$97,017	\$4,125	-	\$0	\$0	-
Miscellaneous Revenue							
Refund-Prior Yr Exp	-	\$1,350	-	-	\$0	\$0	-
Other Misc Rev	\$339	\$2,126	-	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	\$339	\$3,475	-	-	\$0	\$0	-
Transfers							
Transfer From Other Fund	\$400,000	\$200,000	\$200,000	\$400,000	\$0	-\$400,000	-100.00%
Trn Fr General Fd	-	-	-	-	\$400,000	\$400,000	-
TRANSFERS TOTAL	\$400,000	\$200,000	\$200,000	\$400,000	\$400,000	\$0	0.00%
REVENUES BY LINE ITEM TOTAL	\$420,350	\$317,349	\$229,091	\$400,000	\$400,000	\$0	0.00%

DEPARTMENTAL EXPENDITURES (DETAILS):

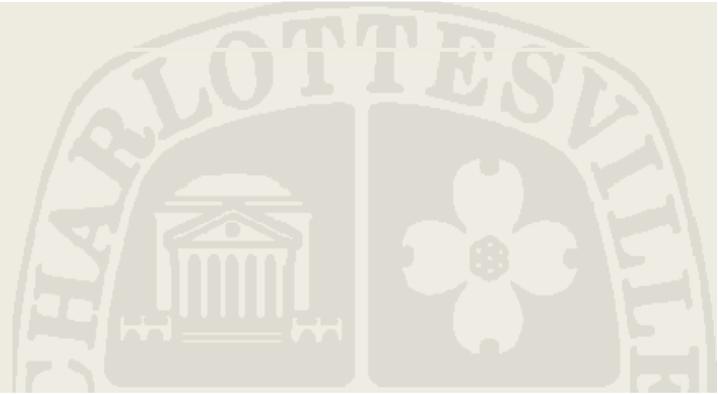
Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Other							
Office Supplies	-	-	\$0	-	\$0	\$0	-
Safety Supplies	-	-	\$20	-	\$0	\$0	-
Maint Supplies	\$8,505	\$9,954	\$19,868	-	\$0	\$0	-
Small Hand Tools	-	\$13	-	-	\$0	\$0	-
Constr Materials	\$5,082	\$5,118	\$43,224	-	\$0	\$0	-
Recr Supplies	-	\$3,720	\$5,025	-	\$0	\$0	-
Mach/Equip/Furn (NC)	\$7,478	\$10,212	\$32,284	-	\$0	\$0	-
Other Supplies	\$7,681	\$9,413	-	-	\$0	\$0	-

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Printing/Duplicating	\$38	–	–	–	\$0	\$0	–
Equipment Rental	–	–	\$1,927	–	\$0	\$0	–
Repairs and Maint	\$35,703	\$144,000	\$3,333	–	\$0	\$0	–
Software Lic/Maint	–	\$201	–	–	\$0	\$0	–
Solid Waste Disp	\$189	–	\$12,545	–	\$0	\$0	–
Freight	\$0	\$47	\$125	–	\$0	\$0	–
Rfnd disallowed cost	–	–	\$15,385	–	\$0	\$0	–
Acq Com Itm-Bldg/Imp	–	–	\$9,999	–	\$0	\$0	–
Trn to Cap Proj-GF	–	\$90,000	–	–	\$0	\$0	–
Lump Sum Appropr	–	–	–	\$400,000	\$400,000	\$0	0.00%
OTHER TOTAL	\$64,676	\$272,678	\$143,736	\$400,000	\$400,000	\$0	0.00%
Contractual							
Professional Serv	\$19,693	\$35,032	\$11,593	–	\$0	\$0	–
Serv Contracts	–	\$20,605	–	–	\$0	\$0	–
Constr Contracts	\$120,295	\$44,141	\$72,960	–	\$0	\$0	–
Contracted Serv	\$17,391	\$61,515	\$43,712	–	\$0	\$0	–
Consulting Services	\$8,141	\$765	–	–	\$0	\$0	–
Other Contractual Se	\$156,329	\$73,887	\$74,867	–	\$0	\$0	–
CONTRACTUAL TOTAL	\$321,849	\$235,945	\$203,133	–	\$0	\$0	–
EXPENSES BY LINE ITEM TOTAL	\$386,526	\$508,623	\$346,869	\$400,000	\$400,000	\$0	0.00%

Health Care Fund

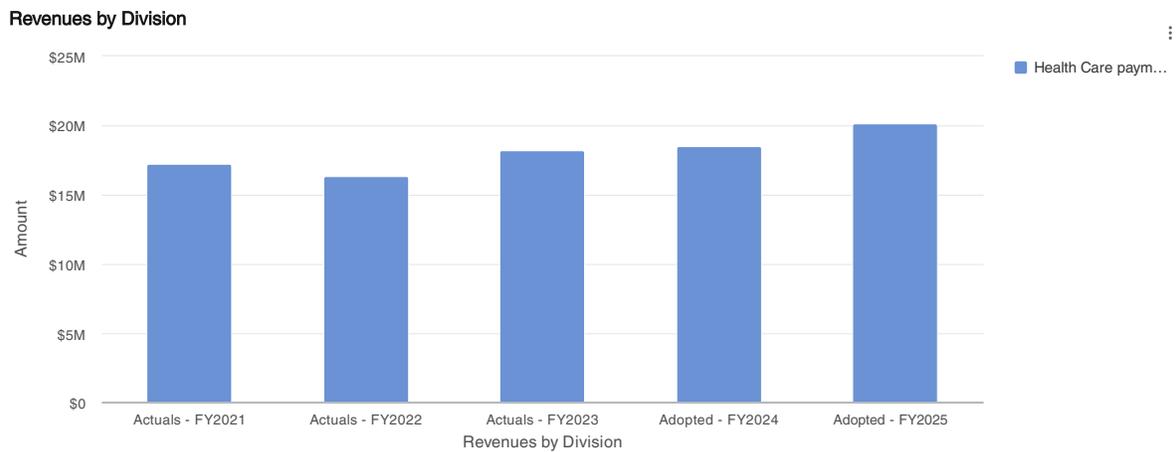
FISCAL YEAR 2025



OVERVIEW:

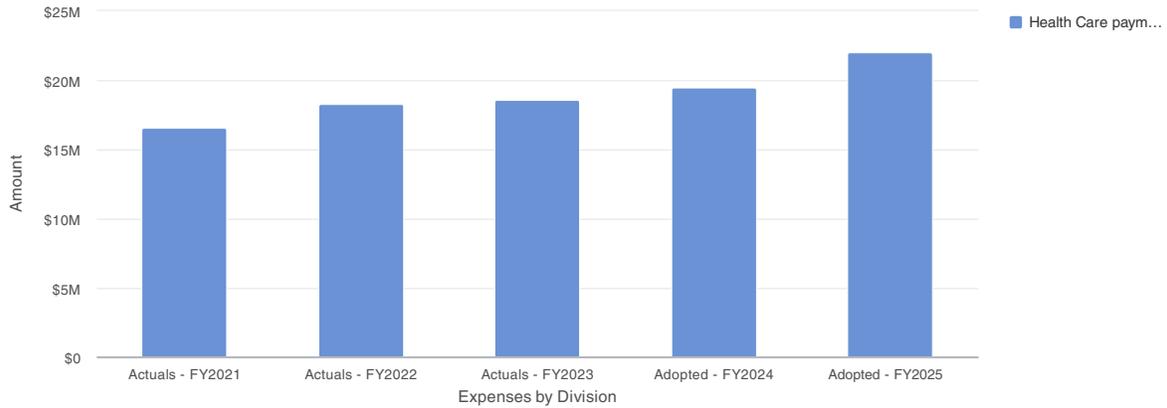
The Health Care Fund is the funding source for the City's health-related benefits provided to participants in the City's health care programs. The City self-insures its medical and dental insurance plans, meaning that the City is responsible for paying all claims and expenses generated by the program's participants. Each year, an actuarial analysis is conducted to determine the expected revenue requirements for the next fiscal year. The analysis evaluates prior year claims, participation levels, and any proposed plan design changes, to determine the required level of funding to cover claims costs. The Fund also pays for the associated Wellness Initiatives, which are an integral part of the City's medical cost containment strategy.

DEPARTMENTAL REVENUES:



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Health Care payments and admin	\$17,256,998	\$16,328,847	\$18,220,937	\$18,541,851	\$20,113,181	\$1,571,330	8.47%
REVENUES BY DIVISION TOTAL	\$17,256,998	\$16,328,847	\$18,220,937	\$18,541,851	\$20,113,181	\$1,571,330	8.47%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Health Care payments and admin	\$16,594,037	\$18,249,252	\$18,579,765	\$19,478,972	\$22,051,800	\$2,572,828	13.20%
EXPENSES BY DIVISION TOTAL	\$16,594,037	\$18,249,252	\$18,579,765	\$19,478,972	\$22,051,800	\$2,572,828	13.20%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds	\$16,594,037	\$18,249,252	\$18,579,765	\$19,478,972	\$22,051,800	\$2,572,828	13.20%
EXPENSES BY FUND TOTAL	\$16,594,037	\$18,249,252	\$18,579,765	\$19,478,972	\$22,051,800	\$2,572,828	13.20%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Charges for Services	-	-	\$1,632	-	\$0	\$0	-
Miscellaneous Revenue							
RSWA Checks	\$137	-	-	-	\$0	\$0	-
Forfeitures	\$76,278	\$49,835	\$8,187	\$15,000	\$15,000	\$0	0.00%
Interest	-	-	-	-	\$140,000	\$140,000	-
MISCELLANEOUS REVENUE TOTAL	\$76,415	\$49,835	\$8,187	\$15,000	\$155,000	\$140,000	933.33%
Health Care Fund							
Health Care PR Deduc	\$3,714,653	\$3,168,246	\$3,359,511	\$3,350,000	\$3,455,840	\$105,840	3.15%
Dental Care PR Deduc	\$241,161	\$223,951	\$224,940	\$240,000	\$222,656	-\$17,344	-7.22%
Gyms W/H	-\$138	-\$353	-\$165	\$0	\$0	\$0	-
Health Cont ER Activ	\$8,479,562	\$8,197,039	\$9,964,414	\$10,898,312	\$12,260,601	\$1,362,289	12.50%
Dental Cont ER Activ	\$395,838	\$382,964	\$389,996	\$380,000	\$404,000	\$24,000	6.31%
Health Cont ER Ret	\$3,876,286	\$3,838,153	\$3,823,029	\$3,200,000	\$3,134,780	-\$65,220	-2.03%
Dental Cont ER Ret	\$192,261	\$193,022	\$192,933	\$193,539	\$192,054	-\$1,485	-0.76%
COBRA Checks	\$7,266	\$32,954	\$88,250	-	\$10,000	\$10,000	-
Retiree Checks	\$243,694	\$243,036	\$168,210	\$265,000	\$278,250	\$13,250	5.00%
Wellness Fund CHC	\$30,000	-	-	-	\$0	\$0	-
HEALTH CARE FUND TOTAL	\$17,180,583	\$16,279,012	\$18,211,118	\$18,526,851	\$19,958,181	\$1,431,330	7.72%
Transfers							
Transfer From Other Fund	-	\$0	-	-	\$0	\$0	-
TRANSFERS TOTAL	-	\$0	-	-	\$0	\$0	-
REVENUES BY LINE ITEM TOTAL	\$17,256,998	\$16,328,847	\$18,220,937	\$18,541,851	\$20,113,181	\$1,571,330	8.47%

