

HOPEWELL VIRGINIA



2010-2011

FINANCIAL PLAN

Providing a VISION for

Making the community a desired location

TABLE OF CONTENTS

Section	Page	Section	Page
Introduction			
City Council Vision Statement	i	City Manager	56
City History.....	iii	Public Information Office.....	57
City Manager Budget Message	1	Human Resources	58
Budget Calendar		Finance	59
Budgetary and Fiscal Policies & Procedures	12	Development.....	65
Long-Term Debt.....	20	Police	70
<u>Budget Approach</u>			
Summary of Revenues.....	27	Victim-Witness Grant.....	80
Summary of Expenditures	29	Fire.....	81
Over View	31	Public Works	88
General Fund Summary.....	35	Health Department.....	95
Authorized Positions.....	38	Outside Agencies	96
<u>Department Programs</u>			
Organizational Units Description	39	Non-Departmental	97
City Council.....	41	Transfers/Contingencies	98
City Clerk	42	Social Services.....	99
City Attorney	43	Community Services Act (CSA).....	100
Clerk of Circuit Court.....	44	Parks & Recreation Programs.....	103
Commonwealth Attorney.....	45	Perpetual Care Fund	112
Sheriff	46	Anti-Litter Fund.....	113
Commissioner of Revenue.....	47	Self-Insure Fund	114
City Treasurer	48	Sewer Services.....	115
Electoral Board/Registrar	49	HRWTF Fund	116
General District Court	50	CDBG Grant Fund.....	117
Circuit Court.....	51	Capital Projects Fund.....	118
Court Services	52	Economic Development Fund	119
VJCCA Grant.....	53	Statistical Data.....	120
Crater Detention Commission	54	Glossary.....	127
Riverside Regional Jail.....	55	Budget Resolution	130
		Tax Rate Ordinance	146



INTRODUCTION



Mayor

City Council

Vice Mayor



Vision Statement



The City of Hopewell is a dynamic community with a rich history that strives for a high quality of life where neighbors, generations, and cultures connect. We support environmental stewardship and promote a robust and diverse economy. Our community is safe and affordable; a place our children and their children will be proud to call home.

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HISTORY

City Point, the oldest part of Hopewell, was founded in 1613 by Sir Thomas Dale. City Point's location on a bluff overlooking the James and Appomattox Rivers has been an important factor in Hopewell's history for almost four centuries.

The tiny colonial village of City Point saw the Revolutionary War fought on its banks. Later, in 1864-1865, General Ulysses S. Grant directed the 10-month Siege of Petersburg from the grounds of Appomattox Manor. This plantation home is now part of the City Point Unit of Petersburg National Battlefield.

Hopewell was developed by the DuPont Company of Wilmington, Delaware in 1914. This company first built a dynamite factory and then switched to the manufacture of guncotton during World War I.

Although DuPont left Hopewell after the war, many manufacturing giants have since located in the city. These companies have included: Allied Signal, Firestone, Goldschmidt, Hercules/Aqualon, Honeywell and Smurfit-Stone.

Products as diverse as the first automatic dishwasher, the first Kraft paper and cardboard boxes, china and artificial silk have been manufactured in Hopewell.

Since its founding, Hopewell, named after an English ship, has continued its British ties by twinning with the City of Ashford, Kent, England. Hopewell occupies 11 square miles and is bounded by the Appomattox and James Rivers on three sides. The city is 30 minutes from downtown Richmond and 56 miles from Williamsburg.

Hopewell has received the Governor's Clean City Award and is noted for its landscaping and beautification.

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*From the Office of
Edwin C. Daley, City Manager*

May 11, 2010

The Honorable Mayor Brenda Pelham
and Council Members
Hopewell City Council
300 North Main Street
Hopewell, Virginia 23860

Dear Mayor Pelham and Council Members:

I. INTRODUCTION:

Enclosed is the proposed FY 2010-2011 Financial Plan. In legal terms, this document fulfills the statutory requirements and my administrative responsibilities under Chapter V, Section 4 (c) of the Code of the City of Hopewell.

The FY 2010-2011 Financial Plan proposes an allocation of scarce revenues in a manner that enable the City Council to maintain its operating plan.

The FY 2010-2011 Financial Plan consists of the General Fund, School Funds, Social Services Fund, Parks and Recreation Fund, Marina Fund, Comprehensive Services Act Fund, Community Development Block Grant Fund; and enterprise funds including Solid Waste, Sewer Services, and Hopewell Regional Wastewater Treatment Facility. The FY 2010-2011 Financial Plan totals \$135,909,120 which represents a decrease of \$4,760,423 or 4% decrease over the FY 2009-2010.

The General Fund is the main operating fund of the City and includes most traditional local government programs such as Public Safety and Public Works. The FY 10-11 General Fund budget is \$41,335,467 which includes the \$0.03 tax increase for school debt which is \$408,100.

The School Board proposed FY 2010-2011 budget which is \$61,228,640 will be presented to council by school superintendent by separate copy. The City Manager is recommending school local funding of \$11,500,000.

II. ACTIONS:

Virginia local governments are faced again with the unique mandate of providing funds for state government operations. The General Assembly failed to generate adequate revenues for state services and has instead elected to assess each local government a fee to balance the state budget. This means local property taxpayers will again subsidize the state income and sales taxpayers.

The City of Hopewell's assessment for state services is estimated to be \$240,000. This means we cannot hire four additional police officers or firefighters.

A number of items have been deleted or altered as a result of our resource limitations this next year.

1. No pay increases are budgeted for city employees.
2. Major capital equipment needs has been budgeted in Capital Projects Fund.
3. Travel, education/training and supplies costs have been cut to the minimum.
4. City share of health insurance costs is fixed at the 09-10 amounts.
5. Employee fringe benefits (health insurance, retirement, etc.) have been placed in a single account instead of individual general fund departments.
6. Cost reduction opportunities will be implemented as they arise.

III. FISCAL GOALS:

The FY 2010-2011 Financial Plan was a challenge to balance the needs of the city and the resources for which to pay for those needs. The City must maintain its undesignated General Fund balance at a minimum of 10% of its operating budget and resist any efforts to spend the fund balance below 10%.

This will be particularly important future years as additional responsibilities for state services fall on Virginia's local governments. Adherence to these goals is important to maintain the City's bond rating from the bond rating agencies.

IV. ECONOMIC OUTLOOK:

The City has significantly depleted its cash reserves in recent years. This cannot continue if we expect to maintain fiscal stability. The city was fortunate to collect Honeywell's delinquent m & t taxes. It is my recommendation that the council replenishes the General Fund balance with \$600,000 from the Honeywell taxes and appropriate remaining balance for capital projects.

The proposed use of the Honeywell funds is presented as a supplement to the current year expenditure plan. Funds will be carried over for uncompleted projects.

Ossage Bio-Energy is scheduled to begin operations in June, 2010. This budget accounts for a partial real estate tax assessment in 2010 and ½ of m & t tax assessment in June, 2011. Real estate sales data today indicates that the real estate valuations will decline with the 2011 re-assessment. If our estimates are correct, then the decline will be larger than gains we make with respect to the bio-plant and new construction.

V. REVENUE FACTORS:

Ad Valorem Taxes

The FY 2010-2011 Financial Plan proposes tax rates for:

- real property in tax year 2010 at \$0.96 per \$100 of assessed value plus \$0.03 per \$100 of assessed value for new debt service at Hopewell High School.
- personal property tax rate at \$3.50 per \$100.00 of assessed value.
- machinery and tools tax rate at \$3.05 per \$100 of assessed value.

The General Fund Budget is built on a tax rate of \$0.96 per \$100. The \$0.03 tax rate increase is needed to support debt service for the high school renovation project. The budgeted revenue estimate from real property valuations is based on a 100% collection ratio.

Intergovernmental Revenues

- The FY 2009-2010 Financial Plan received \$235,968 in Community Development Block Grant funds. The FY 2010-2011 Financial Plan anticipates no more than this amount this amount. Vice Mayor Cuffey heads a Council committee that will recommend how CDBG funds will be used.
- The FY 2010-2011 Financial Plan includes decreases in Virginia Department of Transportation Urban Road Funds; House Bill 599 police funds and Compensation Board funding for Constitutional Offices.
- The FY 2010-2011 Financial Plan includes \$ 498,350 in Federal funds for 5 police officer and 3 firefighter positions. These funds will be decreased each year as the city absorbs the costs and grant dollars decrease for these positions over the next five years.

Other Fund Revenue

- Capital Projects Fund revenues are recommended to be used to purchase capital equipment:

Fire

Emergency Services Coordinator vehicle

Police

Police cars with equipment

Sheriff

Sheriff car with equipment

Public Works

Skid loader

Pickup truck

Dump truck

Generator

Street pavement program

We are not able to meet all the equipment requests from the Capital Projects Fund, but are able to cover the majority.

Enterprise Funds

- The FY 2010-2011 Financial Plan proposes to continue the Enterprise Fund transfer policy to allow the application of an administrative cost allocation formula. The allocation formula captures administrative costs and charges this cost against the fund. A transfer of \$502,000 from the Solid Waste Fund surplus balance to the General Fund is recommended. Additionally, a transfer of \$382,500 from the Sewer Services Fund and \$85,000 from the Self-Insured Fund is recommended to cover administrative costs.
- The FY 2010-2011 Financial Plan proposes no increase to the Solid Waste Fee. The quarterly residential rate will remain at \$60.83. The operating budget for the Solid Waste Fund is \$2,390,504. This is an increase of \$93,558 or 4% over the FY 2009-2010 budget.
 - The FY 2010-2011 Financial Plan proposes a Sewer System Fund budget of \$8,087,147, of which \$2,000,000 is for capital construction.
 - The FY 2010-2011 Financial Plan proposes a HRWTF Fund budget of \$10,197,997. Approximately 14% of this budget is paid by the city and the balance is paid by the industrial customers of the treatment plant. This budget includes the debt service for revenue bonds issued for capital projects at the plant.

VI. EXPENDITURE FACTORS:

School Funding

- The FY 2010-2011 Financial Plan recommends no increase in local school funding.
- \$11,500,000 of local funds is recommended to support the school system.
- In addition to operating funds, the City provides funds for debt service in the City's capital budget to support the costs of school construction. These improvements were funded with general obligation bonds and literary fund loans at varying interest rates. The debt service for school bonds for FY 2010-2011 is in the amount of \$1,486,380. In addition, the school system pays \$449,104 from the School Bus/Bldg. Fund.

Outside Agencies

The FY 2010-2011 Financial Plan proposes funding for Community Based Organizations in the amount of \$1,000,165. These organizations requested total funding from the General Fund Budget in the amount of \$1,071,987.

Constitutional Officers

Constitutional Offices had their respective budgets cut by the Governor and the General Assembly. The constitutional offices will be able to continue their operations at the 09-10 levels, with the city having to cover approximately \$108,000 of costs paid by the state, previously. Salaries for positions in these offices are budgeted at the 2009-2010 levels unless additional state funds are provided. This is the same manner as other city departments.

Electoral Board

The city’s voter registrar and the local electoral board had their respective salaries, subject to reimbursement, cut by the General Assembly. Also, travel and mileage reimbursements were cut by the state. City will have to cover approximately \$12,500 in previously reimbursed expenses for this office.

City Employee Compensation

- The FY 2010-2011 Financial Plan does not include a wage and salary increase for City employees.
- This budget plan completes implementation of the open range pay plan and discontinues the use of a step plan. This change has occurred over a three year period. Director level positions were switched in the first year and all supervisor positions were switched this past year. This year, all remaining city “authorized” positions are switched to the open range pay plan and these grades with minimum and maximum pay ranges, effective July 1, 2010 are provided in Exhibit Salary_2010 table below.

MeritPayPlan		PAY PLAN SALARY_2010		
eff 7-1-2010		Merit Pay Plan- Open Range		
	New	80% mid		120% mid
	Pay Grd	Min	Mid	Max
	10	\$16,400	\$20,500	\$24,600
	11	\$17,876	\$22,345	\$26,814
	12	\$19,484	\$24,356	\$29,227
	13	\$21,238	\$26,548	\$31,857
	14	\$23,150	\$28,937	\$34,724
	15	\$25,233	\$31,541	\$37,849
	16	\$27,504	\$34,380	\$41,256
	17	\$29,979	\$37,474	\$44,969
	18	\$32,677	\$40,847	\$49,016
	19	\$35,618	\$44,523	\$53,428
	20	\$38,824	\$48,530	\$58,236
	21	\$42,318	\$52,898	\$63,477
	22	\$46,127	\$57,659	\$69,190
	23	\$50,278	\$62,848	\$75,417
	24	\$54,803	\$68,504	\$82,205
	25	\$59,736	\$74,670	\$89,603
	26	\$65,112	\$81,390	\$97,668
	27	\$70,972	\$88,715	\$106,458
	28	\$77,359	\$96,699	\$116,039
	29	\$84,322	\$105,402	\$126,483
	31	\$91,911	\$114,888	\$137,866

- No action is currently recommended to incorporate Constitutional Offices or the Department of Social Services positions into the city pay plan. The salaries for the Constitutional Offices and the Department of Social Services are linked to any compensation adjustments authorized for state employees by the General Assembly.

Health Insurance

- Participants will have the option to continue health insurance with United Health Care, Inc. or switch plans. CIGNA and Anthem submitted proposals that reduce health care costs.
- If participants choose to stay with United Health Care, Inc., the city will not pay any of the 5.4% cost increase. All costs would be passed to employee or retiree.
- If participants choose to change to CIGNA or Anthem, the savings will be proportional between the participant and the city.
- Retirees 65 and over will continue to participate in the AARP Ovations Program and retirees “ONLY” under age 65 will participate in the City’s retiree plan. It is recommended that City Council continue the existing retiree health insurance benefit policy that was adopted in FY 2003-2004 which froze the City’s share of retiree health insurance premiums prior to January 1, 2004 for retiree retiring prior to January 1, 2004.

GASB 45 Retiree Health Funding

City will continue to manage this issue. A new actuary study will need to be completed in FY 10-11 to meet accounting requirements.

Personnel Requests/Action to City Departments

- An expanded position and two new positions are proposed as part of the new Fiscal Plan:
- A Director of Zoning/Inspections replaces our vacant Zoning Administrator position and will direct our zoning, code enforcement and building inspection activities. This position will work closely with our community policing officers to improve neighborhood improvement activities.
- Two vehicle mechanic positions are added to Public Works to allow the city to provide vehicle maintenance services for city school vehicles. City schools will budget equipment and parts. The City School Board and City Council have directed staff to study the feasibility of a consolidated health care plan. Other areas of potential consolidation that should be considered include:

Building maintenance	Finance and accounting
Risk management	Human resources administration and training
Information services	Energy management

-
- City departments have been working diligently to reduce operating expenses and consolidate positions as vacancies occur over the past two years. The following vacant positions are recommended to be eliminated:

General Fund

- Zoning Administrator
- Laborer
- P/T Administrative Assistant

Parks and Recreation Fund

- P/ T Laborer
- P/T Gym Attendent
- P/T Gym Rover
- 2 P/T Seasonal Center Supv.
- P/T Customer Service Agent
- 9 P/T Scorekeepers-9 slots

Social Services Fund

- Benefit Program Specialist
- Social Worker
- Office Associate

HRWTF Fund

- Plant Maint. Supv.
- Instrument Tech.
- Plant Maint. Trainee
- Plant Maint. Mech.

Council will need to reauthorize these 13 positions if and when funds become available.

VII. CAPITAL PROJECTS:

Capital Projects Fund – Fund 71

The general infrastructure requests for the Capital Improvement Program will be presented in a separate document for the FY 2010-2011 Financial Plan.

The Capital Projects Fund for FY 2010-2011 totals \$4,358,800, which consist of debt service of \$3,194,930, equipment of \$463,800, capital projects of \$410,000 and tourism related funding of \$290,070. The Capital Projects Fund has a non-recurring fund balance

of approximately \$4,930,000 uncommitted as of June 30, 2010. The City Administration recommends the following capital projects:

- The allocation of \$25,000 for the continuation of the City's Technology Plan to provide for the systematic procurement of software, hardware, and telecommunication equipment necessary to ensure the modernization of the City's technology infrastructure network.
- Equipment for: Sheriff-\$30,000, Police-\$150,000, Fire-\$18,000, Public Works-\$240,800.
- The transfer of lodging tax receipts in the amount of \$290,070 to the General Fund to help support the Tourism Department and Petersburg Area Regional Tourism (\$24,000 included in the \$290,070).
- Public Works Pavement Management Program for \$400,000 and parks for \$10,000
- The City has not maintained its investment in recreation facilities in recent years. We are presently accepting proposals for the redevelopment of the City Marina. It is hoped that council will agree on a contractor in a timely manner and allow work to begin soon.

We propose to use \$ 540,000 of the Honeywell Funds for our recreational facilities including:

- \$ 200,000 for roof renovations at the Hopewell Community Center,
- \$ 260,000 for the concession stand/restrooms at Mathis Field,
- \$ 40,000 for a restroom and improvements at Heritage Gardens, and
- \$ 40,000 for a restroom and improvements at City Park.

There are many other unmet recreational needs. We recommend city council initiate a "penny for parks" program in 2011 and reserve this penny for capital renovations at our recreation facilities.

- No use of fund balance to balance budget.

Economic Development – Fund 75

- The economic development expenditures consist of debt service on the Old Exeter Site bonds. The FY 2010-2011 Financial Plan includes \$148,180 for debt service.
- No other expenditures are planned or recommended to be taken from this fund.
- The Economic Development Fund has an estimated fund balance of \$472,750 forecasted as of June 30, 2010.
- This may support continued debt service for approximately four years, then balance of debt will have to be paid from the Capital Projects Fund.

VIII. HONEYWELL FUNDS:

The City Attorney and Commissioner of Revenue successfully resolved the challenge by Honeywell to our Machinery and Tools Tax valuations. Funds are proposed to be used for capital projects as follows:

Police

Animal Control Vehicle	15,000
Animal Shelter Renovations	35,000

Public Works

Street Resurfacing	200,000
Cabin Creek Drainage	250,000
Atwater Road, Phase I (50% reimbursed by VDOT)	390,000
Dinwiddie Ave, Phase II (50% reimbursed by VDOT)	280,000

Recreation

Mathis Field Restrooms/Concessions	260,000
Rec Center Roofing	200,000
City Park Restroom/Lighting	40,000
Heritage Gardens (renovations and restroom)	40,000

Public Facilities Maintenance

Courthouse/City Hall Visual Security	80,000
Courtroom Expansion	60,000
Telephone System	100,000
Energy Savings Grant Match	350,000

Community Promotions

Downtown Façade Grant Program	200,000
Hunter House seed money	50,000
Sesquicentennial Committee	50,000

Return to Fund Balance	600,000
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\$ 3,200,000

IX. REGIONAL AND COMMUNITY AGENCIES:

The Agency Requests are found in difference sections of the General Fund. The proposed allocations are provided below:

OUTSIDE AGENCY FUNDING

Agency	2009/10 BUDGET	2010/11 REQUEST	AVG	2010/11 PROPOSED
Health Department	\$172,520	\$173,649	\$ 173,102.00	\$ 173,649
District 19 Mental Health	105,288	105,288	\$ 104,532.57	\$ 105,288
Two for Life - DMV	16,000	16,160	\$ 16,137.14	\$ 16,160
Appomattox Reg. Library	551,657	524,075	\$ 523,993.86	\$ 524,075
Central Va. Health Planning	0	2,732	\$ 285.71	\$ -
Riverside Comm. Corrections	93,000	72,130	\$ 70,950.00	\$ 72,130
Richard Bland College	1,000	5,000	\$ 1,984.29	\$ 500
John Tyler Comm. College	1,000	2,890	\$ 1,825.71	\$ 2,000
Crater Planning District	18,063	18,063	\$ 15,598.43	\$ 18,063
Petersburg Area Tourism	30,000	30,000	\$ 16,000.00	\$ 24,000
Gateway (\$29,620 + \$10,000 Cameron grant match)	28,140	39,620	\$ 27,394.29	\$ 33,000
Central Va. Foodbank/Meals on Wheels	0	5,000	\$ 857.14	\$ 500
Southside Legal Aid	1,000	10,480	\$ 588.14	\$ 500
Va. Historical Society	0	2,500	\$ 583.33	\$ -
Historic Hopewell Foundation	4,000	12,500	\$ 6,071.43	\$ 4,000
Arts & Humanities Grant-HHF- no city \$	6,700	4,000	\$ 3,142.86	\$ -
Regional Med Flight	1,800	1,800	\$ 1,100.00	\$ 1,800
Hopewell Emergency Crew	500	500	\$ 500.00	\$ 500
Old Dominion EMS Services	0	1,600	\$ 71.43	\$ -

Heritage Gardens	4,000	4,000	\$ 2,142.86	\$ -
John Randolph Found.	10,000	10,000	\$ 8,785.71	\$ 10,000
South Centre Corridors	0	3,000	\$ 785.71	\$ -
Petersburg Symphony	0	1,000	\$ 142.86	\$ -
Va. State University	1,000	2,000	\$ 1,214.29	\$ 500
FOLAR	1,000	1,000	\$ 785.71	\$ 500
Hooray for Hopewell	10,000	20,000	\$ 13,571.43	\$ 13,000
Central Virginia Film Office	0	3,000	\$ 714.29	\$ -
Totals	<u>\$1,056,668</u>	<u>\$1,071,987</u>	<u>\$ 953,249.29</u>	<u>\$ 1,000,165</u>

X. NEXT STEPS:

City Council will need to hold its public hearing on the proposed budget.

It is requested that council schedule a separate hearing for the Honeywell Funds

The FY 2010-2011 Financial Plan proposes an allocation of scarce revenues in a manner that enables the City Council to move forward.

I want to express my sincere appreciation for the cooperation that I received from employees in every department. I want to thank the entire staff for their many hours of hard work and their contribution to the development of this document.

The proposed budget is the first milestone in the annual budget process. The City staff and I look forward to working with you throughout your consideration and the adoption phase of the proposed FY 2010-2011 Financial Plan.

Respectfully submitted,



Edwin C. Daley
City Manager

**BUDGETARY AND FISCAL
POLICIES AND PROCEDURES**

BUDGETARY AND FISCAL POLICIES AND PRACTICES

I. BUDGET

A. Balanced budget

In accordance with state law, the city must adopt an annual budget. The City Manager is required by city code to prepare and submit an annual budget to City Council where estimated revenues plus fund balance, if used, equals estimated expenditures and be responsible for its administration after the budget is adopted.

B. Level of authority

The budget of the City of Hopewell shall be adopted by fund and department/function classification level.

C. Budget amendments and transfers

The City Manager is authorized to transfer amounts between line items within a department or fund with limitations adopted in the budget resolution.

Money transfers between funds first must be approved by the City Council prior to the transfer.

Excess funds from approved and completed capital projects budgets shall revert back to the Capital Projects Fund Balance for future consideration.

