City of Fairfax

Adopted Budget 2011-12

City of Fairfax
1961-2011

In 2011 the City of Fairfax celebrates 50 years as an independent city and more than 200 years as the crossroads of Northern Virginia.

City of Fairfax

Adopted Budget
FY 2012

Mayor
Robert F. Lederer

City Council
Joan W. Cross
Daniel F. Drummond
Jeffrey C. Greenfield
David L. Meyer
Steven C. Stombres
Eleanor D. Schmidt

City Manager
Robert L. Sisson

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Fairfax

Virginia

For the Fiscal Year Beginning

July 1, 2010

President

Executive Director

Table of Contents

Page
City Manager's Transmittal Letter IV
City Manager's Budget Message A-1
Organizational Chart B-2
Summary of Permanent Employees B-3
City and County Contracts B-4
Combined Statement of Revenues & Expenditures – All Funds B-5
Projected Fund / Cash Balance B-6
All Funds Summary of Revenues and Expenditures B-9
General Fund Summary of Revenues and Expenditures B-11
General Fund Budget Review by Category B-12
General Fund Expenditure Summary by Cost Center B-13
History of General Fund Expenditures B-16
General Fund Revenue by Category (Pie Chart) C-2
General Fund Revenue Summary C-3
History of General Fund Revenues C-8
Major Revenue Sources C-9

Legislative
City Council D-4
City Clerk D-6

Judicial Administration
General District Court D-11
Joint Court Service D-13
Juvenile and Domestic Relations Court D-15
Commonwealth Attorney D-17
Court Services and Custody D-19

Electoral Board
Electoral Board/General Registrar D-21

General and Financial
City Manager D-29
City Attorney D-32
Public Audit of Accounts D-35
Personnel D-37
Community Relations D-40
Marketing D-43
Cable TV D-46
Risk Management D-49
Telephone D-51
Information Technology D-53
Printing and Office Supplies D-56
Fleet Maintenance D-58
Finance and Accounting D-61
Real Estate Assessment D-64
Treasurer D-67
Commissioner of Revenue D-70
Retirement Expenses/Pool Maintenance D-73

Table of Contents (continued)

Police Department
Police Administration D-77
Police Technical Services D-80
Police Field Operations D-83

Fire and Rescue
Fire and Rescue Administration D-88
Fire Operations D-91
Code Administration D-95

Public Works
Asphalt Maintenance D-100
Concrete Maintenance D-103
Snow and Ice Control D-106
Storm Drainage D-108
Signs, Signals, Lighting D-111
Refuse Collection D-114
Facilities Maintenance D-117
Street Right-of-Way and Public Grounds D-120
Public Works Administration & Engineering D-123
County Agent D-126

Social Services
Health Department D-130
Commission for Women D-133
Community Services Board D-135
Senior Citizen Tax & Rent Relief D-137
Human Services Coordinator D-139
Social Services D-141

Culture and Recreation
Recreation Administration D-145
Recreation-Special Events D-150
Facility Division (formerly Old Town Hall) D-153
Park and Ballfield Maintenance D-156
Library Services D-160
Historic Resources D-164
Visual and Performing Arts D-167

Community Development and Planning
Planning and Design Review D-173
Current Planning D-176
Economic Development D-179

Education
School Board/Administration D-185
Contracted Instruction Costs D-188
School Capital Outlay D-190
School Debt Service D-192
School Lease Financing D-194

Table of Contents (continued)

Non-Departmental Accounts
General Debt Service D-198
Employee Fringe Benefits D-200
Market Wage Adjustment/Salary Vacancy D-202
Reserve for Contingency D-204
Regional Agencies D-206
Capital Budget Fund Transfer D-208
Transit Fund Transfer D-210
Other Fund Transfers D-212
Capital Leases D-214

Enterprise Funds
Wastewater Fund E-1
Water Fund E-15
Transit Fund F-1

Capital Improvement Program
CIP Introduction G-3
CIP Summary G-5
Capital Project Detail G-15

Stormwater Fund H-1

Cable Grant Fund H-10

Old Town Service District H-13

Commercial Real Estate Transportation Tax Fund H-16

Supporting Detail
Expenditure Object Classification I-2
Position Classification Plan – General I-6
Basic Salary Schedule – General I-11
Position Classification Plan – Police I-14
Basic Salary Schedule – Police I-15
Position Classification Plan – Fire I-17
Basic Salary Schedule – Fire I-18

Debt Service
Debt Service Overview J-2
Debt Ratios J-5
Debt Service Schedules J-6
Capital Lease Schedules J-13

Rates & Levies K-1

Glossary L-1

The City of Fairfax

Office of the City Manager

February 16, 2011

The Honorable Robert F. Lederer
and Members of the City Council
City of Fairfax
Fairfax, Virginia

Re: City Manager's Recommended FY11-12 Budget Transmittal Message

Dear Mayor Lederer and Members of the City Council:

As reflected on the cover of this budget document, the City of Fairfax became an independent city by action of the General Assembly of the Commonwealth of Virginia in July 1961. A long-time dream of the City's leadership, the newly-achieved city status was soon manifested into a broader vision of what a city could be. The building of a new City Hall, establishment of an independent water system and public safety agencies and later, the creation of an independent school system were all the hallmarks of that broadened vision that transformed a town into a city.

Each year, for the past five decades we, as a community, have participated in the budget setting process. This proposed budget is an opportunity for each member of the community to contribute to the discussion of the City's future. With the 50th anniversary of the City presenting a unique opportunity to look forward while reflecting on the past, it is my pleasure to transmit to you the City Manager's proposed budget for fiscal year 2011-2012, beginning July 1, 2011.

The City's leadership team and I have invested many hours over the past few months carefully assessing the needs of the City, both long and short term; we have crafted this proposed plan for your review to address those needs. In doing so, the proposed budget adheres to the guidance given by the Mayor and Council in the adopted Budget Guidelines for FY12, as well as conforming to the adopted Financial Policies of the City.

Total spending for FY12 for all funds is projected to be $141,637,727, an increase of 5.8% over the adopted FY11 budget. The City's General Fund, which accounts for most activities undertaken by the City, is proposed to be $116,312,425, an increase of $6,887,383, or 6.3% over FY11. (Please refer to the Budget Message immediately following this transmittal letter for a complete summary of the budget content.)

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The chart below summarizes all of the City's funds proposed expenditures for FY12:

Fund	FY 2011 Adopted	FY 2012 Proposed	% Change
General Fund	$109,425,043	$116,312,425	6.3%
Capital Budget	1,701,600	3,380,650	98.7%
Sewer Fund	4,300,197	4,666,013	8.5%
Water Fund	17,307,826	17,540,994	1.3%
Transit Fund	2,843,976	2,837,716	-0.2%
Stormwater Fund	300,000	715,000	138.3%
Cable Fund	100,000	125,000	25.0%
General Fund Transfer - Capital Budget	(1,701,600)	(3,380,650)	98.7%
General Fund Transfers - CUE	(425,682)	(559,422)	31.4%
Total Expenditures	**$133,851,361**	**$141,637,727**	**5.8%**

At the commencement of the City's budget season last fall, the following partial list of challenges facing the City existed:

- a continued struggling national economy; locally, some bright spots, but still challenged,
- marginally improving real estate tax base that comprises 40% of General Fund revenues,
- need for accelerated pay-as-you-go capital spending; repayment costs of bonded improvements from the past few years will continue to require a significant portion of the budget,
- reduced level of sales tax income; new reality of lowered annual amounts due to jurisdictional corrections,
- possibility of lowered BPOL revenues,
- faltering miscellaneous revenues, i.e., ambulance fees, cigarette sales, etc.,
- likelihood of significant increases in school tuition and other county contracts,
- need for adjustment to the senior tax relief program to be more in line with surrounding jurisdictions,
- realization that the past several year's cuts in service had resulted in unacceptable results in some areas,
- likelihood of increased payments to the City supplemental retirement plan,
- likelihood of increasing City subsidy for CUE operations,
- likelihood of minimal resumption of increases to pay/benefits for City employees given the trend of surrounding jurisdictions,
- additional investments necessary in water and wastewater areas; continuation of multi-year rate increases necessary,
- increases in numerous non discretionary commodities/services,

- SAFER Grant reimbursements ended, 4 person standard for Fire Department now fully funded by the City totaling $675,000 annually, and
- expected requests for minimal added personnel resources.

When confronted with ever increasing cost of services as reflected above, the budget team searched for a balance in recommending a spending plan to City Council. Over the past several years it has been necessary to dramatically reduce spending in a number of areas. Frozen salaries, reduced numbers of positions, and deferred capital spending have been the norm in the City and in other area jurisdictions. In attempting to estimate the City's fiscal position 12-18 months out, we are encouraged to see minimal expansion of some major revenue sources while others continue to stagnate.

In addition to the guidance given by the City Council, we sought to restore some services, minimally, where recent cuts had resulted in unacceptable outcomes. Further, we felt it necessary to present a more aggressive capital investment program. In certain areas, specifically the City's stormwater system, we are at a point where further deferral will negatively impact the City's ability to catch up on its deferred maintenance.

In order to address the challenges we face for FY12, the following recommendations are presented in the budget to enable a balanced General Fund for FY12:

- an increase in the real estate tax of 4 ½ cents, from $0.955 to $1.00, including a one cent set aside dedicated for storm water maintenance expenditures,
- significant use of the fund balance in order to support capital spending resulting in an ending fund balance of 10.8 % of expenditures, and
- several adjustments to the Rates and Levies Schedule of approximately $132,000.

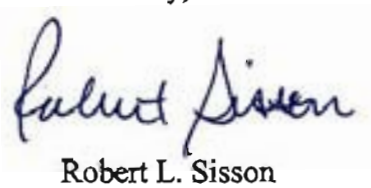
While the recommended real estate tax rate increase may exceed that seen in some area jurisdictions, we are hopeful that revisions to certain budget estimates, i.e. school tuition contract, BPOL and sales tax estimates, will trend favorably over the next several weeks enabling a reduction in the recommended real estate tax increase. I should not fail to point out that, if Council adopts the recommended real estate tax increase, the City will continue to be the lowest combined tax/fee burdened jurisdiction in Northern Virginia.

As in previous years, it has proven difficult to deliver a proposed budget with firm recommendations given subject-to-change estimates for the school tuition contract (in as much as its final amount is unknown until much later in the budget review process due to County approval delay) which comprises 40% of the City's budget. The City's budget team is placed in the unfortunate position of recommending rate increases to balance the budget against unknown, or, at best, soft expense estimates. Unfortunately, there is much time spent in strategizing upon one set of budget numbers only to have a substantially different set of numbers arise at the 11th hour of the budget process.

The hallmark of an AAA City (the City was recently awarded this distinction by Moody's and S&P for the first time) is that, over time, that community has successfully met the challenges before it. The challenges before the City are somewhat the same as they have always been: creating a quality of community life that is attractive to families and businesses alike; investing adequately in the public infrastructure on which we depend so heavily, compensating public employees at above average rates as we rely upon them to provide above average services and the provision of world class educational opportunities for the City's children.

As the City of Fairfax celebrates its golden anniversary and contemplates the commencement of a second half-century as an independent city, it can proudly assert it has met the challenges of the past five decades. New challenges and opportunities will arise for which we are prepared. The programs and services contained in this proposed budget will allow the City to move beyond the "status quo, hold the line philosophy" so necessary in these past few years, to undertake a modest step forward in improving our services and infrastructure.

Sincerely,



Robert L. Sisson
City Manager

City Manager's

Budget Message

FY 2012 Budget

FY 2012 Adopted Budget Highlights

- **Expenditures for all funds** total $139,281,736 an increase of 4.1 percent over FY 2011

- **General Fund revenues and expenditures** of $114,281,435 an increase of 4.4 percent over FY 2011

- **Capital Fund expenditures** for General Fund supported projects of $2,895,300 representing 2.5 percent of General Fund expenditures

- **Real estate tax rate $94.2 per $100 of assessed value**, a decrease of $1.3 from the FY 2011 Adopted Rate of $95.5; includes **$0.5** dedicated to the **Stormwater Fund**; average residential tax bill to increase 1.88 percent

- **One cent on the real property tax rate** is equivalent to **$520,000**

- Real estate residential assessments increase an average of **3.2** percent for calendar year 2011; Commercial assessments decrease an average of **1.2** percent for calendar year 2011 (for the purposes of equalization both exclude new construction totaling $35 million)

- **Assessed value** of all real property equal to $5,093,200,975 which is an **increase** of $111,253,675 or **2.2** percent (includes new construction of $35 million)

- Provides for employee Market Adjustment (COLA) of **1.75%** ($265,000) effective January 1, 2012

- Two additional Full Time Equivalents (FTE's): 1 General Fund FTE (Division Chief) provided for Community Development & Planning ; 1 Enterprise Fund FTE (Utility Technician) for Wastewater Fund

- Increase to the income limit for Senior and Disabled Citizens' Tax Relief program from $52,000 to **$62,000 ($100,000)**

- Rates and Levies increased where applicable to remain on par with regional charges ($132,000)

- Water service rate increase **7.5 percent** and Wastewater service rate increase **12 percent** due to a significant number of capital projects, and additional debt service costs relating to the City's share of Fairfax County wastewater plant upgrades (where the City's wastewater is treated).

- Use of Appropriated Fund Balance in the amount of **$3,694,144** is broken out as follows:
    - $220,000 from FY 2010 surplus to fund additional employee and contract design work for Community Development and Planning Department
    - $700,000 from FY 2010 surplus to offset increase to School Tuition contract
    - $1,244,367 from FY 2011 estimated surplus, generated largely by higher real estate assessments
    - $1,529,777 use of approximately one and one half percent of fund balance in FY 2012
    - Ending Fund Balance equal to approximately **10** percent **($11.6m**) of General Fund expenditures

Guide to the Budget Document

OVERVIEW

The City's budget is the blueprint for financial and policy decisions implemented during each fiscal year. The budget is the single most important document we have for establishing control over the direction of change and determining the future. It lays the groundwork for what we hope will be our community's accomplishments in the future. Within the pages of the document, the reader will find:

- A fiscal plan
- Revenue and expenditure summaries
- Policy statement
- Goals and objectives
- An annual operating program
- A long range planning guide
- A management tool to ensure financial control
- Performance measures to ensure accountability and evaluate performance

Not all narratives will contain each of these components, but rather only those that are applicable.

BUDGET PREPARATION PROCESS

The development of the City's Operating Budget involves three phases: formulating budget requests, City Manager executive review and proposal, and City Council review and adoption. Each of the three phases is summarized as follows:

Formulating Budget Requests: September – December

- The formative stage of every budget begins in the fall.
- Work with the City's Budget Committee throughout the entire budget process
- City Council sets guidelines for the budget in November, which provides the framework for developing the new budget. In addition, the City Manager briefs the City Council on the financial summary of the previous fiscal year, and a projection of the current as well as upcoming fiscal year.
- City agencies assess their budgetary needs and submit requests to the Budget Committee. Requests are typically due in the middle of December.
- Revenue estimates are derived from a review of current and projected economic indicators, current and proposed Federal and State legislation, knowledge of future events in the City and a review of historic trends.

City Manager Executive Review and Proposal: December – February

- Requests from departments are reviewed and evaluated for priority.
- Meetings are held between the Agencies and Budget Committee to discuss budget requests. Based on estimated revenues, funding is requested by the City Manager for the programs and services required to maintain an essential level of service or to provide for enhancements to programs identified by City Council.
- City Manager proposes budget to City Council last Tuesday of February
- By law, local government budgets must be balanced; i.e., expenditures may not exceed revenues.

City Council Review and Adoption: March – April

- City agencies provide department budget presentations.
- City Council advertises the proposed real estate tax rate (mid to late March)
- Council reviews the proposed budget and a minimum of two public hearings are held to provide the public with an opportunity to comment to ensure the budget is responsive to citizen needs.
- After careful deliberation, the proposed budget, as modified for additions and deletions, is enacted by City Council as the adopted budget. In addition, City Council adopts the real estate tax rate, all other rates and levies, and the budget appropriation resolution.
- The budget can only be amended by the City Council after proper notice and a public hearing.
- The Adopted Operating Budget takes effect on July 1, the beginning of the fiscal year.

The Capital Improvement Program (CIP) follows a similar process whereby departments submit estimates, which are evaluated for priority and funding. The initial proposed CIP is issued in November and forwarded to the Planning Commission for public hearing and evaluation. The Planning Commission holds a public hearing on the CIP and issues a memorandum to the City Council with recommendations and suggestions. The City Council holds at least one public hearing on the CIP and defers action until adoption of the operating and capital budgets in April. The City Manager refines the initial proposed CIP based on an evaluation of operating funding requests and available resources. A capital budget (the first year of the proposed CIP) is included in the operating budget—together they become the proposed budget. The CIP is a separate budget document that contains all detailed project and budgetary information for the full five year period.

BUDGET REVIEW SCHEDULE

The following dates were/are scheduled for City Council review and approval of the budget, but are subject to change per City Council

Date	Action Item
February 22, 2011	Work Session – City Manager Presentation of Proposed Budget
March 15, 2011	Public Outreach Meeting & Work Session - Staff Presentations
March 16, 2011	Work Session - Staff Presentations
March 22, 2011	City Council Meeting – Consider Real Estate Tax Rate to be Advertised*
March 29, 2011	Public Outreach Meeting / Work Session
April 12, 2011	City Council Meeting – Public Hearing on Budget & Work Session – FY 2012 Budget
April 28, 2011	City Council Meeting – Public Hearing on Real Estate Tax Rate & FY 2012 Budget Adoption (Note: THURSDAY MEETING)

* Required 30 days advance notice prior to public hearing on real estate tax rate as assessments are to increase greater than 1%.

ORGANIZATION OF THE BUDGET

The City's financial operations are budgeted and accounted for in a number of funds. Fiduciary funds (i.e. City retirement funds) are not included. A fund is a separate accounting unit. All of the following funds are adopted (through appropriation resolutions) and included in the budget book as part of the City's annual budget review:

General Fund — used to account for all general operating expenditures and revenues; this is the City's largest fund. Revenues in the general fund primarily are from property taxes, sales tax, the business license tax and State aid.

Capital Fund — each year, the City adopts a five-year Capital Improvement Program (CIP) that serves as a blueprint for the long-term physical improvements the City wishes to make. The Capital Fund is funded through a transfer from the general, water and wastewater funds, State aid and bond issues. The current year CIP is included as part of the annual budget.

Stormwater Fund — this fund was established to carry out major stormwater projects. For FY 2012, one half cent on the real estate tax rate is dedicated for project funding. This is a separate Capital Fund.

Cable Grant Fund — this fund receives its revenue from cable television fee. The revenue can only be used for cable television equipment. This is a separate Capital Fund.

Old Town Service District Fund – This fund was established to fund the costs of the proposed Old Town development projects and levies an additional 6 cents per $100 of assessed value on all projects in this district. Old Town Service District special assessment taxes are transferred into this fund in accordance with City Council Ordinance. This is a separate Capital Fund.

Utility Funds — wastewater and water services are accounted for in the utility funds. The wastewater fund and water fund are enterprise funds. Enterprise funds are those funds in which the cost of providing goods or services is financed primarily through user charges.

Transit Fund — the transit fund is used to account for operations of the City's CUE bus system. While set up as an enterprise fund, a transfer of money from the general fund into the transit fund covers a portion of the expenses of this fund.

Commercial Real Estate Transportation Fund – This fund levies an additional 5.5 cents per $100 of assessed value on all commercial and industrial properties. The revenue collected is to be used solely for new transportation projects.

BUDGETARY BASIS

The budgets of the general and capital funds (including Stormwater, Old Town Service District, Cable Grant, and Commercial Transportation Tax) utilize the modified accrual basis of accounting under which revenues are recorded when measurable and available to finance operations during the year. Expenditures, except for interest, are recorded when the liability is incurred. Interest is recorded when due. Budgets of the utility funds and transit fund utilize the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when the liability is incurred. The budget basis of accounting does not materially differ from that used for financial reporting (all funds), with the notable exceptions of depreciation and amortization, and debt service reporting in the enterprise funds, which are more appropriately illustrated in the City's Comprehensive Annual Financial Report (CAFR).

City Council's Goals

Adopted for the 2010 – 2012 Council term

1. Maximize the redevelopment potential of the city owned parcels to include: 11 Oaks School, the former BP Amoco lot at Main/East, George Mason Square, and the entire downtown area to include continued discussion of future uses of the Kitty Pozer Park and former Weight Watchers property, satellite parking for downtown area businesses, community amenities, etc.

Coordinating Departments:	Community Development & Planning, Public Works, City Manager's Office, Office of Finance, Office of Real Estate

2. Develop cost scenarios for future water treatment alternatives to enable the City Council to determine the most efficient and effective long term water treatment options.

Coordinating Departments:	Utilities Department, City Manager's Office, Office of Finance, Office of Real Estate

3. Strengthen the City's focus on environmental sustainability from an operations standpoint as well as functioning as a catalyst for community green initiatives.

Coordinating Departments:	Community Development & Planning, Public Works, City Manager's Office

4. Continued emphasis on the redevelopment of Fairfax Boulevard through the development and implementation of a Fairfax Boulevard Master Plan.

Coordinating Departments:	Community Development & Planning, Public Works, City Manager's Office, and Office of Finance

5. Continue to strengthen our residential base and sense of community through programs such as outreach meetings, Celebration of the 50th year of the City of Fairfax, the 75th Anniversary celebration of Fairfax High School, the Civil War Sesquicentennial celebration, and the 2011 opening of the City's new community center, etc.

Coordinating Departments:	Parks and Recreation, Public Works, Historic Resources, City Manager's Office, Marketing,

Water and Wastewater

Fiscal and Operating Policies

Establishment of Rates

1. Water and wastewater rates and fees shall be established by City Council in a transparent manner consistent with all similar City activities. To that end, customers and residents (the rate payers) shall be given notice of all meetings of the City Council when such discussions and rate settings occur. In the establishment of annual water and wastewater rates, the City shall adequately disclose future growth plans and their expected impact on future rates.
2. The City shall annually prepare and include in the proposed budget a three-year future estimated rate schedule.
3. All ratepayers shall be charged uniform rates within their rate class. The determination of rates for the enterprise funds shall conform to standard municipal utility practices.
4. Rates for the enterprise funds, including the timing of rate adjustments, shall be designed to recover fixed and variable costs in such a manner as to ensure cost recovery and rate stability.
5. Rates of the enterprise funds shall be established to 1)ensure efficient and effective operation of the utilities, 2)fully recover actual operating and maintenance expenses incurred during the fiscal year, 3)repay annual debt payments for capital expenses of the enterprise fund 4)ensure surplus revenues are reserved to facilitate rate stability for ratepayer

Application of the Management Fee

1. The water and wastewater utilities shall reimburse services received from other City departments, including but not limited to, personnel, administrative expenses, equipment and facilities. These services shall be prorated to reflect actual costs and designated as the "management fee". The water and wastewater enterprise fund shall pay the City for, or reimburse the City for materials and services purchased during the fiscal year when consumed.
2. The procedures used to allocate each fund's share of the management fee shall be reviewed by the City's auditor not less frequently than every five years. The results of such a review shall be included as part of the documentation for subsequent rate proceedings. Unless otherwise justified by the auditor's review, the total amount included in the water and wastewater enterprise funds for payment to the City, or other entities, for management fee expenses may each be increased at a rate no greater than the growth rate of the City's total budget.

Recovery of Capital Investment

1. Utility physical plant investments in excess of normal and customary repair and replacement will be capitalized and amortized for rate setting over their useful lives, either through depreciation/amortization or sinking fund amortization of borrowings. Normal and customary repair and replacement will be expensed when incurred during the fiscal year. Depreciation and amortization shall conform to standard municipal utility practices.

Undesignated Funds

1. Surplus revenues, also known as Undesignated Funds, will be used in lieu of customer revenues, if possible, when those surplus funds reach a level equal to 100% of the prior year's fund expenses, unless such funds are to be held for pay as you go capital expenses.
2. Surplus revenues shall be invested through the City and the interest earned shall be credited to the respective water and wastewater funds. Surplus revenues shall not be transferred from their respective water and wastewater accounts to be used for non-utility purposes.

Council Adopted Financial Policies

To establish and document a policy framework for fiscal decision-making and to strengthen the financial management of the City, in April 2000, the City Council initially enacted a comprehensive set of Financial Policies, as detailed below. The goal of these policies is to ensure that financial resources are well managed and available to meet the present and future needs of the citizens of the City of Fairfax. Revisions to the financial policies were incorporated per recommendations by the Budget Committee and approved by the City Council in November of 2008.

Budgeting Policies:

1. The City's annual operating budget, capital budget and Capital Improvement Program (CIP) shall be coordinated with, and shall be in concert with, the City's Comprehensive Plan.
2. The City shall adhere to the following guidelines in preparing, implementing and executing the annual budget:
    a. Mayor and City Council shall develop general budget guidelines and provide them to the City Manager by November 15.
    b. The Capital Improvement Program shall be considered by the City Council prior to its consideration of the annual budget.
    c. Where appropriate, revenues related to expenditures shall be reflected in the budget documents.
    d. The Mayor and City Council shall meet with selected boards and commissions in work sessions as part of the budget deliberations to review budget items concerning areas of interest to the boards and commissions.
    e. The Mayor and City Council shall conduct a quarterly review of the implementation of the budget.
3. Budgeted current revenues must be greater than budgeted current expenditures.
    a. Significant one-time revenues shall be used only for one-time expenditures.
    b. Revenues must be increased or expenditures decreased, in the same fiscal year, if deficits appear.

4. The target for the General Fund transfer to the Capital Fund shall be at least 5 percent of General Fund expenditures to help insure adequate reinvestment in capital plant and equipment. This transfer percentage incorporates the City's use of annual debt service payments toward capital projects.
5. The City shall set utility rates for the Water and Wastewater funds that will ensure industry-standard operation of the enterprise functions.

Reserve Policies:

1. The target for the General Fund balance shall be, at minimum, approximately 10 percent of General Fund expenditures.

Debt Policies:

1. Debt Service Targets
    a. Annual debt service expenditures shall be less than 9 percent of annual expenditures.
    b. Outstanding Debt shall be less than 3 percent of assessed valuation.
2. The term of any bond issue shall not exceed the useful life of the capital project/facility or equipment for which the borrowing is intended.

Revenue/Cash Management Policies:

1. The City shall develop an aggressive economic development effort in order to lessen the impact of any future real estate rate increases.
2. The City shall maintain a diversified revenue base in order to shelter City finances from short-term fluctuations in any single revenue.
3. Annual City revenues shall be projected by an objective and thorough analytical process.
4. The City shall deposit all funds within 24 hours of receipt.
5. Investment of City funds shall emphasize the preservation of principal with safety, liquidity and yield being the primary factors considered.

Accounting/Auditing and Financial Reporting Policies:

1. The City shall take necessary action to ensure receipt of the Government Finance Officers Association annual accreditation for the budget and for the comprehensive annual financial report (audit).
2. An independent audit shall be performed annually and a management letter shall be received by City Council. City administration shall prepare a response to the management letter on a timely basis to resolve any issues contained in the letter.

Council Adopted Budget Guidelines

Revisions to the Budget Guidelines were approved by the City Council in November of 2010.

- Continually review City government programs and operations to achieve the most efficient and effective delivery of community services possible. Current programs should be evaluated and new programs should not be added.

- Projected revenues must equal or exceed proposed expenditures.

- Maintain a General Fund balance equal to approximately 10 percent of the general fund expenditures in conformance with the City Council financial policy.

- Maintain the General Fund CIP transfer at the City Council financial policy level of approximately 5 percent of proposed expenditures. This transfer percentage incorporates the City's use of annual debt service payments toward capital projects.

- No additional personnel unless it would result in a net reduction in anticipated City expenditures, or a net gain City revenues.

- As vacancies occur, all positions to be evaluated against current needs and priorities.

- Consider a fair and affordable market adjustment and performance based increases for employees to retain parity with other local governments and if the economic environment allows.

Community Profile

City Government

Date of Incorporation	1799
Date of City Charter	1961
Form of Government	Council—Manager
City Employees	425.17

Physiographic

Land Area - Square Miles	6.28
Acres of Public Parks & Open Space	188
Paved – Lane Miles	169
Sidewalks	87

Utilities

Telephone	Verizon
Electric	Dominion Virginia Power
Gas	Washington Gas
Water	City of Fairfax
Wastewater	City of Fairfax
Cable	COX Cable / Verizon

Economic Indicators

Largest Private Employers (December 2010)
Inova Fairfax Hospital
Fairfax Nursing Center
Zeta Associates
Lockheed Martin, Integrated Microcomputer Systems
Fairfax Volkswagen, Honda

Largest Public Employers (December 2010)
City of Fairfax
Virginia Electric & Power Company Inc.
U.S. General Services Administration,
Federal Acquisitions Center
U.S. Department of Homeland Security
United States Postal Service

Taxes

Real Estate Tax Rate
FY 2012: $.942 per $100 assessed value
FY 2011: $.955 per $100 assessed value

Personal Property Tax Rate
FY 2012: $4.13 per $100 assessed value
No change from FY 2011

City Finances – Bond Ratings

Moody's Investors Service, Inc	Aaa
Standard & Poor's	AAA

Population

2010 U.S. Census estimate	22,565
2000 U.S. Census	21,498
1990 U.S. Census	19,622

Households

2009 U.S. Census Estimate	8,647
2000 U.S. Census	8,035
1990 U.S. Census	7,362

Average Household Size

2007 U.S, Census Estimate	2.68 persons
2000 U.S. Census	2.61 persons

Age (2007 estimate)

(1-19)	23.5%
(20-34)	22.1%
(35-64)	40.1%
(65 +)	14.3%

Race and Ethnicity (2010 Census)

White	61.4%
Hispanic	15.8%
Asian	15.1%
Black	4.6%
Other/Mixed	3.1%

Note: White, Asian and Black categories include non-Hispanics only.
Source: U.S. Census Bureau

Unemployment

	Dec. 2009	Dec. 2010
City of Fairfax	5.3%	5.1%
Virginia	6.7%	6.4%
United States	9.7%	9.1%

Hotel Industry

	Dec. 2009	Dec. 2010
Number of Hotel Rooms	561	561
Occupancy Rate	70%	72%
Average Daily Rate	$89	$92

Vacancy Rates

	FY 2009	FY 2010
Office Space	10.5%	12.0%
Retail Space	5.5%	4.5%
Industrial	.8%	.5%

History of the City of Fairfax, VA

The City of Fairfax began as the Town of Providence in 1805, a community, built around the Fairfax County Courthouse completed in 1800 at the corner of Little River Turnpike and Ox Road.

On June 1, 1861, the first land engagement of the American Civil War was fought here.Captain John Quincy Marr was killed becoming the first Confederate officer to die. Following the Civil War, the dairy industry propelled the area's growth and in 1874, the Town of Providence officially became the Town of Fairfax.

World War II spurred suburban and business growth and expansion of educational facilities. In 1959 the Town of Fairfax deeded a 150-acre tract of land to the University of Virginia to establish a permanent home for what is now George Mason University.

In 1961 the Town of Fairfax was incorporated as the independent City of Fairfax. Since that time and through the leadership of elected officials and public involvement of its citizens, the City strives to meet the changing and ever growing needs of an increasingly diverse community.

On its 50th anniversary, the City of Fairfax can take pride in these efforts:

- providing outstanding educational services for all city school students including building and modernizing its elementary, intermediate, and high school facilities;
- creating the Spotlight on the Arts Festival in 1985, now the longest- running arts festival in Northern Virginia, and playing an organizing role in the formation of other cultural arts programs, including the Fairfax City Band, the Old Town Hall Performance Series, the Fairfax Symphony, the Fairfax Choral Society and many others;
- establishing the Independence Day Celebration in 1967, now the largest celebration in region, and other special events, such as Fall Festival, Festival of Lights and Carols, and Chocolate Lovers Festival;
- implementing innovative parks and recreation offerings, services to senior citizens, and guiding to completion in 2011 of the Stacy C. Sherwood Community Center, a state-of-the-art building for youth, adult and senior recreation programs, cultural programs, and arts-related activities;
- Preserving and opening historic sites to the public and achieving the inclusion of "Old Town Fairfax" on the National Register of Historic Places;
- Embarking on revitalization of the downtown area and supporting a business-friendly environment

Recognizing these achievements, Forbes Magazine ranked the City of Fairfax third on its list of top 25 places to live in the United States. Celebrating 50 years, the City of Fairfax is a community rich in history and heritage where residents and visitors enjoy a small-town atmosphere in the midst of a bustling metropolitan area.

City of Fairfax Employment by Industry

The largest major industry sector was Professional, Scientific & Technical Service with 22.3% of the employment followed by Retail Trade with 15.8%, Health Care and Social Assistance with 13.4% and Public Administration with 9.3%. The following is a listing of major industries and the number employed in those sectors for 2010 in the City of Fairfax.

Industry Group	Employees
Professional, Scientific & Technical Services	4,446
Retail Trade	3,165
Health Care and Social Assistance	2,675
Public Administration (includes federal, state and local governments)	1,867
Accommodation and Food Services	1,842
Administrative and Waste Services	1,293
Other Services (Except Public Administration)	845
Finance and Insurance	795
Construction	749
Information	452
Education Services	435
Arts, Entertainment and Recreation	328
Transportation and Warehousing	205
Real Estate and Rental and Leasing	173
Management of Companies and Enterprises	163
Wholesale Trade	152
Manufacturing	107

Source: Virginia Employment Commission,
Quarterly Census of Employment and Wages, Second Quarter 2010

Economic Assumptions

The underlying economic assumptions in this budget are:

- **Increase** in residential assessments of 3.2 percent; commercial assessments decreasing 1.2 percent (excludes new construction)
- A regional economy showing mixed results of improvement as evident by weak Sales Tax yet higher than expected Business Licenses (BPOL)
- **Decreased interest** earned on investments with lower interest rates; spend down of bond funds temporarily held for investments
- State funding projected to increase slightly per education sources (e.g. higher enrollment)
- **Fairfax County contracts** for judicial, social services, fire and rescue, refuse disposal to **increase 4.9 percent** and **3.7 percent** increase for school tuition contract with Fairfax County Public Schools
- **Net increase in personnel of 1.63 FTE's**
- **No boundary changes** anticipated

Economic Condition and Outlook

A diversified economy is generally more resilient and more stable than one that is heavily concentrated in one or two areas. The City of Fairfax is in a particularly favorable position because its own local economy is relatively diverse and it benefits from its location as part of the Greater Washington region and from the current priorities in federal spending.

In previous downturns, the Greater Washington region and more specifically the City of Fairfax, have been immune to the effects of a struggling national economy. However, the most recent recession has proven more severe and has resulted in many government contracting firms filing for bankruptcy or selling under economic pressures. Concurrently, small businesses which are the lifeblood of the City's economy continue to struggle amidst a slowly increasing demand for goods and services accompanied by a newly adopted frugality among their loyal customer base.

The U.S economy has finally emerged from one of the worst and the longest recession of the post-World War II period. This recession was brought on by over speculation in the real estate and financial markets; it spread to other sectors of the economy as consumers, fearing for their jobs in unsure times, simply stopped buying. Due to the influence of federal spending, the Greater Washington region's economy remains considerably stronger compared to the rest of the nation; however during the recession the region's increasingly diverse economy has contributed to an increased strain on many local industries.

Leading economic indicators show the recession appears to have ended in the first quarter of 2009. However the effects of the recession continue to reverberate as selective segments of the economy, like construction, manufacturing, information and finance, are slow to regain footing. This accompanied by slow job creation across-the-board, has resulted in consistently high unemployment figures, further increasing problems for those affected.

Federal Indicators

Federal procurement spending in the Greater Washington region continues to increase. One of the main drivers behind Northern Virginia's economic strength has been its regional dominance of federal contracting dating back to the early 1980's. The bulk of this federal spending comes from two primary sectors: (1) outsourcing for technology and professional services and (2) managerial services to support global security systems. Businesses that serve these needs continue to have a high profile In the City.

By regional economic analysis and reports, federal spending in the Washington region accounts for about one-third of the gross regional product (the value of goods and services produced locally). While the net number of civil service jobs remains steady when contract and grant related jobs are included, the number of jobs increases significantly. According to the Metropolitan Washington Council of Governments, 77 percent of City residents work in businesses located outside the City. Therefore, the actions of the federal government have both direct and indirect impacts on the local economy. The effects of federal spending are seen in everything from direct consumer spending to business investment, job growth and employment.

State Indicators

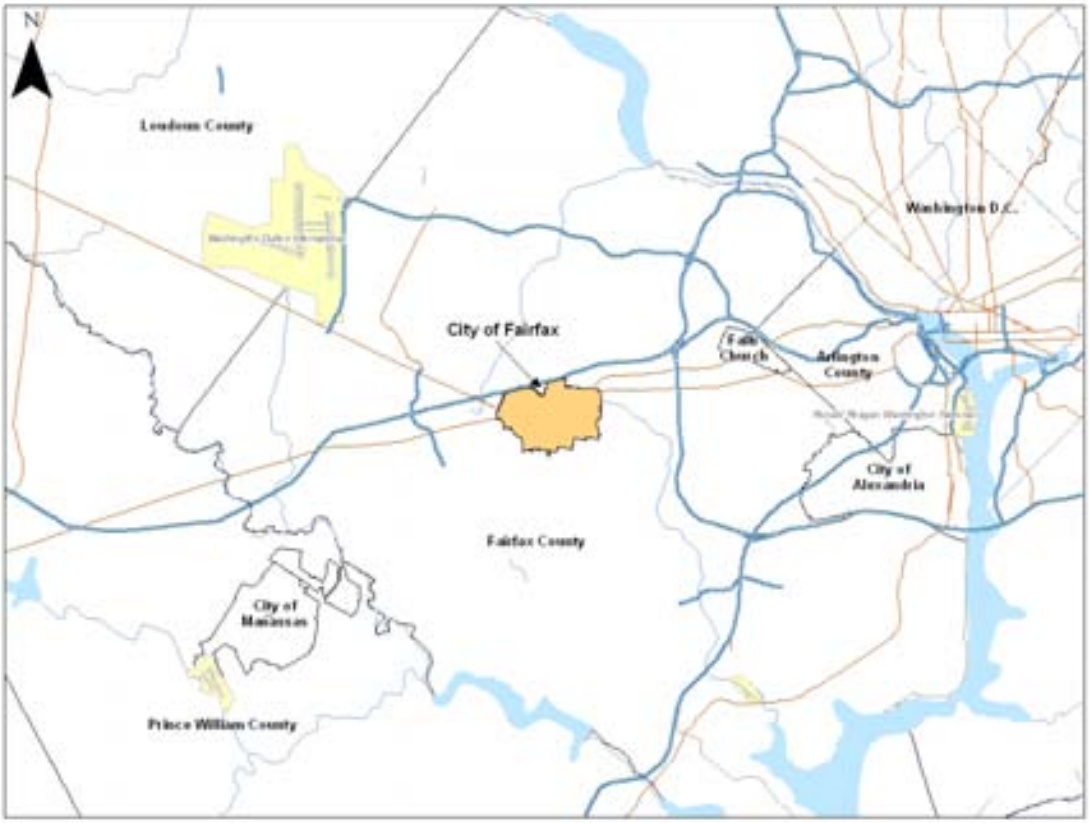
The City also is significantly impacted by state actions. Northern Virginia has long contributed to the state's coffers from its economic bounty; still the region's political clout has never accurately reflected its economic strength. While Northern Virginia has had its share of job loss in 2010, the losses amount to only 1% of total employment. Unemployment rates have stabilized but remain at a higher rate than typical for the region; however Northern Virginia still has the lowest jobless rate of any large metro area in the United States. The current shortfall in State revenues, accompanied by the lack of additional resources for other geographic regions in the Commonwealth indicate little immediate support from the State should be expected.

Governor McDonnell has identified job growth and job creation as critical components to the economic prosperity of Virginia. During the 2010 General Assembly session, continued improvements were made in the funding of existing programs and creating new incentives to enhance Virginia's competitiveness. A pro-business climate fostered at all levels of government is essential to broadening the tax base and enhancing the Commonwealth's economic stability.

Still transportation in the Commonwealth remains as the area's top priority, without the ability for products to reach national and global markets, Northern Virginia will lose its competitive advantage. Increased congestion, the related environmental impacts in addition to a high-cost of living is making many Northern Virginia communities less attainable for families and is stifling workforce productivity. Virginia needs to provide additional funding for transportation to support economic growth in Northern Virginia. While local governments also have a role in transportation, transfers of responsibility will not occur without additional funding.

Local Economy

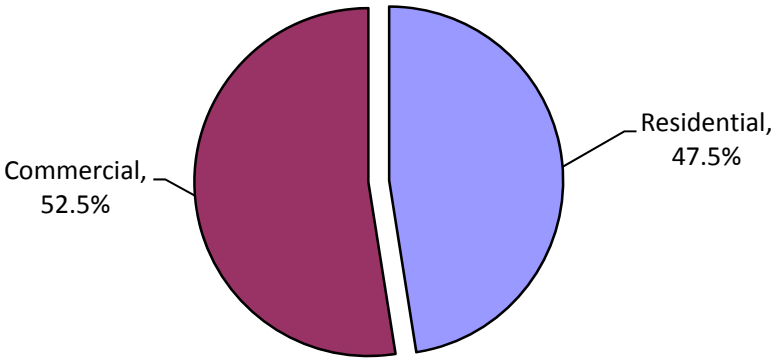
An independent jurisdiction of 6.28 square miles, 15 miles west of Washington, D.C., the City of Fairfax lies in the heart of the Northern Virginia area. Bounded by Interstate 66 on the north and less than five miles west of the Capital Beltway, the City of Fairfax is at the crossroads of Northern Virginia's major north/south and east/west highways. Fairfax's neighbors include the Vienna/Fairfax GMU station of the Metro regional rapid-rail system, and, at the southern boundary of the City, George Mason University. The City is within 30 minutes of both Dulles International Airport and Reagan Washington National Airport



The City provides the high-level services that Northern Virginians expect. With a population of 22,565, the City offers good government, low taxes and a strong feeling of community pride. The residential tax burden is the lowest in Northern Virginia with a proposed real property tax rate of $94.2 per $100 of assessed value and a personal property tax rate of $4.13. For businesses, the same advantage is offered, while the business license rates for the City compare favorably with those of other Northern Virginia jurisdictions.

The City's economy consists of two primary markets: the residentially based market and the non-local market or export base (spending dollars in the City which are earned elsewhere). The residentially based market is driven by the spending of City residents and therefore is a function of the local businesses to capture this local spending. The non-local market includes the hospitality sector, federal contractors and other professional services, and retail activities catering to outside markets. Also of note: George Mason University's contiguous location affords the City economic opportunities where non-local events may spill over to the benefit of the City as well.

FY 2012 Projected Revenues
Generated by Commercial and Residential Sectors



The City's economy is well prepared to serve the City residents and residents of the surrounding trade area. There are over 4 million square feet of office space in the City, with a vacancy rate of 12 percent, and 3.7 million square feet of retail/service space, with a vacancy rate of 4.5 percent. Because of its constrained geographic size and residential character, the City's commercial market remains a niche market reflecting buildings with smaller footprints and heights and lower rental costs. These differences are promoted as a competitive advantage when recruiting for businesses to fill commercial space.

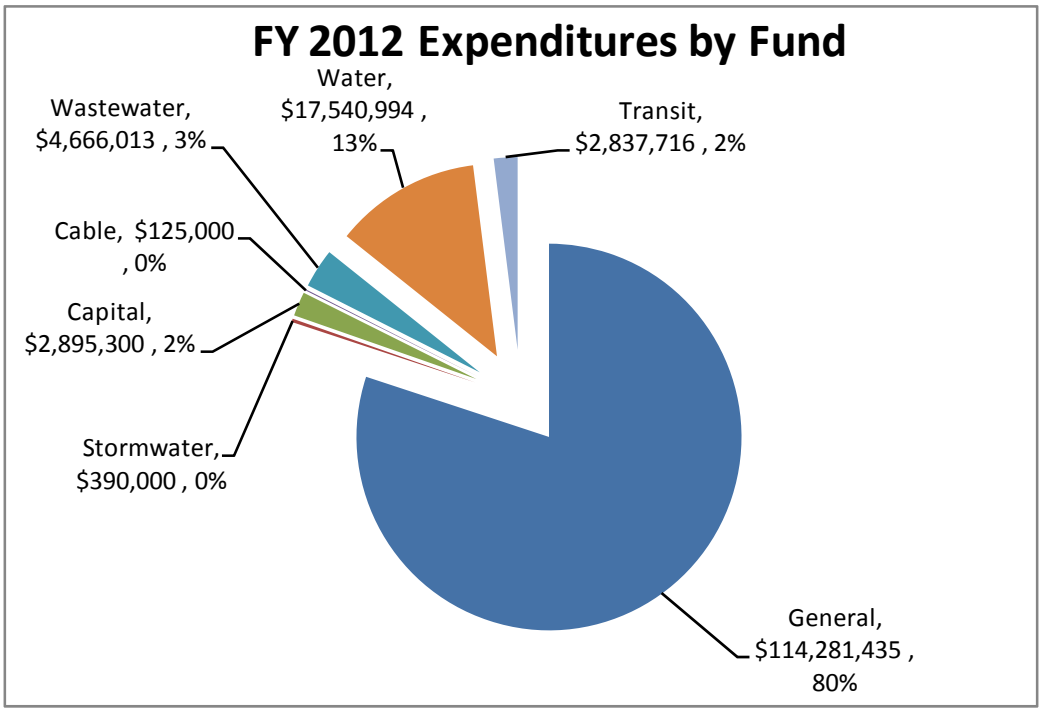
This buoyant economy has allowed the City to reposition itself to support redevelopment in Old Town Fairfax and in the Route 50/29 Corridor. The Route 50/29 Corridor is the City's economic engine, providing nearly 40 percent of all tax revenues generated from the community. Now known as Fairfax Boulevard, the City, in partnership with the Economic Development Authority and the Planning Commission, is aggressively pursuing multiple redevelopment opportunities. A newly created vision identifies three main commercial centers prime for redevelopment. These locations are Fairfax Circle, Kamp Washington and Northfax Gateway.

Construction of the Old Town Plaza redevelopment project in downtown Fairfax is complete. Many new businesses have moved in with others completing their build-outs. This new development provides for nearly 150,000 square feet of retail/restaurant and office space. Considering the current condition of the commercial real estate market, the project continues to generate interest with nearly 60% of the available space sold or leased. Additionally, the project includes a 558 space parking structure, as well as the new 45,000 square foot City of Fairfax Regional Library, which opened in January 2008. A 26-unit, high-end townhome community is now under construction for the final phase of the project. This redevelopment has proved to be a catalyst for the potential revitalization of several other properties in Old Town Fairfax.

In conjunction with George Mason University and the Small Business Development Center, the City operates a business incubator known at the Fairfax Innovation Center (FIC). The center is home to several GMU programs, 50 virtual tenants and 40 private start-up businesses occupying nearly 30,000 square feet of commercial office space in the City. Numerous businesses have graduated from the incubator since its inception and now occupy commercial space in the City. Due to the success and demand of the FIC, the center has undertaken a recent expansion of its operations to include a state-of-the-art conference facility.

Overview – All Funds

Expenditures for all funds total $142,736,459 less fund transfers to the Capital Budget and Transit Fund ($3,454,722) equates to net expenditures of **$139,281,736**. This is an increase of 4.1 percent over the prior year, and is due largely to increased general fund and capital expenditures. Further details follow in the accompanying sections of the budget book.



Cash Management / Fund Balance

Financial policies recommended by the City's financial advisors, the City's auditors, and adopted by the City Council, require a fund balance equal to a minimum of approximately 10 percent of General Fund expenditures. More than being key to maintaining and/or potentially improving the City's bond rating, an adequate fund balance allows the City to cope with revenue shortfalls, to pay for unbudgeted expenditures or unanticipated needs, to pay for other one-time large expenditures, and provide for adequate cash flows to absorb fluctuating expenditures and revenues during the fiscal year. The following chart provides a history of the City's General Fund Cash Balance:

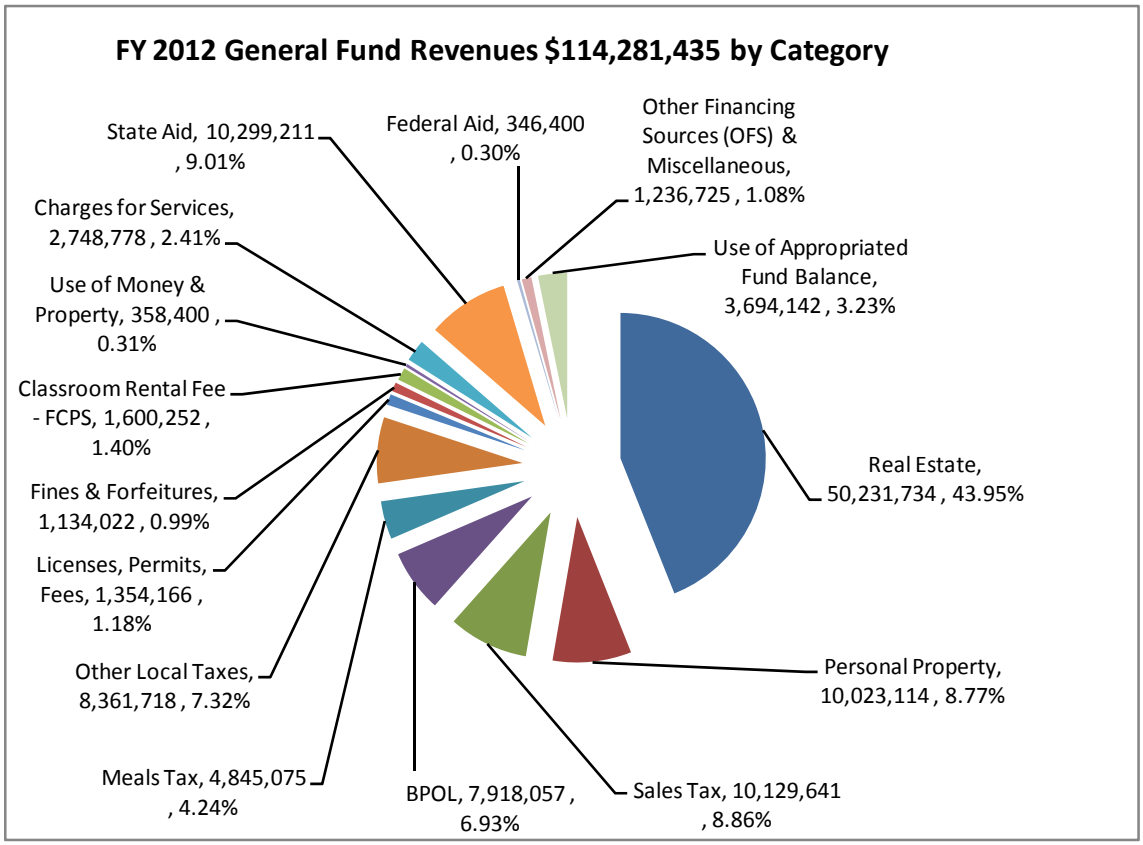
General Fund - Fund Balance		
Fiscal Year	**Amount**	**% of Expenditures**
2012*	11,554,720	10.1
2011*	15,248,863	13.9
2010	15,569,907	14.1
2009	14,420,568	13.1
2008	15,834,008	14.8
2007	14,612,497	14.6
2006	14,278,483	14.6
2005	12,534,246	11.3
2004	10,975,387	13.4
2003	10,456,564	13.9
2002	9,954,003	14.1
2001	9,576,156	13.8

* Estimate

General Fund Revenues

Overview

General fund revenues equate to $114,281,435 for FY 2012, which represents an increase of 4.4% ($4,856,392) over FY 2011. The following chart provides a summary overview of revenues by category for FY 2012.



Note: Percents may not total to 100 due to rounding

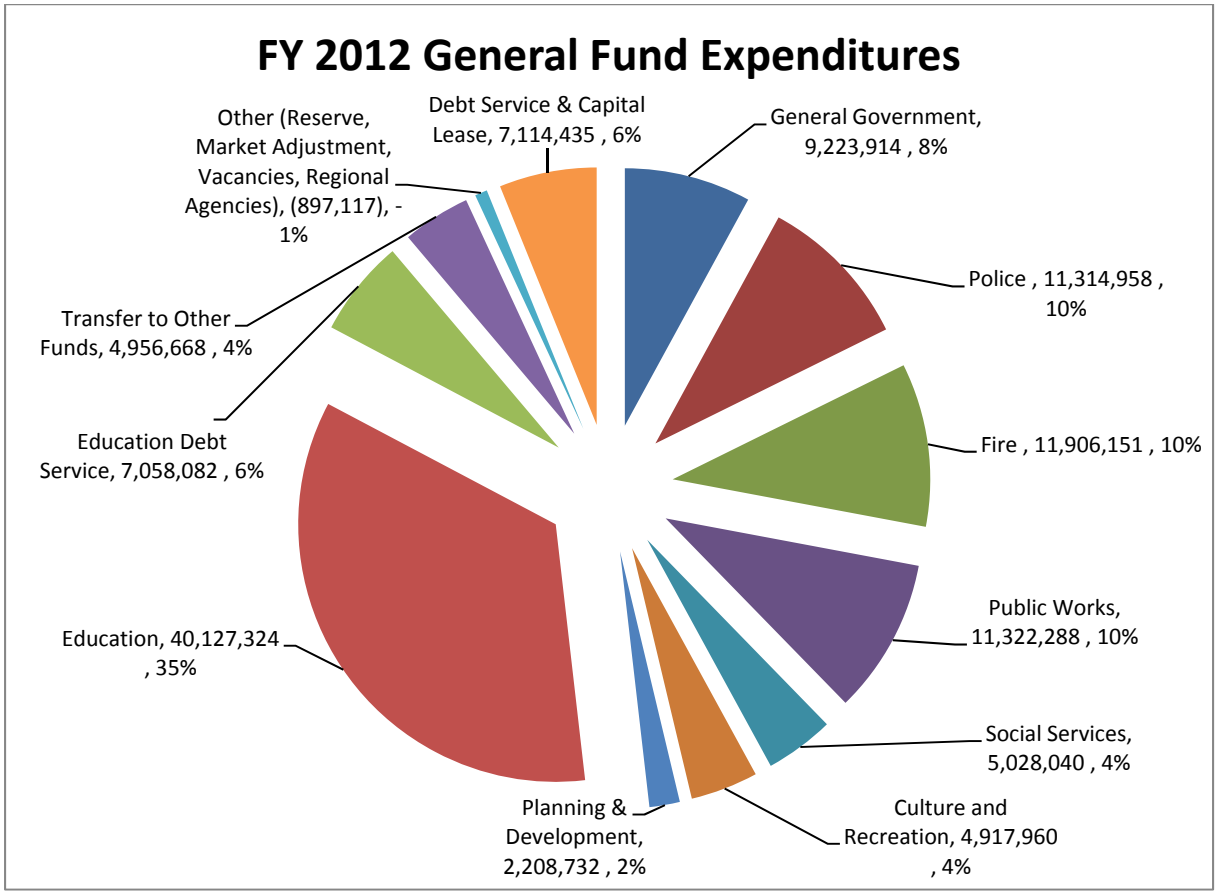
Use of Appropriated Fund Balance in the amount of **$3,694,144** is broken out as follows:

- $220,000 from FY 2010 surplus to fund additional employee and contract design work for Community Development and Planning Department
- $700,000 from FY 2010 surplus to offset increase to School Tuition contract
- $1,244,367 from FY 2011 estimated surplus, generated largely by higher real estate assessments
- $1,529,777 use of approximately one and one half percent of fund balance in FY 2012
- Ending Fund Balance equal to approximately **10** percent **($11.6m**) of General Fund expenditures

General Fund Expenditures

Overview

The City's General Fund expenditures are budgeted at $114,281,435 for FY 2012. The largest spending category remains Education, followed by the Fire Department, Police Department, and Public Works. The "Transfer to Other Funds" category notes the General Fund transfer to the Capital Budget, Transit Fund, Old Town Fund, Stormwater Fund, and the Commercial Real Estate Transportation Tax Fund.



Note: Percents may not total to 100 due to rounding

General Fund Revenue and Expenditure Changes - FY 2011 to FY 2012

The following chart highlights the major changes in revenues from last year's budget:

FY 2012 General Fund Revenue Changes	
Additional / (Less) Revenues	**Change**
Real Estate Taxes	$2,481,034
State Aid	955,534
Other Local Taxes (e.g. Meals, Recordation, Bank Stock)	481,154
Miscellaneous Changes	221,265
Business Licenses (BPOL)	167,506
Tobacco Tax	(125,116)
Red Light Photo	(216,000)
Ambulance Fees	(345,000)
Sales Tax	(892,720)
Appropriated Fund Balance	2,128,738
Total Additional / (Less) Revenues	**$4,856,392**

The following chart highlights the major changes in expenditures from last year's budget:

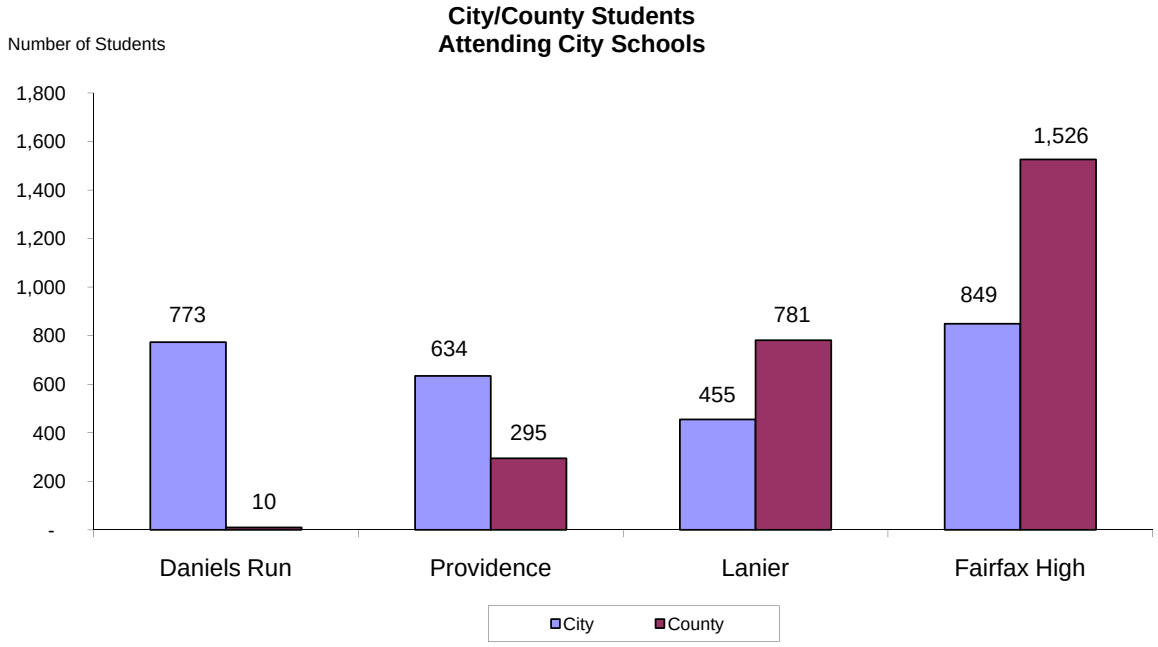
FY 2012 General Fund Expenditure Changes	
Additional / (Less) Expenditures	**Change**
School Tuition Contract	$1,377,375
General Fund Transfer to Capital Budget	1,193,700
General Fund Transfer to Stormwater Fund	260,000
Market Rate Adjustment 1.75% January 1, 2012	265,000
Personnel / Operating Enhancements	384,600
County Contracts - Non Education	309,671
Senior Tax and Rent Relief Program	210,542
Retirement Contributions - Public Safety	209,332
Health Insurance	147,301
General Fund Transfer - CUE Bus	133,741
Retirement Contributions - General Government	127,074
Miscellaneous Changes	139,600
Risk Management - Insurance coverage	98,457
Total Additional / (Less) Expenditures	**$4,856,392**

Education

The total budget for the schools is $47.2 million, an increase of 2.9% ($1.3 million). Administrative costs account for $846,700, and combined debt/lease payments equate to $7.7 million. The largest portion of this budget is the school tuition contract with Fairfax County Public Schools, budgeted at $38,644,510, an increase of 3.7% ($1.4m) over FY 2011. The following chart highlights the historical costs associated with the school tuition contract.

Fiscal Year	Final Tuition Bill (excludes Classroom Rental Fee)	ADM
2012	$38,644,510	3,022
2011	37,267,135	2,976
2010	36,561,436	2,905
2009	37,625,873	2,764
2008	37,806,032	2,778
2007	34,188,018	2,727
2006	32,785,342	2,698
2005	30,679,214	2,724
2004	27,291,210	2,717
2003	26,534,379	2,723
2002	25,377,420	2,702
2001	23,965,003	2,621

City students continue to maintain an overwhelming majority of the total population at both Daniels Run and Providence Elementary Schools at 99 percent and 68 percent, respectively. On the contrary, Lanier Middle School and Fairfax High School statistics note that City students represent 37 percent and 36 percent, respectively, of the those schools' attendance.

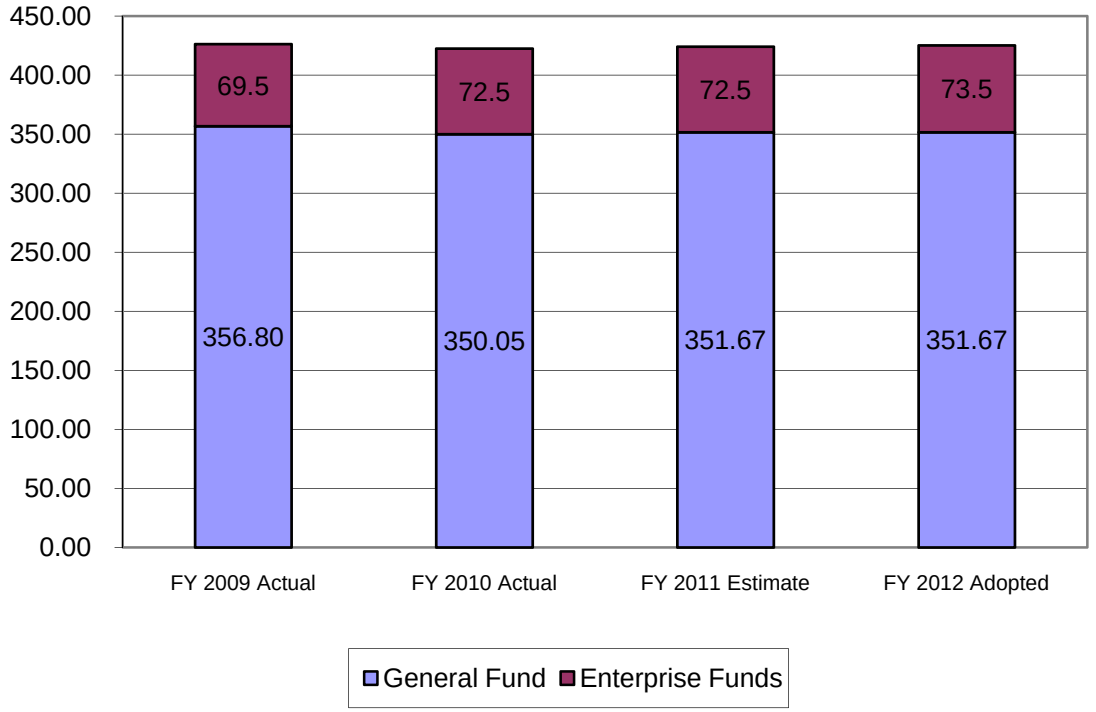


Employees, Salaries and Fringe Benefits

For the third consecutive fiscal year, merit (step) increases for eligible employees ($330,000) have been excluded from the budget. However, the FY 2012 Adopted Budget includes a market adjustment / cola of 1.75% ($265,000) effective January 1, 2012 for all employees. Also, a separate department head pay plan was established, but was not funded.