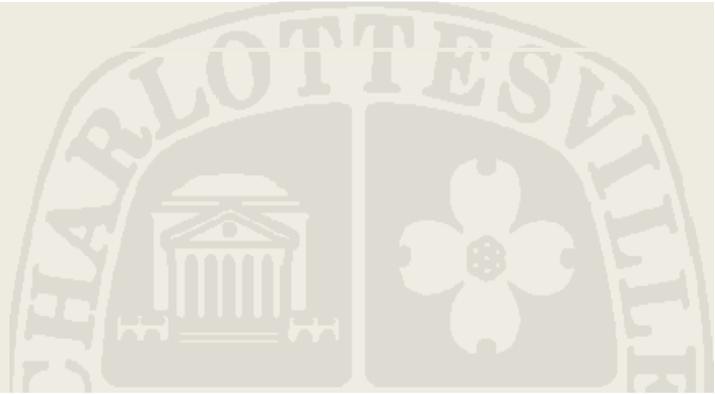
DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
Soc Sec - FICA	\$723	\$1,251	\$1,320	-	\$0	\$0	-
Soc Sec FICA Accrued	\$40	-\$3	\$1	-	\$0	\$0	-
PERSONNEL TOTAL	\$763	\$1,248	\$1,321	-	\$0	\$0	-
Personnel - Other							
Temp. Salaries	\$9,403	\$15,482	\$17,251	\$20,000	\$20,000	\$0	0.00%
Temp Sal Accrued	\$525	-\$39	\$11	-	\$0	\$0	-
Bonus Pay	-	\$875	-	-	\$0	\$0	-
Phys Fitness Clubs	-	\$37,687	\$45,851	\$50,000	\$50,000	\$0	0.00%
Employee Assist	\$15,908	\$15,994	\$15,637	\$17,000	\$17,000	\$0	0.00%
Medical Ins Opt Out	\$27,318	\$24,982	\$13,130	\$26,000	\$26,000	\$0	0.00%
Medical claims	\$13,554,257	\$15,537,633	\$16,178,466	\$16,920,364	\$19,500,000	\$2,579,636	15.24%
Dental claims	\$701,518	\$661,752	\$681,731	\$715,000	\$715,000	\$0	0.00%
HMO-Health Reimb	\$110,600	\$104,955	\$89,383	\$150,000	\$150,000	\$0	0.00%
Flu Shots	\$25	-	-	\$7,500	\$0	-\$7,500	-100.00%
Wellness Initiatives	\$539	\$556	\$719	\$7,500	\$7,500	\$0	0.00%
Flex-Ben Admin	\$23,685	\$28,164	\$39,142	\$30,000	\$29,999	-\$1	0.00%
PERSONNEL - OTHER TOTAL	\$14,443,779	\$16,428,041	\$17,081,322	\$17,943,364	\$20,515,499	\$2,572,135	14.33%
Other							
Other Supplies	-	-	\$669	-	\$0	\$0	-
Advertising	\$80	\$83	\$0	-	\$0	\$0	-
Insurance Premiums	\$1,934,375	\$1,625,222	\$1,292,899	\$1,325,000	\$1,325,000	\$0	0.00%
Rent	-	-	\$0	-	\$0	\$0	-
Actuarial Fees	\$47,136	\$47,136	\$49,024	\$50,000	\$50,000	\$0	0.00%
Affordable Care Cont	\$4,825	\$4,407	\$4,344	\$5,000	\$5,000	\$0	0.00%
Unemployment Comp	-	\$0	-	-	\$0	\$0	-
GF Admin Charges	\$125,000	\$105,036	\$112,000	\$115,000	\$119,000	\$4,000	3.47%
Trn to GF	-	-	-	-	\$0	\$0	-
OTHER TOTAL	\$2,111,416	\$1,781,884	\$1,458,937	\$1,495,000	\$1,499,000	\$4,000	0.26%
Contractual	-	-	\$0	-	\$0	\$0	-
Fixed							
Telephone-Int Chg	\$579	\$579	\$686	\$565	\$507	-\$58	-10.26%
IT Comp Replacemt	-	-	-	\$551	\$642	\$91	16.51%
IT Infrastruct Repla	-	-	-	\$343	\$1,152	\$809	235.86%
IT User/Support Fee	-	-	-	\$1,649	\$0	-\$1,649	-100.00%
Trn to CityLink	\$37,500	\$37,500	\$37,500	\$37,500	\$35,000	-\$2,500	-6.66%
FIXED TOTAL	\$38,079	\$38,079	\$38,186	\$40,608	\$37,301	-\$3,307	-8.14%
EXPENSES BY LINE ITEM TOTAL	\$16,594,037	\$18,249,252	\$18,579,765	\$19,478,972	\$22,051,800	\$2,572,828	13.20%

Retirement Fund

FISCAL YEAR 2025



OVERVIEW:

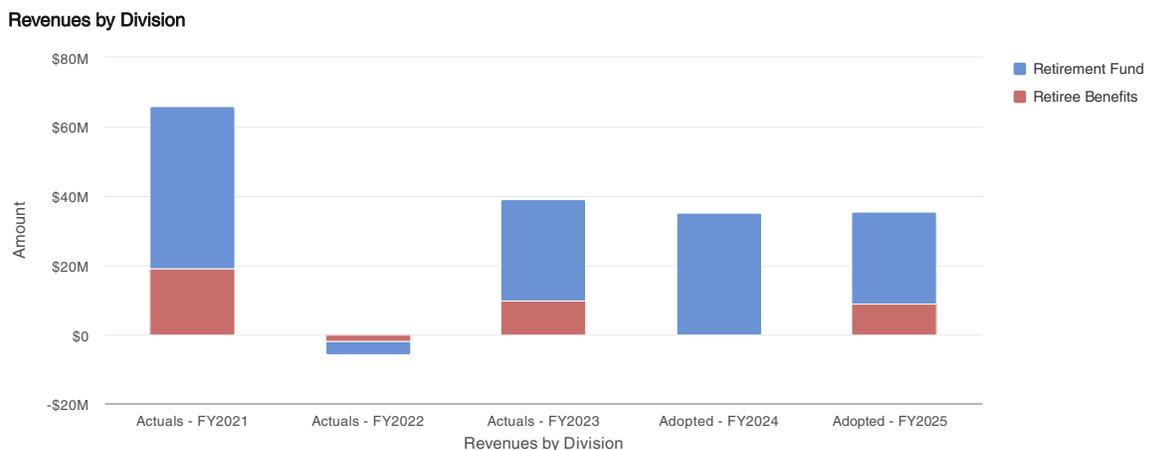
The Charlottesville Supplemental Retirement Fund, and the Post-Retirement Benefits Fund, together constitute the Pension Plan, which is designed to provide City employees with a valuable pension to supplement social security benefits upon retirement. Regular employees may enroll in the plan but are not vested until they have completed five years of service. The City also offers new employees a choice to opt into a Defined Contribution plan rather than the City’s Defined Benefit Pension Plan. The Pension Plan is a trust (fiduciary) fund supported by contributions paid by the City and plan members. Employee contributions are categorized as follows:

- Beginning July 1, 2018, employees hired before July 1, 2012 (Plan 1 Employees) are required to contribute 2% of their salary. Previously, these employees were required to contribute 1% of their salary.
- Employees hired between July 1, 2012 and July 1, 2017, (Plan 2 Employees) are required to contribute 3% of their salary.
- Employees hired after July 1, 2017 (Plan 3 Employees) are required to contribute 5% of their salary.

The City's rate of contribution into the fund for FY24 is 27.0% for general government and 51.28% for public safety employees’ salaries.

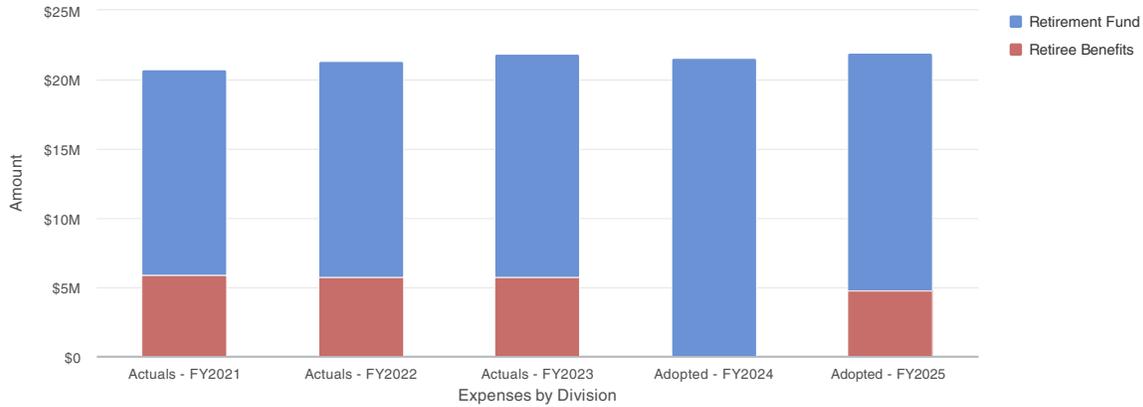
The Charlottesville Pension Plan is administered by a commission as specified by the City Code. Representatives include a City Councilor, City employees and retirees, and citizen representatives.

DEPARTMENTAL REVENUES:



DEPARTMENTAL EXPENDITURES:

Expenditures by Division



DEPARTMENTAL REVENUES (SUMMARY):

Revenues by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Division							
Retirement Fund	\$46,792,210	-\$3,715,157	\$29,280,379	\$35,271,228	\$26,694,080	-\$8,577,148	-24.31%
Retiree Benefits	\$19,224,220	-\$1,919,946	\$9,926,874	–	\$8,970,868	\$8,970,868	–
REVENUES BY DIVISION TOTAL	\$66,016,430	-\$5,635,103	\$39,207,254	\$35,271,228	\$35,664,948	\$393,720	1.11%

DEPARTMENTAL EXPENDITURES (SUMMARY):

Expenditures by Division

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Division							
Retirement Fund	\$14,886,383	\$15,594,766	\$16,162,869	\$21,561,518	\$17,171,509	-\$4,390,009	-20.36%
Retiree Benefits	\$5,858,570	\$5,722,323	\$5,726,910	–	\$4,739,863	\$4,739,863	–
EXPENSES BY DIVISION TOTAL	\$20,744,953	\$21,317,089	\$21,889,779	\$21,561,518	\$21,911,372	\$349,854	1.62%

FUNDING ALLOCATION:

Expenditures by Fund

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Fund							
Non-General Funds	\$20,744,953	\$21,317,089	\$21,889,779	\$21,561,518	\$21,911,372	\$349,854	1.62%
EXPENSES BY FUND TOTAL	\$20,744,953	\$21,317,089	\$21,889,779	\$21,561,518	\$21,911,372	\$349,854	1.62%

DEPARTMENTAL REVENUES (DETAILS):

Revenues by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Revenues by Line Item							
Miscellaneous Revenue							
Interest	\$1,188,529	\$1,230,815	\$1,316,189	\$1,312,500	\$1,400,000	\$87,500	6.66%
Dividends	\$1,389,451	\$1,613,638	\$1,410,322	\$1,312,500	\$1,000,000	-\$312,500	-23.80%
Gain/Loss-Invest	\$45,762,349	-\$25,927,019	\$16,885,145	\$13,000,000	\$14,000,000	\$1,000,000	7.69%
Other Misc Rev	\$133	\$10,414	\$878	-	\$0	\$0	-
MISCELLANEOUS REVENUE TOTAL	\$48,340,462	-\$23,072,153	\$19,612,533	\$15,625,000	\$16,400,000	\$775,000	4.96%
Health Care Fund							
City Retire Contrib	\$14,885,083	\$14,695,533	\$16,964,972	\$16,746,228	\$16,564,948	-\$181,280	-1.08%
Member Retir Contrib	\$2,320,202	\$2,272,262	\$2,264,516	\$2,500,000	\$2,300,000	-\$200,000	-8.00%
HEALTH CARE FUND TOTAL	\$17,205,285	\$16,967,795	\$19,229,488	\$19,246,228	\$18,864,948	-\$381,280	-1.98%
Transfers							
Contrib from City	\$470,684	\$469,255	\$365,232	\$400,000	\$400,000	\$0	0.00%
TRANSFERS TOTAL	\$470,684	\$469,255	\$365,232	\$400,000	\$400,000	\$0	0.00%
REVENUES BY LINE ITEM TOTAL	\$66,016,430	-\$5,635,103	\$39,207,254	\$35,271,228	\$35,664,948	\$393,720	1.11%