D. Budget Appropriations

Unspent budgeted appropriations elapse at year-end and excess funds reverts back to the fund balance. Only if City Council has authorized a department to reserve any unspent budgeted funds will such funds be set aside in the designated reserve account.

E. Basis of Budgeting

All funds operated by the city are budgeted on the basis of cash. No attempt is made to account for any accrual or modified accrual item during the budget process. This methodology differs from the modified accrual method used in the audit for the General Fund, Special Funds and Capital Project Funds types. The full accrual method is used for all three enterprise type funds.

F. Budget cycle

The budget cycle typically begins in November with budget input instructions released to departments and a deadline set to complete their budget request. Once departments have completed input for their request, the budget director begins review and determining major areas where the city manager will concentrate his effort. Major city departments are given a chance to meet with the city manager on their budget request and review it. Once city manager finishes his department reviews, the budget director begins making estimates on funding sources. After the state General Assembly has passed the state budget, and city manager gets final revenue estimates, the final budget recommendations are completed.

City Manager will deliver his budget recommendations to City Council at its regular second scheduled meeting in March of each year. City Council will set a public hearing on the proposed

budget and direct that a synopsis of the budget be advertised. A public hearing is held on the budget so council may hear comments from the public. Before and after the public hearing, City Council will be conducting work sessions to review and understand what is in the budget and how it is proposed to be funded. Three or more work sessions by council will take place. Once council agrees on the budget numbers, usually at its first meeting in May, it will approve a budget resolution and set the tax rate.

City budget resolution becomes effective July 1, each year.

II. FUNDS and ACCOUNTING

A. Basis of Accounting

The accounts of the City of Hopewell are organized on the basis of funds and account groups. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. The accounting records are maintained on the modified accrual basis of accounting for the General Fund, Special Revenue Funds (Social Services, Recreation, Marina and CDBG), and Capital Projects Fund and on the full accrual basis of accounting for its Enterprise Funds (Solid Waste, Sanitary Sewer and Regional Waste Water Treatment Plant).

B. Appropriation

Legally the city must appropriate funds for these funds; General Fund, Social Services, Recreation Fund, Marina, CDBG, and Capital Projects Fund. City is not required to appropriate for its enterprise type funds, but it does adopt a budget for the enterprise funds: Solid Waste, Sanitary Sewer and Regional Waste Water Treatment Plant.

C. Funds

General Fund- The General Fund is the general operating fund and is used to account for all financial resources except those required to be accounted for in another fund. This includes most traditional local government programs such as police, fire, public works, general administration and legislative functions.

Social Services Fund (major) - The Social Services Fund is used to account for all social and welfare services provided by the city and is reported as a major fund in the city's annual audit. Therefore, this fund is budgeted as a separate special revenue fund.

Special Revenue Fund (minor) – Special revenue funds are used to account for certain activities that City Council has established. These are the Recreation Fund, Marina Fund, and CDBG Fund. Each of these funds receives an appropriation by City Council.

Component Unit- Component unit reporting is assigned for two separate units of city government. Separate funds are maintained and City Council appropriates monies for each.

School Funds- City school funds are used to reflect revenues and expenditures for the operations of the city school system and are reported in separate funds: Operating Fund, Textbook Fund, Cafeteria Fund and Bus & Building Replacement Fund.

Community Services Act (CSA) - This fund accounts for the operations of educational and social services needs of children requiring special education, clinical and personal care services.

Capital Projects Fund- Capital Projects Fund is used to account for financial resources used for the acquisition, design, construction and debt service for major capital facilities (other than those financed by Proprietary Funds).

Enterprise Fund- Enterprise funds are used to account for operations that are financed and operated in a manner similar to the private business enterprises where the intent of the governing body is that the costs of providing services are financed or covered primarily through user charges.

Solid Waste Fund: Accounts for the operations and removal of solid wastes for the city.

Sewer Services Fund: Accounts for the operation and maintenance of the sanitary sewer system.

Wastewater Fund: Accounts for the operations, maintenance and treatment for the regional wastewater treatment plant. This fund serves the major city industrial customers in addition to city residents for final wastewater treatment.

III. REVENUES

City generated revenues are grouped and budgeted within the respective fund for which they have been designated.

A. Major Revenues by Funds

General Fund- Revenues for the General Fund consist of both real and property taxes, state shared revenues, and local option taxes (sales tax, utility tax, business license tax, vehicle registration, revenues from the use of property and monies (interest earnings and rental income) and other miscellaneous income. Federal revenues collected by the General Fund are only a small part of the budget.

Social Services Fund- Revenues collected for Social Services Fund consist of three sources: federal, state and local. Because funding is controlled by the federal and state governments, the local funding represents the “local” match requirement for the federal and state dollars. No revenue projections are done because all funding is determined at a higher control level.

Recreation Fund- Revenues for the Recreation Fund come from two sources; fees and charges for recreation activities and General Fund transfer. General Fund support represents over 80% of the budget, while fees and charges account for the remaining budget. Fees and charges are adjusted every two years so that: 1) recreation activities remain competitive and 2) inflation costs are incorporated into recreation charges.

Marina Fund- Revenues for the Marina Fund come from slip rentals and boat ramp fees. These fees are assessed based on charges for similar services at area water access facilities.

CDBG Fund- Revenues are federal entitlement program funds and estimate is used. Funds come directly from federal government appropriation.

Capital Projects Fund- Capital Projects Fund revenues come from: meals and lodging tax, interest income, and General Fund transfer. Meals and lodging tax revenues represent approximately 48% and General Fund transfer accounts for another 50%, leaving approximately 2% from interest income. Forecasting for the meals and lodging revenues is calculated using 5 years of actual collections and applying a growth percentage.

Enterprise Funds- Revenues for the Enterprise Funds are determined by two methods: for the solid waste and sanitary sewer, a rate study is done every two years to determine demand being placed on the system and based on a classification of users, setting a rate structure for each class of user; the Regional Treatment Plant revenues are based on forecasted loadings from the industrial customers who use the system. Any Regional Treatment Plant excess or deficit in revenue is adjusted once per year when the annual audit is completed and all costs have been determined.

B. Review of fee schedules

All fee schedules and enterprise/user charges are reviewed and adjusted periodically to ensure that rates are equitable and cover the total cost of service or that portion of the total cost deemed appropriate by the City Council.

C. Anticipated grants

Grant funds or similar contractual revenue of a temporary nature is budgeted only if they are contracted and approved by City Council at the time of the recommended budget. Otherwise, separate appropriations will be made during the year as such grants are awarded or contracts made.

The City of Hopewell shall seek its fair share of available State and Federal financial support unless conditions attached to that assistance are contrary to City Council policy.

Prior to applying for and accepting intergovernmental aid, the City Manager will examine the matching requirements so that the source and availability of such funds may be determined before grant application is made.

The City Manager shall seek City Council approval for any grant application requiring local matching funds. Grants requiring "no" local funds may be authorized by the City Manager.

D. Tax Rates

The City Manager shall recommend property tax rates necessary to support the level of city services to be delivered.

E. User fees

The City Manager shall make recommendations to City Council for consideration such user fees and other charges that may support services.

F. Reserve balance limit

The City Council, by ordinance, has established a General Fund Undesignated Reserve Balance requirement equal to ten (10) percent of the General Fund Budget for each budget cycle.

IV. EXPENDITURES

A. Performance Measurers

The City administration attempts to minimize the financial burden on the taxpayer through systematic program reviews and evaluations aimed at improving the efficiency and effectiveness of city services. These periodic reviews consider past trends and experiences elsewhere, and revision to the annual budget guidelines are based on current need and program efficiency. This information becomes an

important factor in the preparation of the annual budget. (At this time, this effort has not been fully implemented.)

- B. In January, 2006 Hopewell joined with 27 other Virginia local governments to form the ICMA Virginia Performance Consortium. The mission of this consortium is to develop a standard set of performance measures that relate directly to Virginia and have consistency among the measures and local governments who are assisting in their development and reporting.

V. DEBT

- A. Long-term debt

Long-term debt financing will be considered when the circumstances are such that the "pay-as-you-go" philosophy of acquiring capital assets cannot meet demand. Long-term borrowing will be confined to capital improvements that cannot be financed from current re-occurring revenues.

- B. Debt limitation

The City Council has imposed upon itself guidelines to be used in the management long-term debt. Under state law the maximum debt limit is set at ten (10) percent of the city real estate property valuation. City Council has imposed a maximum debt limit of five (5) percent on the same valuation base.

- C. Credit rating

The City of Hopewell will seek to maintain and, if possible, to improve its current A1 bond rating so its borrowing costs are minimized.

- D. Virginia Public Finance Act

This state code section sets forth the policy and procedures whereby the City of Hopewell shall issue bonded indebtedness.

VI. CAPITAL IMPROVEMENTS

- A. Develop a CIP

The City of Hopewell will plan for capital improvements over a multi-year period of time. The Capital Improvements Program will directly relate to the long-range plans and policies adopted by City Council.

- B. Financing method

The City Manager will determine and recommend to the City Council financing methods for all capital projects.

VII. CASH MANAGEMENT/INVESTMENTS

- A. Responsibility

The responsibility for cash management and investments rests with the elected City Treasurer as defined by state code.

State code defines how and what financial institutions must do to hold public monies. Eligible investments are defined by state code and city investment guidelines.

B. Investment Policy

City has a written investment policy which governs how investment decisions are made. Highlights of this policy are: city established an investment committee, investments limited to those allowed by Virginia Code, security dealers must be registered in the state of Virginia to conduct business, no investment purchased with an interest rate lower than the latest treasury auction, limit commercial paper to 35%, ninety (90) percent liquidity of six months or less, mortgage-backed derivative type investments prohibited, and investment of one million dollars must be done by competitive bid.

C. Review of investments

The city investment committee consists of: City Mayor, City Manager and City Treasurer. The City Clerk acts as recorder.

The investment committee meets quarterly to hear and review the city treasurer's investment report, give guidance or amend investment policy.

VIII. Accounting Practices

A. Accounting systems and GAAP

The City of Hopewell shall maintain the highest level of accounting practices possible. Accounting systems shall be maintained in order to facilitate financial reporting in conformance with General Accepted Accounting Principles (GAAP) promulgated by the Governmental Accounting Standards Board.

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

The General Fund and All Special Funds of the City of Hopewell are accounted for during the year on the "modified accrual": basis for accounting. The governmental and agency fund revenues and expenditures are recognized on the modified accrual basis, where revenues are recognized in the accounting period in which they become available and measurable and expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for un-matured principle and interest on general long-tem debt, which is recognized when due.

The proprietary funds, or enterprise funds, revenues and expenses are recognized on the "full-accrual basis". Under this basis, revenues are recognized in the accounting period when they are earned and expenses are recognized in the period when they are incurred. Unbilled receivables are accrued as revenues and collected unearned revenues are recorded as a liability.

B. Annual audit and independent auditor

An independent firm of certified public accountants will perform an annual financial and compliance audit according to Generally Accepted Auditing Standards (GAAS) each year and will publicly issue an opinion which will be incorporated in the city's Comprehensive Annual Financial Report.

C. Internal control processes

The city will use internal accounting controls to the maximum extent feasible to insure that proper authority is followed in processing all financial transactions.

IX. RISK MANAGEMENT

A. Insurance coverage

The City Manager will obtain insurance protection for the city thru Virginia Municipal League Insurance Pool. This insurance shall include: property, automobile, equipment, law enforcement, employee honesty bond, general liability, professional liability and excess liability coverage.

All contractors performing services for the city shall carry insurance in the amounts and limits required in the procurement bid.

B. Source of funds

The insurance premiums shall be paid from the Self Insurance Fund except for coverage that can be assigned directly to other managed funds. Specifically, the premiums incurred covering the Social Services Fund, Regional Waster Water Treatment Fund, Recreation Fund, and the City Marina Fund shall be reimbursed by each respect fund.

C. Dividends earned

Any dividends earned and paid by the VML pool shall be returned to the Self Insurance Fund.

**SUMMARY OF
LONG-TERM DEBT REQUIREMENTS**

Purpose	OutStanding Debt	Principle Due	Interest Due	Total Payment
<u>CAPITAL PROJECTS FUND</u>				
1999 G O Bonds	1,525,000	0	76,250	76,250
2002 G O Bonds(75)	1,419,000	78,000	70,180	148,180
2008 G O Bonds Series A- Tax Empt	13,730,000	325,000	587,771	912,771
2008 G O Bonds Series B- Taxable	4,480,000	85,000	272,579	357,579
2009 G O Bonds Series A	10,000,000	0	519,400	519,400
2009 G O Bonds Series B Refunding	2,155,000	0	97,250	97,250
2009 G O QZAB Bond	2,800,000	186,667	50,101	236,768
1992 VPSA Bonds	529,262	169,059	28,241	197,300
1994 VPSA Bonds	75,000	35,000	3,651	38,651
2001 VPSA Bonds Series B(63)	3,165,816	229,109	147,945	377,054
2005D VPSA Bonds (63)	718,666	37,407	34,643	72,050
2009 VPSA Bonds Series (QSCB)	7,500,000	0	0	0
1991 DuPont Literary Loan	175,000	175,000	5,250	180,250
1997 High School Literary Loan	238,800	29,850	4,776	34,626
1997 Copeland Literary Loan	83,600	10,450	1,672	12,122
1997 Woodson Literary Loan	375,600	46,950	7,512	54,462
1997 Woodlawn Literary Loan	95,600	11,950	1,912	13,862
2001 Copeland Literary Loan	<u>4,125,000</u>	<u>375,000</u>	<u>82,500</u>	<u>457,500</u>
Total Debt Service-Capital Projects Fund	<u>\$53,191,344</u>	<u>\$1,794,442</u>	<u>\$1,991,633</u>	<u>\$3,786,075</u>
<u>ENTERPRISE FUND</u>				
2009 Sewer Revenue Bonds	\$17,845,000		\$759,404	\$759,404
2000 Sewer Revenue Bonds	3,325,000	205,000	188,553	393,553
2005D Sewer Revenue Bonds	<u>7,410,000</u>	<u>330,000</u>	<u>330,635</u>	<u>660,635</u>
Total Debt Service-Enterprise Funds	<u>\$28,580,000</u>	<u>\$535,000</u>	<u>\$1,278,592</u>	<u>\$1,813,592</u>

SUMMARY OF LONG-TERM DEBT

CAPITAL PROJECTS FUND DEBT							
FISCAL YEAR	GENERAL OBLIGATION BONDS		LITERARY LOAN OBLIGATIONS		TOTAL DEBT DUE		TOTAL
	Principle	Interest	Principle	Interest	Principle	Interest	
2010-2011	\$1,145,242	\$1,888,011	\$649,200	\$103,622	\$1,794,442	\$1,991,633	\$3,786,075
2011-2012	1,177,074	1,841,332	474,200	88,888	1,651,274	1,930,220	3,581,494
2012-2013	1,827,573	1,781,387	474,200	79,404	2,301,773	1,860,791	4,162,564
2013-2014	1,701,557	1,706,684	474,200	69,920	2,175,757	1,776,604	3,952,361
2014-2015	1,779,945	1,633,850	474,200	60,436	2,254,145	1,694,286	3,948,431
2015-2016	1,869,822	1,557,176	474,200	50,952	2,344,022	1,608,128	3,952,150
2016-2017	1,601,110	1,483,712	474,200	41,468	2,075,310	1,525,180	3,600,490
2017-2018	1,858,832	1,405,327	474,200	31,984	2,333,032	1,437,311	3,770,343
2018-2019	2,043,011	1,322,086	375,000	22,500	2,418,011	1,344,586	3,762,597
2019-2020	2,142,669	1,227,535	375,000	15,000	2,517,669	1,242,535	3,760,204
2020-2021	1,579,798	1,145,090	375,000	7,500	1,954,798	1,152,590	3,107,388
2021-2022	1,642,301	1,075,674	0	0	1,642,301	1,075,674	2,717,975
2022-2023	1,391,807	1,007,023	0	0	1,391,807	1,007,023	2,398,830
2023-2024	1,448,170	944,035	0	0	1,448,170	944,035	2,392,205
2024-2025	1,509,537	877,748	0	0	1,509,537	877,748	2,387,285
2025-2026	1,394,301	807,101	0	0	1,394,301	807,101	2,201,402
2026-2027	1,410,000	736,631	0	0	1,410,000	736,631	2,146,631
2027-2028	1,480,000	662,663	0	0	1,480,000	662,663	2,142,663
2028-2029	1,560,000	582,453	0	0	1,560,000	582,453	2,142,453
2029-2030	1,645,000	496,141	0	0	1,645,000	496,141	2,141,141
2030-2031	1,735,000	404,597	0	0	1,735,000	404,597	2,139,597
2031-2032	1,840,000	307,675	0	0	1,840,000	307,675	2,147,675
2032-2033	1,520,000	217,406	0	0	1,520,000	217,406	1,737,406
2033-2034	1,605,000	134,409	0	0	1,605,000	134,409	1,739,409
2034-2035	<u>1,690,000</u>	<u>45,881</u>	<u>0</u>	<u>0</u>	1,690,000	45,881	1,735,881
Total	<u>\$40,597,749</u>	<u>\$25,291,627</u>	<u>\$5,093,600</u>	<u>\$571,674</u>	<u>\$45,691,349</u>	<u>\$25,863,301</u>	<u>\$71,554,650</u>

SUMMARY OF LONG-TERM DEBT

(Debt payments by Schools included in total Capital Projects Fund)

SCHOOL PROCEEDS DEBT PAYMENTS							
FISCAL YEAR	GENERAL OBLIGATION BONDS				TOTAL DEBT DUE		
	2001 VPSA B		2005D VPSA		Principle	Interest	TOTAL
	Principle	Interest	Principle	Interest			
2010-2011	\$229,109	\$147,945	\$37,407	\$34,643	\$266,516	\$182,588	\$449,104
2011-2012	233,908	137,015	38,236	32,714	272,144	169,729	441,873
2012-2013	238,958	125,834	39,008	30,842	277,966	156,676	434,642
2013-2014	245,172	113,489	39,718	29,032	284,890	142,520	427,410
2014-2015	251,712	100,818	40,566	27,084	292,278	127,902	420,180
2015-2016	258,594	87,805	41,561	24,989	300,155	112,795	412,950
2016-2017	265,836	74,432	42,607	22,843	308,443	97,276	405,719
2017-2018	273,457	60,681	43,708	20,642	317,165	81,322	398,487
2018-2019	281,477	46,530	44,867	18,383	326,344	64,913	391,257
2019-2020	289,916	31,959	46,086	16,064	336,002	48,023	384,025
2020-2021	295,762	19,982	47,369	13,681	343,131	33,663	376,794
2021-2022	301,915	7,699	48,719	11,231	350,634	18,930	369,564
2022-2023	0	0	50,140	8,710	50,140	8,710	58,850
2023-2024	0	0	51,503	6,247	51,503	6,247	57,750
2024-2025	0	0	52,870	3,780	52,870	3,780	56,650
2025-2026	<u>0</u>	<u>0</u>	<u>54,301</u>	<u>1,249</u>	<u>54,301</u>	<u>1,249</u>	<u>55,550</u>
Total	<u>\$3,165,816</u>	<u>\$954,189</u>	<u>\$718,666</u>	<u>\$302,133</u>	<u>\$3,884,482</u>	<u>\$1,256,323</u>	<u>\$5,140,805</u>

SUMMARY OF LONG-TERM DEBT

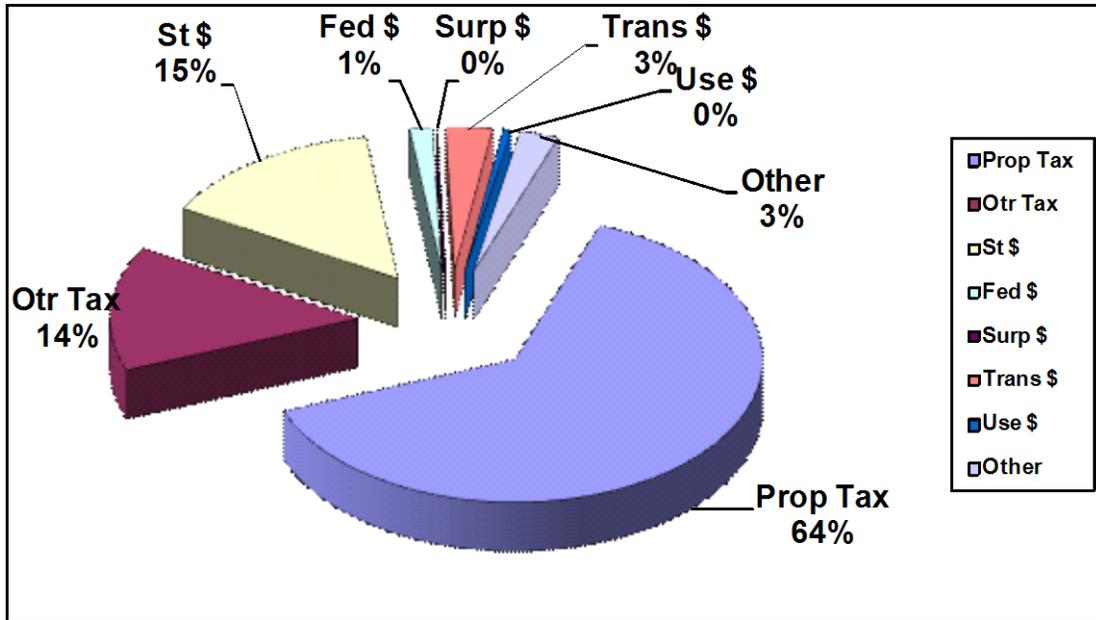
ENTERPRISE FUND DEBT							
FISCAL YEAR	REVENUE BONDS		CAPITAL LEASES		TOTAL DEBT DUE		TOTAL
	Principle	Interest	Principle	Interest	Principle	Interest	
2010-2011	\$535,000	\$1,278,592	\$0	\$0	\$535,000	\$1,278,592	\$1,813,592
2011-2012	550,000	1,208,476	0	0	550,000	1,208,476	1,758,476
2012-2013	18,420,000	1,062,931	0	0	18,420,000	1,062,931	19,482,931
2013-2014	610,000	439,654	0	0	610,000	439,654	1,049,654
2014-2015	635,000	409,570	0	0	635,000	409,570	1,044,570
2015-2016	670,000	377,772	0	0	670,000	377,772	1,047,772
2016-2017	700,000	343,712	0	0	700,000	343,712	1,043,712
2017-2018	735,000	307,466	0	0	735,000	307,466	1,042,466
2018-2019	770,000	269,034	0	0	770,000	269,034	1,039,034
2019-2020	810,000	228,329	0	0	810,000	228,329	1,038,329
2020-2021	855,000	185,404	0	0	855,000	185,404	1,040,404
2021-2022	900,000	139,636	0	0	900,000	139,636	1,039,636
2022-2023	555,000	102,456	0	0	555,000	102,456	657,456
2023-2024	580,000	74,933	0	0	580,000	74,933	654,933
2024-2025	610,000	46,075	0	0	610,000	46,075	656,075
2025-2026	<u>645,000</u>	<u>15,641</u>	<u>0</u>	<u>0</u>	<u>645,000</u>	<u>15,641</u>	<u>660,641</u>
Total	<u>\$28,580,000</u>	<u>\$6,489,680</u>	<u>\$0</u>	<u>\$0</u>	<u>\$28,580,000</u>	<u>\$6,489,680</u>	<u>\$35,069,680</u>