The FY 2012 budget notes a net increase of 1.6 Full Time Equivalents (FTE's) to the overall staffing complement. The Community Development and Planning Department will receive an additional Division Chief position (1 FTE) to lead in updating the City's Comprehensive Plan. Also, the Wastewater Department will receive an additional Utility Technician (1 FTE) position to handle state requirements doubling the City's Miss Utility duties. Lastly, a full time position in the City Manager's office was revised to part time status resulting in a decrease of .4 FTE. The following chart notes the total number of positions from FY 2009 to FY 2012.

Full Time Equivalents (FTE's)



SPECIAL EVENTS EXPENSES AND REVENUE

	2009 4th of July	2010 4th of July	2009 Fall Festival	2010 Fall Festival	2009 Holiday Craft Show	2010 Holiday Craft Show	2009 Lights & Carols	2010 Lights & Carols	2009 Choc. Lovers Festival	2010 Choc. Lovers Festival	2009 Civil War Weekend	2010 Civil War Weekend	2009 TOTAL	2010 TOTAL
ATTENDANCE	**60,000**	**60,000**	**45,000**	**45,000**	**4,500**	**4,500**	**2,000**	**2,000**	**10,000**	**10,000**	**0**	**1,000**	**121,500**	**122,500**
REVENUE														
Entrance Fee	$0	$0	$0	$0	$23,196	$21,414	$0	$0	$0	$0		$4,284	$34,833	$78,115
Other Revenue	$3,887	$5,818	$76,007	$76,795	$60,313	$63,463	$1,325	$1,325	$0	$0		$0	$314,106	$440,285
Outside Org. Revenue	$15,135	$20,185	$0	$0	$0	$0	$0	$0	$6,784	$4,738		$0	$47,160	$82,155
TOTAL REVENUE	**$19,022**	**$26,003**	**$76,007**	**$76,795**	**$83,509**	**$84,877**	**$1,325**	**$1,325**	**$6,784**	**$4,738**	**$0**	**$4,284**	**$396,099**	**$600,555**
EXPENSES														
PARKS & RECREATION														
DIRECT P&R SUB TOTAL	$142,129	$144,560	$46,468	$57,579	$33,186	$32,290	$16,984	$17,214	$730	$0	$0	$6,000	$239,497	$257,643
***INDIRECT EXPENSE SUB TOTAL**	$116,526	$111,613	$69,372	$76,383	$25,358	$26,029	$7,031	$7,154	$14,065	$10,172	$0	$2,218	$232,352	$233,569
TOTAL DIRECT/INDIRECT EXPENSES	**$258,655**	**$256,173**	**$115,840**	**$133,962**	**$58,544**	**$58,319**	**$24,015**	**$24,368**	**$14,795**	**$10,172**	**$0**	**$8,218**	**$471,849**	**$491,212**
Net Costs Direct Only	**($123,107)**	**($118,557)**	**$29,539**	**$19,216**	**$50,323**	**$52,587**	**($15,659)**	**($15,889)**	**$6,054**	**$4,738**	**$0**	**($1,716)**	**($52,850)**	**($59,621)**
Net Costs Direct & Indirect	**($239,633)**	**($230,170)**	**($39,833)**	**($57,167)**	**$24,965**	**$26,558**	**($22,690)**	**($23,043)**	**($8,011)**	**($5,434)**	**$0**	**($3,934)**	**($285,202)**	**($293,190)**

*Includes direct staff costs and direct programming costs

Contract Services

Expenses for county and regional service contracts make up 41 percent of the City's General Fund. The City contracts with Fairfax County for many services, and the largest of which is the City's School Tuition Contract.

City-County and Regional Service Contracts

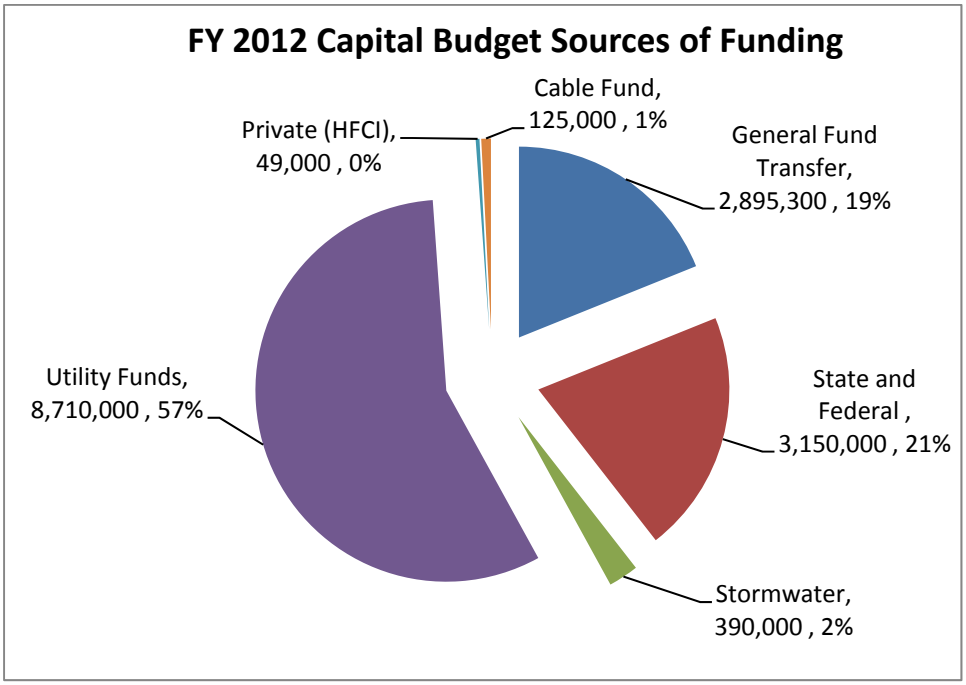
	FY 2011 Adopted	FY 2012 Adopted
City-County Contracts:		
School Tuition Contract	$37,267,135	$38,644,510
Library Services	798,000	823,000
Joint Court Service	249,285	310,432
Juvenile and Domestic Court	401,674	527,882
Commonwealth Attorney	61,950	63,500
Jail and Custody Service	1,481,177	1,263,675
Fire & Rescue – Suppression	230,000	260,214
Refuse Disposal	425,000	450,000
Extension - County Agent	41,000	46,000
Social Services	1,470,125	1,614,263
Health Department	1,074,900	1,183,816
Subtotal City-County Contracts	**43,500,246**	**45,187,292**
Regional Agencies:		
Community Services Board	1,309,900	1,309,900
Council of Governments	22,367	22,367
Health Systems Agency	2,350	2,350
Area Agency on Aging	45,852	45,852
Legal Services of NoVa	21,945	21,945
NoVa Community College	2,126	2,126
NoVa Regional Commission	11,994	11,994
NoVa Regional Park Authority	48,160	48,160
NoVa Transportation Comm.	5,822	5,822
Volunteer Center	10,000	10,000
Subtotal Regional Agencies	**1,480,516**	**1,480,516**
Total Contract Services	**$44,980,762**	**$46,667,808**

Capital Fund

The Capital Improvement Program for FY 2012 totals **$15,319,300**. Two categories account for a majority of the overall increase over FY 2011. General Government notes a 256% increase due to funds required for software upgrades ($100,000), improvements to historic properties ($99,000), vehicle and equipment leasing ($212,000), vehicle replacement for the Police Department ($133,000) and equipment replacement for the Fire Department ($193,000). Transportation increases are the result of additional state grant monies.

Category	2011 Adopted	2012 Adopted	Change $	Change %
Schools	$72,600	$0	-$72,600	-100%
General Government	303,000	1,079,800	776,800	256%
Recreation and Community Appearance	115,000	215,000	100,000	87%
Environment	9,900,000	9,150,000	(750,000)	-8%
Transportation	3,431,000	4,874,500	1,443,500	42%
Total	**$13,821,600**	**$15,319,300**	**$1,497,700**	**11%**

In addition to the General Fund, funding for the Capital Fund comes from Utility Funds, Federal and State Funds, and the Cable Fund. The following chart illustrates the sources of funding for the Capital Budget in FY 2012.



Additional information (e.g. more detail by project and out year spending by category) on the Capital Budget is located in Section G of the budget book.

Wastewater Fund

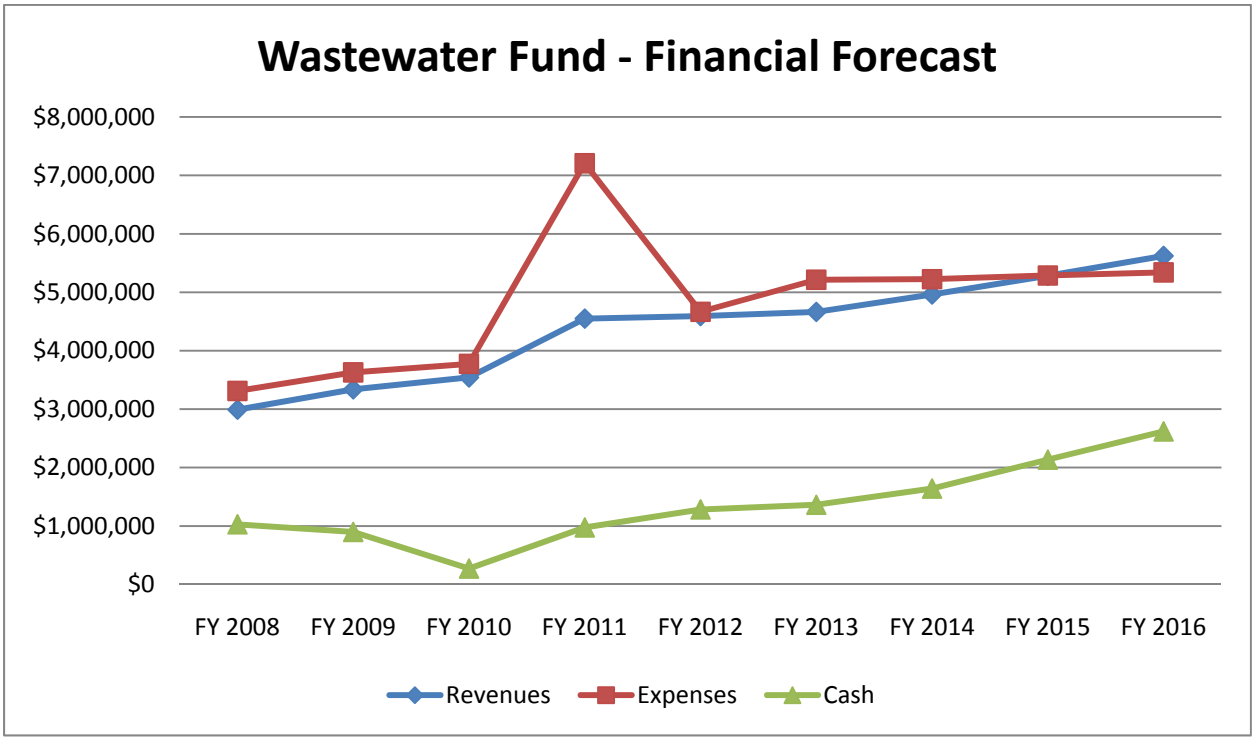
	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Revenues	$3,543,295	$4,911,837	$7,912,875	$4,974,326
Expenditures	$3,775,282	$4,300,197	$7,208,986	$4,666,013
Rate Increase	7%	12%	12%	12%

For FY 2012, a rate increase equivalent to 12 percent is adopted for the Wastewater Fund in order to keep pace with future operating and capital costs as well as replenishing the Undesignated Fund Balance. In FY 2010, the City was officially notified of planned cost increases related to the City's cost sharing agreement with Fairfax County for the treatment of the City's wastewater at the County's Noman M. Cole Water Pollution Control Plant. This plant is subjected to continuing stringent environmental standards to protect the Chesapeake Bay and therefore, numerous process upgrades to reduce nitrogen and phosphorus are mandated. Additionally, there are general capital upgrade costs, unrelated to treatment techniques that must be addressed at this facility. The City's portion of these upgrades is approximately $22.8 million by 2019. The City has successfully financed the first phase of these costs and is working with the County to establish a payment schedule that is acceptable to both jurisdictions. Future rate increases to enable repayment of the debt for the wastewater treatment plant upgrades and modifications will be significant. Establishment of a future rate increase schedule was prepared to match the financial forecast and ensure rate stabilization.

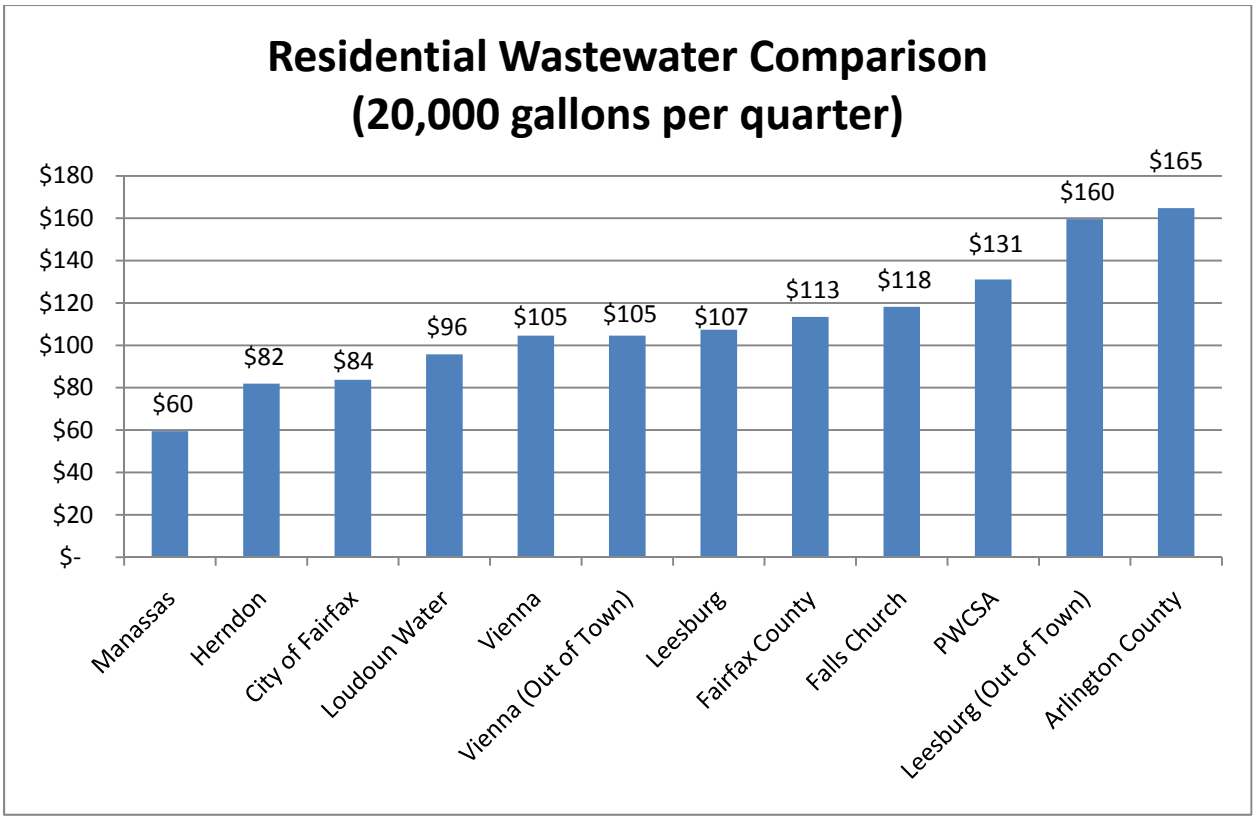
Apart from the financial requirements of the wastewater treatment facility, in FY 2009 the City of Fairfax undertook an analysis of the wastewater collection system. Numerous infrastructure recommendations were made by the City's consulting engineers and financial advisors which resulted in the preparation of a multiyear Capital Improvement Plan. FY 2012 will require $410,000 for continued wastewater conveyance maintenance to include pipe relining, manhole rehabilitation and an asset management program.

The three-year forecast for wastewater fee increases is 12 percent per year. This is substantial and is the result of needed infrastructure improvements; particularly the Noman M. Cole Water Pollution Control Plant. In addition, the undesignated fund balance for this utility is expected to be only 30 percent of the fund's annual expenses. This balance is substandard and rate increases will improve this situation over the three-year period.

The following chart provides an out year illustration of long term finances for the Wastewater Fund.



The City's Wastewater rates are currently the third lowest in the region.



Water Fund

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Revenues	$9,315,675	$17,033,534	$12,133,221	$17,395,151
Expenditures	$7,681,220	$17,307,826	$11,141,191	$17,540,994
Rate Increase	10%	7.5%	7.5%	7.5%

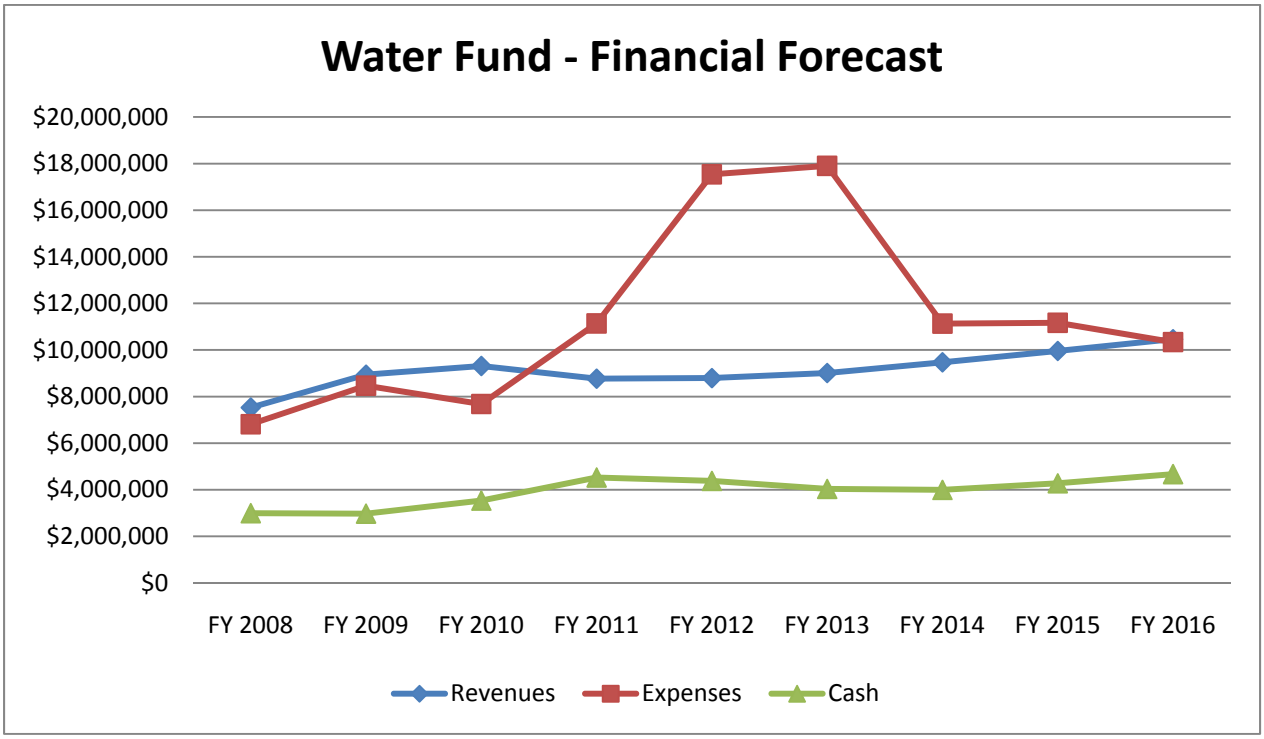
Water infrastructure rehabilitation and replacement is crucial to sustaining the City's water treatment and distribution system. The City plans to make significant investments to the water treatment and distribution system according to its Capital Improvement Plan developed in conjunction with consulting engineering evaluations. The distribution system is composed of aged cast iron piping and will require enhanced maintenance and diligence to ensure dependable service and safe quality of water. Consistent with capital planning discussions held annually with City Council since 2009, there will continue to be scheduled rate increases each year for the foreseeable future in order to finance the continuing escalating costs associated with water treatment and distribution capital upgrades. Revenues for capital improvements will come predominantly from existing customers since growth is limited to in-fill development and re-development in the City. The City is evaluating different treatment upgrade and improvement options to refurbish the treatment plant. In this endeavor, special focus will be given to lower chemical and energy costs in upcoming fiscal years. The water treatment plant and distribution system is ready to meet the EPA Stage 2 Disinfection Byproducts rule by March 2012. To do so, the City anticipates the disinfection process to remain with free available chlorine with ferric sulfate to remain as the chemical of choice for coagulation and settling.

FY 2012 will require $8,770,000 for continued project improvements to include improvements to the Goose Creek Raw Water Pumping Station, Chemical Storage Facilities, High Service Pumping Station, cast iron water main replacements, water tank maintenance, continued implementation of automated meter reading, Supervisory Control and Data Acquisition (SCADA), and Geographic Information Systems (GIS).

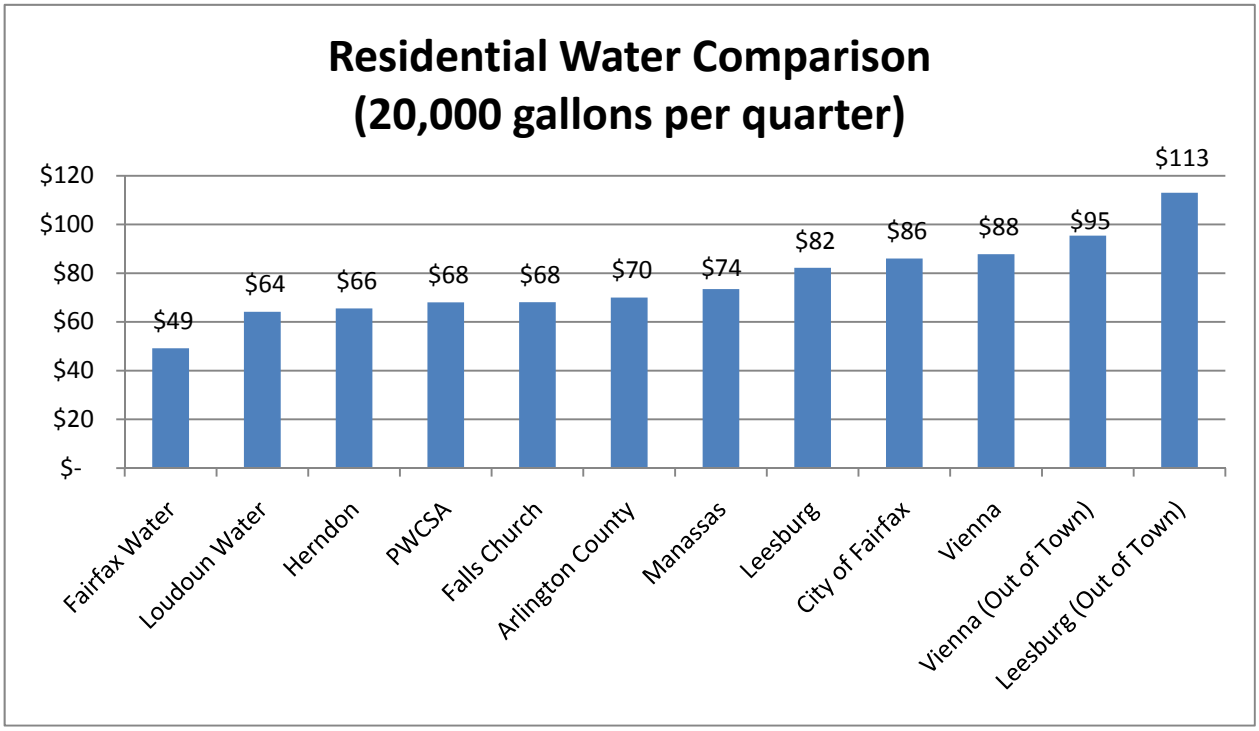
Loudoun Water has been a wholesale customer of the City since 1961. Loudoun water has advised the City that it will build its own water treatment plant sometime during the next six to eight years and will no longer need services from the Goose Creek Water Treatment Plant once that facility is commissioned. The likely impact to the City of Fairfax will be a decrease in chemical and energy costs yet reduced revenues to the water fund. As a result of the loss of Loudoun Water the increased water rate schedule is being adopted for rate stabilization for the City's customers.

The three-year forecast for water fee increases is 7.5 percent per year. This is substantial and is the result of needed infrastructure improvements; particularly the Goose Creek Water Treatment Plant. In addition, the undesignated fund balance for this utility is expected to be only 50 percent of the fund's annual expenses. This balance is substandard and rate increases will improve this situation over the three-year period.

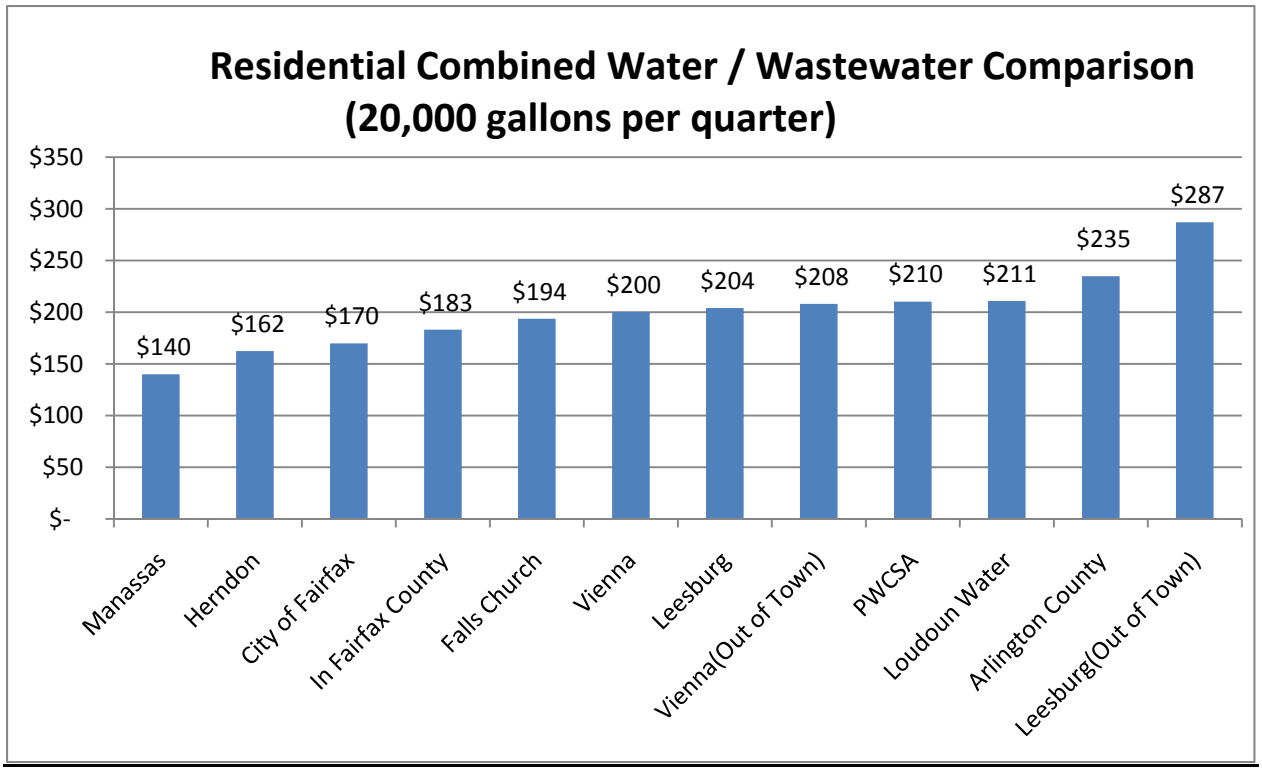
The following chart provides an out year illustration of long term finances for the Water Fund.



The City's water rates currently remain competitive in the region; particularly among the smaller systems.



The following chart highlights combined charges for both water and wastewater bills. All jurisdictions in the region have a basic charge for their respective water and wastewater rates with the two exceptions being the City of Fairfax and Arlington. This accounts for the variance when adding rates from the previous separate water and wastewater charts. The City rates will result in combined water and wastewater rates that are currently the third lowest in the region.

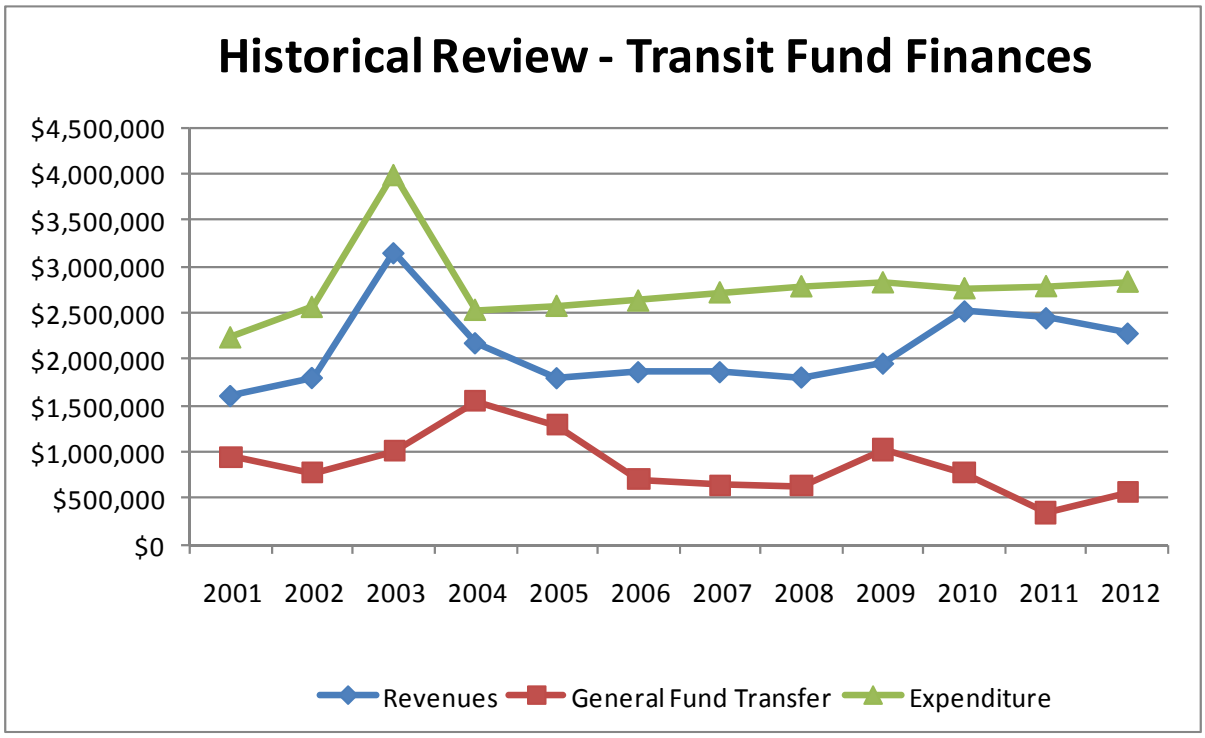


Transit Fund

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Revenues	$2,519,214	$2,418,294	$2,444,609	$2,278,294
General Fund Support	$770,000	$425,682	$343,497	$559,422
Expenditures	$2,765,730	$2,843,976	$2,788,106	$2,837,716

The City/University / Energysaver (CUE) bus system provides an alternative transportation mode for City and area residents and George Mason University (GMU) students throughout the City and from GMU and Metro. The City has operated the CUE system since 1985 and provides 12 buses on a fixed route system traveling 441,430 vehicle miles during 30,215 hours of operation each year. CUE and GMU, and the Fairfax Area Chamber of Commerce published and distributed 50,000 copies of the OnCUE Business Directory. The directory is available online at www.OnCUEonline.org.

The basic fare of $1.60 was adopted as part of the FY 2011 budget. Effective January 1, 2011 the basic fare (cash) increased by $.10 from $1.60 to $1.70. A discounted fare of $1.50 is charged to those riders who use a Smartrip card. The fare increase along with additional funds from George Mason University (GMU) has resulted in increased revenues however FY 2012 envisions a more conservative use of NVTA funds thereby increasing the general fund support.



Acknowledgements

The budget is the product of an intensive effort by staff in all City departments. In particular I want to express my appreciation to David Hodgkins, Assistant City Manager / Director of Finance, and Joseph LaHait, Budget Officer, who have principal responsibility for the preparation of this document. Others who contributed significantly to the preparation and printing include Delores Kidwell, Lyn Guzman, Melanie Burrell, Chris Cohen and Joanna Ormesher. Additional thanks go to each of the Department Directors, School Department, Constitutional Officers and every employee who participated in finalizing materials for City Council's deliberation.

Budget Information Request

Copies of the FY 2012 Budget and FY 2012-2016 Capital Improvement Program (CIP) are available as follows:

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City Hall

10455 Armstrong Street, Room 312

Fairfax, VA 22310

Phone: 703-385-7870

City website: http://www.fairfaxva.gov/budget/budget.asp

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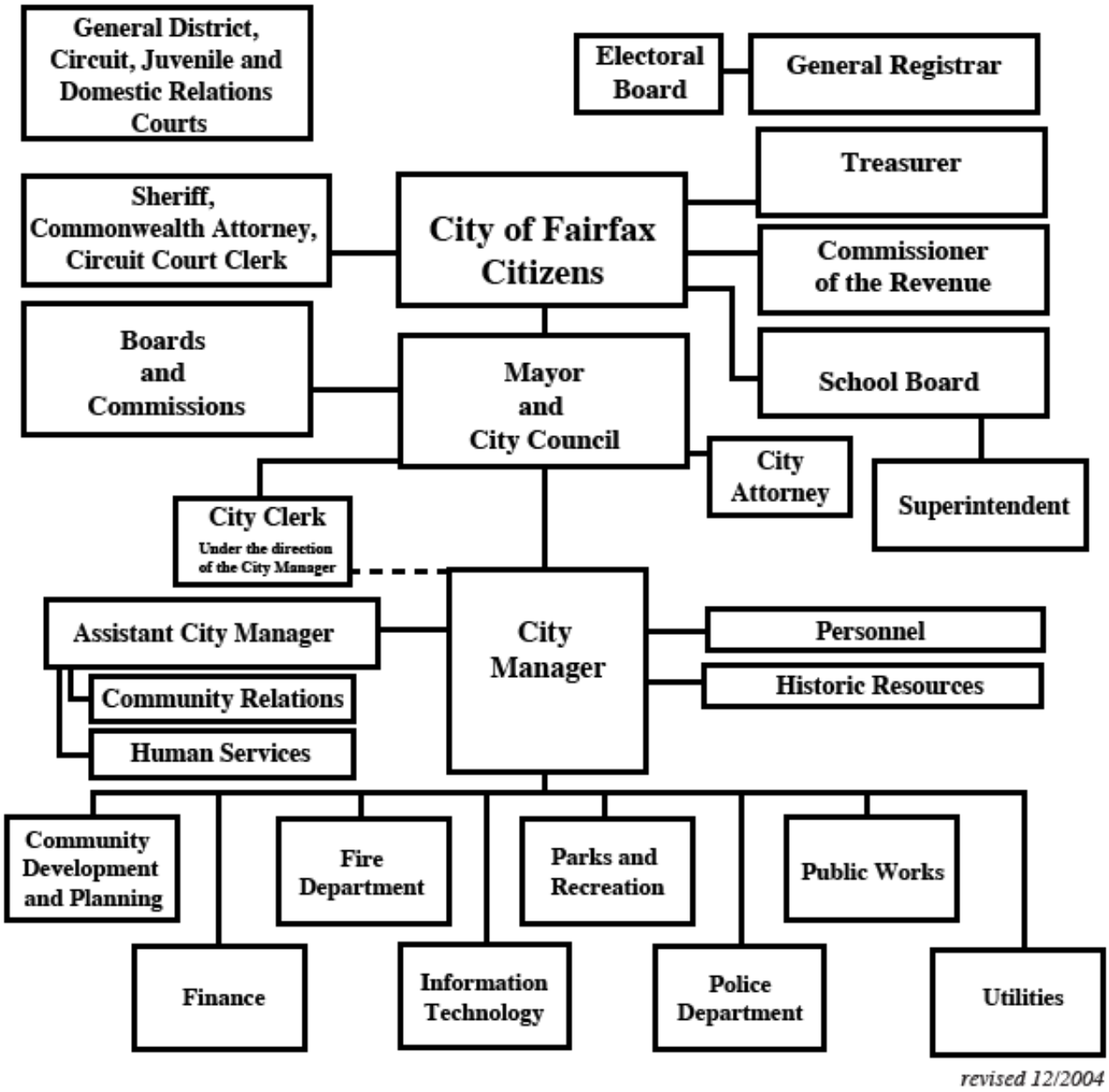
BUDGET SUMMARY

City of Fairfax, Virginia
Organizational Chart



Summary of Permanent Employee Positions

Department	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
City Clerk	2.00	2.00	2.00	2.00
Electoral Board	2.50	2.50	2.50	2.50
City Manager	2.50	2.50	2.13	2.13
Personnel	4.00	4.00	4.00	4.00
Community Relations	1.00	1.00	1.00	1.00
Marketing	0.50	0.50	0.50	0.50
Cable TV	1.50	1.50	1.50	1.50
Information Technology	9.00	9.00	9.00	9.00
Printing & Office Supplies	1.00	1.00	1.00	1.00
Fleet Maintenance	13.00	13.00	13.00	13.00
Finance & Accounting	7.50	7.50	7.50	7.50
Real Estate Assessment	4.00	4.00	4.00	4.00
Treasurer	7.75	7.75	7.75	7.75
Commissioner of Revenue	9.00	9.00	9.00	9.00
Police Department	90.00	90.00	90.00	90.00
Fire Department	79.00	79.00	79.00	79.00
Public Works	76.50	75.50	75.50	75.50
Social Services	0.62	0.62	0.62	0.62
Parks & Recreation	17.13	19.13	19.13	19.13
Historic Resources	3.95	3.95	3.95	3.95
Community Development & Planning	14.70	14.70	15.70	15.70
Economic Development	1.00	1.00	1.00	1.00
Education	1.90	1.90	1.90	1.90
Total General Fund	**350.05**	**351.05**	**351.67**	**351.67**
Wastewater Fund	8.00	8.00	8.00	8.60
Water Fund	34.00	34.00	34.00	34.40
Transit Fund	30.50	30.50	30.50	30.50
Total Enterprise Funds	**72.50**	**72.50**	**72.50**	**73.50**
Total All Funds	**422.55**	**423.55**	**424.17**	**425.17**

City of Fairfax and Fairfax County Contracts

Contract	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
School Tuition Contract	$36,561,436	$37,267,135	$37,267,135	$38,644,510
Library Services	822,444	798,000	775,400	823,000
Joint Court Service	259,993	249,285	306,565	310,432
Juvenile and Domestic Court	513,099	401,674	515,111	527,882
Commonwealth Attorney	47,556	61,950	61,950	63,500
Court Services and Custody	1,200,647	1,481,177	1,231,240	1,263,675
Fire and Rescue - Suppression	299,534	230,000	260,214	260,214
Refuse Disposal	442,553	425,000	450,000	450,000
Extension - County Agent	39,237	41,000	46,000	46,000
Social Services	1,541,536	1,470,125	1,560,401	1,614,263
Health Services	1,037,469	1,074,900	1,154,942	1,183,816
Total	**$42,765,504**	**$43,500,246**	**$43,628,958**	**$45,187,292**

Combined Statement of Revenues and Expenditures - All Funds

Category	General Fund	Capital Budget*	Water Fund	Sewer Fund	Transit Fund	Total
Revenues:						
General Property Tax	$60,254,848					$60,254,848
Other Local Taxes	31,254,491					31,254,491
Licenses, Permits & Fees	1,354,166					1,354,166
Fines & Forfeitures	1,134,022					1,134,022
Use of Money & Property	1,958,652		455,051	473,426		2,887,129
Miscellaneous Revenue	149,643					149,643
Charges for Services	2,748,778		16,940,100	4,500,900	635,500	24,825,278
State and Federal Aid	10,645,611	3,150,000			1,642,794	15,438,405
Transfers from Other Funds		2,895,300			559,422	3,454,722
Other Financing Sources	1,087,082	673,876				1,760,958
Appropriated Fund Balance	3,694,144					3,694,144
Total Revenue	**$114,281,435**	**$6,719,176**	**$17,395,151**	**$4,974,326**	**$2,837,716**	**$146,207,806**
Expenditures:						
Legislative	$196,639					$196,639
Judicial Administration	2,182,939					2,182,939
Electoral Board	160,694					160,694
General & Financial	6,683,642					6,683,642
Police Department	11,314,958					11,314,958
Fire & Rescue	11,906,151					11,906,151
Public Works	11,322,288					11,322,288
Social Services	5,028,040					5,028,040
Culture & Recreation	4,917,960					4,917,960
Community Development & Planning	2,208,732					2,208,732
Debt Service	1,619,801		953,283	812,515		3,385,599
Interest & Uses - Capital Leases	5,494,635					5,494,635
Education	47,185,406					47,185,406
Other Non-Departmental	(897,117)					(897,117)
Utility Service	0		16,587,710	3,853,498		20,441,209
Transit Service	0				2,837,716	2,837,716
Capital Projects	0	10,780,687				10,780,687
Transfer to Other Funds	4,956,668		0			4,956,668
Total Expenditures	**$114,281,435**	**$10,780,687**	**$17,540,994**	**$4,666,013**	**$2,837,716**	**$150,106,846**

* Capital budget also includes Stormwater, Old Town, and Cable Funds.

Projected Fund / Cash Balance - All Funds

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
General Fund				
Beginning Fund Balance	$ 14,989,497	$ 14,304,975	$ 15,569,904	$ 15,248,864
Appropriated Fund Balance	1,181,000	1,565,406	1,565,406	3,694,144
Revenues - Non Fund Balance	111,724,384	107,859,638	108,825,846	110,587,293
Total Revenues	112,905,384	109,425,044	110,391,252	114,281,435
Expenditures	110,598,976	109,425,043	109,146,886	114,281,435
Less Encumbrances	(545,000)			
Ending Fund Balance - Undesignated	$ 15,569,904	$ 12,739,569	$ 15,248,864	$ 11,554,722
Sewer Fund				
Beginning Cash Balance	$ 898,595	$ 280,504	$ 271,574	$ 975,464
Revenues	3,533,295	4,911,837	7,912,875	4,974,326
Expenses	3,775,282	4,300,197	7,208,986	4,666,013
Transfer In	10,000	0	0	0
Ending Cash Balance	$ 271,574	$ 392,145	$ 975,464	$ 1,283,776
Water Fund				
Beginning Cash Balance	$ 2,973,628	$ 2,793,211	$ 3,533,827	$ 4,525,857
Revenues	9,315,675	17,033,534	12,133,221	17,395,151
Expenses	7,681,220	17,307,826	11,141,191	17,540,994
Transfer Out	0	0	0	0
Ending Cash Balance	$ 3,533,827	$ 3,018,918	$ 4,525,857	$ 4,380,015
Transit Fund				
Beginning Cash Balance	$ 6,454	$ 5,235	$ 6,454	$ 6,454
Revenues	2,519,214	2,418,294	2,444,609	2,278,294
General Fund Transfer	770,000	425,682	343,497	559,422
Expenses	2,765,730	2,843,976	2,788,106	2,837,716
Ending Cash Balance	$ 6,454	$ 5,235	$ 6,454	$ 6,454
Stormwater Fund				
Beginning Fund Balance	$ 471,210	$ 471,210	$ 627,689	$ 157,689
Revenues (Transfer from General Fund)	206,043	0	130,000	260,000
Expenses	49,564	300,000	600,000	390,000
Ending Fund Balance	$ 627,689	$ 171,210	$ 157,689	$ 27,689
Old Town Fund				
Beginning Fund Balance	$ 9,037,740	$ 3,559,988	$ 7,645,973	$ 4,006,511
Revenues	802,498	293,350	213,876	213,876
Expenses	2,194,265	3,853,338	3,853,338	4,220,387
Ending Fund Balance	$ 7,645,973	$ -	$ 4,006,511	$ -
Commercial Transportation Tax Fund				
Beginning Fund Balance	$ 751,515	$ 2,096,140	$ 1,882,422	$ 2,710,492
Revenues	1,299,485	966,000	1,028,070	1,028,070
Expenses	168,578	0	200,000	3,738,562
Ending Fund Balance	$ 1,882,422	$ 2,400,000	$ 2,710,492	$ -

Comments on Projected Fund Balance - All Funds

General Fund:

The City's FY 2011 estimated surplus of $1.24 million is the result largely of revenues generated by an improved real estate market. Per the city's real estate tax collection calendar (June and December), the current fiscal year estimate will benefit from the June collections. This estimated surplus will be used to help balance the FY 2012 budget (budgeted under appropriated fund balance). Surplus fund balance will be used in FY 2012 as follows: $1,529,777 in appropriated fund balance, equivalent to one and a half percent of the FY 2012 Proposed General Fund expenditures; $700,000 for school tuition costs reserved from the FY 2010 surplus; $220,000 for the Community Development and Planning office (e.g. staffing and contract services) also reserved from the FY 2010 surplus. The result is a projected ending fund balance for June 30, 2012 of $11.6 million (10.1%) of General Fund expenditures. This exceeds the Council's Adopted Budget Guidelines and Financial Policy of 10%.

Water & Wastewater Funds:

In FY 2011, the City financed $24m in bond financing for water and wastewater capital projects. The debt financing is structured to meet the City's water and wastewater capital needs and help grow cash reserves to proper industry recommended levels. In concert with the City's financial advisors, annual rate increases were recommended for the foreseeable future. As such, the FY 2012 budget includes a 7.5% rate increase for the Water Fund and a 12% rate increase for the Wastewater Fund. The Water Fund rate increase will assist with significant infrastructure improvements to the City's Water Treatment Plant. The Wastewater Fund rate increase is higher due to additional costs associated with the City's portion of capital improvements mandated at the Fairfax County Wastewater Treatment Plant (where the City's wastewater is treated).

Transit Fund:

This fund reflects a minimal cash balance as the City annually contributes a general fund transfer to maintain the overall operation of the fund.

Stormwater Fund:

The FY 2012 Budget reflects a dedicated one half cent (equivalent to approximately $390,000) on the real estate tax rate to fund Stormwater projects. Expenditures of $390,000 are budgeted for improvements relating to Stormwater infrastructure. The ending projected fund balance is $27,700.

Old Town Fund:

The Old Town Fund reflects expenses in FY 2011 and FY 2012 for the completion of road improvements, and the remaining cost of undergrounding overhead utility lines in the Old Town Service District.

Comments on Projected Fund Balance - All Funds Continued

Commercial Transportation Tax Fund:

The City Council established the Commercial Property Tax / Transportation Fund as part of the FY 2010 Adopted Budget, which levied an additional 8 cents per $100 of assessed value on all commercial and industrial properties, located in the City of Fairfax. During the FY 2011 budget process, this rate was reduced by 2.5 cents from 8 to 5.5 per $100 of assessed value. This rate remains at 5.5 cents per $100 of assessed value for FY 2012. All residential properties including apartment buildings are excluded from this tax. By approving HB 3202 and HB 2479 the General Assembly authorized Northern Virginia Transportation Authority (NVTA) members to raise revenue, by enacting a local ordinance levying the additional commercial tax. The revenue collected by the jurisdiction imposing this tax and all fund balance carried forward is to be used solely for transportation purposes. A preliminary set of projects has been approved by the City Council and are currently in the design and right of way acquisition phase.

All Funds Summary - Revenues and Expenditures

	FY 2010 Actual	FY 2011 Adopted	FY 2011 Estimate	FY 2012 Adopted
General Fund Revenues				
General Property Tax	$59,169,273	$57,678,755	$59,803,500	$60,254,848
Other Local Taxes	30,471,022	31,623,668	30,828,049	31,254,491
Licenses, Permits & Fees	1,299,114	1,398,988	1,290,652	1,354,166
Fines & Forfeitures	919,482	1,329,775	919,305	1,134,022
Use of Money & Property	1,965,922	1,925,360	1,852,254	1,958,652
Charges for Services	2,507,399	3,064,293	2,763,666	2,748,778
Miscellaneous Revenue	92,891	77,699	117,435	149,643
State and Federal Aid	10,878,733	9,674,018	10,163,903	10,645,611
Other Financing Sources	4,420,547	1,087,082	1,087,082	1,087,082
Appropriated Fund Balance	1,181,000	1,565,406	1,565,406	3,694,144
Total General Fund Revenues	**112,905,384**	**109,425,043**	**110,391,252**	**114,281,437**
Wastewater				
Operating Revenue	3,279,690	3,519,337	3,600,600	3,947,000
Availability Charges	223,358	697,500	697,500	173,900
Other Revenues	40,247	35,000	251,744	473,426
Other Financing Sources	0	660,000	3,363,031	380,000
Total Wastewater	**3,543,295**	**4,911,837**	**7,912,875**	**4,974,326**
Water				
Operating Revenue	7,754,304	7,366,367	7,823,100	7,952,600
Availability Charges	1,358,944	654,967	691,500	387,500
Other Revenues	202,427	72,200	253,621	455,051
Other Financing Sources	0	8,940,000	3,365,000	8,600,000
Total Water	**9,315,675**	**17,033,534**	**12,133,221**	**17,395,151**
Transit				
Daily Receipts	501,769	562,500	610,000	620,000
Miscellaneaous	11,479	35,500	14,315	15,500
State Revenues	1,707,646	1,277,500	1,277,500	1,100,000
George Mason University	298,320	542,794	542,794	542,794
General Fund Support	770,000	425,682	343,497	559,422
Total Transit	**3,289,214**	**2,843,976**	**2,788,106**	**2,837,716**
Other Funds				
Stormwater	206,043	0	130,000	260,000
Cable	185,723	165,400	200,000	200,000
Capital	3,169,411	1,701,600	1,701,600	2,895,300
Total Other Funds	**3,561,177**	**1,867,000**	**2,031,600**	**3,355,300**
Total Revenues	**$132,614,745**	**$136,081,391**	**$135,257,054**	**$142,843,930**

All Funds Summary - Revenues and Expenditures Continued				
General Fund Expenditures				
Legislative	$179,536	$176,505	$180,405	$196,639
Judicial Administration	2,035,451	2,212,586	2,133,366	2,182,939
Electoral Board	148,191	137,980	135,706	160,694
General & Financial	6,259,272	6,511,513	6,449,759	6,683,642
Police Department	10,431,371	11,038,911	10,775,899	11,314,958
Fire & Rescue	11,097,471	11,343,895	11,243,018	11,906,151
Public Works	10,469,030	10,899,857	10,693,416	11,322,288
Social Services	4,787,158	4,547,715	4,838,820	5,028,040
Culture & Recreation	4,359,702	4,659,196	4,670,287	4,917,960
Community Development & Planning	1,839,384	2,018,185	1,993,985	2,208,732
Debt Service	1,788,077	1,629,196	1,617,507	1,619,801
Education	45,504,869	45,849,497	45,849,300	47,185,406
Interest and Uses - Capital Leases	5,493,921	5,492,758	5,492,758	5,354,635
Other Non Departmental	159,954	(479,384)	(344,384)	(757,117)
Fund Transfers	6,045,589	3,386,631	3,417,043	4,956,668
Total General Fund Expenditures	**110,598,976**	**109,425,043**	**109,146,885**	**114,281,435**
Wastewater				
County Wastewater Contract	1,892,490	2,249,573	5,183,031	2,100,000
Line Maintenance	942,953	1,080,700	795,200	927,338
Administration & Engineering	939,839	969,924	823,074	826,160
Debt Service	0	0	407,681	812,515
Total Wastewater	**3,775,282**	**4,300,197**	**7,208,986**	**4,666,013**
Water				
Impoundment & Treatment	3,252,879	9,758,016	3,458,600	10,059,974
Water Line Maintenance	1,373,769	4,396,846	4,219,731	3,558,054
Administration & Engineering	1,828,954	1,896,413	2,025,123	2,129,900
Consumer Services	820,054	879,515	858,600	839,783
Debt Service	405,564	377,036	579,136	953,283
Total Water	**7,681,220**	**17,307,826**	**11,141,191**	**17,540,994**
Transit	**2,765,730**	**2,843,976**	**2,788,106**	**2,837,716**
Other Funds				
Stormwater	49,564	300,000	600,000	390,000
Cable	72,144	100,000	100,000	125,000
Capital	3,169,411	1,701,600	2,895,300	2,895,300
Total Other Funds	**3,291,119**	**2,101,600**	**3,595,300**	**3,410,300**
Less Fund Transfers	**(3,939,411)**	**(2,127,282)**	**(2,045,097)**	**(3,454,722)**
Total Expenditures	**$124,172,916**	**$133,851,360**	**$131,835,371**	**$139,281,736**

General Fund - Summary of Revenues and Expenditures

	FY 2010 Actual	FY 2011 Adopted	FY 2011 Estimate	FY 2012 Adopted
Revenues				
General Property Tax	$59,169,273	$57,678,755	$59,803,500	$60,254,848
Other Local Taxes	30,471,022	31,623,668	30,828,049	31,254,491
Licenses, Permits & Fees	1,299,114	1,398,988	1,290,652	1,354,166
Fines & Forfeitures	919,482	1,329,775	919,305	1,134,022
Use of Money & Property	1,965,922	1,925,360	1,852,254	1,958,652
Charges for Services	2,507,399	3,064,293	2,763,666	2,748,778
Miscellaneous Revenue	92,891	77,699	117,435	149,643
State and Federal Aid	10,878,733	9,674,018	10,163,903	10,645,611
Other Financing Sources	4,420,547	1,087,082	1,087,082	1,087,082
Appropriated Fund Balance	1,181,000	1,565,406	1,565,406	3,694,144
Total Revenues	**$112,905,384**	**$109,425,043**	**$110,391,252**	**$114,281,435**
Expenditures				
Legislative	$179,536	$176,505	$180,405	$196,639
Judicial Administration	2,035,451	2,212,586	2,133,366	2,182,939
Electoral Board	148,191	137,980	135,706	160,694
General & Financial	6,259,272	6,511,513	6,449,759	6,683,642
Police Department	10,431,371	11,038,911	10,775,899	11,314,958
Fire & Rescue	11,097,471	11,343,895	11,243,018	11,906,151
Public Works	10,469,030	10,899,857	10,693,416	11,322,288
Social Services	4,787,158	4,547,715	4,838,820	5,028,040
Culture & Recreation	4,359,702	4,659,196	4,670,287	4,917,960
Community Development & Planning	1,839,384	2,018,185	1,993,985	2,208,732
Debt Service	1,788,077	1,629,196	1,617,507	1,619,801
Education	45,504,869	45,849,497	45,849,300	47,185,406
Interest and Uses - Capital Leases	5,493,921	5,492,758	5,492,758	5,494,635
Other Non Departmental	159,954	(479,384)	(344,384)	(897,117)
Transfer to CIP	3,169,411	1,701,600	1,701,600	2,895,300
Transfer to Sewer Fund	11,065	0	0	0
Transfer to Transit	770,000	425,682	343,497	559,422
Transfer to Stormwater	0	0	130,000	260,000
Transfer to Old Town Dist.	796,852	293,350	213,876	213,876
Transfer to Trans. R/E Tax Fund	1,298,261	966,000	1,028,070	1,028,070
Total Expenditures	**$110,598,976**	**$109,425,043**	**$109,146,885**	**$114,281,435**

City of Fairfax, Virginia - Budget Review by Category

	Actual FY 2010	Adopted FY 2011	Estimate FY 2011	Adopted FY 2012
Revenues				
Real Estate Revenues	$49,386,587	$47,750,700	$49,918,086	$50,231,734
Personal Property	9,782,686	9,928,055	9,885,414	10,023,114
Other Local Taxes	30,471,022	31,623,668	30,828,049	31,254,491
Licenses, Permits, and Fees	1,299,114	1,398,988	1,290,652	1,354,166
Fines and Forfeitures	919,482	1,329,775	919,305	1,134,022
Use of Money and Property	1,965,922	1,925,360	1,852,254	1,958,652
Charges for Services	2,507,399	3,064,293	2,763,666	2,748,778
Miscellaneous Revenue	92,891	77,699	117,435	149,643
State Revenue	10,121,085	9,343,677	9,714,950	10,299,211
Federal Revenue	757,648	330,341	448,953	346,400
Other Financing Sources (OFS)	4,420,547	1,087,082	1,087,082	1,087,082
Appropriated Fund Balance	1,181,000	1,565,406	1,565,406	3,694,144
Total Revenues	**$112,905,384**	**$109,425,044**	**$110,391,252**	**$114,281,435**
Expenditures				
Compensation	$27,516,889	$26,918,192	$27,320,781	$27,628,740
Fringe Benefits	9,016,712	9,887,907	9,118,160	10,397,400
Non Education County Contracts	6,301,804	6,233,111	6,361,823	6,542,782
Transfer to Other Funds (CUE, DT, Comm R/E)	2,877,433	1,685,031	1,715,443	2,061,368
Senior Tax Relief	720,130	468,800	579,342	679,342
Education:				
Tuition Contract	36,561,436	37,267,135	37,267,135	38,644,510
School Debt Service	7,287,913	7,120,952	7,120,952	7,058,082
School Capital Lease	616,093	615,997	615,997	616,121
General Debt Service:	1,629,569	1,629,196	1,617,507	1,619,801
General Capital Lease	5,493,920	5,492,758	5,492,758	5,494,635
Capital Budget - GF Transfer	3,169,411	1,701,600	1,701,600	2,895,300
Other (Contracts, Fuels, Utilities, Supplies,etc.)	9,407,667	10,404,363	10,235,388	10,643,355
Total Expenditures	**$110,598,976**	**$109,425,043**	**$109,146,886**	**$114,281,435**

Surplus / (Deficit)	**2,306,407**	**0**	**1,244,365**	**0**

General Fund Expenditure Summary

Agency Title	FY 2010 Actual	FY 2011 Adopted	FY 2011 Estimate	FY 2012 Adopted
Legislative				
City Council	$38,205	$44,533	$44,133	$42,850
City Clerk	141,331	131,973	136,273	153,789
Total Legislative	**$179,536**	**$176,505**	**$180,405**	**$196,639**
Judicial Administration				
General District Court	$14,156	$18,500	$18,500	$17,450
Joint Court Service	259,993	249,285	306,565	310,432
Juvenile & Domestic Court	513,099	401,674	515,111	527,882
Commonwealth Attorney	47,556	61,950	61,950	63,500
Court Services & Custody	1,200,647	1,481,177	1,231,240	1,263,675
Total Judicial Administration	**$2,035,451**	**$2,212,586**	**$2,133,366**	**$2,182,939**
Electoral Board				
Electoral Board	**$148,191**	**$137,980**	**$135,706**	**$160,694**
General & Financial				
City Manager	$403,445	$383,299	$384,799	$330,052
City Attorney	529,066	512,892	512,892	540,000
Public Audit of Accounts	86,786	82,307	82,307	82,100
Personnel	420,907	383,872	392,672	405,573
Community Relations	78,949	78,631	80,031	82,499
Marketing	152,352	159,754	169,354	125,937
Cable TV	68,002	126,911	134,202	138,484
Risk Management	(97,090)	309,763	309,763	408,220
Telephone	140,084	125,294	125,294	125,000
Information Technology	1,551,375	1,420,080	1,410,880	1,473,059
Printing & Office Supplies	242,074	248,298	253,598	251,485
Fleet Maintenance	0	(0)	0	0
Finance	662,197	652,907	642,307	624,164
Real Estate	412,154	434,477	434,477	460,272
Treasurer	627,609	601,328	604,008	616,418
Commissioner of Revenue	925,017	937,700	859,175	938,378
Retirement Expenses	43,851	40,000	40,000	68,000
Pool Maintenance	12,495	14,000	14,000	14,000
Total General and Financial	**$6,259,272**	**$6,511,513**	**$6,449,759**	**$6,683,642**

General Fund Expenditure Summary

Agency Title	FY 2010 Actual	FY 2011 Adopted	FY 2011 Estimate	FY 2012 Adopted
Police				
Police Administration	$931,058	$1,023,551	$994,539	$1,049,522
Technical Services	3,359,707	3,573,800	3,528,600	3,699,135
Field Operations	6,140,606	6,441,560	6,252,760	6,566,301
Total Police	**$10,431,371**	**$11,038,911**	**$10,775,899**	**$11,314,958**
Fire & Rescue				
Administration	$1,121,801	$1,029,647	$1,045,398	$1,067,411
Fire Operations	8,238,172	8,662,810	8,483,140	8,993,057
Code Administration	1,737,498	1,651,438	1,714,479	1,845,683
Total Fire & Rescue	**$11,097,471**	**$11,343,895**	**$11,243,018**	**$11,906,151**
Public Works				
Asphalt & Concrete Maint.	$1,664,812	$1,856,680	$1,764,680	$1,955,235
Snow Removal	587,947	300,463	294,656	291,630
Storm Drainage	697,608	726,528	700,228	744,984
Signs, Signal, and Lighting	1,749,266	2,151,932	2,025,232	2,158,522
Refuse Collection	2,257,060	2,353,205	2,412,005	2,484,798
Facility Maintenance	1,486,309	1,545,481	1,557,122	1,621,987
R.O.W. & Grounds	1,068,980	1,096,398	1,074,698	1,212,071
Administration	917,812	828,170	818,795	807,062
County Agent	39,237	41,000	46,000	46,000
Total Public Works	**$10,469,030**	**$10,899,857**	**$10,693,416**	**$11,322,288**
Social Services				
Health Department	$1,037,469	$1,074,900	$1,154,942	$1,183,816
Commission for Women	1,003	750	750	750
Community Services Board	1,309,900	1,309,900	1,309,900	1,309,900
Tax Relief	720,129	468,800	579,342	679,342
Human Services Coordinator	79,385	78,240	78,485	79,969
Social Services	1,639,272	1,615,125	1,715,401	1,774,263
Total Social Services	**$4,787,158**	**$4,547,715**	**$4,838,820**	**$5,028,040**

General Fund Expenditure Summary

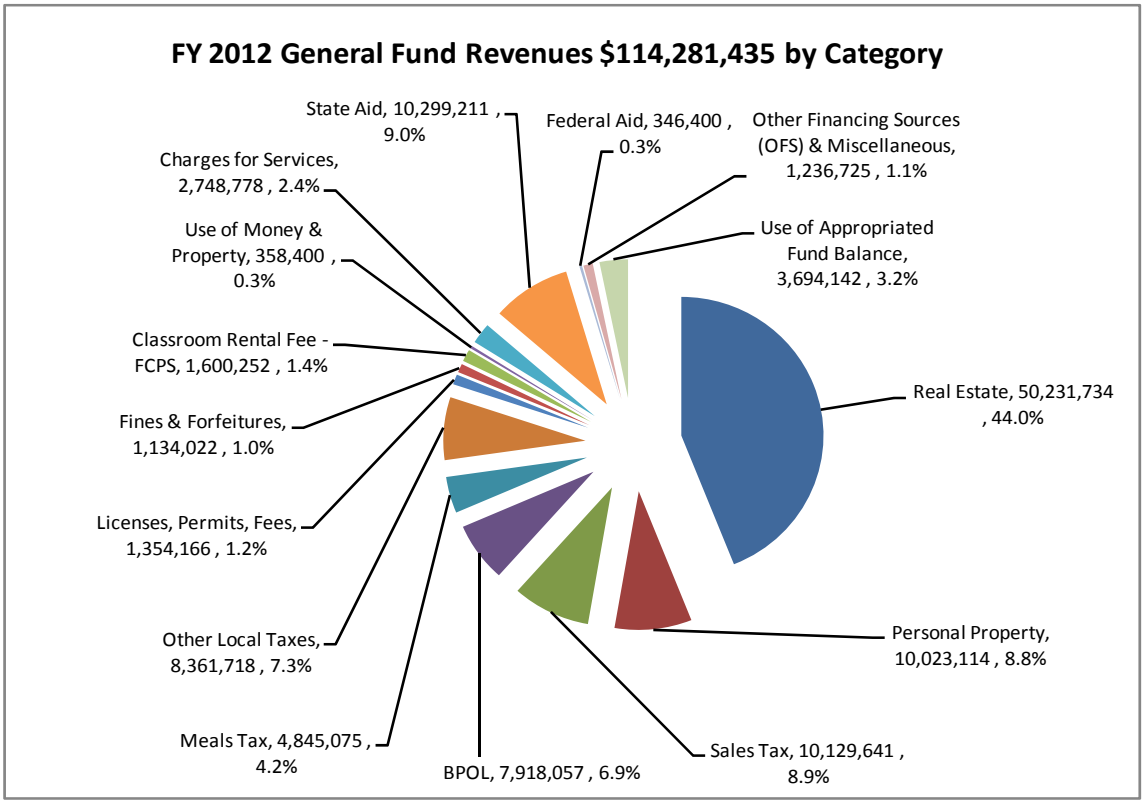
Agency Title	FY 2010 Actual	FY 2011 Adopted	FY 2011 Estimate	FY 2012 Adopted
Culture and Recreation				
Administration	$1,699,688	$1,833,873	$1,814,859	$1,854,558
Special Events	245,117	338,025	343,811	340,622
Old Town Hall	158,832	203,348	251,065	322,443
Park/Ballfield Maintenance	939,293	977,086	977,088	1,069,895
Library	822,444	798,000	775,400	823,000
Historic Resources	494,328	508,864	508,064	507,441
Total Culture and Recreation	**$4,359,702**	**$4,659,196**	**$4,670,287**	**$4,917,960**
Community Development and Planning				
Planning & Design Review	$840,979	$920,585	$904,485	$934,164
Economic Development	198,611	361,400	361,400	338,383
Current Planning	799,794	736,200	728,100	936,185
Total CD & P	**$1,839,384**	**$2,018,185**	**$1,993,985**	**$2,208,732**
Education				
School Board	$805,071	$825,413	$825,216	$846,693
Tuition	36,561,436	37,267,135	37,267,135	38,644,510
Fixed Charges	0	0	0	0
Capital Outlay	20,000	20,000	20,000	20,000
School - Interest on Leases	308,592	295,951	295,951	282,791
School - Uses from Leases	307,500	320,046	320,046	333,330
School Debt Service	7,502,270	7,120,952	7,120,952	7,058,082
Total Education	**$45,504,869**	**$45,849,497**	**$45,849,300**	**$47,185,406**
Debt Service				
General Debt Service	**$1,788,077**	**$1,629,196**	**$1,617,507**	**$1,619,801**
Non-Departmental				
Interest on Leases	$2,785,813	$2,679,868	$2,679,868	$2,568,595
Uses From Leases	2,708,108	2,812,890	2,812,890	2,926,040
Regional Agencies	159,954	170,616	170,616	170,616
Market Wage Adjustment	0	(700,000)	(565,000)	(1,044,183)
Reserve / Budget Cut	0	50,000	50,000	(23,550)
Capital Budget	3,169,411	1,701,600	1,701,600	2,895,300
Transit Fund	770,000	425,682	343,497	559,422
Transfer to Other Funds	2,106,178	1,259,350	1,371,946	1,501,946
Total Non-Departmental	**$11,699,464**	**$8,400,005**	**$8,565,417**	**$9,554,186**
Total General Fund Expenditures	**$110,598,976**	**$109,425,043**	**$109,146,885**	**$114,281,435**

History of General Fund Expenditures by Department

Category	FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate	FY 2012 Adopted
Legislative	$193,701	$161,214	$191,513	$238,365	$213,482	$249,470	$192,312	$179,536	$180,405	$196,639
Judicial Administration	1,150,331	1,045,528	1,136,413	1,145,316	1,689,619	1,755,500	1,801,818	2,035,451	2,133,366	2,182,939
Electoral	121,134	134,151	155,537	150,448	145,443	170,875	150,070	148,191	135,706	160,694
General Government	5,275,865	5,456,845	5,650,103	6,390,789	6,959,137	6,917,546	6,562,917	6,259,272	6,449,759	6,683,642
Police	7,762,476	8,016,739	8,673,112	9,473,133	10,435,529	10,498,094	10,390,904	10,431,371	10,775,899	11,314,958
Fire	6,585,534	7,125,895	8,283,273	9,076,123	9,937,204	11,227,261	11,208,916	11,097,471	11,243,018	11,906,151
Public Works	8,032,632	8,532,445	9,503,268	9,179,215	9,594,896	10,814,142	10,561,599	10,469,030	10,693,416	11,322,288
Social Services	3,437,940	3,627,544	3,873,922	4,302,640	4,619,995	4,874,284	4,716,996	4,787,158	4,838,820	5,028,040
Culture and Recreation	3,013,396	3,431,313	4,024,734	4,327,000	4,489,533	4,779,894	4,423,151	4,359,702	4,670,287	4,917,960
Planning & Development	1,610,566	1,595,332	1,539,350	1,524,147	2,564,480	1,901,372	1,842,842	1,839,384	1,993,985	2,208,732
Education	29,735,773	30,482,018	33,439,392	37,684,721	41,991,554	46,732,735	46,390,831	45,504,869	45,849,300	47,185,406
Transfer to Other Funds	6,480,267	9,237,138	8,270,992	9,085,924	1,235,128	420,844	4,367,298	6,045,589	3,417,043	4,956,668
Other	1,986,339	2,984,494	4,573,795	5,408,292	6,402,313	7,226,437	7,385,987	7,441,952	6,765,881	6,217,318
Total Expenditures	**$75,385,954**	**$81,830,656**	**$89,315,404**	**$97,986,113**	**$100,278,313**	**$107,568,454**	**$109,995,641**	**$110,598,976**	**$109,146,885**	**$114,281,435**

GENERAL FUND
REVENUE OVERVIEW

The following pie chart provides an overview by category of general fund revenue sources for the City of Fairfax as part of the FY 2012 Budget.