DEPARTMENTAL EXPENDITURES (DETAILS):

Expenditures by Line Item

	ACTUALS			ADOPTED	ADOPTED	\$ Change	% Change
	FY2021	FY2022	FY2023	FY2024	FY2025		
Expenses by Line Item							
Personnel							
Soc Sec - FICA	\$7,704	\$7,837	\$8,015	\$7,632	\$7,632	\$0	0.00%
Life Insurance	\$0	\$0	\$0	-	\$0	\$0	-
Life Ins - Retirees	\$26,885	\$26,212	\$24,888	\$30,000	\$30,000	\$0	0.00%
Health Care Program	\$0	\$0	\$0	-	\$0	\$0	-
Health Care Prog - R	\$5,293,985	\$5,172,124	\$5,025,476	\$4,017,000	\$4,017,000	\$0	0.00%
PERSONNEL TOTAL	\$5,328,573	\$5,206,172	\$5,058,379	\$4,054,632	\$4,054,632	\$0	0.00%
Personnel - Other							
LT Disability Ins	\$100,252	\$102,659	\$109,381	\$110,000	\$110,000	\$0	0.00%
PERSONNEL - OTHER TOTAL	\$100,252	\$102,659	\$109,381	\$110,000	\$110,000	\$0	0.00%
Other							
Postage	\$5,049	\$7,406	\$7,929	\$7,500	\$7,500	\$0	0.00%
Dues/Subscriptions	\$1,065	\$1,100	\$1,145	\$1,500	\$1,500	\$0	0.00%
Meals	-	-	\$48	-	\$0	\$0	-
Education/Training	-	-	\$1,695	\$1,500	\$1,500	\$0	0.00%
Actuarial Fees	\$46,460	\$46,460	\$46,622	\$60,000	\$60,000	\$0	0.00%
Investment Advisors	\$808,412	\$929,756	\$713,863	\$1,100,000	\$1,100,000	\$0	0.00%
Insurance Claims	\$199,500	\$148,710	\$352,600	\$250,000	\$250,000	\$0	0.00%
GF Admin Charges	\$139,582	\$137,975	\$165,586	\$165,586	\$190,000	\$24,414	14.74%
Pension Distribution	\$13,892,421	\$14,372,958	\$15,115,813	\$15,500,000	\$15,800,000	\$300,000	1.93%
EE Interest-DB Plan	-	\$71	\$0	-	\$0	\$0	-
Refund Pension Cont	\$175,016	\$315,154	\$263,358	\$250,000	\$275,000	\$25,000	10.00%
OTHER TOTAL	\$15,267,505	\$15,959,591	\$16,668,659	\$17,336,086	\$17,685,500	\$349,414	2.01%
Contractual							
Professional Serv	\$10,823	\$10,867	\$15,560	\$20,000	\$20,000	\$0	0.00%
Other Contractual Se	-	-	-	\$3,000	\$2,500	-\$500	-16.66%
CONTRACTUAL TOTAL	\$10,823	\$10,867	\$15,560	\$23,000	\$22,500	-\$500	-2.17%
Fixed							
Trn to CityLink	\$37,800	\$37,800	\$37,800	\$37,800	\$38,740	\$940	2.48%
FIXED TOTAL	\$37,800	\$37,800	\$37,800	\$37,800	\$38,740	\$940	2.48%
EXPENSES BY LINE ITEM TOTAL	\$20,744,953	\$21,317,089	\$21,889,779	\$21,561,518	\$21,911,372	\$349,854	1.62%

Capital Improvement Program



Capital Improvement Program Overview

FISCAL YEAR 2025-2029

FY2025 CAPITAL IMPROVEMENT PROGRAM:

CIP OVERVIEW

The Capital Improvement Program (CIP) provides funding for streets, public buildings (both governmental and school facilities), land, and other capital assets. The annual capital budget is part of the City's multi-year Capital Improvement Program, which is designed to coordinate the planning, financing, and construction of capital projects aimed at improving, revitalizing, and maintaining the existing facilities and infrastructure.

During the development of the capital budget many factors are taken into consideration for each project including the age and condition of the existing infrastructure, fiscal impacts of each project and the plan overall, public policy, and community needs.

Capital improvement projects generally have a life of at least 5 years, cost more than \$50,000, and are non-operational in nature. Separate funding is adopted in the General Fund budget for the smaller maintenance projects, which are handled in the Facilities Repair Fund.

Careful and advance planning helps ensure the needs of the community are met with capital investments that are both sustainable and contribute to the enhancement to the quality of life in the City of Charlottesville.

CIP PROCESS AND TIMELINE

The City's CIP process is designed to coordinate and align capital projects with Council's strategic priorities and the Comprehensive Plan while also balancing capital investments with available financial resources. The process attempts to capture the true-life cycle cost of the projects – including not only initial construction costs but also operational and replacement costs.

The City's 5-year CIP budget begins in August with City department submissions of new project requests. In addition to submitting requests for new projects. In September, financial and construction updates are provided for existing projects and any projects previously included in the multi-year CIP plan. All materials are submitted for review by the CIP Budget Development Committee. The CIP Budget Development Committee consists of the City Manager, Deputy City Managers, Budget Director, Finance Director, and Budget office staff. The work of the committee results in a plan recommendation which then moves forward for review by the public, Planning Commission and City Council before final approval.

The 5-year CIP plan recommendation is first released as a draft and available for public review and consideration. On November 28, 2024, a work session to present the draft will be held with the Planning Commission followed by a joint public hearing with both the Planning Commission and Council, which will be held on January 9, 2024. After the public hearing, the Planning Commission puts forth its feedback and recommendations to the City Manager for consideration before finalizing the proposed budget.

On March 6, 2024, the City Manager's Proposed CIP is formally presented to City Council as part of an overall City Manager Proposed City Operating and Capital Budget. Council will spend time deliberating the proposed plan and may make funding changes until the budget is formally adopted on April 15, 2024.

FY2025 CIP REVENUE SOURCES

The City uses General Obligation (GO) bonds to finance many of the projects in the CIP. GO Bonds are debt that is backed by the City's full faith and credit which means the City is obligated to pay back the debt using its ability to collect tax revenue. A bondable project must serve a public purpose (roads, bridges, buildings, parks, etc.) and have a long useful life. Like a mortgage, the bond debt is repaid over time which allows the costs of the project to be spread out over many years and paid for by the current and future citizens who use them. Non-bondable projects are projects which will be cash funded by City revenues, grants, and other sources. The City has a financial policy that requires no less than 3% of the General Fund budget be allocated as cash funding for capital projects.

The FY25-29 Capital Improvement Program recommends the use of approximately \$85.3 million in long-term debt to finance a portion of the \$138.6 million multi-year program. The balance will be funded through transfers of funds from the General Fund, PEG (public, education and governmental) programming fees, state grant funds, and other contributions from Charlottesville City Schools. The Capital Improvement Program for FY25 contains bondable projects totaling \$25.9 million, along with non-bondable projects totaling \$9.9 million, for a total capital improvement program budget equaling \$35.8 million.

CAPITAL IMPROVEMENT PROGRAM ALIGNMENT TO THE STRATEGIC PLAN:

City Council identified a Commitment to Justice, Equity, Diversity, Inclusion and 9 Strategic Outcome Areas: Climate Action, Housing, Public Safety, Economic Prosperity, Organizational Excellence, Recreation, Arts and Culture, Education, Partnerships, and Transportation. The majority of the projects in the current plan fall under three outcome areas: housing, transportation and education.

AFFORDABLE HOUSING

\$8.9 million is allocated for Affordable Housing projects in FY25 and nearly \$50 million is planned over the next 5 years. In FY25, Charlottesville Housing and Redevelopment is to receive \$3,000,000 for the future redevelopment of the City's public housing sites. \$900,000 is allocated for Supplemental Rental Assistance to continue the previous commitment by City council for housing vouchers. \$1,500,000 is allocated to the Charlottesville Affordable Housing Fund (CAHF) to provide funding for affordable housing initiatives including funding to non-profit agencies to support affordable rental, affordable homeownership, affordable home rehabilitation and energy conservation, down payment assistance and other affordable housing initiatives. Additionally, \$3 million has been allocated to help fund the MACAA and Park Street Apartment projects.

TRANSPORTATION

\$9.7 million in FY25 and \$29.2 million over the next 5 years is planned for transportation FY25 projects, which include \$4.2 million for the construction of sidewalks on Stribling Avenue, \$700,000 for sidewalk construction and repair, \$1.3 million for street paving and milling and more than \$1 million for traffic signal infrastructure and \$187,386 was allocated as the local match funding for CAT transit bus replacements.

EDUCATION

\$5.8 million in FY25 and \$56.2 million over the next 5 years is planned for education. FY25 projects which include \$1.9 million in additional funds to fully fund the replacement of the roof for Charlottesville High School, \$450,000 for the replacement of windows at Clark Elementary School and \$3.4 million for ongoing school building improvements, school priority improvements and HVAC replacement.

PUBLIC SAFETY

\$783,800 is included in FY25 to fund ongoing replacement program of Portable Radios and Mobile Data Terminals for the Police Department, the Fire Department and the Sheriff's Office and self-contained breathing apparatus and turnout gear for the Fire Department. Most of these initiatives are funded annually to establish a tiered replacement schedule instead of funding them all at once with a significant lump sum investment.

ORGANIZATIONAL EXCELLENCE

Infrastructure improvements are included within the outcome area of organizational excellence. The FY25 CIP allocates \$1.3 million in funding to go towards Milling and Paving and \$1 million for Traffic Signal Infrastructure Replacement and \$225,000 is also funded for Minor Bridge Repairs. \$100,000 has been added to help fund voting machine replacements that are anticipated in FY27 and \$120,000 has been added for the upgrade of the records management system for the Circuit Court.

RECREATION, ARTS, CULTURE

\$2 million is allocated for the replacement of the irrigation system at the Meadowcreek Golf Course. Revenues from the golf course operations will be used to pay the debt service on this project. \$270,000 is allocated for repairs to the Forest Hill splash pad, \$375,000 is allocated for active tree and invasive plant management, and \$512,000 is allocated for upgrades to parks and recreation facilities and playgrounds and \$500,000 is allocated for the lower Meadowcreek trail.

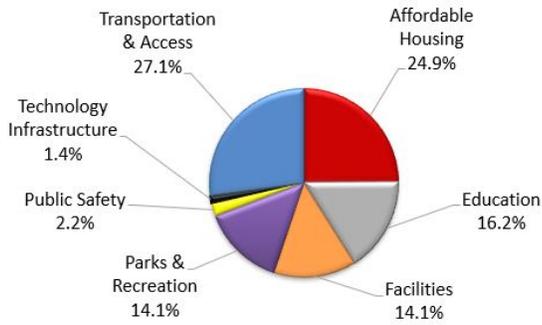
PARTNERSHIPS

\$410,000 is allocated for the City's share of a hearing room in the General District Court House currently under construction in partnership with Albemarle County.

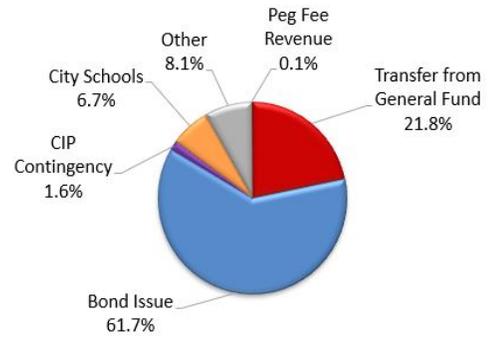
JEDI

SIA Immediate Implementation will receive \$200,000 in the FY25 CIP. This funding is intended to facilitate completion of projects outlined in the Strategic Investment Area Plan. \$240,000 for ADA Pedestrian Signal Upgrades, \$100,000 is allocated for citywide sidewalk and curb ADA Improvements and \$80,000 is allocated for the Pen Park Bathroom ADA renovation and \$40,000 will be used to help support the City's public access studio/Channel 10.