BUDGET APPROACH

REVENUE SUMMARY ALL FUNDS- FY 10-11						
REVENUES	TOTAL	GENERAL FUND	SPECIAL REVENUE FUNDS	SCHOOL FUNDS	ENTERPRISE FUNDS	CAPITAL PROJECTS FUNDS
Est. Beginning Balance	\$27,635,546	\$1,824,541	\$1,994,947	\$460,453	\$17,466,855	\$5,888,750
Ad Valorem Taxes						
-- Real Estate	13,652,700	13,652,700	0	0	0	0
-- Machinery & Tools	4,827,403	4,827,403	0	0	0	0
-- Personal Property	4,177,392	4,177,392	0	0	0	0
-- Public Service Corporation	3,264,709	3,264,709	0	0	0	0
-- Penalties & Interest	350,000	350,000	0	0	0	0
Subtotal Property Taxes	26,272,204	26,272,204	0	0	0	0
Other Taxes						
-- Sales Tax	1,760,876	1,760,876	0	0	0	0
-- Utility Tax	1,800,000	1,800,000	0	0	0	0
-- Business License Tax	1,666,500	1,666,500	0	0	0	0
-- Motor Vehicle License	353,500	353,500	0	0	0	0
-- Bank Tax	77,523	77,523	0	0	0	0
-- Recordation /Deeds Tax	175,000	175,000	0	0	0	0
-- Meals & lodging Tax	2,269,000	0	0	0	0	2,269,000
Subtotal Other Taxes	8,102,399	5,833,399	0	0	0	2,269,000
Intergovernmental Revenues						
-- State Revenues	9,196,457	6,074,910	3,121,547	0	0	0
-- Federal Revenues	3,289,208	616,500	2,672,708	0	0	0
Permits and Fees	586,534	586,534	0	0	0	0
Fines and Violations	471,500	471,500	0	0	0	0
Use Money & Property	1,198,511	220,850	231,220	0	450,000	296,441
Operating Revenues	17,951,495	0	1,000	0	17,950,495	0
Other Revenues	32,641,006	0	348,700	32,167,306	0	125,000
Total Revenues	99,709,314	40,075,897	6,375,175	32,167,306	18,400,495	2,690,441
Transfers from Other Funds	18,963,615	1,259,570	2,588,761	13,435,484	0	1,679,800
Bond Proceeds	15,625,850			15,625,850		
Fund Balance Use	1,610,341	0	452,678	0	1,020,924	136,739
Total Resources	135,909,120	41,335,467	9,416,614	61,228,640	19,421,419	4,506,980
Less Transfers from Other Funds	(18,963,615)	(1,259,570)	(2,588,761)	(13,435,484)	-	(1,679,800)
Total Resources net of Transfers	\$116,945,505	\$40,075,897	\$6,827,853	\$47,793,156	\$19,421,419	\$2,827,180
Ending Balance	\$26,025,205	\$1,824,541	\$1,542,269	\$460,453	\$16,445,931	\$5,752,011

REVENUE SUMMARY

ALL FUNDS



INDEX-

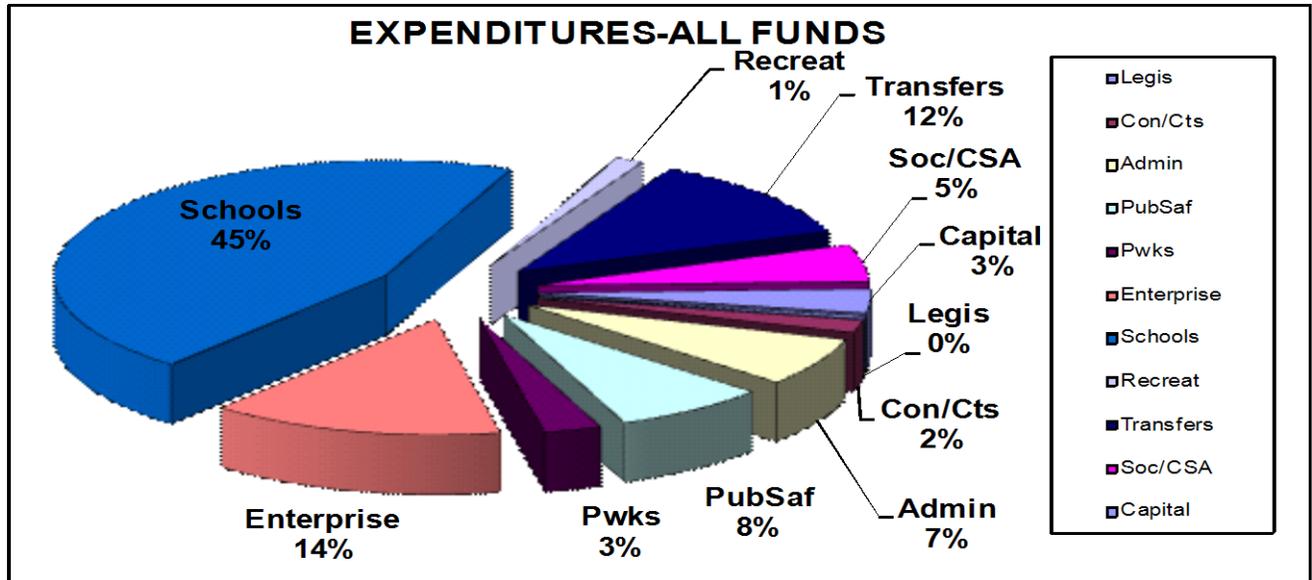
- Prop Tax = All Property Taxes
- Oth Tax = All other Taxes Levied by City
- State \$ = State Revenues
- Fed \$ = Federal Revenues
- Other = Other Miscellaneous Revenues
- Transfer = Funds Transferred between Funds
- Surp = Use of Surplus Fund Balance
- Oper \$ = Operating Revenues generated from the Enterprise Funds

EXPENDITURES SUMMARY ALL FUNDS- FY 10-11

PROGRAMS/ DEPARTMENTS	TOTAL	GENERAL FUND	SPECIAL REVENUE FUNDS	SCHOOL FUNDS	ENTERPRISE FUNDS	CAPITAL PROJECTS FUNDS
Legislative						
-- City Council	\$ 200,900	\$ 200,900	\$ -	\$ -	\$ -	\$ -
-- City Clerk	68,655	68,655	-	-	-	-
-- City Attorney	182,174	182,174	-	-	-	-
Constitutional Offices/Courts						
-- Clerk of Circuit Court	270,035	270,035	-	-	-	-
-- Commonwealth Attorney	392,459	392,459	-	-	-	-
Victim-Witness Grant	102,719	102,719	-	-	-	-
-- Commissioner of Revenue	301,272	301,272	-	-	-	-
-- City Treasurer	281,599	281,599	-	-	-	-
-- Electoral Board/Registrar	138,537	138,537	-	-	-	-
-- City Sheriff	580,656	580,656	-	-	-	-
-- Circuit Court	94,131	94,131	-	-	-	-
-- General District Court	17,600	17,600	-	-	-	-
-- Court Services	8,500	8,500	-	-	-	-
-- VJCCA	147,441	147,441	-	-	-	-
-- Crater Detention Center	335,000	335,000	-	-	-	-
-- Riverside Regional Jail	2,163,500	2,163,500	-	-	-	-
Administration						
-- City Manager	234,186	234,186	-	-	-	-
InterGovernment Affairs	106,175	106,175	-	-	-	-
Human Resources	187,259	187,259	-	-	-	-
-- Finance	1,308,893	1,308,893	-	-	-	-
-- Development	613,281	613,281	-	-	-	-
-- Police	4,658,744	4,658,744	-	-	-	-
-- Fire	3,027,123	3,027,123	-	-	-	-
-- Public Works	3,741,939	3,741,939	-	-	-	-
-- Health/Outside Agencies	1,165,102	1,165,102	-	-	-	-
-- Non-Departmental	5,045,988	5,045,988	-	-	-	-
-- Transfers/Contingency	15,961,599	15,961,599	-	-	-	-
-- Social Services	4,890,365	-	4,890,365	-	-	-
-- Comprehensive Services	2,118,690	-	2,118,690	-	-	-
-- Parks & Recreation	1,722,661	-	1,722,661	-	-	-
-- Harbor Master/Marina	131,000	-	131,000	-	-	-
-- CDBG	-	-	-	-	-	-
-- Self Insurance	519,078	-	519,078	-	-	-
-- Cemetery	34,820	-	34,820	-	-	-
-- School Board	61,228,640	-	-	61,228,640	-	-
-- Solid Waste	2,390,504	-	-	-	2,390,504	-
-- Sewer Services	6,832,918	-	-	-	6,832,918	-
-- HRWTF	10,197,997	-	-	-	10,197,997	-
-- Capital Projects/Debt	4,358,800	-	-	-	-	4,358,800
-- Economic Development	148,180	-	-	-	-	148,180
Total Expenditures	\$ 135,909,120	\$ 41,335,467	\$ 9,416,614	\$ 61,228,640	\$ 19,421,419	\$ 4,506,980
Less: Transfer to Other Funds	\$ (17,770,273)	(15,961,599)	(185,000)	(449,104)	(884,500)	(290,070)
Total Net Expenditures	\$ 118,138,847	\$ 25,373,868	\$ 9,231,614	\$ 60,779,536	\$ 18,536,919	\$ 4,216,910

EXPENDITURE SUMMARY

ALL FUNDS



INDEX-

- Legis = Council, City Clerk, City Attorney
- Con/Cts = Constitutional offices, Registrar, Courts, Jail
- Admin = General Fund departments less: police, Fire, Public Works
- PubSaf = Police and Fire Departments
- Pwks = Public Works Department
- Schools = All School Budgets
- Recreat = Recreation Fund and Harbor Fund
- Transfer = Transfers
- Soc/CSA = Social Services, CSA Funds
- Services = Enterprise Fund Services
- Capital = Capital Projects Fund

Overview

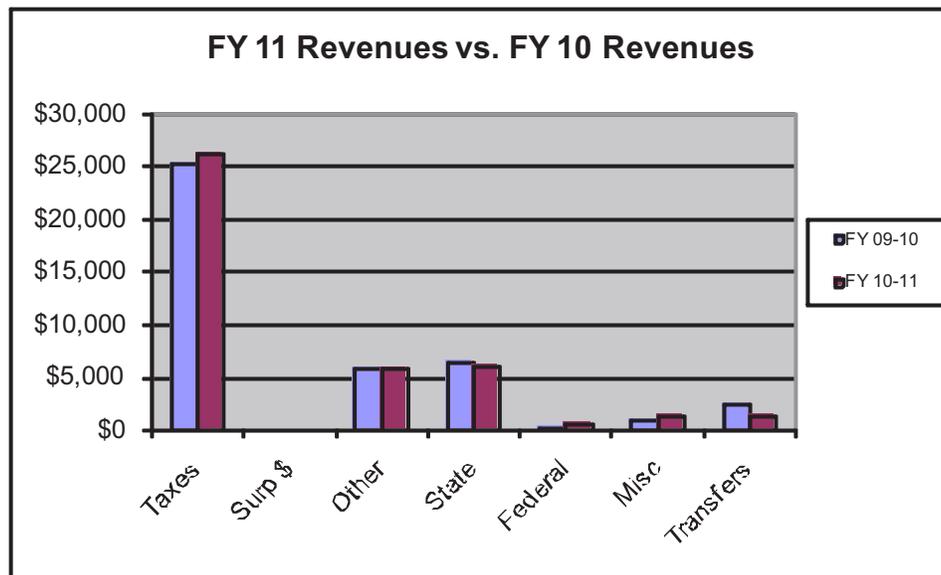
The fiscal condition of the City of Hopewell has a direct impact on the level of services that can be provided its citizens, City revenues indicate a lacking of revenues to pay for the current level of services.

This is primarily due to the fact the City has no vacant land for growth. Almost every revenue source available to the city, except for user fees and property taxes, are close to their maximum allowed by Virginia law.

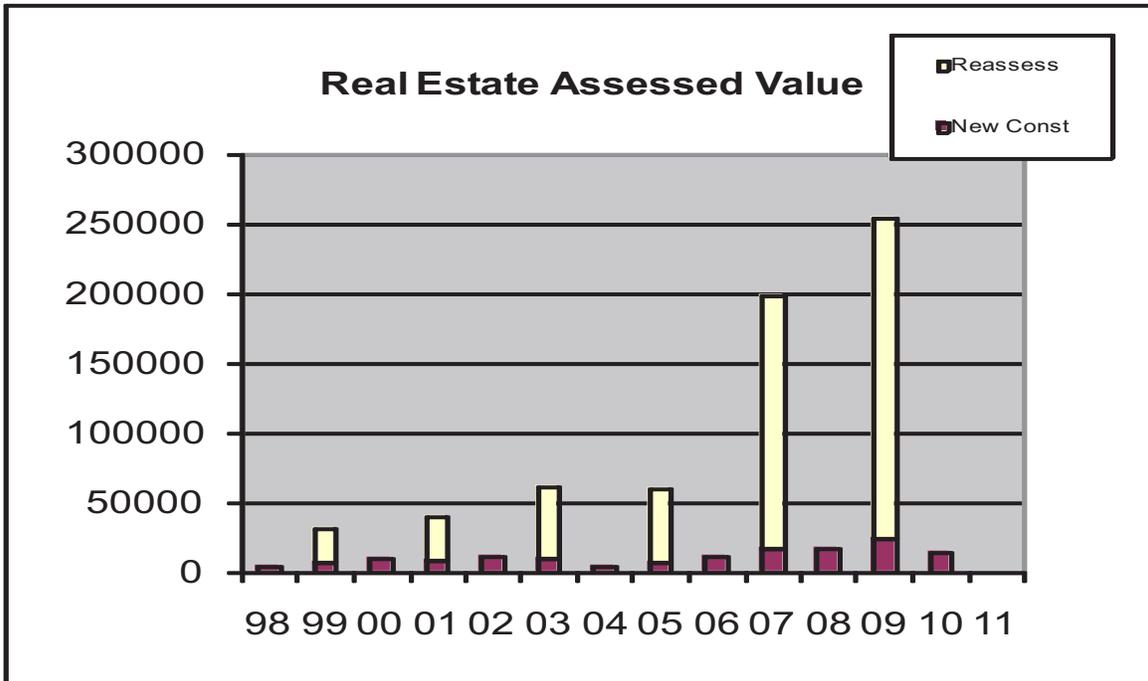
The City is limited in what revenue it may levy and the amount of such levies.

General Fund

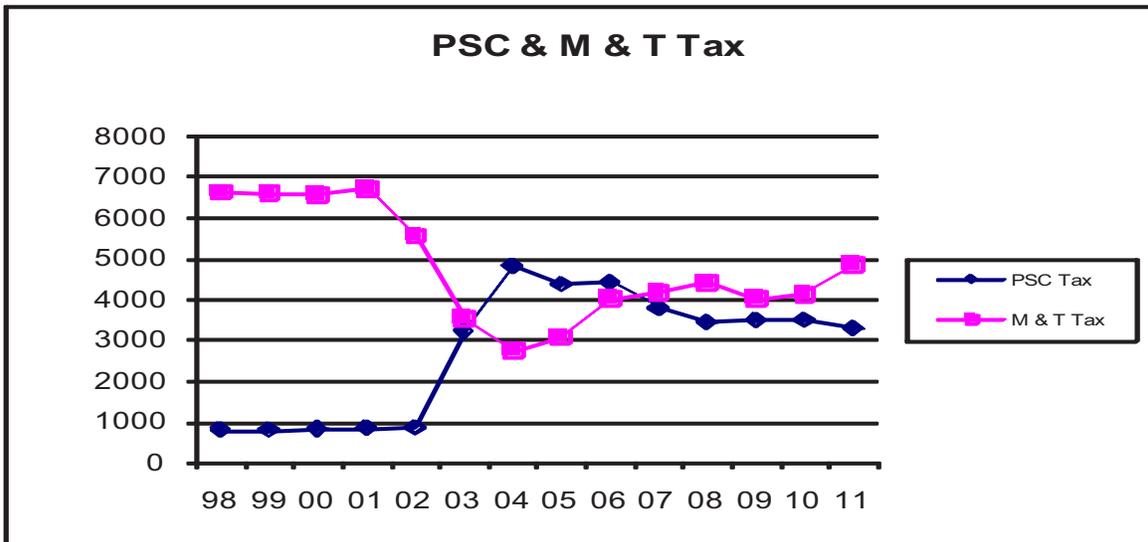
The City General Fund supports many of the basic services associated with local government. These include education, police, fire, recreation, parks, library, social and health services and community development. The demands for services placed on the General Fund continue to rise. Both its citizens and the state general assembly continue to see local government as primary in service delivery. Budgeted revenues for the past two budget years as shown below reflect the limited revenue growth that the city is experiencing.



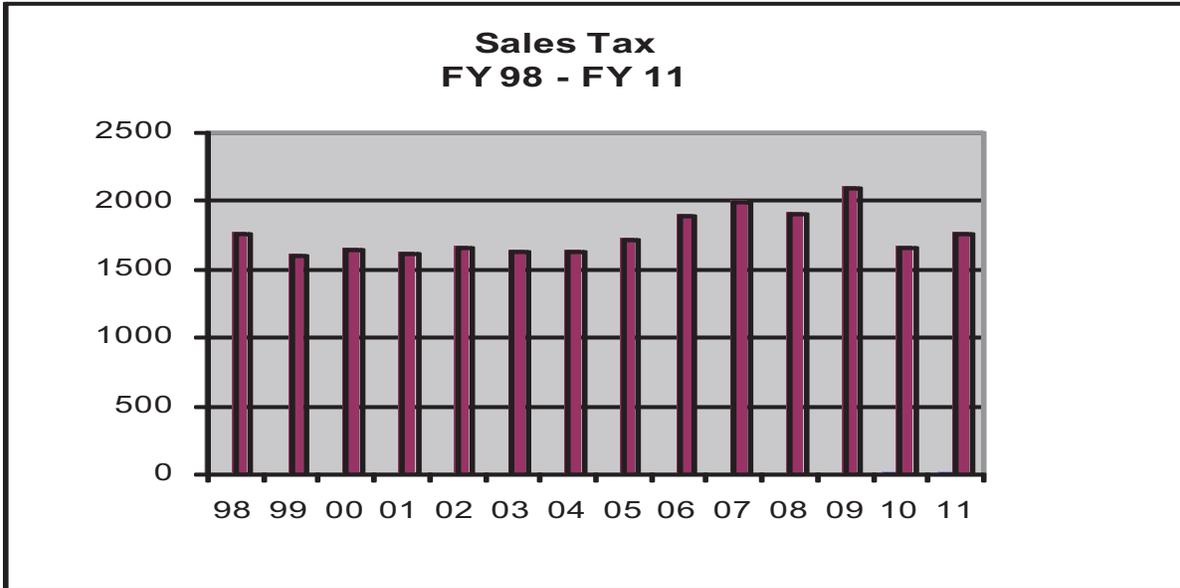
Further analysis of the major revenue categories show that only real taxes are increasing by any significant amount and that can be attributed primarily to reassessment valuations.



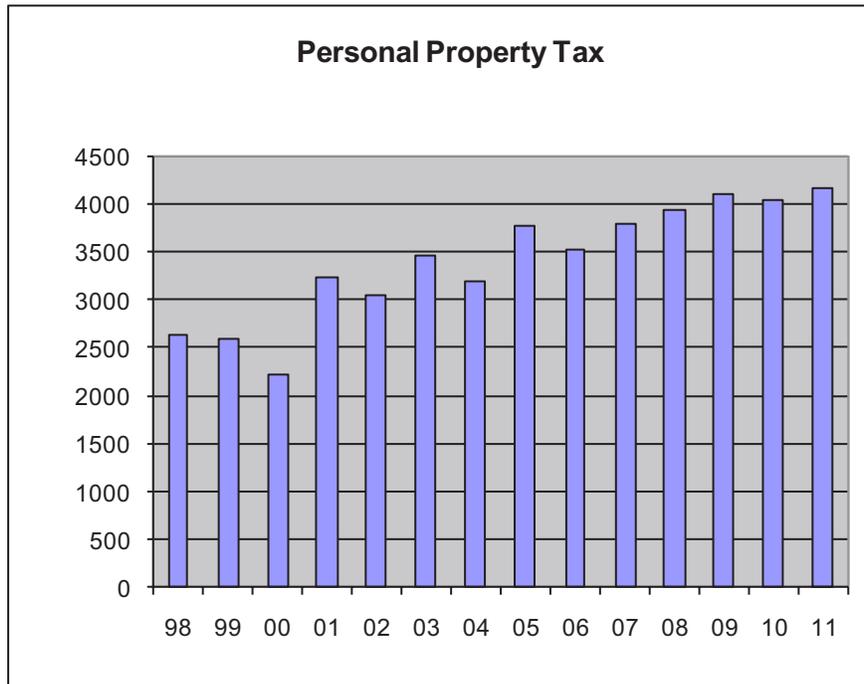
Public Service Corporation taxation took a large jump when the general assembly changed the law on who would assess co-generation power plants in 2002. Up till that year the locality valued such assets as machinery & tools. The city realized a gain in valuation and tax revenues when this took effect. M & T taxes are forecasted in increase in 2011 with the completion of the ethanol plant construction.



Local option sales tax revenues have been stagnant for the past several years, but increased to their maximum in 2009 but are forecasted to decline in 2010 due to the economic slowdown and show modest recovery in 2011.



Personal property tax has been increasing in modest increments.