The Use of Appropriated Fund Balance in the amount of **$3,694,144** is broken out as follows:

- $220,000 from FY 2010 surplus to fund additional employee and contract design work for Community Development and Planning Department
- $700,000 from FY 2010 surplus to offset increase to School Tuition contract
- $1,244,367 from FY 2011 estimated surplus, generated largely by Adopted tax increase
- $1,529,777 use of one and one half percent of fund balance in FY 2012
- Ending Fund Balance equal to approximately **10** percent **($11.6m**) of General Fund expenditures

General Fund Revenue Summary

Account	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
General Property Taxes					
311110	Real Estate Current December	$23,160,430	$23,073,154	$23,216,658	$23,271,630
311111	Real Estate Current June	22,723,738	22,061,859	23,271,630	23,595,306
311112	Real Estate Old Town - June	90,754	100,239	100,200	100,200
311113	Delinquent Real Estate	646,446	423,838	800,000	600,000
311114	Real Estate Old Town - December	106,221	100,239	94,873	94,873
311116	Delinquent R/E Old Town District	0	18,803	18,803	18,803
311117	Real Estate BID District	14,496	0	0	0
311xxx	Stormwater Fund Tax	0	0	130,000	260,000
311119	Delinquent R/E Commercial	69,117	50,000	29,878	29,878
311121	Comm. Real Estate Tax Rate Trans. - June	483,964	482,000	499,096	499,096
311122	Comm. Real Estate Tax Rate Trans. - December	814,296	434,000	499,096	499,096
311210	Personal Property Current	9,098,098	9,428,505	9,384,000	9,571,700
311213	Delinquent Personal Property	415,205	230,159	250,000	200,000
311311	PSC R/E Current	897,565	827,592	947,852	947,852
311312	PSC PP Current	269,383	269,391	251,414	251,414
311313	PSC Delinquent R/E Taxes	(898)	10,000	(5,000)	0
311410	Penalties on Delinquent Taxes	279,699	108,975	225,000	225,000
311411	Interest on Delinquent Taxes	100,759	60,000	90,000	90,000
Total General Property Taxes		**$59,169,273**	**$57,678,755**	**$59,803,500**	**$60,254,848**
Other Local Taxes					
312010	Local Sales & Use Tax	$10,644,035	$11,022,361	$10,008,197	$10,129,641
312011	Consumers Utility Tax	1,547,115	1,604,387	1,555,571	1,586,682
312012	Business & Occupational Licenses	7,485,808	7,750,551	7,838,837	7,918,057
312013	Motor Vehicle Licenses	600,510	585,000	608,663	608,663
312014	Recordation Tax	302,027	277,621	346,890	353,828
312015	Bank Stock Tax	1,450,629	1,399,571	1,550,629	1,579,641
312016	Tobacco Tax	829,550	1,185,848	1,060,732	1,060,732
312017	Transient Lodging Tax	469,066	566,051	489,168	539,168
312018	Meals Tax	4,654,170	4,746,708	4,773,473	4,845,075
312021	Consumption Tax	108,463	109,712	121,592	121,592
312024	Communication Taxes	2,379,649	2,375,857	2,474,297	2,511,412
Total Other Local Taxes		**$30,471,022**	**$31,623,668**	**$30,828,049**	**$31,254,491**

General Fund Revenue Summary

Account	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Licenses, Permits & Fees					
313202	Building Permits	$132,084	$114,955	$115,000	$130,000
313203	Electrical Permits	86,139	80,044	80,000	90,000
313204	Plumbing Permits	36,006	34,872	57,688	67,000
313205	Mechanical Permits	64,001	66,744	70,000	80,000
313206	Elevator Inspection	55,200	56,115	56,000	57,000
313225	Rental Housing Occupancy	21,755	15,124	10,200	10,200
313226	Fire Marshal Permit	67,629	64,490	65,000	70,000
313227	Fire Protection System Permit	12,992	12,981	16,381	16,381
313231	Fire Marshal Development Fees	15,560	16,062	14,775	14,775
313233	Public Safety Fee	41,605	42,025	42,025	48,525
313234	Reinspection Fees	476	420	575	575
313308	Sign Permits	15,994	16,522	20,280	20,280
313309	Occupancy Permits	28,255	31,178	27,665	27,665
313310	Soil & Erosion Fees	29,540	43,095	6,992	6,992
313323	Zoning Fees	49,335	42,845	42,845	42,845
313328	Special Use Permits	118,895	126,910	126,910	126,910
313329	Variances	22,525	22,364	3,500	3,500
313330	Partial R/E Tax Exemption	120	62	120	120
313411	Cemetery Interments	36,720	39,852	56,181	56,181
313420	Street Opening Permits	45,900	33,163	40,955	40,955
313430	Precious Metal Permits	1,000	410	600	600
313440	Public Right of Way Use	249,590	263,832	263,832	263,832
313510	Animal Licenses	11,830	11,975	12,508	12,508
313512	Peddlers Permits	8,630	7,891	6,515	6,515
313620	Transfer Fees	74,118	81,711	67,017	73,719
313630	Cellular Comm	73,216	173,349	87,088	87,088
Total Licenses, Permits & Fees		**$1,299,114**	**$1,398,988**	**$1,290,652**	**$1,354,166**
Fines & Forfeitures					
314001	Court Fines & Forfeitures	$626,413	$611,208	$639,100	$639,100
314002	Parking Fines	145,641	140,249	132,922	132,922
314003	Juvenile Court	4,547	5,725	3,300	3,300
314005	Circuit Court Revenue	4,720	6,093	6,800	6,800
314006	Court Facilities Fee	18,938	18,968	19,800	19,800
314010	Zoning Civil Penalties	18,800	15,200	9,400	9,400
314011	Photo Red Light	0	432,000	0	216,000
314012	Jail Admin Fee	1,794	1,603	1,600	1,600
314013	Courthouse Security	98,630	98,729	105,100	105,100
314021	Overweight Truck Fine	0	0	1,283	0
Total Fines & Forfeitures		**$919,482**	**$1,329,775**	**$919,305**	**$1,134,022**

General Fund Revenue Summary

Account	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Use of Money & Property					
315101	Interest on Investments	$26,263	$60,000	5,000	5,000
315106	Unrealized Gain / (Loss)	0	0	0	0
315201	Rental - General Property	0	0	0	0
315202	Rental - Old Town Hall	132,714	125,000	110,800	135,800
315203	Rental - Green Acres	46,711	35,000	29,854	40,500
315206	Rental - Schools	1,623,683	1,594,095	1,594,100	1,600,252
315208	Rental - Community Center	0	76,065	76,100	140,700
315209	Rental - Main Street Day Care	25,200	25,200	26,400	26,400
315210	Rental - Westmore School	95,000	0	0	0
315211	Rental - Blenheim	16,350	10,000	10,000	10,000
Total Use of Money & Property		**$1,965,922**	**$1,925,360**	**$1,852,254**	**$1,958,652**
Charges for Services					
316110	Court Fees	$5,176	$2,849	6,524	6,524
316220	Sale of Record Copies	2,486	1,760	1,399	1,399
316221	False Alarm Fees	21,925	35,081	18,490	18,490
316223	Ambulance Fees	914,715	1,260,000	987,406	915,000
316224	Emergency Response Billing	0	80,000	0	0
316225	Fire Recovery Fee - GMU	0	150,000	150,000	150,000
316230	Animal Control Fees	2,713	1,888	1,379	1,379
316349	Senior Programs	69,807	72,892	68,956	68,300
316350	Rec. Trips - Youth, Teen, and Adult	184,350	188,649	180,100	192,700
316351	Day Camps	444,064	525,118	496,900	496,900
316352	Pavilion Rentals	76,635	88,053	97,260	104,500
316353	Cultural Arts	0	0	2,230	6,600
316354	Special Events	157,790	119,010	139,992	174,200
316355	Museum Revenue	577	330	698	698
316356	Museum Gift Shop	13,151	7,977	16,607	16,607
316357	Show Mobile Revenue	4,080	3,330	5,044	4,800
316460	Sale of Publications	35	33	50	50
316461	Subdivision Review Fees	17,000	1,300	8,342	8,342
316462	Site Plan Review Fees	102,133	62,400	88,743	88,743
316463	Architectural Review	3,875	3,068	3,967	3,967
316464	Tree Removal Permit	1,460	750	1,577	1,577
316466	Surety Review	10,275	8,050	6,525	6,525
316467	Mapping Sales	1,565	1,060	720	720
316570	School Age Child Care	406,213	396,955	406,213	406,213
316580	Returned Check Fees	4,925	5,246	3,283	3,283
316581	Charge Card Fees	11,372	10,460	15,574	15,574
316585	Administrative Fees	14,876	6,136	20,248	20,248
316586	Collection Fees	(3,276)	3,975	7,425	7,425
316587	Attorney Fees	3,938	2,269	1,444	1,444
316712	5% Late Charge	2,161	1,334	2,170	2,170
316811	Inspection Fees After Hours	33,380	24,320	24,400	24,400
Total Charges for Services		**$2,507,399**	**$3,064,293**	**$2,763,666**	**$2,748,778**

General Fund Revenue Summary

Account	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Miscellaneous Revenue					
318102	Sale of Surplus Property	$9,357	$8,254	100	$1,631
318104	Sale of Cemetery Lot	20,560	17,306	19,700	22,700
318105	Perpetual Care - Cemetery	6,903	6,738	13,100	15,100
318107	Recycled Newspaper	0	0	0	0
318108	Sale of City License Plates	5,220	5,220	5,000	5,000
318201	Misc. Revenue	50,851	40,181	79,535	105,212
318203	Police Seized Assets	0	0	0	0
Total Miscellaneous Revenue		**$92,891**	**$77,699**	**$117,435**	**$149,643**
State Aid					
321101	ABC Profits	0	0	0	0
321102	Wine Taxes	0	0	0	0
321103	Rolling Taxes	590	590	362	362
321104	State Aid Police	582,353	617,200	616,776	552,323
321106	Vehicle Rental Tax	194,368	213,412	244,744	244,744
321201	Commissioner of Revenue	146,070	126,358	134,921	134,921
321202	Treasurer	107,089	105,000	92,199	92,199
321203	Registrar / Electoral	48,789	46,259	48,789	48,789
321204	DMV Reimbursement	41,521	43,315	34,769	34,769
324201	State Sales Tax	2,538,737	2,523,739	2,538,337	2,730,111
324202	Basic School Aid	4,241,978	3,610,810	3,717,703	4,182,579
324204	State School Capital	0	0	0	0
324302	Four for Life Grants	20,726	21,310	20,500	20,500
324305	Smoke Alarm Grant	3,229	0	0	0
324308	EMAC	0	0	14,046	0
324321	Rescue Squad Assc Grant	1,397	0	0	0
324323	Fire Equip Mini Grant	6,824	0	0	0
324324	Byrne Jag Grant		0	0	0
324331	Asset Forfeiture	7,928	2,000	0	0
324344	Fire Programs Fund	59,311	59,311	54,994	61,104
324403	Street & Highway Maint.	2,072,919	1,969,273	2,190,900	2,190,900
324405	Solid Waste Grant	5,125	5,100	5,910	5,910
324411	Disaster Assistance State	42,130	0	0	0
324612	Blenheim Grant	0	0	0	0
324614	Arts Grant	0	0	0	0
Total State Aid		**$10,121,085**	**$9,343,677**	**$9,714,950**	**$10,299,211**

General Fund Revenue Summary

Account	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Federal Aid					
331005	Bulletproof Vest Grant	$3,188	$2,500	3,185	2,500
331007	COPS 2005 Tech Grant	0	0	0	0
331009	Alcohol Safety Grant	19,282	19,000	19,000	19,000
331010	Gang Task Force Grant	133,723	38,841	130,000	130,000
331011	FEMA Grant	199,751	0	0	0
331018	NCR Regional Planner	159,330	125,000	125,000	125,000
331023	Byrne JAG Grant	18,207	0	0	900
331037	Secret Service Task	6,296	5,000	5,000	5,000
331043	Fire SAFER Grant	212,716	125,000	138,457	0
331045	Citizen Preparedness Grant	155	5,000	5,000	15,000
331046	LEMPG Grant	5,000	10,000	23,311	5,000
331048	EMPG Sheltering Grant	0	0	0	22,000
331049	UASI Citizen Prep Grant	0	0	0	22,000
Total Federal Aid		**$757,648**	**$330,341**	**$448,953**	**$346,400**
Other Financing Sources					
318282	Fairfax Little League	5,625	5,625	5,625	5,625
318288	FPYC Turf Contribution	90,625	77,375	77,375	77,375
318289	Schools Turf Contribution	20,000	20,000	20,000	20,000
319008	City - County Contract	821,844	974,082	974,082	974,082
341030	Bond Refunding	346,896	0	0	0
341040	Sale of Property	3,120,000	0	0	0
341045	School Bond Cap. Int. Reimb.	0	0	0	0
342030	Insurance Recoveries	13,800	10,000	10,000	10,000
347325	School Bond Cap. Int. Reimb.	0	0	0	0
347360	Old Town FX CIP Transfer	1,757	0	0	0
347403	Sewer Transfers	0	0	0	0
347512	Water Transfers	0	0	0	0
Total Other Financing Sources		**$4,420,547**	**$1,087,082**	**$1,087,082**	**$1,087,082**
Total Revenues		**$111,724,384**	**$107,859,637**	**$108,825,846**	**$110,587,293**
Total Appropriated Fund Balance					
	Prefunding	$1,181,000	$0	$0	$0
	School Tuition Contract	0	0	0	700,000
	Community Development & Planning	0	0	0	220,000
	Use of Fund Balance	0	500,000	500,000	1,529,777
	Surplus Funds	0	1,065,406	1,065,406	1,244,367
Total Appropriated Fund Balance		**$1,181,000**	**$1,565,406**	**$1,565,406**	**$3,694,144**
Total Revenue Available		**$112,905,384**	**$109,425,043**	**$110,391,252**	**$114,281,435**

History of General Fund Revenues by Category

Category	FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate	FY 2012 Adopted
Real Estate	$30,130,686	$33,526,475	$37,522,201	38,953,943	$40,975,135	$43,774,958	$47,677,911	$49,386,587	$49,918,086	$50,231,734
Personal Property	7,797,129	7,794,289	7,298,936	8,870,109	9,207,637	10,011,917	11,070,647	9,782,686	9,885,414	10,023,114
Sales Tax	9,875,008	10,608,683	11,604,756	13,721,180	13,587,593	13,433,255	8,831,494	10,644,035	10,008,197	10,129,641
BPOL	7,660,442	7,664,177	8,370,119	8,444,976	8,662,866	8,599,019	8,375,551	7,485,808	7,838,837	7,918,057
Meals Tax	1,930,225	2,087,428	2,176,558	2,235,496	2,301,359	4,628,045	4,634,109	4,654,170	4,773,473	4,845,075
Other Local Taxes	5,328,963	6,643,536	7,052,627	7,664,874	6,653,880	7,662,450	7,226,450	7,687,009	8,207,542	8,361,718
Licenses, Permits, and Fees	1,153,982	1,221,572	1,364,665	1,376,855	1,257,887	1,055,604	1,065,386	1,299,114	1,290,652	1,354,166
Fines & Forfeitures	916,078	1,243,358	1,567,914	954,306	879,234	893,186	873,594	919,482	919,305	1,134,022
Use of Money & Property	1,507,684	1,401,715	3,257,577	5,464,202	5,463,064	3,446,770	2,298,050	1,965,922	1,852,254	1,958,652
Charges for Services	791,781	962,585	954,341	973,262	1,061,561	1,391,864	2,424,216	2,507,399	2,763,666	2,748,778
Intergovernmental	8,150,217	8,965,341	9,444,194	10,054,930	10,597,452	10,960,395	11,033,810	10,878,733	10,163,903	10,645,611
Other Financing Sources / Misc.	268,958	230,315	260,375	1,016,217	1,066,827	3,527,196	3,070,983	4,513,438	1,204,517	1,236,725
Appropriated Fund Balance	0	0	0	0	0	2,180,574	3,877,676	1,181,000	1,565,406	3,694,144
Total Revenue	**$75,511,153**	**$82,349,474**	**$90,874,263**	**$99,730,350**	**$101,714,496**	**$111,565,233**	**$112,459,877**	**$112,905,384**	**$110,391,252**	**$114,281,435**

Major Revenue Sources

Real Estate Tax

Background

Each year, the City Assessor's Office appraises all **real property** in the City to determine its value for tax purposes. All assessments of real property, including land and permanently affixed structures, are based on **fair market value** and are equitable with the assessments of comparable properties. Real estate assessments, which are made each year by the Assessor's Office, are effective January 1 of the year and are at 100 percent of fair market value. During the budget process, City Council determines how much income the City must generate to provide municipal services to residents. The Council then sets a tax rate that will yield the needed revenue. That tax rate multiplied by the assessed value of the property determines the taxes owed by each property owner. City taxes are paid twice a year - June 21 and December 5.

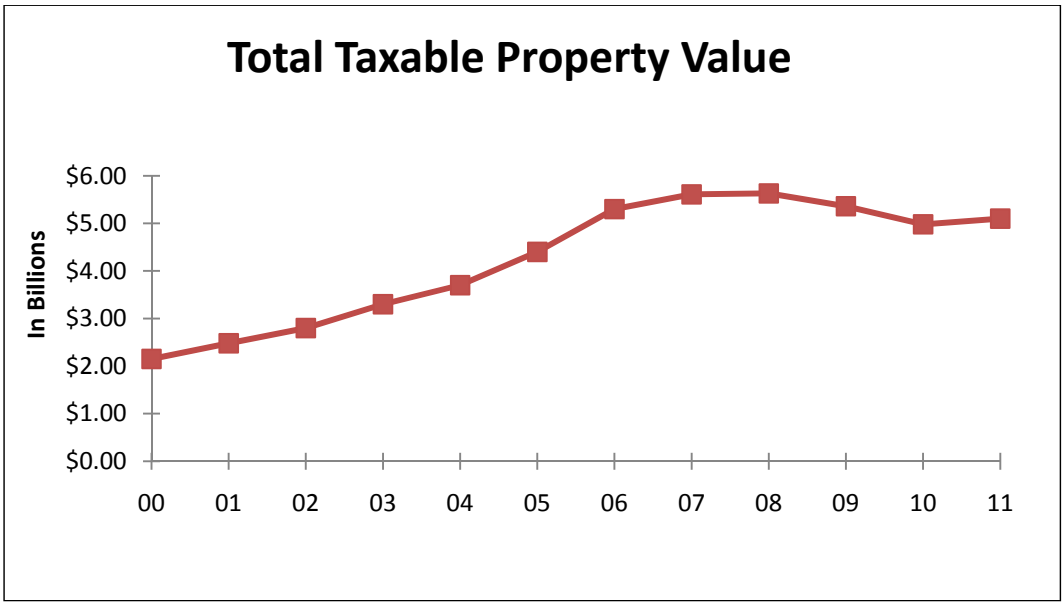
Fiscal Impact – Real Estate Tax Revenues

Category	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Real Estate Tax Revenue	$49,386,587	$47,750,700	$49,918,086	$50,231,734
Real Estate Tax Rate	88	95.5	95.5 / 93.7	93.7
Stormwater Tax Rate	n/a	n/a	0.5	0.5
Old Town Service District Tax Rate	6	6	6	6
Commercial & Industrial Tax Rate	8	5.5	5.5	5.5

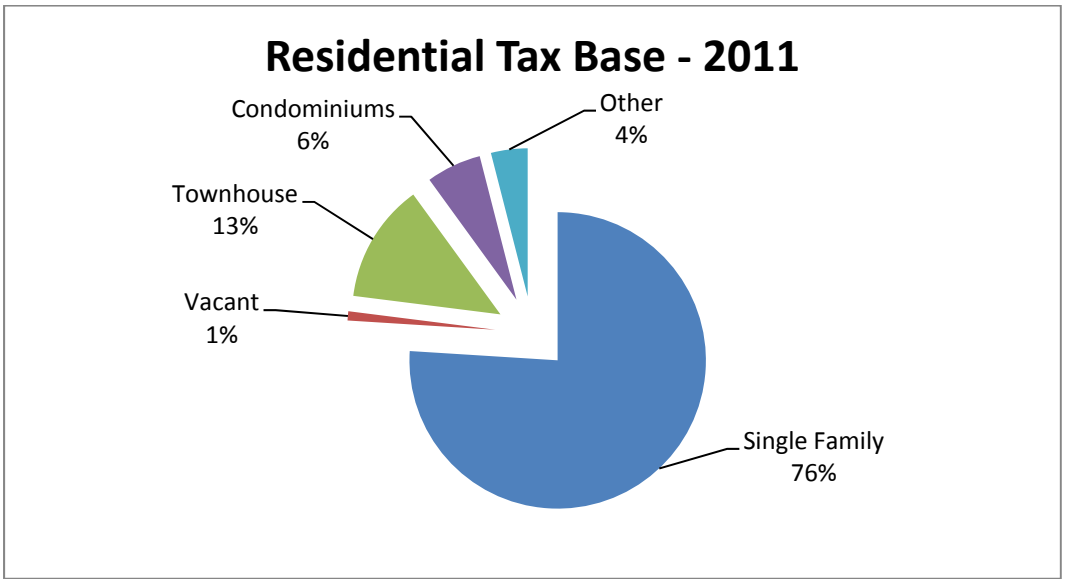
Real property tax revenues account for the largest category of revenue for the General Fund, representing 44 percent of total General Fund revenues. A real estate tax rate of 94.2 cents per $100 of assessed value was adopted, which is a 1.3 cent decrease from the current rate of 95.5 cents per $100 of assessed value. As part of the overall rate, 0.5 cents will be dedicated for the Stormwater Fund. Total real estate assessments are up 2.23 percent, which includes new construction of $35.2 million, compared to a 7.2 percent decrease for the previous fiscal year.

Assessments	CY 2010	CY 2011	Variance	
			$	%
Residential	$3,013,912,200	$3,132,069,157	$118,156,957	3.92%
Commercial	1,968,035,100	1,961,131,818	(6,903,282)	-0.35%
Total	**$4,981,947,300**	**$5,093,200,975**	**$111,253,675**	**2.23%**

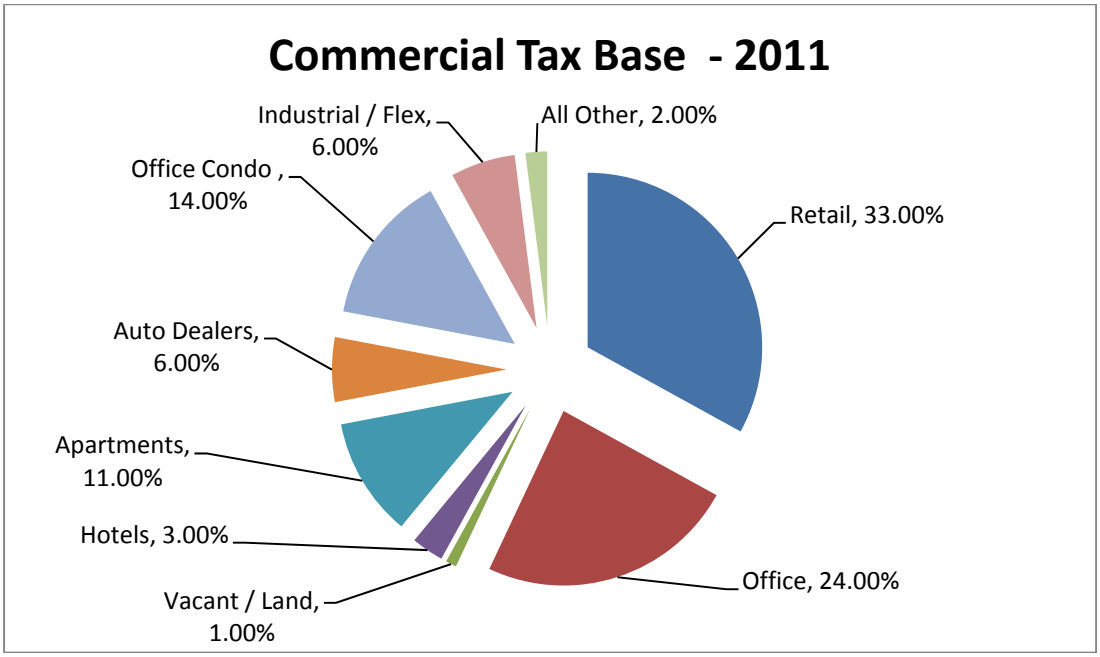
The 2011 total taxable value of City residential and commercial properties before appeals is $5,093,200,975 and is more than last year's total assessed value by $111,253,675 (2.23%).



The overall residential assessment total has increased by 3.92 percent, and includes new construction. The following notes the breakout by category for the Residential tax base.

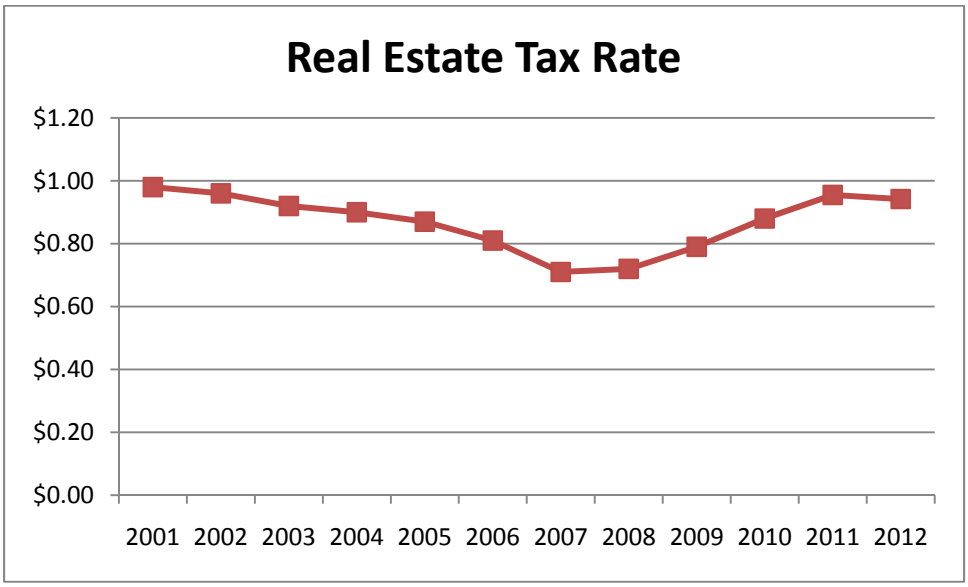


Commercial assessments notes a modest decrease of .35% percent overall, and includes new construction. The following notes the breakout by category for the Commercial tax base.



The budget notes a tax rate decrease of 1.3 cents from 95.5 to 94.2 per $100 of assessed valuation for FY 2012. In addition, the City currently has two service districts, the Old Town and the Commercial Real Estate Transportation Tax which the City assesses an additional tax. The Old Town Service District will remain at 6 cents per $100 of assessed value. The revenue generated will continue to help fund remaining costs of undergrounding overhead utility lines in the Old Town Service District. As part of the FY 2010 Adopted Budget, the Commercial Real Estate Transportation tax provided for a surcharge on commercial real estate properties at a rate of 8 cents per $100 of assessed value. During the FY 2011 budget process, the City Council decreased this rate from 8 cents per $100 of assessed value to 5.5 cents per $100 of assessed value. The 5.5 cent rate remains unchanged for FY 2012. For FY 2012, a **new** Stormwater tax of 0.5 cents per $100 of assessed value was approved as part of the overall 94.2 real estate tax rate per $100 of assessed value. These funds will be dedicated to meeting Adopted federal regulatory requirements along with maintenance of aging Stormwater infrastructure, which significant portions are reaching the end of their useful life.

An historical review of the City's Real Estate Tax Rate is below:



In comparing tax rates, it is important to keep in mind two factors often overlooked – levels of service vary from jurisdiction to jurisdiction, and for residents of area towns, a town tax is levied in addition to the county tax. Two large towns in our immediate area – Vienna and Herndon – known for similar levels of community services, levy real estate taxes of 24.48 and 26.5 per $100 of assessed value (current fiscal year 2011 rates), respectively, in addition to the Fairfax County FY 2012 adopted real estate tax rate of 108.5 per $100 of assessed value.

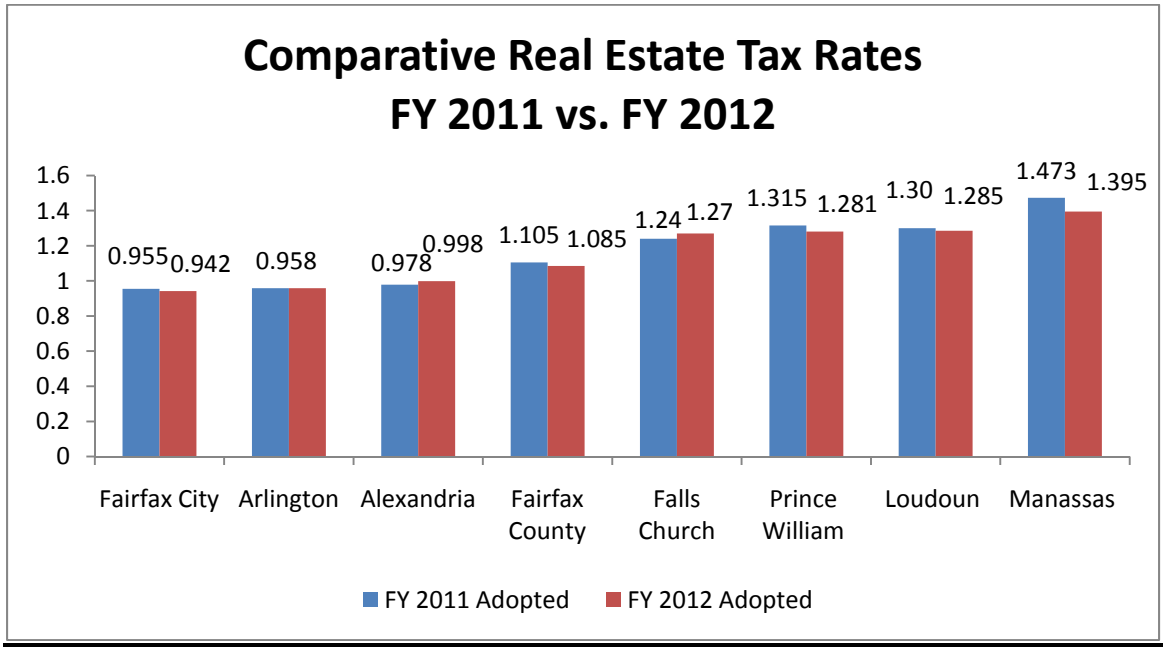
The City's Adopted real estate tax rate of 94.2 is a 1.3 cent decrease over FY 2011. The average residential tax bill is expected to increase by 1.88 percent. This increase is less than the current Baltimore-Washington region inflation rate of 3 percent. The following chart provides an illustrative example by three residential assessed values:

Impact of Real Estate Tax Rate per FY 2012 Budget
Average Property Owner's Tax Bill at Various Values
All Residential Properties

CY 10 Assessment	FY 11 Tax Rate	FY 11 Tax Bill	CY 11 Assessment	FY 12 Tax Rate	FY 12 Tax Bill	Change	
						$	%
$300,000	$.955	$2,865	$309,845	$.942	2,919	54	1.88
$500,000	$.955	$4,775	$516,408	$.942	4,865	90	1.88
$700,000	$.955	$6,685	$722,971	$.942	6,810	125	1.88

Note: average estimated increase in assessment of 3.3 percent (excludes new construction); each property is separately valued therefore each assessment may be higher or lower than the average.

Comparative information was gathered from surrounding jurisdictions' FY 2012 Adopted Budgets. As noted, the City of Fairfax retains the lowest real estate tax rate in the Northern Virginia region for FY 2012.



Personal Property Tax

Background

The City of Fairfax assesses all individuals and businesses on the value of motor vehicles, including automobiles, trucks, motorcycles, trailers, campers and other recreational vehicles (RVs) and boats that are located in the City of Fairfax. The City also assesses all businesses on the value of all other personal property such as furniture and equipment located within the City boundaries. All such property is considered personal property. Additionally, the City imposes a Motor Vehicle License Tax for each vehicle and issues a vehicle license decal as proof that the license tax and personal property taxes have been paid.

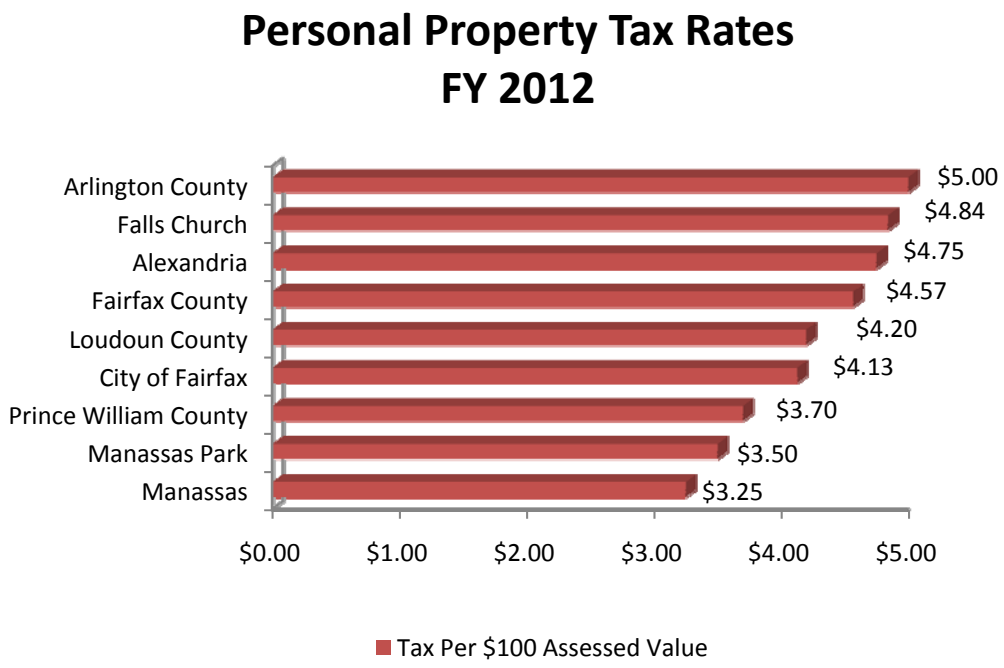
The Commissioner of the Revenue determines the method of assessment for personal property and the City Council establishes the tax rate. The current personal property tax rate is $4.13 per $100 of assessed value. In addition to the personal property tax all motor vehicles normally garaged in the city are required to display a Motor Vehicle License Decal. The Motor Vehicle License Tax is $ 33.00 per annum and is administered directly by the City Treasurer. Before obtaining a decal vehicle owners must register their vehicles with the Commissioner of the Revenue for personal property tax purposes.

At the current time, taxpayers are "reimbursed" by the state at a rate of approximately 52 percent of the tax up to the first $20,000 of assessed value. This reimbursement is based on a fixed amount, approximately $3.1 million, the 2004 level of reimbursement. While in most cases a disproportionate amount of tax collected at local levels is disbursed to other areas of the state through means such as the composite index for education funding, in the case of personal property tax, a disproportionately larger amount is paid to Northern Virginia, because there are more and higher value cars in this area.

Fiscal Impact – Personal Property Tax

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Personal Property Tax Revenue	$9,782,686	$9,928,055	$9,885,414	$10,023,114
Personal Property Tax Rate	$4.13	$4.13	$4.13	$4.13

The FY 2012 Adopted Budget notes no change in the Personal Property Tax rate of $4.13. FY 2012 revenues are projected to increase 1.4% from the FY 2011 estimate per a modest increase in overall vehicle assessments. The accompanying chart notes that the City's Personal Property rate will remain the fourth lowest in the region.



Local Sales and Use Tax

Background

A sales tax is imposed on gross receipts from retail sales. The seller collects the tax from the customer by separately stating the tax and adding it to the sales price or charge. Effective September 1, 2004, the rate of tax is 5% (4 % state and 1% local tax). Prior to that date, the rate was 4.5% (3.5% state and 1% local). "Retail sales" means sales made for any purpose other than for resale. The tax may also apply to the furnishing of transient accommodations and the lease or rental of personal property.

Fiscal Impact – Local Sales and Use Tax

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Local Sales & Use Tax Revenue	$10,644,035	$11,022,361	$10,008,197	$10,129,641

The local sales and use tax is one of the most important economic indicators and highest revenue generators for the City. The FY 2011 estimate reflects a 6% decrease from the FY 2010 actual, which is based on trend analysis on year to date figures and accounts for repayment of funds to Fairfax County for erroneously credited sales tax funds to the City. The FY 2012 figure of $10.1 million notes a 1% growth over the FY 2011 estimate.

Business, Professional, and Occupational License (BPOL) Tax

Background

All businesses operating in the City of Fairfax must apply for an annual license with the Commissioner of the Revenue. Business license taxes are levied annually and are typically based on a business's gross receipts. All new businesses must submit an application within 30 days of the start of operations. All business licenses expire at the end of each calendar year and must be renewed annually by **March 1**. Businesses in the City of Fairfax are taxed on either their gross receipts or a flat rate basis or both. Most businesses are taxed based on gross receipts. The BPOL tax rate is established annually by the City Council for each business category.

Fiscal Impact – BPOL Tax

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
BPOL Tax	$7,485,808	$7,750,551	$7,838,837	$7,918,057

BPOL funds for the FY 2011 estimate are projected to increase by 5% from the FY 2010 actual. Projections are based on year to date collections from businesses through March, and indicate strong growth. For FY 2012, a 1% increase above the FY 2011 estimate is assumed.

Meals Tax

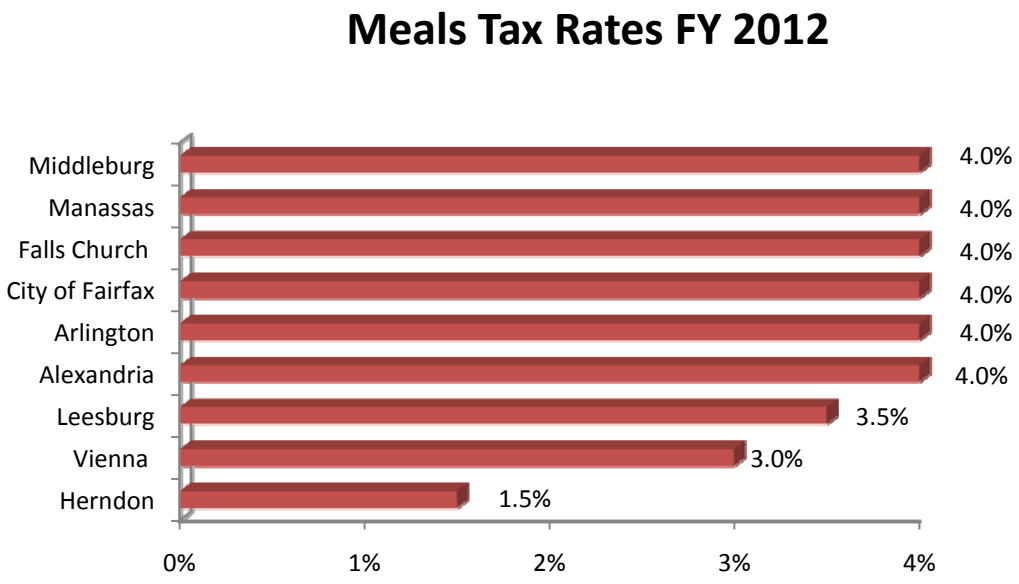
Background

The City of Fairfax imposes a **4%** tax upon each and every meal sold in the City in or from a restaurant (or similar establishment), whether prepared in the restaurant or not and whether consumed on the premises or not. This tax was last increased from 2% to 4% as part of the FY 2008 Adopted Budget.

Fiscal Impact

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Meals Tax Revenue	$4,654,170	$4,746,708	$4,773,473	$4,845,075
Meals Tax Rate	4%	4%	4%	4%

The City's meals tax remains a very stable source of revenue for the City. For the FY 2011 estimate, revenue is projected to increase 2.6% from the FY 2010 actual, based on receipts for the first seven months of the current fiscal year. For FY 2012, an additional 1% increase is projected over the FY 2011 estimate. As the following chart indicates, several area jurisdictions also impose this tax and in most cases at a rate on par with the City.



Tobacco Tax

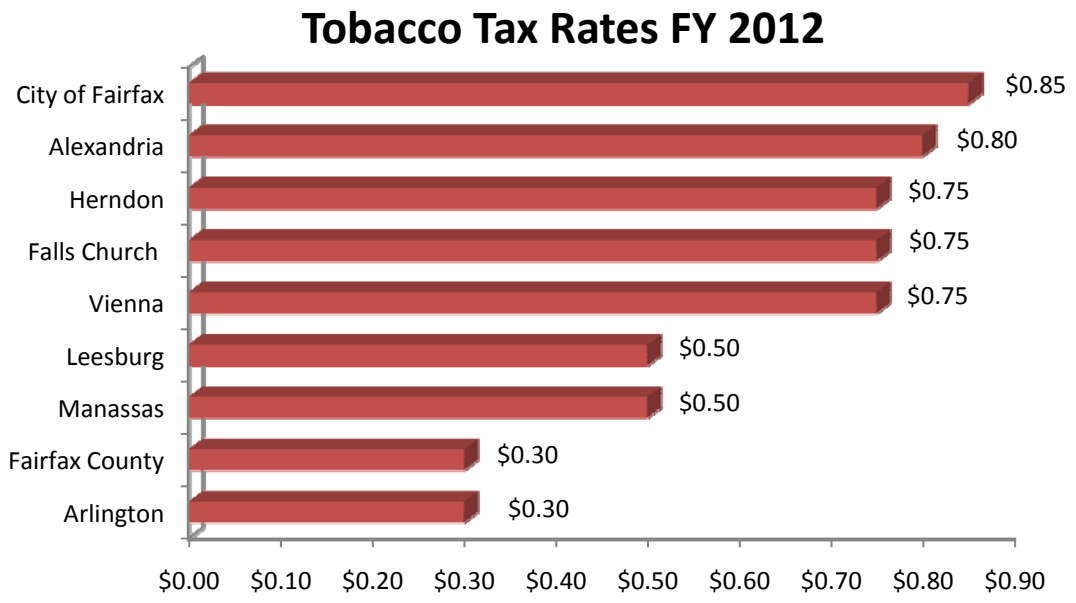
Background

The cigarette tax is **85 cents** for each package of 20 cigarettes sold or used within the City. On January 1, 2010 the Tobacco Tax was increased by 25 cents, from 50 cents to 75 cents per package. On July 1, 2010 the rate was increased by 10 cents, from 75 cents to 85 cents per package.

Fiscal Impact

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Tobacco Tax Revenue	$829,550	$1,185,848	$1,060,732	$1,060,732
Tobacco Tax Rate	$.50/$.75	$.85	$.85	$.85

As part of the FY 2011 Adopted Budget, the cigarette tax rate was increased **$.85** cents per package. The FY 2011 estimate of $1.1 million reflects a 10.6% decrease from the original budgeted figure. Current trends note a drop-off in monthly tobacco purchases, which is likely the result of the increased rate or a reduction in the number of smokers. Revenues are expected to remain level in FY 2012 from the FY 2011 estimate. The following chart notes the City of Fairfax has the highest rate in the region.



Transient Lodging Tax

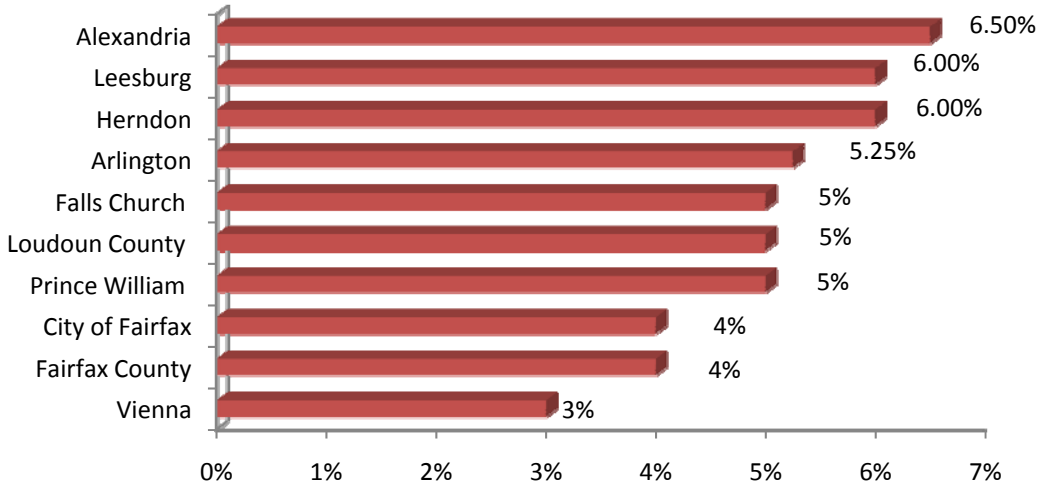
Background

Every public or private hotel, inn, apartment hotel, hostelry, motel, or other lodging place within the city offering lodging for four or more persons at any one time on a transient basis (30 consecutive days or less), is levied a tax on the gross receipts of the lodging. The transient occupancy tax rate is **4 percent** of the total amount of the room rental charge, and is the maximum allowed per City charter. Any increase above the current figure needs approval from the General Assembly.

Fiscal Impact

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Transient Lodging Tax Revenues	$469,066	$566,051	$489,168	$539,168
Transient Lodging Tax Rate	4%	4%	4%	4%

The Transient Lodging tax notes an increase of 4% for the FY 2011 estimate from the FY 2010 actual. The FY 2012 budget reflects a 10% increase over the FY 2011 estimate based the expected opening of a new hotel, Marriott, in the latter part of the current fiscal year. The following chart notes the City of Fairfax has the second lowest rate in the region.



Licenses, Permits, and Fees

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Licenses, Permits, and Fees	$1,299,114	$1,398,988	$1,290,652	$1,354,166

The City reviews these line items annually to ensure rates and levies are on par with other jurisdictions in the region. Projections for FY 2012 note a 5% increase from the FY 2011 estimate based on trends and revenues collected through January 2011. The FY 2011 budget originally projected $100,000 to be generated from the installation of cellular towers at two City schools. To date no funds have been collected as an outside vendor is conducting a feasibility analysis.

Fines and Forfeitures

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Fines & Forfeitures	$919,482	$1,329,775	$919,305	$1,134,022

This category of revenues decreases by 15% in FY 2012 from the FY 2011 budget. This is due mainly to the Photo Red Light program which is expected to commence in FY 2012. However, only two cameras are expected to be operational in the City thus generating less revenue ($216,000) than initially projected. Implementation of this program was originally scheduled to commence in FY 2011, but has since been deferred to FY 2012.

Use of Money and Property

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Use of Money and Property	$1,965,922	$1,925,360	$1,852,254	$1,958,652

Investment interest is projected to decrease from the FY 2011 Budget figure of $60,000 to $5,000 in FY 2012. This is based on the past expenditure of bond funds and the current low interest rates in the economic environment. This revenue category also accounts for rental fees for the City. The City's new Stacy C. Sherwood Community Center, which opened in February 2011, is expected to generate estimated revenues of $76,000 in FY 2011 and $140,700 in FY 2012. The City also receives a classroom rental fee ($1.6 million) from Fairfax County Public Schools (FCPS) based on a formula involving County students attending City schools.

Charges for Services

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Charges for Services	$2,507,399	$3,064,293	$2,763,666	$2,748,778

This category is projected to decrease by 10% ($315,500) from the FY 2011 budget to FY 2012. A majority of this variance is due to lower than projected Ambulance Recovery Fees of $345,000. Also, the City has tabled implementing the Accident Recovery Fee for public safety services based on logistical implementation challenges, and the result is a reduction in projected revenue of $80,000. However, a portion of these decreases are offset by a Fire Services Recovery Fee from George Mason University that will be effective in FY 2011 generating approximately $150,000 annually.

State Aid

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
State Aid	$10,121,085	$9,343,677	$9,714,950	$10,299,211

Total funding for state aid is projected to increase by 10.2% ($955,534) from the FY 2011 budget to FY 2012. Per the Virginia Department of Education, Basic Aid and State Sales tax are projected to generate an additional $778,100 from the prior fiscal year. Additionally, state highway funds will increase $221,600, but the City expects a reduction in State Aid to Police of $64,900.

Federal Aid

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
Federal Aid	$757,648	$330,341	$448,953	$346,400

The majority of Federal Aid is dedicated to public safety areas. Highlights of notable funding are provided for the following: the Gang Task Force Grant for $130,000 (Police), and National Capital Region Planner (Fire Department – Code Administration - Emergency Management) for $125,000. FY 2011 was the last year federal funds were provided for the SAFER Grant which provided additional staffing for the Fire Department.

Adopted Budget

Fiscal Year

2012

General Fund

By Function & Program

LEGISLATIVE

Legislative Budget Summary				
	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$145,983	$145,500	$149,800	$163,819
Fringe Benefits	53,342	58,700	58,300	63,800
Purchased Services	20,683	22,000	22,000	22,000
Internal Services	(69,002)	(89,865)	(89,865)	(92,600)
Other Charges	25,612	36,920	36,920	36,420
Supplies & Materials	2,918	3,250	3,250	3,200
Capital Outlay	0	0	0	0
Total Expenditures	**$179,536**	**$176,505**	**$180,405**	**$196,639**
Total FTE	**2**	**2**	**2**	**2**

FUNCTION: Legislative
DEPARTMENT: Mayor and City Council
DIVISION OR ACTIVITY: City Council

BUDGET COMMENTS:
This cost center notes a decrease of 3.8% ($1,700) from the prior fiscal year. Decreases are noted to fringe benefits ($300), the water and wastewater allocation ($800), and travel and training ($500).

PROGRAM:
The City's legislative body – a mayor and six council members – formulates policy and provides guidance to the City Manager who implements policy and manages the day-to-day operations of the municipal government.

GOAL:
To set goals and guidelines and formulate policy for providing a variety of needed and/or desired municipal services to City citizens. To insure that financial resources are well managed and available in order to meet the present and future needs of City citizens.

OBJECTIVES:
- Meet goals by enacting resolutions and ordinances
- Adopt a budget that best funds needed services
- Provide revenues for services by setting tax rates
- Gain advice of citizens by appointing members to boards and commissions
- Ascertain public opinion by holding public hearings
- Determine land-use policy by acting on rezonings, special use permits and comprehensive plans
- Represent the City in community and regional cooperation efforts

SERVICES AND PRODUCTS:
- Two Council business meetings each month
- Policy and planning documents
    - City Code amendments
    - Budgets
    - Comprehensive plans
- Public forums
- Conduit for citizen concerns
- Council representatives on community and regional boards

Cost Center 411110: City Council

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$29,750	$29,000	$29,000	$29,000
Fringe Benefits	2,423	2,800	2,400	2,500
Purchased Services	0	2,000	2,000	2,000
Internal Services	(21,321)	(27,767)	(27,767)	(28,600)
Other Charges	24,435	35,500	35,500	35,000
Supplies & Materials	2,918	3,000	3,000	2,950
Capital Outlay	0	0	0	0
Total	**$38,205**	**$44,533**	**$44,133**	**$42,850**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Mayor	**	1.0	1.0	1.0	1.0
Council	**	6.0	6.0	6.0	6.0
Total FTE		**7.0**	**7.0**	**7.0**	**7.0**

FUNCTION: Legislative
DEPARTMENT: Mayor and City Council
DIVISION OR ACTIVITY: City Clerk

BUDGET COMMENTS:
Funding for this cost center increases by 16.5% ($21,800) from the prior fiscal year, and is due to a reorganization of duties (additional work responsibilities) for the two employees under this cost center. As a result, personnel related expenses are up $23,700, but offset by a decrease to the water and wastewater allocation of $1,900. Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen.

PROGRAM:
The City Clerk is appointed by the Council as its official record-keeper. The Clerk is custodian of official documents, such as ordinances, resolutions, contracts, agreements and the City Code and records the actions of the Council.

GOAL:
To record official actions and proceedings of the City Council, establishing a journal for the public and for historical purposes and maintain all original contracts and deeds.

OBJECTIVES:
- Maintain an official record of all City Council meetings, prepare work session summaries and prepare the agenda packages
- Prepare resolutions and ordinances approved by the City Council
- Maintain searchable files of all original contracts agreements, deeds and policies.
- Maintain official City Code hard copy and electronic
- Maintain and fulfill proper FOIA request processes
- Ensure Council meetings and actions are announced and advertised based on City and State Code requirements
- Maintain City Council Policies and Procedures book
- Ensure Financial Disclosures are filed based on City and State Code requirements

SERVICES AND PRODUCTS:
- Preparation of Minutes of the City Council
- City Code updates and inquiries
- Agendas, ordinances and resolutions, proclamations and notables
- Official records (contracts, agreements, deeds)
- Record Management (destruction and retention of all City documents)
- Development and Maintenance of public record database
- Maintain online access to Council meeting video, agendas and minutes
- Manage appointments on all City Boards and Commissions
- Freedom of Information Act inquiries

FUNCTION: Legislative
DEPARTMENT: Mayor and City Council
DIVISION OR ACTIVITY: City Clerk

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Number of City Council agendas prepared	37	31	31	31
Number of City Council minutes approved	29	26	26	26
Number of *Council Reporters* prepared	21	19	21	21
Number of FOIA Requests filed with City Clerk	10	12	12	12
Number of Financial Disclosures sent out	55	57	56	57
Number of proclamations prepared	31	16	15	15
Number of Board and Commission vacancies advertised	12	18	18	18
Outcome Measures				
Percent of *Council Reporters* prepared within two days of meeting	100%	100%	100%	100%
Percent of agendas and reporters on the web site within day of publication	100%	100%	100%	100%
Percent of Council staff reports online	100%	100%	100%	100%
Percent of Board and Commission vacancies filled	66%	44%	90%	90%
Percent of Financial Disclosures filed	98%	100%	100%	100%
Percent of FOIA requests prepared as required	100%	100%	100%	100%

PERFORMANCE MEASUREMENT RESULTS:

- The City Council typically holds two regular meetings per month with the exception of the August recess, when no regular meetings are held and the December holiday when one regular meeting is held, resulting in 21 regular City Council meetings per year. On average the Council also holds an additional 14 special meetings and work sessions based on need and public interest. In FY 2010 the City Council held fewer special meetings to discuss budget issues and work session items. It is estimated the same number of meetings will be held in FY 2011.

- All reports and agendas will continue to be available online within above mentioned timeframes as well as the addition of live and archived internet video streaming of City Council meetings.

- Several output and outcome measures have been added this year to reflect a more precise picture of the City Clerk's office duties. The fulfillment of FOIA requests and Financial Disclosures are governed by State law and therefore must be completed within a specific timeframe. Board and Commission vacancies are based on the number of new committees formed and resignations from existing committees, and their fulfillment is a reflection of citizen awareness and interest. Since the Cityscene is not being mailed to each home in the City, there has been a drop in the amount of citizen interest. To counteract the decline we have added the vacant positions to the City website to boost interest.

Cost Center 411120: City Clerk

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$116,233	$116,500	$120,800	$134,819
Fringe Benefits	50,919	55,900	55,900	61,300
Purchased Services	20,683	20,000	20,000	20,000
Internal Services	(47,681)	(62,097)	(62,097)	(64,000)
Other Charges	1,177	1,420	1,420	1,420
Supplies & Materials	0	250	250	250
Capital Outlay	0	0	0	0
Total	**$141,331**	**$131,973**	**$136,273**	**$153,789**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
City Clerk	23	1.0	1.0	1.0	1.0
Assistant City Clerk	15	1.0	1.0	1.0	1.0
Total FTE		**2.0**	**2.0**	**2.0**	**2.0**

JUDICIAL ADMINISTRATION

General District Court

Joint Court Service

Juvenile and Domestic Court

Commonwealth Attorney

Court Service and Custody

Judicial Administration Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$0	$0	$0	$0
Fringe Benefits	0	0	0	0
Purchased Services	2,034,713	2,209,086	2,129,866	2,180,489
Other Charges	376	1,000	1,000	950
Supplies & Materials	362	2,500	2,500	1,500
Debt Service	0	0	0	0
Capital Outlay	0	0	0	0
Total Expenditures	**$2,035,451**	**$2,212,586**	**$2,133,366**	**$2,182,939**
Revenues				
Juvenile Court	$4,547	$5,725	$3,300	$3,300
Circuit Court	4,720	6,093	6,800	6,800
Court Facilities Fees	18,938	18,968	19,800	19,800
Jail Admin Fee	1,794	1,603	1,600	1,600
Courthouse Security	98,630	98,729	105,100	105,100
Court Fees	5,176	2,849	6,524	6,524
Total Revenues	**$133,805**	**$133,967**	**$143,124**	**$143,124**
Net Cost to the City	**$1,901,646**	**$2,078,619**	**$1,990,242**	**$2,039,815**

FUNCTION: Administration of Justice
DEPARTMENT: General District Court
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
Funds for the City's General District Court note a 5.7% ($1,050) decrease from the prior year. Decreases are noted to the following accounts: dues and subscriptions ($50), office supplies ($500), and small equipment ($500).

PROGRAM:
The General District Court provides for a segment of the judicial service activities required under the law enforcement program. The court receives and distributes collaterals for misdemeanors, traffic cases and cases arising out of the Alcohol Safety Action Program (ASAP). Felonies and civil suits are heard in Fairfax County General District Court and all juvenile cases are heard at Fairfax County Juvenile and Domestic Relations Court.

GOAL:
To ensure that all persons who have matters before the court have timely hearings at all stages of the appropriate City or County proceedings by effectively scheduling the use of personnel, facilities and equipment resources.

