

**Non-Departmental**  
**Business Center Index**

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**City of Portsmouth  
Fiscal Year 2009 Adopted Budget**

**Non-Departmental**

**Description of Services Provided**

This business center includes non-specific departmental functions such as Public Transportation (HRT), Virginia Sports Hall of Fame, Hampton Roads Planning District Commission, the Regional Film Project, the Military and Federal Facilities Alliance and the Transfers and Contingencies section which contains transfers from the General Fund to other operating funds. Included also in this business center is the City transfer to the School's operating fund totaling \$49,791,970 and the City's support to Civic Organizations.

<b>Business Units</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Adopted</b>	<b>FY 2008 Amended</b>	<b>FY 2009 Adopted</b>
Non-Departmental	5,520,420	6,912,233	6,912,233	-602,808
Transfers and Contingencies	55,139,836	64,509,363	64,509,363	64,222,664
Public Transportation	2,036,338	2,457,342	2,457,342	2,494,498
Debt Service	24,414,652	28,131,515	28,131,515	26,567,390
Support to Civic & Cultural Organizations	1,160,269	623,800	623,800	592,500
<b>Total Budget</b>	<b>88,271,514</b>	<b>102,634,253</b>	<b>102,634,253</b>	<b>93,274,244</b>
<b>Funding Sources</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Adopted</b>	<b>FY 2008 Amended</b>	<b>FY 2009 Adopted</b>
100 General Fund	88,271,514	102,634,253	102,634,253	93,274,244
<b>Total Funding</b>	<b>88,271,514</b>	<b>102,634,253</b>	<b>102,634,253</b>	<b>93,274,244</b>

**City of Portsmouth  
Fiscal Year 2009 Adopted Budget**

**Non-Departmental  
Non-Departmental**

**Business Unit Mission Statement**

The Non-Departmental section accounts for services and costs not included in other departments.

**Description of Services Provided**

A management study has been commissioned in order to accomplish structuring the best workforce management and reduction strategy. This is a required element in order to attain a balanced budget and to achieve the necessary savings of \$7.2 million as a result of this tax rate reduction. Included in this section is the allocation of \$900,000 for the Virginia Sports Hall of Fame subsidy, funding for the Hampton Roads Planning District Commission, the city's contribution to the Regional Jail, National League of Cities, the Planning Council, and the Hampton Roads Sports Commission.

<b>Expenditure Categories</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Adopted</b>	<b>FY 2008 Amended</b>	<b>FY 2009 Adopted</b>
Salaries	-	-	-	-7,158,602
Benefits	74,100	871,149	871,149	364,749
Contractual-Jail Per Diem	2,759,452	2,736,588	2,736,588	2,736,588
Contractual-Other	25,000	-	-	-
Supp-Sympathy Flowers	3,265	3,060	3,060	3,060
Supp-Other	55,611	-	-	-
Util-Water Hydrant Chgs	298,440	298,440	298,440	298,440
Tele-Telephone	319,502	397,786	397,786	397,786
Tele-Handheld Communications	-	20,000	20,000	20,000
Training-Department Head	16,380	28,000	28,000	28,000
Civ Orgs-Eastern VA Med School	-	45,000	45,000	45,000
Civ Orgs-HR Planning District	166,367	166,367	166,367	170,699
Civ Orgs-HR Sports Commission	15,085	15,805	15,805	15,805
Civ Orgs-Sports Hall of Fame	900,000	900,000	900,000	900,000
Civ Orgs-Lowes Annual Incent	175,000	175,000	175,000	175,000
Civ Orgs-Milit/Fed Fac Allianc	39,280	43,346	43,346	49,257
Civ Orgs-Comm. Health Center	76,198	76,198	76,198	76,198
Civ Orgs-Portsmouth Partnersh	25,000	25,000	25,000	25,000
Civ Orgs-Portsmouth Reads	5,181	10,000	10,000	-
Civ Orgs-The Planning Council	15,000	-	-	-
Civ Orgs-Tidewater Comm Coll	-	125,000	125,000	125,000
Civ Orgs-UMOJA	63,262	64,000	64,000	64,000
Civ Orgs-Natl League Cities	7,773	7,928	7,928	7,928
Civ Orgs-Olde Towne Business	-	10,000	10,000	-
Civ Orgs-Events	-	250,000	250,000	250,000
Civ Orgs-Empowerment 2010	-	40,000	40,000	-
Civ Orgs-Regional Film Proj	-	5,181	5,181	5,000
PA-Hospitalization of Indigent	-	33,336	33,336	33,336
Internal Service Charges	480,525	565,049	565,049	764,948
<b>Net Budget</b>	<b>5,520,420</b>	<b>6,912,233</b>	<b>6,912,233</b>	<b>-602,808</b>
<b>Total Budget</b>	<b>5,520,420</b>	<b>6,912,233</b>	<b>6,912,233</b>	<b>-602,808</b>
<b>Funding Sources</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Adopted</b>	<b>FY 2008 Amended</b>	<b>FY 2009 Adopted</b>
100 General Fund	5,520,420	6,912,233	6,912,233	-602,808
<b>Total Funding</b>	<b>5,520,420</b>	<b>6,912,233</b>	<b>6,912,233</b>	<b>-602,808</b>