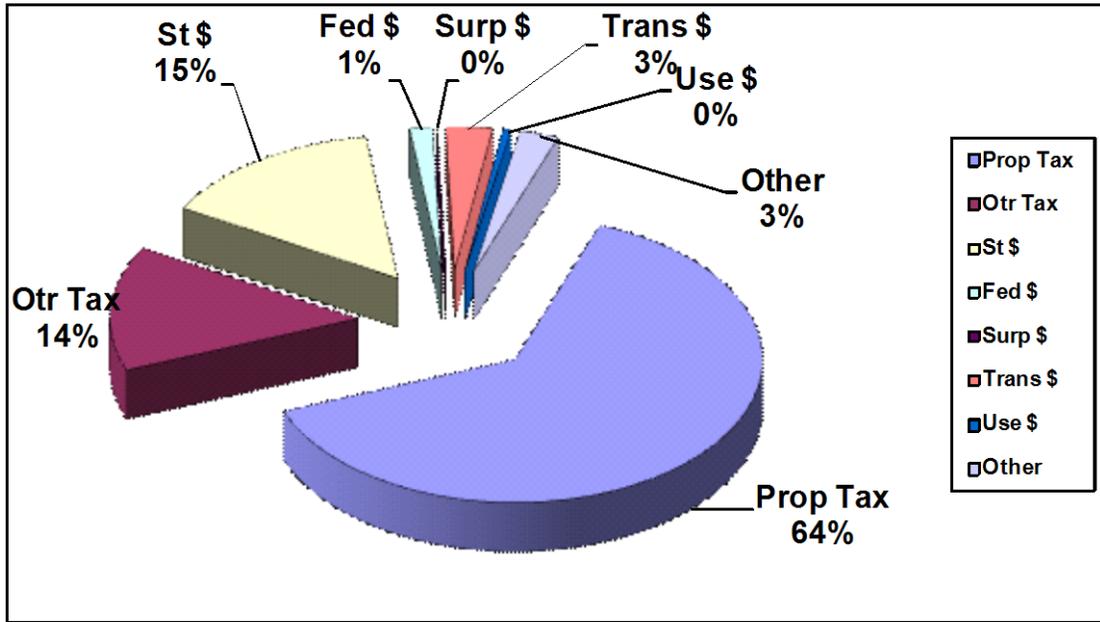
GENERAL FUND REVENUES

REVENUES	ACTUAL 07-08	ACTUAL 08-09	BUDGET 09-10	YTD 12/31/09	PROJECTED 06/30/10	10-11 DEPT BUDGET	10-11 CITY MGR BUDGET
Ad Valorem Taxes							
-- Real Estate	\$12,354,714	\$12,829,945	\$12,840,000	\$6,185,164	\$12,840,000	\$13,244,600	\$13,652,700
-- Machinery & Tools	3,936,829	3,706,474	4,115,000	3,751,694	6,200,000	4,827,403	4,827,403
-- Personal Property	3,823,019	4,023,233	4,050,000	1,532,131	3,900,000	4,177,392	4,177,392
-- Public Service Corporation	3,357,688	2,952,158	3,472,700	500,361	3,265,000	3,264,709	3,264,709
-- Penalties & Interest	787,033	909,228	750,000	57,224	114,448	350,000	350,000
Subtotal Property Taxes	24,259,283	24,421,037	25,227,700	12,026,574	26,319,448	25,864,104	26,272,204
Other Taxes							
-- Sales Tax	1,872,972	1,752,105	1,659,876	653,299	1,796,572	1,760,876	1,760,876
-- Utility Tax	1,807,259	1,709,515	1,800,000	610,881	1,832,643	1,800,000	1,800,000
-- Business License Tax	1,621,535	1,671,362	1,550,000	253,684	1,600,000	1,666,500	1,666,500
-- Motor Vehicle License	350,339	353,873	350,000	54,086	350,000	353,500	353,500
-- Franchise Fee	2,100	2,100	0	0	2,100	0	0
-- Bank Tax	77,119	76,391	80,000	0	77,000	77,523	77,523
-- Recordation/Deeds Tax	192,289	147,716	250,000	80,795	162,000	175,000	175,000
-- E911 Wireless	159,807	46,241	0	3,498	35,000	0	0
Subtotal Other Taxes	6,083,420	5,759,303	5,689,876	1,656,243	5,855,315	5,833,399	5,833,399
Intergovernmental Revenues							
-- State Funding	6,232,792	6,495,109	6,386,400	3,017,420	6,300,000	5,828,404	6,074,910
-- Federal Funding	172,990	172,862	115,000	53,354	270,000	616,500	616,500
Permits and Fees	162,652	213,935	263,600	224,817	170,000	222,357	222,357
Fines and Violations	219,250	282,130	201,000	275,520	350,000	471,500	471,500
Use Money & Property	315,902	165,983	220,000	37,974	150,000	220,850	220,850
Other Revenues	345,923	120,205	282,500	1,191,681	200,000	364,177	364,177
Total Revenues	37,792,212	37,630,565	38,386,076	18,483,583	39,614,763	39,421,291	40,075,897
Transfers from Other Funds	1,216,645	1,287,000	2,279,000	0	2,279,000	1,269,500	1,259,570
Fund Balance Appropriated				0	0	0	0
Total Resources	39,008,857	38,917,565	40,665,076	18,483,583	41,893,763	40,690,791	41,335,467
Less Transfers from Other Funds	-1,216,645	-1,287,000	-2,279,000	0	-2,279,000	-1,269,500	-1,259,570
TOTAL NET RESOURCES	\$37,792,212	\$37,630,565	\$38,386,076	\$18,483,583	\$39,614,763	\$39,421,291	\$40,075,897

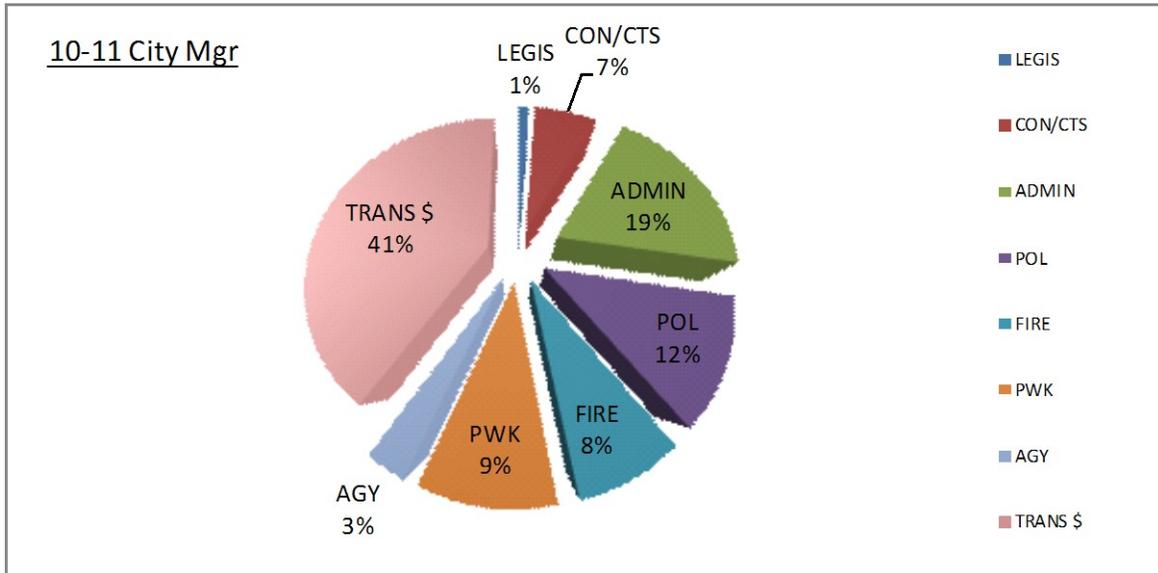
GENERAL FUND EXPENDITURES

DEPARTMENT/PROGRAM	ACTUAL 07-08	ACTUAL 08-09	BUDGET 09-10	YTD 12/31/09	PROJECTED 6/30/10	10-11 DEPT BUDGET	10-11 CITY MGR BUDGET
Legislative							
-- City Council	\$134,526	\$151,807	\$227,500	\$100,988	\$201,976	\$227,471	\$200,900
-- City Clerk	74,304	82,175	91,740	40,763	81,526	92,223	68,655
-- City Attorney	199,328	361,376	221,105	111,193	222,386	234,287	182,174
Total Legislative	408,157	595,358	540,345	252,944	505,888	553,981	451,729
Constitutional Offices/Courts							
-- Clerk of Circuit Court	334,997	303,780	331,400	153,923	307,846	362,415	270,035
-- Commonwealth Attorney	478,793	498,921	500,690	259,311	518,622	518,059	392,459
-- Commissioner of Revenue	359,592	369,465	393,300	172,669	345,338	414,043	301,272
-- City Treasurer	358,733	349,247	367,500	175,208	350,416	372,185	281,599
-- City Sheriff	<u>714,837</u>	<u>743,252</u>	<u>677,721</u>	<u>441,560</u>	<u>817,120</u>	<u>769,937</u>	<u>580,656</u>
Total Constitutional	2,246,952	2,264,665	2,270,611	1,202,671	2,339,342	2,436,639	1,826,021
-- Circuit Court	83,729	53,815	97,000	21,390	42,780	97,231	94,131
-- General District Court	12,649	39,890	17,600	9,094	18,188	17,600	17,600
-- Court Services	7,524	8,034	8,500	1,179	2,358	8,500	8,500
-- VJCCCA Grant	184,346	190,352	186,234	109,361	190,722	179,068	147,441
-- Crater Detention Center	272,272	345,468	375,000	148,592	297,184	375,000	335,000
-- Riverside Regional Jail	1,923,424	1,905,332	2,100,000	871,008	2,090,419	2,163,500	2,163,500
Total Courts/Detention	2,483,943	2,542,891	2,784,334	1,160,624	2,641,651	2,840,899	2,766,172
-- City Manager Office	440,694	335,959	300,218	144,817	289,634	304,528	234,186
Intergovernment Affairs	86,609	87,123	121,437	49,190	98,380	121,424	106,175
Human Resources	225,767	221,155	236,550	115,190	230,380	240,248	187,259
-- Electoral Board/Registrar	156,506	151,484	162,000	66,891	133,782	163,284	138,537
-- Finance	1,435,406	1,446,207	1,573,672	756,338	1,512,676	1,619,800	1,308,893
-- Development	838,461	749,623	756,660	358,269	716,538	827,030	613,281
-- Police	6,236,044	6,489,218	6,031,687	2,904,515	5,809,030	6,689,160	4,658,744
Victim-Witness Grant	64,491	66,279	102,857	30,532	61,064	102,719	102,719
-- Fire	3,619,780	3,618,877	3,844,157	2,438,079	4,182,634	4,048,170	3,027,123
-- Public Works	4,125,395	4,214,661	4,323,982	1,991,867	3,983,734	5,379,512	3,741,939
-- Health/Outside Agencies	1,196,659	1,247,891	1,203,765	621,614	1,243,228	1,233,804	1,165,102
-- Non-Departmental	533,891	415,504	564,385	247,994	495,988	538,991	5,045,988
-- Transfers	15,003,950	15,271,844	15,531,872	1,019,191	15,531,872	15,821,543	15,961,599
-- Contingency/COLA/Health Ins	<u>0</u>	<u>0</u>	<u>316,544</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	\$39,102,706	\$39,718,739	\$40,665,076	\$13,360,726	\$39,775,821	\$42,921,732	\$41,335,467
Less: Transfers to Other Funds	-15,003,950	-15,271,844	-15,531,872	-1,019,191	-15,531,872	-15,821,543	-15,961,599
Total Net Expenditures	\$24,098,756	\$24,446,895	\$25,133,204	\$12,341,535	\$24,243,949	\$27,100,189	\$25,373,868

GENERAL FUND REVENUES



GENERAL FUND EXPENDITURES



POSITIONS SUMMARY FY 2009-2010									
DEPARTMENT	FY 08-09		FY 09-10		FY 10-11			New Req	Recommend
	Full	Part	Full	Part	Full	Part			
	Time	Time	Time	Time	Time	Time			
City Manager	3		3		3				
City Attorney	2		2		2				
Human Resources	3		3		3				
Tourism Office	1		1		1				
Finance	15		15		15				
Development	6		5		5				
Police	78		81		81				
Fire	50		53		53		1	1	
Public Works	40		40		40		2	2	
Recreation Fund	17		17		17				
CDBG Fund	0		1		1				
Juvenile Court Grant	3		2		2				
Total	325		330		330		3	3	
Constitutional Offices:									
Commissioner of Revenue	7		7		7				
City Treasurer	5		5		5				
Commonwealth Attorney	7		7		7				
Victim Witness	2		2		2				
Clerk of Circuit Court	5		5		5				
City Sheriff	9	2	9	5	9				
Total	37		37		37		0	0	
TOTAL ALL CITY POSITIONS	362		367		367		3	3	
PER 1,000 POPULATION	16.2		16.5		16.5		0.1	0.1	

ORGANIZATION UNITS

To better understand the city's budget approach and methodology, the following organization units are outlined and a brief narrative of their purpose is presented.

General Fund: used to support those general government type services as listed below

Legislative- provides for the operation of the legislative part of city government:

City Council- elected body;

City Clerk- official record keeper for City Council;

City Attorney- provides legal services to both City Council and other city departments.

Constitutional Offices- provide city government services as defined by the Constitution of Virginia:

Clerk of Circuit Court- official record keeper for all court documents/actions;

Commonwealth Attorney- city prosecuting attorney in court cases;

City Treasurer- tax collections and investment management oversight;

Commissioner of Revenue- property tax assessor and business license/excise tax assessment;

City Sheriff- responsible for serving court papers and court house security;

Electoral Board- oversees and operates voter registration and elections;

Courts- provide minimum funding for court services from city government;

Detention and Jail- account for expenditures incurred for its juvenile and adult detention facilities.

City Administration- provides the general administration and oversight of city government services:

City Manager- provides general oversight and day-to-day management of city services and personnel;

Human Resources- provide assistance in hiring city workers and manage associated fringe benefits;

Finance Department- provides financial oversight and management services to city departments;

Development Department- provides zoning, land development, economic development assistance;

Tourism- provides services to attract tourism activity within the city;

Public Safety- consist of police, fire and emergency services which provides for law enforcement, fire; prevention and emergency services in case of an emergency or natural disaster.

Public Works- provide for the construction and repair of roads, streets, manage and operate city; buildings, solid waste collection, and vehicle maintenance

Health Department- provides city funding to the regional health district, which the city is a member;

Outside Agencies- support provide by the city to community agencies to further their services to citizens;

Non-Departmental- management and accounting for certain city government expenditures not included above,
i.e. fringe benefits, retiree health benefits, city memberships and dues.

Social Services Fund: used to account for both federal and state restricted funding that provides financial assistance to qualifying city residents.

Comprehensive Services Act Fund: provide services and programs for at-risk children and families, federal and state funding requiring a local “cash” match requirement.

Recreation and Parks Fund: used to account for revenues and transfers to operate, manage and organize activities within the recreation resources developed by the city; to include community center, pool, tennis courts, basketball courts, ball fields, parks, and trails.

Enterprise Funds:

Regional Wastewater

Treatment Facility-used to account for user fees charged for the treatment of waste water generated by residential, commercial and industrial customers using the system.

Sewer Services- used to account for all user fees charged for the maintenance of infrastructure and treatment of all residential and commercial waste water generate

Solid Waste Services- used to account for all user fees charged for the maintenance of trash removal, recycling services and other solid waste services