OBJECTIVES
- Process all police, citizen and judicial complaints, summons, orders and motions as required by law
- Collect, account for and process court collection payments

SERVICES AND PRODUCTS:
- Court Information

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
New Traffic Actions	11,464	11,796	12,096	12,396
New Criminal Actions	599	544	544	599
New Civil Actions	193	211	220	240
Documents handled per staff member				
New Cases processed	12,256	12,551	12,860	13,235

PERFORMANCE MEASUREMENT RESULTS:
Additional traffic actions could and new cases are projected to increase but are contingent upon implementation of the Red Light Photo Program, which is tentatively scheduled to begin in FY 2012.

Cost Center 413110 General District Court				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Purchased Services	$13,418	$15,000	$15,000	$15,000
Other Charges	376	1,000	1,000	950
Supplies & Materials	362	2,500	2,500	1,500
Capital Outlay	0	0	0	0
Total	**$14,156**	**$18,500**	**$18,500**	**$17,450**

FUNCTION: Administration of Justice
DEPARTMENT: Joint Court Service
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
This account provides, through a contract with Fairfax County, for the City's share of the Circuit Court, and Clerk of the Court. While an increase in indirect costs with all county contracts was instituted this past year, an overall decrease in costs is reflected since the prosecutorial services of the Commonwealth's Attorney have been separated into a separate cost center. Costs toward facilities management (City's share of costs to operate facilities) have decreased as well. $310,432 is adopted for the FY12 budget.

PROGRAM:
The Joint Court Service provides a number of court service activities for the City of Fairfax by contract with Fairfax County on a contract basis. The Circuit Court has jurisdiction in criminal and civil cases. Civil jurisdiction provides for adoptions, divorces and controversies where the claim exceeds $20,000. Pubic services include issuance of marriage licenses, notary commission, probating will and collection of recordation taxes.

GOAL:
To ensure effective, fair Court services for City of Fairfax residents.

OBJECTIVES:
- Monitor effectiveness of court programs
- Evaluate provisions of contract agreement and payments

SERVICES AND PRODUCTS:

Circuit Court
- Felony cases
- Civil cases
- Appealed cases

Clerk of the Court
- Official function
- Recording legal documents
- Marriage
- Court attendance

Commonwealth Attorney
- Prosecution of felonies

Cost Center 413120: Joint Court Service				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Purchased Services	$259,993	$249,285	$306,565	$310,432
Total	**$259,993**	**$249,285**	**$306,565**	**$310,432**

FUNCTION: Administration of Justice
DEPARTMENT: Juvenile and Domestic Relations District Court
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
This account provides, through a contract with Fairfax County, for the City's share of the Juvenile and Domestic Relations District Court services. The City's payment is comprised of a population based share of certain court costs and community prevention programs and a per diem rate for juveniles who are detained in the various juvenile court facilities. Costs are expected to increase to $527,882, which is a 31% ($126,208) increase from FY 2011, in part due to a miscalculation of residential costs in the last fiscal year which caused us to reduce our FY11 budget request, however, it is only 3% over FY 10 actual.

PROGRAM:
The Juvenile and Domestic Relations Court provides administration of justice in the juvenile and domestic relations areas. Programs include community based juvenile crime control, the Girls and Boys Probation Houses and many innovative programs that identify youth offenders and redirect them towards successful outcomes. The activities are provided by the County of Fairfax and paid for on a contractual basis based on population.

GOAL:
To ensure effective, fair juvenile court services for City of Fairfax residents.

OBJECTIVES:
- Monitor effectiveness of court programs and community alternatives
- Evaluate provisions of contract and payments

SERVICES AND PRODUCTS:

Juvenile Domestic Relations
- Juvenile Detention Center 114 days
- Boys' Probation House 0 days
- Girls' Probation House 289 days
- Less Secure Shelter 22 days

Cost Center 413130: Juvenile & Domestic Relations District Court				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Purchased Services	$513,099	$401,674	$515,111	$527,882
Total	**$513,099**	**$401,674**	**$515,111**	**$527,882**

FUNCTION: Administration of Justice
DEPARTMENT: Commonwealth Attorney
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
This year, the costs for the Commonwealth's Attorney have been separated from the Joint Court Services Account. The caseload of the office is substantial and is one of the highest per prosecutor in the Commonwealth. The City pays a population ratio based share for these services which are projected to be $63,500 in FY 2012.

PROGRAM:

The Office of the Commonwealth's Attorney is charged primarily with the prosecution of crime. This office prosecutes criminal and traffic matters in the Fairfax County General District Court, criminal and delinquency matters in the Juvenile and Domestic Relations District Court, and all felony cases in the Fairfax County Circuit Court.
The Commonwealth's Attorney is a constitutional officer of the Commonwealth of Virginia. As such, he is not an officer or employee of the County from which he was elected. In this jurisdiction, the Commonwealth's Attorney is elected by voters of Fairfax City and Fairfax County. The Office of the Commonwealth's Attorney is charged primarily with the prosecution of crime.

GOAL:
To continue to prosecute all criminal cases in Fairfax County and all felony cases occurring in the City of Fairfax, for which sufficient evidence is available to support charges.

OBJECTIVES:
- Prosecutes all felony cases in Fairfax County Circuit Court
- Prosecutes misdemeanor and traffic cases
- Prosecutes criminal and delinquency cases in Juvenile Court
- Advises Grand Jury relative to their duties
- Represents the Electoral Board in certain election matters
- Works with police in investigations of criminal law

Cost Center 413140: Commonwealth Attorney				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Purchased Services	$47,556	$61,950	$61,950	$63,500
Total	**$47,556**	**$61,950**	**$61,950**	**$63,500**

FUNCTION: Administration of Justice
DEPARTMENT: Court Services and Custody
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
This account provides, through a contract with Fairfax County, for the City's share of court security and custody at the Adult Detention Center. The County had asserted that the number of prisoner days, currently billed at 6,144 days, had been significantly underreported in prior years. Personnel from the City Police Department participated with the Fairfax County Office of the Sheriff in an audit of the records of confinement for each prisoner day attributed to the city. An agreement was jointly negotiated to keep the number of prisoner days level with those for which the city was billed in FY 2010. As a result, $1,263,675 is budgeted for FY 12, nearly level with the FY 10 actual and a 15% decrease from FY 2011.

PROGRAM:
All court services and custody are provided through a contractual agreement with the Fairfax County Office of the Sheriff. The Sheriff is a Constitutional Officer who has law enforcement jurisdiction in both criminal and civil matters in the County and City of Fairfax. The Sheriff's Office is divided into two separate functions: the first area of operation is Court Services. Court Services has responsibility for ensuring the security of the courts including transport of prisoners, and the proper service execution of all civil legal processes. The other area of operation for the Sheriff is Custody Services. Custody Services is responsible for the confinement of prisoners in a safe and humane environment at the Adult Detention Center and Support Services Division. The Support Services Division or Pre-Release Center provides custody services to approximately 200 persons who are divided between the Work-Release, Electronic Incarceration and Community Labor Force functions.

GOAL:
To provide jail and custody service in support of law enforcement functions.

OBJECTIVES:
- Ensure a safe court environment for all participants
- Maintain both the integrity of the court process and courtroom decorum
- Transport prisoners throughout the State
- Operate the Adult Detention Center of Fairfax County

SERVICES AND PRODUCTS:
- Detention facilities
- Transportation of prisoners
- Courtroom enforcement
- Bailiffs for the various courts

Cost Center 413230: Court Services & Custody				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Purchased Services	$1,200,647	$1,481,177	$1,231,240	$1,263,675
Total	**$1,200,647**	**$1,481,177**	**$1,231,240**	**$1,263,675**

ELECTORAL BOARD

Electoral Board Budget Summary				
	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$124,487	$125,877	$124,677	$131,165
Fringe Benefits	44,878	47,700	49,700	51,100
Purchased Services	22,327	20,630	17,276	35,829
Internal Services	(47,401)	(61,733)	(61,733)	(63,600)
Other Charges	2,545	3,756	3,928	5,000
Supplies & Materials	89	1,550	1,750	1,100
Capital Outlay	1,266	200	108	100
Total Expenditures	**$148,191**	**$137,980**	**$135,706**	**$160,694**
Revenues				
Salary Reimbursement	$48,789	$46,259	$48,789	$48,789
Total Revenues	**$48,789**	**$46,259**	**$48,789**	**$48,789**
Net Cost to the City	**$99,402**	**$91,721**	**$86,917**	**$111,905**
Total FTE	**2.5**	**2.5**	**2.5**	**2.5**

FUNCTION: Electoral Board
DEPARTMENT: Electoral Board
DIVISION OR ACTIVITY: Electoral Board/General Registrar

BUDGET COMMENTS:
The FY 2012 budget for the Electoral Board and General Registar will increase by 16.5% ($22,700) over the previous fiscal year. Non personnel operating line items note a net increase of $14,000 and is due mainly to the expected five elections that will be held in FY 2012. These funds provide for the payment of election officials, rental fees for election location, and maintenance for the voting machines. Personnel expenses increase by $8,700, as funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen.

PROGRAM:
The Electoral Board, appointed by the Circuit Court, oversees the electoral process. The General Registrar, appointed by the Board, in addition to managing the electoral process for the Board, performs the voter registration process in conformity with all City, State and Federal laws.

GOAL:
To promote our representative form of government by ensuring the integrity of the voter registration process and the conduct of free and fair elections.

Objectives

Electoral Board

- Efficiently conduct honest, fair, free and accurate elections
- Provide guidance to the Registrar
- Comply with and administer all relevant election and campaign finance laws

General Registrar

- Provide voter registration for all eligible community members
- Manage elections and other activities as directed by the Electoral Board
- Serve as the Board's financial officer and chief advisor on election law
- Protect against election fraud
- Serve the citizens of the City of Fairfax as the primary point of contact for issues regarding elections, campaign finance, all voting issues and voter registration.

Services and Products:

Electoral Board

- Conducts Elections including the recruiting, training and supervision of Officers of Election
- Selects and monitors the performance and security of the voting equipment
- Officially certifies election results
- Reviews campaign finance submissions by local candidates & Political Action Committees

FUNCTION: Electoral Board
DEPARTMENT: Electoral Board
DIVISION OR ACTIVITY: Electoral Board/General Registrar

General Registrar

- Well managed, efficient, fair, honest and accurate elections
- Accessible, ADA compliant polling locations
- Maintains official records of elections, candidates and other information for public inspection
- Maintains accurate voter registration rolls; maintains Virginia Election and Registration Information System database
- Administers absentee voting systems
- Ensures the security, maintenance and integrity of voting equipment and processes
- Certifies all local candidates' eligibility to run for office
- Reviews campaign finance submissions by and for local candidates & political action committees
- Assesses civil penalties for campaign finance violations
- Processes FOIA requests on a timely basis
- Ensure the security, maintenance and integrity of voting equipment and processes
- Certify all local candidates' eligibility to run for office
- Review campaign finance submissions by and for local candidates & political action committees
- Assess civil penalties for campaign finance requirement violations
- process FOIA requests on a timely basis

FY 2012 Measures of Effectiveness:

- Conducted elections successfully. Polls opened and closed on time. Citizens enjoyed a relatively pleasant voting experience with timely, accurate results and no lawsuits or notable incidents.
- Implemented a comprehensive voting system security plan
- Initiated a substantially expanded training program for Officers of Election. We are well on our way toward our goal of having the most competent, best trained Officers of Election in the Commonwealth.

Voter registration remains relatively stable around 15,000 registered voters. Fluctuations occur as interest in an election grows. This office processes about 4600 registration applications per year that are Citizens of the City of Fairfax. We also handle an additional 4600 applications that are not City of Fairfax citizens sent to us in error.

A high percentage of the “motor voter” voter registration applications have errors that require this office to deny the application which cost about 10 minutes in labor per denied application.

FUNCTION: Electoral Board
DEPARTMENT: Electoral Board
DIVISION OR ACTIVITY: Electoral Board/General Registrar

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Number of elections	2	3	2	5
Number of votes cast	12,572	9,914	11,000	18,400
Number of Officers of Election deployment	111	124	91	194
Number of registered voters	15,506	14,937	15,000	15,000
Number of additions, deletions and changes to voter registrations	4,627	3,077	3,100	4,500
Number of times a Voting Machine is deployed	36	65	33	72
Absentee applications processed	2,561	825	722	570
Number of candidates qualified		22	2	19
Number of campaign finance forms processed	50	74	52	115
Number of formal voter complaints	1	1		

PERFORMANCE MEASUREMENT RESULTS:

Voter registration remains relatively stable around 14,000 registered voters. Fluctuations occur as interest in an election grows.

Cost Center 414110: Electoral Board

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$124,487	$125,877	$124,677	$131,165
Fringe Benefits	44,878	47,700	49,700	51,100
Purchased Services	22,327	20,630	17,276	35,829
Internal Services	(47,401)	(61,733)	(61,733)	(63,600)
Other Charges	2,545	3,756	3,928	5,000
Supplies & Materials	89	1,550	1,750	1,100
Capital Outlay	1,266	200	108	100
Total	**$148,191**	**$137,980**	**$135,706**	**$160,694**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Registrar	20	1.0	1.0	1.0	1.0
Deputy Registrar	12	1.0	1.0	1.0	1.0
Deputy Registrar	12	0.5	0.5	0.5	0.5
Total Positions		**2.5**	**2.5**	**2.5**	**2.5**

GENERAL AND FINANCIAL ADMINISTRATION

General & Financial Government - Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$4,651,734	$4,693,775	$4,639,450	$4,704,131
Fringe Benefits	1,507,598	1,614,900	1,595,900	1,669,900
Purchased Services	1,845,659	1,778,655	1,804,666	1,802,326
Internal Services	(4,062,344)	(4,030,081)	(4,064,881)	(4,218,869)
Other Charges	820,604	897,081	900,841	1,032,897
Supplies & Materials	1,387,364	1,465,883	1,482,483	1,552,257
Capital Outlay	108,657	91,300	91,300	141,000
Total Expenditures	**$6,259,272**	**$6,511,513**	**$6,449,759**	**$6,683,642**
Revenues				
Returned Check Fee	4,925	5,246	3,283	3,283
Sale of City License Plates	5,220	5,220	5,000	5,000
Salary Reimb. - Revenue & Treasurer	253,160	231,358	227,120	227,120
Total Revenues	**$263,305**	**$241,823**	**$235,403**	**$235,403**
Net Cost to the City	**$5,995,968**	**$6,269,690**	**$6,214,356**	**$6,448,239**
Total FTE	**60.75**	**60.75**	**60.38**	**60.38**

FUNCTION: General and Finance
DEPARTMENT: City Manager's Office
DIVISION OR ACTIVITY: City Manager

BUDGET COMMENTS:
The budget for the City Manager's office notes a 13.9% ($53,200) decrease from the prior year. A reorganization plan moved a previously budgeted full time position to part time status, resulting in personnel savings of $51,000. The water and wastewater allocation decreased by $2,100, and all remaining accounts are level in total funding over the prior fiscal year. Employees will receive a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen.

PROGRAM:
The City Manager, as chief executive officer of the municipal government, implements City Council policy and manages the activities of the City offices and departments.

GOAL:
To insure that resources funded by City Council are well managed and available in order to provide a variety of needed and/or desired municipal services to City citizens. Insure City Council priorities are implemented as outlined in Council's adopted goals for 2010-2012 (Budget Message A-7).

OBJECTIVES:
- Provide Council with information and data necessary for formulating policy
- Direct and control departments and offices
- Exercise fiscal control over operations and submit an annual budget to City Council
- Respond to citizen inquiries and requests
- Evaluate programs and projects for effectiveness
- Conduct research and develop methodology for new programs
- Communicate Council policy to departments and offices
- Manage work force
- Act as liaison to the General Assembly and monitor legislation affecting the citizens of Fairfax

SERVICES AND PRODUCTS:
- Annual operating and capital budget
- Annual legislative program
- Special projects and reports
- Citizen relations
- Data and information analyses
- Responses to Council/citizen inquiries

FUNCTION: General and Finance
DEPARTMENT: City Manager's Office
DIVISION OR ACTIVITY: City Manager

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Analysis and research to support Council policy formulation	As Necessary	As Necessary	As Necessary	As Necessary
Operating department performance reviews	As Necessary	As Necessary	As Necessary	As Necessary
Contacts with Legislative Delegation and VML staff members	As Necessary	As Necessary	As Necessary	As Necessary
Outcome Measures				
% of time operating budget expenditures conform to established budgetary guidelines	100%	100%	100%	100%
Information requests from Mayor or City Council answered within 10 days	100%	100%	100%	100%
Information requests from the public answered within 10 days	100%	100%	100%	100%

Performance Measurement Results:

The City Manager's office strives to respond to all inquiries within the established guidelines.

Cost Center 415110: City Manager

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$344,681	$344,700	$344,700	$305,352
Fringe Benefits	103,347	99,900	101,400	88,200
Purchased Services	450	200	200	200
Internal Services	(54,057)	(70,401)	(70,401)	(72,500)
Other Charges	7,673	7,200	7,200	7,200
Supplies & Materials	1,351	1,700	1,700	1,600
Capital Outlay	0	0	0	0
Total	**$403,445**	**$383,299**	**$384,799**	**$330,052**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
City Manager	**	1.0	1.0	1.0	1.0
Assistant City Manager	31	0.5	0.5	0.5	0.5
Administrative Support Specialist	14	1.0	1.0	0.625	0.625
Total FTE		**2.5**	**2.5**	**2.1**	**2.1**

FUNCTION: General and Finance
DEPARTMENT: Law
DIVISION OR ACTIVITY: City Attorney

BUDGET COMMENTS:
This cost center increased by 5.3% ($27,100) in FY 2012. Legal service fees are calculated based on workload projection and rates charged by the various firms providing portions of the legal services to the City (while the City Attorney is responsible for all aspects of legal representation, the City Attorney supervises a City Prosecutor as well as an attorney employed to work with the City Treasurer to collect delinquent real estate, business license, personal property, meals and other local taxes, often on a contingency basis). Additional funds are provided to handle the expected increased litigation costs.

PROGRAM:
The City Attorney is appointed by City Council to provide municipal legal services on a contractual basis. The City Attorney selects the City Prosecutor and other providers of legal services on an as-needed basis. In addition, the City Attorney coordinates with insurance counsel provided by the City's insurance carrier in certain cases for which coverage is afforded.

GOAL:
To protect the interests of the City of Fairfax by serving as legal advisor to the City Council, the City Manager, City staff, and various appointed boards and commissions.

OBJECTIVES:
- Provide legal representation to the City Council, City Manager, all departments, boards, commissions and agencies of the City
- Issue legal opinions, prepare and review ordinances and other legal documents, including bonds, deeds, leases and contracts, as well as advising on legislative matters and drafting legislative items as required
- Represent the City (elected officials, appointees, employees and volunteers and departments) and various boards and commissions in litigation and administrative proceedings
- Attend City Council meetings, and meetings of other boards and commissions as requested
- Provide legal assistance regarding planning and zoning issues, including reviewing zoning applications and staff reports for City Council and City staff as requested and utilizing legal resources to enforce zoning violations and remediation thereof
- Prosecute misdemeanor and traffic offenses in the City's General District Court (and on appeal as necessary)
- Assist the City Treasurer in the collection of delinquent local taxes (real estate, personal property, business taxes, meals taxes etc.)

SERVICES AND PRODUCTS:
- General legal advice & representation

FUNCTION: General and Finance
DEPARTMENT: Law
DIVISION OR ACTIVITY: City Attorney

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Formal/informal opinions issued	30	30	30	30
Ordinances prepared and/or reviewed for City Council and other boards and commissions	30	30	30	35
Lawsuits closed during the year	10	10	15	20
Review special use permits, special exceptions, variances, rezoning applications and staff reports	50	75	75	75
Appearances before City Council, Planning Commission, and Board of Zoning Appeals	35	40	45	45
Appearances in regulatory matters	2	2	2	2
Review and respond to FOIA requests	25	30	30	30

Performance Measurement Results:

- A primary focus of the City Attorney's office continues to be in the area of development and redevelopment initiatives in the City – necessitating a close working relationship with various City departments including the Community Development and Planning Department and the Code Enforcement Office. In addition, the City Attorney has continued to undertake many formal and informal briefings regarding legal and procedural issues of concern to the Mayor and City Council, and to the City's various boards and commissions, and City staff and consultants. In the past year, the City Attorney has also been directed to attend Planning Commission meetings and to play a more active role in advising the same. In terms of specific projects, there remain a number of issues relating to the final phase of the undergrounding of utilities project, the new community center, various construction and other procurement issues throughout the City, and other initiatives. Further, the City Attorney's office has been charged with providing complex legal advice regarding fundamental changes in financial policies and procedures for the City, given economic challenges. In addition, the nature of future development and redevelopment projects in the City has evolved to a point where development projects are relatively complex, since there is very little empty site development and most land use work is in the nature of either infill development or in redevelopment, where the legal issues can be particularly complex.

- Also, the City is the owner of a number of properties, and managing and disposing of these various properties continues to have numerous legal ramifications. In the zoning enforcement area, the City has continued a program enacted in recent years to aggressively enforce against violators, resulting in an increase in notices of violations and tickets, and resulting legal action (including litigation) to enforce the same as individuals and companies challenge various City enforcement efforts. There has been an increase as well in litigation filed against the City, including in the tax assessment area and challenges to land use actions by the City, and we can anticipate a continued increase in formal litigation matters involving these cases. Litigation continues to be the one area that it is virtually impossible to predict with certainty, and we continue to utilize a conservative estimating process in arriving at projections in this area.

Cost Center 415120: City Attorney				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Purchased Services	$552,952	$544,000	$544,000	$572,000
Internal Services	(23,886)	(31,108)	(31,108)	(32,000)
Total	**$529,066**	**$512,892**	**$512,892**	**$540,000**

FUNCTION: General and Finance
DEPARTMENT: Mayor and City Council
DIVISION OR ACTIVITY: Public Audit of Accounts

BUDGET COMMENTS:
The Public Audit of Accounts cost center remains level over FY 2011, and this is based on the contract with the City's auditor.

PROGRAM:
The City's financial records are audited annually by an independent certified public accounting firm employed by the City and responsible directly to the City Council.

GOAL:
To ensure that City financial methods and controls are in accordance with generally accepted accounting standards.

OBJECTIVES:
- Review financial statements and accounts using standards of the American Institute of Certified Public Accountants and the State Auditor of Public Accounts
- Prepare an audit which accurately presents the financial condition of the City

SERVICES AND PRODUCTS:
- Comprehensive Annual Financial Report (CAFR)

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Outcome Measures				
Timely receipt of CAFR	Yes	Yes	Yes	Yes
Obtain Government Finance Officers Association (GFOA) Certificate of Achievement Award	Yes	Yes	Yes	Yes
Present audit findings to Management for improvements to internal policies & procedures	Yes	Yes	Yes	Yes

Performance Measurement Results:

For FY 2009, the City's Comprehensive Annual Financial Report (CAFR) was awarded a Certificate of Achievement for Excellence in Financial Reporting upon review by the Government Finance Officers Association (GFOA). The FY 2010 CAFR will be submitted to GFOA again this year in hopes of obtaining another award.

Cost Center 415130: Public Audit of Accounts

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Purchased Services	93,000	90,400	90,400	90,400
Internal Services	(6,214)	(8,093)	(8,093)	(8,300)
Total	**86,786**	**82,307**	**82,307**	**82,100**

FUNCTION: General and Finance
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Personnel

BUDGET COMMENTS:
The budget for the office of Personnel will increase 5.7% ($21,700) from FY 2011. Personnel expenses will increase by $22,100 and include a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen. Contract services are up $5,000 for medical testing for City employees, but are offset by a $5,200 decrease to the water and wastewater allocation.

PROGRAM:
The Office of Personnel administers a comprehensive human resource management system for the City that complies with federal, state and City laws and regulations.

GOAL:
To recruit and retain a highly motivated work force equipped with the skills and knowledge required to deliver high quality services to citizens.

OBJECTIVES:
- Recruit, evaluate and refer qualified candidates for City positions
- Coordinate continual training of the work force
- Respond to employees, retirees, and the public through telephone and walk-in inquiries and requests regarding employment, benefits, compensation, payroll and policy issues in a timely manner
- Generate accurate personnel action forms for new hires, employee performance evaluations, terminations and other miscellaneous status changes

SERVICES AND PRODUCTS:
- Job classification, compensation, evaluation systems and salary surveys
- Recruitment and hiring and employee orientation
- Employee activities – health fair, newsletter
- Personnel records
- Training
- Benefits
- Employee relations advice/guidance

FUNCTION: General and Finance
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Personnel

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Number of Positions Filled	21	26	32	35
Average time to fill a job (days)	60	60	60	60
Applications received per year	1,350	1,800	1,800	1,800
Number of disciplinary actions	10	9	10	10
Number of grievances	1	1	1	1
Number of personnel/payroll actions	1,500	1,500	1,500	1,500
Outcome Measures				
Turnover rate	7.9%	8.8%	9.2%	9.5%

Performance Measurement Results:

- The number of positions filled in 09 was a significantly lower in FY 09 as a hiring freeze was implemented and the economy worsened.
- Grievances and disciplinary actions are expected to remain relatively level with past FY's.
- The turnover rate decreased below normal in FY10 due to the downturn in the economy.

Cost Center 415140: Personnel

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$329,914	$329,900	$329,900	$335,673
Fringe Benefits	119,344	118,100	126,900	134,400
Purchased Services	96,121	102,000	102,000	107,000
Internal Services	(133,972)	(174,478)	(174,478)	(179,700)
Other Charges	9,259	7,700	7,700	7,700
Supplies & Materials	241	650	650	500
Capital Outlay	0	0	0	0
Total	**$420,907**	**$383,872**	**$392,672**	**$405,573**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Personnel Director	28	1.0	1.0	1.0	1.0
Benefits & Risk Manager	23	1.0	1.0	1.0	1.0
Personnel Analyst	20	0.0	0.0	0.0	0.0
Personnel Safety Technician	16	1.0	1.0	1.0	1.0
Personnel Technician	14	1.0	1.0	1.0	1.0
Total FTE		**4.0**	**4.0**	**4.0**	**4.0**

FUNCTION: General and Finance
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Community Relations

BUDGET COMMENTS:
The Community Relations budget increases by 5% ($4,000). Personnel expenses reflect a $4,000 increase for fringe benefit inflationary adjustments and a 1.75% market adjustment on January 1, 2012. Merit (step) increases will remain frozen. Increases to non personnel line items of $1,300 are offset by an $1,400 reduction to the water and wastewater allocation.

PROGRAM:
The Community Relations Office manages a complete communications program to keep residents and the media informed of municipal services and activities. This program employs a variety of print and electronic resources, including a community newsletter, special brochures and informational materials; news releases and media advisories; video and cable television; telephone bulletin boards; and the Internet.

GOAL:
To ensure an educated and involved citizenry and an informed media by providing information on City programs and activities through timely and efficient communication methods. To meet the Council's goal to Continue to strengthen our residential base and sense of community through programs such as outreach meetings, Celebration of the 50th year of the City of Fairfax, the 75th Anniversary celebration of Fairfax High School, the Civil War Sesquicentennial celebration, and the 2011 opening of the City's new community center, etc.

OBJECTIVES:
- Answer citizen requests for information and to ascertain community needs
- Produce informational, educational and promotional publications/materials for residents and business owners
- Prepare and disseminate news releases and media advisories targeted to print and electronic media outlets and community audiences
- Keep citizens informed of critical issues through the Internet (WWW), cable television, telephone bulletin boards, electronic messages, AM radio station and other media
- Keep current on information technology initiatives and their applications to community relations
- Survey and analyze effectiveness of communication programs
- Explore methods to improve the management and implementation of communication programs
- Manage citizen outreach programs

SERVICES AND PRODUCTS:
- The *Cityscene* on-line newsletter
- Pamphlets, brochures, flyers, banners
- Community Calendar
- News releases and media advisories
- Press conferences
- World Wide Web site content (including City and Chocolate Lovers Festival Web sites)
- AM radio PSAs
- Chocolate Lovers Festival, communication support
- Telephone bulletin boards
- eMAS (electronic message alert system)
- New Resident packets

FUNCTION: General and Finance
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Community Relations

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
*Cityscene*s made available on the first of the month	12	12	12	12
Citizen inquiries handled	3,810	3,875	3,950	4,000
Web site inquiries handled	770	800	875	950
Media inquiries handled	394	395	400	400
News releases prepared and distributed	250	250	250	250

Performance Measurement Results:

The increased number of citizen inquiries and media inquiries handled is due largely to the ending of the Cityscene mass mailing. Additionally, the Community Relations Office has become the liaison between city residents and the Examiner newspaper regarding delivery issues, which has increased the amount of citizen and media inquiries.

Web inquiries have increased due to the Examiner program, a new Web form for Web users and the popularity of city special events.

Cost Center 415150: Community Relations

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$81,235	$80,024	$80,024	$81,424
Fringe Benefits	32,376	35,100	35,100	37,700
Purchased Services	382	10,000	10,800	10,800
Internal Services	(37,446)	(48,768)	(48,768)	(50,200)
Other Charges	936	475	475	475
Supplies & Materials	1,466	900	1,500	1,400
Capital Outlay	0	900	900	900
Total	**$78,949**	**$78,631**	**$80,031**	**$82,499**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Community Relations Specialist	19	1.0	1.0	1.0	1.0
Total FTE		**1.00**	**1.00**	**1.00**	**1.00**

FUNCTION: General and Finance
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Marketing

BUDGET COMMENTS:
The Marketing budget decreases by 21.2% ($33,800) in FY 2012. Personnel expenses increase by $5,800, which provides funds for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen. The advertising line item decreases by $37,000 (73%) to reflect reductions incurred during the budget review process.

PROGRAM
To continue to increase the positive perception of the City, both internally to residents, and externally to investors and visitors, to increase the visibility, and advance the City through all available local, regional and State resources in the most cost effective manner.

GOAL
Increase the number of people eating, shopping, staying, visiting and doing business in the City so increasing expenditure to the City. Increase visibility and vitality of the City as a place to visit and stay when in the Capitol region. Per City Council Goal (Budget Message A-7): To meet the Council's goal to continue to strengthen our residential base and sense of community through programs such as outreach meetings, Celebration of the 50th year of the City of Fairfax, the 75th Anniversary celebration of Fairfax High School, the Civil War Sesquicentennial celebration, and the 2011 opening of the City's new community center, etc.

OBJECTIVES
- Implement an effective marketing strategy for the City of Fairfax.
- Provide marketing support for City departments.
- Promote Old Town Plaza in association with Old Town businesses.
- Increase marketing budget by attracting additional grants and funding into the City.
- Incorporate current trends, research information and best practice gained through liaison with external partnerships such as Virginia Tourism Corporation and George Mason University
- Bring marketing expertise to association with business partnerships: Kimco Realty Corporation, Downtown Fairfax Coalition, George Mason, hotel groups, such as Best Western and Marriott group.
- Achieve cost benefits through mutual marketing with Community partnerships: including George Mason University, Destination Fairfax, Fairfax Spotlight on the Arts and Fairfax City Regional Library.

SERVICES and PRODUCTS
- Cost effective use of Social Media to promote city events – such as Constant Contact
- Develop and maintain effective visitor and cultural websites.
- Creation of effective advertising and public relations campaigns, in 2010 a Co-op deal with VA Tourism generated over 20,000 Reader enquiries.
- Print & electronic media advertising – building on joint media
- Maintain media liaisons and an effective photo library for media, external and internal.
- To development, production and distribution City Brochures local and state [VA Rest Centers re-opened in 2010]
- Special event co-op marketing including production of downtown performance events.
- Conduct City Market research and data collection in collaboration with Virginia Tourism Corporation and George Mason University.
- Provide staff liaison with Cultural, Historical and Tourism Boards.

FUNCTION: General and Finance
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Marketing

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Number of Advertisements – Radio wks	18	36	30	30
Number of Adverts per single insert – *Print inc National Virginia Tourism brochures in 2010 [distrib 750,000]	250	*300	250	250
Number of Advertisements – Electronic [more media offering combined advertising]	2x12mth contracts	200	250	250
Number of Brochures	60,000	75,000	75,000	75,000
Percentage of increased hits to Visit Fairfax website	75%	90.56% new visits 1/31/2011	Tbd	Tbd
Contact Database [Constant Contact]	200	5,245	6,500	6,500
Number of Cultural Arts Events	62	63	63	63
Cultural Arts performance attendance	20,000	25,000	27,000	27,000
Number of Downtown Events	42	45	45	45
Marketing support – Downtown event Attendance **	98,000	140,000	150,000	150,000

** Downtown events – World Cup, New Year's Eve Run, Plaza Summer Music Series, Halloween, Fairfax Irish Folk Festival, Downtown Sunday Farmer's Market, Old Town Plaza Gallery, 'theSPACE at Old Town Plaza', Fourth Fridays, Summer Nights in the City, Antique Car Show, Movies under the Moon, Fall Festival, 4th July, Chocolate Lovers Festival [in 'theSPACE at Old Town Plaza] Restaurant Week, Performance Series at Old Town Hall, Spotlight on the Arts

Cost Center 415152: Marketing

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$50,876	$47,100	$51,100	$51,994
Fringe Benefits	17,537	18,200	18,800	19,100
Purchased Services	96,531	88,300	93,300	50,143
Internal Services	(37,446)	(7,446)	(7,446)	(7,700)
Other Charges	21,277	12,700	12,700	11,500
Supplies & Materials	3,577	900	900	900
Capital Outlay	0	0	0	0
Total	**$152,352**	**$159,754**	**$169,354**	**$125,937**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Cultural Arts & Marketing Manager	23	0.50	0.50	0.50	0.50
Cultural Arts Coordinator	14	0.00	0.00	0.00	0.00
Total FTE		**0.50**	**0.50**	**0.50**	**0.50**

FUNCTION: General and Finance
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Cable TV

BUDGET COMMENTS:
Funding for the Cable TV budget increases by 9.1% ($11,600) in FY 2012. Personnel expenses are higher by $6,900 to reflect additional funds for temporary help ($3,300), fringe benefits ($1,300), and a market adjustment ($2,000). A 1.75% market adjustment is provided for all employees on January 1, 2012, but merit (step) increases will remain frozen. All remaining non personnel line items note a net increase of $4,700.

PROGRAM:
The Community Relations Office manages a complete communications program to keep residents and the media informed of municipal services and activities. The Cable TV division helps the City achieve its communication goals through the use of video on cable television, the City's web site and DVDs. This division oversees the main video control room at City Hall, the mobile studio and five remote PEG sites, including Old Town Hall, Fairfax High School, Lanier Middle School, Daniels Run Elementary School and Providence Elementary School.

GOAL:
To keep residents and merchants informed of timely and pertinent information through the use of video programming. The programs are shown on the City's cable television station, Cityscreen-12, which is carried on the Cox Communications cable network and on Verizon FiOS, on the City's web site and available on DVD for purchase or loan .

OBJECTIVES:
- Program the electronic bulletin board on Cityscreen-12 with timely and pertinent information important to the community
- Televise live, unedited coverage of all City Council meetings and work sessions
- Televise live, unedited coverage of Planning Commission meetings
- Televise live, unedited coverage of School Board meetings
- Produce and televise "The Fairfax Scene" magazine programs
- Produce and televise special and cultural events and activities
- Produce and televise public service programs that promote an understanding of City government and the safety and quality of life of those in the community
- Produce and televise promos for special and cultural events and activities
- Produce training and recruitment videos for city departments
- Provide election results from City of Fairfax precincts
- Provide 24/7 streaming of Cityscreen-12 on the City's web site
- Provide a video archive of recent Cityscreen-12 programming including meetings and special events

SERVICES AND PRODUCTS:
Ongoing Programming:
- 24-hour bulletin board
- City Council meetings
- School Board meetings
- Planning Commission meetings
- The Fairfax Scene program
- Special event coverage (i.e. Independence Day Parade, Spotlight on the Arts, Patriot Day, Fall Festival)
- Training and recruitment videos

FUNCTION: General and Finance
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Cable TV

Special Programming:

- Civil War/Historical Lectures
- Candidates Night
- Swearing-In Ceremony
- Budget presentation
- City Election results
- Public Service Announcements
- Event promotional videos

Videotape/DVD Borrowers Program:

- DVD copies of all programs available in City Manager's Office and Regional Library

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
City Council meetings/work sessions televised	34	28	35	36
School Board meetings televised/recorded*	10	10/11	10/11	8/11
Planning Commission meetings televised	17	17	19	20
Fairfax Scenes produced and televised	9	6	9	9
Special programming	2	8	21	35
Outcome Measures				
Percentage of programs shown on Cityscreen-12 and on City's web site	100%			
Percentage of programs available to the public at the City of Fairfax Regional Library	100%			

Performance Measurement Results:
*In the event that the School Board and Planning Commission hold simultaneous meetings, the body that is regularly scheduled to be televised is televised and the other body's meeting is recorded as a wide-shot only and added to the video archive.

The substantial increase in Special Programming is primarily because of a shift in the types of programming being produced. Shorter format productions such as training videos, public service announcements and event promotionals are being produced for the city's channel and the web site.

In addition, the upcoming year will be the Sesquicentennial of the Civil War. There will be several lectures and the Civil War Day will be augmented. We have been requested by HFCI and Historic Resources Department to cover Civil War Day and 9 of the 12 scheduled lectures at the Civil War Interpretive center.

Cost Center 415160: Cable TV

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$132,889	$129,265	$132,665	$134,834
Fringe Benefits	13,945	15,300	16,100	16,600
Purchased Services	3,547	5,000	12,411	14,550
Internal Services	(89,804)	(29,804)	(29,804)	(30,700)
Other Charges	810	1,150	830	1,200
Supplies & Materials	6,615	6,000	2,000	2,000
Capital Outlay	0	0	0	0
Total	**$68,002**	**$126,911**	**$134,202**	**$138,484**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Cable Television Manager (P/T)	23	0.75	0.75	0.75	0.75
Cable TV Technician (P/T)	19	0.75	0.75	0.75	0.75
Total FTE		**1.50**	**1.50**	**1.50**	**1.50**

FUNCTION: General and Finance
DEPARTMENT: Personnel
DIVISION OR ACTIVITY: Risk Management

BUDGET COMMENTS:
Staff support for this function is provided in the Personnel Office. Training is provided in this account for the entire City government in defensive driving, hazardous material communication, first aid and OSHA and Workers' Compensation training. The account includes the insurance costs for all liability, property and auto insurance for the City and VFD except for school and transit costs which are budgeted separately. Major costs include $483,350 for general business insurance, which is an increase of 26.5% ($101,200) to provide coverage for the Community Center, Fire Training Center, and bridges and dams at the City's Water Treatment Plant. Uninsured costs remain level over FY 2011 at $13,500.

PROGRAM:
The risk management program is composed of five main operational areas including insurance procurement, claims management, safety and loss control, administration of the City's workers' compensation program and contract review.

GOAL:
To protect the financial resources of the City and to provide a safe work environment. Promote a safety program and a liability loss prevention program that is functional and effective.

OBJECTIVE:
To reduce the frequency and severity of losses and to minimize liability exposure through an effective loss control program.

SERVICES AND PRODUCTS:
- Workers' Compensation Program
- Safety Education Program
- Loss Control Activities
- Claims Management – Loss Recovery
- Property and Liability Insurance
- Risk Management Information System
- Contract review for risk allocation

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Number of preventable accidents	29	37	43	39
Number of lost day injuries	6	8	7	9
Number of lost days	90	89	77	73
Number of light duty days	1,990	306	296	283

Performance Measurement Results:
- Preventable accidents increased due to inclement weather conditions.
- Number of lost and light duty work days projected to decrease.

Cost Center 415230: Risk Management				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Purchased Services	6,698	18,000	18,000	18,000
Internal Services	(438,973)	(93,347)	(93,347)	(96,100)
Other Charges	335,185	384,985	384,985	486,195
Supplies & Materials	0	125	125	125
Capital Outlay	0	0	0	0
Total	**($97,090)**	**$309,763**	**$309,763**	**$408,220**

FUNCTION: General and Finance
DEPARTMENT: Department of Information Technology
DIVISION OR ACTIVITY: Telephone

BUDGET COMMENTS:
There is no change to the budget for the City wide contract for phone service.

PROGRAM:
The telephone communications system is a VoIP telephone service that provides a full range of telecommunications features which is non-attendant operated.

GOAL:
To ensure efficient transfer of information internally as well as externally, via telephone and computer, and to enable employees and citizens to interact directly with departments in the transaction of City business. To meet the City's adopted goal of providing unsurpassed user-friendly, customer-focused business practices.

OBJECTIVES:
- Maintain telephone system in effective manner for all users

SERVICES AND PRODUCTS:
- Management of the telephone infrastructure and services

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Telephone support call response	616	570	570	570
Outcome Measures				
Request completed in a timely/sat. fashion	98%	98%	99%	99%

Performance Measurement Results:

- The City continues to expand the number of telephones and facilities that must be supported, as well as the types of services required. The completion of the City's new facilities at City Hall, Police Station, and Blenheim Interpretive Center increased the number of phone devices requiring telephone services.
- FTE dedicated to handle all telephone communication issues is .8.

Cost Center 415240: Telephone				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Internal Services	(7,453)	(9,706)	(9,706)	(10,000)
Other Charges	147,537	135,000	135,000	135,000
Total	**$140,084**	**$125,294**	**$125,294**	**$125,000**

FUNCTION: General and Finance
DEPARTMENT: Department of Information Technology
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
The Information Technology budget notes an increase of 3.7% ($53,000) in FY 2012. Personnel expenses increase by $24,000 to cover fringe benefit inflation adjustments and a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen. Equipment rental costs are up $29,000, and an additional $49,700 is requested for new computer related equipment purchases, which had been cut and deferred for the past several fiscal year's budget.

PROGRAM:
The Department of Information Technology provides technical services to City departments in three core functions:

Enterprise Architecture
Business Process Improvement
Service Management

GOAL:
To provide guidance and assistance in identifying appropriate technology to improve City operations and functions, and to ensure efficient and effective City operations by providing computer services and technology tools to departments. To strengthen the City's focus on environmental sustainability from an operations standpoint as well as functioning as a catalyst for community green initiatives.

OBJECTIVES:

- Formulate and implement the City's Information Technology (IT) strategic plan
- Facilitate a 24-hour City Hall through e-government solutions
- Provide project management and oversight to City technology projects
- Operate a full-service data center providing 24-hour service to City staff
- Minimize long-term expenses associated with technical services
- Provide systems support for specialized staff requests
- Provide support to users of City computer systems
- Operate and maintain the City's enterprise network

SERVICES AND PRODUCTS

- Development, design and implementation of the City's Enterprise Architecture including business applications and telecommunications infrastructure
- Security and preservation of electronic information and systems
- Telecommunications implementation and operations.
- Management of the City's technology infrastructure and systems.
- Management of the Data Center for enterprise applications
- System analysis and design; data modeling and database design, and data warehouse
- Web and server application development

FUNCTION: General and Finance
DEPARTMENT: Department of Information Technology
DIVISION OR ACTIVITY:

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Technical Support				
Technical service call responses	4,360	4,740	4,950	5,180
Number of workstations/computers supported	182	235	250	250
Number Laptops supported	58	70	80	80
Number of BB, PDA's, Cellphones, AirCards	240	300	310	310
Network Administration				
Network support call responses	1,500	1,637	1,650	1,675
Number of servers	41	41	41	41
Number of applications/systems	130	132	132	132
Number of routers, switches and appliances	86	90	90	90
Application Programming				
Requests for Web Services	1,020	1,140	1,300	1,560
Requests for GIS Services	520	630	650	780
Requests for queries/reports	320	375	390	390
Requests for custom applications	35	35	36	36
Outcome Measurers				
Network Management FTE	1.2	1.2	1.2	1.2
Computer time available	AVG 99.6%	99.8%	99.9%	99.9%

Performance Measurement Results:

- Requests for services have increased over time as the City has continued to develop its use of technology to deliver services more efficiently. GIS and additional mapping capability, additional web based services and more sophisticated use of general office software has increased the need for more targeted support. This year the staff completed implementation of new GIS web services. In addition, tye new Community Center and Fire Training Center have added locations requiring additional support.

Cost Center 415250: Information Technology

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$807,305	$822,286	$822,286	$836,676
Fringe Benefits	245,768	274,500	265,300	284,500
Purchased Services	556,425	457,667	457,667	422,483
Internal Services	(283,525)	(369,248)	(369,248)	(380,300)
Other Charges	85,126	99,775	99,775	128,600
Supplies & Materials	31,619	44,700	44,700	41,000
Capital Outlay	108,657	90,400	90,400	140,100
Total	**$1,551,375**	**$1,420,080**	**$1,410,880**	**$1,473,059**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Director of Information Tech	30	1.0	1.0	1.0	1.0
Assistant Director of Info. Tech.	27	1.0	1.0	1.0	1.0
Program / Systems Analyst	24	1.0	1.0	1.0	1.0
Web Architect	24	1.0	1.0	1.0	1.0
Telecommunications Manager	24	1.0	1.0	1.0	1.0
GIS Manager	23	1.0	1.0	1.0	1.0
Network Administrator	22	1.0	1.0	1.0	1.0
IT Specialist	21	0.0	0.0	0.0	0.0
Telecommunications Technician	21	1.0	1.0	1.0	1.0
Computer Technician II	18	1.0	1.0	1.0	1.0
Operations Technician	13	0.0	0.0	0.0	0.0
Total FTE		**9.0**	**9.0**	**9.0**	**9.0**

FUNCTION: General and Finance
DEPARTMENT: Personnel
DIVISION OR ACTIVITY: Printing and Office Supplies

BUDGET COMMENTS:
Funds for the Printing and Office Supplies budget increase by 1.3% ($3,200). Equipment rental costs are up $3,000 per the terms of the contracts with outside vendors. Additional personnel expenses of $2,400 reflect increases for fringe benefits and a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen. A decrease is noted to the water and wastewater allocation of $2,200.

PROGRAM:
Office support services for City operations are centralized in one function that provides office machines, office supplies, mail activities and duplicating of documents.

GOAL:
To ensure efficient departmental operations by providing needed office services.

OBJECTIVES:
- Provide in-house duplicating, collation and binding services
- Maintain a stockroom of supplies for use by all departments within the City
- Provide mail service to all units

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Pieces of mail processed annually	250,000	250,000	250,000	250,000
Supply orders filled	25	25	25	25
Mail room copying (pages)	530,000	530,000	530,000	530,000
Special printing projects	15	28	28	28
Number of agenda mailouts	3,500	3,500	3,500	3,500
Outcome Measures				
Percentage of mail deliveries made as scheduled	100%	100%	100%	100%

Performance Measurement Results:

- Supply orders for FY11 will remain flat as a result of budget reductions.
- Mail room copying and printing projects remain level. In the future, there may be reductions due to increased usage of electronic communications.
- Special printing projects increased due to the addition of documents including the Cityscene which were previously outsourced.
- Agenda mailouts may decrease in the future due to the availability and use of electronic formats and communications. A decrease is not reflected at this time as agendas are still available by mail and are requested by departments and citizens.

Cost Center 415260: Printing and Office Supplies

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$63,018	$62,000	$62,000	$63,085
Fringe Benefits	20,263	21,100	22,400	22,500
Purchased Services	2,668	4,000	4,000	3,900
Internal Services	(57,436)	(74,802)	(74,802)	(77,000)
Other Charges	164,204	185,000	189,000	188,000
Supplies & Materials	49,357	51,000	51,000	51,000
Capital Outlay	0	0	0	0
Total	**$242,074**	**$248,298**	**$253,598**	**$251,485**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Mail / Duplication Services Admin.	12	1.0	1.0	1.0	1.0
Total FTE		**1.0**	**1.0**	**1.0**	**1.0**

FUNCTION: General and Finance
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Fleet Maintenance

BUDGET COMMENTS:
The budget for Fleet Maintenance notes a 5.6% ($147,800) increase from FY 2011. Overall personnel expenses are higher by $32,900. Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen. Additional monies are provided for fuel ($40,000), repair parts ($33,000), and uniforms ($20,000).

PROGRAM:
An aggressive preventative and predictive maintenance program to maintain the City's fleet in and efficient and reliable manner. The City's fleet maintenance fund functions as an Internal Service fund, whereby each city department gets charged for its proportionate share of annual vehicle maintenance costs.

GOAL:
To protect the City's $18 million plus investment in vehicles and other motorized equipment by keeping it in safe and efficient working order with minimal downtime.

OBJECTIVES:
- Maintain all motorized equipment
- Perform preventive and predictive maintenance
- Inspect brakes monthly
- Perform State safety and emission control inspections
- Provide fuel and lubricants
- Perform major and minor mechanical repairs
- Provide emergency road service for City vehicles
- Repair body and interior of damaged vehicles
- Maintain facility in accordance with all state and federal regulations
- Looking for more effective ways to reduce operating cost.

SERVICES AND PRODUCTS:
- Reliable and efficient fleet of City vehicles
- Safety and emission inspections
- Write specifications for new vehicles
- Modifications to vehicles
- Welding
- Fueling and operation and recordkeeping
- Property yard supplies distribution
- Emergency road service
- Surplus vehicle preparation
- Two way radio maintenance

FUNCTION: General and Finance
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Fleet Maintenance

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Number of repair orders	3,600	3,337	3,600	3,600
Total Fleet	590	622	622	629
Downtime hours	18,500	18,500	19,000	19,500
Efficiency Measures				
Mechanic to vehicle ratio	1/80	1/80	1/90	1/90
National average	1/43	1/43	1/43	1/43
Outcome Measures				
Vehicle availability	98%	98%	98%	98%
National average	95%	95%	95%	95%

Performance Measurement Results:

- Repair orders are expected to remain flat in FY12 as a result of budget reductions.
- The mechanic to vehicle ratio remains fairly constant. This is double the industry average, but has not negatively impacted vehicle availability. Staff employs the use of overtime to assist with busy periods, and the City uses a contractor to perform work on Fire Department vehicles due to their unique specifications.

Cost Center 415270: Fleet Maintenance

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$762,625	$801,600	$801,600	$816,646
Fringe Benefits	264,752	284,100	284,100	301,900
Purchased Services	383,740	401,100	415,900	427,000
Other Charges	10,407	12,500	12,500	13,000
Supplies & Materials	1,237,622	1,306,900	1,326,900	1,399,824
Capital Outlay	0	0	0	0
Subtotal	**$2,659,146**	**$2,806,200**	**$2,841,000**	**$2,958,369**
Internal Services	**(2,659,146)**	**(2,806,200)**	**(2,841,000)**	**(2,958,369)**
Total	**$0**	**$0**	**$0**	**$0**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Automotive Supervisor	22	1.0	1.0	1.0	1.0
Automotive Parts Supervisor	18	1.0	1.0	1.0	1.0
Automotive Night Supervisor	18	1.0	1.0	1.0	1.0
Mechanic III	16	2.0	2.0	1.0	1.0
Mechanic II	14	2.0	2.0	2.0	2.0
Mechanic I	13	4.0	4.0	5.0	5.0
Administrative Assistant III	12	1.0	1.0	1.0	1.0
Automotive Parts Assistant	10	1.0	1.0	1.0	1.0
Total FTE		**13.0**	**13.0**	**13.0**	**13.0**

FUNCTION: General and Finance
DEPARTMENT: Finance
DIVISION OR ACTIVITY: Finance and Accounting

BUDGET COMMENTS:
This cost center decreases by 4.4% ($28,700) from the prior fiscal year. All personnel expenses will be decreased by 24,200. Funds are included for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen. The water and wastewater allocation line item also decreased by $4,500. All non personnel line item accounts remain level from the prior fiscal year.

PROGRAM:
The finance and accounting element of the Finance Department provides financial services, financial management and direction for the City organizations

GOAL:
To ensure fiscal stability and efficient departmental operations by providing financial accounting and reporting, purchasing and budgeting services. To insure the appropriate level of department assistance and guidance as it relates to the implementation of the City Council Goals for 2010-2012, specifically items 1, 2, and 4 (Budget Message A-7).

OBJECTIVES:
- Control and record the results of all financial operations; report this information to City, State and federal agencies and the public in a timely manner; and process all accounts payable, inventory and payroll transactions (accounting)
- Provide centralized procurement to all City departments in a timely manner at the lowest and best cost available (purchasing)
- Prepare and administer the operating and capital budgets of the City (budget)

SERVICES AND PRODUCTS:
- Operating and capital budget documents
- Payroll checks
- Purchase orders
- Payments for goods and services
- Expenditure and revenue reports
- Comprehensive annual financial report (audit)

FUNCTION: General and Finance
DEPARTMENT: Finance
DIVISION OR ACTIVITY: Finance and Accounting

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Prepare monthly reports for organization and City Council	12	12	12	12
Vendor checks issued	8,626	7,995	9,000	7,800
Payroll checks issued	13,255	12,922	12,915	12,930
Prepare monthly and quarterly payroll reports and send to state and federal agencies	Yes	Yes	Yes	Yes
Purchase orders issued	1,952	1,886	1,925	1,950
Outcome Measures				
Receive "Clean" Annual Audit Opinion as reported in the Consolidated Financial Report (CAFR)	Yes	Yes	Yes	Yes
Prepare State Comparative Cost Report and issue CAFR to Virginia Auditor of Public Accounts by 12/5	Yes	Yes	Yes	Yes
Service Quality				
Obtain GFOA Certificate of Achievement for CAFR	Yes	Yes	Yes	Yes
Obtain GFOA Distinguished Budget Presentation Award for Operating Budget	Yes	Yes	Yes	Yes
Prepare City Manager's Budget that supports quality services at lowest possible costs	Yes	Yes	Yes	Yes

Performance Measurement Results:

The Office of Finance continues to meet all mandates and guidelines for the City's financial reporting. For FY 2009, the City's Comprehensive Annual Financial Report (CAFR) was awarded a Certificate of Achievement for Excellence in Financial Reporting upon review by the Government Finance Officers Association (GFOA). The FY 2010 CAFR will be submitted to GFOA again this year in hopes of obtaining another award. In addition, the City's FY 2011 Operating Budget also received a Distinguished Budget Presentation Award from the GFOA. The Office of Finance strives annually to receive both awards.

Cost Center 415410: Finance & Accounting

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$579,720	$583,100	$590,400	$570,614
Fringe Benefits	188,061	206,500	190,600	194,800
Purchased Services	1,575	3,400	1,400	3,400
Internal Services	(112,463)	(147,293)	(147,293)	(151,750)
Other Charges	1,788	4,200	4,200	4,100
Supplies & Materials	3,516	3,000	3,000	3,000
Capital Outlay	0	0	0	0
Total	**$662,197**	**$652,907**	**$642,307**	**$624,164**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Director of Finance*	31	0.5	0.5	0.5	0.5
Assistant Director of Finance	26	1.0	1.0	1.0	1.0
Budget Officer	24	1.0	1.0	1.0	1.0
Buyer	19	1.0	1.0	1.0	1.0
Accounting Technician	15	1.0	1.0	1.0	1.0
Accounting Specialist	15	1.0	1.0	1.0	1.0
Finance Technician	13	2.0	2.0	2.0	2.0
Total FTE		**7.5**	**7.5**	**7.5**	**7.5**

* Serves dually as Assistant City Manager

FUNCTION: General and Finance
DEPARTMENT: Finance
DIVISION OR ACTIVITY: Real Estate Assessment

BUDGET COMMENTS:
The Real Estate division budget increases by 5.9% ($25,800) in FY 2012. Personnel increases of $22,600 reflect a 1.75% market adjustment on January 1, 2012 for employees, but merit (step) increases will remain frozen. Additional funds for dues and subscriptions ($2,500) and office supplies ($1,100) are also provided.

PROGRAM:
The Real Estate division of the Finance Department annually appraises property to determine fair market value for tax purposes and notifies owners of new assessments yearly.

GOAL:
To ensure the fair and equitable assessment of all real property in the City of Fairfax based on fair market value, the end result being the fair and even distribution of the tax burden among all property owners. To insure the appropriate level of department assistance and guidance as it relates to the implementation of the City Council Goals for 2010-2012, specifically item 1 and 2.

OBJECTIVES:
- Maintain an assessment/sales ratio of between 94 and 98 percent
- Maintain a coefficient of dispersion of between 5 and 9 percent
- List and appraise new construction based on final permits
- Obtain sales data on all transactions occurring within the City
- Administer residential and commercial partial exemption programs for rehabilitated property

SERVICES AND PRODUCTS:
- Serve as support staff to Board of Equalization
- Inform and educate public
- Real Estate Assessment Notification
- Real estate land book
- Property and sales data

FUNCTION: General and Finance
DEPARTMENT: Finance
DIVISION OR ACTIVITY: Real Estate Assessment

PERFORMANCE MEASURES:

Indicators	FY 2008 Actual	FY 2009 Actual	FY 2010 Estimated	FY 2011 Projected
Output Measures				
Number of parcels assessed	8,793	8,805	8,804	8,934
Total assessed value-taxable	$5,637,792,000	$5,359,610,100	$4,972,880,538	$4,654,693,084
Total assessed value-exempt	$372,660,900	$388,478,700	$380,799,800	$373,183,800
Number of building permits	500	535	535	535
New construction value	$94,313,800	$26,297,200	$18,430,600	$28,000,000
Properties in Rehab programs	199	196	190	184
Tax $ exempted for Rehab	$162,347	$166,883	$160,821	$133,410
Outcome Measures				
Coefficient of Dispersion	9.17%	9.0%	8.5%	8.5%
Efficiency Measures				
Per parcel maintenance cost	$52.68	$53.37	$49.79	$49.15
Cost per tax dollar assessed	$0.0104	$0.0096	$0.0096	$0.0104
Service Quality				
Median Sales Assessment Ratio	101.52%	102.00%	98.00%	98.00%

Performance Measurement Results:

- Coefficient of Dispersion and Median Sales Assessment Ratio for 2008 obtained from the Department of Taxation.
- Coefficient of Dispersion and Median Sales Assessment Ratio for 2009, 2010, and 2011 were estimated based on data available at the time.
- The Coefficient of Dispersion is a statistical measure of uniformity in the assessment of real property.

Cost Center 415420: Real Estate Assessment

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$311,858	$313,900	$313,900	$327,330
Fringe Benefits	88,376	101,900	101,900	111,100
Purchased Services	2,023	3,988	3,988	3,500
Internal Services	0	0	0	0
Other Charges	8,995	13,889	13,889	16,442
Supplies & Materials	902	800	800	1,900
Capital Outlay	0	0	0	0
Total	**$412,154**	**$434,477**	**$434,477**	**$460,272**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Real Estate Assessor	26	1.0	1.0	1.0	1.0
Real Estate Appraiser II	20	1.0	1.0	1.0	1.0
Real Estate Appraiser I	17	0.0	0.0	0.0	1.0
Real Estate Appraiser Trainee	14	1.0	1.0	1.0	0.0
Appraisal Technician	13	1.0	1.0	1.0	1.0
Total FTE		**4.0**	**4.0**	**4.0**	**4.0**

FUNCTION: General and Finance
DEPARTMENT: Treasurer
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
The budget for the Treasurer's office increases by 2.5% ($15,100) in FY 2012. All personnel expenses increase by $18,900 to reflect fringe benefit inflation and a 1.75% market adjustment on January 1, 2012 for all employees, but merit (step) increases will remain frozen. The water and wastewater allocation line item decreases by $5,200, and additional funds are provided for the processing fee line item, which covers credit card fees, of $1,250.

PROGRAM:
The Treasurer's Office, headed by an official elected by City residents, collects revenues, disburses monies and is custodian of funds. The Commonwealth of Virginia reimburses the City for a portion of the approved state salaries and expenses for this program.

GOAL:
To ensure the City's fiscal integrity and viability by efficiently collecting and accurately accounting for City and state revenues.

OBJECTIVES:
- Provide efficient methods for collecting revenues and taxes including the use of technological advances to improve customer services
- Provide exceptional customer service including responding to customers' inquiries about procedures to follow and status of accounts
- Collect delinquent tax revenue
- Maintain a collection ratio of a minimum of 98% for Real Estate and Personal Property Tax Collection
- Deposit funds within 24 hours of receipt and disburse checks after ensuring that funds are available for payment
- Invest funds to obtain the highest rate of interest through competitive bidding while ensuring maximum security of principal
- Manage cash in a manner designed to prevent the necessity of utilizing short term borrowing to meet working capital needs
- Collect and remit to State income and estimated tax payments
- Project applicable City revenue for annual budget using an analytical process

SERVICES AND PRODUCTS:
- Collection from customers in person or by mail payments for
    - real estate and personal property taxes
    - service fees
    - water and wastewater fees
    - delinquent tax collection
- Signature on checks guaranteeing availability of funds
- Information on City funds and revenue collecting

FUNCTION: General and Finance
DEPARTMENT: Treasurer
DIVISION OR ACTIVITY:

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Delinquent Tax Collection	1,309,105	1,326,652	1,061,000	800,000
Late payment penalty collected	279,247	279,670	225,000	150,000
Interest on delinquent taxes	154,582	100,759	90,000	75,000
Outcome Measures				
FY Real estate tax collection ratio	97.9	98.0	98.0	98.0
FY Personal property tax collection ratio	96.8	96.2	96.5	97.0

Collection Rate for All Years
Personal Property 97.7
Real Estate 99.4

Performance Measurement Results:

The City has met its objective for Personal and Real Estate Property Tax collection in FY 2010 and fully expects the same trend to continue for FY 2011 and FY 2012. Delinquent tax collection increased in FY09 and FY10 based on a significant increase in delinquent tax assessments for prior years. Delinquent tax assessments should level off for FY2012. With an improved economy, current year's collection will increase resulting in a lower delinquent tax amount, lower penalties and lower interest.

Cost Center 415440: Treasurer

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$521,547	$515,600	$517,000	$525,335
Fringe Benefits	180,584	194,100	195,300	203,300
Purchased Services	4,735	8,750	8,750	9,100
Internal Services	(132,036)	(172,780)	(172,780)	(177,960)
Other Charges	18,370	22,950	23,030	24,135
Supplies & Materials	34,409	32,708	32,708	32,508
Capital Outlay	0	0	0	0
Total	**$627,609**	**$601,328**	**$604,008**	**$616,418**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Treasurer	28	1.0	1.0	1.0	1.0
Deputy Treasurer	22	1.0	1.0	1.0	1.0
Accounting Technician	15	1.0	1.0	1.0	1.0
Finance Clerk III	13	2.0	2.0	2.0	2.0
Collections Specialist	12	1.0	1.0	1.0	1.0
Finance Clerk II	11	1.0	1.0	1.0	1.0
Decal Enforce. Officer (P/T)	6	0.75	0.75	0.75	0.75
Total FTE		**7.75**	**7.75**	**7.75**	**7.75**

FUNCTION: General and Finance
DEPARTMENT: Commissioner of Revenue
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
The Commissioner of Revenue's budget notes a flat budget for FY 2012, as staffing changes have resulted in overall cost savings. Funds are provided for a 1.75% market adjustment on January 1, 2012 for all employees, but merit (step) increases will remain frozen.

PROGRAM:
The Revenue office is headed by a Commissioner of the Revenue, who is a constitutional officer of the Commonwealth, elected by City residents. The office assesses for tax purposes the value of tangible property tax, both individual and business, and collects business tax revenues due the City. The office also receives and transmits State income and estimated income taxes, and therefore, the Commonwealth of Virginia reimburses the City for one-half the approved State salaries and expenses for this program.

GOAL:
To ensure the City's fiscal integrity and viability by fairly and uniformly administering revenues due the City from individuals and businesses.