**City of Portsmouth  
Fiscal Year 2009 Adopted Budget**

**Non-Departmental  
Transfers and Contingencies**

**Business Unit Mission Statement**

This section of the budget acts as a financial transaction conduit between the General Fund and other funds.

**Description of Services Provided**

In order to provide for the City's share of funding for certain programs, the Transfers and Contingencies section contains transfers from the General Fund to other funds such as Behavioral Healthcare, Social Services, Comprehensive Services, the Capital Improvement Program, and the largest contribution to Portsmouth Public Schools totaling \$49,791,970. A reduced funding amount totaling \$75,000 is proposed for the Neighborhood Incentive Program for FY09.

To provide for the necessary resources to pay for the costs of goods and services not contemplated during the budget preparation, a General Fund budget contingency is also included in this section

<b>Expenditure Categories</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Adopted</b>	<b>FY 2008 Amended</b>	<b>FY 2009 Adopted</b>
Contingency-Other Operating	-	300,000	300,000	456,199
Contingency-War Chest	-	500,000	500,000	-
Contingency-Neighborhood	-	250,000	250,000	75,000
<b>Net Budget</b>	<b>-</b>	<b>1,050,000</b>	<b>1,050,000</b>	<b>531,199</b>
Trans to EDA	315,251	75,251	75,251	-
Trans to Public Schools Oper	42,683,991	49,791,970	49,791,970	49,791,970
Trans to CIP Fund	3,171,288	2,600,000	2,600,000	2,396,000
Trans to PRHA	470,630	-	-	250,000
Trans to BHS Fund	664,724	526,278	526,278	633,562
Trans to Social Services Fund	4,536,504	7,519,971	7,519,971	6,233,445
Trans to Community Services	2,033,666	2,451,329	2,451,329	2,739,507
Trans to Grants Fund	12,269	-	-	-
Trans to Donations Fund	47,000	47,000	47,000	47,000
Transfer to Golf Fund	-	-	-	1,127,481
Trans to Parking Authority	447,564	447,564	447,564	472,500
Trans to City Garage Fund	96,948	-	-	-
Trans to Risk Management Fund	660,000	-	-	-
<b>Total Budget</b>	<b>55,139,836</b>	<b>64,509,363</b>	<b>64,509,363</b>	<b>64,222,664</b>
<b>Funding Sources</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Adopted</b>	<b>FY 2008 Amended</b>	<b>FY 2009 Adopted</b>
100 General Fund	55,139,836	64,509,363	64,509,363	64,222,664
<b>Total Funding</b>	<b>55,139,836</b>	<b>64,509,363</b>	<b>64,509,363</b>	<b>64,222,664</b>

**City of Portsmouth  
Fiscal Year 2009 Adopted Budget**

**Non-Departmental  
Public Transportation**

**Business Unit Mission Statement**

HRT's mission is to be an innovative regional provider of inter-modal transportation opportunities at a high level of quality, safety, and efficiency.

**Description of Services Provided**

The City contracts public transportation services with the Transportation District Commission of Hampton Roads (TDCHR). TDCHR, operating as Hampton Roads Transit (HRT), provides public transportation in the cities of Chesapeake, Norfolk, Suffolk, Virginia Beach, Hampton, Newport News and Portsmouth. Each city has two TDCHR Board seats. At the request of the City, the Commission provides Portsmouth residents various transportation systems and services. First, operating in the City and connecting with Norfolk and the Peninsula, HRT provides a public bus route mix; ferry services connecting Portsmouth and Norfolk; vanpools operated by commuters; disabled transit services; children safety and senior transit programs; tours and downtown circulation services; neighborhood van services; and carpooling and ridesharing information services. Federal and state funds provide for capital equipment purchases and operations supplement fare box revenues.