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: CITY COUNCIL					
	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
EXPENDITURES:					
PERSONNEL	\$100,042	\$104,600	\$104,571	\$78,000	-25.43%
CONTRACTUAL	\$6,282	\$87,000	\$87,000	\$87,000	0.00%
OPER and MAINT	\$45,288	\$35,900	\$35,900	\$35,900	0.00%
CAPITAL	\$188	\$0	\$0	\$0	
TOTAL	\$151,800	\$227,500	\$227,471	\$200,900	-11.69%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$151,800	\$227,500	\$227,471	\$200,900	-11.69%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	7.00	7.00	7.00	7.00	0.00%
TOTAL	7.00	7.00	7.00	7.00	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0	0	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
		AMOUNT	AMOUNT		
1		\$0	\$0		
2		-	-		
3		-	-		
4		-	-		
5		-	-		
TOTAL		\$0	\$0		
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: CITY CLERK					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$76,226	\$79,232	\$81,215	\$57,647	-27.24%
CONTRACTUAL	\$0	\$1,624	\$124	\$124	-92.36%
OPER and MAINT	\$5,944	\$10,884	\$10,884	\$10,884	0.00%
CAPITAL	\$157	\$0	\$0	\$0	
TOTAL	\$82,327	\$91,740	\$92,223	\$68,655	-25.16%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$82,327	\$91,740	\$92,223	\$68,655	-25.16%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	0.00	0.00	0	0	
TOTAL	1.00	1.00	1	1	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0	0	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: CITY ATTORNEY					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$137,803	\$194,995	\$198,567	\$146,454	-24.89%
CONTRACTUAL	\$214,814	\$10,000	\$16,000	\$16,000	60.00%
OPER and MAINT	\$7,998	\$16,110	\$18,720	\$18,720	16.20%
CAPITAL	\$755	\$0	\$1,000	\$1,000	#DIV/0!
TOTAL	\$361,370	\$221,105	\$234,287	\$182,174	-17.61%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$361,370	\$221,105	\$234,287	\$182,174	-17.61%
POSITIONS:					
FULL-TIME	2	2	2	2	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	2.00	2.00	2.00	2.00	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: CIRCUIT COURT CLERK					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$268,151	\$293,823	\$323,200	\$230,820	-21.44%
CONTRACTUAL	\$3,002	\$3,000	\$3,000	\$3,000	0.00%
OPER and MAINT	\$26,171	\$32,577	\$36,215	\$36,215	11.17%
CAPITAL	\$6,450	\$2,000	\$0	\$0	
TOTAL	\$303,774	\$331,400	\$362,415	\$270,035	-18.52%
REVENUE	\$212,211	\$231,500	\$217,619	\$217,671	-5.97%
NET COST	\$91,563	\$99,900	\$144,796	\$52,364	-47.58%
POSITIONS:					
FULL-TIME	5	5	5	5	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	5.00	5.00	5.00	5.00	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: COMMONWEALTH ATTORNEY					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$481,466	\$486,190	\$503,559	\$372,959	-23.29%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$17,205	\$14,500	\$14,500	\$19,500	34.48%
CAPITAL	\$243	\$0	\$0	\$0	
TOTAL	\$498,914	\$500,690	\$518,059	\$392,459	-21.62%
REVENUE	\$396,430	\$415,000	\$325,583	\$367,532	-11.44%
NET COST	\$102,484	\$85,690	\$192,476	\$24,927	-70.91%
POSITIONS:					
FULL-TIME	7	7	7	7	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	7.00	7.00	7.00	7.00	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: SHERIFF					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$602,899	\$597,766	\$659,982	\$502,556	-15.93%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$82,391	\$75,100	\$75,100	\$75,100	0.00%
CAPITAL	\$57,948	\$4,855	\$34,855	\$3,000	-38.21%
TOTAL	\$743,238	\$677,721	\$769,937	\$580,656	-14.32%
REVENUE	\$686,493	\$573,300	\$790,192	\$834,692	45.59%
NET COST	\$56,745	\$104,421	(\$20,255)	(\$254,036)	-343.28%
POSITIONS:					
FULL-TIME	9	9	9	9	0.00%
PART-TIME-FTE	0.50	2.90	4.60	4.60	58.62%
TOTAL	9.50	11.90	13.60	13.60	14.29%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
<p>The Hopewell Sheriff's Office will continue to provide professional/consumer friendly services to all users of our many/varied services. Efforts are underway to begin a national accreditation process so the Hopewell Sheriff's Office will be officially recognized as a top flight, professional organization. Protecting and Serving will continue to be the central theme of the Hopewell Sheriff's Office.</p>					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1 Vehicle			\$30,000	\$30,000	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$30,000	\$30,000	
BUDGET NOTES/COMMENTS:					
<p>I am requesting an additional line item of 1,000.00 for Jury related issues, for example: the jurors and staff are held over for long periods of time where they are unable to leave the courtroom/courthouse. Example: water, coffee and meals if jurors are sequestered and to include inmates (meals only) when necessary with court appearance held over for long period of time or with health conditions. This is a service that is a must for the citizens of Hopewell.</p>					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: COMMISSIONER of REVENUE					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$350,264	\$361,064	\$378,293	\$265,521	-26.46%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$17,853	\$32,236	\$33,750	\$33,751	4.70%
CAPITAL	\$1,339	\$0	\$2,000	\$2,000	#DIV/0!
TOTAL	\$369,456	\$393,300	\$414,043	\$301,272	-23.40%
REVENUE	\$122,055	\$122,500	\$52,825	\$97,715	-20.23%
NET COST	\$247,401	\$270,800	\$361,218	\$203,557	-24.83%
POSITIONS:					
FULL-TIME	6	7	7	7	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	6.00	7.00	7.00	7.00	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
Audit more business accounts.					
Educate citizens on DMV functions available In the Commissioner and Treasurer Offices.					
Meet with plant managers to establish strong communication relationships.					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
DMV stock and supplies			\$2,000	\$2,000	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$2,000	\$2,000	
BUDGET NOTES/COMMENTS:					
This budget includes a request to keep the Business License Inspector position.					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: CITY TREASURER					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$322,156	\$334,605	\$334,835	\$244,248	-27.00%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$25,629	\$32,895	\$35,550	\$35,551	8.07%
CAPITAL	\$1,454	\$0	\$1,800	\$1,800	#DIV/0!
TOTAL	\$349,239	\$367,500	\$372,185	\$281,599	-23.37%
REVENUE	\$125,263	\$125,300	\$49,320	\$94,783	-24.36%
NET COST	\$223,976	\$242,200	\$322,865	\$186,816	-22.87%
POSITIONS:					
FULL-TIME	5	5	5	5	0.00%
PART-TIME-FTE	1.34	1.34	1.34	1.34	0.00%
TOTAL	6.34	6.34	6.34	6.34	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: VOTER REGISTRAR					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$131,935	\$136,495	\$137,779	\$113,032	-17.19%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$19,538	\$25,505	\$25,505	\$25,505	0.00%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$151,473	\$162,000	\$163,284	\$138,537	-14.48%
REVENUE	\$48,331	\$50,000	\$45,159	\$37,500	-25.00%
NET COST	\$103,142	\$112,000	\$118,125	\$101,037	-9.79%
POSITIONS:					
FULL-TIME	2	2	2	2	0.00%
PART-TIME-FTE	0.50	0.50	0.50	0.50	0.00%
TOTAL	2.50	2.50	2.50	2.50	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
			0.00	0.00	
			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
			\$0	\$0	
			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: DISTRICT COURT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	\$0	\$5,000	\$5,000	\$5,000	0.00%
OPER and MAINT	\$11,738	\$12,600	\$12,600	\$12,600	0.00%
CAPITAL	\$28,148	\$0	\$0	\$0	
TOTAL	\$39,886	\$17,600	\$17,600	\$17,600	0.00%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$39,886	\$17,600	\$17,600	\$17,600	0.00%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: CIRCUIT COURT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$46,873	\$69,751	\$69,751	\$66,651	-4.44%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$6,941	\$27,249	\$27,480	\$27,480	0.85%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$53,814	\$97,000	\$97,231	\$94,131	-2.96%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$53,814	\$97,000	\$97,231	\$94,131	-2.96%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	1.00	1.00	1.00	1.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: COURT SERVICES					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	\$574	\$1,500	\$1,500	\$1,500	0.00%
OPER and MAINT	\$7,459	\$7,000	\$7,000	\$7,000	0.00%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$8,033	\$8,500	\$8,500	\$8,500	0.00%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$8,033	\$8,500	\$8,500	\$8,500	0.00%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
			TOTAL	0.00	0.00
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
	TOTAL		\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: VJCCCA GRANT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$106,965	\$105,249	\$110,581	\$110,581	5.07%
CONTRACTUAL	\$78,711	\$72,813	\$62,360	\$32,233	-55.73%
OPER and MAINT	\$4,668	\$8,172	\$6,127	\$4,627	-43.38%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$190,344	\$186,234	\$179,068	\$147,441	-20.83%
REVENUE	\$143,579	\$143,300	\$136,155	\$104,528	-27.06%
NET COST	\$46,765	\$42,934	\$42,913	\$42,913	-0.05%
POSITIONS:					
FULL-TIME	3	3	2	2	-33.33%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	3.00	3.00	2.00	2.00	-33.33%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1 To provide comprehensive community supervision, outreach and electronic monitoring to limit the number of juveniles requiring placement in Crater Detention.					
2 In-Home family intervention & counseling to avoid out-of-home placement.					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
			TOTAL	TOTAL	
			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: CRATER					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	\$345,468	\$375,000	\$375,000	\$335,000	-10.67%
OPER and MAINT	\$0	\$0	\$0	\$0	
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$345,468	\$375,000	\$375,000	\$335,000	-10.67%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$345,468	\$375,000	\$375,000	\$335,000	-10.67%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: REGIONAL JAIL					
EXPENDITURES:	FY 2008 ACTUA9	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	\$1,905,332	\$2,100,000	\$2,163,500	\$2,163,500	3.02%
OPER and MAINT	\$0	\$0	\$0	\$0	
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$1,905,332	\$2,100,000	\$2,163,500	\$2,163,500	3.02%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$1,905,332	\$2,100,000	\$2,163,500	\$2,163,500	3.02%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: CITY MANAGER					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$278,282	\$272,818	\$276,378	\$206,036	-24.48%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$56,902	\$27,400	\$28,150	\$28,150	2.74%
CAPITAL	\$765	\$0	\$0	\$0	
TOTAL	\$335,949	\$300,218	\$304,528	\$234,186	-21.99%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$335,949	\$300,218	\$304,528	\$234,186	-21.99%
POSITIONS:					
FULL-TIME	3	2	2	2	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	3.00	2.00	2.00	2.00	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
		AMOUNT	AMOUNT		
1		\$0	\$0		
2		-	-		
3		-	-		
4		-	-		
5		-	-		
	TOTAL	\$0	\$0		
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: INTERGOVERNMENTAL AFFAIRS OFFICE					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$70,278	\$82,504	\$82,491	\$67,242	-18.50%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$16,840	\$38,933	\$38,933	\$38,933	0.00%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$87,118	\$121,437	\$121,424	\$106,175	-12.57%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$87,118	\$121,437	\$121,424	\$106,175	-12.57%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	1.00	1.00	1.00	1.00	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: HUMAN RESOURCES					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$196,693	\$199,349	\$203,047	\$150,058	-24.73%
CONTRACTUAL	\$6,487	\$0	\$0	\$0	
OPER and MAINT	\$17,967	\$37,201	\$37,201	\$37,201	0.00%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$221,147	\$236,550	\$240,248	\$187,259	-20.84%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$221,147	\$236,550	\$240,248	\$187,259	-20.84%
POSITIONS:					
FULL-TIME	3	3	3	3	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	3.00	3.00	3.00	3.00	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0	0	
OBJECTIVES/GOALS:					
1 Scanning Terminated employee personnel records					
2 Cross training on job duties					
3 Updating the Personnel Policy Manual					
4 Placing Human Resource forms on the City's web site for easier access					
5 Complete the establishment of a City wide training program.					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: FINANCE DEPT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$1,167,583	\$1,189,503	\$1,219,765	\$889,858	-25.19%
CONTRACTUAL	\$90,813	\$92,576	\$99,616	\$126,616	36.77%
OPER and MAINT	\$183,293	\$291,593	\$300,119	\$292,119	0.18%
CAPITAL	\$4,478	\$0	\$300	\$300	#DIV/0!
TOTAL	\$1,446,167	\$1,573,672	\$1,619,800	\$1,308,893	-16.83%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$1,446,167	\$1,573,672	\$1,619,800	\$1,308,893	-16.83%
POSITIONS:					
FULL-TIME	13	15	15	15	0.00%
PART-TIME-FTE	1.00	0.50	0.50	0.50	0.00%
TOTAL	14.00	15.50	15.50	15.50	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$75,300	\$0	
2			25,000	25,000	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$100,300	\$25,000	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: ACCOUNTING					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$436,902	\$440,417	\$452,850	\$326,769	-25.80%
CONTRACTUAL	\$75,839	\$75,276	\$80,816	\$92,816	23.30%
OPER and MAINT	\$14,849	\$18,539	\$19,030	\$19,030	2.65%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$527,590	\$534,232	\$552,696	\$438,615	-17.90%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$527,590	\$534,232	\$552,696	\$438,615	-17.90%
POSITIONS:					
FULL-TIME	5	6	6	6	0.00%
PART-TIME-FTE	0.50	0.00	0.00	0.00	
TOTAL	5.50	6.00	6.00	6.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1 Ensure fiscal integrity of financial resources					
2 Provide excellent customer service to internal and external customers					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: INFO MGT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$394,363	\$395,520	\$404,803	\$301,444	-23.79%
CONTRACTUAL	\$3,416	\$5,000	\$5,000	\$5,000	0.00%
OPER and MAINT	\$138,435	\$245,180	\$250,500	\$244,500	-0.28%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$536,214	\$645,700	\$660,303	\$550,944	-14.67%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$536,214	\$645,700	\$660,303	\$550,944	-14.67%
POSITIONS:					
FULL-TIME	4	4	4	4	0.00%
PART-TIME-FTE	0.50	0.50	0.50	0.50	0.00%
TOTAL	4.50	4.50	4.50	4.50	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1 BEGIN SERVER VIRTUALIZATION PROJECT THAT HAS BEEN POSTPONED FOR 2 YEARS, DU					
2 IMPLEMENT PAPERLESS A/P CHECKS AS A CONTINUATION OF I.S. GO-GREEN INITIATIVE					
3 IMPLEMENT PMBOK(PROJECT MANAGEMENT BODY OF KNOWLEDGE) PRACTICES FOR PR					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1 VIRTUALIZATION PROJECT			\$75,000	\$0	
2 COMPUTER EQUIPMENT REPLACEMENT PLAN			25,000	25,000	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$100,000	\$25,000	
BUDGET NOTES/COMMENTS:					
IT IS ESSENTIAL THAT THE CITY BEGIN THE VIRTUALIZATION PROJECT AS SOON AS POSSIBLE DUE TO THE AGING OF OUR CURRENT EQUIPMENT. THE PROJECT IS A TWO YEAR PLAN THAT WHEN COMPLETED WILL GIVE THE CITY TOTAL REDUNDANCY OF ALL APPLICATIONS AND SERVERS, LESS HARDWARE, MORE EFFICIENCY, LESS MAINTENANCE SUPPORT COSTS. THE ALTERNATIVE IS TO REPLACE CURRENT OUT-OF-WARRANTY SERVERS WITH NEW SERVERS WITHOUT REDUNDANCY ACROSS THE NETWORK. THE VIRTUALIZATION PROJECT SYSTEMATICALLY CONSOLIDATES SERVERS, PROVIDE REALTIME REDUNDANCY AND REDUCES THE EQUIPMENT FOOTPRINT THEREBY REDUCING OVERHEAD COST.					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: PURCHASING					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$66,880	\$69,730	\$72,568	\$48,630	-30.26%
CONTRACTUAL	\$0	\$300	\$300	\$300	0.00%
OPER and MAINT	\$7,047	\$5,570	\$5,700	\$5,700	2.33%
CAPITAL	\$0	\$0	\$300	\$300	#DIV/0!
TOTAL	\$73,927	\$75,600	\$78,868	\$54,930	-27.34%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$73,927	\$75,600	\$78,868	\$54,930	-27.34%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	1.00	1.00	1.00	1.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1. Maintain certifiaciton of VCO and					
2. Complete Exam for CPPB					
3. Maintain fixed assets and credit cards.					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1. Replacement of PO printer			\$300	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$300	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: REAL ESTATE					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$203,706	\$200,385	\$203,257	\$153,132	-23.58%
CONTRACTUAL	\$11,558	\$12,000	\$13,500	\$13,500	12.50%
OPER and MAINT	\$18,710	\$19,255	\$21,840	\$19,840	3.04%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$233,974	\$231,640	\$238,597	\$186,472	-19.50%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$233,974	\$231,640	\$238,597	\$186,472	-19.50%
POSITIONS:					
FULL-TIME	3	3	3	3	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	3.00	3.00	3.00	3.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1 - Complete Biennial Reassessment in timely manner.					
2 - Provide resources for appraiser to continue degree work and IAAO designation.					
3 - Continue entering commercial data into CAMA system.					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					
Budget increases are due to Biennial Reassessment and requests for staff to attend educational opportunities. The Real Estate Budget is always higher in a reassessment year and decreases in a non-reassessment year.					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: RISK MANAGEMENT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$65,732	\$83,451	\$86,287	\$59,883	-28.24%
CONTRACTUAL	\$0	\$0	\$0	\$15,000	#DIV/0!
OPER and MAINT	\$4,252	\$3,049	\$3,049	\$3,049	0.00%
CAPITAL	\$4,478	\$0	\$0	\$0	
TOTAL	\$74,462	\$86,500	\$89,336	\$77,932	-9.91%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$74,462	\$86,500	\$89,336	\$77,932	-9.91%
POSITIONS:					
FULL-TIME	0	1	1	1	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	1.00	1.00	1.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: DEVELOPMENT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$382,100	\$395,043	\$405,343	\$275,547	-30.25%
CONTRACTUAL	\$34,034	\$13,850	\$0	\$17,600	27.08%
OPER and MAINT	\$78,567	\$82,427	\$121,406	\$93,186	13.05%
CAPITAL	\$692	\$0	\$500	\$500	#DIV/0!
TOTAL	\$495,393	\$491,320	\$527,249	\$386,833	-21.27%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$495,393	\$491,320	\$527,249	\$386,833	-21.27%
POSITIONS:					
FULL-TIME	4	5	5	5	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	4.00	5.00	5.00	5.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: DEVELOPMENT OFFICE					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$123,783	\$187,796	\$195,083	\$127,941	-31.87%
CONTRACTUAL	\$25,399	\$0	\$0	\$0	
OPER and MAINT	\$47,460	\$47,524	\$60,693	\$54,073	13.78%
CAPITAL	\$0	\$0	\$500	\$500	#DIV/0!
TOTAL	\$196,642	\$235,320	\$256,276	\$182,514	-22.44%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$196,642	\$235,320	\$256,276	\$182,514	-22.44%
POSITIONS:					
FULL-TIME	1	2	2	2	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	1.00	2.00	2.00	2.00	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: PLANNING					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$178,992	\$126,436	\$127,968	\$89,075	-29.55%
CONTRACTUAL	\$5,235	\$0	\$0	\$0	
OPER and MAINT	\$26,683	\$28,964	\$32,413	\$30,413	5.00%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$210,910	\$155,400	\$160,381	\$119,488	-23.11%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$210,910	\$155,400	\$160,381	\$119,488	-23.11%
POSITIONS:					
FULL-TIME	2	2	2	2	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	2.00	2.00	2.00	2.00	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: GIS					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$79,325	\$80,811	\$82,292	\$58,531	-27.57%
CONTRACTUAL	\$3,400	\$13,850	\$17,600	\$17,600	27.08%
OPER and MAINT	\$4,424	\$5,939	\$10,700	\$8,700	46.49%
CAPITAL	\$692	\$0	\$0	\$0	
TOTAL	\$87,841	\$100,600	\$110,592	\$84,831	-15.67%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$87,841	\$100,600	\$110,592	\$84,831	-15.67%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	1.00	1.00	1.00	1.00	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
	TOTAL		\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: TOURISM					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$156,617	\$161,456	\$155,429	\$129,326	-19.90%
CONTRACTUAL	\$13,456	\$43,321	\$76,370	\$42,940	-0.88%
OPER and MAINT	\$84,123	\$60,563	\$67,982	\$54,182	-10.54%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$254,196	\$265,340	\$299,781	\$226,448	-14.66%
REVENUE	\$604,222	\$616,748	\$596,000	\$596,000	-3.36%
NET COST	(\$350,026)	(\$351,408)	(\$296,219)	(\$369,552)	5.16%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	3.50	3.50	3.18	3.18	-9.14%
TOTAL	4.50	4.50	4.18	4.18	-7.11%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0	0	
OBJECTIVES/GOALS:					
1 Increase City lodging tax collections.					
2 Increase City meals tax collections.					
3 Increase visitation to Hopewell Visitor Center.					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					
1. Leisure traveler marketing and group tour recruitment will center on the Mid-Atlantic states and the Top 5 sources of visitors to Hopewell (Virginia, North Carolina, Maryland, New York & Pennsylvania), as identified in the year-long 2009 Visitor Center Survey. 2. Proposed Tourism Department budget includes City's contribution to regional tourism. 3. Departmental goals may be adversely affected by extenuating factors such as a poor economy, subprime mortgage crisis, credit crunch, higher gas prices and inclement weather as well as the Tourism Department's budget and small staff. 4. Tourism-driven revenues include In-City Expenditures (made by visitors at hotels, restaurants, gas stations, stores, entertainment venues and events); Area Income; City Lodging & Meals Tax Collections; and State Sales Tax Collections.					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: POLICE					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$5,026,914	\$5,116,107	\$5,254,623	\$3,805,326	-25.62%
CONTRACTUAL	\$54,428	\$6,700	\$1,600	\$1,600	-76.12%
OPER and MAINT	\$1,070,461	\$881,380	\$1,092,664	\$851,818	-3.35%
CAPITAL	\$337,333	\$27,500	\$340,273	\$0	
TOTAL	\$6,489,136	\$6,031,687	\$6,689,160	\$4,658,744	-22.76%
REVENUE	\$1,465,242	\$1,408,300	\$1,576,793	\$1,709,903	21.42%
NET COST	\$5,023,894	\$4,623,387	\$5,112,367	\$2,948,841	-36.22%
POSITIONS:					
FULL-TIME	69	77	73	73	-5.19%
PART-TIME-FTE	4.90	5.15	10.15	10.15	97.09%
TOTAL	74.15	82.15	83.15	83.15	1.22%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	\$0	
3			-	-	
4			-	\$0	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: ADMINISTRATION					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$170,927	\$229,941	\$219,249	\$161,324	-29.84%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$193,186	\$162,559	\$121,000	\$79,500	-51.09%
CAPITAL	\$507	\$0	\$0	\$0	
TOTAL	\$364,620	\$392,500	\$340,249	\$240,824	-38.64%
REVENUE	\$2,747	\$3,300	\$3,333	\$3,333	1.00%
NET COST	\$361,873	\$389,200	\$336,916	\$237,491	-38.98%
POSITIONS:					
FULL-TIME	4	4	4	4	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	4.00	4.00	4.00	4.00	0.00%
NEW REQUEST					
FULL-TIME			0.00	0.00	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: COMMAND					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$432,814	\$465,140	\$491,094	\$424,314	-8.78%
CONTRACTUAL	\$49,223	\$5,000	\$0	\$0	
OPER and MAINT	\$48,919	\$17,959	\$21,500	\$18,000	0.23%
CAPITAL	(\$1,945)	\$0	\$0	\$0	
TOTAL	\$529,011	\$488,099	\$512,594	\$442,314	-9.38%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$529,011	\$488,099	\$512,594	\$442,314	-9.38%
POSITIONS:					
FULL-TIME	5	5	6	6	20.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	5.00	5.00	6.00	6.00	20.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0	0	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
			TOTAL	\$0	\$0
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: PATROL					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$3,415,808	\$3,694,581	\$3,977,009	\$2,747,852	-25.62%
CONTRACTUAL	\$550	\$500	\$1,000	\$1,000	100.00%
OPER and MAINT	\$339,807	\$271,804	\$378,018	\$271,500	-0.11%
CAPITAL	\$166,178	\$0	\$208,610	\$0	
TOTAL	\$3,922,343	\$3,966,885	\$4,564,637	\$3,020,352	-23.86%
REVENUE	\$1,449,747	\$1,400,000	\$1,179,890	\$1,313,000	-6.21%
NET COST	\$2,472,596	\$2,566,885	\$3,384,747	\$1,707,352	-33.49%
POSITIONS:					
FULL-TIME	48	56	56	56	0.00%
PART-TIME-FTE	1.40	1.40	1.40	1.40	0.00%
TOTAL	49.40	57.40	57.40	57.40	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1- 5 Dodge Chargers (\$23252 ea)/Vehicle Equip			\$150,010	\$0	
2- Install Costs (\$1200 ea)/Mobile Radios (\$3120 ea)			21,600	-	
3- 5 Vehicle Markings (\$400 ea)			2,000	-	
4- Dodge Sprinter Van (\$35,000)			35,000	-	
5			-	-	
TOTAL			\$208,610	\$0	
BUDGET NOTES/COMMENTS:					
Capital items moved to Capital Projects Fund.					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: DETECTIVES					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$393,030	\$91,443	\$42,727	\$69,016	-24.53%
CONTRACTUAL	\$125	\$600	\$600	\$600	0.00%
OPER and MAINT	\$8,985	\$25,657	\$75,216	\$30,688	19.61%
CAPITAL	\$0	\$0	\$50,400	\$0	
TOTAL	\$402,140	\$117,700	\$168,943	\$100,304	-14.78%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$402,140	\$117,700	\$168,943	\$100,304	-14.78%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	1.00	1.00	1.00	1.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1- 3 Ford Fusions (\$15300 ea)			\$45,900	\$0	
2- Equipment for 3 (\$1000 ea)			3,000	-	
3- Install Equipment for 3 (\$500 ea)			1,500	-	
4			-	-	
5			-	-	
TOTAL			\$50,400	\$0	
BUDGET NOTES/COMMENTS:					
Capital items moved to Capital Projects Fund.					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: PROPERTY					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$11,172	\$0	\$0	\$0	
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$10,741	\$14,500	\$11,500	\$10,500	-27.59%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$21,913	\$14,500	\$11,500	\$10,500	-27.59%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$21,913	\$14,500	\$11,500	\$10,500	-27.59%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: RECORDS					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$51,403	\$66,179	\$66,173	\$57,371	-13.31%
CONTRACTUAL	\$1,006	\$0	\$0	\$0	
OPER and MAINT	\$76,595	\$92,521	\$94,800	\$83,000	-10.29%
CAPITAL	\$1,148	\$0	\$0	\$0	
TOTAL	\$130,152	\$158,700	\$160,973	\$140,371	-11.55%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$130,152	\$158,700	\$160,973	\$140,371	-11.55%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	1.00	1.25	1.25	1.25	0.00%
TOTAL	2.25	2.25	2.25	2.25	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: COMMUNITY RELATIONS					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	\$0	\$600	\$0	\$0	
OPER and MAINT	\$2,664	\$5,500	\$3,500	\$3,500	-36.36%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$2,664	\$6,100	\$3,500	\$3,500	-42.62%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$2,664	\$6,100	\$3,500	\$3,500	-42.62%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: DISPATCH					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$405,047	\$398,376	\$324,979	\$255,436	-35.88%
CONTRACTUAL	\$3,524	\$0	\$0	\$0	
OPER and MAINT	\$374,419	\$265,980	\$356,980	\$324,980	22.18%
CAPITAL	\$25,583	\$27,500	\$15,657	\$0	
TOTAL	\$808,573	\$691,856	\$697,616	\$580,416	-16.11%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$808,573	\$691,856	\$697,616	\$580,416	-16.11%
POSITIONS:					
FULL-TIME	7	7	4	4	-42.86%
PART-TIME-FTE	1.50	1.50	4.50	4.50	200.00%
TOTAL	8.50	8.50	8.50	8.50	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1- 5 Portable Radios/Collar Mics/Chargers	\$15,657	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$15,657	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: ANIMAL CONTROL					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$146,713	\$170,447	\$133,392	\$90,013	-47.19%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$15,145	\$24,900	\$30,150	\$30,150	21.08%
CAPITAL	(\$703)	\$0	\$65,606	\$0	
TOTAL	\$161,155	\$195,347	\$229,148	\$120,163	-38.49%
REVENUE	\$3,395	\$5,000	\$5,050	\$5,050	1.00%
NET COST	\$157,760	\$190,347	\$224,098	\$115,113	-39.52%
POSITIONS:					
FULL-TIME	3	3	1	1	-66.67%
PART-TIME-FTE	1.00	1.00	3.00	3.00	200.00%
TOTAL	4.00	4.00	4.00	4.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1- Ford Ranger 4x2 (\$13247)			\$13,247	\$0	
2- Ford Ranger 4x4 (\$17359)			17,359	-	
3- Animal Shelter bldg			35,000	-	
4			-	-	
5			-	-	
TOTAL			\$65,606	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: VICTIM-WITNESS PROGRAM GRANT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$64,007	\$95,887	\$95,749	\$95,749	-0.14%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$2,266	\$6,970	\$6,970	\$6,970	0.00%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$66,273	\$102,857	\$102,719	\$102,719	-0.13%
REVENUE	\$66,278	\$102,800	\$102,800	\$102,800	0.00%
NET COST	(\$5)	\$57	(\$81)	(\$81)	-242.11%
POSITIONS:					
FULL-TIME	2	2	2	2	0.00%
PART-TIME-FTE	0.50	0.00	0.00	0.00	
TOTAL	2.50	2.00	2.00	2.00	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: FIRE DEPT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$3,106,143	\$3,437,217	\$3,528,033	\$2,549,986	-25.81%
CONTRACTUAL	\$56,497	\$38,500	\$31,000	\$11,000	-71.43%
OPER and MAINT	\$343,739	\$350,940	\$426,137	\$423,137	20.57%
CAPITAL	\$112,448	\$17,500	\$63,000	\$43,000	145.71%
TOTAL	\$3,618,827	\$3,844,157	\$4,048,170	\$3,027,123	-21.25%
REVENUE	\$538,281	\$470,000	\$662,882	\$662,882	41.04%
NET COST	\$3,080,546	\$3,374,157	\$3,385,288	\$2,364,241	-29.93%
POSITIONS:					
FULL-TIME	50	53	53	53	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	50.00	53.00	53.00	53.00	0.00%
NEW REQUEST					
FULL-TIME			0	1	1.89%
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	1.00	1.89%
OBJECTIVES/GOALS:					
1 Implement a succession plan for future vacant leadership positions.					
2 Increase disaster preparedness training for public.					
3 Provide all hazard training for disaster management.					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1 New vehicle for Emergency management.			\$18,000	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$18,000	\$0	
BUDGET NOTES/COMMENTS:					
Skill assessment needs to be conducted for the rank of captain and battalion chief by a professional agency. In addition to assisting with the promotional process, this assessment will assist with developing skills and leadership competencies for succession planning to meet current and future strategic objectives.					