OBJECTIVES:
- Assess, process and/or transmit taxes to the Treasurer's Office for:
  - business licenses
  - meals tax
  - local public utility use
  - local cigarette use
  - bank franchise
  - transient lodging charge (quarterly)
  - vehicle rental charge (quarterly) and report to state for payment to the City
  - personal property
- Update daily accurate and current revenue records on residents and businesses
- Routinely determine taxpayer liability for personal property taxes
- Administer and conduct a routine business revenue audit program
- Prorate personal property tax on vehicles
- Maintain cost per Personal Property at or below $.04
- Maintain cost per BPOL at or below $.05

SERVICES AND PRODUCTS:
- Business and professional licenses
- Tax assessments (other than real property)
- Information for taxpayers on tax related issues
- Assistance with filing all taxes administered
- Notification by mail annually of license renewals and tax filings
- Electronically transmit Virginia income tax accelerated refund returns which usually provides taxpayer with refund check in five or less days
- Annual notification of vehicle registration and personal property tax return

FUNCTION: General and Finance
DEPARTMENT: Commissioner of Revenue
DIVISION OR ACTIVITY:

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Personal property revenue	$11,070,647	$9,782,686	$9,885,414	$10,023,114
BPOL Revenue	$8,375,551	$7,485,808	$7,168,837	$7,348,057
Efficiency Measures				
Cost per dollar levied – Personal Property	.0258	.0257	0.0281	0.0335
Cost per dollar levied – BPOL	.0500	.0490	0.0520	0.0574

Performance Measures Results:

- The Commissioner of Revenue's office strives to remain at or below its targeted levels for cost per Personal Property and cost per BPOL. However, these targeted figures may be adjusted following a fiscal year. This will allow for more accurate and realistic targets due to changes in assessments, personnel costs, and the projected number of BPOL licenses.
- Personal Property figures for FY 2009 and FY 2010 reflect the inclusion of prior year delinquent tax monies due to the City.

Cost Center 415450: Commissioner of Revenue

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$666,066	$664,300	$593,875	$655,168
Fringe Benefits	233,245	246,100	238,000	255,800
Purchased Services	961	1,850	1,850	1,850
Internal Services	5,300	5,300	5,300	5,410
Other Charges	2,756	3,650	3,650	3,650
Supplies & Materials	16,689	16,500	16,500	16,500
Capital Outlay	0	0	0	0
Total	**$925,017**	**$937,700**	**$859,175**	**$938,378**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Commissioner of Revenue	28	1.0	1.0	1.0	1.0
Deputy Comm. Of Revenue	22	1.0	1.0	1.0	1.0
Revenue Auditor	20	2.0	2.0	2.0	2.0
Revenue Inspector	15	2.0	2.0	2.0	2.0
Tax Technician	13	2.0	2.0	2.0	2.0
Administrative Assistant I	10	1.0	1.0	1.0	1.0
Total FTE		**9.00**	**9.00**	**9.00**	**9.00**

FUNCTION: General and Finance
DEPARTMENTS: Retirement Expenses and Community Pool Expense Contribution
DIVISION OR ACTIVITY: Miscellaneous Expenditures

BUDGET COMMENTS:

For retiree health benefits, the City has budgeted $68,000 for retirees taking advantage of this option. Only employees retiring after June 30, 2004 and who participate in the City's health plan at the time of retirement will qualify. A monthly stipend is provided to the retiree based on the number of years of service with the City.

In addition, utility costs of $14,000 have been budgeted to pay for utilities, trash pickup and water service at three (3) neighborhood pools.

Cost Center 415457 - Retirement Expense & Cost Center 415458 - Pool Maintenance

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Purchased Services	$43,851	$40,000	$40,000	$68,000
Other Charges	12,495	14,000	14,000	14,000
Total	**$56,346**	**$54,000**	**$54,000**	**$82,000**

PUBLIC SAFETY

POLICE DEPARTMENT

Police Department Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$7,040,653	$7,168,162	$7,174,250	$7,345,795
Fringe Benefits	2,483,247	2,807,600	2,540,200	2,945,200
Purchased Services	211,049	236,500	236,500	250,500
Internal Services	312,184	344,186	344,186	351,100
Other Charges	188,254	212,963	210,663	213,763
Supplies & Materials	195,984	204,500	205,100	208,600
Capital Outlay	0	65,000	65,000	0
Total Expenditures	**$10,431,371**	**$11,038,911**	**$10,775,899**	**$11,314,958**
Revenues				
Animal Licenses	11,830	11,975	12,508	12,508
Peddlers Permits	8,630	7,891	6,515	6,515
Court Fines / Forfeitures	626,413	611,208	639,100	639,100
Parking Meter Violations	145,641	140,249	132,922	132,922
Sale of Record Copies	2,486	1,760	1,399	1,399
False Alarm Fees	21,925	35,081	18,490	18,490
Animal Control Fees	2,713	1,888	1,379	1,379
State Aid - Police	582,353	617,200	616,776	552,323
Bulletproof Vest Grant	3,188	2,500	3,185	2,500
Miscellaneous Grants	43,785	24,000	24,000	24,900
Total Revenues	**$1,448,963**	**$1,453,752**	**$1,456,274**	**$1,392,036**
Net Cost to the City	**$8,982,408**	**$9,585,159**	**$9,319,625**	**$9,922,922**
Total FTE	**90.00**	**90.00**	**90.00**	**90.00**

FUNCTION: Public Safety
DEPARTMENT: Police
DIVISION OR ACTIVITY: Administration

BUDGET COMMENTS:
The Administration cost center increases by 2.5% ($26,000). Fringe benefits will increase by $10,900 along with contract services by $5,200 and advertising by $2,000. Funds are included for a 1.75% market adjustment on January 1, 2012, but merit / step increases will remain frozen.

DEPARTMENT GOAL:
To protect persons and property in the City of Fairfax through the fair and impartial enforcement of the laws of the Commonwealth of Virginia and the City of Fairfax and to provide for the effective and efficient operation of the Police Department.

PROGRAM:
The Administration section of the Police Department provides central direction and control for the department. All complaints about police services are reviewed by the Professional Standards Division, which also handles internal affairs complaints. The Administration section also maintains the budgets for current and anticipated needs for police services provided to the community. The Professional Standard Division maintains the standards set by the national accreditation agency and training functions of the department.

GOAL:
To provide managerial direction of the Police Department, which includes administrative and budgetary support for all organizational entities within the department. To meet the City's adopted goal of providing unsurpassed user-friendly, customer-focused business practices.

OBJECTIVES:
- Ensure direction, leadership and management to all police employees
- Maintain public safety through the recruitment, selection, retention and development of professional, dedicated and citizen oriented officers and civilians to perform police services
- Research, plan and budget for police service needs for current and future years in order to maintain the quality of police service, anticipate changing needs and use innovative methods in providing police related services to the community
- Ensure the integrity of the department and its members in order to maintain the strong public confidence that is now in place
- Provide progressive training opportunities for all department employees

SERVICES AND PRODUCTS:
- Continued community liaison with civic and business leaders, civic groups and professional organizations
- Conduct routine inspections and audit to ensure the agency is meeting the highest standards in law enforcement.
- Coordination of City-wide enforcement, investigation and prevention of criminal and traffic offenses
- Administration of the Internal Affairs and citizen complaint function
- Budget, planning and research
- Training Administration

FUNCTION: Public Safety
DEPARTMENT: Police
DIVISION OR ACTIVITY: Administration

PERFORMANCE MEASURES:

Indicators	CY 2009 Actual	CY 2010 Actual	CY 2011 Estimated	CY 2012 Projected
Output Measures				
Citizen complaints/Internal affairs cases Investigated and processed	33	37	35	35
Citizen commendations received/processed	48	36	40	40
In-custody reports reviewed/analyzed	893	916	900	900

Note: The Police Department collects and reports performance measures on the calendar year rather than the fiscal year. The Performance Measurement tables in each cost center thus reflect calendar year information.

PERFORMANCE MEASUREMENT RESULTS:

- Citizen complains/ internal affairs cases investigated and processed have increased slightly, primarily because the department added to the types of cases handled by the internal affairs function.
- In custody reports reviewed/analyzed have increased slightly. This number fluctuates along with crime rates and arrest rates.

Cost Center 421110: Police Administration

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$564,547	$565,462	$557,750	$573,209
Fringe Benefits	189,411	227,000	205,700	237,900
Purchased Services	9,353	34,000	34,000	41,200
Internal Services	6,300	6,426	6,426	6,550
Other Charges	97,415	111,663	111,663	111,663
Supplies & Materials	64,032	79,000	79,000	79,000
Capital Outlay	0	0	0	0
Total	**$931,058**	**$1,023,551**	**$994,539**	**$1,049,522**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Chief of Police	31	1.0	1.0	1.0	1.0
Assistant Chief	P 21	1.0	1.0	1.0	1.0
Captain	P 19	1.0	1.0	1.0	1.0
Police Lieutenant	P 16	1.0	1.0	1.0	1.0
Administrative Assistant IV	14	1.0	1.0	1.0	1.0
Administrative Assistant I	10	0.0	0.0	0.0	0.0
Total FTE		**5.0**	**5.0**	**5.0**	**5.0**

FUNCTION: Public Safety
DEPARTMENT: Police
DIVISION OR ACTIVITY: Police Technical Services

BUDGET COMMENTS:
Technical Services notes an increase of 3.5% ($125,300). Net changes in personnel account for an increase of $178,000 and contract services are up $13,000. Funds are included for a 1.75% market adjustment on January 1, 2012, but merit / step increases will remain frozen. No funds are requested for equipment replacement in FY 2012.

PROGRAM:
The Technical Services Division acts as a support element to the department to provide necessary and specialized functions and services. The division is responsible for the Emergency Communications Center, the Criminal Investigations Division, Police Records/Data Processing functions, public information/media relations activities, property management and evidence control.

GOAL:
To ensure specialized services, investigations, enforcement, communications and support services are provided to citizens and various department sections and members.

OBJECTIVES:

Criminal Investigations Division

- To ensure timely and productive investigations of criminal incidents
- To maintain the high closure rate of Uniform Crime Report Part I offenses, including cases of robbery, burglary, assault, rape and auto theft
- To aggressively investigate illegal drug cases
- To assist with Homeland Security through intelligence gathering, and sharing with regional and national law enforcement agencies and participating in the Joint Terrorism Task Force
- To participate in a regional gang task force

Emergency Communications Center (ECC)

- To maintain a high level of service during citizen interactions and contacts
- To ensure rapid dispatch of appropriate department personnel in answer to citizen calls

Police Records & Information Technology

- Continue to update the department's computer operating systems and network
- Upgrade the department's Record Management System and Computer Aided Dispatch

Property & Evidence Section

- To maintain efforts to return evidence and property as soon as no longer needed
- To keep the community informed by use of media releases
- To increase the number of in-car video cameras in the patrol fleet

FUNCTION: Public Safety
DEPARTMENT: Police
DIVISION OR ACTIVITY: Police Technical Services

SERVICES AND PRODUCTS:

- Apprehension of criminal offenders
- Emergency communication services
- Property/evidence security and control
- Records management services
- Media services
- Citizen Report/Incident information dissemination

PERFORMANCE MEASURES:

Indicators	CY 2009 Actual	CY 2010 Actual	CY 2011 Estimated	CY 2012 Projected
Output Measures				
Cases assigned	250	240	260	260
Cases closed	168	171	177	177
Calls for service	13,958	13,764	13,800	13,900
Total phone calls received	66,512	59,818	62,000	62,000
Outcome Measures				
Clearance rate	67%	71%	68%	68%

Note: The Police Department collects and reports performance measures on the calendar year rather than the fiscal year. The Performance Measurement tables in each cost center thus reflect calendar year information.

PERFORMANCE MEASUREMENT RESULTS:

- The number of cases assigned decreased slightly and is within historical norms.
- Clearance rate will fluctuate depending on caseloads, complexity, etc.
- Calls for service decreased slightly.

Cost Center 421120: Police Technical Services

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$2,195,760	$2,232,500	$2,265,500	$2,347,835
Fringe Benefits	808,093	909,000	832,500	971,700
Purchased Services	198,818	202,500	202,500	209,300
Internal Services	68,138	69,500	69,500	70,900
Other Charges	21,989	26,300	24,000	26,300
Supplies & Materials	66,909	69,000	69,600	73,100
Capital Outlay	0	65,000	65,000	0
Total	**$3,359,707**	**$3,573,800**	**$3,528,600**	**$3,699,135**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Police Captain	P 19	2.0	2.0	2.0	1.0
Police Lieutenant	P 16	2.0	2.0	2.0	2.0
Detective Sergeant	P 14	1.0	1.0	1.0	1.0
Master Patrol Officer	P 12	9.0	9.0	9.0	9.0
Detective/PFC	P 11	1.0	1.0	1.0	2.0
Police IT Specialist	20	1.0	1.0	1.0	1.0
Dispatcher III	15	3.0	3.0	3.0	3.0
Dispatcher II	14	2.0	2.0	2.0	2.0
Dispatcher I	13	4.0	4.0	4.0	4.0
Police Records Specialist II	11	1.0	1.0	1.0	1.0
Administrative Assistant II	11	1.0	1.0	1.0	1.0
Police Records Specialist I	10	1.0	1.0	1.0	1.0
Total FTE		**28.0**	**28.0**	**28.0**	**28.0**

FUNCTION: Public Safety
DEPARTMENT: Police
DIVISION OR ACTIVITY: Police Field Operations Division

BUDGET COMMENTS:
The Field Operations Division will increase by 2% ($124,700) over FY 2011. This variance is due entirely to personnel related expenditures. Funds are included for a 1.75% market adjustment on January 1, 2012, but merit / step increases will remain frozen.

PROGRAM:
The Field Operations Account maintains the on-street police services. This account includes the Patrol Division and the Community Services Division, which provide services including traffic and crime enforcement, bicycle and motorcycle patrol, K-9 units, crossing guards, parking enforcement and animal control.

GOAL:
To ensure a high degree of citizen security from criminal activity and a safe environment for motorists and pedestrians by providing aggressive response to calls for service and targeted patrol of problem areas.

OBJECTIVES:

Patrol Division

- To ensure timely and productive responses to citizen calls for service 24 hours a day
- To promote compliance with both criminal and traffic laws
- To provide high visibility patrol and traffic enforcement in residential areas

Support Operations Division

- To develop a more active outreach to the growing senior population
- To provide School Resource Officers to the middle and high school
- To enforce traffic and parking laws to ensure a smooth flow of traffic
- To provide for safe street crossing in school areas

Animal Control

- To protect the public from dangerous animals
- To enforce City ordinances that apply to domesticated animals

SERVICES AND PRODUCTS:

- 24-hour patrol of City streets
- Traffic enforcement
- Parking enforcement
- School crossing-guards
- Animal control & Canine patrol
- Accident investigation and reporting
- Crime reduction and crime prevention education services
- Illegal drug and controlled substances education

FUNCTION: Public Safety
DEPARTMENT: Police
DIVISION OR ACTIVITY: Police Field Operations Division

PERFORMANCE MEASURES:

Indicators	CY 2009 Actual	CY 2010 Actual	CY 2011 Estimated	CY 2012 Projected
Output Measures				
Calls for service	13,958	13,764	13,950	13,950
Drunk driving arrests	190	213	200	200
Criminal arrests	1305	1,243	1,300	1,300
Traffic summonses	11,066	11,496	11,200	11,200
Parking summonses	4,832	4,306	4,100	4,100
Animal cases	913	912	910	910

Note: The Police Department collects and reports performance measures on the calendar year rather than the fiscal year. The Performance Measurement tables in each cost center thus reflect calendar year information.

PERFORMANCE MEASUREMENT RESULTS:

- Calls for service have decreased slightly over last year but are within historical fluctuations.
- Likewise, arrests and traffic summons fluctuate. Traffic enforcement and DWI arrests showed modest gains
- Parking tickets were down significantly, but are coming off historical highs.

Cost Center 421130: Police Field Operations

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$4,280,346	$4,370,200	$4,351,000	$4,424,751
Fringe Benefits	1,485,743	1,671,600	1,502,000	1,735,600
Purchased Services	2,878	0	0	0
Internal Services	237,746	268,260	268,260	273,650
Other Charges	68,850	75,000	75,000	75,800
Supplies & Materials	65,043	56,500	56,500	56,500
Capital Outlay	0	0	0	0
Total	**$6,140,606**	**$6,441,560**	**$6,252,760**	**$6,566,301**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Police Captain	P19	2.0	2.0	2.0	2.0
Police Lieutenant	P16	5.0	5.0	5.0	5.0
Police Sergeant	P14	6.0	6.0	6.0	6.0
Master Patrol Officer	P12	11.0	11.0	11.0	11.0
Police Officer	P10	12.0	12.0	12.0	12.0
Photo Red Light Technician	14	1.0	1.0	1.0	1.0
Animal Control Officer	13	1.0	1.0	1.0	1.0
Animal Control Officer (P/T)	13	0.75	0.75	0.75	0.75
Police Officer First Class	11	13.0	13.0	13.0	13.0
Crossing Guard Super. (P/T)	10	0.75	0.75	0.75	0.75
Parking Enforce. Official	7	1.0	1.0	1.0	1.0
School Crossing Guard (P/T)	6	2.75	2.75	2.75	2.75
Parking Enforce. Official (P/T)	6	0.75	0.75	0.75	0.75
Total FTE		**57.00**	**57.00**	**57.00**	**57.00**

PUBLIC SAFETY

FIRE DEPARTMENT

Fire Department Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$7,108,879	$7,125,284	$7,092,784	$7,371,980
Fringe Benefits	2,275,324	2,546,500	2,435,600	2,745,600
Purchased Services	376,604	350,800	377,214	380,714
Internal Services	369,795	393,340	393,340	400,470
Other Charges	349,310	266,600	301,291	348,600
Supplies & Materials	243,981	305,750	287,751	293,750
Capital Outlay	373,578	355,621	355,037	365,037
Total Expenditures	**$11,097,471**	**$11,343,895**	**$11,243,018**	**$11,906,151**
Revenues				
Building Permits	$132,084	$114,955	$115,000	$130,000
Electrical Permits	86,139	80,044	80,000	90,000
Plumbing Permits	36,006	34,872	57,688	67,000
Mechanical Insp Fees	64,001	66,744	70,000	80,000
Elevator Insp Fees	55,200	56,115	56,000	57,000
Fire Marshal Permit	67,629	64,490	65,000	70,000
Fire Protection System Per	12,992	12,981	16,381	16,381
Fire Marshal Develop Fees	15,560	16,062	14,775	14,775
Public Safety Fees	41,605	42,025	42,025	48,525
Rental Housing Permits	21,755	15,124	10,200	10,200
Fire Programs Fund	59,311	59,311	54,994	61,104
Four for Life Grants	20,726	21,310	20,500	20,500
Fire Equipment Mini Grant	6,824	0	0	0
SAFER Grant	212,716	125,000	138,457	0
Ambulance Fees	914,715	1,260,000	987,406	915,000
Fire Recovery Fee	0	150,000	150,000	150,000
NCR Regional Planner Grant	159,330	125,000	125,000	125,000
Emergency Management Grant	155	5,000	5,000	15,000
Total Revenues	**$1,906,746**	**$2,249,031**	**$2,008,426**	**$1,870,485**
Net Cost to the City	**$9,190,725**	**$9,094,865**	**$9,234,592**	**$10,035,666**
Total FTE	**79.0**	**79.0**	**79.0**	**79.0**

FUNCTION: Public Safety
DEPARTMENT: Fire
DIVISION OR ACTIVITY: Administration

BUDGET COMMENTS:
The Fire Department Administration cost center increases by 3.7% ($37,800). Personnel expenses note an increase of $30,400 to provide for a 1.75% market adjustment on January 1, 2012 for employees, but merit (step) increases will remain frozen. Vendor costs for the EMS billing contract are up $15,000 over the prior fiscal year.

PROGRAM:
The administration division of the Fire Department, supervised by the Fire Chief, develops procedures and oversees control of functions designed to provide for health and safety and the minimization of property damage to citizens of Fairfax.

GOAL:
To provide programs and procedures needed to protect people and property from fire, accident or illness and their related results.

OBJECTIVES:
- Provide direction and administration to the Fire Department
- Develop programs and procedures to prevent fires in the City
- Provide training for personnel that develops skills essential to minimizing loss of life and suffering as a result of trauma, injury or illness and minimize loss due to fires
- Establish policies and procedures to ensure responsible, accountable fiscal activities within City directives
- Develop and administer programs that ensure maintenance of personnel health in light of occupational hazards and promote safety in the work place
- Provide the citizenry with information and education that enhances their ability to avoid catastrophe and to react properly when confronted with a life-threatening emergency
- Evaluate and measure the effectiveness of the service delivered to customers

SERVICES AND PRODUCTS:
- Emergency field services supervision for fire suppression and Emergency Medical Care
- Fire Code and Building Code compliance
- Public fire and emergency medical education
- Hazardous material regulation and mitigation procedures
- City emergency operations plan

PERFORMANCE MEASURES:

Indicators	CY 2009 Actual	CY 2010 Actual	CY 2011 Estimated	CY 2012 Projected
Output Measures				
Staff vacancies realized	7	3.5	4	5
Personnel hired	3	7	4	5
Operating procedures developed, revised and/or implemented	12	34	15	15
Personnel training hours received by Career and Volunteer staff	15,090	16,568	17,396	18,266
Vehicle accidents reviewed	16	15	14	12
Personnel injuries reviewed	35	29	26	24
Property damage incidents reviewed	12	18	18	18

Note: The Fire Department collects and reports performance measures on the calendar year rather than the fiscal year. The Performance Measurement tables in each cost center thus reflect calendar year information.

Performance Measurement Results:

- The number of personnel hired increased slightly due to retirements and a small amount of staff turnover.
- Total training hours increased due to the training of a 15 person volunteer recruit class, an increase in the number of operational volunteer members and the initial training of 4 new fire medics hired.
- Reduction of 10 % in vehicle accidents and personal injuries for CY 11 and CY 12 coincides with an organizational goal of continued implementation of a safety culture in the workplace.

Cost Center 422110: Fire & Rescue Administration

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$596,085	$565,484	$565,484	$575,380
Fringe Benefits	203,405	200,800	200,800	221,300
Purchased Services	60,373	45,400	44,500	45,400
Internal Services	66,619	67,952	67,952	69,320
Other Charges	88,304	75,700	97,350	90,700
Supplies & Materials	12,332	10,000	5,001	1,000
Capital Outlay	94,683	64,311	64,311	64,311
Total	**$1,121,801**	**$1,029,647**	**$1,045,398**	**$1,067,411**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Fire Chief	31	1.0	1.0	1.0	1.0
Assistant Chief	22 F	1.0	1.0	1.0	1.0
Captain	17 F	2.0	2.0	2.0	2.0
Management & Billing Analyst	15	1.0	1.0	1.0	1.0
Total FTE		**5.0**	**5.0**	**5.0**	**5.0**

FUNCTION: Public Safety
DEPARTMENT: Fire
DIVISION OR ACTIVITY: Operations

BUDGET COMMENTS:
The Operations budget increases by 3.8% ($330,200). Personnel expenses account for a majority of this variance between increases for fringe benefits ($138,000) and compensation ($154,600). These funds also include a 1.75% market adjustment on January 1, 2012, but merit (step) increases are frozen. Additional funds are also provided for expected inflationary adjustments to the City-County contract ($30,200) and transfer to the Volunteers ($10,000).

PROGRAM:
The Operations Division is charged with emergency response to and mitigation of fire, and hazardous material incidents. The Division is also responsible for providing emergency treatment and transportation for patients with injuries and illnesses resulting from accidents or disease. Cardiac Care Technicians and Paramedics satisfy minimum staffing requirements for emergency medical response vehicles. They also provide advanced medical treatment capability to firefighting response vehicles in this division on a regular basis.

GOAL:
To prepare for, respond to and mitigate fire, emergency medical and hazard materials situations. To prepare for and respond quickly and expeditiously to emergency incidents, minimizing human suffering and loss.

OBJECTIVES:
- Reduce death, disability and suffering as a result of illness or accident
- Increase our exposure to the community, providing community education and other specialized outreach programs and information to residents and businesses
- Emphasize team-building education and exercises at the field level
- Continue to maximize the use of qualified volunteers in functional riding capacities, thereby reducing overtime expenditures
- Encourage and provide more opportunity for higher educational attainment
- Continue emphasis on hazardous materials recognition and mitigation through future classes and education
- Maintain and test skills used in fire fighting, emergency medicine, and Hazard Materials incident mitigation efforts, assuring quality response and actions by emergency workers, and minimum life and property losses
- Maintain an average "response to emergency" time of less than 5 minutes
- Maintain technical skills and a high level of training through a comprehensive Department training program
- Maintain appropriate State certifications for all emergency service providers
- Evaluate programs and products for potential enhancement of the Department's service delivery capability
- Ensure quality patient care delivery through an appropriate quality management program

FUNCTION: Public Safety
DEPARTMENT: Fire
DIVISION OR ACTIVITY: Operations

SERVICES AND PRODUCTS:

- Immediate emergency medical response to injuries and illnesses by both EMS transport units and suppression units
- Emergency field services delivery for firefighting/suppression, motor vehicle accidents, rescues and hazardous materials incidents
- Public education for emergency medical and fire/life safety to citizens and businesses
- Fire safety inspections for businesses
- Administration of illness prevention program for fire, police and selected public works employees
- Pre incident plans developed for potential use in emergencies
- Development and delivery of a Citywide infection control management program
- Delivery of a home smoke detector installation/battery replacement program

PERFORMANCE MEASURES:

Indicators	CY 2009 Actual	CY 2010 Actual	CY 2011 Estimated	CY 2012 Projected
Output Measures				
Total number of emergency vehicle responses	9,234	8,994	9,085	9,185
Number of vehicle responses to Fire incidents	3,327	2,221	2,226	2250
Number of vehicle responses to EMS incidents	5,907	6,409	6,813	6,889
Volunteer hours as suppression minimum	891	973	1,277	1,445
Number of Continuing ED Hours (ALS) provided	1,800	2,150	2,150	2,150
Number of Volunteer Hours – Suppression supplemental staffing	954	1,355	2,936	3,613
Number of hours of CPR training by staff	124	10	10	10
Service Quality				
Vehicle responses to fire incidents reached within five minutes				
Vehicle responses to EMS incidents reached within five minutes				
Outcome Measures				
Volunteer members certified for suppression – minimum staffing	21	16	31	43
Volunteer members certified for suppression – supplemental staffing	20	16	31	43
Number of Citizens trained for CPR	174	0	0	0
Certified EMS providers -				
Advanced Life Support (ALS) Career	41	41	41	41
Advanced Life Support (ALS) Volunteer	4			
Basic Life Support (BLS) Career	25	28	28	28
Basic Life Support (BLS) Volunteer	47	33	51	63

FUNCTION: Public Safety
DEPARTMENT: Fire
DIVISION OR ACTIVITY: Operations

Performance Measurement Results:

- Retrieval of emergency response data from Fairfax County continues to be a challenge. Definitive progress is being made. Upgrading of Basic Life Support Units (BLS) to Advanced Life Support (ALS) units and changing to an automatic vehicle location response recommendation driven dispatch system has had some impacts on numbers of incidents units responded to.
- Retrieval of accurate true response time data is still problematic and we are working with staff to resolve that issue.
- Volunteer hours of suppression and EMS minimum and supplemental staffing increased in CY10 by almost 10%. The increase is credited to the completion of an in-house volunteer certification course that added 12 new minimum staffing qualified volunteers during CY 10. Another volunetter class was completed in 2010 and this should drive up the participation numbers for CY 11.
- The CPR program completed its final class offerings in FY09. The program was eliminated for FY 2010/11. Training hours reflect training of Police and Family Services Personnel.
- ALS Continuing Education hours reflect 1500 hours of ALS training and 650 hours of BLS training. Increase is due to BLS continuing medical education (CME) hours.

Cost Center 422120: Operations

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$5,316,908	$5,411,800	$5,341,500	$5,566,437
Fringe Benefits	1,668,931	1,913,300	1,799,700	2,051,300
Purchased Services	345,945	287,900	315,214	317,914
Internal Services	316,392	357,000	357,000	364,180
Other Charges	93,979	112,000	102,500	106,000
Supplies & Materials	217,122	289,500	276,500	286,500
Capital Outlay	278,895	291,310	290,726	300,726
Total	**$8,238,172**	**$8,662,810**	**$8,483,140**	**$8,993,057**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Battalion Chief	20 F	3.0	3.0	3.0	3.0
Captain	17 F	6.0	6.0	6.0	6.0
Lieutenant	15 F	9.0	9.0	9.0	9.0
Fire Medic	12 F	24.0	24.0	24.0	24.0
Master Technician	13F	6.0	6.0	6.0	6.0
Technician	12F	3.0	3.0	3.0	3.0
Fire Fighter	10 F	9.0	9.0	9.0	9.0
Total FTE		**60.0**	**60.0**	**60.0**	**60.0**

FUNCTION: Public Safety
DEPARTMENT: Fire
DIVISION OR ACTIVITY: Code Administration

BUDGET COMMENTS:
The Code Administration cost center increases by 11.8% ($194,300). Personnel expenses are up $122,700 to reflect higher fringe benefit expenses, and one employee detailed to Emergency Management who had been previously been charged via payroll to Operations. Funds are also provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases are frozen. Grant funds of $44,000 are projected but are offset by equal revenue amounts.

PROGRAM:
The Code Administration Division promotes life and property safety through code compliance and public education.

GOAL:
To ensure the public safety by enforcing recognized safety standards, by investigating fires, and by providing comprehensive safety education programs. To examine and amend, as appropriate, the regulations pertaining to construction in the City's mature residential areas, thereby ensuring that the balance between neighborhood improvement and neighborhood character is achieved. To propose end enforce rules related to the care and maintenance of properties to enhance safety and preserve neighborhood character.

OBJECTIVES:
- Inspect all public and commercial buildings for safety and code compliance
- Review all site, building and tenant space plans for code compliance
- Inspect critical facilities or areas where large numbers of people gather, or where hazardous conditions exist and issue fire prevention code permits where required
- Maintain a program establishing uniform enforcement of fire lanes in the City to insure accessibility by emergency vehicles
- Investigate all fires and any accidents in which people are burned
- Assist homeowners with residential inspections and with home improvement guidance
- Provide life safety education programs for residents, schools, and businesses within the City
- Conduct inspections for enforcement of the Property Maintenance Code, and the Health and Safety Menaces section of the City Code

SERVICES AND PRODUCTS:

- Fire Code and Building Code Compliance
- City emergency operations plan
- Life safety education programs

FUNCTION: Public Safety
DEPARTMENT: Fire
DIVISION OR ACTIVITY: Code Administration

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Building/construction plans reviewed	894	972	1,000	950
Building permits issued	530	494	500	525
Estimated cost of construction	$21,654,448	$38,388,562	$35,000,000	$35,000,000
Other permits issued	1,246	1,261	1,300	1,350
Building inspections conducted	7,883	5,993	6,500	6,500
Rental permits issued	2	434	200	200
Fire prevention permit inspections	635	417	450	500
In-home day care fire safety inspections	23	28	25	25
Property maintenance inspections	3,813	4,212	4,000	4,000
Tank farm facility inspections	336	209	250	250
Tank farm construction plans reviewed	12	8	12	12
Child Safety Seats Installed / Inspected	89	49	80	65
Smoke detectors and batteries installed	195	63	100	100
Number of staff hours provided to Life Safety Programs	1,900	500	750	750
Service Quality				
Percentage of cases closed	91.6%	36%		
Customer satisfaction survey results (Scale 1-5)	4.9	4.9		
Efficiency Measures				
Ratio of property loss to property value	.46%	1.1%		
Outcome Measures				
Fire loss damage	$63,976	$370,650		
Total value of affected property from fire loss damage	$13,725,600	$32,018,400		
Number of citizens reached via community outreach programs	5,890	5,018	3,000	4,000

Cost Center 422140: Code Administration

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$1,195,886	$1,148,000	$1,185,800	$1,230,163
Fringe Benefits	402,988	432,400	435,100	473,000
Purchased Services	(29,714)	17,500	17,500	17,400
Internal Services	(13,216)	(31,612)	(31,612)	(33,030)
Other Charges	167,027	78,900	101,441	151,900
Supplies & Materials	14,527	6,250	6,250	6,250
Capital Outlay	0	0	0	0
Total	**$1,737,498**	**$1,651,438**	**$1,714,479**	**$1,845,683**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Director of Code Enforce.	22 F	1.0	1.0	1.0	1.0
Captain	17 F	1.0	1.0	1.0	1.0
Lieutenant	15 F	2.0	2.0	2.0	2.0
Life Safety Educ. Off.	15 F	0.0	0.0	0.0	0.0
Emergency Management Specialist	24	1.0	1.0	1.0	1.0
Engineering Plans Examiner	21	1.0	1.0	1.0	1.0
Senior Inspector	19	4.0	4.0	4.0	4.0
Building Inspector	17	0.0	0.0	0.0	0.0
Property Maint. Inspector	17	1.0	1.0	1.0	1.0
Permit Technicians	13	3.0	3.0	3.0	3.0
Total FTE		**14.0**	**14.0**	**14.0**	**14.0**

PUBLIC WORKS

Public Works Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$4,830,677	$4,641,100	$4,683,400	$4,955,124
Fringe Benefits	1,691,544	1,775,307	1,707,500	1,826,500
Purchased Services	1,252,218	1,583,885	1,436,526	1,580,659
Internal Services	826,944	872,365	872,365	887,530
Other Charges	1,147,602	1,325,675	1,303,800	1,303,700
Supplies & Materials	668,983	656,525	659,825	723,775
Capital Outlay	51,062	45,000	30,000	45,000
Total Expenditures	**$10,469,030**	**$10,899,857**	**$10,693,416**	**$11,322,288**
Revenues				
Meals Tax	$1,163,542	$1,186,677	$1,193,368	$1,211,269
Cemetery Interments	36,720	39,852	56,181	56,181
Street Opening Permits	45,900	33,163	40,955	40,955
Public ROW Use Fees	249,590	263,832	263,832	263,832
Photo Red Light	0	432,000	0	216,000
Sale of Surplus Property	9,357	8,254	100	1,631
Sale of Cemetery Lots	20,560	17,306	19,700	22,700
Perpetual Cemetery Care	6,903	6,738	13,100	15,100
Recycled Newspapers	0	0	0	0
Street & Highway Maintenance	2,072,919	1,969,273	2,190,900	2,190,900
Solid Waste Grant	5,125	5,100	5,910	5,910
Total Revenues	**$3,610,617**	**$3,962,196**	**$3,784,046**	**$4,024,478**
Net Cost to the City	**$6,858,414**	**$6,937,661**	**$6,909,370**	**$7,297,811**
Total FTE	**76.5**	**75.5**	**75.5**	**75.5**

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Highways - Asphalt

BUDGET COMMENTS:
This cost center reflects a decrease of 8.4% ($100,000) from the prior fiscal year, as personnel expenses were shifted to the concrete cost center. Operating materials are up $55,000 to provide work crews additional funds for asphalt projects. Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen.

PROGRAM:
The Highway Asphalt Division of the Public Works Department maintains City road surface infrastructure. The asphalt crew repair potholes, repave roadways, maintain shoulders, gravel lots and neighborhood traffic calming devises.

GOAL:
To ensure a safe and efficient highway and pedestrian transportation system for the public, by keeping City highways, streets and pedestrian walkways in excellent condition. To implement the Downtown Redevelopment Project to strengthen the City's economy and creation of a revitalized downtown core.

OBJECTIVES:
- Maintain ride-ability on 16.5 miles of primary highways and 54 miles of secondary and residential streets
- Maintain anti-cut-through traffic devices
- Address potholes within 12 hours of citizen request

SERVICES AND PRODUCTS:
- Street repair and resurfacing
- Pothole repair
- Shoulder maintenance
- Traffic calming device installation and maintenance
- Install and maintain guardrails
- Repair bridge decks
- Maintain City-owned gravel parking areas
- Work with Dominion Virginia Power to provide street lighting where needed

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Highways/Asphalt

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Street asphalt repairs (tons)	1,096	1,200	1,200	1,600
Street preventive maint. (man hrs)	2,400	1,790	1,800	2,400
Assist other depts/divisions (man hrs)	3,400	3,000	3,000	2,400
Paving Oversight (man hrs)	480	880	900	1,350
Infrastructure Projects (man hrs)	2,360	2,970	3,000	2,550

Performance Measurement Results:

- Asphalt maintenance program was reduced due to budget reductions.
- The division provided staff to the annual mowing and leaf collection operations.
- In addition to the ongoing preventative maintenance program, the division performed the following major projects:
  - Sager asphalt path reconstruction
  - Downtown parking lot restoration
  - University mini-park construction
  - Eaton Place sectional road construction
  - Burke Station Road sectional road reconstruction

Cost Center 431110: Asphalt Maintenance

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$499,854	$678,400	$514,000	$562,779
Fringe Benefits	210,423	229,400	170,300	190,000
Purchased Services	1,502	0	0	2,000
Internal Services	165,476	186,715	186,715	190,470
Other Charges	28,403	36,150	36,150	41,000
Supplies & Materials	49,966	61,100	61,100	105,500
Capital Outlay	0	0	0	0
Total	**$955,624**	**$1,191,765**	**$968,265**	**$1,091,749**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Division Superintendent	25	1.0	1.0	1.0	1.0
Crew Supervisor	18	1.0	1.0	1.0	1.0
Utility Worker III	13	1.0	1.0	1.0	1.0
Administrative Assistant III	12	1.0	1.0	1.0	1.0
Equipment Operator	12	2.0	2.0	2.0	2.0
Truck Driver II	10	1.0	1.0	1.0	1.0
Truck Driver I	9	2.0	2.0	2.0	2.0
Total FTE		**9.0**	**9.0**	**9.0**	**9.0**

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Highways - Concrete

BUDGET COMMENTS:
The Concrete cost center notes an increase of 29.9% ($198,600) for FY 2012. As noted previously, personnel expenses were transferred from the Asphalt cost center to more accurately work crew payroll distribution. Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen.

PROGRAM:
The Highway Concrete Division of the Public Works Department maintains City concrete infrastructures. The concrete crew repair and replace curbs, gutters, sidewalks, driveway entrances and handicap ramps. This division is also responsible for installing and maintaining downtown brick sidewalks and brick crosswalks.

GOAL:
To ensure a safe and efficient highway and pedestrian transportation system for the public, by keeping City pedestrian walkways and curbs in excellent condition.

OBJECTIVES:
- Build and maintain dedicated curbs, gutters, concrete and brick sidewalks and crosswalks for safe system pedestrian access throughout the City street system
- Continue to replace concrete infrastructure that has exceeded the designed life expectancy

SERVICES AND PRODUCTS:
- Concrete sidewalk construction
- Brick sidewalk/crosswalk construction and maintenance
- Curb and gutter construction
- Driveway entrance construction
- Handicap ramp construction
- Granite curb repair
- Maintenance of City-owned retaining walls
- Illegal sign removal in city right-of-ways
- Graffiti removal

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Highways/Concrete

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Concrete repairs (yds)	272	206	206	206
Concrete preventive maint. (man hrs)	2,010	2,460	2,460	2,460
Downtown brick sidewalk repair (mhs)	1,920	2,200	2,200	2,200
Assist other depts/divisions (man hrs)	2,700	2,300	2,300	2,300
Illegal ROW sign removal (man hrs)	1,560	1,680	1,680	1,680
Infrastructure Projects (man hrs)	3,150	2,700	2,700	2,700

Performance Measurement Results:

- Concrete maintenance programs have been reduced due to operating budget reductions. Crews are concentrating their efforts on correcting safety hazards and maintaining downtown brick sidewalk surfaces.
- In addition to the ongoing preventative maintenance program, the division performed the following major projects:
    - University mini-park construction
    - School Street road closure and curb/gutter/sidewalk installation
    - Assisted asphalt and storm crews

Cost Center 431111: Concrete Maintenance

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$381,155	$283,500	$373,000	$402,116
Fringe Benefits	120,175	128,000	170,000	184,200
Purchased Services	0	0	0	0
Internal Services	165,476	186,715	186,715	190,470
Other Charges	9,408	27,650	27,650	27,650
Supplies & Materials	32,974	39,050	39,050	59,050
Capital Outlay	0	0	0	0
Total	**$709,188**	**$664,915**	**$796,415**	**$863,486**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Crew Supervisor	18	1.0	1.0	1.0	1.0
Utility Worker III	13	1.0	1.0	1.0	1.0
Equipment Operator	12	1.0	1.0	1.0	1.0
Truck Driver II	10	2.0	2.0	2.0	2.0
Utility Worker II	10	1.0	1.0	1.0	1.0
Truck Driver I	9	1.0	1.0	1.0	1.0
Total FTE		**7.0**	**7.0**	**7.0**	**7.0**

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Snow and Ice Control

BUDGET COMMENTS:
Funds for snow removal remain level in FY 2012.

PROGRAM:
Snow and ice control is an emergency duty of the Highways Division of the Public Works Department. Personnel are deployed on a round-the-clock basis to keep the City's streets, pedestrian ways and CUE bus stops safe for travel during winter storms.

GOAL:
To ensure a safe and efficient highway and pedestrian transportation system for the public by operating chemical spreaders, snow plows and snow blowers 24 hours a day when necessary to keep streets passable for City residents.

OBJECTIVES:
- Place salt and sand on streets when snow or ice first begins to accumulate on the street
- Plow snow from City streets when the depth of snow exceeds two inches
- Monitor weather conditions and prepare and train personnel for winter storms
- Make snow removal equipment operational by October 15 of each year
- Keep City parking facilities cleared in the event of winter storms
- Keep CUE bus stops and pedestrian ways open during major snow of 6 inches or more

SERVICES AND PRODUCTS:
- Chemical treatment to road surfaces and parking lots
- Snowplowing of road surfaces and parking lots
- Clear access to bus stops
- Clear sidewalks along primary roads

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Total snowfall (inches)	6	53	6-20	6-20
Snow/Ice operations (man hrs)	1,929	9,900	2,000	2,000
Snow/Ice sidewalk clearing (man hrs)	*	3,300	500	500
Continuously treat main roads during storm (%)	100%	100%	100%	100%

*not previously recorded

Performance Measurement Results:
- Public Works crews monitor all potential snow/ice storms and provide immediate road treatment and snow removal.
- Crews pretreat the primary roadways prior to the start of precipitation which provides for a safer riding surface and reduces ice bonding.

Cost Center 431120: Snow Removal

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$236,641	$80,000	$80,000	$81,400
Fringe Benefits	17,675	13,807	8,000	3,000
Internal Services	27,800	28,356	28,356	28,930
Other Charges	6,454	5,500	5,500	5,500
Supplies & Materials	284,379	142,800	142,800	142,800
Capital Outlay	14,998	30,000	30,000	30,000
Total	**$587,947**	**$300,463**	**$294,656**	**$291,630**

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Storm Drainage

BUDGET COMMENTS:
The Storm Drainage budget increases by 2.5% ($18,500) in FY 2012. Non personnel operating accounts reflect a net increase of $14,600 as projects are expected to commence for stormwater repairs and improvements. These funds will provide the necessary equipment and supplies for the various projects. Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen.

PROGRAM:
The Storm Drainage Division maintains the City's storm water collection systems, which consist of 300,000 linear feet of storm pipe, 2,572 catch basins, 145 outfalls, 28 box culverts and 7 bridges. Crews replace deteriorated storm lines, perform preventive maintenance tasks biannually, clear blocked streams, repair box culverts and repair damaged driveway pipe and ditch lines.

GOAL:
To ensure a safe and efficient highway and pedestrian transportation system for the public by enabling storm water to drain unimpeded, thus preventing flooding on roads and pedestrian walkways. To protect private property by ensuring the unobstructed flow of storm water through the City's creek system, and to provide safe and sound structures over waterways.

OBJECTIVES:
- Clean ditch lines, storm pipes and catch basins
- Repair and replace storm pipes and catch basins
- Clean and clear stream beds of brush/obstacles to improve flow without affecting downstream properties
- Repair box culverts

SERVICES AND PRODUCTS:
- Catch basin repair
- Creek and stream maintenance
- Drainage ditch maintenance
- Storm wastewater pipe maintenance, repair and replacement
- Culvert repairs
- Bridge repairs
- Erosion stabilization

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Storm Drainage

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Preventive maintenance (man hrs)	5,172	5,020	5,020	5,020
Infrastructure projects (man hrs)	4,248	1,200	1,200	1,200
Assist other depts/divisions (man hrs)	1,920	5,120	5,120	5,120

Performance Measurement Results:

- Along with the general preventive maintenance tasks, the division completed five major projects:
  - School Street road closure and storm system installation project
  - Greffe Park drainage improvement project
  - University mini-park storm system installation
  - Stafford Park asphalt pathway replacement

Cost Center 431130: Storm Drainage

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$339,642	$346,500	$346,500	$352,564
Fringe Benefits	150,489	153,800	127,500	149,400
Purchased Services	1,951	3,400	3,400	3,400
Internal Services	121,400	123,828	123,828	126,320
Other Charges	45,206	57,100	57,100	61,300
Supplies & Materials	38,920	41,900	41,900	52,000
Capital Outlay	0	0	0	0
Total	**$697,608**	**$726,528**	**$700,228**	**$744,984**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Crew Supervisor	18	1.0	1.0	1.0	1.0
Utility Worker III	13	0.0	0.0	0.0	0.0
Equipment Operator I	12	1.0	1.0	1.0	1.0
Truck Driver II	10	1.0	1.0	1.0	1.0
Truck Driver I	9	3.0	3.0	3.0	3.0
Total FTE		**6.0**	**6.0**	**6.0**	**6.0**

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Signs, Signals, Lighting

BUDGET COMMENTS:
This cost center notes a modest .3% ($6,600) increase from the prior fiscal year. Personnel expenses are up $79,900 to cover additional fringe benefit costs ($25,000) and overtime for night work ($42,300). Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen. Decreases in line item accounts are noted for contract service ($38,000) and utilities expense ($30,000).

PROGRAM:
Installing and maintaining traffic control devices – traffic/pedestrian signals, lane markings, traffic signs and directional markings – are activities of the Sign and Signal crew in the Highways Division of the Public Works Department.

GOAL:
To ensure a safe and efficient highway and pedestrian transportation system for the public by controlling traffic flow with traffic signals, signs and markings that are effective under all driving conditions.

OBJECTIVES:
- Program changes to signal plans throughout the City
- Install and repair all associated traffic control devices including the City's 57 signals
- Provide accurate data entry to the central traffic command center computer for the synchronization of arterial traffic signals
- Stripe lines--center lines, edge lines, stop lines and crosswalks – semi-annually
- Design and install new, and repair and replace, existing signs
- Install and maintain lighted crosswalks
- Install and maintain vehicle loop detector grid and maintain computer interconnect cable
- Administer operating costs for City street light system maintained by Virginia Power
- Traffic control assistance at City special events

SERVICES AND PRODUCTS:
- Traffic and pedestrian signal installation, operation and maintenance
- Traffic sign installation and maintenance
- Pavement marking installation and maintenance
- Street name sign installation and maintenance
- Traffic control and signs for special events
- Central traffic signal computer operation
- Traffic signal timing optimization, implementation and adjustments
- Traffic conditions monitoring, accident reporting, and alleviation measures
- Emergency vehicle signal preempt installation, maintenance, and monitoring
- Signal construction inspection
- Street lighting
- Voting machine maintenance
- Yearly certification on the signal conflict monitors

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Signs, Signals, Lighting

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Signals preventative maintenance (crew hours)	1,650	1,720	1,740	1,740
Pavement markings (crew hours)	1,500	1,640	2,000	1,700
Sign maintenance (crew hours)	2,000	2,180	2,400	2,200

Performance Measurement Results:

- The plan for this division is to continue to concentrate on preventative maintenance. With the decrease in the contract services budget, staff will have to perform more in-house tasks increasing the projected output measure hours.

Cost Center 431140: Signs, Signals, Lighting

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$722,430	$722,600	$782,600	$777,472
Fringe Benefits	239,143	253,800	253,800	278,800
Purchased Services	108,214	370,000	200,000	332,000
Internal Services	81,600	83,232	83,232	84,900
Other Charges	501,687	564,700	544,700	533,700
Supplies & Materials	96,192	157,600	160,900	151,650
Capital Outlay	0	0	0	0
Total	**$1,749,266**	**$2,151,932**	**$2,025,232**	**$2,158,522**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Traffic Signal Sys Engineer	23	1.0	1.0	1.0	1.0
Sign & Signal Supervisor	20	1.0	1.0	1.0	1.0
Traffic Signal & Comp Tech III	16	5.0	5.0	5.0	5.0
Sign & Signal Technician I	12	2.0	2.0	2.0	2.0
Sign Fabrication Tech	12	1.0	1.0	1.0	1.0
Line Loc Traffic Counter (P/T)	9	0.0	0.0	0.0	0.0
Total FTE		**10.0**	**10.0**	**10.0**	**10.0**

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Refuse Collection

BUDGET COMMENTS:
The Refuse / Recycling division notes an increase of 5.6% ($131,600), which is due in large part to personnel expenses of $102,200. The prior year adopted compensation figures for this cost center reflected long term vacancies which accounts for the notable variance. The total staffing complement reflects no overall change. Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases are frozen.

PROGRAM:
The collection and disposal of refuse and recycling programs are activities of the Operations Division of the Public Works Division.

GOAL:
To ensure an attractive and sanitary community for citizens by collecting trash and recycling on a regular basis and by disposing it in an efficient and environmentally safe manner.

OBJECTIVES:
- Collect household refuse and recycling
- Continue to strive for minimal homes missed for refuse and recycling
- Continually monitor all workloads and responses from citizens
- Pick up brush, grass clippings and tree limbs
- Recycle newspapers, cans, glass, plastic with once-a-week pick up
- Haul refuse to the solid waste transfer station
- Collect ferrous metals weekly
- Collect automotive batteries, tires, oil and antifreeze for special environmentally safe disposal
- Pick up litter along highways
- Looking for more effective ways to reduce operating cost.

SERVICES AND PRODUCTS:
- Limited weekly set out services for Elderly and Handicap
- Brush collection
- Weekly curbside recyclable collection
- Grass clipping collection
- Recycling drop-off center
- Recycling information and education
- Special debris collection
- White goods and metals collection
- Several programs – phone books, Christmas trees

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Refuse Collection

PERFORMANCE MEASURES:

INDICATORS	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Number of homes served	6,249	6,249	6,249	6,410
Outcome Measures				
Number of homes missed for refuse	3%	3%	4%	5%
Number of homes missed for recycling	1%	1%	1%	2%

Performance Measurement Results:

- The City continues to pick up all refuse and recycling from single-family homes and townhouses.
- The workload will increase because of new homes that are currently being built or are planned to be built and the addition of in-house street sweeping operations.
- The City strives to maintain its minimal recycling rate of 49.9%. It also strives to find ways to increase this rate, although new programs are difficult to establish and implement without available personnel.
- The City continues to strive for minimal homes missed for refuse and recycling, and monitors all workloads and responses from citizens. Although the number of misses is expected to increase, the reasons for this projected increase are:
    - Increased workload;
    - Personnel shortfalls caused by normal annual and sick leave usage. Currently, there is no personnel available for substitutes, and all crew members are needed daily to comprise minimal staffing levels required for collection routes; and possible increase in injury loss time caused by the strain of an increased workload.

Cost Center 431210: Refuse Collections

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$1,059,470	$1,041,700	$1,075,500	$1,125,253
Fringe Benefits	408,520	432,500	432,500	451,100
Purchased Services	449,890	480,000	505,000	505,000
Internal Services	195,711	220,830	220,830	225,270
Other Charges	119,545	155,200	155,200	155,200
Supplies & Materials	23,924	22,975	22,975	22,975
Capital Outlay	0	0	0	0
Total	**$2,257,060**	**$2,353,205**	**$2,412,005**	**$2,484,798**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Operations Director	25	1.0	1.0	1.0	1.0
Crew Supervisor	18	1.0	1.0	1.0	1.0
Utility Worker III	13	1.0	1.0	1.0	1.0
Sanitation Driver	10	7.0	7.0	7.0	7.0
Sanitation Worker III	8	1.0	1.0	1.0	1.0
Sanitation Worker II	6	8.0	8.0	8.0	8.0
Sanitation Worker I	5	2.0	2.0	2.0	2.0
Total FTE		**21.0**	**21.0**	**21.0**	**21.0**

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Facilities Maintenance

BUDGET COMMENTS:
The Facilities Maintenance budget increases by 5% ($76,500) for FY 2012. Additional funds are provided for maintenance at the Community Center ($30,000), and Fire Training Center ($25,000). Funds are included for an employee 1.75% market adjustment on January 1, 2012, but merit / step increases are frozen.

PROGRAM:
An aggressive preventative maintenance program including cleaning, repairing, renovating, providing utility service, and managing mechanical equipment contracts.

GOAL:
To protect the City's $53 million investment in facilities, provide employees with a pleasant and productive work environment and provide citizens with a clean, comfortable place to conduct business and hold community meetings. To strengthen the City's focus on environmental sustainability from an operations standpoint as well as functioning as a catalyst for community green initiatives.

OBJECTIVES:
- Repair electrical service, plumbing, carpentry, flooring, heating and air-conditioning on a systematic basis for all public buildings
- Administer maintenance contracts for heating and air-conditioning, elevators, clocks, alarm systems and pest control
- Clean City buildings and facilities daily
- Maintain security systems
- Set up equipment for meetings and events
- Control and maintain outdoor lighting at City facilities
- Maintain City-owned historic buildings
- Conduct environmental quality studies
- Looking for more effective ways to reduce operating cost.

SERVICES AND PRODUCTS:
- Well maintained public buildings
- Clean meeting rooms
- Emergency service

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Facilities Maintenance

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Square feet City buildings to maintain	341,324	341,324	341,324	355,754
Efficiency Measures				
Custodian per sq/ft City Buildings	1/22,000	1/22,000	1/22,000	1/22,000
National Average	1/15,000	1/15,000	1/15,000	1/15,000
Maintenance staff per sq/ft ratio	1/67,000	1/67,000	1/67,000	1/71,000
National Average	1/50,000	1/50,000	1/50,000	1/50,000

Performance Measurement Results:

- As the square footage of City buildings has increased, so has the division's need for additional custodians to assist with the maintenance of all buildings.
- The square feet of City buildings increased due to addition of the Stacy C. Sherwood Community Center.

Cost Center 431310: Facilities Maintenance

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$447,901	$427,200	$445,700	$465,608
Fringe Benefits	185,892	196,500	202,000	210,200
Purchased Services	465,580	545,859	533,500	574,259
Internal Services	(97,842)	(130,728)	(130,728)	(134,730)
Other Charges	389,524	420,000	420,000	420,000
Supplies & Materials	95,254	86,650	86,650	86,650
Capital Outlay	0	0	0	0
Total	**$1,486,309**	**$1,545,481**	**$1,557,122**	**$1,621,987**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Crew Supervisor	18	1.0	1.0	1.0	1.0
Utility Worker III	13	2.0	2.0	2.0	2.0
Utility Worker II	10	1.0	1.0	1.0	1.0
Utility Worker I	9	1.0	1.0	1.0	1.0
Custodian II	6	5.0	5.0	5.0	5.0
Custodian I	5	0.0	0.0	0.0	0.0
Total FTE		**10.0**	**10.0**	**10.0**	**10.0**

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Streets Right-of-Way and Public Grounds

BUDGET COMMENTS:
This cost center increases by 10.6% ($115,700) for FY 2012. Personnel expenses of $143,400 account for a majority of the variance to primarily address temporary help needs for seasonal leaf collection and lawn maintenance. This will also help drastically reduce the need for other divisions in Public Works and Parks and Recreation to assist on these duties. Contract services were reduced by $30,600 to help offset personnel expenses. Funds are provided for a 1.75% market adjustment on January 1, 2012 for employees, but merit (step) increases will remain frozen.

PROGRAM:
Maintaining and beautifying public land and the City cemetery is the responsibility of the Operations Division of the Public Works Department.

GOAL:
To ensure an attractive and sanitary community by keeping City-owned land clean and planted with trees, shrubs and flowers. To operate the City Cemetery in an efficient and cost effective manner. To meet the City's adopted goal of providing unsurpassed user-friendly, customer-focused business practices. To implement the Downtown Redevelopment Project to strengthen the City's economy and creation of a revitalized downtown core.

OBJECTIVES:
- Plant trees, flowers and shrubs
- Water, weed and fertilize landscaped areas
- Collect leaves curbside during April, October, November and December
- Sweep streets on a scheduled basis
- Apply herbicides
- Remove diseased trees
- Prepare and maintain burial sites and cemetery
- Pick up litter on public property
- Maintain Green space
- Maintain/repair gaslights
- Maintain CUE bus stops and litter receptacles
- Power wash downtown brick sidewalks
- Treat City waterways for mosquito control
- Looking for more effective ways to reduce operating cost.

SERVICES AND PRODUCTS:
- Curbside leaf collection
- Tree limb pruning along rights-of-way
- Cemetery
- Median strip tree planting and maintenance
- Flower bed design and installation
- Maintain/repair gaslights
- Turf Mowing City Wide

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Streets Right-of-Way and Public Grounds

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Number of maintenance hours on plantings	8,800	8,800	8,800	8,800
Trees and shrubs planted	197	62	62	62
Flowers planted	10,100	9,800	9,800	9,800
Maintain downtown planters	157	157	157	157
Maintain Gaslights	334	334	334	334
Mowing/ Man Hours	0	5,600	5,600	5,600

Performance Measurement Results:

- Maintenance hours are expected to remain fairly constant over the fiscal years illustrated. Trees and shrubs planted will increase for the new City buildings.

Cost Center 431320: Street Right of Way (ROW)

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$428,856	$418,700	$418,700	$555,251
Fringe Benefits	121,353	124,100	118,100	130,900
Purchased Services	185,844	143,626	143,626	113,000
Internal Services	222,468	251,022	251,022	256,070
Other Charges	46,498	55,000	54,300	54,200
Supplies & Materials	34,633	88,950	88,950	87,650
Capital Outlay	29,328	15,000	0	15,000
Total	**$1,068,980**	**$1,096,398**	**$1,074,698**	**$1,212,071**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Crew Supervisor	18	1.0	1.0	1.0	1.0
Utility Worker III	13	1.0	1.0	1.0	1.0
Equipment Operator	12	1.0	1.0	1.0	1.0
Cemetery Attendant	11	0.5	0.5	0.5	0.5
Truck Driver I	9	2.0	2.0	2.0	2.0
Total FTE		**5.5**	**5.5**	**5.5**	**5.5**

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Administration and Engineering

BUDGET COMMENTS:
This cost center reflects an overall decrease of 2.5% ($21,100) for the FY 2012 budget. Revisions to the staffing complement have provided notable personnel savings compared to prior budgets. Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases are frozen.

PROGRAM:
The office of the director manages the four public works divisions – administration / engineering, operations, streets and transit – and provides professional engineering services for constructing and maintaining publicly owned land and facilities.

GOAL:
To ensure an attractive and sanitary community and a safe, efficient highway and pedestrian transportation system for the public through professional management of resources. To examine and amend, as appropriate, the regulations pertaining to construction in the City's mature residential areas to ensure that the balance between neighborhood improvement and neighborhood character is achieved. To provide the proper level of staff support and guidance as it relates to the City Council's Goals for 2010-2012 (Budget Message A-7).

OBJECTIVES:
- Prepare budgets and oversee personnel decisions
- Approve all site plans submitted by private developers (with Community Development and Planning)
- Supervise street, storm wastewater, sign and signal, and CUE bus activities
- Supervise refuse collection, recycling and building, grounds, rights-of-way, vehicle and equipment maintenance activities
- Coordinate and supervise inspection of site facilities at private developments
- Manage the Capital Improvement Program
- Provide for bridge structure inspection, grant submissions, map and drawing storage and distribution, flood insurance information and street lighting requests
- Provide engineering studies and advice on transportation planning

SERVICES AND PRODUCTS:
- Engineering and transportation studies
- Transportation improvements
- Major building renovations and additions
- New sidewalk plans
- Drainage improvement plans
- Engineering advice on drainage problems
- Floodplain and SWM service
- Construction management and inspection

FUNCTION: Public Works
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Administration and Engineering

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Number of capital projects administered	33	32	32	37

Performance Measurement Results:

- Projects managed/administered refer to capital projects. Please reference Section F of this budget book for more details.

Cost Center 431410: Public Works Administration

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$714,728	$642,500	$647,400	$632,682
Fringe Benefits	237,874	243,400	225,300	228,900
Purchased Services	0	0	5,000	5,000
Internal Services	(55,144)	(77,605)	(77,605)	(80,170)
Other Charges	877	4,375	3,200	5,150
Supplies & Materials	12,741	15,500	15,500	15,500
Capital Outlay	6,736	0	0	0
Total	**$917,812**	**$828,170**	**$818,795**	**$807,062**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Director of Public Works	31	1.0	1.0	1.0	1.0
Transportation Director	27	1.0	1.0	1.0	1.0
City Engineer	26	1.0	1.0	1.0	1.0
Plan Reviewer	20	1.0	1.0	1.0	1.0
Facilities Inspector	17	2.0	2.0	2.0	2.0
Administrative Assistant IV	14	1.0	1.0	1.0	1.0
Engineering Technician	13	1.0	0.0	0.0	0.0
Total FTE		**8.0**	**7.0**	**7.0**	**7.0**

FUNCTION: Public Works
DEPARTMENT: Fairfax Cooperative Extension Services
DIVISION OR ACTIVITY: County Agent

BUDGET COMMENTS:
This cost equates to $46,000 through a contract with Fairfax County.

OBJECTIVES:

- Youth Development provides administration and educational assistance to adult leadership and youthful membership of 4-H clubs
- Provide pest control

SERVICES AND PRODUCTS:

- Youth development
- Pest control
- Cooperative Extension

Cost Center 431510: County Agent				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Purchased Services	39,237	41,000	46,000	46,000
Total	**$39,237**	**$41,000**	**$46,000**	**$46,000**

SOCIAL SERVICES

Social Services Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$71,459	$70,200	$70,200	$71,429
Fringe Benefits	6,590	7,100	7,200	7,600
Purchased Services	2,676,741	2,690,025	2,870,343	2,958,079
Other Charges	2,032,133	1,780,250	1,890,937	1,990,792
Supplies & Materials	235	140	140	140
Capital Outlay	0	0	0	0
Total Expenditures	**$4,787,158**	**$4,547,715**	**$4,838,820**	**$5,028,040**
Revenues				
School Age Child Care	406,213	396,955	406,213	406,213
Total Revenues	**$406,213**	**$396,955**	**$406,213**	**$406,213**
Net Cost to the City	**$4,380,945**	**$4,150,760**	**$4,432,607**	**$4,621,827**
Total FTE	**0.62**	**0.62**	**0.62**	**0.62**

FUNCTION: Social Services
DEPARTMENT: Health Department
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
The City purchases environmental and clinical health services from the Fairfax County Health Department on a population-based ratio of the actual year end costs, excluding the Community Health Care Clinic Network for which the city contracts separately. Indirect costs increased last year in all county contracts. For Fiscal Year 2012 the City has budgeted $1,183,816 which is a 10% increase ($108,916) over the prior year adopted budget. In accordance with federal mandate, school health services for medically fragile children were significantly increased as was the Community Health Development and Emergency Preparedness program.

PROGRAM:
Through our contractual agreement with the Fairfax County Health Department, certain businesses such as restaurants, swimming pools and tourist establishments as well as well and septic systems, are regulated by environmental health inspections. During the past year, air quality monitoring was discontinued. Certain clinical health services are available to eligible City residents for diagnosis and treatment of communicable disease, prenatal health care and the comprehensive Adult Day Health Care Program. Health clinic services are also provided at all schools. Preparation continues for potential health emergencies such as the Cities Readiness Initiative for bioterrorism and a coordinated mosquito management program to reduce the impact of West Nile Virus.

GOAL:
The Fairfax County Health Department is dedicated to the protection of the health of the people and environment, prevention of disease and disability and promotion of healthy behaviors and conditions for the people of the City of Fairfax. The Health Department provides public health services to targeted populations and environmental protection for residents of the City through four core functions: prevention of epidemics and the spread of disease, protecting the public against environmental hazards, promoting and encouraging healthy behaviors and assuring the quality and accessibility of health services.