FY2025 CIP Expenditures



FY2025 CIP Revenues



CIP FUNDING:

CIP Expenditures: Bondable & Non-Bondable

	FY2025 CIP BUDGET				
	FY2025	FY2026	FY2027	FY2028	FY2029
Expenses					
CIP - Bondable	\$25,902,587	\$20,878,201	\$22,565,329	\$43,859,698	\$20,643,950
CIP - Non-Bondable	\$9,898,176	\$6,598,234	\$10,404,145	\$6,664,793	\$9,539,133
EXPENSES TOTAL	\$35,800,763	\$27,476,435	\$32,969,474	\$50,524,491	\$30,183,083

CIP REVENUES:

CIP Revenues by Revenue Type

	FY2025 CIP BUDGET				
	FY2025	FY2026	FY2027	FY2028	FY2029
Revenues					
Public, Educational, Governmental Fees	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Bond Sales	\$22,077,418	\$16,501,861	\$22,465,329	\$41,801,377	\$20,543,950
Loan Proceeds	\$2,900,000	\$0	\$0	\$0	\$0
Transfer From Other Fund	\$7,798,529	\$8,034,896	\$8,255,693	\$8,483,114	\$8,717,357
General Fund Surplus Transfer	\$584,816	\$399,678	\$2,008,452	\$0	\$681,776
Transfer From Schools	\$2,400,000	\$2,500,000	\$200,000	\$200,000	\$200,000
REVENUES TOTAL	\$35,800,763	\$27,476,435	\$32,969,474	\$50,524,491	\$30,183,083

CIP PROJECTS:

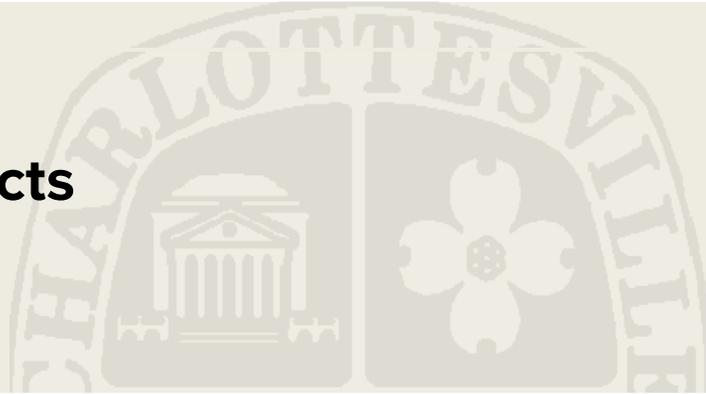
CIP Expenditures by Category & Project

	FY2025 CIP BUDGET				
	FY2025	FY2026	FY2027	FY2028	FY2029
FY2025 CIP 5-Year Plan: Total	\$35,800,763	\$27,476,435	\$32,969,474	\$50,524,491	\$30,183,083
Affordable Housing					
Westhaven Redevelopment	\$0	\$5,000,000	\$5,000,000	\$5,000,000	\$0
Public Housing Redevelopment	\$3,000,000	\$3,000,000	\$0	\$0	\$0
PHA - 501 Cherry Avenue Development	\$0	\$1,000,000	\$2,150,000	\$0	\$0
Friendship Court Redevelopment: Phase 3	\$0	\$0	\$2,047,500	\$1,102,500	\$0
Friendship Court Redevelopment: Phase 4	\$0	\$0	\$0	\$0	\$2,925,000
Charlottesville Affordable Housing Fund (CAHF)	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
CSRAP	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000
Friendship Court Redevelopment: Phase 2	\$500,000	\$0	\$0	\$0	\$0
Friendship Court Redevelopment: Infrastructure Improvements	\$0	\$0	\$650,000	\$350,000	\$1,560,000
MACAA Project Apartments	\$1,885,000	\$0	\$0	\$0	\$0
PHA - Park Street Apartments	\$1,125,000	\$0	\$0	\$0	\$0
AFFORDABLE HOUSING TOTAL	\$8,910,000	\$11,400,000	\$12,247,500	\$8,852,500	\$6,885,000
Education					
Charlottesville Pre-K Center	\$0	\$0	\$4,000,000	\$26,000,000	\$0
Clark Elementary School Windows Replacement	\$450,000	\$0	\$0	\$0	\$0
Johnson Elementary School Roof Replacement	\$0	\$0	\$0	\$0	\$1,500,000
Jackson-Via Elementary School Roof Replacement	\$0	\$0	\$0	\$1,500,000	\$0
Burnley-Moran Elementary School Roof Replacement	\$0	\$0	\$1,500,000	\$0	\$0
Charlottesville High School Roof Replacement	\$1,937,504	\$2,357,489	\$0	\$0	\$0
School Priority Projects	\$1,250,000	\$1,250,000	\$1,250,000	\$1,250,000	\$1,250,000
School Lump Sum Account	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000
School HVAC Repair	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
School Small Cap Projects	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
EDUCATION TOTAL	\$5,787,504	\$5,757,489	\$8,900,000	\$30,900,000	\$4,900,000
Facilities					
JMRL Central Library Renovations	\$0	\$0	\$857,109	\$0	\$9,676,141
General District Court Replacement	\$410,000	\$201,838	\$0	\$0	\$0
Facilities Development Lump Sum Account	\$1,482,083	\$1,119,956	\$1,159,155	\$1,193,930	\$1,217,809
City Facility HVAC	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
City Solar PV Program	\$75,000	\$75,000	\$0	\$0	\$0
RSWA Baler & Baling Facility	\$1,788,000	\$0	\$0	\$0	\$0
Climate Action Initiatives	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
HVAC City Facilities - Contingency	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
HVAC School Facilities - Contingency	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
FACILITIES TOTAL	\$5,055,083	\$2,696,794	\$3,316,264	\$2,493,930	\$12,193,950
Parks & Recreation					
YMCA Trail	\$400,000	\$0	\$0	\$0	\$0
Pen Park ADA Bathroom Renovations	\$80,000	\$0	\$0	\$0	\$0
Forest Hills Splash Pad	\$270,000	\$0	\$0	\$0	\$0
Meadowcreek Golf Course Irrigation	\$2,000,000	\$0	\$0	\$0	\$0
Downtown Mall Infrastructure	\$728,000	\$100,000	\$100,000	\$100,000	\$100,000
Dogwood Vietnam Memorial	\$0	\$0	\$0	\$0	\$0
Parks & Schools Playground Renovations	\$112,000	\$112,000	\$112,000	\$112,000	\$112,000
Urban Tree Planting	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Lower Meadowcreek ADA Shared Use Path	\$500,000	\$0	\$0	\$0	\$0
Hazard Liability Ash Trees	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Trail Development & Land Acquisition	\$185,000	\$125,000	\$125,000	\$125,000	\$125,000
Parks & Recreation Lump Sum Account	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
Invasive Species Control/Containment	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000

	FY2025 CIP BUDGET				
	FY2025	FY2026	FY2027	FY2028	FY2029
Downtown Mall Trees Active Lifecycle Management	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
PARKS & RECREATION TOTAL	\$5,050,000	\$1,112,000	\$1,112,000	\$1,112,000	\$1,112,000
Public Safety					
Bypass Fire Station Repurpose/Upfit	\$0	\$100,000	\$0	\$0	\$0
Bypass Fire Station Replacement	\$150,000	\$0	\$0	\$0	\$0
Fire/EMS Apparatus Replacement	\$0	\$458,918	\$1,434,065	\$1,500,768	\$0
Fontaine Fire Station Alerting System Replacement	\$0	\$0	\$0	\$0	\$0
Police Department Mobile Data Computers	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Fire Self-Contained Breathing Apparatus Replacement	\$150,000	\$150,000	\$150,000	\$25,000	\$25,000
Structural Firefighting Turnout Gear Replacement	\$300,000	\$60,000	\$60,000	\$60,000	\$60,000
Police Department Portable Radio	\$45,000	\$75,000	\$75,000	\$75,000	\$75,000
Fire Department Portable Radio	\$45,000	\$75,000	\$75,000	\$75,000	\$75,000
Sheriff Portable Radio	\$18,800	\$40,000	\$40,000	\$40,000	\$40,000
PUBLIC SAFETY TOTAL	\$783,800	\$1,033,918	\$1,909,065	\$1,850,768	\$350,000
Technology Infrastructure					
Circuit Court Records Management System Upgrade	\$120,000	\$0	\$0	\$0	\$0
Voting Equipment Replacement	\$100,000	\$150,000	\$150,000	\$0	\$0
Communications Technology Account	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Citywide Technology Infrastructure	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
TECHNOLOGY INFRASTRUCTURE TOTAL	\$510,000	\$440,000	\$440,000	\$290,000	\$290,000
Transportation & Access					
Citywide ADA Sidewalks & Crossings	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Minor Bridge Repairs	\$225,000	\$225,000	\$225,000	\$225,000	\$0
New Sidewalks	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Strategic Investment Area Plan Implementation	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Small Area Plans	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
ADA Pedestrian Signal Upgrade	\$240,000	\$240,000	\$240,000	\$240,000	\$0
Traffic Signal Replacement	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Streets & Sidewalks	\$1,250,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Sidewalk Repair	\$500,000	\$550,000	\$600,000	\$650,000	\$700,000
Fontaine Avenue Project	\$750,000	\$0	\$0	\$0	\$0
Stribling Avenue Sidewalk	\$4,217,000	\$0	\$0	\$0	\$0
Bicycle Infrastructure	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Traffic Signal Coordination	\$185,000	\$185,000	\$185,000	\$185,000	\$200,000
Bus Purchases	\$187,376	\$236,234	\$169,645	\$150,293	\$77,133
Bridge Inspections	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Neighborhood Transportation Improvements	\$100,000	\$100,000	\$100,000	\$100,000	\$0
Right-of-Way Appurtenance	\$75,000	\$100,000	\$100,000	\$100,000	\$100,000
Sign Retroactive Reflective Compliance	\$75,000	\$50,000	\$25,000	\$25,000	\$25,000
Historical District Entrance Corridor	\$50,000	\$0	\$50,000	\$0	\$0
Traffic Improvements	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
TRANSPORTATION & ACCESS TOTAL	\$9,704,376	\$5,036,234	\$5,044,645	\$5,025,293	\$4,452,133

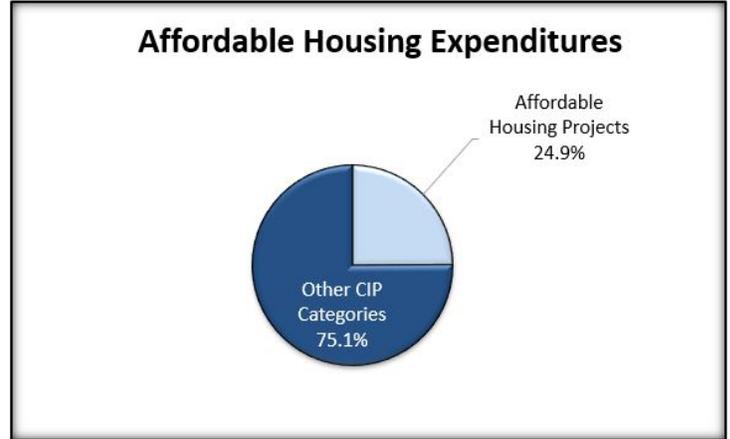
Affordable Housing Projects

FISCAL YEAR 2025-2029



The links below provide project details.