<b>Expenditure Categories</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Adopted</b>	<b>FY 2008 Amended</b>	<b>FY 2009 Adopted</b>
Civ Orgs-HRT	2,036,338	2,457,342	2,457,342	2,494,498
<b>Net Budget</b>	<b>2,036,338</b>	<b>2,457,342</b>	<b>2,457,342</b>	<b>2,494,498</b>
<b>Total Budget</b>	<b>2,036,338</b>	<b>2,457,342</b>	<b>2,457,342</b>	<b>2,494,498</b>
<b>Funding Sources</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Adopted</b>	<b>FY 2008 Amended</b>	<b>FY 2009 Adopted</b>
100 General Fund	2,036,338	2,457,342	2,457,342	2,494,498
<b>Total Funding</b>	<b>2,036,338</b>	<b>2,457,342</b>	<b>2,457,342</b>	<b>2,494,498</b>

**Strategic Goals**

- The basic intent of the agreement between HRT and the city is that HTR will seek all grants available to it to assist in providing public transportation. Historically the operating grants will represents approximately one third of the total operating cost of the service. The remaining two thirds will result from the fare box. The City of Portsmouth guarantees to HRT that there will be sufficient funds from this source to meet the cost.
- An analysis of ridership is conducted on a bi-annual basis to determine which routes are being inefficiently utilized and to make changes to routes that need improvement.
- A new shuttle service was launched in 2008 to replace the "Park and Sail" service by expanding the service to a downtown area shuttle service serving both the ferry docks and the downtown core. This new service will continue to discourage commuters from using the Downtown tunnel and use more energy and time conserving alternatives. The ferry service will tie into the new Downtown Shuttle service offered between the Portsmouth Naval Hospital and the High Street area. The Downtown Shuttle service will be provided with the objective of offering convenient and quick transportation to High Street.
- Currently 50% of all Portsmouth residents work in other neighboring cities. For Portsmouth HRT users, they are unable to return home prior to the discontinuance of Portsmouth services. To alleviate this burden, extended services have been incorporated into the budget. This will extend services from the traditional 6:00 - 6:30 p.m. hours to 7:30 p.m.

**Major Budget Variances**

Portsmouth has received a \$1.365 million grant from CMAQ to develop a downtown shuttle service. This service has been an ongoing request of both citizens and the business community for the last several years. There will be an initial "up front" cost to the city but will be recovered by the city from the grant funds.

Overall operational costs continue to increase and are generally reflect in one of two areas. First is the general rise in payroll and other services used by HRT. Second is fuel. The oil market is very volatile. It makes it difficult to predict the cost of fuel a year and a half in advance of actual usage.

**City of Portsmouth  
Fiscal Year 2009 Adopted Budget**

**Non-Departmental  
Debt Service**

**Business Unit Mission Statement**

To meet the City's goals as presented in the Operating budget and the Capital Improvement Program (CIP), the Finance Department plans for long term financing arrangements.

**Description of Services Provided**

The Finance Department manages and processes all outstanding debt service payments, acquires bonding sources, and restructures debt to best accommodate the city's needs.

<b>Expenditure Categories</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Adopted</b>	<b>FY 2008 Amended</b>	<b>FY 2009 Adopted</b>
DS-Bond Principal	11,338,557	13,294,742	13,294,742	13,538,878
DS-VPSA Principal	138,999	369,925	369,925	390,469
DS-BHS Bldg Principal	120,000	125,000	125,000	125,000
DS-Lease Purchase Principal	613,612	744,494	744,494	360,064
DS-Literary Loan Principal	475,000	375,000	375,000	375,000
DS-QZAB Principal	601,971	601,971	601,971	601,971
DS-Human Svcs Bldg Principal	393,447	427,971	427,971	465,525
DS-Bond Interest	8,350,783	9,673,780	9,673,780	8,970,183
DS-VPSA Interest	123,001	448,348	448,348	377,281
DS-BHS Bldg Interest	205,026	201,791	201,791	198,041
DS-Lease Purchase Interest	62,615	61,184	61,184	38,751
DS-Literary Loan Interest	78,000	67,500	67,500	60,000
DS-Note Payable Interest	130,566	-	-	-
DS-Human Svcs Bldg Interest	1,159,473	1,114,809	1,114,809	1,066,227
DS-Cost of Issuance	623,602	625,000	625,000	-
<b>Total Budget</b>	<b>24,414,652</b>	<b>28,131,515</b>	<b>28,131,515</b>	<b>26,567,390</b>
<b>Funding Sources</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Adopted</b>	<b>FY 2008 Amended</b>	<b>FY 2009 Adopted</b>
100 General Fund	24,414,652	28,131,515	28,131,515	26,567,390
<b>Total Funding</b>	<b>24,414,652</b>	<b>28,131,515</b>	<b>28,131,515</b>	<b>26,567,390</b>

**Outcomes and Accomplishments**

The City has extended it's master lease agreement until the end of FY 09. This agreement provides financing for all major equipment for all City departments to include vehicles, fire engines, etc. for all City departments (exclusive of enterprise funds).