OBJECTIVES:
- Conduct inspections of housing, swimming pools, tourist and food establishments
- Prepare for emerging threats including communicable disease or bioterrorism
- Provide public health home nursing care
- Provide Adult Day Health Services
- Offer specialty clinics and services

FUNCTION: Social Services
DEPARTMENT: Health Department
DIVISION OR ACTIVITY:

SERVICES AND PRODUCTS:

- School and home health care
- Adult Day Health Program
- Specialty clinics or nursing visits:
  - Maternity and Post Partum
  - Communicable Disease such as TB, STD, salmonella, shigella, norovirus, meningitis
  - WIC
  - Communicable Diseases
  - Child Health and immunizations
  - Family Planning
  - Nursing Home Prescreening
  - International Travel Immunization
- Environmental inspections
- West Nile Virus/mosquito eradication
- Emergency Preparedness Planning
- MAPP

Cost Center 441110: Health Department				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Purchased Services	$1,037,469	$1,074,900	$1,154,942	$1,183,816
Total	**$1,037,469**	**$1,074,900**	**$1,154,942**	**$1,183,816**

FUNCTION: Social Services
DEPARTMENT: Commission for Women
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
The Commission for Women continues to advise the City Council on matters of import to women in the City of Fairfax and to offer community programs throughout the year. The budget of $750, level for the past three years, is divided among special events and supplies.

PROGRAM:
The City Council established the Commission for Women in 1984 based on the recognition of the intertwining of women's and human service needs. The Commission seeks to

1. Identify resources available to meet their needs;
2. Raise the awareness of City officials on legislative and policy matters affecting women;
3. Advocate for programs to appropriately address the needs of City residents.

Each March, the Commission for Women offers a community program in recognition of Women's History Month. For the past four years, the Fairfax Museum and Visitors Center and CFW have co-sponsored a Women's History Month program for Girl Scouts. The Commission continues its advocacy in support of Combating Human Trafficking and has lobbied for state legislation. This year, the Commission for Women hosted a full day of training for the family home child care providers in the City.

GOAL:
Improve the quality of life for women and families in the City of Fairfax.

OBJECTIVES:
- Advise the Mayor and Council on matters affecting women in the City of Fairfax
- Reinforce and support existing human services in the City of Fairfax
- Assess problems facing families in today's changing society
- Monitor needs of women and families

SERVICES AND PRODUCTS:
- Community seminars
- Fall Festival
- Commission for Women guide to Human Services
- Maintenance of website
- Creation and distribution of Domestic Violence pamphlets in English and Spanish

Cost Center 441210: Commission for Women

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Other Charges	$1,003	$700	$700	$700
Supplies & Materials	0	50	50	50
Total	**$1,003**	**$750**	**$750**	**$750**

FUNCTION: Social Services
DEPARTMENT: Community Services Board
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
The projected budget for the Community Services Board is estimated to be $1,309,902, level with the past two years. The CSB has sustained sharp reductions in programs due to budgetary constraints. Offsetting revenues are derived from client co-pay, and revenues from Fairfax County, the City of Falls Church and state and federal funds

PROGRAM:
The Fairfax-Falls Church Community Services Board is the legislatively mandated authority to plan and ensure the provision of public services to people with mental health, intellectual disabilities; substance abuse services; and infants at risk for developmental delays. Its mission includes empowering and supporting the people served by the CSB to live self-determined, productive and valued lives within our community; and to identify, develop and offer programs on prevention, intervention, treatment, rehabilitation, residential and other support services in a personalized, flexible manner appropriate to the needs of each individual and family served. This year, the system anticipates an increased role with wounded warrior, traumatic brain injury and autism and developmental disabilities.

GOAL:
To offer the residents of the City access to mental health, intellectual disabilities, and substance abuse services and services to infants at risk for development delay on a sliding fee scale.

OBJECTIVES:
- To provide a simple, direct point of access regardless of disability
- To provide an integrated approach to primary care services in partnership with the Health Department
- To provide a comprehensive array of services that are effective and meet the demands for service
- Provide infrastructure to support service delivery
- To implement a more intensive model for substance abuse services to those who are homeless
- To actively partner with the agencies serving at-risk youth in a redesigned System of Care
- Provide support to families of persons within the service system
- Offer prevention and early intervention programs to mitigate the effects of illness

Cost Center 441220: Community Services Board				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Other Charges	$1,309,900	$1,309,900	$1,309,900	$1,309,900
Total	**$1,309,900**	**$1,309,900**	**$1,309,900**	**$1,309,900**

FUNCTION: Social Services
DEPARTMENT: Finance
DIVISION OR ACTIVITY: Senior Citizen Tax and Rent Relief

BUDGET COMMENTS:
Funding for this cost center has increased by 45% ($210,500) as the FY 2012 Budget reflects a higher income limit for those applicants of this program. Tax Relief will now be provided to the elderly and disabled whose qualified income is below $62,000, whereas the previous income ceiling limit was $52,000. The estimated fiscal impact of this change is $100,000 in FY 2012, and $200,000 in FY 2013 as taxes are accounted for on a calendar year basis. There are no changes to the rent relief portion of this program.

PROGRAM:
Two relief programs for low to moderate-income elderly or handicapped persons are provided by the City. Depending upon their annual income and assets, elderly and permanently and totally handicapped residents of the City may receive up to 100% real estate tax relief or up to $420 rental relief (a one time annual payment). Over time, the City Council enacted a series of changes to this program. Notably, the Council lowered the income level in FY 2010 for eligible senior citizens from $72,000 to $52,000; maintained the net worth total of $340,000; and now provides for seniors either tax deferral or tax freeze options, and a discount for the CUE Bus. The program limits for Rent Relief is as follows: net worth no greater than $150,000 and an annual income no greater than $40,000. The FY 2012 budget contains a recommendation to raise the income limit from $52,000 to $62,000.

GOAL:
To provide real estate tax or rent relief to qualified elderly or handicapped residents.

OBJECTIVES:
- Offer citizens with fixed incomes a reduced tax or rent cost by paying a portion of the bill

SERVICES AND PRODUCTS:
- Rental relief for qualified tenants
- Real estate tax relief for qualified property owners

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures –				
Number of Real Estate tax relief grants	360	270	256	280
Rent relief grants	6	6	8	8
Total funds in tax and rent relief	$868,065	720,129	579,342	679,342

Performance Measures Results:

- As part of the FY 2010 Adopted Budget, the maximum income limit was reduced from $72,000 to $52,000. This accounts for the decrease in projected number of tax relief grants. The FY 2012 Budget recommends an increase to the income limit from $52,000 to $62,000. There are no changes to the rent relief portion or the asset limit portion of the program.

Cost Center 441230: Senior Citizen Tax Relief				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Other Charges	$720,129	$468,800	$579,342	$679,342
Total	**$720,129**	**$468,800**	**$579,342**	**$679,342**

FUNCTION: Social Services
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Human Services Coordinator

BUDGET COMMENTS:
This cost center increases by 2.2% ($1,700) and operates with one 25-hour per week Human Services coordinator. Salaries, fringe benefits, and travel and training account for the entire variance. Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen.

PROGRAM:
The Human Services Office coordinates and/or monitors participation in the wide range of human service programs available to City residents primarily through contract with Fairfax County and other regional agencies. The Human Services Coordinator is also responsible for monitoring City compliance with the Americans with Disabilities Act.

GOAL:
To assure access by City residents to human service programs provided by the City, directly or through contracts with Fairfax County and other agencies.

OBJECTIVES:
- Oversee City contracts with Fairfax County and other regional agencies
- Provide information and referral services to clients
- Research human service policy questions
- Disseminate information and conduct needs assessments for development of future programs
- Monitor City compliance with the Americans with Disabilities Act

SERVICES AND PRODUCTS:
- Human services information and referral
- Advocates for Human Service Programming where access is limited or there are voids in services
- Monitors delivery of services by county and regional agencies
- Assures compliance with the ADA
- Provides staff support to the Commission for Women
- Provides staff support to the Human Services Committee

Cost Center 441240: Human Services Coordinator

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$71,459	$70,200	$70,200	$71,429
Fringe Benefits	6,590	7,100	7,200	7,600
Purchased Services	0	0	0	0
Other Charges	1,101	850	995	850
Supplies & Materials	235	90	90	90
Capital Outlay	0	0	0	0
Total	**$79,385**	**$78,240**	**$78,485**	**$79,969**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Human Svcs Coordinator (P/T)	23	0.62	0.62	0.62	0.62
Total FTE		**0.62**	**0.62**	**0.62**	**0.62**

FUNCTION: Social Services
DEPARTMENT: Social Services
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
Funding is expected to increase by 9.9% ($159,138) for FY 2012. This is due to a 20% increase in demand for public assistance programs due to the economic decline which also stressed families increasing demand for family violence and substance abuse programs, as well as higher projected indirect costs for County contract with the Department of Family Services (DFS). Waiting lists for child care assistance and home based services have grown due to reductions in services from budgetary constraints. The state also altered the state proscribed funding formula for services to at risk youth.

PROGRAM:
Human service agencies of Fairfax County provide the City with a comprehensive array of social services on a contractual basis, with funding based on caseload plus a portion of administrative expenses. The mission of these Human Service Programs is to protect vulnerable children, elderly and persons with disabilities, help people strengthen their capacity for self-sufficiency and promote good outcomes through prevention and early intervention. Certain factors have challenged the social services delivery system. They include the economic downturn, aging of our population, the increasing language and cultural diversity and the lack of affordable housing. Youth and families in need of services for developmental, emotional or behavioral problems or at risk for out of home placement are served by the multi-agency collaboration of the schools, courts and foster care system in conjunction with families.

GOAL:
To assist individuals and families in the City of Fairfax to become or to remain economically and socially self-supporting and to protect and ensure a minimum standard of living for the vulnerable populations of children, persons with disabilities and the elderly.

OBJECTIVES:
- Provide affordable quality child care on a sliding fee scale for parents who are working full-time
- Assist individuals and families to become or to remain self-supporting
- Ensure basic health and safety standards in home child care facilities through inspection, certification
- Provide assisted transportation to medical services outside City limits for eligible disabled and elderly
- To promote utilization of community based services for youth at risk and their families
- To ensure timely access to quality health and dental care
- To reduce homelessness through expanded transitional and affordable housing opportunities
- To institute cost effective service delivery models that improve home care support for seniors
- To provide protective services for children and certain adults

Cost Center 441250: Social Services				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Purchased Services	$1,639,272	$1,615,125	$1,715,401	$1,774,263
Total	**$1,639,272**	**$1,615,125**	**$1,715,401**	**$1,774,263**

PARKS AND RECREATION

Parks and Recreation Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$1,647,490	$1,742,800	$1,759,571	$1,895,358
Fringe Benefits	404,438	431,200	433,460	440,600
Purchased Services	439,834	486,927	493,125	525,710
Internal Services	71,177	80,257	80,257	81,070
Other Charges	305,471	391,012	396,904	423,198
Supplies & Materials	174,520	220,136	223,506	221,583
Debt Service	0	0	0	0
Capital Outlay	0	0	0	0
Total Expenditures	**$3,042,930**	**$3,352,332**	**$3,386,823**	**$3,587,519**
Revenues				
Rental - Old Town Hall	132,714	125,000	110,800	135,800
Rental - Green Acres	46,711	35,000	29,854	40,500
Rental - Community Center	0	76,065	76,100	140,700
Senior Programs	69,807	72,892	68,956	68,300
Rec. - Youth, Teen, and Adult Trips	184,350	188,649	180,100	192,700
Day Camps	444,064	525,118	496,900	496,900
Showmobile	4,080	3,330	5,044	4,800
Pavilion Rentals	76,635	88,053	97,260	104,500
Blenheim	16,350	10,000	10,000	10,000
Special Events	157,790	119,010	139,992	174,200
Total Revenues	**$1,132,501**	**$1,243,117**	**$1,215,006**	**$1,368,400**
Net Cost to the City	**$1,910,429**	**$2,109,216**	**$2,171,817**	**$2,219,119**
Total FTE	**17.13**	**19.13**	**19.13**	**19.13**

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Administration

BUDGET COMMENTS:
This cost center increases by 1.1% ($20,700) over the prior fiscal year. The net increase to all personnel expenses equates to $36,400, and reflects the annualized costs of two Full Time Equivalents at the new Stacy C. Sherwood Community Center. Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen. Non operating expenses note a net increase of $45,600 to cover inflationary adjustments for various contracts and utility accounts, and supplies and material for the Community Center.

PROGRAM:
The Recreation Administration Account has traditionally encompassed a variety of expenditures and revenue items related to a comprehensive delivery of recreational programming. This account encompasses over 53 programs, one Senior Center and a variety of cultural arts activities operating out of the Green Acres Center, Old Town Hall and the new Stacy C. Sherwood Community Center. The FY2012 Recreation Administration Account is subdivided into the following Cost Center areas, General Administration, Cultural Arts, Youth Programs, Teen Programs, Adult Programs, Senior Programs, Camp Programs, and Trips. The Cost Centers were further broken down with budgets for specific programs in that particular segment.

GOAL:
To enhance the quality of life in the Fairfax community by planning, administering and operating a variety of leisure time activities for the enjoyment of citizens of all ages. To continue discourse with the Parks and Recreation Advisory Board in the analysis of services, facilities and activities. Per City Council Goal #5 (Budget Message A-7): To continue to strengthen our residential base and sense of community through programs such as outreach meetings, Celebration of the 50th year of the City of Fairfax, the 75th Anniversary celebration of Fairfax High School, the Civil War Sesquicentennial celebration, and the 2011 opening of the City's new community center, etc.

OBJECTIVES:
- Plan, program and implement recreation programs that meet the needs of the citizens
- Plan, program and implement facilities for a variety of functions
- Plan, program, implement and provide support for programming in the arts

SERVICES AND PRODUCTS:
- Senior adult center
- After School Activities at Daniels Run and Providence Elementary Schools
- Summer Day Camp program
- Athletic activities
- Concert series

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Administration

PERFORMANCE MEASURES:

INDICATORS	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted
OUTPUT MEASURES				
YOUTH				
Total unique preschool programs	13	15	10	15
Total preschool programs	42	51	44	55
Total individual preschool participants	422	344	320	350
Total unique youth programs	28	37	20	38
Total youth programs	81	115	85	120
Total individual youth participants	715	945	840	950
TEEN				
Total unique teen programs	1	1	1	1
Total teen programs	1	1	2	2
Total individual teen visits	0	0	0	0
Total days teen center open	0	0	0	0
Total Teen Center members	0	0	0	0
ADULT/FAMILY				
Total unique adult programs	23	23	26	26
Total adult programs	138	139	130	130
Total individual adult participants	1481	1346	1350	1350
SENIOR				
Total unique senior programs	7	13	13	13
Total senior programs	61	136	136	136
Total senior trips	50	50	50	50
Total senior fundraisers	5	5	5	4
Total senior participants	13000	13,750	14,000	14,500
Total senior members	750	760	825	1.200
Total days senior center open	248	248	248	248
TRADITIONAL DAY CAMPS				
Total program locations	5	5	5	5
Total unique day camps	5	5	5	5
Total day camps	5	5	5	5
Total day camp participants	759	819	784	801

INDICATORS	FY 2009 Actual	FY 2010 Actual	FY 2011 Budget	FY 2012 Adopted
OUTPUT MEASURES				
SPECIALTY/SPORTS CAMPS				
Total unique specialty camps	2	3	3	3
Total unique sports camps	1	1	2	2
Total specialty camp	3	8	5	9
Total sports camp	1	2	3	3
Total specialty/sports camp participants	100	165	222	196
OVERALL				
Total unique programs	**80**	**98**	**80**	**59**
Total programs	**387**	**512**	**465**	**476**
Total number of cancelled recreation programs	47	78	40	40
Total number of recreation programs above min	290	311	340	360
Total number of recreation programs waitlist	19	27	30	35
Total number of customers	4,468	6,770	7,200	7,500
Resident customers	2,352	3,408	3,500	3,600
Non-resident customers	2,116	3,362	3,600	3,800
Total number of households-Unique	3,067	5,243	5,500	5,700
Total number of resident households-Unique	1,520	2,567	2,600	2,700
Total number of non-resident households-Unique	1,547	2,549	2,600	2,750
Percentage of credit card payments	52%	56%	57%	57%
Percentage number of online transactions	18%	15%	19%	20%

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Administration

Performance Measurement Results:

- Preschool, Youth and Adult programs offerings are expected to be less than FY2010 levels due to the inability of programs not being able to cover 100% of direct expenses.
- Some programming will shift to the new Stacy C. Sherwood Community Center.
- Online transactions are down due to an increase of participants conducting enrollments and reservations in person. Credit card transactions will increase slightly.

Cost Center 451110: Parks & Recreation Administration

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$1,036,810	$1,121,800	$1,090,652	$1,095,095
Fringe Benefits	199,083	227,500	227,600	232,800
Purchased Services	230,676	212,240	218,323	254,360
Internal Services	1,300	1,411	1,411	1,440
Other Charges	194,737	236,282	240,164	238,683
Supplies & Materials	37,082	34,639	36,709	32,181
Capital Outlay	0	0	0	0
Total	**$1,699,688**	**$1,833,873**	**$1,814,859**	**$1,854,558**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Director of Parks & Recreation	29	1.00	1.00	1.00	1.00
Cultural Arts & Marketing Manager	23	0.50	0.50	0.50	0.50
Event / Facilities Coordinator	20	1.00	1.00	1.00	1.00
Recreation Manager	19	2.00	2.00	2.00	2.00
Operations Manager	19	0.00	0.00	0.75	0.75
Co-Community Center Coordinator	19	0.00	2.00	0.00	0.00
Community Program Coordinator	15	0.00	0.00	1.00	1.00
Assistant Special Events/Fac Manager Asst. (P/T)	15	0.75	0.75	0.75	0.75
Facilities Coordinator	15	0.00	0.00	1.00	1.00
Facilities Coordinator	14	0.75	0.75	0.00	0.00
Administrative Assistant IV	14	1.00	1.00	1.00	1.00
Administrative Assistant I (PT)	10	0.75	0.75	0.75	0.75
Athletic Supervisor (P/T)	9	0.38	0.38	0.38	0.38
Total FTE		**8.13**	**10.13**	**10.13**	**10.13**

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Special Events

BUDGET COMMENTS:
The Special Events budget increases by 1% ($2,600) for FY 2012. Additional funds are requested for equipment rental ($3,400), travel and training ($1,400), and operating supplies (800). Contract services decreased by 4,050.

PROGRAM:
The account is divided into specific cost centers that include the Independence Day Celebration, Fall Festival, Holiday Craft Show, Festival of Lights & Carols, and General Operations (Chocolate Lovers Festival). Some of the Special Event duties include: recruiting craft vendors, contracting with entertainers, amusement ride and pyrotechnic companies, obtaining sponsorship, coordination of supplies, equipment and delivery of items, staffing of events, coordination with City departments to provide event support and security, work closely with local civic and service organizations and various special interest committees.

GOAL:
To enhance the cultural and leisure-time quality of life in the Fairfax community by producing special events that appeal to a wide variety of interests and age groups. To continue to strengthen our residential base and sense of community through programs such as outreach meetings, Celebration of the 50th year of the City of Fairfax, the 75th Anniversary celebration of Fairfax High School, the Civil War Sesquicentennial celebration, and the 2011 opening of the City's new community center, etc.

OBJECTIVES:
- Program and execute special events in the City for the recreational enjoyment of the citizens

SERVICES AND PRODUCTS:
- Independence Day Celebration
- Fall Festival
- Holiday Craft show
- Festival of Lights and Carols
- Permitting for private non-city special events
- Coordination with Trails Day, Movies Under the Moon and Chocolate Lovers

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Special Events

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
July 4th Parade units	146	165	164	165
Craft show vendors at Special Events	436	430	435	445
Gourmet food vendors at special events	30	24	22	25
Food vendors at special events	45	55	64	65
Sponsors at special events	35	38	40	40
Attendance at all events	102,000	102,000	102,000	105,000

Performance Measurement Results:

- Craft Show vendors have remained consistent in numbers since FY 2009. Vendor numbers are expected to increase due to a major restructuring of the festival design to centralize the festival activities in the downtown portion of the city in FY 2011. This festival route will remain the same for FY2012.
- An aggressive sponsorship program has been developed anticipating greater returns on sponsorship investments for FY2012.
- July 4 parade units increased from FY 2009 to FY 2010 due to lack of parade participant cancellations in FY 2010.

Cost Center 451220: Recreation Special Events				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Salaries	$49,450	$69,200	$74,185	$70,411
Fringe Benefits	12,482	12,300	12,300	12,300
Purchased Services	125,876	160,590	160,590	156,550
Internal Services	0	0	0	0
Other Charges	44,439	66,650	68,151	71,777
Supplies & Materials	12,870	29,285	28,585	29,585
Capital Outlay	0	0	0	0
Total	**$245,117**	**$338,025**	**$343,811**	**$340,622**

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Facilities Division (formerly Old Town Hall)

BUDGET COMMENTS:
This cost center increases by 59% ($119,100) for FY 2012. Additional temporary help is allotted at $83,700 to cover duties at the Community Center in addition to other city rental facilities (e.g. Green Acres and Old Town Hall). Other expenses increases by $17,300 per revised rates charged by Fairfax County Public Schools, but this expense is recovered through user fees.

PROGRAM:
The Facility Division Account, formerly called the Old Town Hall account, is comprised of maintenance, rental operation and monitoring of Old Town Hall, Green Acres, the Stacy C. Sherwood Community Center, Pavilions/Shelters, and the Show Mobile rental. This account is also responsible for the supervision of athletic fields, school use and field lighting.

GOAL:
To increase the use and marketability of all rentable facilities and items. To seek out new market segments of renters for all rentable facilities and items. To enhance the cultural and leisure-time quality of life by providing a well-maintained facility for City events. To continue to strengthen our residential base and sense of community through programs such as outreach meetings, Celebration of the 50th year of the City of Fairfax, the 75th Anniversary celebration of Fairfax High School, the Civil War Sesquicentennial celebration, and the 2011 opening of the City's new community center, etc. To strengthen the City's focus on environmental sustainability from an operations standpoint as well as functioning as a catalyst for community green initiatives.

OBJECTIVES:
- Plan, manage and coordinate facilitate rentals for a variety of functions

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Facility Division (formerly Old Town Hall)

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Old Town Hall Rentals	85	153	160	165
Green Acres Rentals	250	240	250	225
Sherwood Comm. Center Rentals	0	0	85	120
Show Mobile Rentals	7	8	8	8
Weddings/Social Rents at Old Town Hall	55	49	50	50
Pavilion/Shelter Rentals	220	266	260	260
Total Free Rentals at Old Town Hall	62	52	52	45
Unique Free Rentals at OTH	10	10	10	10
Total Free Rentals at Green Acres	101	100	100	90
Unique Free Rentals at Green Acres	4	4	4	4
Free Rentals of Show Mobiles	4	2	2	2
Free Rentals of Pavilions/Shelters	49	57	55	55
Total Field Permits	272	278	280	280
Total Free Field Permits	217	20	20	20
Total Gym Permits	39	49	50	50

Performance Measurement Results:

- The number of free rentals at Green Acres and Old Town Hall is reduced with the reclassification of previous free users now having to pay. However, these users continue to book and revenues for the facilities are up and are expected to continue to increase in FY 2012.
- The number of Old Town Hall rentals has increased due to an increase in business rentals.
- Pavilion rentals increased and are expected to remain consistent with the increased advertising of all our rental facilities.
- With the use of the Parks and Recreation department's reservation software, we are now able to produce real time figures on athletic field permitting.

Cost Center 451250: Parks and Recreation Facilities (Old Town Hall)				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Salaries	$99,796	$92,900	$135,834	$178,470
Fringe Benefits	8,936	7,600	9,760	7,900
Purchased Services	6,138	35,073	35,187	36,741
Internal Services	0	0	0	0
Other Charges	38,698	59,075	59,584	84,133
Supplies & Materials	5,264	8,700	10,700	15,200
Capital Outlay	0	0	0	0
Total	**$158,832**	**$203,348**	**$251,065**	**$322,443**

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Park and Ballfield Maintenance

BUDGET COMMENTS:
Funds for the maintenance crews will increase by 9.5% ($92,800) for FY 2012. Personnel expenses account for the entire variance for the reinstatement of temporary help ($84,500) funds to assist with seasonal demands at the City's parks and facilities. Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases are frozen.

PROGRAM:
City parks, athletic fields, trails and open spaces are maintained by the Parks and Recreation Department. The Parks Division budget includes expenditures for the routine maintenance and annual improvement of all 277 plus acres of park land, school athletic areas, open space, trails and various public areas. This division is also responsible for the set-up, maintenance, operation and clean-up on all City Special Events. The account is divided into specific cost centers that include; Athletic Fields, Grounds, Open Space, Playgrounds, School Fields, Trails and General Operations. Some of the duties of the Parks Division include trash removal, sign repairs, ball field maintenance, leaf collection, mowing, plantings and beautification, ice and snow removal, trail building and repairs, facility lighting, drainage repairs, show mobile set-up and sound, bridge maintenance, sound system management and much more.

GOAL:
To provide safe high quality outdoor spaces for passive and active recreation opportunities that increase a sense of community, athletic endeavors, appreciation of nature, athletic pursuits and contribute to the improvement of the environment. The Parks division is committed to providing safety, quality, appearance, and esthetics of all parks, trails, athletic areas and open space. The parks division is also committed to operating, preparing and managing over 15 special events year round.

OBJECTIVE:
- To provide the proper maintenance of all park grounds and ensure quality access by all user groups
- To utilize best management practices and proper maintenance practices in the maintenance of all areas
- To develop and implement new approaches to special event operation
- To develop a new management structure of the maintenance and events crews allowing for more timely and cost efficient up-keep of our facilities and events

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Park and Ball field Maintenance

PARK FACILITIES	
Parks	24
Centers	2
Bridges	16
Ball fields	17
Basketball Courts	7
Lighted Fields	10
Rectangular Fields	15
Pavilions/Shelters	9
Playgrounds	13
Restroom Facilities	1
Skate Parks	1
Show Mobiles	1
Synthetic Turf Fields	4
Tennis Courts	8
Volleyball Courts (Sand)	4

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Staff hours on Ball Field maintenance	938	399	500	2,000
Staff hours on Special Events	2,872	2,118	2,110	2,110
Staff hours on Trails	1,082	342	340	1,000
Staff hours on mowing	2,776	2,798	3,000	3,500
Staff hours on clean up	1,906	1,629	1,600	2,600
Staff hours on facility maintenance	6,042	5,673	5,700	7,700
Staff hours on Leaf/Snow (regular & overtime)	1,070	2,170	2,170	2,200
Staff hours – Full-time	18,708	18,720	18,720	18,720
Staff hours – Temporary	2,202	0	0	6,400
Number of maintainable acres of Parkland and Open space	173	176	176	176

Performance Measurement Results:

- Ball field, facility and trail maintenance has decreased significantly due to staff reductions in temporary staffing eliminated during FY09.
- Temporary staffing was eliminated from the FY 2010 budget and FY 2011 budget. Funds have been restored for the FY 2012 budget allowing for much needed repairs and maintenance to the ball fields, facilities, park clean up and mowing.
- Trial work and clean up will be limited in some of the parks and split shifts may be imposed in the early Fall of 2010 to maintain parks.
- Leaf and snow remains high due to increased snow fall and more maintainable acres and properties.

Cost Center 451340: Parks and Recreation Ballfield Maintenance

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$461,434	$458,900	$458,900	$551,383
Fringe Benefits	183,937	183,800	183,800	187,600
Purchased Services	77,144	79,024	79,025	78,060
Internal Services	69,877	78,846	78,846	79,630
Other Charges	27,597	29,005	29,005	28,605
Supplies & Materials	119,304	147,512	147,512	144,618
Capital Outlay	0	0	0	0
Total	**$939,293**	**$977,086**	**$977,088**	**$1,069,895**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Crew Supervisor	18	1.0	1.0	1.0	1.0
Utility Worker II	10	3.0	3.0	3.0	3.0
Utility Worker I	9	2.0	2.0	2.0	2.0
Laborer II	6	1.0	1.0	1.0	1.0
Laborer I	5	2.0	2.0	2.0	2.0
Total FTE		**9.0**	**9.0**	**9.0**	**9.0**

LIBRARY

FUNCTION: Library
DEPARTMENT: Library Services
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
Historically, the City has contributed its population-based share of costs to Fairfax County for the provision of library services. As part of the downtown redevelopment, a new library facility was constructed in the City of Fairfax and opened in January of 2008. The City's payment for library services will be allocated to debt service per an agreement between the City and County.

GOAL
The mission of the Fairfax County Public Library is to enrich individual and community life by providing and encouraging the use of library resources and services to meet evolving education, recreational and information needs of residents.

PROGRAM
Library services are available to City residents through a contractual agreement with Fairfax County that enables residents to access any of the eight regional or twelve community libraries within the library system. In addition, the library provides Access Services to people with visual or physical disabilities including translating the *Cityscene* into Braille for City residents. In addition, Website usage of library materials has expanded significantly. The Virginia Room located in the Fairfax City regional library maintains a collection rich in regional history and genealogy, as well as local and state government information and legal resources. A particular strength is Confederate Civil War military history. Other resources available for use are: maps, an extensive photographic archive, manuscripts, local newspapers, and rare books.

Cost Center: 451410 Library				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Purchased Services	$822,444	$798,000	$775,400	$823,000
Total	**$822,444**	**$798,000**	**$775,400**	**$823,000**

HISTORIC RESOURCES

Historic Resources Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$318,176	$316,700	$312,600	$321,021
Fringe Benefits	89,012	97,100	97,100	99,800
Purchased Services	37,359	50,500	50,500	39,000
Internal Services	2,808	2,864	2,864	2,920
Other Charges	38,230	35,700	37,000	35,700
Supplies & Materials	8,743	6,000	8,000	9,000
Capital Outlay	0	0	0	0
Total Expenditures	**$494,328**	**$508,864**	**$508,064**	**$507,441**
Revenues				
Museum Revenue	577	330	698	698
Museum Gift Shop	13,151	7,977	16,607	16,607
Total Revenues	**13,728**	**8,307**	**17,305**	**17,305**
Net Cost to the City	**$480,600**	**$500,557**	**$490,759**	**$490,136**
Total FTE	**3.95**	**3.95**	**3.95**	**3.95**

FUNCTION: Historic Resources
DEPARTMENT: Historic Resources
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
Funding for the Historic Resources department remains flat when compared to the prior year budget. Increases to personnel expenses ($7,000) and office supplies ($3,000) are offset by a reduction in contract services of $11,500. Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases are frozen.

PROGRAM:
The Office of Historic Resources oversees operation and management of City-owned historic properties and collections to ensure their preservation, promote greater public awareness, and provide attractions for heritage tourism that enhance City identity.

GOAL:
To preserve, restore, maintain, interpret and celebrate City historic properties and to work with non-profit preservation organizations, foundations, and the private sector to achieve these goals. Per City Council 2010-2012 Goals (Budget Message A-7): To continue to strengthen our residential base and sense of community through programs such as outreach meetings, Celebration of the 50th year of the City of Fairfax, the 75th Anniversary celebration of Fairfax High School, the Civil War Sesquicentennial celebration, and the 2011 opening of the City's Community Center.

OBJECTIVES:
- Act as liaison with Historic Fairfax City, Inc.
- Implement preservation and promotion objectives in Comprehensive Plan
- Promote Blenheim and Civil War Interpretive Center as a major regional historical site
- Ensure City historic sites are stabilized, preserved, staffed and open to the public
- Communicate information on historic sites to the community through educational programs, walking tours, youth group outreach, special events and the internet
- Assist with fundraising initiatives and revenue enhancement (e.g. Blenheim rentals) and coordination with non-profit organizations, foundations, and the public for fundraising opportunities
- Assist Destination Fairfax, Visit Fairfax, Civil War Trails, and other tourism initiatives
- Assist City preservation planning activity, ensure CLG compliance, perform project reviews to evaluate historic resources impacts

SERVICES AND PRODUCTS:
- Fairfax Museum and Visitor Center
- Ratcliffe-Allison House & Kitty Pozer Garden
- Historic Blenheim and Civil War Interpretive Center
- Grandma's Cottage
- Fairfax Civil War Day
- Special projects including Civil War Sesquicentennial commemorations (2011-2015)

FUNCTION: Historic Resources
DEPARTMENT: Historic Resources
DIVISION OR ACTIVITY:

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Museum & Visitor Center Visitation	9,652	8,270	8,800	9,500
Ratcliffe-Allison House Visitation	1,075	985	1,100	1,200
Blenheim & Civil War Interpretive Ctr Vis.	2,494	3,482	4,000	4,500
Tours / Educational Programs	198	224	220	220

Performance Measurement Results:

- Fairfax Museum & Visitor Center visitation trends generally follow regional and national tourism patterns recently impacted by the difficult economy.
- Ratcliffe-Allison House is a key component for the revitalized downtown core, with primary visitation during special events and seasonal hours.
- The opening of the Blenheim site has significantly increased total visitation, tours, and educational programs offered by the Office of Historic Resources; head counts during rentals and meetings (estimated at 1,500 per year) are not included in Blenheim visitation statistics.

Cost Center 451420: Historic Resources

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$318,176	$316,700	$312,600	$321,021
Fringe Benefits	89,012	97,100	97,100	99,800
Purchased Services	37,359	50,500	50,500	39,000
Internal Services	2,808	2,864	2,864	2,920
Other Charges	38,230	35,700	37,000	35,700
Supplies & Materials	8,743	6,000	8,000	9,000
Capital Outlay	0	0	0	0
Total	**$494,328**	**$508,864**	**$508,064**	**$507,441**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Historic Resources Director	28	1.00	1.00	1.00	1.00
Historic Resources Specialist III	20	1.00	1.00	1.00	1.00
Historic Resources Specialist II	17	0.75	0.75	0.75	0.75
Historic Resources Specialist I	14	1.20	1.20	1.20	1.20
Total FTE		**3.95**	**3.95**	**3.95**	**3.95**

VISUAL AND PEFORMING ARTS

Cultural Arts Budget Summary				
	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$51,938	$47,100	$51,100	$51,994
Fringe Benefits	17,537	18,200	18,800	19,100
Purchased Services				
Internal Services				
Other Charges	65,000	65,000	65,000	65,000
Supplies & Materials				
Capital Outlay				
Other Charges				
Total Expenditures	**$134,475**	**$130,300**	**$134,900**	**$136,094**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Cultural Arts & Marketing Manager	23	0.5	0.5	0.5	0.5
Total FTE		0.5	0.5	0.5	0.5

Note: the above cited personnel and expenses are budgeted under the Parks & Recreation Department. They are displayed for illustrative purposes only.

FUNCTION: Cultural Arts
DEPARTMENT: Cultural Arts
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
Contributions to community organizations are budgeted at $65,000 for FY 2012. The following breaks the allotment by group:

- Commission on the Arts - $30,000
- Fairfax City Band - $27,000
- Fall for the Book (through George Mason University) - $8,000

Cultural Arts Division continues to raise the awareness of arts in the City. The scale and scope of Staff responsibility will increase with the opening of the Stacy C. Sherwood Community Center, the Rotary Gallery and the greater number and variety of performances offered through City facilities. Staff costs and grant allocation associated with this program have been stable, and have become more resourceful. The Commission on the Arts Grants program, for City based arts projects, has leveled; the grant cycle was changed in 2010 in order to become more time-efficient. As part of the 20 hours dedicated to Cultural Arts through the Parks and Recreation Department, the city's Cultural & Marketing Manager dedicates 5 hours weekly to serve as the Executive Director to Spotlight on the Arts. Line item funding for these items is budgeted under the Administration cost center of the Parks and Recreation Department.

PROGRAM:
The Cultural Arts budget includes expenditures for Arts Grants, creating and maintaining the Cultural Arts calendar, printing of brochures and Arts Directory, payments to performing artists, hiring of specialized equipment and promotion. This division is responsible for liaison with the Commission on the Arts, the booking and set up of concerts and events, booking of artists, Gallery projects, maintenance of web-site, liaison with Media and City based information centers, publications of programs and brochures, maintenance of sponsors and audience databases, liaison and specialized support for City Special Events. The account is divided into specific cost centers that include, Bonita Lestina Performance Series at Old Town Hall, Children's Performance Series, First Friday@Old Town Hall, Friday Morning Music Club, Spotlight on the Arts Festival, Fall for the Book. Some of the duties of the Cultural Arts Division also include writing and producing Annual Reports, Grant Writing, sponsorship development, writing websites, volunteer liaison, database maintenance, brochure and graphics development, media liaison, liaison with High School Arts Faculty, collaboration with Virginia Arts Commission, Local Arts Agency Board, George Mason Center for the Arts, Northern Virginia Community College and local arts groups

GOAL:
To enhance the cultural and leisure-time material well being in the City of Fairfax by planning, administering and operating a variety of cultural activities for the enjoyment of citizens of all ages. To continue discourse with the Parks and Recreation Advisory Board both in the use and makeup of the Sherwood Center and in the analysis of the former Green Acres School as a citywide community center. To continue to strengthen our residential base and sense of community through programs such as outreach meetings, Celebration of the 50th year of the City of Fairfax, the 75th Anniversary celebration of Fairfax High School, the Civil War Sesquicentennial celebration, and the 2011 opening of the City's new community center, etc.

OBJECTIVES:
Working in partnership with city businesses, local schools, performing groups and artists to cultivate a community that will benefit from the many advantages that the Arts can offer to all groups and levels of our community, thereby encouraging the positive aspects of living in the City.

FUNCTION: Cultural Arts
DEPARTMENT: Cultural Arts
DIVISION OR ACTIVITY:

SERVICES AND PRODUCTS:

- Bonita Lestina Performance Series at Old Town Hall
- Friday Morning Music Club Concert Series
- Old Town Hall Children's Performance Series
- Summer Concerts Series, City of Fairfax Band
- Commission on the Arts Grants Program
- Fall for the Book
- Sculpture Garden & Arts Stage in association with Fall Festival
- Fairfax Spotlight on the Arts Festival
- City of Fairfax Arts Directory and Website
- Fairfax Art League
- Stacy C. Sherwood Community Center
- Arts Liaison with GMU & City Arts groups.

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2012 Adopted
Output Measures				
Old Town Hall Performances Series	40	40	38	38
Commission on the Arts Grants requests	13	12	15	16
Commission on the Arts -. Grants given	$23,300	$18,700	$23,000	$23,000
Summer Band Series	8	8	7	7
Fairfax Spotlight on the Arts, City events	45	50	60	65

Performance Measurement Results:

- Fairfax Spotlight on the Arts Festival is working with more venues and in partnership with more performing groups. With the opening of a larger venue, the Stacy C.Sherwood Center, it will afford greater opportunities for larger performances.
- Old Town Hall Performance Series remain stable with increasing sponsorship funding and contributions offsetting the performers costs.
- Grant requests, increased were lower in 2010 due to a change in the grant cycle.

COMMUNITY DEVELOPMENT AND PLANNING

Community Development and Planning Budget Summary				
	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$1,299,322	$1,333,058	$1,333,058	$1,455,359
Fringe Benefits	390,258	429,500	405,300	461,400
Purchased Services	78,743	96,400	96,400	171,500
Internal Services	(18,786)	(18,786)	(18,786)	(19,690)
Other Charges	32,620	165,513	165,513	127,913
Supplies & Materials	7,227	12,500	12,500	12,250
Capital Outlay	50,000	0	0	0
Total Expenditures	**$1,839,384**	**$2,018,185**	**$1,993,985**	**$2,208,732**
Revenues				
Sign Permits	$15,994	$16,522	$20,280	$20,280
Occupancy Permits	28,255	31,178	27,665	27,665
Soil & Erosion Fees	29,540	43,095	6,992	6,992
Zoning Fees	49,335	42,845	42,845	42,845
Special Use Permits	118,895	126,910	126,910	126,910
Variances	22,525	22,364	3,500	3,500
Zoning Penalties	18,800	15,200	9,400	9,400
Subdivision Fees	17,000	1,300	8,342	8,342
Site Plan Fees	102,133	62,400	88,743	88,743
Architectural Review	3,875	3,068	3,967	3,967
Tree Removal Permit	1,460	750	1,577	1,577
Surety Review	10,275	8,050	6,525	6,525
Total Revenues	**$418,087**	**$373,682**	**$346,746**	**$346,746**
Net Cost to the City	**$1,421,297**	**$1,644,503**	**$1,647,239**	**$1,861,986**
Total FTE	**15.7**	**15.7**	**16.7**	**16.7**

FUNCTION: Community Development
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Planning & Design Review

BUDGET COMMENTS:
Funding for this cost center increases by 1.5% ($13,600) based on personnel expenses. Funds are included for a 1.75% market adjustment on January 1, 2012, but merit / step increases remain frozen.

PROGRAM:
The Planning and Design Review Division of the Department of Community Development and Planning provides professional expertise to decision-makers including the City Council, Planning Commission, Fairfax Renaissance Housing Corp. and Board of Architectural Review on planning and development issues.

GOAL:
To promote and protect attractive, well-conceived land uses that enhance the quality of life for City residents by providing decision makers the necessary information and policy to allow the City to develop and maintain an effective comprehensive planning program in a manner that emphasizes consistency with the Comprehensive Plan and conformance with applicable City policies, regulations and City Council goals of residential rejuvenation and economic development. To assist in the implementation of current redevelopment and transportation projects, such as the Downtown Redevelopment Project, the Fairfax Boulevard Master Plan, expanding Northfax Gateway, and Kamp Washington. Additional items consistent with City Council Goals (Budget Message A-7): To maximize the redevelopment potential of the city owned parcels to include: 11 Oaks School, the former BP Amoco lot at Main/East, George Mason Square, and the entire downtown area to include continued discussion of future uses of the Kitty Pozer Park/former Weight Watchers parcel, satellite parking for downtown area businesses, community amenities, etc. To strengthen the City's focus on environmental sustainability from an operations standpoint as well as functioning as a catalyst for community green initiatives. To provide continued emphasis on the redevelopment of Fairfax Boulevard through the development and implementation of a Fairfax Boulevard Master Plan.

OBJECTIVES:
- Assure timely implementation of the Comprehensive Plan, the City's official policy guide for development related decisions; provide support services; foster economic development; prepare zoning text amendments in support of the Plan; support a community appearance program fostering attractive, well-conceived development and improvements; and represent the City on various boards and committees;
- Encourage stabilization, conservation and revitalization of existing housing inventory;
- Pursue and coordinate appropriate historic preservation activities;
- Administer City's Census program and disseminate statistical information;
- Contribute to the preparation of the Capital Improvement Program.

SERVICES AND PRODUCTS:
- Comprehensive Plan (including addenda and amendments)
- Home Improvement Loan and Home Repair for the Elderly Programs
- Renaissance Housing and related residential rejuvenation programs
- Staff the Board of Architectural Review
- Implement the Old Town Guidelines
- Manage the Certified Local Government Program
- Assist the City's economic development effort
- Prepare and provide statistical/demographic summaries and analyses
- Prepare analyses of site potential/conceptual site designs

FUNCTION: Community Development
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Planning & Design Review

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Planning Commission Meetings and follow-up	18	18	16	20
City Council Meetings and follow-up	28	28	28	28
Customer Conferences	2,500+	2,500+	3,000+	3,000+
FRHC Meetings and Follow Up	11	11	13	11
Neighborhood Renaissance Conferences	450	450	600	600
BAR Applications	48	48	51	51

Performance Measurement Results:

- The City undertook the most significant of the implementation efforts related to the Comprehensive Plan in the development of the Fairfax Boulevard Master Plan. The draft Plan and form based code were prepared and presented, following a unique public outreach and charrette process.
- A more proactive approach to the revitalization of the City's commercial areas has been initiated, with the CDP department beginning to assume redevelopment functions in additional to its traditional planning, zoning, and economic development roles.
- Old Town Village, the Webb Lot redevelopment, and the new Library have been substantially completed, which will engender renewed interest (and activity) in the revitalization of the Old Town area.
- The issue of the amount and location of downtown parking was evaluated. A wayfinding system is being developed in support of downtown public parking. This will be an ongoing issue, requiring additional monitoring and evaluation as the remaining commercial tenants are established.

Cost Center 461110: Planning Design & Review

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$670,351	$708,158	$708,158	$720,551
Fringe Benefits	178,538	201,300	185,200	205,200
Purchased Services	8,390	17,200	17,200	16,300
Internal Services	(24,186)	(24,186)	(24,186)	(25,200)
Other Charges	4,338	12,613	12,613	11,913
Supplies & Materials	3,548	5,500	5,500	5,400
Capital Outlay	0	0	0	0
Total	**$840,979**	**$920,585**	**$904,485**	**$934,164**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Director of Planning	31	1.0	1.0	1.0	1.0
Division Chief	27	1.0	1.0	2.0	2.0
Special Projects Engineer	25	0.7	0.7	0.7	0.7
Planner III	23	1.0	1.0	1.0	1.0
Planner II	20	3.0	3.0	3.0	3.0
Planner II (P/T)	20	0.0	0.0	0.0	0.0
Planner I	17	0.0	0.0	0.0	0.0
Administrative Assistant IV	14	1.0	1.0	1.0	1.0
Total FTE		**7.7**	**7.7**	**8.7**	**8.7**

FUNCTION: Community Development
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Current Planning

BUDGET COMMENTS:
This cost center increases by 27.2% ($200,000). Personnel expenses ($135,000) account for the majority of the variance, as a Division Chief (1 FTE) was restored to the staffing complement per consensus by the City Council. An additional $66,000 is provided for contract services to assist with design work associated with the Master Plan. Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases remain frozen. There is no allotment of monies to the Renaissance Housing Corporation in FY 2012.

PROGRAM:
The Current Planning Division of the Department of Community Development and Planning provides professional expertise to City decision-makers and administers standards for development and use of land and structures in the City supporting the Comprehensive Plan, goals and other City policy related to land use and development.

GOAL:
To promote well-conceived development and redevelopment projects and land uses that enhance the quality of life for Fairfax residents and to protect the City's attractive properties by enforcing standards of the zoning ordinance, and implementing City policy and council goals related to residential rejuvenation and economic development. To enhance quality of life measures and amenities with continued emphasis on recommendations of the Livability Task Force. To provide professional administration and enforcement of the City's Zoning and various environmental regulations. Strengthen the City's focus on environmental sustainability from an operations standpoint as well as functioning as a catalyst for community green initiatives.

OBJECTIVES:
- Administer, interpret and enforce residential, commercial, and industrial zoning and subdivision regulations.
- Provide timely staff analyses and recommendations for Board of Zoning Appeals (BZA), Planning Commission and City Council.
- Provide effective and timely review of development plans.
- Provide effective administration of surety for development;
- Staff the BZA and Planning Commission.

SERVICES AND PRODUCTS:
- Zoning Ordinance interpretation
- Zoning inspections and enforcement
- Sign, home occupation, and use permit issuance
- Zoning compliance administration
- Building permit review
- Site Plan review
- Land use application processing (RZ, SUPs, SEs, VARs)
- Confer with potential applicants and community representatives to discuss appropriate parameters for development
- Reports and recommendations
  - -- Variances, appeals, special exceptions and special use permits to the BZA
  - -- Special use permits and special exceptions to the City Council
  - -- Rezonings, subdivisions, and text amendments to Planning Commission and City Council
- Confer with potential applicants and community representatives to discuss appropriate parameters for development
- Illegal sign and noise abatement programs
- Floodplain and tree management permitting

FUNCTION: Community Development
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Current Planning

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Use and Development Permits	1,400	1,400	1,600	1,600
Customer Conferences	9,000	9,000	10,000	10,000
Land Use Applications	38	38	42	45
Development Plans and Subdivisions	37	37	59	60
Enforcement Citations	450	450	540	550
Site Bonds	50	50	68	70
Board of Zoning Appeals and follow-up	4	4	6	8
Neighborhood Renaissance Conferences				

Performance Measurement Results:

- This amount of land use activity continues to increase, despite current economic conditions.
- The complexity of development proposals also has increased, as the character of new development is now mostly in the form of redevelopment of existing sites.
- The amount of zoning enforcement activity continues to challenge this minimally-staffed function, with both the volume and nature of enforcement (overcrowding) contributing to this challenge.

Cost Center 461220: Current Planning

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$526,837	$517,300	$517,300	$625,325
Fringe Benefits	174,162	187,300	179,200	213,700
Purchased Services	40,041	13,200	13,200	79,200
Internal Services	5,400	5,400	5,400	5,510
Other Charges	653	7,300	7,300	6,800
Supplies & Materials	2,701	5,700	5,700	5,650
Capital Outlay	50,000	0	0	0
Total	**$799,794**	**$736,200**	**$728,100**	**$936,185**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Deputy Director CD&P	27	1.0	1.0	1.0	1.0
Planner III	23	2.0	2.0	2.0	2.0
Planner II	20	1.0	1.0	1.0	1.0
Site Plan Coordinator	20	0.0	0.0	0.0	0.0
Zoning Inspector	15	1.0	1.0	1.0	1.0
Zoning Technician	13	2.0	2.0	2.0	2.0
Total FTE		**7.00**	**7.00**	**7.00**	**7.00**

FUNCTION: General and Finance
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Economic Development

BUDGET COMMENTS:
The Economic Development cost center decreases by 6.4% ($23,000) for FY 2012. The transfer to the Economic Development Authority has decreased by $36,000, and reflects only funds need for the City's contribution to the business incubator ($25,000) and debt service payments ($77,000). Funds are provided for a 1.75% market adjustment on January 1, 2012, but merit (step) increases are frozen.

PROGRAM:
To promote the economic well being of the City and to ensure that the economic base of the City is strong and vibrant now and for the future, thus maintaining the low tax rate the City has enjoyed for several years.

GOAL:
To provide the citizens of Fairfax a strong, diverse economy that provides a wide range of goods and services for the community and an economy that provides a high rate of taxable revenue to the City. This is accomplished while maintaining the ambience and charm of the City's small town character. To maximize the redevelopment potential of the city owned parcels to include: 11 Oaks School, the former BP Amoco lot at Main/East, George Mason Square, and the entire downtown area to include continued discussion of future uses of the Kitty Pozer Park/former Weight Watchers parking areas, satellite parking for downtown area businesses, community amenities, etc. Additonally, provide Continued emphasis on the redevelopment of Fairfax Boulevard through the development and implementation of a Fairfax Boulevard Master Plan.

OBJECTIVES:
- Ensure that the City's economic base is strong and producing at optimum levels
- Promote the City's office and retail spaces to business prospects, vacant commercial properties to developers; assists businesses in their location decisions and processing through the City's administrative procedures
- Establish and implement economic development strategies, conduct studies and impact analysis on economic trends affecting the City. Develop and implement market strategies to encourage revitalization of the City's commercial areas. Assist in the resolution of issues affecting economic growth. Regularly meet with applicants for development projects; assist in coordinating activities with other City departments.
- Redevelop Old Town Fairfax into a destination location for the City Residents and the surrounding area
- Revitalize the Fairfax Boulevard Corridor consistent with the master plan and the concepts found in the Comprehensive Plan and the strategies of the Lee Highway Revitalization Plan
- Market the City and its benefits to the businesses in local, regional and national media to keep a stream of businesses, both office and retail/restaurants flowing into City commercial spaces
- Establish and maintain a business retention program. Develop and implement marketing strategies to encourage businesses to locate into the City
- Provide professional analysis of the commercial market and assistance to developers, businesses, institutions and City residents interested in the economic process and opportunities in the City.

FUNCTION: General and Finance
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Economic Development

SERVICES AND PRODUCTS:

- Implementation of the Lee Highway Revitalization Plan
- Project management of Old Town Fairfax and Northfax Gateway Redevelopments
- Staff to Mason Enterprise Center (Small Business Incubator & International Business Accelerator)
- Maintain and expand data bases and internet usage
- Staff to the Economic Development Authority
- Support to Fairfax Boulevard Partnership
- Placement of media advertising and public relations articles
- Creation of new fulfillment pieces and republishing of existing materials
- Maintain a listing of available spaces – office, retail, restaurant and industrial
- Maintain a listing of vacant properties and/or properties for redevelopment
- Clearinghouse for economic development activity
- Liaison with business community and organizations
- Member of Regional Economic Development and Tourism Development organizations

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Office Space – Vacancy Rate	10.5%	12.0%	12.5%	11.0%
Retail Space – Vacancy Rate	5.5%	4.5%	4.0%	3.8%
Number of Advertisements	5	5	4	4
Number of Restaurants	135	133	135	137
Average Daily Rate (Hospitality)	$89	$92	$94	$96
Occupancy Rate (Hospitality)	69%	70%	72%	74%

PERFORMANCE MEASUREMENT RESULTS:

- The City's overall commercial vacancy rates compare favorably to those in surrounding regions. An overview of the office market vacancy rate indicates:

  Greater Fairfax County: 15.0%
  Washington D.C. metropolitan region: 13.0%
  U.S. National office market: 12.8%

- A slightly different condition holds for retail vacancy rates:

  Greater Fairfax County: 4.5%
  Washington D.C. metropolitan region: 5.5%
  U.S. National retail market: 7.5%

- The restaurant industry is expected to show continued gradual improvement in 2011 as consumer buying habits slowly improve. The industry projects a modest 2.5% sales increase over 2010 sales. Continuing the trend from recent years, the quick-casual restaurant segment is expected to fare better than the full-service segment as diners are not going out as often as they would like, and focus on value, convenience and expanded menu options. There is industry expectation of a pent-up demand which will turn into restaurant traffic as the economic recovery continues. This trend is consistent with the number and the nature of dining establishments which continue to locate in Fairfax; the City has seen no disruption in the number of new operators who risk new foodservice ventures.

FUNCTION: General and Finance
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Economic Development

PERFORMANCE MEASUREMENT RESULTS CONTINUED:

- The hotel industry is reporting that occupancy levels are slowly improving after recent years of decline. While the deterioration of average daily room rates has been abated; the industry continues to offer affordable rates to remain competitive in a market still scarce of travelers. The mainstay of the City's lodging industry remains the government and corporate traveler; with slowly improving revenues in both the public and private sectors, growth in the business traveler market is gradual. Consistent with national forecasts, local hotel operators project the industry will be slower to respond to the economic recovery than other sectors and will pick up pace in the latter part of 2011.
- The tourism industry continues to be of great importance to the Greater Washington regional economy. Nationally, the severity and longevity of economic downtown has had a significant impact on the spending habits of the recreational traveler. As consumer confidence slowly returns, these buying patterns are projected to improve slowly but consistently throughout 2011. Local tourism industry insiders predict historic sites, national parks, festivals and educational tourism will perform well while luxury travel is expected to lag in 2011; a condition which would bode well for the City.

Cost Center 461210: Economic Development

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$102,134	$107,600	$107,600	$109,483
Fringe Benefits	37,558	40,900	40,900	42,500
Purchased Services	30,312	66,000	66,000	76,000
Internal Services	0	0	0	0
Other Charges	27,629	145,600	145,600	109,200
Supplies & Materials	978	1,300	1,300	1,200
Capital Outlay	0	0	0	0
Total	**$198,611**	**$361,400**	**$361,400**	**$338,383**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Economic Develop Manager	25	1.0	1.0	1.0	1.0
Total FTE		**1.0**	**1.0**	**1.0**	**1.0**

SCHOOL BOARD

EDUCATION

Education Budget Summary				
	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$279,510	$255,954	$255,991	$263,634
Fringe Benefits	70,751	72,300	77,900	85,900
Purchased Services	36,965,701	37,691,585	37,691,585	39,068,960
Other Charges	47,986	67,455	61,875	67,455
Supplies & Materials	2,559	5,254	5,000	5,254
Debt Service	7,810,862	7,416,903	7,416,903	7,340,873
Capital Outlay	327,500	340,046	340,046	353,330
Total Expenditures	**$45,504,869**	**$45,849,497**	**$45,849,300**	**$47,185,406**
Revenues				
Wine Tax	$0	$0	$0	$0
State Sales Tax	2,538,737	2,523,739	2,538,337	2,730,111
Basic School Aid	4,241,978	3,610,810	3,717,703	4,182,579
State School Capital	0	0	0	0
Rental of Schools	1,623,683	1,594,095	1,594,100	1,600,252
Total Revenues	**$8,404,398**	**$7,728,644**	**$7,850,140**	**$8,512,942**
Net Cost to the City	**$37,100,471**	**$38,120,853**	**$37,999,160**	**$38,672,464**
Total FTE	**1.90**	**1.90**	**1.90**	**1.90**

FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: School Board/Administration

BUDGET COMMENTS:
Funds for the Administration cost center increase by 2.6% ($21,300) for FY 2012. Personnel expenses account for the entire variance, to account for higher fringe benefits and a 1.75% market adjustment on January 1, 2012 for employees. Merit (step) increases will remain frozen.

PROGRAM:
The Fairfax public school program is provided through an independent school district administered by a school board and superintendent that contracts with the Fairfax County School System for operating the four City schools – Fairfax High, Sidney Lanier Middle, Daniels Run, and Providence Elementary.

GOAL:
To ensure the best possible education for the school age youth of the City by overseeing the City-County Tuition Contract and establishing education policy. To pursue the implementation of infrastructure projects throughout the City with specific emphasis on school's renovation and General Obligation bond funding consistent with the request of the School Board. To enhance quality of life measures and amenities with continued emphasis on recommendations of the Livability Task Force.

OBJECTIVES:

School Board
- Establish policy for City schools within the terms of the City-County tuition contract
- Approve a budget for capital projects and for City-County tuition contract

Superintendent
- Implement school board policy
- Administer the tuition contract
- Oversee the construction of approved capital projects
- Act as liaison between the City school board and Fairfax County in the operation and use of educational facilities
- Promote education on a continuing basis
- Inform citizens of the many educational opportunities available through the public school system

SERVICES AND PRODUCTS:
- City-County Tuition Contract
- Fairfax City Schools Budget
- Public School Board Meetings
- Forum for citizen opinion

FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: School Board/Administration

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
School Board Meetings	15	15	13	13
School Board Work Sessions			9	9

- The School Board holds meetings on the first Monday of the month, and additional meetings deemed necessary.
- The School Board holds works session on the third Monday of the month, and additional meetings as deemed necessary.

Cost Center 481110: School Board

Title	FY 2009 Actual	FY 2010 Budget	FY 2010 Estimated	FY 2012 Adopted
Salaries	$279,510	$255,954	$255,991	$263,634
Fringe Benefits	70,751	72,300	77,900	85,900
Purchased Services	404,265	424,450	424,450	424,450
Other Charges	47,986	67,455	61,875	67,455
Supplies & Materials	2,559	5,254	5,000	5,254
Capital Outlay	0	0	0	0
Total	**$805,071**	**$825,413**	**$825,216**	**$846,693**

Personnel Classification	Grade	FY 2009 Actual	FY 2010 Budget	FY 2010 Estimated	FY 2012 Adopted
School Superintendent	**	0.5	0.5	0.5	0.5
Communications Specialist	17	0.0	0.0	0.0	0.0
Executive Assistant	20	1.0	1.0	1.0	1.0
Director of Instruction	**	0.4	0.4	0.4	0.4
Total FTE		**1.90**	**1.90**	**1.90**	**1.90**

FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: Contracted Instruction Costs

BUDGET COMMENTS:
The FY 2012 tuition contract is projected to increase by 3.7% or $1,377,375 from the FY 2011 Adopted figure. The Tuition Contract is based on the operating costs of the Fairfax County Public School (FCPS) system, the City of Fairfax School Membership, and the percentage of City students to the total City-County student population. Projections used as part of the FY 2012 Budget are fluid based on the uncertainty surrounding overall funding requests sought by FCPS from both Fairfax County and the State of Virginia. The Tuition Contract expense is partially offset by a classroom rental fee charged to Fairfax County Public Schools for the use of the City's facilities. The projected classroom rental fee for FY 2012 is $1.6 million.

PROGRAM:
Under the terms of the 1978 agreement, the County School System provides to the City a complete and varied program of instruction that is equal to that provided in County schools. The contract cost is based on the County's costs and on a percentage of City students to the total City-County student population.

GOAL:
To ensure the best possible education for the school-age youth of the City, by providing a comprehensive program of instruction to meet the needs of every student in the City.

OBJECTIVES:
- Support the quality school curriculum provided by the County

SERVICES AND PRODUCTS:
- Curriculum in City schools
- Instructional services

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
City ADM	2,764	2,905	2,976	3,022
Outcome Measures				
Tuition cost per student	$13,075	$12,027	$11,967	$12,000

PERFORMANCE MEASUREMENT RESULTS:

- The City of Fairfax School Membership follows a School Year (SY) basis.
- Figures for 2011 and 2012 are projections.
- Tuition cost per student unknown at present time, and FY 2012 is an estimate. To be determined once final contract with Fairfax County Public Schools is finalized after Fairfax County budget meetings.

Cost Center 481220: Contracted Instruction Costs				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Purchased Services	$36,561,436	$37,267,135	$37,267,135	$38,644,510
Total	**$36,561,436**	**$37,267,135**	**$37,267,135**	**$38,644,510**

FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: Capital Outlay

BUDGET COMMENTS:
Funds are level at $20,000 for the schools contribution toward the Synthetic Turf Field at Fairfax High School.

PROGRAM:
The City School Board and Superintendent determine the minor capital improvements needed by each school which includes interior amenities to be funded in the operating budget. Capital projects that modify the actual school facilities are funded out of the capital budget.

GOAL:
To ensure the best possible education for the school age youth of the City, by providing facilities and equipment for use by students.

OBJECTIVES:
- Maintain and provide necessary equipment and facilities

Cost Center 481350: Capital Outlay Expense				
Title	**FY 2009 Actual**	**FY 2010 Budget**	**FY 2010 Estimated**	**FY 2012 Adopted**
Capital Outlay	$20,000	$20,000	$20,000	$20,000
Total	**$20,000**	**$20,000**	**$20,000**	**$20,000**

FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: Debt Service

BUDGET COMMENTS:
School Debt Service costs reflect a slight decrease of .9% ($62,900). This reflects the savings associated with the partial refunding ($20.5 million) of the 2004 and 2005 debt issuances for Fairfax High School and Lanier Middle School. Debt service schedules for the 1998 (refunded in 2005), 2004, and 2005 debt issues can be found in the debt service section (section J) of the budget book.

PROGRAM:
School bonds are issued for projects too large to be funded by current revenues and that will have a long-term benefit to the public school system.

Year Issued	Amount	Purpose
1998	$25,600,000	Remodel and expand Daniels Run and Providence elementary schools plus improvements to Lanier Middle and Fairfax High schools
2004	$42,000,000	Remodel and expand Fairfax High and Lanier Middle schools
2005	$44,800,000	Remodel and expand Fairfax High and Lanier Middle schools
2010	$20,462,400	Refunding - Remodel and expand Fairfax High and Lanier Middle schools

GOAL:
To ensure the best possible education for the school age youth of the City by paying principal and interest on bonds issued to fund school capital projects.

OBJECTIVES:
- Fund debt service

Cost Center 481710: School Debt Service				
Title	**FY 2009 Actual**	**FY 2010 Budget**	**FY 2010 Estimated**	**FY 2012 Adopted**
Purchased Services	$0	$0	$0	$0
Debt Service	7,502,270	7,120,952	7,120,952	7,058,082
Total	**$7,502,270**	**$7,120,952**	**$7,120,952**	**$7,058,082**

FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: Capital Lease School Financing

BUDGET COMMENTS:
This cost center references the principal and interest portions of the School's lease-purchase agreement, which covers additional funding for Lanier Middle School. Reference the debt service portion (section J) of the budget document for all future lease payments.