- [Charlottesville Supplemental Rental Assistance Program \(CSRAP\)](#)
- [Charlottesville Affordable Housing Fund \(CAHF\)](#)
- [Friendship Court Redevelopment: Infrastructure Improvements](#)
- [Friendship Court Redevelopment: Phase 2](#)
- [Friendship Court Redevelopment: Phase 3](#)
- [Friendship Court Redevelopment: Phase 4 PHA - 501 Cherry Avenue Development](#)
- [PHA - Park Street Apartments](#)
- [PHA-MACCA Project Apartments](#)
- [Public Housing Redevelopment](#)
- [Westhaven Redevelopment](#)



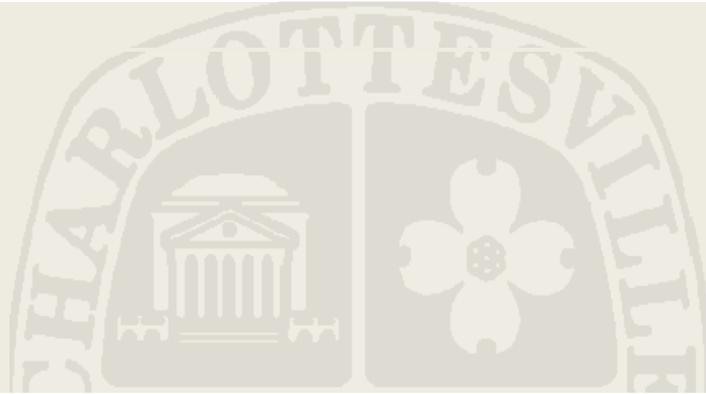
AFFORDABLE HOUSING 5-YEAR PLAN:

Affordable Housing Projects

	FY2025 CIP BUDGET				
	FY2025	FY2026	FY2027	FY2028	FY2029
Affordable Housing					
Westhaven Redevelopment	\$0	\$5,000,000	\$5,000,000	\$5,000,000	\$0
Public Housing Redevelopment	\$3,000,000	\$3,000,000	\$0	\$0	\$0
PHA - 501 Cherry Avenue Development	\$0	\$1,000,000	\$2,150,000	\$0	\$0
Friendship Court Redevelopment: Phase 3	\$0	\$0	\$2,047,500	\$1,102,500	\$0
Friendship Court Redevelopment: Phase 4	\$0	\$0	\$0	\$0	\$2,925,000
Charlottesville Affordable Housing Fund (CAHF)	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
CSRAP	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000
Friendship Court Redevelopment: Phase 2	\$500,000	\$0	\$0	\$0	\$0
Friendship Court Redevelopment: Infrastructure Improvements	\$0	\$0	\$650,000	\$350,000	\$1,560,000
MACAA Project Apartments	\$1,885,000	\$0	\$0	\$0	\$0
PHA - Park Street Apartments	\$1,125,000	\$0	\$0	\$0	\$0
AFFORDABLE HOUSING TOTAL	\$8,910,000	\$11,400,000	\$12,247,500	\$8,852,500	\$6,885,000

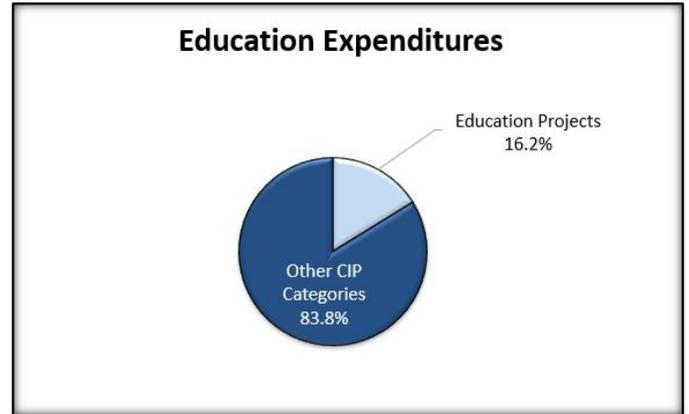
Education Projects

FISCAL YEAR 2025-2029



The links below provide project details.

- [Burnley-Moran Elementary School Roof Replacement](#)
- [Charlottesville High School Roof Replacement](#)
- [Charlottesville Pre-K Center](#)
- [Clark Elementary School Windows Replacement](#)
- [Jackson-Via Elementary School Roof Replacement](#)
- [Johnson Elementary School Roof Replacement](#)
- [School HVAC Repair](#)
- [School Lump Sum Account](#)
- [School Priority Projects](#)
- [School Small Capital Projects](#)



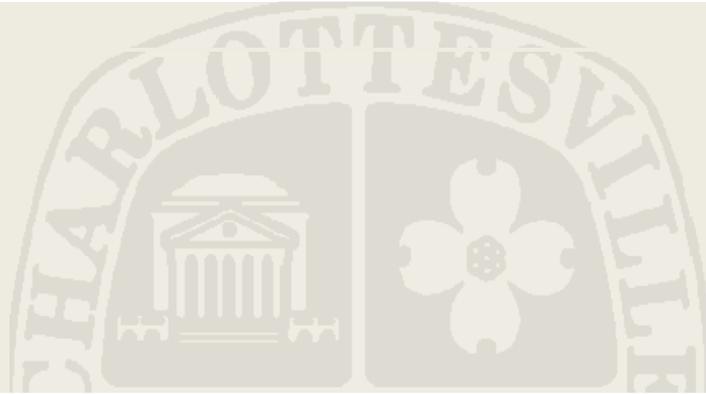
EDUCATION PROJECTS: 5-YEAR PLAN

Education Projects

	FY2025 CIP BUDGET				
	FY2025	FY2026	FY2027	FY2028	FY2029
Education					
Charlottesville Pre-K Center	\$0	\$0	\$4,000,000	\$26,000,000	\$0
Clark Elementary School Windows Replacement	\$450,000	\$0	\$0	\$0	\$0
Johnson Elementary School Roof Replacement	\$0	\$0	\$0	\$0	\$1,500,000
Jackson-Via Elementary School Roof Replacement	\$0	\$0	\$0	\$1,500,000	\$0
Burnley-Moran Elementary School Roof Replacement	\$0	\$0	\$1,500,000	\$0	\$0
Charlottesville High School Roof Replacement	\$1,937,504	\$2,357,489	\$0	\$0	\$0
School Priority Projects	\$1,250,000	\$1,250,000	\$1,250,000	\$1,250,000	\$1,250,000
School Lump Sum Account	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000
School HVAC Repair	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
School Small Cap Projects	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
EDUCATION TOTAL	\$5,787,504	\$5,757,489	\$8,900,000	\$30,900,000	\$4,900,000

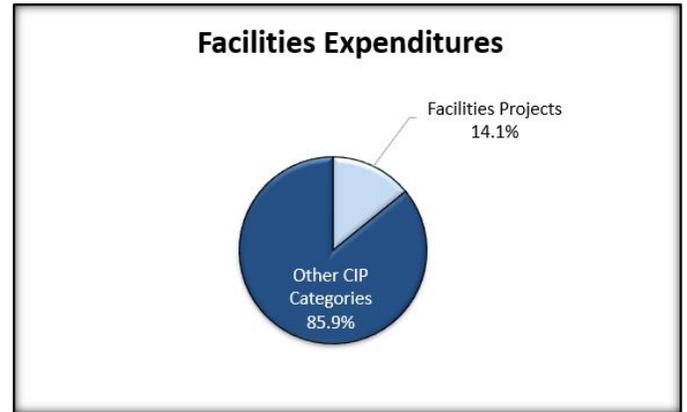
Facilities Projects

FISCAL YEAR 2025-2029



The links below provide project details.

- [City Facility HVAC](#)
- [City Solar Photovoltaic \(PV\) Panel Program](#)
- [Climate Action Initiatives](#)
- [Facilities Development Lump Sum Account](#)
- [General District Court Replacement](#)
- [HVAC City Facilities - Contingency](#)
- [HVAC School Facilities - Contingency](#)
- [Jefferson-Madison Regional Library Central Branch Renovations](#)
- [Rivanna Solid Waste Authority Baler & Baling Facility](#)



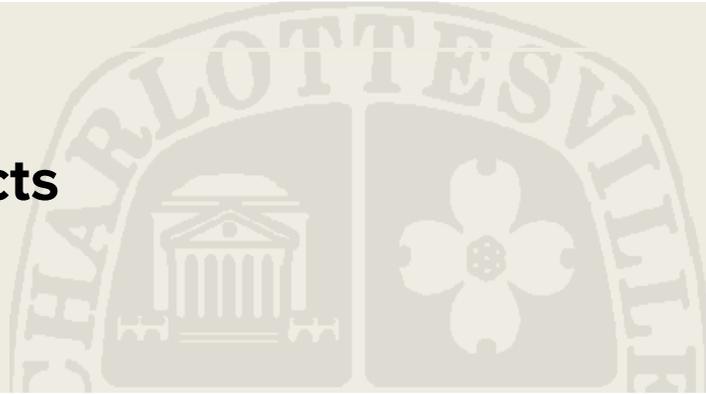
FACILITIES PROJECTS: 5-YEAR PLAN

Facilities Projects

	FY2025 CIP BUDGET				
	FY2025	FY2026	FY2027	FY2028	FY2029
Facilities					
JMRL Central Library Renovations	\$0	\$0	\$857,109	\$0	\$9,676,141
General District Court Replacement	\$410,000	\$201,838	\$0	\$0	\$0
Facilities Development Lump Sum Account	\$1,482,083	\$1,119,956	\$1,159,155	\$1,193,930	\$1,217,809
City Facility HVAC	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
City Solar PV Program	\$75,000	\$75,000	\$0	\$0	\$0
RSWA Baler & Baling Facility	\$1,788,000	\$0	\$0	\$0	\$0
Climate Action Initiatives	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
HVAC City Facilities - Contingency	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
HVAC School Facilities - Contingency	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
FACILITIES TOTAL	\$5,055,083	\$2,696,794	\$3,316,264	\$2,493,930	\$12,193,950

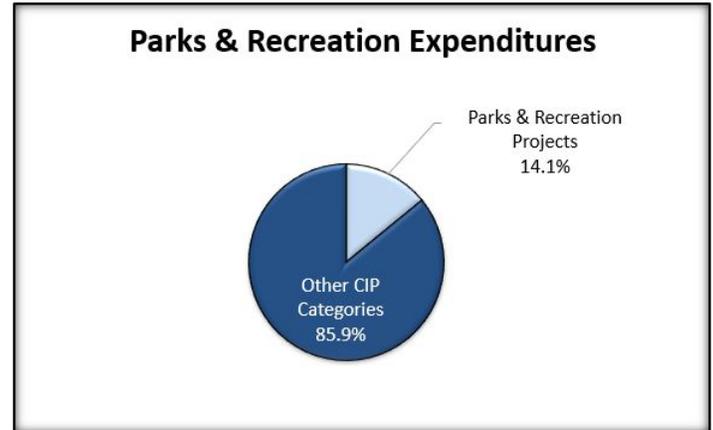
Parks & Recreation Projects

FISCAL YEAR 2025-2029



The links below provide project details.