FISCAL 2010-2011 BUDGET

DEPARTMENT: FIRE					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$2,697,990	\$2,998,439	\$3,080,241	\$2,170,242	-27.62%
CONTRACTUAL	\$0	\$0	\$30,000	\$10,000	#DIV/0!
OPER and MAINT	\$239,253	\$234,235	\$238,735	\$235,735	0.64%
CAPITAL	\$38,774	\$17,500	\$5,000	\$3,000	-82.86%
TOTAL	\$2,976,017	\$3,250,174	\$3,353,976	\$2,418,977	-25.57%
REVENUE	\$0	\$0	\$109,830	\$109,830	#DIV/0!
NET COST	\$2,976,017	\$3,250,174	\$3,244,146	\$2,309,147	-28.95%
POSITIONS:					
FULL-TIME	42	45	45	45	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	42.00	45.00	45.00	45.00	0.00%
NEW REQUEST					
FULL-TIME			0.00	0.00	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1 Provide leadership training for professional development.					
2 Enhance the capability to mitigate large scale hazardous material incidents.					
3 Continue to provide fire safety awareness programs.					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			\$0	-	
3			-	-	
4			-	-	
5			-	-	
	TOTAL		\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: EMS					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$12,373	\$19,000	\$19,000	\$19,000	0.00%
CONTRACTUAL	\$21,102	\$26,500	\$0	\$0	
OPER and MAINT	\$38,250	\$44,110	\$76,000	\$76,000	72.30%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$71,725	\$89,610	\$95,000	\$95,000	6.01%
REVENUE	\$313,668	\$282,500	\$299,677	\$299,677	6.08%
NET COST	(\$241,943)	(\$192,890)	(\$204,677)	(\$204,677)	6.11%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1 Continue to provide training for advance life support providers.					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: EMER SERV					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$79,654	\$81,321	\$84,157	\$58,136	-28.51%
CONTRACTUAL	\$12,930	\$0	\$0	\$0	
OPER and MAINT	\$23,189	\$33,552	\$34,752	\$34,752	3.58%
CAPITAL	\$29,874	\$0	\$18,000	\$0	
TOTAL	\$145,647	\$114,873	\$136,909	\$92,888	-19.14%
REVENUE	\$42,959	\$40,000	\$42,400	\$42,400	6.00%
NET COST	\$102,688	\$74,873	\$94,509	\$50,488	-32.57%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	1.00	1.00	1.00	1.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1 Enhance EOC management capabilities.					
2 Provide citizens with disaster preparedness information.					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1 New vehicle.			\$18,000	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$18,000	\$0	
BUDGET NOTES/COMMENTS:					
Vehicle moved to Capital Projects Fund.A15					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: FIRE GRANT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$0	\$0	\$22,000	\$22,000	#DIV/0!
CAPITAL	\$43,800	\$0	\$40,000	\$40,000	#DIV/0!
TOTAL	\$43,800	\$0	\$62,000	\$62,000	#DIV/0!
REVENUE	\$60,623	\$0	\$62,000	\$62,000	#DIV/0!
NET COST	(\$16,823)	\$0	\$0	\$0	
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: CODE					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$266,946	\$289,998	\$293,955	\$267,498	-7.76%
CONTRACTUAL	\$22,465	\$12,000	\$1,000	\$1,000	-91.67%
OPER and MAINT	\$42,922	\$37,102	\$52,700	\$52,700	42.04%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$332,333	\$339,100	\$347,655	\$321,198	-5.28%
REVENUE	\$120,281	\$146,000	\$147,460	\$147,460	1.00%
NET COST	\$212,052	\$193,100	\$200,195	\$173,738	-10.03%
POSITIONS:					
FULL-TIME	6	6	6	6	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	6.00	6.00	6.00	6.00	0.00%
NEW REQUEST					
FULL-TIME			0.00	1.00	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	1.00	
OBJECTIVES/GOALS:					
1 Provide training to enhance customers satisfaction rating.					
2 Enhance training for Building Official.					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: RENTAL INSPECTION					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$49,180	\$48,459	\$50,680	\$35,110	-27.55%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$125	\$1,941	\$1,950	\$1,950	0.46%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$49,305	\$50,400	\$52,630	\$37,060	-26.47%
REVENUE	\$750	\$1,500	\$1,515	\$1,515	1.00%
NET COST	\$48,555	\$48,900	\$51,115	\$35,545	-27.31%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	1.00	1.00	1.00	1.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1 Provide public education on property maintenance.					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: PUBLIC WORKS DEPARTMENT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$2,378,407	\$2,340,883	\$2,582,122	\$1,858,749	-20.60%
CONTRACTUAL OPER and MAINT	\$43,429	\$34,612	\$160,165	\$150,165	333.85%
OPER and MAINT	\$3,656,277	\$4,065,209	\$4,702,129	\$4,056,429	-0.22%
CAPITAL	\$278,371	\$67,100	\$330,600	\$67,100	0.00%
TOTAL	\$6,356,484	\$6,507,804	\$7,775,016	\$6,132,443	-5.77%
REVENUE	\$5,354,630	\$5,402,811	\$5,335,351	\$5,313,943	-1.64%
NET COST	\$1,001,854	\$1,104,993	\$2,439,665	\$818,500	-25.93%
POSITIONS:					
FULL-TIME	39	40	35	40	0.00%
PART-TIME-FTE	2.00	2.00	2.00	2.00	0.00%
TOTAL	41.00	42.00	37.00	42.00	0.00%
NEW REQUEST					
FULL-TIME			0	2	
PART-TIME-FTE			0.00	0.00	
	TOTAL		0.00	2.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
Snow plow			\$3,500	\$0	
Van (repl City Engr vehicle)			30,000	-	
Pickup to repl #602 (spent 18k on repairs)			25,000	-	
Dump truck (repl 1987)			75,000	-	
Skid steer loader			65,000	-	
Emergency generator			65,000	-	
		TOTAL	\$263,500	\$0	
BUDGET NOTES/COMMENTS:					
Capital equipment requests moved to Capital Projects Fund for funding consideration.					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: DIRECTOR					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$617,291	\$537,522	\$539,763	\$397,387	-26.07%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$45,950	\$32,300	\$36,100	\$32,300	0.00%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$663,241	\$569,822	\$575,863	\$429,687	-24.59%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$663,241	\$569,822	\$575,863	\$429,687	-24.59%
POSITIONS:					
FULL-TIME	7	7	7	7	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	7.00	7.00	7.00	7.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: STREETS					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$854,190	\$933,774	\$1,036,402	\$642,738	-31.17%
CONTRACTUAL	\$52	\$1,000	\$1,000	\$1,000	0.00%
OPER and MAINT	\$1,014,407	\$1,277,505	\$1,801,500	\$1,254,700	-1.79%
CAPITAL	\$229,622	\$0	\$263,500	\$0	
TOTAL	\$2,098,271	\$2,212,279	\$3,102,402	\$1,898,438	-14.19%
REVENUE	\$3,219,625	\$3,300,000	\$3,220,000	\$3,198,592	-3.07%
NET COST	(\$1,121,354)	(\$1,087,721)	(\$117,598)	(\$1,300,154)	19.53%
POSITIONS:					
FULL-TIME	18	18	18	18	0.00%
PART-TIME-FTE	1.50	1.50	0.00	1.50	0.00%
TOTAL	19.50	19.50	18.00	19.50	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					
Street Maintenance Worker Thomas Kolek retiring December 31, 2009. Street Maintenance Specialist 1, Vernon Hayes retiring February 1, 2010.					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: GARAGE					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$298,472	\$305,230	\$324,566	\$315,469	3.35%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$47,946	\$42,300	\$72,500	\$68,000	60.76%
CAPITAL	\$6,553	\$2,000	\$2,000	\$2,000	0.00%
TOTAL	\$352,971	\$349,530	\$399,066	\$385,469	10.28%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$352,971	\$349,530	\$399,066	\$385,469	10.28%
POSITIONS:					
FULL-TIME	5	5	5	5	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	5.00	5.00	5.00	5.00	0.00%
NEW REQUEST					
FULL-TIME			0	2	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	2.00	
OBJECTIVES/GOALS:					
1					
2					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					
Carl Spivey, Garage Supervisor is retiring December 31, 2009.					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: ENGINEERING					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$183,115	\$257,704	\$275,673	\$191,818	-25.57%
CONTRACTUAL	\$7,942	\$0	\$25,000	\$15,000	#DIV/0!
OPER and MAINT	\$7,739	\$23,546	\$23,550	\$23,550	0.02%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$198,796	\$281,250	\$324,223	\$230,368	-18.09%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$198,796	\$281,250	\$324,223	\$230,368	-18.09%
POSITIONS:					
FULL-TIME	3	3	3	3	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	3.00	3.00	3.00	3.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
			\$0	\$0	
TOTAL					
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: BLDGS-GROUNDS					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$302,784	\$188,907	\$283,288	\$188,907	0.00%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$598,522	\$609,070	\$694,670	\$609,070	0.00%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$901,306	\$797,977	\$977,958	\$797,977	0.00%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$901,306	\$797,977	\$977,958	\$797,977	0.00%
POSITIONS:					
FULL-TIME	4	5	5	5	0.00%
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	4.00	5.00	5.00	5.00	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: SOLID WASTE FUND					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$122,555	\$117,746	\$122,430	\$122,430	3.98%
CONTRACTUAL	\$35,435	\$33,612	\$134,165	\$134,165	299.16%
OPER and MAINT	\$1,941,713	\$2,080,488	\$2,073,809	\$2,068,809	-0.56%
CAPITAL	\$42,196	\$65,100	\$65,100	\$65,100	0.00%
TOTAL	\$2,141,899	\$2,296,946	\$2,395,504	\$2,390,504	4.07%
REVENUE	\$2,135,005	\$2,102,811	\$2,115,351	\$2,115,351	0.60%
NET COST	\$6,894	\$194,135	\$280,153	\$275,153	41.73%
POSITIONS:					
FULL-TIME	2	2	2	2	0.00%
PART-TIME-FTE	0.50	0.50	0.50	0.50	0.00%
TOTAL	2.50	2.50	2.50	2.50	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: HEALTH DEPARTMENT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL OPER and MAINT	\$165,310	\$172,520	\$173,649	\$173,649	0.65%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$165,310	\$172,520	\$173,649	\$173,649	0.65%
REVENUE	\$25,571	\$25,000	\$0	\$0	
NET COST	\$139,739	\$147,520	\$173,649	\$173,649	17.71%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: OUTSIDE AGENCIES					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	\$1,082,578	\$1,031,245	\$1,060,155	\$991,453	-3.86%
OPER and MAINT	\$0	\$0	\$0	\$0	
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$1,082,578	\$1,031,245	\$1,060,155	\$991,453	-3.86%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$1,082,578	\$1,031,245	\$1,060,155	\$991,453	-3.86%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

FISCAL 2010-2011 BUDGET

DEPARTMENT: NON-DEPARTMENTAL					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$390,105	\$532,501	\$508,955	\$5,014,113	841.62%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$25,395	\$31,884	\$30,036	\$31,875	-0.03%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$415,500	\$564,385	\$538,991	\$5,045,988	794.07%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$415,500	\$564,385	\$538,991	\$5,045,988	794.07%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: TRANSFERS					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	\$15,271,842	\$15,848,416	\$15,821,543	\$15,961,599	0.71%
OPER and MAINT	\$0	\$0	\$0	\$0	
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$15,271,842	\$15,848,416	\$15,821,543	\$15,961,599	0.71%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$15,271,842	\$15,848,416	\$15,821,543	\$15,961,599	0.71%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

FISCAL 2010-2011 BUDGET

DEPARTMENT: SOCIAL SERVICES					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$2,333,230	\$2,678,770	\$2,689,410	\$2,689,410	0.40%
CONTRACTUAL	\$76,328	\$73,324	\$91,460	\$91,460	24.73%
OPER and MAINT	\$2,001,196	\$2,389,133	\$2,171,842	\$2,080,817	-12.90%
CAPITAL	\$3,800	\$2,000	\$28,678	\$28,678	1333.90%
TOTAL	\$4,414,554	\$5,143,227	\$4,981,390	\$4,890,365	-4.92%
REVENUE	\$3,751,920	\$4,594,618	\$4,316,970	\$4,316,970	-6.04%
NET COST	\$662,634	\$548,609	\$664,420	\$573,395	4.52%
POSITIONS:					
FULL-TIME	41	41	41	41	0.00%
PART-TIME-FTE	10.25	10.25	10.25	10.25	0.00%
TOTAL	51.25	51.25	51.25	51.25	0.00%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1 Move into a new human services building					
2 Purge closed case files					
3 Meet VA DSS standards of processing 95% of TANF & 97% of SNAP(food stamp) applications timely & accurately					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					
1. Does not include COLA or Merit raises					
2. Local match request is the same as the FY 09/10 city allocation					
3. No new positions requested					
4. Funding for new human services building/FFE will be covered by bonds					
5. An additional \$5000 for Risk insurance and a \$27,778 depreciation figure for the new building are also included (Jan - May 2010) in our budget					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: CSA FUND					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$86,253	\$92,748	\$90,266	\$90,266	-2.68%
CONTRACTUAL	\$2,732,487	\$2,698,969	\$2,002,156	\$2,002,156	-25.82%
OPER and MAINT	\$71,187	\$26,293	\$26,268	\$26,268	-0.10%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$2,889,927	\$2,818,010	\$2,118,690	\$2,118,690	-24.82%
REVENUE	\$1,971,280	\$1,987,510	\$1,477,285	\$1,477,285	-25.67%
NET COST	\$918,647	\$830,500	\$641,405	\$641,405	-22.77%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	0.75	0.75	0.00	0.75	0.00%
TOTAL	1.75	1.75	1.00	1.75	0.00%
NEW REQUEST					
FULL-TIME			1	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			1.00	0.00	
OBJECTIVES/GOALS:					
1 Admin Position to Full-time, City Manager not recommending					
2					
3					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					
<p>CSA 2010-2011 Budget Request is increasing 2.5% for personal expenditures. This increase will transition the part-time administrative assistant position to full-time. There will be a 6% decrease in contractual services expenditures. This decrease reflects the reduction in higher cost residential placements.</p>					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: ADMIN					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$86,253	\$92,748	\$101,549	\$90,266	-2.68%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$22,983	\$26,293	\$26,268	\$26,268	-0.10%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$109,236	\$119,041	\$127,817	\$116,534	-2.11%
REVENUE	\$9,166	\$9,166	\$9,166	\$9,166	0.00%
NET COST	\$100,070	\$109,875	\$118,651	\$107,368	-2.28%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	0.75	0.75	0.00	0.75	0.00%
TOTAL	1.75	1.75	1.00	1.75	0.00%
NEW REQUEST					
FULL-TIME			1	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			1.00	0.00	
OBJECTIVES/GOALS:					
1 Admin position to full-time					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: SERVICES					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	\$2,732,487	\$2,698,969	\$2,648,956	\$2,002,156	-25.82%
OPER and MAINT	\$48,204	\$0	\$0	\$0	
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$2,780,691	\$2,698,969	\$2,648,956	\$2,002,156	-25.82%
REVENUE	\$1,962,114	\$1,978,344	\$1,907,248	\$1,468,119	-25.79%
NET COST	\$818,577	\$720,625	\$741,708	\$534,037	-25.89%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: PARKS & RECREATION					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$1,244,681	\$1,319,371	\$1,321,854	\$1,289,717	-2.25%
CONTRACTUAL	\$30,775	\$28,750	\$29,656	\$29,656	3.15%
OPER and MAINT	\$457,714	\$443,747	\$560,341	\$516,789	16.46%
CAPITAL	\$225	\$14,974	\$157,994	\$17,499	16.86%
TOTAL	\$1,733,395	\$1,806,842	\$2,069,845	\$1,853,661	2.59%
REVENUE	\$322,523	\$433,881	\$446,622	\$480,700	10.79%
GF SUPPORT	\$1,382,961	\$1,372,961	\$1,635,064	\$1,372,961	0.00%
NET COST	(\$27,911)	\$0	\$11,841	\$0	
POSITIONS:					
FULL-TIME	17	17	17	17	0.00%
PART-TIME-FTE	25.49	25.99	13.02	13.35	-48.63%
TOTAL	42.49	42.99	30.02	30.35	-29.40%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
	TOTAL		0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: REC CENTER					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$328,705	\$333,277	\$349,023	\$338,580	1.59%
CONTRACTUAL	\$2,294	\$3,500	\$2,465	\$2,465	-29.57%
OPER and MAINT	\$171,736	\$150,441	\$248,130	\$214,105	42.32%
CAPITAL	\$0	\$3,000	\$92,100	\$2,600	-13.33%
TOTAL	\$502,735	\$490,218	\$691,718	\$557,750	13.78%
REVENUE	\$172,787	\$243,442	\$232,273	\$255,647	5.01%
NET COST	\$329,948	\$246,776	\$459,445	\$302,103	22.42%
POSITIONS:					
FULL-TIME	4	4	4	4	0.00%
PART-TIME-FTE	5.50	5.50	3.89	3.89	-29.27%
TOTAL	9.50	9.50	7.89	7.89	-16.95%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: AQUATICS					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$205,594	\$223,035	\$226,267	\$238,946	7.13%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$13,459	\$24,465	\$24,465	\$21,862	-10.64%
CAPITAL	\$225	\$275	\$275	\$275	0.00%
TOTAL	\$219,278	\$247,775	\$251,007	\$261,083	5.37%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$219,278	\$247,775	\$251,007	\$261,083	5.37%
POSITIONS:					
FULL-TIME	4	4	4	4	0.00%
PART-TIME-FTE	4.00	4.00	2.07	2.07	-48.25%
TOTAL	8.00	8.00	6.07	6.07	-24.13%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1 re-grade Aquatics Supv to GM Parks					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: COMMUNITY					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$67,729	\$81,540	\$81,562	\$73,268	-10.14%
CONTRACTUAL	\$5,874	\$4,250	\$6,000	\$6,000	41.18%
OPER and MAINT	\$22,528	\$16,450	\$16,450	\$14,930	-9.24%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$96,131	\$102,240	\$104,012	\$94,198	-7.87%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$96,131	\$102,240	\$104,012	\$94,198	-7.87%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	0.75	0.75	0.75	0.75	0.00%
TOTAL	1.75	1.75	1.75	1.75	0.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: SENIORS					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$122,611	\$127,332	\$128,849	\$122,966	-3.43%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$12,318	\$16,055	\$16,055	\$14,005	-12.77%
CAPITAL	\$0	\$1,100	\$1,100	\$550	-50.00%
TOTAL	\$134,929	\$144,487	\$146,004	\$137,521	-4.82%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$134,929	\$144,487	\$146,004	\$137,521	-4.82%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	2.85	2.85	3.27	3.27	14.74%
TOTAL	3.85	3.85	4.27	4.27	10.91%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
		TOTAL	\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: ATHLETICS					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$86,151	\$91,465	\$95,422	\$83,256	-8.98%
CONTRACTUAL	\$22,607	\$21,000	\$21,000	\$21,000	0.00%
OPER and MAINT	\$36,261	\$33,600	\$33,600	\$31,750	-5.51%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$145,019	\$146,065	\$150,022	\$136,006	-6.89%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$145,019	\$146,065	\$150,022	\$136,006	-6.89%
POSITIONS:					
FULL-TIME	1	1	1	1	0.00%
PART-TIME-FTE	8.39	8.39	0.65	0.65	-92.25%
TOTAL	9.39	9.39	1.65	1.65	-82.43%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

FISCAL 2010-2011 BUDGET

DEPARTMENT: PARKS					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$365,040	\$386,060	\$361,789	\$350,885	-9.11%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$113,336	\$109,935	\$112,340	\$110,340	0.37%
CAPITAL	\$0	\$0	\$50,445	\$0	
TOTAL	\$478,376	\$495,995	\$524,574	\$461,225	-7.01%
REVENUE	\$0	\$0	\$0	\$0	
NET COST	\$478,376	\$495,995	\$524,574	\$461,225	-7.01%
POSITIONS:					
FULL-TIME	6	6	6	6	0.00%
PART-TIME-FTE	3.00	3.00	0.89	0.89	-70.33%
TOTAL	9.00	9.00	6.89	6.89	-23.44%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:			AMOUNT	AMOUNT	
1			\$0	\$0	
2			-	-	
3			-	-	
4			-	-	
5			-	-	
TOTAL			\$0	\$0	
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: GRANTS					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$31,353	\$24,736	\$29,682	\$33,052	33.62%
CONTRACTUAL	\$0	\$0	\$0	\$0	
OPER and MAINT	\$22,050	\$24,826	\$41,826	\$41,826	68.48%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL	\$53,403	\$49,562	\$71,508	\$74,878	51.08%
REVENUE	\$45,395	\$59,939	\$83,349	\$94,053	56.91%
NET COST	(\$8,008)	\$10,377	\$11,841	\$19,175	84.78%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: MARINA					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$37,498	\$51,926	\$49,260	\$48,764	-6.09%
CONTRACTUAL	\$0	\$0	\$191	\$191	#DIV/0!
OPER and MAINT	\$66,026	\$67,975	\$67,475	\$67,971	-0.01%
CAPITAL	\$0	\$10,599	\$14,074	\$14,074	32.79%
TOTAL	\$103,524	\$130,500	\$131,000	\$131,000	0.38%
REVENUE	\$104,341	\$130,500	\$131,000	\$131,000	0.38%
NET COST	\$817	\$0	\$0	\$0	
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	1.00	1.50	1.50	1.83	22.00%
TOTAL	1.00	1.50	1.50	1.83	22.00%
NEW REQUEST					
FULL-TIME			0	0	
PART-TIME-FTE			0.00	0.00	
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: PERPETUAL CARE FUND (Cemetery)					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	24,792	27,000	27,000	27,000	0.00%
OPER and MAINT	4,406	8,000	6,000	6,000	-25.00%
CAPITAL	0	0	0	0	
DEBT SERVICE	0	0	0	0	
TOTAL	\$29,198	\$35,000	\$33,000	\$33,000	-5.71%
REVENUE	\$28,498	\$42,500	\$34,820	\$34,820	-18.07%
NET COST	\$700	(\$7,500)	(\$1,820)	(\$1,820)	-75.73%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: ANTI-LITTER FUND					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	0	0	0	0	
OPER and MAINT	4,676	3,778	0	0	
CAPITAL		0	0	0	
DEBT SERVICE	0	0	0	0	
TOTAL	\$4,676	\$3,778	\$0	\$0	
REVENUE	\$4,372	\$3,778	\$0	\$0	
NET COST	(\$304)	\$0	\$0	\$0	
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: SELF INSURED FUND					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	297,864	376,032	324,078	324,078	-13.82%
OPER and MAINT	0	12,000	10,000	10,000	-16.67%
CAPITAL	0	0	0	0	
TRANSFER OUT	185,000	180,000	185,000	185,000	2.78%
TOTAL	\$482,864	\$568,032	\$519,078	\$519,078	-8.62%
REVENUE	\$37,181	\$53,180	\$66,400	\$66,400	24.86%
NET COST	(\$445,683)	(\$514,852)	(\$452,678)	(\$452,678)	-12.08%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: REGIONAL WASTEWATER					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$3,603,963	\$3,973,974	\$4,128,686	\$4,072,475	2.48%
CONTRACTUAL	505,812	322,000	496,173	457,100	41.96%
OPER and MAINT	4,699,018	4,748,100	4,551,100	3,867,900	-18.54%
CAPITAL	17,880	5,640,000	380,000	375,000	-93.35%
DEBT SERVICE	604,871	1,275,867	1,425,522	1,425,522	11.73%
TOTAL	\$9,431,544	\$15,959,941	\$10,981,481	\$10,197,997	-36.10%
REVENUE	\$9,860,415	\$15,959,941	\$10,981,481	\$10,197,997	-36.10%
NET COST	(\$428,871)	\$0	\$0	\$0	
POSITIONS:					
FULL-TIME	58	58	54	48	-17.24%
PART-TIME-FTE	0.50	0.50	0.50	0.50	0.00%
TOTAL	58.50	58.50	54.50	48.50	-17.09%
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: CDBG GRANT					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$22,557	\$42,374	\$0	\$0	
CONTRACTUAL	231,671	219,494	0	0	
OPER and MAINT	0	0	0	0	
CAPITAL	0	0	0	0	
DEBT SERVICE	0	0	0	0	
TOTAL	\$254,228	\$261,868	\$0	\$0	
REVENUE	\$197,209	\$261,868	\$0	\$0	
NET COST	(\$57,019)	\$0	\$0	\$0	
POSITIONS:					
FULL-TIME	1	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	1.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: CAPITAL PROJECTS FUND					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	274,888	75,000	0	400,000	433.33%
OPER and MAINT	35,000	0	0	0	
CAPITAL	1,540,326	505,000	125,000	473,800	-6.18%
TRANSFER OUT	1,648,822	330,000	1,362,000	290,070	-12.10%
DEBT SERVICE	3,808,160	3,244,330	3,194,930	3,194,930	-1.52%
TOTAL	\$7,307,196	\$4,154,330	\$4,681,930	\$4,358,800	4.92%
REVENUE	\$4,158,503	\$3,811,099	\$3,950,700	\$4,358,800	14.37%
NET COST	(\$3,148,693)	(\$343,231)	(\$731,230)	\$0	
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					
Items noted: Pavement program-\$400,000, equipment-\$463,800, debt service \$3,194,930 and Tourism \$290,070.					