**City of Portsmouth  
Fiscal Year 2009 Adopted Budget**

**Non-Departmental  
Support to Civic & Cultural Organizations**

**Business Unit Mission Statement**

Support to Civic Organizations is dedicated to supporting non-profit, civic, community and service organizations. An annual process for review of competing projects based on defined criteria is utilized to award funding to the various organizations.

<u>Expenditure Categories</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted</u>	<u>FY 2008 Amended</u>	<u>FY 2009 Adopted</u>
Contractual-Other	233,825	-	-	-
Civ Orgs-Brighton Rock Senior	5,000	-	-	-
Civ Orgs-Center For Comm Dev	18,750	1,200	1,200	-
Civ Orgs-Eastern VA Legal Aid	2,500	2,500	2,500	2,375
Civ Orgs-Eastern VA Med School	90,648	-	-	-
Civ Orgs-Endeppence Center	50,000	15,000	15,000	14,250
Civ Orgs-MAPP	3,000	7,000	7,000	-
Civ Orgs-Community Concerts	14,700	38,650	38,650	106,500
Civ Orgs-Community Foundation	10,000	-	-	-
Civ Orgs-Portsmouth Homeless	18,750	27,000	27,000	27,000
Cultural Orgs-Museum & Fine Arts	11,500	21,600	21,600	59,700
Civ Orgs-Portsmouth Reads	5,000	-	-	9,500
Civ Orgs-The Planning Council	7,500	-	-	-
Civ Orgs-Tidewater Comm Coll	125,000	-	-	-
Civ Orgs-Va Institute Of Govt	3,000	-	-	-
Civ Orgs-Va Schshp & Youth Dev	2,500	5,000	5,000	-
Cultural Orgs-Virginia Arts Fest	126,000	55,000	55,000	87,300
Cultural Orgs-Virginia Symphony	10,000	10,000	10,000	20,000
Civ Orgs-WHRO	2,500	3,000	3,000	7,500
Civ Orgs-Food Bank	15,000	12,000	12,000	12,000
Civ Orgs-Friends of the J&D Ct	18,000	26,000	26,000	26,000
Civ Orgs-SE Tidewater Oppor	5,250	5,000	5,000	-
Civ Orgs-Square One	7,346	7,000	7,000	6,650
Civ Orgs-American Red Cross	15,000	16,000	16,000	16,000
Civ Orgs-Fish Bowl Classic	750	800	800	-
Civ Orgs-Todi	146,250	168,550	168,550	-
Cultural Orgs-Tidewater Winds	2,000	2,000	2,000	4,000
Civ Orgs-Edmarc	2,500	3,000	3,000	2,850
Civ Orgs-Sr Svcs of SE VA	-	15,000	15,000	14,250
Civ Orgs-CHKD	15,000	15,000	15,000	14,250
Civ Orgs-HER Shelter	42,000	44,000	44,000	44,000
Civ Orgs-Parc	81,000	116,000	116,000	116,000
Civ Orgs-Flag Associates	2,500	2,500	2,500	2,375
Civ Orgs-Schools Found Spons	12,500	5,000	5,000	-
Civ Orgs-ICMA	1,000	-	-	-
Civ Orgs-National Nig	1,500	-	-	-
Civ Orgs-Hoffler Creek	22,500	-	-	-
Civ Orgs-Music in Moti	30,000	-	-	-
<b>Net Budget</b>	<b>1,160,269</b>	<b>623,800</b>	<b>623,800</b>	<b>592,500</b>
<b>Total Budget</b>	<b>1,160,269</b>	<b>623,800</b>	<b>623,800</b>	<b>592,500</b>
<u>Funding Sources</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted</u>	<u>FY 2008 Amended</u>	<u>FY 2009 Adopted</u>
100 General Fund	1,160,269	623,800	623,800	592,500
<b>Total Funding</b>	<b>1,160,269</b>	<b>623,800</b>	<b>623,800</b>	<b>592,500</b>