- [Downtown Mall Trees Active Lifecycle Management](#)
- [Downtown Mall Infrastructure](#)
- [Forest Hills Splash Pad](#)
- [Hazard Liability Ash Trees](#)
- [Invasive Species Control/Containment](#)
- [Lower Meadowcreek ADA Shared Use Path](#)
- [Meadowcreek Golf Course Irrigation](#)
- [Parks & Recreation Lump Sum Account](#)
- [Parks & Schools Playground Renovations](#)
- [Pen Park ADA Bathroom Renovations](#)
- [Trail Development & Land Acquisition](#)
- [Urban Tree Planting](#)
- [YMCA Trail](#)



PARKS & RECREATION PROJECTS: 5-YEAR PLAN

Parks & Recreation Projects

	FY2025 CIP BUDGET				
	FY2025	FY2026	FY2027	FY2028	FY2029
Parks & Recreation					
YMCA Trail	\$400,000	\$0	\$0	\$0	\$0
Pen Park ADA Bathroom Renovations	\$80,000	\$0	\$0	\$0	\$0
Forest Hills Splash Pad	\$270,000	\$0	\$0	\$0	\$0
Meadowcreek Golf Course Irrigation	\$2,000,000	\$0	\$0	\$0	\$0
Downtown Mall Infrastructure	\$728,000	\$100,000	\$100,000	\$100,000	\$100,000
Parks & Schools Playground Renovations	\$112,000	\$112,000	\$112,000	\$112,000	\$112,000
Urban Tree Planting	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Lower Meadowcreek ADA Shared Use Path	\$500,000	\$0	\$0	\$0	\$0
Hazard Liability Ash Trees	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Trail Development & Land Acquisition	\$185,000	\$125,000	\$125,000	\$125,000	\$125,000
Parks & Recreation Lump Sum Account	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
Invasive Species Control/Containment	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Downtown Mall Trees Active Lifecycle Management	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
PARKS & RECREATION TOTAL	\$5,050,000	\$1,112,000	\$1,112,000	\$1,112,000	\$1,112,000

PARKS & RECREATION PROJECTS: 5-YEAR PLAN

Parks & Recreation Projects

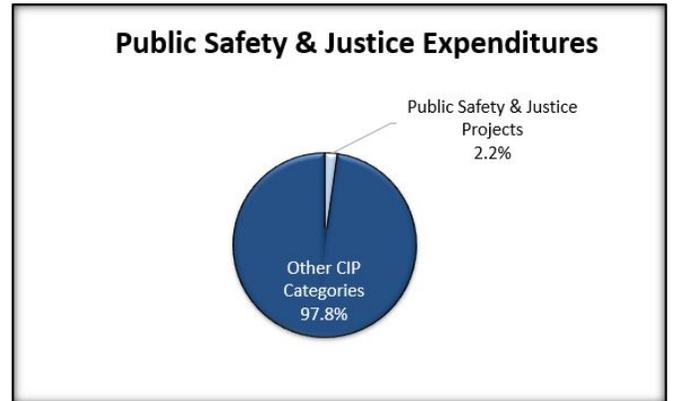
	FY2025 CIP BUDGET				
	FY2025	FY2026	FY2027	FY2028	FY2029
Parks & Recreation					
YMCA Trail	\$400,000	\$0	\$0	\$0	\$0
Pen Park ADA Bathroom Renovations	\$80,000	\$0	\$0	\$0	\$0
Forest Hills Splash Pad	\$270,000	\$0	\$0	\$0	\$0
Meadowcreek Golf Course Irrigation	\$2,000,000	\$0	\$0	\$0	\$0
Downtown Mall Infrastructure	\$728,000	\$100,000	\$100,000	\$100,000	\$100,000
Parks & Schools Playground Renovations	\$112,000	\$112,000	\$112,000	\$112,000	\$112,000
Urban Tree Planting	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Lower Meadowcreek ADA Shared Use Path	\$500,000	\$0	\$0	\$0	\$0
Hazard Liability Ash Trees	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Trail Development & Land Acquisition	\$185,000	\$125,000	\$125,000	\$125,000	\$125,000
Parks & Recreation Lump Sum Account	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
Invasive Species Control/Containment	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Downtown Mall Trees Active Lifecycle Management	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
PARKS & RECREATION TOTAL	\$5,050,000	\$1,112,000	\$1,112,000	\$1,112,000	\$1,112,000

Public Safety & Justice Projects

FISCAL YEAR 2025-2029

The links below provide project details.

- [Bypass Fire Station Replacement](#)
- [Bypass Fire Station Repurpose/Uplift](#)
- [Fire Department Portable Radio](#)
- [Fire Self-Contained Breathing Apparatus Replacement](#)
- [Fire/EMS Apparatus Replacement](#)
- [Structural Firefighting Turnout Gear Replacement](#)
- [Police Department Mobile Data Computers](#)
- [Police Department Portable Radio](#)
- [Sheriff Portable Radio](#)



PUBLIC SAFETY & JUSTICE PROJECTS: 5-YEAR PLAN

Public Safety & Justice Projects

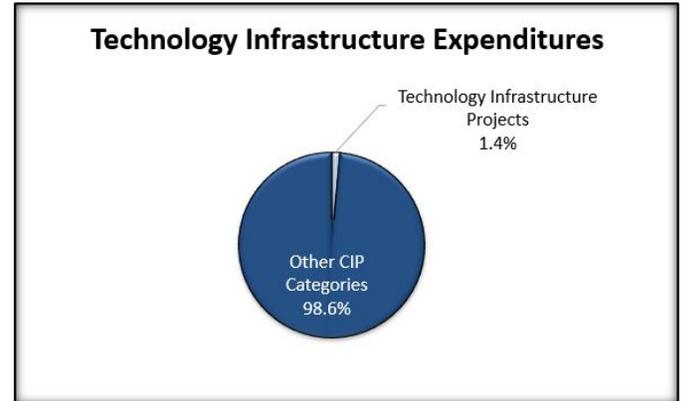
	FY2025 CIP BUDGET				
	FY2025	FY2026	FY2027	FY2028	FY2029
Public Safety & Justice					
Bypass Fire Station Repurpose/Uplift	\$0	\$100,000	\$0	\$0	\$0
Bypass Fire Station Replacement	\$150,000	\$0	\$0	\$0	\$0
Fire/EMS Apparatus Replacement	\$0	\$458,918	\$1,434,065	\$1,500,768	\$0
Police Department Mobile Data Computers	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Fire Self-Contained Breathing Apparatus Replacement	\$150,000	\$150,000	\$150,000	\$25,000	\$25,000
Structural Firefighting Turnout Gear Replacement	\$300,000	\$60,000	\$60,000	\$60,000	\$60,000
Police Department Portable Radio	\$45,000	\$75,000	\$75,000	\$75,000	\$75,000
Fire Department Portable Radio	\$45,000	\$75,000	\$75,000	\$75,000	\$75,000
Sheriff Portable Radio	\$18,800	\$40,000	\$40,000	\$40,000	\$40,000
PUBLIC SAFETY & JUSTICE TOTAL	\$783,800	\$1,033,918	\$1,909,065	\$1,850,768	\$350,000

Technology Infrastructure Projects

FISCAL YEAR 2025-2029

The links below provide project details.

- [Circuit Court Records Management System Upgrade](#)
- [Citywide Technology Infrastructure](#)
- [Communications Technology Fund](#)
- [Voting Equipment Replacement](#)



TECHNOLOGY INFRASTRUCTURE PROJECTS: 5-YEAR PLAN

Technology Infrastructure Projects

	FY2025 CIP BUDGET				
	FY2025	FY2026	FY2027	FY2028	FY2029
Technology Infrastructure					
Circuit Court Records Management System Upgrade	\$120,000	\$0	\$0	\$0	\$0
Voting Equipment Replacement	\$100,000	\$150,000	\$150,000	\$0	\$0
Communications Technology Account	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Citywide Technology Infrastructure	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
TECHNOLOGY INFRASTRUCTURE TOTAL	\$510,000	\$440,000	\$440,000	\$290,000	\$290,000

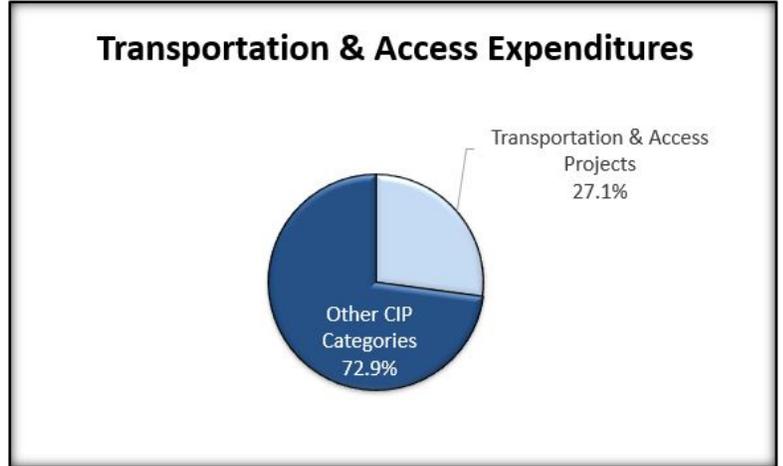
Transportation & Access Projects

FISCAL YEAR 2025-2029



The links below provide project details.

- [ADA Pedestrian Signal Upgrade](#)
- [Bicycle Infrastructure](#)
- [Bridge Inspections](#)
- [Bus Purchases](#)
- [Citywide ADA: Sidewalks & Crossings](#)
- [Fontaine Avenue Project](#)
- [Historical District Entrance Corridor](#)
- [Minor Bridge Repairs](#)
- [Neighborhood Transportation Improvements](#)
- [New Sidewalks](#)
- [Right-of-Way Appurtenance](#)
- [Sidewalk Repair](#)
- [Sign Retroactive Reflective Compliance](#)
- [Small Area Plans](#)
- [Strategic Investment Area Plan Implementation](#)
- [Streets & Sidewalks](#)
- [Stribling Avenue Sidewalk](#)
- [Traffic Improvements](#)
- [Traffic Signal Coordination](#)
- [Traffic Signal Replacement](#)



TRANSPORTATION & ACCESS PROJECTS: 5-YEAR PLAN

Transportation & Access Projects

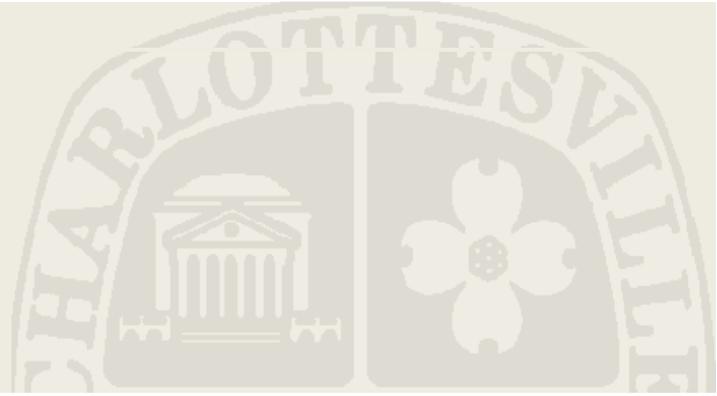
	FY2025 CIP BUDGET				
	FY2025	FY2026	FY2027	FY2028	FY2029
Transportation & Access					
Citywide ADA Sidewalks & Crossings	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Minor Bridge Repairs	\$225,000	\$225,000	\$225,000	\$225,000	\$0
New Sidewalks	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Strategic Investment Area Plan Implementation	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Small Area Plans	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
ADA Pedestrian Signal Upgrade	\$240,000	\$240,000	\$240,000	\$240,000	\$0
Traffic Signal Replacement	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Streets & Sidewalks	\$1,250,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Sidewalk Repair	\$500,000	\$550,000	\$600,000	\$650,000	\$700,000
Fontaine Avenue Project	\$750,000	\$0	\$0	\$0	\$0
Stribling Avenue Sidewalk	\$4,217,000	\$0	\$0	\$0	\$0
Bicycle Infrastructure	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Traffic Signal Coordination	\$185,000	\$185,000	\$185,000	\$185,000	\$200,000
Bus Purchases	\$187,376	\$236,234	\$169,645	\$150,293	\$77,133
Bridge Inspections	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Neighborhood Transportation Improvements	\$100,000	\$100,000	\$100,000	\$100,000	\$0
Right-of-Way Appurtenance	\$75,000	\$100,000	\$100,000	\$100,000	\$100,000
Sign Retroactive Reflective Compliance	\$75,000	\$50,000	\$25,000	\$25,000	\$25,000
Historical District Entrance Corridor	\$50,000	\$0	\$50,000	\$0	\$0
Traffic Improvements	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
TRANSPORTATION & ACCESS TOTAL	\$9,704,376	\$5,036,234	\$5,044,645	\$5,025,293	\$4,452,133

Appendix



City Awards

FISCAL YEAR 2025



WHAT PEOPLE ARE SAYING:

Folks that have lived here for a long time are aware of our City's high quality of life. Here is what some other well-known sources are saying about life in Charlottesville:

- 17 Most Beautiful College Campuses in the US – Matador Network (2021)
- Top 5 Most Beautiful College Towns – USA Today (2020)
- 20 Best Small Cities in the U.S. (Most Literate) – National Geographic Travel (2018)
- National Geographic Happiest Places (#3) – Dan Buettner and Dan Witters of Gallup (2017)
- #2 Best Small Town Main Street in America – Country Living (2017)
- No. 3 Best Small Town in the South - Southern Living (2017)
- #2 Most Exciting City in Virginia – gogobot (2015)
- 12 Cutest Small Towns in America – Huffington Post (2015)
- Top 10 Best Places to Retire – Livability.com (2015)
- America's Favorite Mountain Towns (#9) – Travel + Leisure Magazine (2014)