**CITY OF HOPEWELL
FISCAL 2010-2011 BUDGET**

DEPARTMENT: ECONOMIC DEVELOPMENT FUND					
EXPENDITURES:	FY 2009 ACTUAL	FY 2010 BUDGET	FY 2011 DEPT REQUEST	FY 2011 CM BUDGET	% CHANGE
PERSONNEL	\$0	\$0	\$0	\$0	
CONTRACTUAL	102,324	0	0	0	
OPER and MAINT	32,631	0	0	0	
CAPITAL	0	0	0	0	
DEBT SERVICE	1,519,340	289,790	137,114	148,180	-48.87%
TOTAL	\$1,654,295	\$289,790	\$137,114	\$148,180	-48.87%
REVENUE	\$69,832	\$81,000	\$11,441	\$11,441	-85.88%
NET COST	(\$1,584,463)	(\$208,790)	(\$125,673)	(\$136,739)	-34.51%
POSITIONS:					
FULL-TIME	0	0	0	0	
PART-TIME-FTE	0.00	0.00	0.00	0.00	
TOTAL	0.00	0.00	0.00	0.00	
NEW REQUEST					
FULL-TIME					
PART-TIME-FTE					
TOTAL			0.00	0.00	
OBJECTIVES/GOALS:					
1					
2					
3					
CAPITAL REQUEST by PRIORITY:					
	AMOUNT	AMOUNT			
1	\$0	\$0			
2	-	-			
3	-	-			
4	-	-			
5	-	-			
TOTAL	\$0	\$0			
BUDGET NOTES/COMMENTS:					

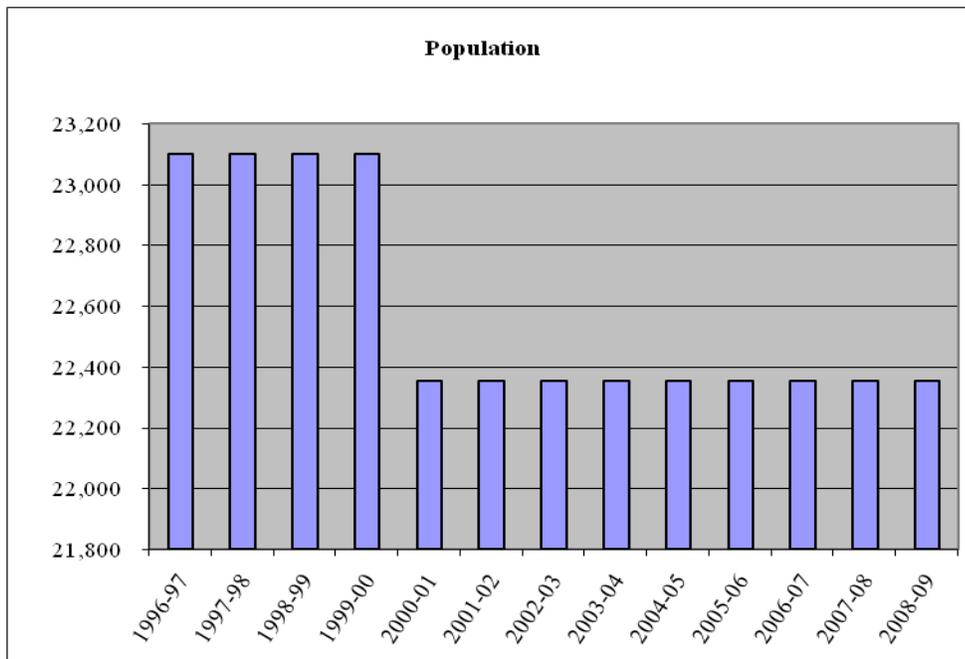
STATISTICAL DATA

City of Hopewell, Virginia

Exb. 1

Year	Population(1)
1996-97	23,101
1997-98	23,101
1998-99	23,101
1999-00	23,101
2000-01	22,354
2001-02	22,354
2002-03	22,354
2003-04	22,354
2004-05	22,354
2005-06	22,354
2006-07	22,354
2007-08	22,354
2008-09	22,354

(1) Source: United States Bureau of Census



City of Hopewell, Virginia

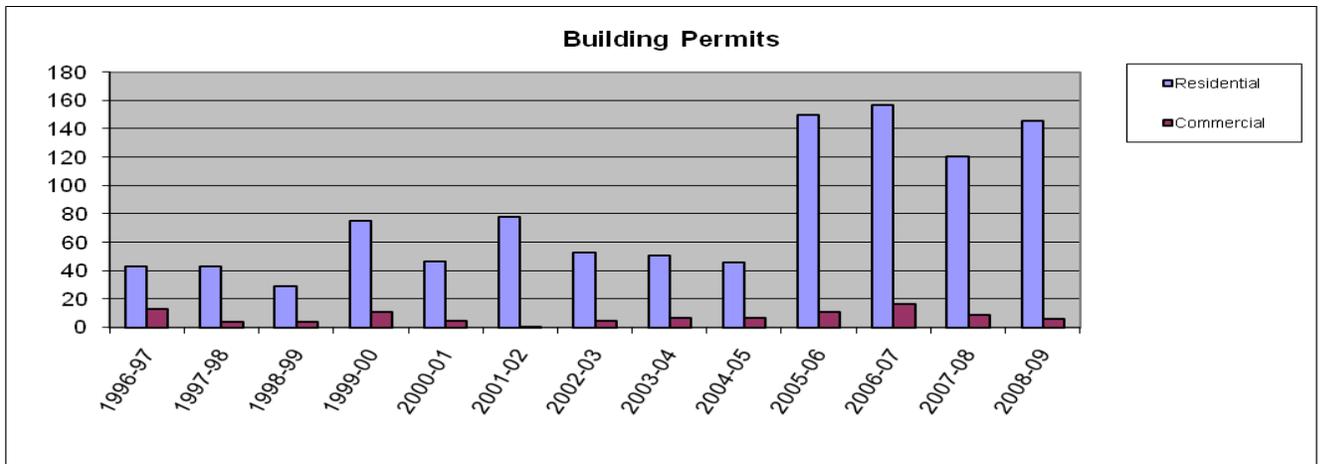
Exb. 2

Residential and Commerical Construction Permits and Property Value

Fiscal Year	Commerical		Residential (1)		Property Value(2)	
	Number	Value	Number	Value	Commercial	Residential
1996-97	13	\$1,255,490	43	\$1,990,000	\$245,740,300	\$491,031,300
1997-98	4	627,000	43	2,168,000	247,020,400	495,156,700
1998-99	4	697,000	29	1,563,830	254,428,600	521,978,300
1999-00	11	6,330,750	75	3,332,371	257,774,100	529,757,800
2000-01	5	1,681,275	47	2,897,500	263,994,800	563,327,900
2001-02	1	39,979	78	3,657,000	228,655,500	571,494,500
2002-03	5	1,761,000	53	3,167,129	227,807,200	617,273,300
2003-04	7	663,000	51	3,055,110	228,405,900	620,352,700
2004-05	7	5,005,000	46	2,894,500	250,365,200	676,236,900
2005-06	11	8,159,000	150	6,786,327	240,908,000	687,761,900
2006-07	17	579,175	157	8,356,645	290,480,700	834,390,600
2007-08	9	2,263,739	121	6,954,685	278,744,400	869,372,700
2008-09	6	169,305	146	8,891,041	313,476,000	944,098,900

(1) Source - Commercial and Residential Construction-City Department of Inspections.

(2) Source - Property Values from City Land Book.



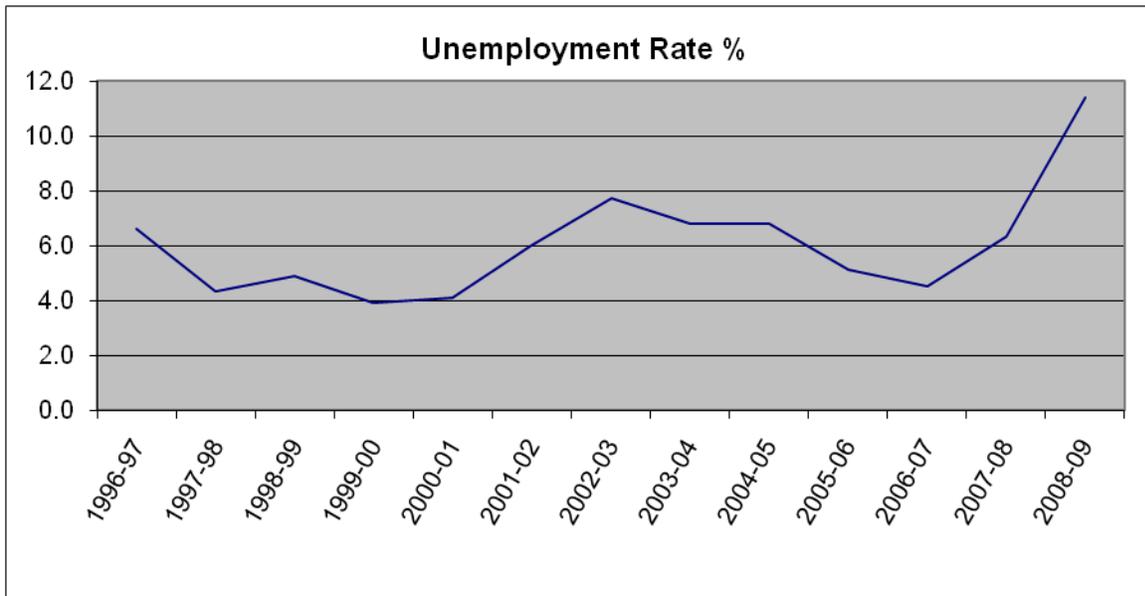
City of Hopewell, Virginia

Exb. 4

Unemployment Rate - 6/30

<u>Fiscal</u> <u>Year</u>	<u>Unemployment</u> <u>Rate %</u>
1996-97	6.6
1997-98	4.3
1998-99	4.9
1999-00	3.9
2000-01	4.1
2001-02	6.0
2002-03	7.7
2003-04	6.8
2004-05	6.8
2005-06	5.1
2006-07	4.5
2007-08	6.3
2008-09	11.4

Source: Virginia Employment Commission

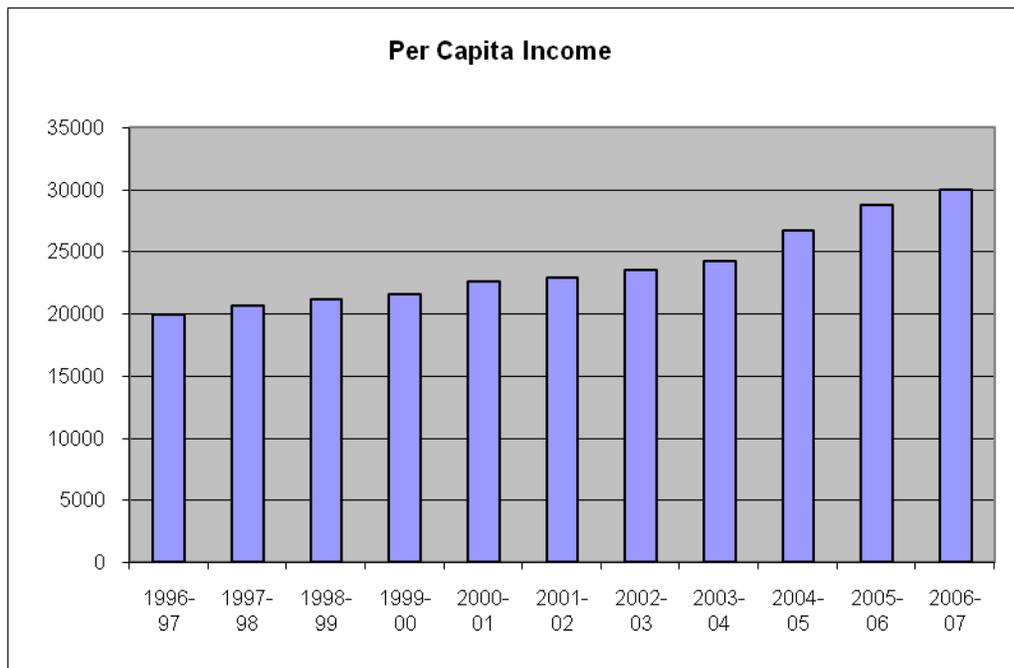


City of Hopewell, Virginia

Exb. 5

Year	Per Capita Income(1)
1996-97	19912
1997-98	20623
1998-99	21174
1999-00	21555
2000-01	22552
2001-02	22863
2002-03	23502
2003-04	24231
2004-05	26660
2005-06	28778
2006-07	29986

(1) Source: Weldon Cooper Center for Public Service



City of Hopewell, Virginia

Exb. 7

Property Tax Rates (1)

Fiscal Year	Real Estate(3)	Personal Property(2)	Machinery and Tools	Public Utility	
				Real Estate	Personal Property
1995-96	1.19	3.05	3.03	1.19	3.05
1996-97	1.14	3.05	3.03	1.14	3.05
1997-98	1.14	3.05	3.03	1.14	3.05
1998-99	1.14	3.05	3.03	1.14	3.05
1999-00	1.14	3.05	3.03	1.14	3.05
2000-01	1.12	3.05	3.03	1.12	3.05
2001-02	1.12	3.05	3.03	1.12	3.05
2002-03	1.20	3.05	3.05	1.20	3.05
2003-04	1.20	3.05	3.05	1.20	3.05
2004-05	1.20	3.05	3.05	1.20	3.05
2005-06	1.20	3.05	3.05	1.20	3.05
2006-07	1.20	3.05	3.05	1.20	3.05
2007-08	1.09	3.05	3.05	1.09	3.05
2008-09	1.09	3.05	3.05	1.09	3.05
2009-10	0.96	3.50	3.05	0.96	3.05
2010-113	0.99	3.50	3.05	0.99	3.50

(1) Per \$100 of assessed value.

(2) Personal property taxes are applied to the National Automobile Dealers Association (NADA) loan value.

(3) Real Estate tax rate estimated to be \$0.99 in 2011 assessment year.

GLOSSARY OF BUDGET TERMINOLOGY
for the CITY of HOPEWELL

ACTION PLAN: Short-term and long-term goals for each program designed to improve efficiency and effectiveness in service delivery to the taxpayer.

AD VALOREM TAXES: A tax based on value (i.e., a property tax).

APPROPRIATION: A legal authorization granted by the legislative body to make expenditures and incur obligations for specific purposes; this authorization is limited to the length of the fiscal year, except for capital projects which are limited to the completion of the project.

ASSESSED VALUATION: A valuation upon real estate and certain other taxable items of personal property (i.e., vehicles, equipment and machinery and tools used for business purposes) by the City as the basis for levying property taxes.

AUDIT: An independent evaluation of the accuracy of the City's financial statements, financial practices, and internal controls designed to ensure compliance with generally accepted accounting principles. Audits are conducted annually in accordance with GAAP and Virginia state code.

BASE BUDGET: The funding needed to provide exactly the same level of services as provided in the preceding year.

BOND: A written obligation issued by the City as a method of borrowing large amounts of monies for capital needs; bonds are issued for fixed terms and can have either fixed or variable interest rates.

BONDED DEBT: That portion of indebtedness represented by outstanding bonds due to bondholders and literary loans due to the State.

CAPITAL OUTLAY: Expenditure resulting in a replacement for or an addition to the City's general fixed assets; for fixed asset control and budget purposes, any expenditure with a dollar cost of \$1,000 or more.

CAPITAL PROJECT: A project financed in whole or in part by the proceeds of bonds, or in "cash" and/or a project involving the construction or acquisition of a capital asset. Capital projects are ordinarily funded using appropriations from the Capital Projects Fund which are designed to last through the duration of the project.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): A report which sets out the financial position of the City and outlines the financial effect of the previous year's operations in conformity with GAAP.

CONTINGENCY: Funds set aside in the operating budget to handle unanticipated expenditures over the course of the fiscal year; transfers from this account require the specific authorization of the City Council.

COST OF LIVING ADJUSTMENT: A fixed adjustment to each range/step of the classification and pay plan for the City; usually tied to an increase in the cost of living. The amount could either be a percentage amount of a fixed dollar amount; usually a percentage amount is used.

DEBT LIMIT: The maximum amount of outstanding debt permitted by law.

DEBT SERVICE: Funds required for principle and interest payments on outstanding debt.

DECISION PACKAGES: Proposals by departments for programs or projects which were not part of the prior year's budget. Funding is subject to review by the City Manager and the City Council.

EXPENDITURE: Depletion of financial resources to pay the City's personnel services, Professional services, operating and maintenance, capital outlay, or debt service.

FINANCIAL PLAN: The document describing the City short and long-term goals, programs and departments, budget assumptions and estimates for both revenues and expenditures used for the budget development.

FISCAL YEAR: A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operation. The city's fiscal year is July 1 - June 30.

FIXED ASSETS: Long-lived tangible assets obtained or controlled as a result of past transactions, including land, buildings, improvements other than buildings and equipment with an acquisition cost of \$1,000 or greater.

FULL-TIME EMPLOYEE: A city employee who works a minimum of 37 1/2 hours per week on a continuing basis and is eligible to participate in the City's fringe benefits package.

FUND: A set of financial accounts whose resources are equal to its liabilities plus equity.

FUND BALANCE: The difference between fund assets and fund liabilities of governmental and similar trust funds.

FUND BALANCE UNDESIGNATED UN-APPROPRIATED: That portion of the fund balance that is not legally segregated for a specific future use; available for appropriation at any time by the legislative body.

LEVY: (1) Verb: To impose taxes, special assessments or service charges for the support of government activities. (2) Noun: The total amount of taxes, special assessments or service charges imposed by the government.

OPERATING BUDGET: Plans of current expenditures and the proposed means of financing them; the annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of the City are controlled.

PART-TIME EMPLOYEE: A city employee who works less than a minimum of 37 1/2 hours per week and is not eligible to participate in the City's fringe benefits package.

PERFORMANCE MEASURES: Descriptions of a program's effectiveness or efficiency.

PROGRAM: A specific activity of a department/function which is separately budgeted and monitored.

RETAINED EARNINGS: The equity account that shows the accumulated earnings of the Enterprise Fund.

TAX RATE: The amount of tax stated in terms of a unit of the tax base (i.e., \$1.12 per 100 dollars of assessed valuation of taxable real estate property).

TRANSFER: The movement of cash or other resources between funds.

USER FEE: Charges to those who voluntarily receive governmental services or use governmental facilities. These charges may or may not be designed to recover the full cost associated with providing the service.

WORKLOAD INDICATORS: Descriptions of the type and quantity of work assignments handled by a department/program.

Source: Government Finance Officers Association. Governmental Accounting, Auditing and Financial Reporting 1994.