Year Issued	Amount	Purpose
2006	$8,200,000	Additional funding to cover the shortfall for Lanier Middle School (Reflected as a Capital Lease Financing)

Cost Center 481720: School Interest – Capital Leases & 481730: School Uses - Capital Leases

Title	FY 2009 Actual	FY 2010 Budget	FY 2010 Estimated	FY 2012 Adopted
Purchased Services	$0	$0	$0	$0
Interest	308,592	295,951	295,951	282,791
Capital Outlay	307,500	320,046	320,046	333,330
Total	**$616,092**	**$615,997**	**$615,997**	**$616,121**

NON-DEPARTMENTAL ACCOUNTS

Non Departmental Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Expenditures				
Salaries	$0	($700,000)	($565,000)	($1,044,183)
Other Charges	159,954	220,616	220,616	220,616
Debt Service	4,573,890	4,309,064	4,297,375	4,188,395
Interfund Transfers	6,034,524	3,386,631	3,417,043	4,956,668
Capital Outlay	2,708,108	2,812,890	2,812,890	2,926,040
Total Expenditures	**$13,476,476**	**$10,029,201**	**$10,182,924**	**$11,247,537**
Revenues				
R/E Tax Old Town District	$196,975	$200,479	$195,073	$195,073
Rental Green Acres	25,200	25,200	26,400	26,400
Total Revenues	**$222,175**	**$225,679**	**$221,473**	**$221,473**
Net Cost to the City	**$13,254,301**	**$9,803,523**	**$9,961,451**	**$11,026,064**

FUNCTION: Non-Departmental
DEPARTMENT: Finance
DIVISION OR ACTIVITY: General Debt Service

BUDGET COMMENTS:
This cost center reflects a decrease of -.6% ($9,400). All debt service obligations for the School Department are illustrated under the School Debt Service section. The associated financing for projects such as library construction, rehabilitation of historic properties and acquisition of open space was accomplished through capital lease financing. The capital lease payments on these obligations are included in the Capital Lease cost center. The additional financing to cover the shortfall of Lanier Middle School is also noted under the Capital Lease cost center. Debt schedules for all items are referenced in the debt service section (section J) of the budget book.

PROGRAM:
Long-term borrowing through the sale of bonds is one method of obtaining money necessary to finance projects too large to be funded by current revenues and that will have a long-term benefit to the public. The costs of projects with a long-term use are spread through the life of the project and are paid for by the users through annual taxation. The general fund debt service pays off long-term general debt obligations. See the Supporting Detail section of this document for more information on the general obligation debt issued by the City.

GOAL:
To ensure fiscal stability while providing long-term needed services.

OBJECTIVES:
- Pay debt service when due.

SERVICES AND PRODUCTS:
- Principal and interest payments on general bonds

Cost Center 491710: General Debt Service				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Debt Service	1,788,077	1,629,196	1,617,507	1,619,801
Total	**$1,788,077**	**$1,629,196**	**$1,617,507**	**$1,619,801**

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Employee Fringe Benefits

BUDGET COMMENTS:
The City provides a broad array of fringe benefits to its employees. One such benefit is the City's participation in the Virginia Retirement System (VRS) on behalf of its permanent employees. The City currently contributes 14.91% of the qualified employee's salary to VRS. Also, the City's Supplemental Retirement Plan notes employer contributions for both its general employees (1.80%) and public safety employees (7.18%). These figures are provided by the actuaries who note that employer contributions are projected for the short term future.

The fringe benefits are budgeted in the individual operating accounts. For comparison purposes they are shown below by type of benefit.

FY 2012 Fringe Benefits Summary

Category	FY 2011 Adopted	FY 2012 Adopted
Social Security	$2,406,173	$2,461,515
Virginia Retirement System (VRS)	4,052,149	4,172,977
City Retirement - General	211,927	322,605
City Retirement - Public Safety	741,267	894,843
Health Insurance	3,280,813	3,527,108
Life Insurance	89,883	92,538
Disability	156,815	91,505
Workers Compensation	565,373	494,308
Total	**$11,504,400**	**$12,057,400**

All Funds	FY 2011 Adopted	FY 2012 Adopted
General	$9,887,900	$10,397,400
Water	865,100	912,900
Sewer	188,200	189,500
Transit	563,200	557,600
Total All Funds	**$11,504,400**	**$12,057,400**

GOAL:
To provide and maintain a highly motivated work force equipped with the skills and knowledge required to deliver high quality services to citizens by providing employees with a variety of benefits.

OBJECTIVES:
- Monitor benefit programs available to determine optimum programs

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Employee Fringe Benefits

PROGRAM:
The responsibility for the administration of employee benefits is under the direct control of the City Manager.

Social Security is a portion of the retirement benefits program which is shared by both the City and each of its employees. The employee and the City each contribute 6.2% of the first $106,800 of annual salary and 1.45% for Medicare on all wages.

Retirement: In addition to the Social Security program, the City and its full-time employees participate in two other plans – the Virginia Retirement System (VRS) and the City plan. This provides a comprehensive retirement package and is a condition of employment. Employees contribute 5% to VRS and from 1.5% to 7.0% to the City Retirement Plan. For the City Retirement Plan, the City currently contributes 1.8% of all non-Public Safety salaries due to market conditions and sound investment policy. For Public Safety personnel, salary changes and enrollment have required the City to contribute 7.18% of payroll. The City's employer contribution to VRS is 9.91%. Since July 1, 1984, the City has also paid the employee's 5% contribution to VRS.

Health Insurance: The City participates in a series of group plans that provide a broad range of protection to the employee and his/her family in the area of complete health. This includes medical-surgical protection, hospitalization and major medical. The City pays the major portion of the cost for full-time employees.

Unemployment Compensation: In 1978, Federal unemployment compensation commenced for employees of state and local governments. In January 1983, the City switched from a fixed cost payment to one where we reimburse the State for actual claims by former employees.

Worker's Compensation provides insurance to each employee against loss of income created by injury sustained while on-the-job. This is required by law for all employers and is administered under the laws of the State of Virginia. The City pays the full cost of this coverage.

Life Insurance: The City provides life insurance for full-time employees equal to twice the employee's salary with the maximum amount of life insurance for any employee being $200,000. The City provides up to a $50,000 life insurance policy for part-time employees.

Long Term Disability: This is fully paid by the City and guarantees an employee 50% of salary to a maximum of $4,000 per month to age 65 for non-job connected disabilities. Payments are offset by funds received from retirement and Social Security.

Accident and Sickness (Short Term Disability): This is a program that provides payments up to $1,000 per week for 26 weeks for non-job connected illness or injury. Payments start after 30 days and the program is funded 88% by the City and 12% by the employee.

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Market Adjustment/Salary Vacancy

BUDGET COMMENTS:
Total savings is projected at $1,044,183. Of this amount, $780,000 will be generated from a combination of personnel reductions through attrition and turnover. The balance of $265,000 was the result of a mid year implementation of the 1.75% market adjustment for employees.

PROGRAM:

The City Manager recommends to the City Council an overall adjustment to the employee pay plan to keep the City compensation plan competitive with other Northern Virginia jurisdictions.

GOAL:
To provide and maintain a highly motivated work force equipped with the skills and knowledge required to deliver high quality services to citizens by ensuring that salaries remain consistent with other pay plans.

OBJECTIVES:
- Monitor cost-of-living indicators

SERVICES AND PRODUCTS:
- Cost of living allowance

Cost Center 415456: Salary Vacancy				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Salaries	$0	($700,000)	($565,000)	($1,044,183)
Total	**$0**	**($700,000)**	**($565,000)**	**($1,044,183)**

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Reserve for Contingency

BUDGET COMMENTS:
$50,000 is budgeted for unforeseen expenditures.

PROGRAM:
A reserve account is established to provide funds for unforeseen expenditures and contingent liabilities.

GOAL:
To provide a reserve for unforeseen expenditures.

OBJECTIVES:
- Arrange for financial flexibility to pay for unknown cost increases and/or unforeseen necessary projects

SERVICES AND PRODUCTS:
- Funds for contingencies

Cost Center 415460: Reserve for Contingency				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Other Charges	$0	$50,000	$50,000	$50,000
Total	**$0**	**$50,000**	**$50,000**	**$50,000**

FUNCTION: Non-Departmental
DEPARTMENT:
DIVISION OR ACTIVITY: Regional Agencies

BUDGET COMMENTS:
This account funds the operating contributions to the various regional agencies as detailed below. It should be noted that the capital requests for the Northern Virginia Park Authority and the Northern Virginia Community College are provided for in the Capital Projects Fund. Funding will remain level from FY 2011.

FY 2012 Regional Agency Spending

Agency	FY 2011 Adopted	FY 2012 Adopted
Council of Governments	$22,367	$22,367
Health Systems Agency	2,350	2,350
Area Agency on Aging	45,852	45,852
Legal Services of NoVa	21,945	21,945
NoVA Community College	2,126	2,126
Northern Virginia Regional Commission	11,994	11,994
NoVa Regional Park Authority	48,160	48,160
NoVa Transportation Commission	5,822	5,822
Volunteer Center	10,000	10,000
Total	**$170,616**	**$170,616**

PROGRAM:
The City participates in a variety of regional programs by contributing a share of the capital and operating costs, which allows residents to take advantage of the opportunities and activities offered.

GOAL:
To provide residents a full range of services that can most efficiently be administered on a regional, cooperative basis.

OBJECTIVES:
- Exchange information with other jurisdictions
- Share resources with other jurisdictions

SERVICES AND PRODUCTS:
- Regional government programs
  -- Council of Governments
  -- Planning District Commission
  -- Transportation Commission
- Education
  -- Northern Virginia Community College classes and facilities
- Social services
  -- Health Systems Agency & Agency on Aging

Cost Center 431520: Regional Agencies				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Other Charges	$159,954	$170,616	$170,616	$170,616
Total	**$159,954**	**$170,616**	**$170,616**	**$170,616**

FUNCTION: Non-Departmental
DEPARTMENT: Capital Budget Fund Transfer
DIVISION OR ACTIVITY:

BUDGET COMMENTS:

For FY 2011, the Capital Budget was approved for $1.7 million and $1.2 million in prefunding for a combined total of $2.9 million. For FY2012, funding for the Capital Budget is requested in the amount of $2.9 million, or roughly the same as the combined approved and prefunding amount from the prior fiscal year.
Details of the various project requests can be found in Capital Budget - Section G of the budget document.

Cost Center 491910: Capital Budget Fund Transfers				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Interfund Transfers	$3,169,411	$1,701,600	$1,701,600	$2,895,300
Total	**$3,169,411**	**$1,701,600**	**$1,701,600**	**$2,895,300**

FUNCTION: Non-Departmental
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Transit Fund Transfers

BUDGET COMMENTS:

The General Fund transfer to the Transit Fund is projected to increase by 31.4% ($133,700) for FY 2012.
On January 1, 2011 the Basic Fare (cash) was increased from $1.60 to $1.70. For SmarTrip riders, the price is discounted at $1.50. Additional information on the CUE system can be found in Section F of the budget document.

Cost Center 491915: Transit Fund Transfers				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Interfund Transfers	$770,000	$425,682	$343,497	$559,422
Total	**$770,000**	**$425,682**	**$343,497**	**$559,422**

FUNCTION: Non-Departmental
DEPARTMENT: Other Fund Transfers
DIVISION OR ACTIVITY:

BUDGET COMMENTS:

Please see the Stormwater Fund budget Section H for details of budgeted projects. The FY 2012 Budget recommends one half cent on the real estate tax rate be dedicated to Stormwater projects.

The Old Town service district remains at 6 cents per $100 of assessed real property value. Please see the Old Town Service District budget (Section H) for more details related to this fund.

The Commercial Transportation Tax Fund was implemented as part of the FY 2010 Adopted Budget. An additional 5.5 cents per $100 assessed value is now assessed on all commercial properties and dedicated for new transportation projects in the City. Please see Section H for more details on this fund.

Cost Center 491925: Other Fund Transfers

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Transfer to Stormwater	$0	$0	$130,000	$260,000
Transfer to Old Town Project	796,852	293,350	213,876	213,876
Transfer to Commercial Trans. Tax	1,298,261	966,000	1,028,070	1,028,070
Total	**$2,095,113**	**$1,259,350**	**$1,371,946**	**$1,501,946**

FUNCTION: Non-Departmental
DEPARTMENT:
DIVISION OR ACTIVITY: Capital Leases

BUDGET COMMENTS:
The two cost centers on the following page illustrate the principal and interest portions of the City's lease-purchase payments. The following shows the purchase involved and the total payments for the prior and current fiscal years. The lease purchase charges for the shortfall at Lanier Middle School are referenced under the Capital Lease section of the Schools. Please reference Section J of the Budget book for more details on these funds.

Cost Center 491720: & Interest 491730: Uses - Capital Leases				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Debt Service	2,785,813	2,679,868	2,679,868	2,568,595
Capital Outlay	2,708,108	2,812,890	2,812,890	2,926,040
Total	**$5,493,921**	**$5,492,758**	**$5,492,758**	**$5,494,635**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
City Council (411110)							
511105	Salaries-Full Time	0	0	0	0	0	0.00%
511110	Salaries-Part Time	29,750	29,000	29,000	29,000	0	0.00%
512110	Fringe Benefits	2,423	2,800	2,400	2,500	(300)	-10.71%
530113	Contract Services	0	2,000	2,000	2,000	0	0.00%
540010	Water & Sewer Allocation	(21,321)	(27,767)	(27,767)	(28,600)	(833)	3.00%
550501	Travel & Training	3,747	4,500	4,500	4,000	(500)	-11.11%
550601	General Subsidies/Contribution	1,800	5,000	5,000	5,000	0	0.00%
550720	Special Events	8,852	10,000	10,000	10,000	0	0.00%
550813	Discretionary Fund	100	3,000	3,000	3,000	0	0.00%
550820	Dues & Subscriptions	9,936	13,000	13,000	13,000	0	0.00%
560110	Office Supplies	2,918	3,000	3,000	2,950	(50)	-1.67%
	Total	**38,205**	**44,533**	**44,133**	**42,850**	**(1,683)**	**-3.78%**
City Clerk (411120)							
511105	Salaries - Full Time	116,233	116,500	120,800	134,819	18,319	15.72%
512110	Fringe Benefits	50,919	55,900	55,900	61,300	5,400	9.66%
530512	Code Supplements	6,489	6,000	6,000	6,000	0	0.00%
530620	Advertising	14,194	14,000	14,000	14,000	0	0.00%
540010	Water & Sewer Allocation	(47,681)	(62,097)	(62,097)	(64,000)	(1,903)	3.06%
550501	Travel & Training	1,177	1,300	1,300	1,300	0	0.00%
550820	Dues & Subscriptions	0	120	120	120	0	0.00%
560110	Office Supplies	0	250	250	250	0	0.00%
	Total	**141,331**	**131,973**	**136,273**	**153,789**	**21,816**	**16.53%**
District Court (413110)							
530113	Contract Services	13,418	15,000	15,000	15,000	0	0.00%
550501	Travel & Training	0	500	500	500	0	0.00%
550820	Dues & Subscriptions	376	500	500	450	(50)	-10.00%
560110	Office Supplies	362	1,000	1,000	500	(500)	-50.00%
560120	Small Equipment	0	1,500	1,500	1,000	(500)	-33.33%
	Total	**14,156**	**18,500**	**18,500**	**17,450**	**(1,050)**	**-5.68%**
Joint Court Service (413120)							
530835	City-County Contracts	259,993	154,285	217,565	221,432	67,147	43.52%
530846	Facilities Management	0	95,000	89,000	89,000	(6,000)	-6.32%
	Total	**259,993**	**249,285**	**306,565**	**310,432**	**61,147**	**24.53%**
Juvenile & Domestic Relations District Court (413130)							
530835	City-County Contracts	507,205	400,318	509,543	522,282	121,964	30.47%
590106	Fairfax County Principal	5,894	970	4,177	4,100	3,130	322.68%
590111	Fairfax County Interest	0	386	1,391	1,500	1,114	288.60%
	Total	**513,099**	**401,674**	**515,111**	**527,882**	**126,208**	**31.42%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Commonwealth Attorney (413140)		**47,556**	**61,950**	**61,950**	**63,500**	**1,550**	**2.50%**
530835	City-County Contracts						
Court Services & Custody (413230)							
530835	City-County Contracts	1,121,512	1,303,763	1,081,165	1,113,600	(190,163)	-14.59%
530846	Facilities Management	0	100,000	71,824	71,824	(28,176)	-28.18%
590106	Fairfax County Principal	56,656	55,424	59,155	59,155	3,731	6.73%
590111	Fairfax County Interest	22,479	21,990	19,096	19,096	(2,894)	-13.16%
	Total	**1,200,647**	**1,481,177**	**1,231,240**	**1,263,675**	**(217,502)**	**-14.68%**
Electoral Board (414110)							
511105	Salaries - Full Time	98,209	98,209	98,209	99,928	1,719	1.75%
511110	Salaries - Part Time	25,889	26,468	26,468	30,932	4,464	16.87%
511115	Salaries - Overtime	389	1,200	0	305	(895)	-74.56%
512110	Fringe Benefits	44,878	47,700	49,700	51,100	3,400	7.13%
530113	Contract Services	15,550	13,800	12,500	26,720	12,920	93.62%
530351	Equipment Maintenance	5,104	4,150	4,059	7,209	3,059	73.71%
530521	Printing & Duplicating	1,298	2,000	530	1,400	(600)	-30.00%
530620	Advertising	375	680	187	500	(180)	-26.47%
540010	Water & Sewer Allocation	(47,401)	(61,733)	(61,733)	(63,600)	(1,867)	3.03%
550430	Equipment Rental	984	456	678	1,750	1,294	283.77%
550501	Travel & Training	1,261	3,000	3,000	3,000	0	0.00%
550820	Dues & Subscriptions	300	300	250	250	(50)	-16.67%
560110	Office Supplies	15	650	250	500	(150)	-23.08%
560420	Operating Supplies	74	900	1,500	600	(300)	-33.33%
580103	Office Equipment Replacement	1,266	200	108	100	(100)	-50.00%
	Total	**148,191**	**137,980**	**135,706**	**160,694**	**22,713**	**16.46%**
City Manager (415110)							
511105	Salaries - Full Time	344,681	344,700	344,700	305,352	(39,348)	-11.42%
511160	Incentive Awards	0	0	0	0	0	0.00%
512110	Fringe Benefits	103,347	99,900	101,400	88,200	(11,700)	-11.71%
530113	Contract Services	450	200	200	200	0	0.00%
540010	Water & Sewer Allocation	(54,057)	(70,401)	(70,401)	(72,500)	(2,099)	-2.98%
550501	Travel & Training	1,448	2,000	1,500	1,500	(500)	-25.00%
550820	Dues & Subscriptions	6,225	5,200	5,700	5,700	500	9.62%
560110	Office Supplies	1,351	1,700	1,700	1,600	(100)	-5.88%
	Total	**403,445**	**383,299**	**384,799**	**330,052**	**(53,247)**	**-13.89%**
City Attorney (415120)							
530110	General Legal Services	552,952	463,000	463,000	500,000	37,000	7.99%
530114	Delinquent Tax Collections	0	18,000	18,000	9,000	(9,000)	-50.00%
530117	City Proscecutor	0	63,000	63,000	63,000	0	0.00%
540010	Water & Sewer Allocation	(23,886)	(31,108)	(31,108)	(32,000)	(892)	2.87%
	Total	**529,066**	**512,892**	**512,892**	**540,000**	**27,108**	**5.29%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Public Audit of Accounts (415130)							
530111	Audit Services	93,000	90,400	90,400	90,400	0	0.00%
540010	Water & Sewer Allocation	(6,214)	(8,093)	(8,093)	(8,300)	(207)	2.56%
	Total	**86,786**	**82,307**	**82,307**	**82,100**	**(207)**	**-0.25%**
Personnel (415140)							
511105	Salaries - Full Time	329,914	329,900	329,900	335,673	5,773	1.75%
512110	Fringe Benefits	119,344	118,100	126,900	134,400	16,300	13.80%
512985	Employee Education	0	0	0	0	0	0.00%
530113	Contract Services	96,121	102,000	102,000	107,000	5,000	4.90%
540010	Water & Sewer Allocation	(133,972)	(174,478)	(174,478)	(179,700)	(5,222)	2.99%
550501	Travel & Training	3,267	3,000	3,000	3,000	0	0.00%
550807	Other Expenses	3,839	2,200	2,200	2,200	0	0.00%
550820	Dues & Subscriptions	2,153	2,500	2,500	2,500	0	0.00%
560110	Office Supplies	241	650	650	500	(150)	-23.08%
	Total	**420,907**	**383,872**	**392,672**	**405,573**	**21,701**	**5.65%**
Community Relations (415150)							
511105	Salaries - Full Time	80,428	80,024	80,024	81,424	1,400	1.75%
511115	Salaries - Overtime	807	0	0	0	0	0.00%
512110	Fringe Benefits	32,376	35,100	35,100	37,700	2,600	7.41%
530113	Contract Services	0	10,000	10,000	10,000	0	0.00%
530351	Equipment Maintenance	620	0	800	800	800	0.00%
530521	Printing & Duplicating	(238)	0	0	0	0	0.00%
540010	Water & Sewer Allocation	(37,446)	(48,768)	(48,768)	(50,200)	(1,432)	2.94%
550501	Travel & Training	246	250	250	250	0	0.00%
550820	Dues & Subscriptions	690	225	225	225	0	0.00%
560110	Office Supplies	952	600	1,200	1,100	500	83.33%
560420	Operating Supplies	514	300	300	300	0	0.00%
580103	Office Equipment Replacement	0	900	900	900	0	0.00%
	Total	**78,949**	**78,631**	**80,031**	**82,499**	**3,869**	**4.92%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Marketing (415152)							
511105	Salaries - Full Time	38,934	38,100	38,100	38,767	667	1.75%
511110	Salaries - Part Time	1,392	0	0	0	0	0.00%
511115	Salaries Overtime	0	0	0	0	0	0.00%
511125	Temporary Help	11,612	9,000	13,000	13,228	4,228	46.97%
511135	Holiday Worked	0	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
511180	Salary Reimbursement	(1,062)	0	0	0	0	0.00%
512110	Fringe Benefits	17,537	18,200	18,800	19,100	900	4.95%
530113	Contract Services	16,213	22,300	22,300	21,500	(800)	-3.59%
530116	Web Development spec.	11,896	7,000	7,000	6,500	(500)	-7.14%
530521	Printing & Duplication	12,929	9,000	9,000	9,000	0	0.00%
530620	Advertising	55,493	50,000	55,000	13,143	(36,857)	-73.71%
540010	Water & Sewer Allocation	(37,446)	(7,446)	(7,446)	(7,700)	(254)	3.41%
550470	Rental Expense	0	500	500	500	0	0.00%
550501	Travel & Training	24	500	500	500	0	0.00%
550720	Special Events	1,122	2,500	2,500	2,000	(500)	-20.00%
550806	Other Services	13,430	6,000	6,000	5,500	(500)	-8.33%
550807	Other Expenses	3,916	2,000	2,000	2,000	0	0.00%
550820	Dues & Subscriptions	2,785	1,200	1,200	1,000	(200)	-16.67%
560110	Office Supplies	1,321	500	500	500	0	0.00%
560120	Small Equipment	2,256	400	400	400	0	0.00%
	Total	**152,352**	**159,754**	**169,354**	**125,937**	**(33,817)**	**-21.17%**
Cable TV (415160)							
511110	Salaries - Part Time	115,949	114,265	114,265	116,265	2,000	1.75%
511115	Salaries Overtime	745	0	0	0	0	0.00%
511125	Temporary Help	14,970	14,000	17,200	17,298	3,298	23.55%
511135	Holiday Worked	1,225	1,000	1,200	1,272	272	27.19%
512110	Fringe Benefits	13,945	15,300	16,100	16,600	1,300	8.50%
530113	Contract Services	2,131	3,000	7,411	12,550	9,550	318.33%
530351	Equipment Maintenance	1,416	2,000	5,000	2,000	0	0.00%
540010	Water & Sewer Allocation	(89,804)	(29,804)	(29,804)	(30,700)	(896)	3.01%
550501	Travel & Training	140	450	110	450	0	0.00%
550820	Dues & Subscriptions	670	700	720	750	50	7.14%
560420	Operating Supplies	6,615	6,000	2,000	2,000	(4,000)	-66.67%
	Total	**68,002**	**126,911**	**134,202**	**138,484**	**11,573**	**9.12%**
Risk Management (415230)							
530113	Contract Services	3,328	4,500	4,500	4,500	0	0.00%
530355	Uninsured Costs	3,370	13,500	13,500	13,500	0	0.00%
540010	Water & Sewer Allocation	(438,973)	(93,347)	(93,347)	(96,100)	(2,753)	2.95%
550314	Other Insurance	331,487	382,140	382,140	483,350	101,210	26.49%
550501	Travel & Training	1,577	500	500	500	0	0.00%
550820	Dues & Subscriptions	2,121	2,345	2,345	2,345	0	0.00%
560110	Office Supplies	0	125	125	125	0	0.00%
	Total	**(97,090)**	**309,763**	**309,763**	**408,220**	**98,457**	**31.78%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Telephone (415240)							
540010	Water & Sewer Allocation	(7,453)	(9,706)	(9,706)	(10,000)	(294)	3.03%
550110	Utilities Expense	147,537	135,000	135,000	135,000	0	0.00%
	Total	**140,084**	**125,294**	**125,294**	**125,000**	**(294)**	**-0.23%**
Information Technology (415250)							
511105	Salaries - Full Time	806,367	814,786	814,786	829,045	14,259	1.75%
511115	Salaries - Overtime	938	7,500	7,500	7,631	131	1.75%
512110	Fringe Benefits	245,768	274,500	265,300	284,500	10,000	3.64%
530113	Contract Services	96,652	23,000	23,000	37,000	14,000	60.87%
530127	Computer Fees/Contracts	107,653	73,884	73,884	32,400	(41,484)	-56.15%
530351	Equipment Maintenance	352,120	360,783	360,783	353,083	(7,700)	-2.13%
540010	Water & Sewer Allocation	(283,525)	(369,248)	(369,248)	(380,300)	(11,052)	2.99%
550430	Equipment Rental	58,744	60,200	60,200	90,100	29,900	49.67%
550501	Travel & Training	23,329	36,000	36,000	36,000	0	0.00%
550820	Dues & Subscriptions	3,053	3,575	3,575	2,500	(1,075)	-30.07%
560110	Office Supplies	20,846	25,700	25,700	25,500	(200)	-0.78%
560120	Small Equipment	10,773	19,000	19,000	15,500	(3,500)	-18.42%
580103	Office Equipment Replacement	107,913	90,400	90,400	140,100	49,700	54.98%
580208	New Machinery & Equipment	744	0	0	0	0	0.00%
	Total	**1,551,375**	**1,420,080**	**1,410,880**	**1,473,059**	**52,979**	**3.73%**
Printing and Office Supplies (415260)							
511105	Salaries - Full Time	56,872	56,800	56,800	57,794	994	1.75%
511115	Salaries - Overtime	0	0	0	0	0	0.00%
511125	Temporary Help	6,146	5,200	5,200	5,291	91	1.75%
511160	Incentive Awards	0	0	0	0	0	0.00%
511165	Year End Audit Adj	0	0	0	0	0	0.00%
512110	Fringe Benefits	20,263	21,100	22,400	22,500	1,400	6.64%
530351	Equipment Maintenance	2,668	4,000	4,000	3,900	(100)	-2.50%
540010	Water & Sewer Allocation	(57,436)	(74,802)	(74,802)	(77,000)	(2,198)	2.94%
550430	Equipment Rental	45,958	50,000	54,000	53,000	3,000	6.00%
550806	Other Services	118,246	135,000	135,000	135,000	0	0.00%
560110	Office Supplies	49,357	51,000	51,000	51,000	0	0.00%
	Total	**242,074**	**248,298**	**253,598**	**251,485**	**3,187**	**1.28%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Fleet Maintenance (415270)							
511105	Salaries - Full Time	748,128	777,600	777,600	791,208	13,608	1.75%
511115	Salaries - Overtime	14,399	24,000	24,000	25,438	1,438	5.99%
511125	Temporary Help	0	0	0	0	0	0.00%
511130	On Call Pay	98	0	0	0	0	0.00%
511135	Holidays Worked	0	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
511165	Year End Audit Adj	0	0	0	0	0	0.00%
512110	Fringe Benefits	264,752	284,100	284,100	301,900	17,800	6.27%
530113	Contract Services	20,810	7,200	22,000	22,000	14,800	205.56%
530350	Building Maintenance	39,250	33,900	33,900	35,000	1,100	3.24%
530352	Vehicle Maintenance	315,454	350,000	350,000	360,000	10,000	2.86%
530354	Uninsured Repairs	8,226	10,000	10,000	10,000	0	0.00%
540010	Water & Sewer Allocation	(111,731)	(145,513)	(145,513)	(149,900)	(4,387)	3.01%
540020	Distribution to Other Accounts	(2,547,415)	(2,660,687)	(2,695,487)	(2,808,469)	(147,782)	-5.55%
550501	Travel & Training	721	2,500	2,500	3,000	500	20.00%
550806	Other Services	9,686	6,500	6,500	6,500	0	0.00%
550820	Dues & Subscriptions	0	3,500	3,500	3,500	0	0.00%
560351	Repair Parts	363,152	340,000	340,000	372,924	32,924	9.68%
560352	Fuels & Lubricants	675,658	720,000	740,000	760,000	40,000	5.56%
560353	Tires & Accessories	116,666	110,000	110,000	110,000	0	0.00%
560359	Change in Inventory	(63,038)	0	0	0	0	0.00%
560416	Uniforms	62,657	60,000	60,000	80,000	20,000	33.33%
560420	Operating Supplies	82,527	76,900	76,900	76,900	0	0.00%
	Total	**0**	**0**	**0**	**0**	**0**	**0%**
Finance & Accounting (415410)							
511105	Salaries - Full Time	570,651	582,100	587,800	568,579	(13,521)	-2.32%
511115	Salaries - Overtime	617	1,000	1,600	1,018	18	1.75%
511125	Salaries - Temporary Help	8,452	0	1,000	1,018	1,018	0.00%
511160	Salaries - Incentive Awards	0	0	0	0	0	0.00%
511165	Year End Audit Adj	0	0	0	0	0	0.00%
512110	Fringe Benefits	188,061	206,500	190,600	194,800	(11,700)	-5.67%
530113	Contract Services	1,575	1,400	1,400	1,400	0	0.00%
530620	Advertising	0	2,000	0	2,000	0	0.00%
540010	Water & Sewer Allocation	(115,393)	(150,282)	(150,282)	(154,800)	(4,518)	3.01%
540102	Motor Pool Charges	2,930	2,989	2,989	3,050	61	2.04%
550501	Travel & Training	289	2,000	2,000	2,000	0	0.00%
550820	Dues & Subscriptions	1,499	2,200	2,200	2,100	(100)	-4.55%
560110	Office Supplies	3,516	3,000	3,000	3,000	0	0.00%
	Total	**662,197**	**652,907**	**642,307**	**624,164**	**(28,743)**	**-4.40%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Real Estate Assessments (415420)							
511105	Salaries - Full Time	257,961	298,900	298,900	312,067	13,167	4.41%
511125	Temporary Help	53,897	15,000	15,000	15,263	263	1.75%
512110	Fringe Benefits	88,376	101,900	101,900	111,100	9,200	9.03%
530113	Contract Services	1,595	3,800	3,800	3,300	(500)	-13.16%
530620	Advertising	428	188	188	200	12	6.38%
550501	Travel & Training	1,443	3,700	3,700	3,700	0	0.00%
550820	Dues & Subscriptions	7,552	10,189	10,189	12,742	2,553	25.06%
560110	Office Supplies	902	800	800	1,900	1,100	137.50%
	Total	**412,154**	**434,477**	**434,477**	**460,272**	**25,795**	**5.94%**
Treasurer (415440)							
511105	Salaries - Full Time	466,673	471,500	472,000	479,751	8,251	1.75%
511110	Salaries - Part Time	36,011	35,500	36,000	36,630	1,130	3.18%
511115	Salaries - Overtime	2,487	3,000	3,400	3,256	256	8.53%
511160	Incentive Awards	16,376	5,600	5,600	5,698	98	100.00%
512110	Fringe Benefits	180,584	194,100	195,300	203,300	9,200	4.74%
530114	Delinquent Tax Collection	0	1,000	1,000	1,000	0	0.00%
530351	Equipment Maintenance	3,565	4,925	4,925	5,275	350	7.11%
530620	Advertising	1,170	2,825	2,825	2,825	0	0.00%
540010	Water & Sewer Allocation	(134,952)	(175,755)	(175,755)	(181,000)	(5,245)	2.98%
540102	Motor Pool Charges	2,916	2,975	2,975	3,040	65	2.18%
550501	Travel & Training	795	1,850	1,850	1,650	(200)	-10.81%
550804	Processing Charge	17,168	20,750	20,750	22,000	1,250	100.00%
550820	Dues & Subscriptions	407	350	430	485	135	38.57%
560110	Office Supplies	32,904	32,708	32,708	32,508	(200)	-0.61%
560120	Small Equipment	1,505	0	0	0	0	0.00%
	Total	**627,609**	**601,328**	**604,008**	**616,418**	**15,090**	**2.51%**
Commissioner of Revenue (415450)							
511105	Salaries - Full Time	654,466	654,800	584,375	646,520	(8,281)	-1.26%
511115	Salaries - Overtime	0	3,000	3,000	3,053	53	1.75%
511160	Incentive Awards	11,600	6,500	6,500	5,596	(904)	-13.90%
512110	Fringe Benefits	233,245	246,100	238,000	255,800	9,700	3.94%
530113	Contract Services	395	0	0	0	0	0.00%
530351	Equipment Maintenance	229	1,700	1,700	1,700	0	0.00%
530620	Advertising	337	150	150	150	0	0.00%
540102	Motor Pool Charges	5,300	5,300	5,300	5,410	110	2.08%
550501	Travel & Training	1,848	2,750	2,750	2,750	0	0.00%
550820	Dues & Subscriptions	908	900	900	900	0	0.00%
560110	Office Supplies	16,689	16,500	16,500	16,500	0	0.00%
	Total	**925,017**	**937,700**	**859,175**	**938,378**	**678**	**0.07%**
Retirement Expenses (415457)							
530113	Contract Services	43,851	40,000	40,000	68,000	28,000	70.00%
550501	Travel & Training	0	0	0	0	0	0.00%
	Total	**43,851**	**40,000**	**40,000**	**68,000**	**28,000**	**70.00%**
Pool Maintenance (415458)							
550110	Utilities Expense	**12,495**	**14,000**	**14,000**	**14,000**	**0**	**0.00%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Police Administration (421110)							
511105	Salaries - Full Time	557,499	557,750	557,750	567,511	9,761	1.75%
511115	Salaries - Overtime	3,394	7,100	0	5,088	(2,013)	-28.35%
511130	On Call Pay	98	612	0	611	(2)	-0.25%
511135	Holiday Worked	2,656	0	0	0	0	0.00%
511138	Uniform / Shoe Allowance	900	0	0	0	0	0.00%
512110	Fringe Benefits	189,411	227,000	205,700	237,900	10,900	4.80%
530113	Contract Services	9,353	34,000	34,000	39,200	5,200	15.29%
530620	Advertising	0	0	0	2,000	2,000	0.00%
540102	Motor Pool Charges	6,300	6,426	6,426	6,550	124	-1.93%
550501	Travel & Training	9,301	20,000	20,000	20,000	0	0.00%
550503	Police Academy	77,761	83,283	83,283	83,283	0	0.00%
550601	General Subsidy/Contributions	380	380	380	380	0	0.00%
550820	Dues & Subscriptions	9,973	8,000	8,000	8,000	0	0.00%
560110	Office Supplies	6,286	6,000	6,000	6,000	0	0.00%
560120	Small Equipment	20	1,000	1,000	1,000	0	0.00%
560416	Uniforms	55,685	70,000	70,000	70,000	0	0.00%
560420	Operating Supplies	2,041	2,000	2,000	2,000	0	0.00%
	Total	**931,058**	**1,023,551**	**994,539**	**1,049,522**	**25,971**	**2.54%**
Police Technical Services (421120)							
511105	Salaries - Full Time	1,982,400	2,000,400	2,033,400	2,111,674	111,274	5.56%
511115	Salaries - Overtime	142,966	150,000	150,000	152,625	2,625	1.75%
511125	Temporary Help	15,093	16,600	16,600	16,891	291	1.75%
511130	On Call Pay	35,105	31,000	31,000	31,543	543	1.75%
511135	Holiday Worked	17,139	25,900	25,900	26,353	453	1.75%
511138	Uniform / Shoe Allowance	8,550	0	0	0	0	0.00%
511140	Shift Differential	8,154	8,600	8,600	8,751	151	1.75%
511180	Salary Reimbursement	(13,647)	0	0	0	0	0.00%
512110	Fringe Benefits	808,093	909,000	832,500	971,700	62,700	6.90%
530113	Contract Services	18,421	17,500	17,500	**30,500**	13,000	74.29%
530351	Equipment Maintenance	180,397	185,000	185,000	178,800	(6,200)	-3.35%
540102	Motor Pool Charges	68,138	69,500	69,500	70,900	1,400	2.01%
550110	Utilities Expense	0	2,300	0	2,300	0	0.00%
550430	Equipment Rental	1,781	20,000	20,000	20,000	0	0.00%
550744	Byrne Jag Grant	18,208	0	0	0	0	0.00%
550807	Other Expenses	2,000	4,000	4,000	4,000	0	0.00%
560110	Office Supplies	12,429	14,000	14,000	14,000	0	0.00%
560120	Small Equipment	7,028	8,000	8,000	8,000	0	0.00%
560416	Uniforms	0	12,000	12,600	12,600	600	5.00%
560420	Operating Supplies	47,452	35,000	35,000	38,500	3,500	10.00%
580103	Equip Replacement	0	65,000	65,000	-	(65,000)	-100.00%
	Total	**3,359,707**	**3,573,800**	**3,528,600**	**3,699,135**	**125,335**	**3.51%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Police Field Operations (421130)							
511105	Salaries - Full Time	3,750,764	3,779,200	3,750,000	3,811,191	31,991	0.85%
511110	Salaries - Part Time	177,589	200,000	210,000	216,125	16,125	8.06%
511115	Salaries - Overtime	218,454	250,000	250,000	254,375	4,375	1.75%
511125	Salaries - Temporary Help	16,889	0	0	0	0	0.00%
511130	On Call Pay	3,948	9,000	9,000	9,158	158	1.75%
511135	Holiday Worked	89,919	91,600	91,600	93,203	1,603	1.75%
511138	Uniform / Shoe Allowance	1,350	0	0	0	0	0.00%
511140	Shift Differential	34,910	40,400	40,400	40,700	300	0.74%
511180	Salary Reimbursement	(13,477)	0	0	0	0	0.00%
512110	Fringe Benefits	1,485,743	1,671,600	1,502,000	1,735,600	64,000	3.83%
530113	Contract Services	2,878	0	0	0	0	0.00%
540102	Motor Pool Charges	237,746	268,260	268,260	273,650	5,390	2.01%
550704	Crime Prevention	4,505	5,000	5,000	5,000	0	0.00%
550743	Alcohol Safety Grant	945	0	0	-	0	0.00%
550806	Other Services	22,048	23,000	23,000	23,800	800	3.48%
550807	Other Expenses	41,352	47,000	47,000	47,000	0	0.00%
560110	Office Supplies	6,012	5,000	5,000	5,000	0	0.00%
560120	Small Equipment	3,374	6,500	6,500	6,500	0	0.00%
560420	Operating Supplies	33,429	40,000	40,000	40,000	0	0.00%
560451	Emergency Services Team	5,704	5,000	5,000	5,000	0	0.00%
560453	Asset Forfeiture Exp	10,673	0	0	0	0	0.00%
560454	Secret Service Task	5,851	0	0	0	0	0.00%
	Total	**6,140,606**	**6,441,560**	**6,252,760**	**6,566,301**	**124,741**	**1.94%**
Fire Administration (422110)							
511105	Salaries - Full Time	541,048	520,300	520,300	529,405	9,105	1.75%
511110	Salaries - Part Time	0	0	0	0	0	0.00%
511115	Salaries - Overtime	43,326	40,000	40,000	40,700	700	1.75%
511125	Temporary Help	1,875	0	0	0	0	0.00%
511135	Holiday Worked	0	0	0	0	0	0.00%
511138	Uniform / Shoe Allowance	83	0	0	0	0	0.00%
511145	ALS Certification Pay	7,386	5,184	5,184	5,275	91	1.75%
511145	ALS Riding Pay	0	0	0	0	0	0.00%
511160	Incentive Awards	2,367	0	0	0	0	0.00%
511180	Salary Reimbursement	0	0	0	0	0	0.00%
512110	Fringe Benefits	203,405	200,800	200,800	221,300	20,500	10.21%
530113	Contract Services	54,375	44,500	44,500	44,500	0	0.00%
530620	Advertising	0	900	0	900	0	0.00%
530627	VFD Marketing Safer Grant	5,998	0	0	0	0	0.00%
540102	Motor Pool Charges	66,619	67,952	67,952	69,320	1,368	2.01%
550501	Travel & Training	4,294	3,200	3,200	3,200	0	0.00%
550507	VFD Training - Safer Grant	15,684	0	0	0	0	0.00%
550806	Other Charges	0	0	0	0	0	0.00%
550808	EMS Billing	65,740	70,000	91,650	85,000	15,000	21.43%
550820	Dues & Subscriptions	2,586	2,500	2,500	2,500	0	0.00%
560110	Office Supplies	12,332	10,000	5,001	1,000	(9,000)	-90.00%
560120	Misc Equipment	4,343	5,000	5,000	5,000	0	0.00%
580210	Capital Outlay - State FDS	90,340	59,311	59,311	59,311	0	0.00%
	Total	**1,121,801**	**1,029,647**	**1,045,398**	**1,067,411**	**37,764**	**3.67%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Fire Operations (422120)							
511105	Salaries - Full Time	4,379,138	4,527,600	4,502,300	4,666,764	139,164	3.07%
511110	Salaries - Part Time	(3,264)	0		0	0	0.00%
511115	Salaries - Overtime	555,804	480,000	435,000	488,400	8,400	1.75%
511125	Temporary Help	100,129	25,400	25,400	25,845	445	1.75%
511130	On Call Pay	0	0	0	0	0	0.00%
511135	Holiday Worked	0	0	0	0	0	0.00%
511138	Uniform / Shoe Allowance	1,559	0	0	0	0	0.00%
511140	Shift Differential	0	0	0	0	0	0.00%
511145	ALS Certification Pay	351,916	187,000	187,000	190,273	3,273	1.75%
511145	ALS Riding Pay	0	191,800	191,800	195,157	3,357	1.75%
511160	Incentive Awards	0	0	0	0	0	0.00%
511165	Year End Audit Adj	0	0	0	0	0	0.00%
511180	Salary Reimbursement	(68,374)	0	0	0	0	0.00%
512110	Fringe Benefits	1,668,931	1,913,300	1,799,700	2,051,300	138,000	7.21%
530113	Contract Services	41,411	43,000	43,000	43,000	0	0.00%
530350	Building Maintenance	1,644	5,400	4,500	5,200	(200)	-3.70%
530351	Equipment Maintenance	3,356	9,500	7,500	9,500	0	0.00%
530835	City - County Contracts	299,534	230,000	260,214	260,214	30,214	13.14%
540102	Motor Pool Charges	316,392	357,000	357,000	364,180	7,180	2.01%
550110	Utilities Expense	69,369	80,000	72,000	74,000	(6,000)	-7.50%
550501	Travel & Training	14,602	21,000	21,000	21,000	0	0.00%
550708	State ODP Grant 2004 A	0	0	0	0	0	0.00%
550740	Fee classes/trips	0	0	0	0	0	0.00%
550806	Other Services	10,008	11,000	9,500	11,000	0	0.00%
550820	Dues & Subscriptions	0	0	0	0	0	0.00%
560110	Office Supplies	0	0	0	0	0	0.00%
560120	Small Equipment	45,228	60,000	60,000	59,000	(1,000)	-1.67%
560210	Janitorial Supplies	6,669	4,500	4,500	4,500	0	0.00%
560351	Repair Parts	7,691	13,000	13,000	13,000	0	0.00%
560416	Uniforms	35,579	44,000	40,000	43,500	(500)	-1.14%
560417	Volunteer Uniforms	0	0	0	0	0	0.00%
560418	Protective Clothing	31,212	40,000	35,000	39,500	(500)	-1.25%
560419	Protective Clothing R & M	5,786	17,000	15,000	16,000	(1,000)	-5.88%
560420	Fire - Operating Supplies	20,976	40,000	38,000	40,000	0	0.00%
560426	EMS - Operating Supplies	63,981	71,000	71,000	71,000	0	0.00%
580108	Other Mach & Equip Replace	1,749	20,000	20,000	20,000	0	0.00%
580208	New Other Mach & Equip	0	0	0	0	0	0.00%
580210	Capital Outlay - State	27,146	21,310	20,726	20,726	(584)	-2.74%
580211	Improvements	250,000	250,000	250,000	260,000	10,000	4.00%
	Total	**8,238,172**	**8,662,810**	**8,483,140**	**8,993,057**	**330,247**	**3.81%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Fire Code Administration (422140)							
511105	Salaries - Full Time	1,126,593	1,079,700	1,117,500	1,151,306	71,606	6.63%
511115	Salaries - Overtime	21,746	30,000	30,000	30,525	525	1.75%
511125	Temporary Help	6,579	6,100	6,100	6,207	107	1.75%
511130	On Call Pay	31,035	27,000	27,000	31,543	4,543	16.82%
511135	Holiday Worked	0	0		0	0	0.00%
511138	Uniform / Shoe Allowance	83	0		0	0	0.00%
511145	ALS Certification Pay	9,850	5,200	5,200	10,582	5,382	103.50%
511145	ALS Riding Pay	0	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
511165	Year End Audit Adj	0	0	0	0	0	0.00%
511180	Salary Reimbursement	0	0	0	0	0	0.00%
512110	Fringe Benefits	402,988	432,400	435,100	473,000	40,600	9.39%
530113	Contract Services	1,034	1,000	1,000	1,000	0	0.00%
530351	Equipment Maintenance	675	1,500	1,500	1,400	(100)	-6.67%
530360	Maint Code Violations	(31,423)	15,000	15,000	15,000	0	0.00%
540010	Water & Sewer Allocation	(64,216)	(83,632)	(83,632)	(86,100)	(2,468)	2.95%
540102	Motor Pool Charges	51,000	52,020	52,020	53,070	1,050	2.02%
550501	Travel & Training	3,324	7,000	7,000	7,000	0	0.00%
550739	Smoke Alarm Grant	438	0	0	0	0	0.00%
550747	Citizen Preparedness Grant	113	0	13,261	15,000	15,000	0.00%
550751	LEMPG Grant	0	0	5,000	5,000	5,000	0.00%
550752	EMPG Sheltering Grant	0	0	0	22,000	22,000	0.00%
550753	UASI Citizen Preparedness Grant	0	0	0	22,000	22,000	0.00%
550749	NCR Regional Planner Grant	131,655	45,000	49,280	45,000	0	0.00%
550806	Other Services	29,998	26,000	26,000	35,000	9,000	34.62%
550820	Dues & Subscriptions	1,499	900	900	900	0	0.00%
560110	Office Supplies	5,546	2,900	2,900	2,900	0	0.00%
560120	Small Equipment	3,931	2,450	2,450	2,450	0	0.00%
560416	Uniforms	53	0	0	0	0	0.00%
560420	Operating Supplies	4,997	900	900	900	0	0.00%
	Total	**1,737,498**	**1,651,438**	**1,714,479**	**1,845,683**	**194,244**	**11.76%**
Asphalt Maintenance (431110)							
511105	Salaries - Full Time	480,624	606,400	442,000	509,869	(96,531)	-15.92%
511115	Salaries - Overtime	16,963	40,000	40,000	40,700	700	1.75%
511125	Temporary Help	0	20,000	20,000	0	(20,000)	-100.00%
511130	On Call Pay	2,267	12,000	12,000	12,210	210	1.75%
511135	Holiday Worked	0	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
511165	Year End Audit Adj	0	0	0	0	0	0.00%
511180	Salary Reimbursement	-	0	0	0	0	0.00%
512110	Fringe Benefits	210,423	229,400	170,300	190,000	(39,400)	-17.18%
530113	Contract Services	1,502	0	0	2,000	2,000	0.00%
540102	Motor Pool Charges	165,476	186,715	186,715	190,470	3,755	2.01%
550430	Equipment Rental	0	0	0	2,000	2,000	0.00%
550501	Travel & Training	0	1,000	1,000	1,000	0	0.00%
550806	Other Services	28,403	35,150	35,150	38,000	2,850	8.11%
560120	Small Equipment	2,982	3,985	3,985	5,500	1,515	38.02%
560420	Operating Supplies	(29,517)	1,115	1,115	12,000	10,885	976.23%
560422	Construction Material	12,661	3,000	3,000	15,000	12,000	400.00%
560423	Asphalt	63,840	53,000	53,000	73,000	20,000	37.74%
560424	Concrete	0	0	0	0	0	0.00%
	Total	**955,624**	**1,191,765**	**968,265**	**1,091,749**	**(100,016)**	**-8.39%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Concrete Maintenance (431111)							
511105	Salaries - Full Time	354,487	242,800	332,300	360,704	117,904	48.56%
511115	Salaries - Overtime	19,932	34,600	34,600	35,206	606	1.75%
511125	Temporary Help	0	0	0	0	0	#DIV/0!
511130	On Call Pay	6,736	6,100	6,100	6,207	107	1.75%
511135	Holiday Worked	0	0	0	0	0	#DIV/0!
511160	Incentive Awards	0	0	0	0	0	#DIV/0!
511165	Year End Audit Adj	0	0	0	0	0	#DIV/0!
511180	Salary Reimbursement	0	0	0	0	0	#DIV/0!
512110	Fringe Benefits	120,175	128,000	170,000	184,200	56,200	43.91%
540102	Motor Pool Charges	165,476	186,715	186,715	190,470	3,755	2.01%
550501	Travel & Training	0	1,000	1,000	1,000	0	0.00%
550806	Other Services	9,408	26,650	26,650	26,650	0	0.00%
550820	Dues & Subscriptions	0	0	0	0	0	#DIV/0!
560110	Office Supplies	0	0	0	0	0	#DIV/0!
560120	Small Equipment	1,504	4,000	4,000	4,000	0	0.00%
560420	Operating Supplies	936	1,500	1,500	1,500	0	0.00%
560422	Construction Material	420	3,550	3,550	3,550	0	0.00%
560424	Concrete	30,114	30,000	30,000	50,000	20,000	66.67%
		709,188	**664,915**	**796,415**	**863,486**	**198,571**	**29.86%**
Snow & Ice Control (431120)							
511105	Salaries Full Time	0	0	0	0	0	0.00%
511115	Salaries Overtime	233,991	80,000	80,000	81,400	1,400	1.75%
511125	Temporary Help		0	0	0	0	0.00%
511130	On Call Pay	2,650	0	0	0	0	0.00%
511135	Holiday Worked		0	0	0	0	0.00%
512110	Fringe Benefits	17,675	13,807	8,000	3,000	(10,807)	-78.27%
540102	Motor Pool Charges	27,800	28,356	28,356	28,930	574	2.02%
550430	Equipment Rental	2,687	2,000	2,000	2,000	0	0.00%
550501	Travel & Training	1,998	2,000	2,000	2,000	0	0.00%
550807	Other Expenses	1,769	1,500	1,500	1,500	0	0.00%
560420	Operating Supplies	29,604	7,800	7,800	7,800	0	0.00%
560501	Chemicals - Other	254,775	135,000	135,000	135,000	0	0.00%
580208	New Other Mach & Equip	14,998	30,000	30,000	30,000	0	0.00%
	Total	**587,947**	**300,463**	**294,656**	**291,630**	**(8,833)**	**-2.94%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Storm Drainage (431130)							
511105	Salaries - Full Time	328,893	325,000	325,000	330,688	5,688	1.75%
511115	Salaries Overtime	29,879	16,000	16,000	16,280	280	1.75%
511125	Temporary Help	0	0	0	0	0	0.00%
511130	On Call Pay	7,513	5,500	5,500	5,596	96	1.75%
511135	Holiday Pay	1,357	0	0	0	0	0.00%
511160	Incentive Awards	-	0	0	0	0	0.00%
511180	Salary Reimbursement	(28,000)	0	0	0	0	0.00%
512110	Fringe Benefits	150,489	153,800	127,500	149,400	(4,400)	-2.86%
530113	Contract Services	1,951	3,400	3,400	3,400	0	0.00%
540102	Motor Pool Charges	121,400	123,828	123,828	126,320	2,492	2.01%
550430	Equipment Rental	2,358	4,500	4,500	4,700	200	4.44%
550501	Travel & Training	1,089	2,600	2,600	2,600	0	0.00%
550806	Other Services	41,759	50,000	50,000	54,000	4,000	8.00%
550820	Dues & Subscriptions	0	0	0	0	0	0.00%
560120	Small Equipment	5,941	6,000	6,000	6,000	0	0.00%
560420	Operating Supplies	5,579	4,400	4,400	6,000	1,600	36.36%
560421	Pipe & Accessories	7,341	10,000	10,000	14,000	4,000	40.00%
560422	Construction Material	6,835	6,500	6,500	8,500	2,000	30.77%
560424	Concrete	4,979	5,500	5,500	6,000	500	9.09%
560430	Operating Material	4,744	6,000	6,000	8,000	2,000	33.33%
560435	Soil & Mulch	3,501	3,500	3,500	3,500	0	0.00%
	Total	**697,608**	**726,528**	**700,228**	**744,984**	**18,456**	**2.54%**
Signs/Signals/Lighting (431140)							
511105	Salaries - Full Time	617,165	611,600	611,600	622,303	10,703	1.75%
511110	Salaries Part Time	0	0	0	0	0	0.00%
511115	Salaries Overtime	103,683	90,000	150,000	132,275	42,275	46.97%
511125	Temporary Help	0	0	0	0	0	0.00%
511130	On Call Pay	21,356	21,000	21,000	22,894	1,894	9.02%
511135	Holiday Worked	0	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
511180	Salary Reimbursement	(19,774)	0	0	0	0	0.00%
512110	Fringe Benefits	239,143	253,800	253,800	278,800	25,000	9.85%
530113	Contract Services	108,214	370,000	200,000	332,000	(38,000)	-10.27%
530351	Equipment Maintenance	0	0	0	0	0	0.00%
530620	Advertising	0	0	0	0	0	0.00%
540102	Motor Pool Charges	81,600	83,232	83,232	84,900	1,668	2.00%
550110	Utilities Expense	480,478	550,000	530,000	520,000	(30,000)	-5.45%
550501	Travel & Training	11,607	5,000	5,000	5,000	0	0.00%
550807	Other Expenses	8,552	9,000	9,000	8,000	(1,000)	-11.11%
550820	Dues & Subscriptions	1,050	700	700	700	0	0.00%
560120	Small Equipment	5,357	10,000	10,000	9,800	(200)	-2.00%
560420	Operating Supplies	35,444	39,900	39,900	35,400	(4,500)	-11.28%
560421	Pipe & Accessories	(9,598)	22,000	22,000	22,000	0	0.00%
560422	Construction Material	13,026	20,700	20,000	16,000	(4,700)	-22.71%
560430	Operating Material	8,400	0	0	0	0	0.00%
560440	Signal Repairs	6,026	15,000	19,000	18,450	3,450	23.00%
560441	Traffic Sign Material	37,537	50,000	50,000	50,000	0	0.00%
	Total	**1,749,266**	**2,151,932**	**2,025,232**	**2,158,522**	**6,590**	**0.31%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Refuse (431210)							
511105	Salaries - Full Time	960,715	934,400	968,200	1,016,076	81,676	8.74%
511110	Salaries - Part Time	0	0	0	0	0	0.00%
511115	Salaries Overtime	21,821	14,300	14,300	14,550	250	1.75%
511125	Temporary Help	76,934	93,000	93,000	94,628	1,628	1.75%
512110	Fringe Benefits	408,520	432,500	432,500	451,100	18,600	4.30%
530113	Contract Services	7,337	55,000	55,000	55,000	0	0.00%
530835	City - County Contracts	442,553	425,000	450,000	450,000	25,000	5.88%
540102	Motor Pool Charges	195,711	220,830	220,830	225,270	4,440	2.01%
550430	Equipment Rental	32,475	55,000	55,000	55,000	0	0.00%
550806	Other Services	87,070	100,000	100,000	100,000	0	0.00%
550820	Dues & Subscriptions	0	200	200	200	0	0.00%
560420	Operating Supplies	23,924	22,975	22,975	22,975	0	0.00%
	Total	**2,257,060**	**2,353,205**	**2,412,005**	**2,484,798**	**131,593**	**5.59%**
Facilities Maintenance (431310)							
511105	Salaries - Full Time	425,208	422,700	422,700	440,171	17,471	4.13%
511115	Salaries Overtime	9,447	4,500	10,000	10,175	5,675	126.11%
511125	Temporary Help	0	0	0	0	0	0.00%
511130	On-Call Pay	13,246	0	13,000	15,263	15,263	0.00%
512110	Fringe Benefits	185,892	196,500	202,000	210,200	13,700	6.97%
530113	Contract Services	9,903	9,000	9,000	9,000	0	0.00%
530350	Building Maintenance	323,468	341,359	355,000	341,359	0	0.00%
530356	Blenheim Maintenance	18,593	20,000	20,000	19,900	(100)	-0.50%
530357	Green Acres Maintenance	80,115	100,000	100,000	99,500	(500)	-0.50%
530358	Westmore School Maintenance	31,515	41,000	15,000	15,000	(26,000)	-63.41%
530359	Comm. Appearance Comm.	1,986	4,500	4,500	4,500	0	0.00%
530361	Community Center Maintenance	0	30,000	30,000	60,000	30,000	100.00%
530xxx	Fire Training Center	0	0	0	25,000	25,000	0.00%
540010	Water & Sewer Allocation	(109,542)	(142,662)	(142,662)	(146,900)	(4,238)	2.97%
540102	Motor Pool Charges	11,700	11,934	11,934	12,170	236	1.98%
550110	Utilities Expense	389,524	420,000	420,000	420,000	0	0.00%
560210	Janitorial Supplies	32,982	29,650	29,650	29,650	0	0.00%
560420	Operating Supplies	59,332	57,000	57,000	57,000	0	0.00%
560422	Construction Material	(28)	0	0	0	0	0.00%
560430	Operating Material	2,968	0	0	0	0	0.00%
	Total	**1,486,309**	**1,545,481**	**1,557,122**	**1,621,987**	**76,506**	**4.95%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Streets/ROW (431320)							
511105	Salaries - Full Time	285,921	268,700	268,700	254,757	(13,943)	-5.19%
511110	Salaries - Part Time	20,170	20,000	20,000	20,682	682	3.41%
511115	Salaries Overtime	30,130	30,000	30,000	40,700	10,700	35.67%
511125	Temporary Help	93,021	100,000	100,000	239,113	139,113	139.11%
511130	On Call Pay	0	0	0	0	0	0.00%
511135	Holidays Worked	0	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
511180	Salary Reimbursement	(386)	0	0	0	0	0.00%
512110	Fringe Benefits	121,353	124,100	118,100	130,900	6,800	5.48%
530113	Contract Services	185,844	143,626	143,626	113,000	(30,626)	-21.32%
540102	Motor Pool Charges	222,468	251,022	251,022	256,070	5,048	2.01%
550430	Equipment Rental	0	1,000	1,000	1,000	0	0.00%
550110	Utilities Expense	(10,225)	0	0	0	0	0.00%
550501	Travel & Training	0	1,800	1,800	1,700	(100)	-5.56%
550806	Other Services	56,723	51,500	51,500	51,500	0	0.00%
550820	Dues & Subscriptions	0	700	0	0	(700)	-100.00%
560351	Repair Parts	10,540	16,500	16,500	16,200	(300)	-1.82%
560420	Operating Supplies	(734)	30,450	30,450	30,150	(300)	-0.99%
560430	Operating Material	24,746	39,000	39,000	38,500	(500)	-1.28%
560435	Soil & Mulch	81	3,000	3,000	2,800	(200)	-6.67%
580108	Other Mach & Equip Replace	29,328	15,000	0	15,000	0	0.00%
	Total	**1,068,980**	**1,096,398**	**1,074,698**	**1,212,071**	**115,673**	**10.55%**
Administration/Engineering/Transportation (431410)							
511105	Salaries - Full Time	689,888	640,000	632,800	614,875	(25,125)	-3.93%
511110	Salaries - Part Time	0	0	0	0	0	0.00%
511115	Salaries Overtime	3,928	2,500	3,600	2,544	44	1.75%
511125	Temporary Help	37,382	25,000	11,000	15,263	(9,738)	-38.95%
511130	On Call Pay	0	0	0	0	0	0.00%
511135	Holiday Worked	0	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
511180	Salary Reimbursement	(16,470)	(25,000)	0	0	25,000	-100.00%
512110	Fringe Benefits	237,874	243,400	225,300	228,900	(14,500)	-5.96%
530113	Contract Services	0	0	5,000	5,000	5,000	0.00%
540010	Water & Sewer Allocation	(75,644)	(98,515)	(98,515)	(101,500)	(2,985)	3.03%
540102	Motor Pool Charges	20,500	20,910	20,910	21,330	420	2.01%
550430	Equipment Rental	667	3,000	3,000	2,900	(100)	-3.33%
550501	Travel & Training	185	1,125	100	2,000	875	77.78%
550807	Other Expenses	0	0	0	0	0	0.00%
550820	Dues & Subscriptions	25	250	100	250	0	0.00%
560110	Office Supplies	6,984	6,000	6,000	6,000	0	0.00%
560120	Small Equipment	5,267	7,500	7,500	7,500	0	0.00%
560420	Operating Supplies	490	2,000	2,000	2,000	0	0.00%
580208	New Other Mach & Equip	6,736	0	0	0	0	0.00%
	Total	**917,812**	**828,170**	**818,795**	**807,062**	**(21,108)**	**-2.55%**
County Agent (431510)							
530835	City - County Contracts	**39,237**	**41,000**	**46,000**	**46,000**	**5,000**	**12.20%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Health Services (441110)							
530835	City - County Contracts	**1,037,469**	**1,074,900**	**1,154,942**	**1,183,816**	**108,916**	**10.13%**
Commission For Women (441210)							
550501	Travel & Training	0	100	100	100	0	0.00%
550601	General Sub/Contributions	0	0	0	0	0	0.00%
550720	Special Events	903	500	500	500	0	0.00%
550820	Dues & Subscriptions	100	100	100	100	0	0.00%
560110	Office Supplies	0	50	50	50	0	0.00%
	Total	**1,003**	**750**	**750**	**750**	**0**	**0.00%**
Community Services Board (441220)							
550601	General Sub/Contributions	**1,309,900**	**1,309,900**	**1,309,900**	**1,309,900**	**0**	**0.00%**
Senior Citizen Tax/Rent Relief (441230)							
550760	Rent/Property Tax Relief	**720,129**	**468,800**	**579,342**	**679,342**	**210,542**	**44.91%**
Human Services Coordinator (441240)							
511105	Salaries - Full Time	0	0	0	0	0	0.00%
511110	Salaries - Part Time	71,459	70,200	70,200	71,429	1,229	1.75%
511160	Incentive Awards	0	0	0	0	0	0.00%
512110	Fringe Benefits	6,590	7,100	7,200	7,600	500	7.04%
550501	Travel & Training	661	600	600	600	0	0.00%
550820	Dues & Subscriptions	440	250	395	250	0	0.00%
560110	Office Supplies	235	90	90	90	0	0.00%
	Total	**79,385**	**78,240**	**78,485**	**79,969**	**1,729**	**2.21%**
Social Services (441250)							
530833	School Age Child Care	520,808	535,000	538,901	557,763	22,763	4.25%
530835	City - County Contracts	953,577	802,000	926,000	956,000	154,000	19.20%
530839	Day Care Contract	6,069	7,275	7,000	7,000	(275)	-3.78%
530841	Fastran	4,278	8,500	6,000	6,000	(2,500)	-29.41%
530842	Comprehensive Services Act	16,922	70,000	35,000	35,000	(35,000)	-50.00%
530843	Baileys Health Center	38,352	46,000	46,000	51,000	5,000	10.87%
530844	Dental Clinic	1,530	1,350	1,500	1,500	150	11.11%
530845	Main Street Child Care	97,736	145,000	155,000	160,000	15,000	10.34%
	Total	**1,639,272**	**1,615,125**	**1,715,401**	**1,774,263**	**159,138**	**9.85%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Recreation Administration (451110)							
511105	Salaries - Full Time	437,272	488,500	493,540	527,743	39,243	8.03%
511110	Salaries - Part Time	158,444	116,000	141,500	127,385	11,385	9.81%
511115	Salaries - Overtime	22,660	24,000	18,004	19,434	(4,566)	-19.02%
511125	Temporary Help	418,434	493,300	437,608	420,533	(72,767)	-14.75%
512110	Fringe Benefits	199,083	227,500	227,600	232,800	5,300	2.33%
530113	Contract Services	201,424	166,264	164,073	192,509	26,245	15.79%
530350	Building Maintenance	0	0	0	2,500	2,500	0.00%
530351	Equipment Maintenance	266	1,000	1,000	3,000	2,000	200.00%
530620	Advertising	28,986	44,976	53,250	56,351	11,374	25.29%
540102	Motor Pool Charges	1,300	1,411	1,411	1,440	29	2.06%
550110	Utilities Expense	21,037	22,000	30,000	30,000	8,000	36.36%
550314	Insurance	0	0	0	0	0	0.00%
550430	Equipment Rental	0	3,600	3,600	10,010	6,410	178.06%
550501	Travel & Training	5,751	4,000	6,689	6,839	2,839	70.98%
550601	General Sub/Contributions	65,000	65,000	65,000	65,000	0	0.00%
550804	Processing Charge	4,199	24,182	24,490	25,574	1,392	100.00%
550806	Other Services	212	0	0	0	(0)	-100.00%
550807	Other Expenses	97,963	115,640	108,525	99,415	(16,225)	-14.03%
550813	Discretionary Fund	0	600	600	500	(100)	-16.67%
550820	Dues & Subscriptions	575	1,260	1,260	1,345	85	6.75%
560110	Office Supplies	12,331	5,125	5,125	5,100	(25)	-0.49%
560120	Miscellaneous Equipment	0	0	2,070	2,070	2,070	0.00%
560210	Janitorial Supplies	0	825	825	825	0	0.00%
560408	Food & Concessions	10,463	16,136	16,136	12,312	(3,825)	100.00%
560416	Uniforms	7,621	5,835	5,835	5,740	(95)	-1.63%
560420	Operating Supplies	6,667	6,718	6,718	6,134	(584)	-8.69%
	Total	**1,699,688**	**1,833,873**	**1,814,859**	**1,854,558**	**20,685**	**1.13%**
Special Events (451220)							
511110	Salaries - Part Time	1,505	0	0	0	0	0.00%
511115	Salaries - Overtime	41,521	60,000	65,000	61,050	1,050	1.75%
511125	Temporary Help	6,424	9,200	9,185	9,361	161	1.75%
512110	Fringe Benefits	12,482	12,300	12,300	12,300	0	0.00%
530113	Contract Services	95,715	119,890	119,890	115,840	(4,050)	-3.38%
530620	Advertising	30,161	40,700	40,700	40,710	10	0.02%
530351	Equipment Maintenance	0	0	0	0	0	0.00%
550430	Equipment Rental	17,732	14,700	14,700	18,100	3,400	23.13%
550501	Travel & Training	396	1,000	2,500	2,400	1,400	140.00%
550734	Bicentennial Event	0	0	0	0	0	0.00%
550740	Fee Classes/Trips	0	0	0	0	0	0.00%
550804	Processing Charge	0	5,182	5,182	5,540	358	100.00%
550806	Other Services	0	59	59	177	118	200.07%
550807	Other Expenses	26,216	45,180	45,180	44,530	(650)	-1.44%
550820	Dues & Subscriptions	95	530	530	1,030	500	94.34%
560110	Office Supplies	50	300	300	300	0	0.00%
560120	Miscellaneous Equipment	0	1,000	1,000	1,000	0	0.00%
560408	Food & Concessions	5,724	8,880	8,180	8,380	(500)	100.00%
560416	Clothing and Uniforms	1,748	3,500	3,500	3,500	0	0.00%
560420	Operating Supplies	5,348	15,605	15,605	16,405	800	5.13%
560430	Operating Material	0	0	0	0	0	0.00%
	Total	**245,117**	**338,025**	**343,811**	**340,622**	**2,597**	**0.77%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Parks and Recreation Facilities (Formerly Old Town Hall 451250)							
511115	Salaries - Overtime	0	5,300	5,254	6,207	907	17.11%
511125	Temporary Help	99,796	87,600	130,580	171,347	83,747	95.60%
511135	Holiday Pay	0	0	0	916	916	0.00%
512110	Fringe Benefits	8,936	7,600	9,760	7,900	300	3.95%
530113	Contract Services	4,846	15,600	15,600	15,600	0	0.00%
530351	Equipment Maintenance	686	6,244	6,244	6,244	0	0.00%
530620	Advertising	606	13,229	13,343	14,897	1,668	12.61%
550110	Utilities Expense	12,917	15,418	15,418	15,418	0	0.00%
550501	Travel & Training	70	0	0	0	0	100.00%
550804	Processing Charge	0	12,376	12,696	17,845	5,469	44.19%
550806	Other Services	0	3,715	3,905	6,000	2,285	100.00%
550807	Other Expenses	25,711	27,565	27,565	44,870	17,305	62.78%
560210	Janitorial Supplies	2,717	4,000	4,000	3,800	(200)	-5.00%
560408	Food and Concessions	0	0	2,000	7,000	7,000	0.00%
560416	Clothing and Uniforms	449	700	700	700	0	100.00%
560420	Operating Supplies	2,098	4,000	4,000	3,700	(300)	-7.50%
	Total	**158,832**	**203,348**	**251,065**	**322,443**	**119,096**	**58.57%**
Park & Ballfield Maintenance (451340)							
511105	Salaries - Full Time	397,182	398,900	398,900	405,881	6,981	1.75%
511115	Salaries - Overtime	64,252	60,000	60,000	61,050	1,050	1.75%
511125	Temporary Help	0	0	0	84,453	84,453	0.00%
512110	Fringe Benefits	183,937	183,800	183,800	187,600	3,800	2.07%
530113	Contract Services	69,669	74,950	74,950	73,950	(1,000)	-1.33%
530351	Equipment Maintenance	7,475	4,000	4,000	4,000	0	100.00%
530620	Advertising	0	74	75	110	36	100.00%
540102	Motor Pool Charges	69,877	78,846	78,846	79,630	784	0.99%
550110	Public Utilities	7,049	6,408	6,408	6,408	0	0.00%
550430	Equipment Rental	16,163	20,097	20,097	19,697	(400)	-1.99%
550807	Other Expenses	4,385	2,200	2,200	2,200	0	0.00%
550820	Dues & Subscriptions	0	300	300	300	0	0.00%
560110	Office Supplies	0	500	500	400	(100)	-20.00%
560120	Miscellaneous Equipment	3,351	1,100	1,100	1,100	0	0.00%
560210	Janitorial Supplies	7,200	7,500	7,500	7,500	0	0.00%
560351	Repair Parts	4,550	9,500	9,500	9,000	(500)	-5.26%
560353	Tires and Accessories	0	320	320	320	0	0.00%
560416	Uniforms	11,548	12,817	12,817	12,000	(817)	-6.37%
560420	Operating Supplies	12,482	16,960	16,960	16,960	0	0.00%
560422	Construction Material	1,415	8,000	8,000	7,500	(500)	-6.25%
560424	Concrete	0	1,508	1,508	1,508	0	0.00%
560430	Operating Materials	29,713	28,230	28,230	28,230	0	0.00%
560435	Soil & Mulch	49,045	55,977	55,977	55,000	(977)	-1.75%
560501	Chemicals	0	5,100	5,100	5,100	0	100.00%
	Total	**939,293**	**977,086**	**977,088**	**1,069,895**	**92,809**	**9.50%**
Library (451410)							
530835	City - County Contracts	**822,444**	**798,000**	**775,400**	**823,000**	**25,000**	**3.13%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Historic Resources (451420)							
511105	Salaries - Full Time	204,169	204,200	204,200	207,774	3,574	1.75%
511110	Salaries - Part Time	110,102	107,200	107,200	109,076	1,876	1.75%
511115	Salaries Overtime	1,107	1,700	1,000	1,018	(683)	-40.15%
511130	On Call Pay	230	800	200	305	(495)	-61.84%
511135	Holiday Worked	2,568	2,800	0	2,849	49	1.75%
512110	Fringe Benefits	89,012	97,100	97,100	99,800	2,700	2.78%
530113	Contract Services	22,808	36,500	36,500	25,000	(11,500)	-31.51%
530521	Printing & Duplicating Expense	4,055	4,000	4,000	4,000	0	0.00%
530620	Advertising	10,496	10,000	10,000	10,000	0	0.00%
540102	Motor Pool Charges	2,808	2,864	2,864	2,920	56	1.96%
550470	Rental Expense	14,975	15,000	16,000	15,000	0	0.00%
550501	Travel & Training	1,254	500	600	500	0	0.00%
550720	Special Events	1,488	1,000	1,200	1,000	0	0.00%
550722	Civil War Encampment	6,446	5,000	5,000	5,000	0	0.00%
550723	Museum Shop	6,139	6,000	6,000	6,000	0	0.00%
550724	Museum Exhibitions	3,984	4,000	4,000	4,000	0	0.00%
550726	Museum Collections Manage.	630	1,200	1,200	1,200	0	0.00%
550729	Museum Programming	2,548	2,000	2,000	2,000	0	0.00%
550820	Dues & Subscriptions	766	1,000	1,000	1,000	0	0.00%
560110	Office Supplies	7,939	5,000	7,000	8,000	3,000	60.00%
560120	Small Equipment	804	1,000	1,000	1,000	0	0.00%
	Total	**494,328**	**508,864**	**508,064**	**507,441**	**(1,423)**	**-0.28%**
Planning & Design Review (461110)							
511105	Salaries - Full Time	575,560	604,360	604,360	614,936	10,576	1.75%
511110	Salaries - Part Time	74,844	92,911	92,911	94,537	1,626	1.75%
511115	Salaries - Overtime	0	0	0	0	0	0.00%
511125	Temporary Help	19,947	10,887	10,887	11,078	191	1.75%
511160	Incentive Awards	0	0	0	0	0	0.00%
512110	Fringe Benefits	178,538	201,300	185,200	205,200	3,900	1.94%
530113	Contract Services	5,800	12,000	12,000	11,500	(500)	-4.17%
530620	Advertising	2,590	5,200	5,200	4,800	(400)	-7.69%
540010	Water & Sewer Allocation	(24,186)	(24,186)	(24,186)	(25,200)	(1,014)	4.19%
550501	Travel & Training	1,025	4,300	4,300	4,000	(300)	-6.98%
550806	Other Services	538	3,800	3,800	3,500	(300)	-7.89%
550820	Dues & Subscriptions	2,775	4,513	4,513	4,413	(100)	-2.22%
560110	Office Supplies	3,548	5,500	5,500	5,400	(100)	-1.82%
580203	Office Equipment	0	0	0	0	0	0.00%
	Total	**840,979**	**920,585**	**904,485**	**934,164**	**13,579**	**1.48%**
Current Planning (461220)							
511105	Salaries - Full Time	497,680	495,800	495,800	603,449	107,649	21.71%
511110	Salaries - Part Time	680	9,500	9,500	9,666	166	1.75%
511115	Salaries - Overtime	12,213	12,000	12,000	12,210	210	1.75%
511125	Temporary Help	16,264	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
512110	Fringe Benefits	174,162	187,300	179,200	213,700	26,400	14.10%
530113	Contract Services	37,755	8,700	8,700	75,000	66,300	762.07%
530620	Advertising	2,286	4,500	4,500	4,200	(300)	-6.67%
540102	Motor Pool Charges	5,400	5,400	5,400	5,510	110	2.04%
550470	Rental Expense	0	0	0	0	0	0.00%
550501	Travel & Training	0	4,400	4,400	4,200	(200)	-4.55%
550807	Other Expenses	0	0	0	0	0	0.00%
550820	Dues & Subscriptions	653	2,900	2,900	2,600	(300)	-10.34%
560110	Office Supplies	2,527	5,400	5,400	5,350	(50)	-0.93%
560120	Small Equipment	174	300	300	300	0	0.00%
580208	Business Improvement District	0	0	0	0	0	0.00%
580208	Renaissance Housing Corporation	50,000	0	0	0	0	0.00%
	Total	**799,794**	**736,200**	**728,100**	**936,185**	**199,985**	**27.16%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Economic Development (461210)							
511105	Salaries - Full Time	102,134	102,100	102,100	103,887	1,787	1.75%
511110	Salaries- Part Time	0	5,500	5,500	5,596	96	1.75%
511115	Salaries - Overtime	0	0	0	0	0	0.00%
511135	Holiday Worked	0	0	0	0	0	0.00%
512110	Fringe Benefits	37,558	40,900	40,900	42,500	1,600	3.91%
530113	Contract Services	14,853	22,000	22,000	32,000	10,000	45.45%
530620	Advertising	15,459	44,000	44,000	44,000	0	0.00%
540102	Motor Pool Charges	0	0	0	0	0	0.00%
550501	Travel & Training	206	2,600	2,600	2,400	(200)	-7.69%
550624	Economic Development Auth.	25,000	138,000	138,000	102,000	(36,000)	-26.09%
550820	Dues & Subscriptions	2,423	5,000	5,000	4,800	(200)	-4.00%
560110	Office Supplies	978	1,300	1,300	1,200	(100)	-7.69%
	Total	**198,611**	**361,400**	**361,400**	**338,383**	**(23,017)**	**-6.37%**
School Board (481110)							
511105	Salaries - Full Time	82,956	79,941	79,941	77,534	(2,408)	-3.01%
511110	Salaries - Part Time	142,348	151,363	151,400	159,544	8,181	5.40%
511115	Salaries - Overtime	7,821	0	0	0	0	0.00%
511125	Temporary Help	46,385	24,650	24,650	26,557	1,907	7.74%
512110	Fringe Benefits	70,751	72,300	77,900	85,900	13,600	18.81%
530113	Contract Services	404,265	424,450	424,450	424,450	0	0.00%
550501	Travel & Training	7,034	15,580	10,000	15,480	(100)	-0.64%
550601	General Sub/Contrib.	20,420	30,420	30,420	30,420	0	0.00%
550806	Other Services	8,835	9,200	9,200	9,200	0	0.00%
550820	Dues & Subscriptions	11,697	12,255	12,255	12,355	100	0.82%
560110	Office Supplies	2,559	5,254	5,000	5,254	0	0.00%
	Total	**805,071**	**825,413**	**825,216**	**846,693**	**21,280**	**2.58%**
Contracted Instruction Costs (481220)							
530835	City - County Contracts	**36,561,436**	**37,267,135**	**37,267,135**	**38,644,510**	**1,377,375**	**3.70%**
Fixed Charges (481340)							
550314	Other Insurance	**0**	**0**	**0**	**0**	**0**	**0.00%**
School Capital Outlay (481350)							
580211	Improvements	20,000	20,000	20,000	20,000	0	0.00%
	Total	**20,000**	**20,000**	**20,000**	**20,000**	**0**	**0.00%**
School Debt Service (481710)							
590105	Principal	2,965,000	3,217,350	3,217,350	3,109,300	(108,050)	-3.36%
590110	Interest	4,322,913	3,903,602	3,903,602	3,948,782	45,180	1.16%
590120	Bond Issuance Costs	212,257	0	0	0	0	0.00%
590140	Arbitrage Expense	2,100	0	0	0	0	0.00%
	Total	**7,502,270**	**7,120,952**	**7,120,952**	**7,058,082**	**(62,870)**	**-0.88%**
School Interest on Capital Leases (481710)							
590125	Interest on School Financing	308,592	295,951	295,951	282,791	(13,160)	-4.45%
	Total	**308,592**	**295,951**	**295,951**	**282,791**	**(13,160)**	**-4.45%**
School - Uses / Principal From Capital Leases (481710)							
580620	Uses on School Financing	307,500	320,046	320,046	333,330	13,284	4.15%
	Total	**307,500**	**320,046**	**320,046**	**333,330**	**13,284**	**4.15%**
Wage Adjustments (415456)							
511198	Salary Vacancy Factor	0	(700,000)	(275,000)	(1,044,183)	(344,183)	-49.17%
511198	Salary Vacancy Factor (Fringe)	0	0	(290,000)	0	0	0.00%
	Total	**0**	**(700,000)**	**(565,000)**	**(1,044,183)**	**(344,183)**	**-49.17%**