BEST PLACE TO LIVE:

- The 15 Happiest Places to Live in the U.S. – Outside Magazine (2023)
- Charlottesville, VA is the #22 Best City to Live in the USA – Livability.com (2022)
- Best Cities in the South to Move to After the Pandemic 2020 (#6) – Business Insider
- 25th for Quality of Life – WalletHub's 2019 Best Small Cities in America
- 10th Best College Town in America – Livability (2018)
- #5 Best Place to Live – Livability (2017, 2018)
- 15 Best Places to Live in the U.S. (#3) – NY Post (2016)
- 50 Best College Towns (#7) – College Rank (2016)
- 10 Hippest Mid-Sized Cities in America – gogobot (2016)

BEST PLACE TO VISIT:

- The Most Welcoming Places on Earth – Booking.com (2023)
- The 7 Best U.S. Cities and Towns to See Fall Foliage – Smarter Travel (2023)
- 15 Best Places to Visit in Virginia (#9) – U.S. News & World Report (2023)
- 17 Places You Must Visit in 2017 - Expedia (2017)
- America's Favorite Towns – Travel + Leisure (2017)
- The Best Road Trips from 10 Major US Cities – Business Insider (2017)
- Most Charming Southern Vacations You Need to Experience – Trip Advisor (2017)
- Five Great Places to Visit in 2016 – Off Metro NY
- 8 Southern Cities for Your Bucket List – Visit South (2015)
- 22 Best Small Town Family Weekend Destinations – Vacationidea.com (2015)

HEALTHIEST CITY AWARDS:

- Community Well-Being (#5) – Gallup-Health Index (2016)
- Healthiest Small Town in the U.S. – Health Line (2016)
- America's Healthiest Small Cities (#6) – Daily Finance (2014)
- Most Walkable City in Virginia – Walk Score (2011)

BUSINESS/ECONOMIC AWARDS:

- Top 50 Best Cities for Entrepreneurs (#4) – Entrepreneur Magazine & Livability.com (2016)
- Virginia Economic Developer's Association Community Economic Development Award (2016)
- #4 Best Small City for Working Women – Nerdwallet.com (2013)
- #30 Best City for Job Growth – New Geography (2012)
- #14 Best Performing Small Market in US – Milken Institute (2011)

FOOD & DRINK AWARDS:

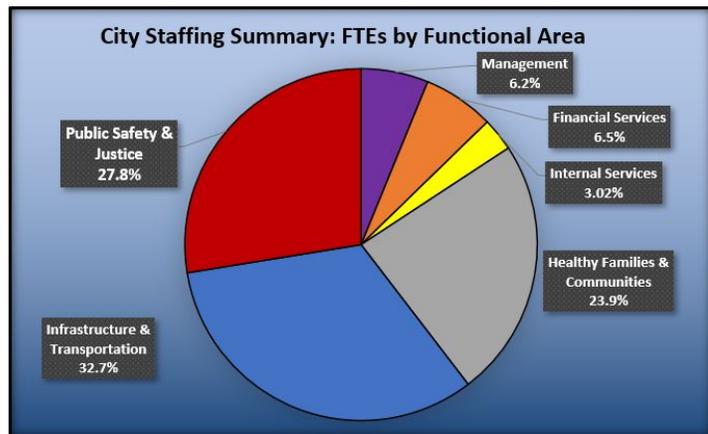
- Wine Region of the Year – Wine Enthusiast (2023)
- More Than Tastings: 9 Incredible Wineries With Unique Add-On Experiences – Travel Awaits (2023)
- Six Standout Wineries in Central Virginia – Garden & Gun (2023)
- Wining and Dining in Charlottesville, Virginia – AAA Magazine (2023)
- The Five Best Wine Road Trips in the U.S. – Food & Wine (2021)
- Beyond Sonoma: Check Out Wine Country in Oregon, Colorado, Virginia, and Pennsylvania – USA Today (2021)
- These Are America's Next Great Food Cities – Food & Wine (2022)
- Top 7 U.S. Wine Regions to Visit in 2022 – Winecountry.com
- Monticello Wine Trail ranked #6 Best Wine Region 2020 – USA Today
- The 7 U.S. Wine Regions Giving Napa a Serious Run for Its Money – Architectural Digest (2017)

SPECIAL RECOGNITIONS:

- Top 10 Wine Regions in the Country – USA Today (2020)
- USA's 12 Best Places for Book Lovers – The Culture Trip (2019)
- The Top Small Towns For Taking in the Fall Foliage – MSN (2017)
- Digital Government Achievement Award, Driving Digital Government, Local Government (2016)
- Alliance for Innovation Outstanding Achievement in Local Government Innovation Award (2016)
- Charlottesville Society for Human Resource Management Hoo-Ray Human Resource Excellence Award (2016)
- International City/County Management Association Strategic Leadership & Governance Award (2016)
- Governor's Technology Award for IT as Efficiency Driver – Government to Citizen (2015)
- 10 U.S. Towns with Incredible Christmas Celebrations – Huffington Post/Fodors (2015)
- Top Ten Book-Loving Cities (#4) – Livability.com (2013)

City Staffing Summary (Full-Time Equivalents)

FISCAL YEAR 2025



City Staffing (FTEs) by Functional Area	#	%
Management	67	6.17%
Financial Services	71	6.54%
Internal Services	33	3.04%
Healthy Families & Communities	259	23.85%
Infrastructure & Transportation	356.5	32.83%
Public Safety & Justice	299.25	27.56%
Total	1085.75	100.00%

Management	Internal Services	Financial Services	Healthy Families & Communities	Infrastructure & Transportation	Public Safety & Justice
City Council City Manager's Office City Attorney Elections & General Registrar	Human Resources Information Technology	Finance City Treasurer Commissioner of the Revenue	Commission on Children & Families Human Services Neighborhood Development Services Parks & Recreation Golf Course Operations Social Services	Charlottesville Area Transit School Pupil Transportation Public Works Fleet Management Operations Gas Utility Stormwater Utility Wastewater Utility Water Utility	Circuit Court City Sheriff Commonwealth's Attorney Fire Department Police Department

CITY STAFFING CHANGES:

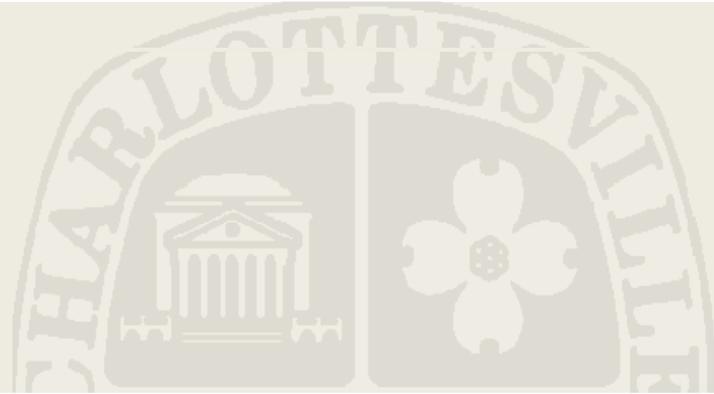
Department	FY23	FY24	FY25	Changes FY24-25	Explanation of Changes FY24-25
Charlottesville Area Transit	94	94	99.75	5.75	Addition of 3 FTE Customer Service Representatives; 1 FTE Procurement Buyer; 1 FTE Planner; Conversion of part-time positions to 40-hour position.
Circuit Court	11	10	10	0.00	
City Attorney	8	7	9	2.00	1 FTE Legal Assistant and 1 FTE Assistant City Attorney added.
City Council	3	3	4	1.00	1 FTE FOIA Officer moved from Communications in City Manager's Office.
City Manager's Office	41	47	48	1.00	1 FTE FOIA Officer moved to Clerk of City Council Office; 1 FTE Grant Analyst from Office of Community Solutions moved to CDBG Block Grant; 3 FTEs moved to the City Manager's Office from the Public Works Environmental Sustainability Division.
City Sheriff	14	14	14	0.00	
City Treasurer	14	15	15	0.00	
Commission on Children & Families	2	2	3	1.00	1 FTE transferred from Human Services.
Commissioner of the Revenue	14	14	14	0.00	
Commonwealth's Attorney	12.5	12.5	9	(3.50)	3.5 grant-funded positions not included in FY25.
Elections & General Registrar	5	5	5	0.00	
Enterprise Parking	1	1	1	0.00	
Finance	43	42	42	0.00	
Fire Department	102	123	124	1.00	2 FTEs added Fire Fighters - ANCHOR Team Members; 1 FTE Fire Fighter added as an over-hire in FY24 removed.
Fleet Management Operations	13	13	12	(1.00)	1 FTE transferred to Parks & Recreation.
Gas Utility	58	58	58	0.00	
Golf Course Operations	2	2	0	(2.00)	1 FTE removed due to retirement and 1 FTE transferred to Parks & Recreation.
Human Resources	11	12	12	0.00	

Human Services	37.5	46.5	41.5	(5.00)	1 FTE transferred to Commission on Children & Families; 3 FTEs unfunded; 1 grant-funded position not included in FY25.
Information Technology	21	21	21	0.00	
Neighborhood Development Services	28	27	28	1.00	1 FTE Transportation Planner added and transferred from Public Works.
Parks & Recreation	70.25	70.25	77	6.75	1 FTE transferred from Golf Course Operations; 1 FTE Transferred from Fleet; Conversion of temporary positions into 4.75 FTEs .
Police Department	155	145	142.25	(2.75)	2 FTEs added Police Officers - ANCHOR Team Members; 2 FTE over-hire positions removed; 3 FTEs replaced with 1 FTE for Assistant Chief position.
Public Works	109.54	112.75	108.75	(4.00)	1 FTE Development Services Manager moved to Neighborhood Development Services; 3 FTEs moved from the Public Works Environmental Sustainability Division to the City Manager's Office.
Social Services	106.5	109.5	109.5	0.00	
Stormwater Utility	11	11	11	0.00	
School Pupil Transportatation	28.25	28.25	31	2.75	Addition of 2 FTE Transit Operators and conversion of 9 positions from 30-hour postions to 40-hour positions.
Wastewater Utility	18	18	18	0.00	
Water Utility	18	18	18	0.00	
Allocated FTE: Total	1051.54	1081.75	1085.75	4.00	

**Note: Grant-funded positions not included in FY25 FTE count.

Glossary

FISCAL YEAR 2025



Term	Definition
Accrual Basis of Accounting	A method of accounting that recognizes revenue when earned, rather than when collected, regardless of when cash is received; Expenditures are recorded when liabilities are incurred, regardless of when payments are made.
Adopted Budget	The budget as formally approved by the City Council for the upcoming fiscal year.
Ad Valorem Tax	A direct tax calculated according to value of property; An ad valorem tax is normally the one substantial tax that may be raised or lowered by a local governing body without the sanction of superior levels of government (although statutory restrictions such as tax rate limitations may exist on the exercise of this right).
Albemarle County	The county jurisdiction in which the City of Charlottesville falls.
Appropriation	Legal authorization of funds approved by City Council for budget revenues and expenditures.
Arbitrage	Earned when the proceeds of a tax-exempt or tax-advantaged bond issue are used to acquire investments that earn a yield in excess of the bond yield (or arbitrage yield), the average yield issuers pay to their bondholders.
Assessed Value	The dollar value assigned to property, as determined by an Assessor, for the purposes of assessing taxes.
Audit	An official inspection or investigation of the City's accounts, typically done by an independent accounting company.
Balanced Budget	When a government's total revenues (money that it receives from taxes, fees, intergovernmental sources, etc.) equals its total expenditures (spending) in a fiscal year; The State Code of Virginia requires that all local governments adopt balanced budgets.
Bond	Fixed income investment in which an investor loans money to a municipality which borrows the funds for a defined period of time at a variable or fixed interest rate.
Budget	A plan of financial operation for the City; Includes estimated income (revenues) and expenses (expenditures) matched with various municipal services.
Budget Amendment	A legal action when an adopted revenue or expenditure authorization limit is increased or decreased.
Capital Expenditure	A larger expenditure which generally has a useful life of 5 years or more and cost more than \$50,000.
Capital Improvement Program (CIP)	A plan for future capital expenditures which identifies each capital project, its anticipated start and completion, and the cost per year. Pleas