BUDGET RESOLUTION

BUDGET RESOLUTION

FISCAL YEAR 2010-11

WHEREAS, at the meeting of the City Council of the City of Hopewell held on May 11, 2010 a budget of the estimated revenues and expenditures for the fiscal year beginning July 1, 2010, and ending June 30, 2011, showing the expenditures of the preceding year, the amount appropriated for the current year, and the proposed expenditures for the ensuing twelve months was introduced in its complete form; of which \$109,636,916 is estimated to be received from sources other than property tax levies, leaving a balance to be raised by levies on property segregated to the city for local taxes of \$26,272,204 and,

WHEREAS, a tax rate sufficient to raise the last mentioned sum has been levied by ordinance of the City Council of the City of Hopewell; and,

WHEREAS, in this budget approved by City Council there are estimates of revenues used for appropriated expenditures to pay for said city services, and when said estimated revenues are projected by the City Manager to be less than the amount of appropriated expenditures, the City Manager shall initiate action to adjust appropriated expenditures to agree with revised estimated revenues. The City Manager is directed to advise City Council, at the next scheduled meeting, of the adjustments made and City Council may amend said adjustments or offer alternatives as the appropriating body; and,

WHEREAS, an annual statement of revenues, borrowing, disbursements, assets, liabilities, and surplus of the city, and an itemized and complete balance sheet for the city as of June 30, 2009 has been introduced to the City Council of the City of Hopewell as required by law;

BE IT, HEREBY, RESOLVED by the City Council of the City of Hopewell:

Sec. 1 The following designated funds and accounts shall be appropriated from the designated revenues to operate city services and to provide a capital improvement program for the city:

General Fund-011:

Estimated Revenues:

From Local Sources	
General Property Taxes.....	\$26,272,204
Other Local Taxes	5,833,399
Licenses, Permits, Fees	222,357
Fines & Forfeitures	471,500
Use of Money/Property	220,850
Other Local Revenues	364,177
From Other Agencies	
State Sources	6,074,910
Federal Sources	616,500
Transfers & Fund Balance	
Transfer from Self-Insurance-076	85,000
Transfer from Capital Projects-071	290,070
Transfer from Solid Waste-030.....	502,000
Transfer from Sewer Services-031	382,500

Use of fund Balance	0
Total Revenues.....	\$41,335,467

Appropriations:

Legislative:.....	
City Council	\$200,900
City Clerk.....	68,655
City Attorney.....	182,174
Constitutional/Courts:	
Clerk of Circuit Court	270,035
Commonwealth Attorney	392,459
Commissioner of Revenue	301,272
City Treasurer	281,599
Electoral Board/Registrar	138,537
City Sheriff.....	580,656
Circuit Court	94,131
General District Court.....	17,600
Court Services	8,500
VJCCA Grant	147,441
Crater Detention Center	335,000
Riverside Regional Jail	2,163,500
Administration:	
City Manager.....	234,186
Info/Research	106,175
Human Resources.....	187,259
Finance	1,308,893
Development	613,281
Police.....	4,658,744
Vitim-Witness Grant	102,719
Fire	3,027,123
Public Works.....	3,741,939
Health.....	173,649
Outside Agencies	991,453
Non-Departmental.....	5,045,988
Operating Transfers/Contingency	<u>15,961,599</u>
Total General Fund	\$41,335,467

Social Services Fund-012:

Estimated Revenues:	
From State Sources	\$1,644,262
From Federal Sources	2,672,708
Transfer from General Fund-011	573,395

Use of Surplus.....	0
Total Revenues	\$4,890,365
Appropriations:	
Administration	0
Public Assistance	627,898
Purchased Services	1,434,482
Eligibility	1,558,498
Services.....	1,190,219
Cooling Assistance	0
Pass-Thru Program	66,275
Foster Home.....	4,750
Day Care Staff	842
Quality Day Care	7,401
Total Social Services Fund	\$4,890,365

Community Services Act Fund-015:

Estimated Revenues:

Client Fees	\$0
From State Sources	1,477,285
Transfer from General Fund-011	641,405
Total Revenues	\$2,118,690

Appropriations:

Administration	116,534
Direct Services	2,002,156
Total Community Services Act Fund.....	\$2,118,690

Recreation Fund-035:

Estimated Revenues:

Fees & Charges	\$348,700
Transfer from General Fund-011	1,373,961
Use of Surplus.....	0
Total Revenues	\$1,722,661

Appropriations:

Recreation Center Div.....	557,750
Community Div	94,198
Athletics Div	136,006
Seniors Div	137,521
Pool Div	261,083

Parks Div	461,225
Grants.....	<u>74,878</u>
Total Recreation Fund	\$1,722,661

Harbor Fund-038:

Estimated Revenues:

Slip Rentals	\$80,000
Ramp Fees	50,000
Vending Commissions	1,000
Use of Surplus.....	<u>0</u>
Total Revenues	\$131,000

Appropriations:

Marina Operation.....	116,926
Contingency	<u>14,074</u>
Total Harbor Fund	\$131,000

Community Development Block Grant Fund-052:

Estimated Revenues:

From Federal Sources	\$0
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Appropriations:

Grants Administration.....	0
August Youth Month Program.....	0
Cares Homeless Shelter	0
Healthy Families	0
Salvation Army	0
Rainbow Summer Program.....	0
Spot Blight-HHRA	0
Community Center Roof.....	0
Contingency	<u>0</u>
Total Community Development Block Grant Fund	\$0

Anti-Litter Fund-053:

Estimated Revenues:

From State Sources	\$0
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Appropriations:

Operating Expenses	\$0
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Self Insurance Fund-076:

Estimated Revenues:

Interest Income	\$66,400
Misc Income	0
Use of Surplus.....	<u>452,678</u>
Total Revenues	\$519,078

Appropriations:

Property/Liability Insurance Premiums	324,078
Insurance Claims/Deductibles.....	12,000
Transfer to General Fund-011.....	85,000
Transfer to Capital Projects Fund-071	<u>100,000</u>
Total Self Insurance Fund.....	\$519,078

Cemetery Fund-003:

Estimated Revenues:

Interest Income	14,820
Grave Site Sales	<u>20,000</u>
Total Revenues	\$34,820

Appropriations:

Repairs	500
Grass Cutting	27,000
Miscellaneous	5,500
Transfer to Surplus.....	<u>1,820</u>
Total Cemetery Fund	\$34,820

School Operating Fund-014:

Estimated Revenues:

Beginning Fund Balance	\$0
From State Sources	0
From Federal Sources	0
Other Revenues	0
Transfer from General Fund-011	11,500,000
Transfer from School Bldg/Bus Replacement Fund-063	449,104
Transfer from Capital Projects Fund-071	<u>1,486,380</u>
Total Revenues	\$

Appropriations:

Non-Categorical.....	39,785,040
Debt Service.....	1,934,346
Transfer to Text Book Fund-056	0
Transfer to Bldg/Bus Replacement Fund-063.....	<u>488,242</u>
Total School Operating Fund.....	\$42,207,628

School Textbook Fund-056:

Estimated Revenues:

From State Sources	\$0
Interest Income	0
Transfer from Operating Fund-014.....	0
Use of Surplus.....	<u>0</u>
Total Revenues	\$0

Appropriations:

Text Book Purchases	525,000
Fund Balance	<u>0</u>
Total School Textbook Fund	\$525,000

School Cafeteria Fund-057:

Estimated Revenues:

From State Sources	\$0
From Federal Sources	0
School Food Fees.....	0
Interest Income	0
Use of Surplus.....	<u>0</u>
Total Revenues	\$0

Appropriations:

Operating Expenses	2,421,058
End Balance	<u>0</u>
Total School Cafeteria Fund	\$2,421,058

School Bldg/Bus Replacement Fund-063:

Estimated Revenues:

From State Sources	\$0
Transfer from School Operating Fund-014.....	448,242
Use of Bond Proceeds.....	<u>15,626,712</u>
Total Revenues	\$16,074,954

Appropriations:

Transfer to Operating Fund-014 for Debt Service	449,104
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Capital Outlay	15,625,850
Fund Balance	<u>0</u>
Total School Bldg/Bus Replacement Fund	\$16,074,954

Solid Waste Fund-030:

Estimated Revenues:

Fees & Charges	\$2,105,351
Convenience Center Fees.....	10,000
Use of Surplus.....	<u>275,153</u>
Total Revenues	\$2,390,504

Appropriations:

Curb-Side Pickup	1,703,699
Convenience Center	184,805
Transfer to General Fund-011	<u>502,000</u>
Total Solid Waste Fund	\$2,390,504

Sewer Services Fund-031:

Estimated Revenues:

Use of Surplus.....	\$745,771
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Appropriations:

Transfer-Sewer System Impr/Redm Fund-042	<u>745,771</u>
Total Sewer Services Fund	\$745,771

Sewer System Revenue Fund-040:

Estimated Revenues:

Charges for Services	\$5,389,147
HRWTF Admin Fee.....	248,000
Interest Income	<u>450,000</u>
Total Revenues	\$6,087,147

Appropriations:

Transfer to Sewer System Operating Fund-041	3,073,514
Transfer to Sewer System Imprv/Redemp Fund-042.....	2,254,229
Transfer to Sewer System Bond Fund-043	<u>759,404</u>
Total Sewer System Revenue Fund	\$6,087,147

Sewer System Operating Fund-041:

Estimated Revenues:

Transfer f/ Sewer System Revenue Fund-040 \$3,073,514

Appropriations:

Maintenance & Inspections 1,007,587
City Pump Stations 2,065,927
Contingency 0
Total Sewer System Operating Fund \$3,073,514

Sewer System Imprv/Redemp Fund-042:

Estimated Revenues:

Transfer f/ Sewer Services Fund-031 \$745,771
Transfer f/ Sewer System Revenue Fund-040 2,254,229
Total Revenues \$3,000,000

Appropriations:

Transfer to Reserve Account Fund-042 1,000,000
Capital Construction 2,000,000
Total Sewer System Imprv/Redemp Fund \$3,000,000

Sewer System Bond Fund-043:

Estimated Revenues:

Transfer f/ Sewer System Revenue Fund-040 \$759,404

Appropriations:

Bond Principle \$0
Bond Interest 759,404
Total Sewer System Bond Fund \$759,404

HRWTF Fund-032:

Estimated Revenues:

Industrial User Charges \$7,557,528
City User Charges 1,214,946
Debt Service Charges 1,425,521
Total Revenues \$10,197,995

Appropriations:

Operating Expenses \$10,197,995

Capital Projects Fund-071:

Estimated Revenues:

Meals Tax \$1,673,000

Lodging Tax.....	596,000
HRWTF Admin Fee.....	125,000
Interest Income	285,000
Transfer from General Fund-011	1,579,800
Transfer from Self Insurance Fund-076.....	100,000
Use of Surplus Balance	<u>0</u>
Total Revenues	\$4,358,800

Appropriations:

Debt Service.....	2,994,095
Debt Service Fees	5,000
Transfer to General Fund-011	290,070
Capital Projects:	
Pavement Mgt. Program	400,000
Equipment- Funding	448,800
Sheriff, Police, Fire, Public Works	
Parks Renovations.....	10,000
Computer Replacements	<u>25,000</u>
Total Capital Projects Fund	\$4,358,800

Economic Development Fund-075:

Estimated Revenues:

Interest Income	\$11,441
Use of Surplus.....	<u>136,739</u>
Total Revenues	\$148,180

Appropriations:

Bond Principle	\$78,000
Bond interest.....	70,180
2008 Downtown	<u>0</u>
Total Economic Development Fund	\$148,180

Sec. 2 Constitutional Officers and respective Constitutional Office employees shall receive the position salary approved by the Virginia Compensation Board or granted by the Virginia General Assembly. No Constitutional Officer shall be compensated for any vacation, sick, holiday, jury service, military leave, funeral leave or other paid time-off granted regular city employees.

Sec. 3 Appropriations in addition to those contained in the general appropriation resolution may be made by the City Council only if there is available in the fund an unencumbered and un-appropriated sum sufficient to meet such appropriation.

Sec. 4 Except as set forth in Sections 7, 14, 16, 17, 18, and 19 the City Manager may, as provided herein, authorize the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within the same department or appropriation function/category. The City

Manager may transfer up to \$25,000 from the unencumbered balance of the appropriation of one appropriation function/category to another appropriation function/category. No more than one transfer may be made for the same item causing the need for a transfer, unless the total amount to be transferred for the item does not exceed \$25,000.

Sec. 5 The City Manager may increase appropriations for the following items of non-budgetary revenue that may occur during the fiscal year:

- a. Insurance recoveries received for damage to city vehicles or other property for which city funds have been expended to make repairs.
- b. Refunds or reimbursements made to the city for which the city has expended funds directly related to that refund or reimbursement.
- c. Any revenue source not to exceed \$25,000.

Sec. 6 All outstanding encumbrances, both operating and capital, at June 30, 2010 shall be re-appropriated to the 2010-11 fiscal year to the same department and account for which they are encumbered in the previous year.

Sec. 7 At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than Capital Projects, reserves, grants, and donations restricted to specific purposes.

Sec. 8 Appropriations designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriations until the completion of the projects or until the City Council, by appropriate ordinance or resolution, changes or eliminates the appropriation. The City Manager may approve necessary accounting transfers between funds to enable the capital projects to be accounted for in the correct manner. Upon completion of a capital project, staff is authorized to close out the projects and transfer to the funding source any remaining balances. This section applies to all existing appropriations for Capital Projects at June 30, 2010 and appropriations in the 2010-11 budget year. The City Manager may approve construction change orders to contracts up to an increase of \$25,000 and approve all change orders for reductions to contracts.

Sec. 9 The City Manager may authorize the transfer of Sewer Services Capital Projects funds that are 20% or up to \$100,000 of the original project cost, whichever is less, from any Sewer Services Capital Project to any other Sewer Services Capital Project or to the original funding source. Should the actual contract price for a project be significantly (over \$100,000) less than the appropriation, the City Manager may approve transfer of excess funds to the funding source prior to completion of the project.

Sec. 10 The City Manager is hereby authorized and directed to apply for and accept all city eligible grants which require no local match money to receive without further City Council action.

City Manager is further authorized to apply for and accept eligible grants of \$50,000 or less and with up to fifty (50) percent or less of the total dollar grant amount match requirement. City Manager is authorized to use current budget appropriated funds towards any local match required.

Any grant application/award greater than \$50,000 must first be approved by City Council prior to the city administration making application.

The City Manager is hereby authorized to sign and execute all necessary documents for the acceptance of any city grant approved by the City Council.

Sec. 11 That the approval by the City Council of any grant of funds to the city constitutes the appropriation of both the revenue to be received from the grant and the city's expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year, but shall remain appropriated until completion of the project or until the City Council, by appropriate resolution, changes or eliminates the appropriation. The City Manager may reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The City Manager may approve necessary accounting transfers between accounts to enable the grant to be accounted for in the correct manner. Upon completion of a grant project, staff is authorized to close out the grant and transfer back

- to the funding source any unspent remaining balances. This applies to appropriations for grants outstanding at June 30, 2010 and appropriations in the 2010-11 budget year.
- Sec. 12 The City Manager may appropriate both revenue and expenditure for donations made by citizens or citizen groups in support of city programs. Any remaining unencumbered balance of a restricted donation at the end of the fiscal year will be re-appropriated into the subsequent fiscal year for the same purpose.
- Sec. 13 The City Manager may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the federal government to the level approved by the responsible state or federal agency.
- Sec. 14 The Director of Finance is authorized to make transfers to the various operating funds for which there are transfers budgeted. The Director shall transfer funds only as needed up to amounts budgeted, or in accordance with any existing bond resolutions that specify the manner in which transfer are to be made.
- Sec. 15 The City Treasurer may advance monies to and from the various funds of the city to allow maximum cash flow efficiency. The advances must not violate city bond covenants or other legal restrictions that would prohibit an advance.
- Sec. 16 The City Manager is authorized to make expenditures from Trust & Agency Funds for the specified reasons for which the funds were established. In no case shall the expenditure exceed the available balance in the fund.
- Sec. 17 The City Manager may appropriate revenues and increase expenditures for funds received by the city from asset forfeitures for operating expenditures directly related to drug enforcement. This applies to funds currently on-hand at June 30, 2010, and all funds received in the 2010-11 budget year.
- The outstanding balance of these funds at June 30, 2010 shall not lapse but be carried forward into the next fiscal year.
- Sec. 18 After completion of all necessary audit transactions for the General Fund, the City Manager may at his discretion, increase appropriations or authorize transfers of existing appropriation at June 30 as follows:
- Subsequent to all audit adjustments and the ending general fund balance is maintained at maximum of 10% of general fund expenditures, transfer all available current year operation funds to the undesignated fund balance of the Capital Projects Fund for future capital projects.
- At year-end, any budgeted Fire Department appropriations in excess of actual expenditures for the year shall be transferred to a reserve account for future fire equipment purchases. This applies to funds on-hand at June 30, 2010, and all funds received in the 2010-11 budget year.
- Sec. 19 The City Manager is authorized to reallocate funding sources for Capital Projects, arbitrage rebates/penalties, and debt services payments and to appropriate bond interest earning to minimize arbitrage rebates/penalties. This authority would include the appropriation of transfers among funds to accomplish such reallocation. Budgets for specific Capital Projects will not be increased beyond the level authorized by sections 4 and 5.
- This applies to funds currently on-hand in FY 09-10 and all funds received in the FY 2010-11 budget year.
- Sec. 20 The City Manager is authorized to transfer among appropriation categories any amount of funds associated with implementation of the implementation of the VJCCA Grant to record transactions.
- Sec. 21 The City Manager is authorized to transfer among appropriation categories any amount of monies associated with implementation of the Comprehensive Services Act for at-risk youth and families, but the local city match appropriation shall be reduced to the amount required to match the original state approved budget. Any supplemental budget request for funding shall be presented to city council for appropriation.

Sec. 22 The City Manager is authorized to transfer among appropriation categories any amount of monies associated with implementation of the Department of Social Services budget for services, but the local city match appropriation shall be reduced to the amount required to match the original state approved budget. Any supplemental budget request for funding shall be presented to city council for appropriation.

Sec. 23 Effective upon adoption of this resolution, the City Manager is authorized to approve transfers within operating funds as long as total net spending is not exceeded, and all transfer activity is to be reported to City Council on a monthly basis.

Sec. 24 The City Manager is hereby authorized to reassign or reallocate any full-time authorized position within the authorized fund complement of positions to a lower or higher grade after the City Classification and Compensation Committee have approved the job evaluation and recommended to the City Manager their respective action. This authority is not to be construed as giving the City Manager authority to create or increase the authorized full-time city work force, City Council reserves to itself the authority to increase or decrease the authorized full-time employee positions.

Sec. 25 City Council hereby authorizes and reaffirms the city retiree health insurance contribution policy adopted in FY 04-05.

In accordance with that policy, city retiree health insurance contributions are fixed for all retirees retired prior to January 1, 2004; and any employee hired prior to July 1, 2004 and retiring after January 1, 2004 shall receive an amount equal to an active single employee towards retiree health insurance contribution from the city; and any employee hired after July 1, 2004 shall receive a percentage amount of an active single employee, determined by length of service, towards retiree health insurance contribution from the city.

Effective July 1, 2008, any employee hired after July 1, 2008 shall receive a fixed dollar contribution of two hundred dollars (\$200.00) towards retiree health insurance contribution from the city.

Authorize and approve establishing the city share of full-time employee health insurance benefits costs sharing amounts, per month, for each tier in health insurance coverage as identified:

	<u>City Amount</u>
Emp Single per month	\$ 479.66
Emp + Dep(s) per month	707.98
Emp + Spouse per month	923.50
Emp + Family per month	1,125.11

Authorize the continued freeze on city contribution to health insurance premiums for city retiree, retired prior to 1/01/2004. The contribution shall be the amount as identified:

	<u>City Amount</u>
Retiree Single per month	\$426.16
Retiree + Dep(s) per month	497.26
Retiree + Spouse per month	761.87
Retiree + Family per month	900.10

Authorize city contribution to health insurance premiums for city retiree, retired after 12/31/2003, but hired prior to 7/01/2003 with a minimum of fifteen (15) years of service or a work related disability retirement with less than fifteen (15) years of service. The city contribution shall be the amount equal to the city share for an "Active" single city employee.

Authorize city contribution to health insurance premiums for city retiree hired after 7/01/2003 based on the minimum years of service:

11 - 15 years 40% of current city contribution for single employee;

16 - 20 years 60% of current city contribution for single employee;

21+ years 80% of current city contribution for single employee.

Authorize city contribution to retiree health insurance premiums for city employee hired after July 1, 2008 based on minimum years of services at the fixed dollar amount as follows:

5 years \$50 per month;

6 – 10 years \$100 per month;

11 – 20 years \$150 per month;

20 years + \$200 per month.

Authorize the city to contract with Ovations Health Group (AARP), or other provider, to provide supplemental health insurance coverage for retiree age 65 or more.

Authorize only a "Carve-Out" city health insurance contribution if retiree is age 65 or more for city contribution for supplemental medical insurance which amount shall not exceed the city contribution amount for an "Active" single city employee premium contribution. Should the retiree choose not to participate in the Medicare Part A and/or B, then the city shall only be obligated to pay a health insurance benefit equal to the "Carve-Out" supplemental health insurance plan.

Retiree age 65 or more retired prior to 12/31/2003 shall be eligible for a health insurance contribution of the "Carve-Out" contribution amount and the city contribution amount to cover dependent(s) up to the city retiree frozen limit, but not to exceed this combined benefit amount.

Further, city retiree reaching 65th birthday shall be entitled only the medical supplemental insurance premium and Medicare Part D drug premium determined by the city's insurance provider of record, for any health insurance coverage paid by the city, effective July 1, 2010. City shall not be obligated to provide health insurance under its regular health insurance group for any retiree who fails or refuses to enroll in Medicare health insurance, as part of their Social Security benefits.

Under no circumstances shall the city health premium share paid for medical supplemental insurance and Medicare Part D drug premium exceed: the city health premium share for a single active employee for any retiree hired prior to July 1, 2004 and retired after January 1, 2004; the city health premium percentage share for a single active employee for any retiree hired after July 1, 2004, but prior to July 1, 2008; and the city health premium share shall be a fixed two hundred dollars (\$200.00) per month for any retiree hired after July 1, 2008.

Any city retiree eligible for VRS health insurance credit shall have the city health insurance contribution reduced by a dollar amount equal to the VRS eligible health insurance credit amount.

The Virginia Retirement System health insurance credit shall be calculated by an amount equal to \$1.50, or current rate approved by VRS, times the years of service with a maximum reduction amount of \$45.00 dollars, or the maximum amount authorized by VRS.

Finance Director is authorized and directed to terminate the health insurance coverage for any retiree who fails to pay the city their respective share of the health insurance premium and who is sixty (60) days delinquent on premium payments. Any retiree who has their insurance coverage terminated for



failure to pay their respective share of premium shall not be eligible for re-enrollment until: the delinquent premiums are paid to the city and only at the next open enrollment period.

Sec. 26

Amendments made by City Council to original budget set forth in Section 1 are as identified in the following items:

TAX RATE ORDINANCE

TAX RATE ORDINANCE
ORDINANCE NO. 2010-

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HOPEWELL that there is hereby levied for the tax year beginning on January 1, 2010, a tax at the rate of \$0.99 per One Hundred Dollars (\$100.00) of assessed valuation on real estate, and vehicles without motor power used, or designated to be used, as mobile homes or offices within the entire City of Hopewell as it now exists; and there is hereby levied for the tax year of 2010 a tax at the rate of \$3.05 per One Hundred Dollars (\$100.00) of assessed valuation on machinery and tools; a tax rate of \$0.10 per One Hundred Dollars (\$100.00) of assessed valuation on one (1) motor vehicle used in the performance of his/her duties as a bona fide member of the Hopewell Emergency Crew as assessed by the Commissioner of the Revenue as tangible personal property and certified by said organization that said member was in good standing on January 1 and duly authorized to represent said organization; a tax at the rate of \$3.50 per One Hundred Dollars (\$100.00) of assessed valuation on tangible personal property, except such items of household goods and personal effects as itemized under §58.1-3504 of the Code of Virginia, which are hereby excluded, but including the property separately classified by §58.1-3506 of the Code of Virginia, having to do with boats and water craft, and all other property not herein specifically described, subject to taxation by the City of Hopewell, except that real and tangible personal property of Public Service Corporations shall be taxed in accordance with Chapter 26, Title 58.1, of the Code of Virginia, 1950, as amended.