Capital Outlay	Expenditures for the acquisition of, addition to, or major repair of fixed assets intended to benefit future periods; In the operating budget, this label typically refers to equipment.
Classification & Compensation	A study done to help ensure that the City's job classification system is updated, and that the compensation structure system aligns with the labor market and the City's compensation policy/philosophy/strategy. Through use of this study, it is the City's goal to take actions that continue to retain and attract employees, to help ensure fair and equitable compensation that aligns with the City's Diversity, Equity, and Inclusion values, and ensure competitiveness with the labor market. Please see this page for more information.
Collective Bargaining	A process involving a group of employees, who are represented by a labor union, to negotiate with their employer regarding wages, hours, and working conditions; The goal of collective bargaining is to reach a negotiated agreement that is fair to bargaining unit employees; The City of Charlottesville recently approved three collective bargaining agreements with unions representing employees in the Fire, Police, and Transit Departments. Please see this page for more information.
Commitment Item	A budgetary account representing a specific object of expenditure; The 400000 account codes represent the revenue commitment items and the 500000 account codes represent the expenditure commitment items; Examples include commitment item 510010 – Full-time Salaries, commitment item 520010 – Office Supplies, and commitment item 520901 – Computer Software.
Contingency Fund	A reserve account of money set aside to cover unforeseen expenditures or future expenses.
Contractor	A person or corporation who or which submits a bid to construct, alter, repair, improve, move, or demolish any building, excavation or other structure, project, development, or improvement attached to real estate or to do any part thereof.
Debt Service	Payment of principal and interest related to the City's long-term borrowing, according to a predetermined payment schedule.
Designated Expenditure	An expenditure that supports specific General Fund operations of the City rather than supporting the general operations of the City; Examples include School Pupil Transportation, School Building Maintenance, and Capital Projects.
Designated Revenue	Revenue that supports specific General Fund operations of the City rather than supporting the general operations of the City; Examples include Pupil Transportation, School Building Maintenance, and Capital Projects.
Encumbrance	A commitment to make a payment in the future; Encumbrances can either be converted to expenditures once a payment is made, or de-encumbered if the payment is not necessary; Only included in capital spend plans when the encumbrance is expected to be paid out.
Enterprise Fund	A separate fund used to account for operations that are financed and operated in a manner similar to private business enterprises where it is the intent that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; For the City of Charlottesville, the water, sewer, gas and golf course funds comprise the enterprise funds.
Exempt Employee	City employees that are not eligible to receive overtime pay; Exempt employees are typically paid on a salaried basis.
Expenditure	The cost of a good delivered or service rendered by the City.

Fiscal Year (FY)	A 12-month period during which the annual operating budget applies; In the City of Charlottesville, a fiscal year is July 1st through June 30th.
Full-Accrual	The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting; Revenues are recorded as earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows.
Fund	An accounting term to describe the City's major financial accounts: General Fund, Utilities, and Capital Improvements Fund.
Fund Balance	The accumulated revenues and other financing sources over expenditures and other uses.
Fund Balance Target Adjustment	An account created to help ensure that the City continues to meet the following financial policy: the City will maintain an unappropriated fund balance in the General Fund equal to 12% of the City's operating budget.
General Fund	A fund used to account for all revenue and expenditures applicable to general operations of City departments and other agencies, not properly accounted for in another fund.
General Obligation Bond	A bond that finances a variety of public projects, such as streets, facilities, schools, and transportation.
Goals & Objectives	Goals are statements of desired long-term outcome; Objectives are specific, measurable actions to achieve that goal; A department's goals and objectives should align with the citywide Strategic Plan.
Governmental Fund	A fund that is used to account for activities primarily supported by taxes, grants and similar revenue sources.
Grant	A contribution consisting of cash or other assets from another governmental agency or an organization to be used or spent on a specific good or service.
Intergovernmental Revenue	Revenues collected by one government and distributed in the form of grants, shared revenues, or payments in lieu of taxes.
Internal Service Fund	A fund which accounts for those activities supplied by one department to another on a cost-reimbursement basis; Fleet Maintenance, Risk Management and Information Technology are internal service funds.
Licenses & Permits	Revenues received from the issuance of licenses and permits.
Major Fund	A fund in which the total assets, liabilities, revenues, or expenditures of the individual governmental or enterprise fund are at least 10 percent of the total for all funds of that category (governmental funds) or type (enterprise funds).
Meals Tax	A tax on the sales price of prepared food and beverages sold in the City.
Modified Accrual Basis of Accounting	The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting; Revenues are recognized as soon as they are measurable and available.
Non-Exempt Employee	City employees that are eligible to receive overtime pay when overtime is authorized.
Non-Major Fund	A fund in which the total assets, liabilities, revenues, or expenditures of the individual governmental or enterprise fund are at least 10 percent of the total for all funds of that category (governmental funds) or type (enterprise funds).

Operating Budget	A financial plan that represents proposed expenditures for a given period and estimates of revenue to finance them; Excludes expenditures for capital assets, such as capital improvements, equipment replacement, and facility repair.
Ordinance	A formal legislative enactment by Charlottesville City Council; If it is not in conflict with regional, state, or federal law, it has the full enforcement and effect of law within the boundaries of the City.
Other Expenses	A category of recurring expenses other than salaries and capital equipment costs that are required for a department to function; Examples include office supplies, data processing charges, education and training, and contractual services.
Performance Measure	A metric based on data that tells a story about whether the City is achieving its objectives in the Strategic Plan; Examples include the number of affordable housing units created or the reduction in gun violence cases.
Personal Property Tax	Not to be confused with the Real Estate Tax on real property, the Personal Property Tax is a tax on vehicles for individuals and businesses, as well as tangible property owned by businesses.
Procurement/Purchasing	Obtaining and purchasing goods and services for the City; Also a Division of the Finance Department.
Proposed Budget	The budget formally submitted by the City Manager to the City Council for its consideration.
Real Estate Tax	An ad valorem tax based on the assessed value of real property owned by businesses, individuals, and corporations.
Reserve	An unappropriated source of funding not required for expenditures in the current budget year that is set aside to meet unexpected budgetary needs, such as emergencies or unforeseen requirements.
Revenue	The yield from various sources of income, such as taxes and permits, that the City collects and receives into the treasury for public use.
Revenue-Sharing	The process by which one unit of government levies revenue and shares it with another unit of government. In this case, Albemarle County shares some of its revenue with the City of Charlottesville.
Salaries & Benefits Expenditures	A category of expenditures consisting primarily of the salaries, wages, and fringe benefits of employees.
Sales & Use Tax	A tax on general sales purchases and non-prepared food.
Strategic Plan	An organizations' process for defining its direction and making decisions on allocating its resources to pursue a strategy. Please see this page for more details on the City's Strategic Plan.
Transfers to Other Funds	An allocation of appropriations used to reimburse a fund for expenses it incurred on behalf of the transferring fund or to record the transfer of revenue from one fund to assist in funding the operation of another; In the recipient fund, a matching amount is reflected in estimated revenues under the title of "Transfer From Other Funds".
Transient Occupancy Tax	Also known as the Lodging Tax, this tax is assessed on the use of rooms in hotels, motels, and boarding houses.
Utility Services Consumer Tax	A tax consisting of taxes on gas, water, and electric utilities.

Virginia Communications Sales & Use Tax	A consumer tax on telephone service, the E-911 service tax, the tax on Cable service, and the Cable Franchise fee.
Working Capital	A measure of an organization's short-term financial health, calculated as current assets minus current liabilities.

ACRONYMS:

Acronym	Definition
ADA	Americans with Disabilities Act – a wide-ranging civil rights law that prohibits, under certain circumstances, discrimination based on disability.
CACVB	Charlottesville Albemarle Convention and Visitors Bureau – a regional destination marketing organization funded by the City and the County.
CAFR	Comprehensive Annual Financial Report – a report that includes the City's Financial Statements as of the date stated on the report.
CAT	Charlottesville Area Transit – provides fixed-route bus service Monday through Saturday from 6:00 a.m. to midnight throughout Charlottesville, and Sundays from 7:45 a.m. to 5:30 p.m.
CATEC	Charlottesville Albemarle Technical Education Center – a jointly owned and operated facility of Charlottesville City and Albemarle County that provides technical education to high school students and adults.
CHS	Charlottesville High School – the high school operated by the City of Charlottesville School System.
CIP	Capital Improvement Program – a plan for future capital expenditures which identifies each capital project, its anticipated start and completion, and the cost per year.
COLA	Cost-of-Living-Adjustment – a standard percentage increase in employee compensation across the City that is meant to counteract inflation and the rising cost of living.
CRB	Citizen Review Board – a Board appointed by Council to provide oversight to the Charlottesville Police Department. Also referred to as the “PCRB”.
DHS	Department of Human Services – a City department.
DSS	Department of Social Services – a City department.
FOIA	Freedom of Information Act – the Virginia Freedom of Information Act, located in Section 2.2-3700 et seq. of the Code of Virginia, guarantees citizens of Virginia and representatives of the media access to public records held by public bodies, public officials, and public employees. Please see the City's FOIA website for more information.
FTE	Full-Time Equivalent – a means to determine the number of employees in the organization as measured by number of hours worked; 1 FTE = 40 hours per week; 0.5 FTE = 20 hours per week, etc.
GAAP	Generally Accepted Accounting Principles – the standard framework of guidelines for financial accounting. It includes the standards, conventions, and rules accountants follow in recording and summarizing transactions, and in the preparation of financial statements.
GFOA	Government Finance Officers Association – a professional organization that enhances and promotes the professional management of governments for the public benefit by identifying and developing financial policies and practices and promoting them through education, training, and leadership.

GIS	Geographic Information System – a computer information system that integrates, stores, edits, analyzes, shares and displays geographic information for informing decision making.
HR	Human Resources – a City department.
HVAC	Heat Ventilation and Air Conditioning – for the City of Charlottesville the HVAC operation, a division of Public Works, provides, maintains, and repairs all heating, ventilation and air conditioning systems and equipment for City operated/owned facilities.
IT	Information Technology – refers to computer and telecommunications systems.
JEDI	Justice (J) = dismantling barriers and opportunities. Equity (E) = Creating opportunities for the historically underrepresented through intentional and deliberate action. Diversity (D) = Acknowledging and celebrating the differences that form the U.S. that we are. Inclusion (I) = Committing to the active, intentional, and ongoing engagement with diverse people, practices, and communities.
MOU	Memorandum of Understanding – a formal, signed document outlining the terms of an agreement between the City and another party or parties.
NDS	Neighborhood Development Services – a City department.
OCS	Office of Community Solutions – a City department, formerly known as Redevelopment and Housing.
OSE	Office of Social Equity – a City department, formerly known as Office of Equity and Inclusion.
PCOB	Police Citizen Oversight Board – a Board appointed by Council to provide oversight to the Charlottesville Police Department. It is also referred to as the “COB” and formerly known as the PCRB – Police Civilian Review Board.
PEG	Public, Educational, or Governmental Use fees – fees paid to the locality by the cable company to provide funding for television production equipment and services for the local public access, educational access, and the government television stations to produce their own shows and televise them to a mass audience.
PPTRA	Personal Property Tax Relief Act – the Personal Property Tax Relief Act of 1998 provides tax relief for passenger cars, motorcycles, and pickup or panel trucks having a registered gross weight of less than 7,501 pounds, owned by an individual and used less than 50% for business purposes. PPTRA revenue is received by the City from the State.
UVA	University of Virginia – a public university that was founded by Thomas Jefferson in 1819.
VCF	Vibrant Community Fund – a City fund that awards outside agencies and non-profit organizations funding based on a competitive application process.
VDOT	Virginia Department of Transportation – a State agency responsible for building, maintaining, and operating the State’s roads, bridges, and tunnels.