Account Number	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Budget Cut Clearing Account (415499)		**0**	**0**	**0**	**66,450**	**66,450**	**0.00%**
591099	Budget Cut						
Regional Agencies (431520)							
550601	**General Sub/Contributions**	**159,954**	**170,616**	**170,616**	**170,616**	**0**	**0.00%**
Contingent Reserve (415460)							
550891	Contingent Reserve	0	50,000	50,000	50,000	0	0.00%
	Total	**0**	**50,000**	**50,000**	**50,000**	**0**	**0.00%**
General Debt Service (491710)							
530113	Contract Services	0	0	0	0	0	0.00%
590105	Principal	961,732	1,122,650	1,122,650	1,070,700	(51,950)	-4.63%
590110	Interest	667,837	494,857	494,857	549,101	54,244	10.96%
590120	Bond Issuance / Credit Line Costs	158,508	11,689	0	0	(11,689)	-100.00%
590140	Arbitrage Expense	0	0	0	0	0	0.00%
	Total	**1,788,077**	**1,629,196**	**1,617,507**	**1,619,801**	**(9,395)**	**-0.58%**
Interest on Capital Leases (491720)							
530113	Contract Services	0	0	0	0	0	0.0%
590125	Interest on Capital Leases	2,785,813	2,679,868	2,679,868	2,568,595	(111,274)	-4.2%
	Total	**2,785,813**	**2,679,868**	**2,679,868**	**2,568,595**	**(111,274)**	**-4.2%**
Uses / Principal From Capital Leases (491730)							
580620	Uses From Capital Leases	**2,708,108**	**2,812,890**	**2,812,890**	**2,786,040**	**(26,850)**	**-0.95%**
Transfers (491910)							
591320	Transfer to Capital Projects	3,169,411	1,701,600	1,701,600	2,895,300	1,193,700	70.15%
591340	Transfer to Stormwater Fund	0	0	130,000	260,000	260,000	0.00%
591360	Transfer to Old Town District	796,852	293,350	213,876	213,876	(79,474)	-27.09%
591370	Transfer to Comm. Trans. Tax Fund	1,298,261	966,000	1,028,070	1,028,070	62,070	6.43%
591403	Transfer to Sewer Fund	11,065	0	0	0	0	0.00%
591618	Transfer to Transit Fund	770,000	425,682	343,497	559,422	133,741	31.42%
	Total	**6,045,589**	**3,386,631**	**3,417,043**	**4,956,668**	**1,570,037**	**46.36%**
Total General Fund		**110,598,976**	**109,425,043**	**109,146,885**	**114,281,435**	**4,856,392**	**4.44%**

DEPARTMENT OF UTILITIES

Wastewater Fund

City of Fairfax, Virginia
FY 2012 Wastewater Fund
Budget Summary

Revenues	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Operating Revenues				
Residential Sales	$1,457,432	$1,560,153	$1,546,300	$1,707,800
Commercial Sales	1,822,258	1,959,185	2,054,300	2,239,200
Subtotal Operating Revenues	**3,279,690**	**3,519,337**	**3,600,600**	**3,947,000**
Availability Charges	**223,358**	**697,500**	**697,500**	**173,900**
Other Revenues				
Interest	650	20,000	15,000	25,000
Interfund Transfer	10,000	0	0	0
Miscellaneous / Financing Reimbursements	29,597	15,000	236,744	448,426
Subtotal Other Revenues	**40,247**	**35,000**	**251,744**	**473,426**
Other Financing Sources	**0**	**660,000**	**3,363,031**	**380,000**
Total Revenues	**$3,543,295**	**$4,911,837**	**$7,912,875**	**$4,974,326**
Expenses				
Operating Expenses				
Wastewater Treatment – Operating	$1,892,490	$2,249,573	$2,100,000	$2,100,000
Wastewater Treatment – Capital	0	0	3,083,031	0
Line Maintenance	942,953	1,080,700	795,200	927,338
Administrative & Engineering	939,839	969,924	823,074	826,160
Subtotal Operating Costs	**3,775,282**	**4,300,197**	**6,801,305**	**3,853,498**
Other Expenses				
Contingent Reserve	0	0	0	0
Debt Service	0	0	407,681	812,515
Subtotal Other Expenses	**0**	**0**	**407,681**	**812,515**
Total Expenses	**$3,775,282**	**$4,300,197**	**$7,208,986**	**$4,666,013**
Cash Balance - June 30	**$271,574**	**$392,145**	**$975,464**	**$1,283,776**
Total FTE	**8**	**8**	**8**	**8.6**

FUNCTION: Wastewater Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: County Wastewater Treatment Contract

BUDGET COMMENTS:
The City-County contract is projected to decrease in FY 2012 by 6.7% ($149,600).

With regard to capital assets Fairfax County formally notified the City in 2009 that major plant upgrades are required due to an EPA mandated nitrogen reduction program and plant renovations. The City's share of the total cost when finalized will be 6.27%, which equates to the capacity that the City is allocated for sewage treatment. Figures provided by the County continue to be a work-in-progress and equate to $7.8 million for the nitrogen removal and up to a maximum $15 million for plant renovations. Renovation and construction costs are contingent upon the final scope of work and construction change orders. The City-County FY 2011 estimate notes a significantly higher expense of $5.18 million based upon a repayment ($3.08 million) to Fairfax County for completed work for nitrogen removal and plant renovations from FY 2007 to FY 2010.

PROGRAM:
Wastewater originating in the City's Wastewater system is treated by Fairfax County in its Noman M. Cole, Jr. Pollution Control Plant by a contractual agreement that provides a reserved treatment capacity for the City.

GOAL:
To ensure effective Wastewater services to city customers and to make sure treatment capacity is available for future use by administering the sewage treatment contract with Fairfax County.

OBJECTIVES:
- To determine how much capacity is available for future use by measuring and monitoring city sewage flows to Fairfax County's Noman M. Cole, Jr. Pollution Control Plant and make recommendations to purchase additional capacity.
- To monitor the city's payments to the county for treatment, capital improvement, operations and maintenance costs to ensure costs to city customers are competitive.

SERVICES AND PRODUCTS:
- Metering, treatment and disposal of wastewater for residents and businesses

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Average daily flow (Millions Gallons Daily–MGD)	3.9	3.9	3.9	4.0
Outcome Measures				
% Utilization 4.2 MGD Avg Capacity	93%	93%	93%	95%

Cost Center 435110: County Wastewater Treatment Contract

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Operating Charges	$1,892,490	$2,249,573	$2,100,000	$2,100,000
Capital Charges	0	0	3,083,031	0
Total	**$1,892,490**	**$2,249,573**	**$5,183,031**	**$2,100,000**

FUNCTION: Wastewater Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Wastewater Line Maintenance

BUDGET COMMENTS:
Overall funding for this cost center reflects a decrease of 14.2% ($153,400) from the prior fiscal year. Personnel expenses increase by $130,200 and include a 1.75% market adjustment for all employees on January 1, 2012, but merit (step) increases will remain frozen.

Capital project funding for Wastewater rehabilitation projects accounts for 41% ($380,000) of the funding for this cost center. These important activities are required to ensure capacity management and avoid sanitary Wastewater overflows and backups. Funding is now available through lease financing that was approved in November 2010. A reduction in overall capital project spending from FY 2011 equates to $280,000 as monies are not requested for Vehicle Replacement, Sewer Creek Crossing Rehabilitation, and Odor Control Program.

PROGRAM:
Wastewater conveyance pipelines and facilities are maintained and rehabilitated by the Support Services Division (WSSD) of the Utilities Department.

GOAL:
To provide reliable wastewater service by inspecting, cleaning, repairing and rehabilitating the city's wastewater pumping and conveyance network.

OBJECTIVES:
- To minimize the number of wastewater service line backups to less than two per fiscal year
- To minimize the number of wastewater overflows to less than two per fiscal year
- To reduce excessive inflow and infiltration (I/I) by ten percent from FY 2011
- To complete 95% of preventive maintenance activities scheduled

SERVICES AND PRODUCTS:
- Provide well-maintained and unobstructed wastewater conveyance pipelines
- Minimize backups and overflows
- Inspect wastewater pipelines for grease and blockage
- Respond to and resolve odor control issues

FUNCTION: Wastewater Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Wastewater Line Maintenance

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Feet of pipe and related manholes rehabilitated	4,288	3,906	4,747	4,500
Pipeline inventory inspected*				1/3
Percentage of manhole inventory inspected	95%	95%	95%	95%
Outcome Measures				
Number of sanitary Wastewater overflows	0	0	1	2
Number of Wastewater service line backups	1	1	1	2
Percent of preventive maintenance activities achieved	95%	95%	95%	95%

* Staff is researching historical data for prior year performance measures.

Cost Center 435120: Wastewater Line Maintenance

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$227,408	$193,700	$221,500	$288,868
Fringe Benefits	103,539	96,900	117,200	131,900
Purchased Services	12,584	25,500	25,500	25,500
Other Charges	14,283	18,100	19,000	19,000
Supplies & Materials	34,991	86,500	82,000	82,070
Capital Outlay	550,148	660,000	330,000	380,000
Total	**$942,953**	**$1,080,700**	**$795,200**	**$927,338**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Crew Supervisor	18	1.0	1.0	1.0	1.0
Utility Worker III	13	1.0	1.0	1.0	1.0
Utility Line Technician	12	0.0	0.0	0.0	1.0
Utility Technician	11	1.0	1.0	1.0	0.0
Utility Worker II	10	1.0	1.0	1.0	1.0
Utility Technician	9	0.0	0.0	0.0	1.0
Utility Maintenance Worker I	7	1.0	1.0	1.0	1.0
Total FTE		**5.0**	**5.0**	**5.0**	**6.0**

FUNCTION: Wastewater Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Wastewater Administration

BUDGET COMMENTS:
This cost center reflects decreased funding of 14.9% ($143,800) from the FY 2011 Adopted Budget. The Management Fee involves charges to the department for its share and use of City services, and notes a minor .67% ($3,800) increase. Personnel expenses decreased by 43% ($148,600) and reflect a reassignment of effort provided by the Director who will be increasingly focused on water related activities in FY 2012. As such, increased personnel expenses are now reflected in the Water Administration division. Compensation increases provide for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen. Line item increases are seen in travel and training ($1,000) to continue to build a versatile team and a succession plan. Funds provided for utility engineering activities are allotted at $30,000 to address planning and development needs for utility management, such as modeling and mapping.

PROGRAM:
Wastewater service management, administration and engineering are provided by the Department of Utilities and include utility billing, customer service, customer issue resolution, and general administration.

GOAL:
To provide effective leadership, managerial, administrative and engineering support to the Wastewater line maintenance division in order to enhance department performance. To strengthen environmental sustainability and meet the City's adopted goal of providing unsurpassed user-friendly, customer-focused business practices.

OBJECTIVES:
- To conduct efficient utility billing for wastewater customers
- To review site plans submitted by developers within 7 business days of submittal
- To manage new connections to the wastewater system
- To manage wastewater conveyance to Fairfax County
- To manage the wastewater Capital Improvement Program
- To have a strong safety program resulting in zero "lost time" accidents for the Department

SERVICES AND PRODUCTS:
- Leadership and management services for Wastewater Services Department
- Utility Billing
- Wastewater emergency response planning
- Sanitary Wastewater and service connection Information Management
- Asset Management
- Records Management

FUNCTION: Wastewater Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Wastewater Administration

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate	FY 2012 Projected
Output Measures				
Site Plans reviewed*			20	20
Maintain accurate customer billing	99%	99%	99%	99.5%
Outcome Measures				
Site plans reviewed within 7 business days (%)	95%	90%	90%	90%

*Staff is researching historical data for prior year performance measures.

Cost Center 435130: Wastewater Administration & Engineering

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$255,412	$258,200	$147,900	$143,264
Fringe Benefits	84,495	91,300	54,800	57,600
Purchased Services	1,723	3,250	3,200	3,200
Internal Services	583,644	567,174	567,174	570,996
Other Charges	13,689	19,500	19,500	20,500
Supplies & Materials	876	500	500	600
Capital Outlay	0	30,000	30,000	30,000
Total	**$939,839**	**$969,924**	**$823,074**	**$826,160**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Director of Utilities	29	0.5	0.5	0.5	0.1
Assistant Director of Utilities	24	0.5	0.5	0.5	0.5
Util. Constr. Projects Coord.	18	0.5	0.5	0.5	0.5
Administrative Assistant IV	14	0.5	0.5	0.5	0.5
Utility Billing Clerk	13	1.0	1.0	1.0	1.0
Total FTE		**3.0**	**3.0**	**3.0**	**2.6**

FUNCTION: Wastewater Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Wastewater Debt Service

BUDGET COMMENTS:
Commencing in FY 2013, debt financing will fund wastewater conveyance system improvements as well as upgrades to Fairfax County's wastewater treatment plant, the Noman M. Cole, Jr. Pollution Control Facility. The City owns a treatment capacity in the plant of 4.2 million gallons per day.

PROGRAM:
General revenue bonds and debt service instruments are issued, after City Council approval, for projects too large to be funded by current user fee revenues. Such capitalized projects will have a long-term public benefit and ensure adequate capacity for current and future customers.

GOAL:
To ensure an adequate and efficient wastewater conveyance system, that is financially secure, by paying principal and interest (debt service) for bond proceeds issued by the VRA to the City to pay for completed treatment improvements upgrades at Noman Cole, Jr. Pollution Control Plant and the City's pumping and collection system.

OBJECTIVE:
- Retire Debt

SERVICES AND PRODUCTS:
- Payment of principal and interest on debt to bond holders.

Cost Center 435710: Wastewater Debt Service				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Debt Service	$0	$0	$407,681	$812,515
Total	**$0**	**$0**	**$407,681**	**$812,515**

Wastewater Fund Expense Detail

Account		FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Wastewater Treatment Contract (435110)					
530835	City-County Contracts - Operating	$1,892,490	$2,249,573	$2,100,000	$2,100,000
530835	City-County Contracts - CIP	0	0	3,083,031	0
	Subtotal	**$1,892,490**	**$2,249,573**	**$5,183,031**	**$2,100,000**
Wastewater Line Maintenance (435120)					
511105	Salaries - Full Time	$192,124	$171,000	$192,000	$258,852
511115	Salaries - Overtime	21,411	15,000	20,000	20,350
511130	On Call Pay	9,756	7,700	8,000	8,140
511135	Holiday Worked	0	0	1,500	1,526
511165	Year End Audit Adj	4,117	0	0	0
512110	Fringe Benefits	103,539	96,900	117,200	131,900
530113	Contract Services	1,056	2,500	2,500	2,500
530350	Building Maintenance	1,056	2,500	2,500	2,500
530351	Equipment Maintenance	10,472	20,500	20,500	20,500
550110	Utilities Expense	11,494	12,000	12,500	12,500
550430	Equipment Rental	1,554	5,000	5,000	5,000
550501	Travel & Training	1,235	600	1,000	1,000
550731	Employee Awards	0	500	500	500
560110	Office Supplies	1,584	2,000	1,500	1,500
560420	Operating Supplies	6,025	19,000	20,000	19,570
560430	Operating Materials	4,446	20,000	15,000	15,000
560501	Chemicals - Other	22,936	45,500	45,500	46,000
580105	Vehicle Replacement	217,044	50,000	50,000	0
580108	Other Mach & Equip Repl.	14,899	0	0	0
580410	Utility Engineering	2,830	0	0	0
580428	Sewage Pump Station Rehab	187,341	0	0	0
580429	Sewer Rehab at Creek Cross.	0	30,000	0	0
580441	Sewer Lining	96,028	250,000	250,000	250,000
580442	Manhole Rehab	32,006	30,000	30,000	30,000
580443	Sewer Trunk Line Rehab.	0	100,000	0	100,000
580449	Odor Control Program	0	200,000	0	0
	Subtotal	**$942,953**	**$1,080,700**	**$795,200**	**$927,338**

Wastewater Fund Expense Detail Continued

Account		FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Administration & Engineering (435130)					
511105	Salaries - Full Time	$250,574	$258,200	$147,900	$143,264
511125	Temporary Help	4,838	0	0	0
512110	Fringe Benefits	84,495	91,300	54,800	57,600
530113	Contract Services	1,723	3,250	3,200	3,200
540060	Management Fee	583,644	567,174	567,174	570,996
550501	Travel & Training	395	1,500	1,500	2,500
550806	Other Services	13,294	18,000	18,000	18,000
560110	Office Supplies	876	500	500	600
580410	Utility Engineering	0	30,000	30,000	30,000
	Subtotal	**$939,839**	**$969,924**	**$823,074**	**$826,160**
Debt Service (435710)					
590105	Principal	$0	$0	$42,679	$44,367
590110	Interest	0	0	365,002	768,148
	Subtotal	**$0**	**$0**	**$407,681**	**$812,515**
Total Sewer Fund		**$3,775,282**	**$4,300,197**	**$7,208,986**	**$4,666,013**

DEPARTMENT OF UTILITIES

Water Fund

City of Fairfax, Virginia
FY 2012 Water Fund
Budget Summary

Revenues	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Operating Revenues				
Residential Sales	$2,409,371	$2,456,409	$2,517,800	$2,642,700
Commercial Sales	3,462,577	3,788,061	4,009,400	4,209,900
Wholesale	1,882,356	1,121,896	1,295,900	1,100,000
Subtotal Operating Revenues	**7,754,304**	**7,366,367**	**7,823,100**	**7,952,600**
Availability Charges	**1,358,944**	**654,967**	**691,500**	**387,500**
Other Revenues				
Interest	(4,165)	40,000	15,000	25,000
Miscellaneous / Financing Reimbursements	206,592	32,200	238,621	430,051
Interfund Transfer	0	0	0	0
Subtotal Other Revenues	**202,427**	**72,200**	**253,621**	**455,051**
Other Financing Sources	0	8,940,000	3,365,000	8,600,000
Total Revenues	**$9,315,675**	**$17,033,534**	**$12,133,221**	**$17,395,151**
Expenses				
Operating				
Impoundment & Treatment	$3,252,879	$9,758,016	$3,458,600	$10,059,974
Water Line Maintenance	1,373,769	4,396,846	4,219,731	3,558,054
Administration & Engineering	1,828,954	1,896,413	2,025,123	2,129,900
Consumer Services	820,054	879,515	858,600	839,783
Subtotal Operating Costs	**7,275,656**	**16,930,790**	**10,562,054**	**16,587,710**
Other				
Debt Service	376,303	377,036	579,136	953,283
Transfers	29,261	0	0	0
Contingent Reserve	0	0	0	0
Subtotal Other	**405,564**	**377,036**	**579,136**	**953,283**
Total Expenses	**$7,681,220**	**$17,307,826**	**$11,141,191**	**$17,540,994**
Cash Balance - June 30	**$3,533,827**	**$3,018,908**	**$4,525,857**	**$4,380,015**
Total FTE	**34**	**34**	**34**	**34.4**

FUNCTION: Water Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Impoundment and Treatment

BUDGET COMMENTS:
Total expenses to support treatment operations and maintenance for this cost center is expected to increase by 3.1% ($302,000) this fiscal year due to the design-build construction program wherein some corrective maintenance will be replaced by construction improvements. An expected increase in capital spending ($435,000) is attributed to the delay in awarding the design-build contract. This is the result of protracted procurement and related competition for the design-build contract. Operating costs for chemicals and electricity are expected to decrease due to less consumption by Loudoun Water, the City's wholesale customer. It is expected that Ferric Sulfate, a coagulant, will be markedly more expensive in FY 2012 due to the cost of manufacturing resources such as sulfuric acid. Labor costs should increase as a result of successful recruitment and promotions due to staff members receiving higher classifications of licensure needed to maintain plant operations in light of pending retirements. All employees will receive a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen.

PROGRAM:
The City owns and operates its own water supply system comprised of two reservoirs and a water treatment plant. A 130 million gallon reservoir with a water treatment plant, having a hydraulic capacity of up to 18.0 million gallons per day production, is located on Goose Creek in western Loudoun County. The Beaverdam Creek Reservoir, a 1.4 billion gallon raw water supply, is located upstream of Goose Creek and is a side-storage reservoir receiving its water from Goose Creek during high flow periods. Water from Beaverdam Creek is released back to Goose Creek to supplement the stream during low stream flow periods.

GOAL:
To produce safe and reliable potable drinking water in full compliance with the Safe Drinking Water Act and all related regulations of the Commonwealth and the Environmental Protection Agency. To produce adequate volumes of drinking water to satisfy customer needs. To develop cost scenarios for future water treatment alternatives to enable the City Council to determine the most cost efficient and effective long term water treatment options.

OBJECTIVES:
- To operate and maintain the Goose Creek and the Beaverdam Creek raw water reservoirs, and the Goose Creek Water Treatment Plant 24 hours a day, 365 days a year, with the highest reliability resulting from mechanical and treatment redundancy and high organizational effectiveness.
- To obtain 100% compliance with all Commonwealth and federal drinking water standards and regulations.
- To comply with all Virginia Pollution Discharge Elimination System (VPDES) Permits standards for residual solids generated by the physical-chemical settling and filtrations processes.
- To complete 90% of preventative maintenance activities scheduled.

FUNCTION: Water Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Water Impoundment and Treatment

SERVICES AND PRODUCTS:

- Purified water of adequate and reliable volume and pressure

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Gallons of water produced (millions)	3,432	3,167	3,250	3,000
Maintain chemical optimization at the treatment plant to reach 1.00 turbidity units for settled water	100%	100%	100%	99%
Outcome Measures				
Compliance with drinking water standards	100%	100%	100%	100%
Compliance with VPDES* permit limits	100%	100%	100%	100%
% Reliability of Plant – 97%	97.5%	98%	98%	97%

* Virginia Pollutant Discharge Elimination System

Cost Center 436110: Water Impoundment & Treatment

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$1,052,430	$1,137,816	$1,066,700	$1,172,974
Fringe Benefits	385,459	423,600	415,700	455,600
Purchased Services	171,180	360,800	251,000	432,800
Other Charges	572,547	744,800	507,000	575,800
Supplies & Materials	724,570	1,191,000	728,200	1,087,800
Capital Outlay	346,693	5,900,000	490,000	6,335,000
Total	**$3,252,879**	**$9,758,016**	**$3,458,600**	**$10,059,974**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Division Superintendent	24	1.0	1.0	1.0	1.0
Program Manager	19	0.0	0.0	0.0	2.0
Shift Supervisor	19	0.0	7.0	7.0	5.0
Class 1 Operator	18	6.0	0.0	0.0	0.0
Class 2 Operator	16	0.0	1.0	1.0	4.0
Class 3 Operator	13	3.0	4.0	4.0	0.0
Water Plant Operator Trainee	11	3.0	0.0	0.0	1.0
Water Plant Mechanic	15	2.0	2.0	2.0	2.0
Water Plant Maintenance Supervisor	17	0.0	1.0	1.0	1.0
Water Plant Assistant	8	1.0	0.0	0.0	0.0
Total FTE		**16.0**	**16.0**	**16.0**	**16.0**

FUNCTION: Water Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Water Line Maintenance

BUDGET COMMENTS:
The cost center decreased significantly (19.1% or $838,800) from the prior fiscal year based on successful completion of programmed capital projects. Capital funding for water related projects is now available through lease financing, which was obtained in FY 2011. Automated meter reading continues its third year and has been successful with all of the installation accomplished utilizing in-house resources. Water main replacement will decrease this year, but more emphasis will be placed on the investigation of the City's 24-inch transmission main to ensure its structural integrity. Personnel expenses provide for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen.

PROGRAM:
The 24-inch water transmission line runs 26 miles along the abandoned Washington and Old Dominion Railroad right-of-way and parallels Hunter Mill Road. The transmission main has interconnections to service wholesale customers, Loudoun Water and Fairfax Water (primarily for Oakton). The City also directly serves, on a retail basis, areas of Fairfax County adjoining the City and all of George Mason University.

GOAL:
To provide safe and reliable drinking water through cleaning, repairing and monitoring the transmission main, neighborhood distribution system, and three storage tanks.

OBJECTIVES:
- To maintain average water service interruption to four hours due to water main breaks
- To complete 95% of preventive maintenance activities scheduled.

SERVICES AND PRODUCTS:
- Potable water supply
- Repair water main breaks
- Repair and replace fire hydrants
- Provide maintenance support to Treatment and Impoundment Division.
- Install or replace water mains
- Provide fire suppression water storage

FUNCTION: Water Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Water Line Maintenance

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Feet of pipe replaced*		1,100	7,400	350
Percentage of Fire Hydrants Exercised	95%	95%	100%	98%
Percentage of preventative maintenance activities achieved	90%	90%	90%	95%
Outcome Measures				
% Planned Pipe replaced		100%	100%	100%
Average service interruption per water main break (hours)	3.8	4	2.9	4

*Staff is researching historical data for prior year performance measures.

Cost Center 436120: Water Line Maintenance

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$521,635	$557,900	$509,700	$524,623
Fringe Benefits	167,284	194,100	153,700	170,600
Purchased Services	71,312	108,000	100,000	100,000
Other Charges	18,849	48,500	48,000	48,500
Supplies & Materials	208,515	278,346	273,331	279,331
Capital Outlay	386,174	3,210,000	3,135,000	2,435,000
Total	**$1,373,769**	**$4,396,846**	**$4,219,731**	**$3,558,054**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Division Superintendent	25	1.0	1.0	1.0	1.0
Crew Supervisor	18	1.0	1.0	1.0	1.0
Utility Worker III	13	2.0	2.0	2.0	2.0
Equipment Operator	12	1.0	1.0	1.0	1.0
Truck Driver I	9	2.0	2.0	2.0	2.0
Utility Maintenance Worker	7	1.0	1.0	1.0	1.0
Total FTE		**8.0**	**8.0**	**8.0**	**8.0**

FUNCTION: Water Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Water Administration

BUDGET COMMENTS:
Compared to the last budget, the Administration cost center will increase by 12.3% ($233,500) in FY 2012. The Management Fee, which notes charges to the department for its share and use of City services evaluated over the previous fiscal year, is expected to increase by 4% ($53,200). Additional personnel expenses of $161,100 reflect a higher percent of the director's salary being charged here for water capital project related activities in FY 2012. Compensation increases also provide for a 1.75% market adjustment on January 1, 2012, but merit (step) increases remain frozen.

Line item increases are seen in travel and training ($1,500) to continue to build a versatile team and a succession plan to accommodate future retirements. Utility engineering costs are estimated to be $70,000 for continued utility planning and development of human resources efforts, to include computer modeling and asset management improvements and software.

PROGRAM:
Water service management and engineering are provided by the Department of Utilities and includes project delivery, utility billing and customer service, and general administration.

GOAL:
To provide effective leadership, managerial, administrative and engineering support to the water impoundment, treatment and line maintenance divisions in order to enhance department performance. To strengthen environmental sustainability and meet the City's adopted goal of providing unsurpassed user-friendly, customer-focused business practices. To pursue the implementation of infrastructure projects throughout the City with specific emphasis on the adoption and implementation of the CIP. To develop cost scenarios for future water treatment alternatives to enable the City Council to determine the most efficient and effective long term water treatment options.

OBJECTIVES:
- To conduct efficient utility billing for water customers
- To review site plan submitted by developers within 7 business days
- To manage new connections to the water system
- To manage wholesale water sales to Loudoun Water and Fairfax Water
- To manage the Water System Capital Improvement Program
- To have a strong safety program resulting zero "lost time" accidents
- To obtain 100% compliance with all Commonwealth and federal drinking water standards and regulations.

SERVICES AND PRODUCTS:
- Leadership and management services for water divisions
- Utility Billing
- Water emergency response planning
- Water System and service connection Information Management
- Asset Management
- Records Management

FUNCTION: Water Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Water Administration

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate	FY 2012 Projected
Output				
Site Plans Reviewed*			20	20
Outcome				
Site Plant reviewed within 7 business days	95%	95%	95%	90%

*Staff is researching historical data for prior year performance measures.

Cost Center 436130: Water Administration and Engineering

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$203,785	$210,200	$313,500	$326,414
Fringe Benefits	67,480	71,600	102,200	116,500
Purchased Services	1,810	16,600	11,500	12,000
Internal Services	1,523,385	1,510,613	1,510,623	1,565,686
Other Charges	29,028	31,600	31,500	33,000
Supplies & Materials	3,466	5,800	5,800	6,300
Capital Outlay	0	50,000	50,000	70,000
Total	**$1,828,954**	**$1,896,413**	**$2,025,123**	**$2,129,900**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Director of Utilities	29	0.5	0.5	0.5	0.9
Assistant Director of Utilities	24	0.5	0.5	0.5	0.5
Util. Constr. Projects Coord.	18	0.5	0.5	0.5	0.5
Administrative Assistant IV	14	0.5	0.5	0.5	0.5
Utility Billing Clerk	12	1.0	1.0	1.0	1.0
Total FTE		**3.0**	**3.0**	**3.0**	**3.4**

FUNCTION: Water Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Consumer Services

BUDGET COMMENTS:
The decrease in this cost center of 4.5% ($39,700) is due mainly to the success of the Automated Meter Reading Program. Materials needed for water service line replacement activities and meter replacement parts are fairly minor in nature and will decrease by $45,000 from the prior fiscal year. Personnel expenses provide for a 1.75% market adjustment on January 1, 2012, but merit (step) increases will remain frozen.

PROGRAM:
The water system is a consumer-oriented enterprise fund providing services to retail and wholesale water customers, including Miss Utility to locate water and Wastewater assets for construction; installation of service lines at the main; new and replacement water meters; meter reading and testing; and water quality monitoring. The division reads all residential meters quarterly and commercial meters monthly.

GOAL:
To satisfy customer needs by monitoring water quality in the distribution system, replacing defective meters, reading meters for billing, and responding to Miss Utility requests and customer inquiries.

OBJECTIVES:
- To replace meters that have registered one million gallons or more
- To replace defective meters
- To answer requests for new meters
- To respond to customer issues within 24 hours
- To process 100% of MISS UTILITY calls within 48 hours

SERVICES AND PRODUCTS:
- Read water meters
- Water service line installation
- Install new water meters
- Replace old or defective meters
- Leak determination
- Customer field services
- Water quality monitoring and sampling

FUNCTION: Water Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Consumer Services

PERFORMANCE MEASURES:

INDICATORS	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Output Measures				
Percent Miss Utility requests processed within 48 hours*				100%
Percent of required drinking water samples collected by the 5th of each month, average*				95%
Minimize "no shows" for the year for Miss Utility*				0
Outcome Measures				
Maintain "Zero Liability" for MISS UTILITY calls	0	0	0	0

*Staff is researching historical data for prior year performance measures.

Cost Center 436140: Consumer Services

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$472,504	$479,600	$479,200	$489,723
Fringe Benefits	154,719	175,800	160,900	170,200
Purchased Services	5,297	6,115	6,000	6,000
Other Charges	2,176	5,500	5,500	6,000
Supplies & Materials	185,358	212,500	207,000	167,860
Capital Outlay	0	0	0	0
Total	**$820,054**	**$879,515**	**$858,600**	**$839,783**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Crew Supervisor	18	1.0	1.0	1.0	1.0
Meter Reading Supervisor	16	1.0	1.0	1.0	1.0
Line Locator	13	1.0	1.0	1.0	1.0
Utility Worker III	13	0.0	0.0	0.0	0.0
Equipment Operator I	12	1.0	1.0	1.0	1.0
Meter Reader	9	2.0	2.0	2.0	2.0
Truck Driver I	9	0.0	0.0	0.0	0.0
Utility Maintenance Worker	7	1.0	1.0	1.0	1.0
Total FTE		**7.0**	**7.0**	**7.0**	**7.0**

FUNCTION: Water Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Water Debt Service

BUDGET COMMENTS:
Debt service is currently related to the June 2008 and October 2010 bond issuances. This debt service is related to distribution system improvements as well as upgrades to the City's water treatment plant, the Goose Creek Water Treatment Plant in Ashburn, Virginia. Current bond proceeds from the Virginia Resources Authority (VRA) will include 18 months of capitalized interest.

PROGRAM:
General revenue bonds and debt service instruments are issued, after City Council approval, for projects too large to be funded by current user fee revenues. Such capitalized projects will have a long-term public benefit and ensure adequate treatment, storage and delivery capacity for current and future customers.

GOAL:
To ensure an adequate and efficient potable water system, that is financially secure, by paying principal and interest (debt service) for bond proceeds issued by the VRA to the City to pay for completed treatment, water storage and distribution piping improvements in the City's system.

OBJECTIVE:
- Retire Debt

SERVICES AND PRODUCTS:
- Payment of principal and interest on debt to bond holders.

Cost Center 436711: Water Debt Service				
Title	**FY 2010 Actual**	**FY 2011 Budget**	**FY 2011 Estimated**	**FY 2012 Adopted**
Debt Service	$376,303	$377,036	$579,136	$953,283
Total	**$376,303**	**$377,036**	**$579,136**	**$953,283**

Lease Financing for Utility Improvements
Principal 7-15; Interest 7-15 & 1-15

Payments During Year

Year Ending June 30	Principal	Interest	Total Requirement
2012	$184,000	$192,425	$376,425
2013	192,000	184,513	376,513
2014	200,000	176,257	376,257
2015	209,000	167,657	376,657
2016	218,000	158,670	376,670
2017	227,000	149,296	376,296
2018	237,000	139,535	376,535
2019	247,000	129,344	376,344
2020	258,000	118,723	376,723
2021	269,000	107,629	376,629
2022	280,000	96,062	376,062
2023	292,000	84,022	376,022
2024	305,000	71,466	376,466
2025	318,000	58,351	376,351
2026	332,000	44,677	376,677
2027	346,000	30,401	376,401
2028	361,000	15,523	376,523
Total	**$4,475,000**	**$1,924,551**	**$6,399,551**

Purpose: financing for capital improvements to the city's water and wastewater systems.

Principal Amount: $4,821,000

Date of Issue: June 2008

Collateral / Property Interest: Lyndhurst Water Tank, sewage pumping station, sewage pumps, wet well, and control system.

Lease Financing for Utility Improvements
Principal 10-1; Interest 10-1 & 4-1

Year Ending June 30	Payments During Year Principal	Interest	Total Requirement
2012	$0	$1,389,374	$1,389,374
2013	0	1,389,374	1,389,374
2014	0	1,389,374	1,389,374
2015	485,000	1,379,189	1,864,189
2016	510,000	1,356,494	1,866,494
2017	535,000	1,331,949	1,866,949
2018	565,000	1,305,224	1,870,224
2019	595,000	1,275,064	1,870,064
2020	625,000	1,243,344	1,868,344
2021	660,000	1,209,934	1,869,934
2022	685,000	1,176,552	1,861,552
2023	705,000	1,142,904	1,847,904
2024	730,000	1,106,770	1,836,770
2025	755,000	1,068,073	1,823,073
2026	785,000	1,026,710	1,811,710
2027	815,000	980,721	1,795,721
2028	850,000	930,437	1,780,437
2029	880,000	878,189	1,758,189
2030	920,000	823,829	1,743,829
2031	955,000	767,197	1,722,197
2032	995,000	707,797	1,702,797
2033	1,035,000	645,474	1,680,474
2034	1,080,000	580,542	1,660,542
2035	1,125,000	512,852	1,637,852
2036	1,170,000	442,392	1,612,392
2037	1,220,000	369,012	1,589,012
2038	1,270,000	292,574	1,562,574
2039	1,320,000	213,066	1,533,066
2040	1,375,000	130,325	1,505,325
2041	1,435,000	44,053	1,479,053
Total	**$24,080,000**	**$ 27,108,782**	**$51,188,782**

Purpose: financing capital improvements to the City's Water and Wastewater systems.

Principal Amount: $24,080,000

Date of Issue: October 2010
Collateral / Property Interest: Water Treatment Plant

Water Fund Expense Detail

Account		FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Impoundment & Treatment (436110)					
511105	Salaries - Full Time	$816,655	$967,816	$888,700	$997,964
511115	Salaries - Overtime	148,081	80,000	110,000	81,400
511125	Temporary Help	0	10,000	3,000	25,438
511130	On Call Pay	53,060	60,000	45,000	45,788
511135	Holiday Worked	21,114	20,000	20,000	22,385
511165	Year End Audit Adj	13,520	0	0	0
512110	Fringe Benefits	385,459	423,600	415,700	455,600
530113	Contract Services	31,067	160,000	175,000	224,000
530125	Lab Testing Fees	9,033	9,800	10,000	15,800
530350	Building Maintenance	16,170	29,000	12,000	29,000
530351	Equipment Maintenance	94,910	142,000	30,000	142,000
530815	Health Dept Program Fee	20,000	20,000	24,000	22,000
550110	Utilities Expense	556,638	726,000	500,000	550,000
550430	Equipment Rental	10,357	11,000	0	18,000
550501	Travel & Training	5,307	6,000	6,000	6,000
550820	Dues & Subscriptions	245	1,800	1,000	1,800
560110	Office Supplies	713	400	2,000	700
560351	Repair Parts	36,772	40,000	25,000	40,000
560352	Fuels & Lubricants	214	200	500	700
560359	Change in Inventory	36,239	0	0	0
560420	Operating Supplies	37,530	40,000	24,000	40,000
560421	Pipe & Accessories	2,757	0	0	0
560422	Construction Material	4,564	130,000	10,000	80,000
560430	Operating Material	3,331	0	700	0
560435	Soil & Mulch	50	300	0	300
560501	Chemicals - Other	232	59,100	40,000	60,100
560551	Chlorine	37,070	40,000	44,000	42,000
560552	Lime	30,909	50,000	40,000	40,000
560553	Carbon	42,050	44,000	30,000	50,000
560554	Fluoride	28,837	52,000	32,000	28,000
560555	Caustic Soda	153,374	200,000	170,000	220,000
560556	Corrosion Inhibitor	26,680	0	0	0
560557	Ferric	262,461	450,000	240,000	450,000
560559	Potassium Perm.	20,787	85,000	70,000	36,000
580108	Other Mach & Equip Replace	11,979	100,000	0	0
580208	New Other Mach & Equip	241,446	0	90,000	0
580330	Plant Upgrade Construction Program	0	0	0	6,300,000
580410	Utility Engineering	39,897	0	0	35,000
580412	Goose Creek Raw Water Pumping Station	32,371	1,500,000	200,000	0
580414	Beaver Dam Facilities	21,000	0	0	0
580444	SCADA	0	200,000	0	0
580445	Chemical Facilities Upgrade	0	3,000,000	0	0
580446	High Service Pump Station	0	1,100,000	200,000	0
	Subtotal	**$3,252,879**	**$9,758,016**	**$3,458,600**	**$10,059,974**

Water Fund Expense Detail Continued

Account		FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Line Maintenance (436120)					
511105	Salaries - Full Time	$447,694	$467,900	$425,800	$438,644
511115	Salaries - Overtime	55,120	66,100	60,000	61,050
511125	Temporary Help	0	0	0	0
511130	On Call Pay	17,534	22,400	22,400	23,403
511135	Holiday Worked	1,287	1,500	1,500	1,526
511160	Incentive Awards	0	0	0	0
511165	Year end Audit Adj	0	0	0	0
511180	Salary Reimbursement	0	0	0	0
512110	Fringe Benefits	167,284	194,100	153,700	170,600
530113	Contract Services	60,024	82,000	80,000	80,000
530351	Equipment Maintenance	11,288	26,000	20,000	20,000
550110	Utilities Expense	4,014	5,500	7,000	7,000
550430	Equipment Rental	3,169	5,000	5,000	5,000
550501	Travel & Training	4,330	5,000	5,000	5,500
550731	Employee Awards	0	1,000	1,000	1,000
550806	Other Services	7,336	32,000	30,000	30,000
550820	Dues & Subscriptions	0	0	0	0
560110	Office Supplies	168	750	750	750
560120	Small Equipment	29,518	40,000	35,000	40,000
560420	Operating Supplies	15,496	28,000	28,000	29,000
560421	Pipe & Accessories	69,149	92,515	92,500	92,500
560422	Construction Material	33,342	47,238	47,238	47,238
560423	Asphalt	32,224	45,843	45,843	45,843
560424	Concrete	406	4,000	4,000	4,000
560430	Operating Material	28,212	20,000	20,000	20,000
580105	Vehicle Replacement	36,157	170,000	170,000	100,000
580108	Other Mach & Equip Replace	0	0	0	0
580208	New Other Machine & Equipment	0	0	0	0
580410	Utility Engineering	0	0	0	0
580422	Asphalt Patching	117,785	170,000	170,000	170,000
580423	24" Trans. Main Rehab.	0	50,000	50,000	275,000
580424	Water Main Replacement	0	1,750,000	1,750,000	1,000,000
580426	Tank Maintenance	164,511	240,000	240,000	160,000
580444	SCADA	0	100,000	50,000	0
580447	Automated Meter Reading	67,721	680,000	680,000	680,000
580448	GIS	0	50,000	25,000	50,000
	Subtotal	**$1,373,769**	**$4,396,846**	**$4,219,731**	**$3,558,054**

Water Fund Expense Detail Continued

Account		FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Administration (436130)					
511105	Salaries - Full Time	$203,785	$209,700	$313,000	$326,414
511115	Salaries - Overtime	0	0	0	0
511160	Incentive Awards	0	500	500	0
512110	Fringe Benefits	67,480	71,600	102,200	116,500
530113	Contract Services	980	15,000	10,000	10,000
530521	Printing & Duplicating Expense	0	1,000	500	500
530620	Advertising	830	600	1,000	1,500
540060	Management Fee	1,338,635	1,322,168	1,322,168	1,375,357
540102	Motor Pool Charges	184,750	188,445	188,455	190,329
550501	Travel & Training	1,618	4,000	4,000	5,500
550806	Other Services	27,360	27,000	27,000	27,000
550820	Dues & Subscriptions	50	600	500	500
560110	Office Supplies	2,981	4,000	4,000	4,500
560120	Small Equipment	485	1,800	1,800	1,800
580410	Utility Engineering	0	50,000	50,000	70,000
	Subtotal	**$1,828,954**	**$1,896,413**	**$2,025,123**	**$2,129,900**
Consumer Services (436140)					
511105	Salaries - Full Time	$395,210	$414,400	$405,000	$ 412,189
511115	Salaries - Overtime	42,463	35,000	40,000	40,700
511125	Temporary Help	17,717	10,000	14,000	16,280
511130	On Call Pay	16,581	16,000	16,000	16,280
511135	Holiday Worked	533	4,200	4,200	4,274
511160	Incentive Awards	0	0	0	0
512110	Fringe Benefits	154,719	175,800	160,900	170,200
530351	Equipment Maintenance	5,297	6,115	6,000	6,000
550430	Equipment Rental	2,176	4,000	4,000	4,000
550501	Travel & Training	0	1,500	1,500	2,000
550806	Other Services	0	0	0	0
560110	Office Supplies	0	1,000	500	500
560120	Small Equipment	136	1,500	1,500	2,000
560410	New Water Meters & Parts	78,686	97,500	95,000	75,000
560411	Replacement Meters & Parts	97,938	97,500	95,000	75,000
560420	Operating Supplies	7,589	12,000	12,000	12,360
560421	Pipe & Accessories	180	3,000	3,000	3,000
560430	Operating Material	829	0	0	0
	Subtotal	**$820,054**	**$879,515**	**$858,600**	**$839,783**
Water Debt Service (436711)					
530113	Contract Services				
590105	Principal	$169,000	$177,000	$134,321	$139,633
590110	Interest	207,303	200,036	444,815	813,650
590120	Bond Issuance Costs	0	0	0	0
	Subtotal	**$376,303**	**$377,036**	**$579,136**	**$953,283**
Total Water Fund		**$7,681,220**	**$17,307,826**	**$11,141,191**	**$17,540,994**

TRANSIT FUND

City of Fairfax, Virginia
FY 2012 Transit Fund
Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Revenues				
Local Revenues				
CUE Bus Receipts	$501,769	$562,500	$610,000	$620,000
Advertising	4,225	7,500	7,500	7,500
Farewheels	198	1,000	1,000	1,000
Charter Services	7,056	7,000	5,815	7,000
Miscellaneous	0	20,000	0	0
Total Local Revenues	**$513,248**	**$598,000**	**$624,315**	**$635,500**
State and Federal Grants				
GMU Bus Contribution	$298,320	$542,794	$542,794	$542,794
NVTC	1,707,646	1,277,500	1,277,500	1,100,000
Total State & Federal Grants	**$2,005,966**	**$1,820,294**	**$1,820,294**	**$1,642,794**
General Fund Support	**$770,000**	**$425,682**	**$343,497**	**$559,422**
Total Revenues	**$3,289,214**	**$2,843,976**	**$2,788,106**	**$2,837,716**
Total Expenses	**$2,765,730**	**$2,843,976**	**$2,788,106**	**$2,837,716**
Cash Balance - June 30	**$6,454**	**$5,235**	**$6,454**	**$6,454**
Total FTE	**30.5**	**30.5**	**30.5**	**30.5**

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

BUDGET COMMENTS:
The CUE expense budget notes a minor decrease (.22% or $6,200) from the prior fiscal year budget. Personnel costs increase by $2,000 and include funds for a 1.75% market adjustment for all employees on January 1, 2012, but merit (step) increases will remain frozen. Also, funds are available to cover higher motor pool charges of $10,700, and operating supplies for $1,000. These areas are offset with a decrease in insurance costs of $20,000.

PROGRAM:
CUE is a citywide bus service developed to relieve traffic congestion and to provide transit services within the City and between George Mason University (GMU) and the Vienna/Fairfax-GMU Metrorail station. Effective January 1, 2011 the basic fare (cash) increased by $.10 from $1.60 to $1.70. A discounted fare of $1.50 is charged to those riders who use a Smartrip card.

A fare of $.75 is charged to elementary and intermediate students. Similarly a fare of $.75 is charged to high school students, seniors and persons with disabilities with a valid ID. GMU students, faculty and staff ride for free, however the City receives compensation annually from GMU for its riders. The agreement between the City and GMU was renegotiated during the FY 2011 budget process with the result being an average revenue increase per fiscal year of roughly $150,000. This also assumes a modest growth in ridership from all GMU users.

GOAL:
To provide the citizens of the City with effective transit service within the City and to the Vienna/Fairfax-GMU Metrorail station, and George Mason University. To meet the City's adopted goal of providing unsurpassed user-friendly, customer-focused business practices. To enhance quality of life measures and amenities with continued emphasis on recommendations of the Livability Task Force. To finalize and implement a more accelerated schedule for critical transportation projects involving state and federal funding. To continue emphasis on the reduction of the impact of increasing traffic through the City.

OBJECTIVES:
- To provide convenient, frequent access to the Vienna-Fairfax/GMU Metrorail Station
- To provide weekend service
- To meet our contractual requirements with George Mason University
- To meet all published schedules
- To meet all regional and local Americans with Disabilities Act requirements

SERVICES AND PRODUCTS:
- Public Transit service around City and to the Vienna/Fairfax/GMU Metro Station and George Mason University
- Bus schedules and information

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

PERFORMANCE MEASURES:

Indicators	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate	FY 2012 Projected
Output Measures				
Authorized Fleet Size	12	12	12	12
Basic Fare	$1.35	$1.45	$1.70	$1.70
Farebox Receipts	$448,886	$501,769	$610,000	$620,000
General Fund Transfer / Subsidy	$1,020,000	$770,000	$343,497	$559,422
Operating Budget	$2,829,830	$2,765,730	$2,788,106	$2,837,716
Total Ridership	952,072	941,694	950,000	950,000
Revenue Hours	34,500	34,500	34,500	34,500
Inquiries answered	5,400	5,400	5,400	5,400
CITY WHEELS Clients	19	24	24	24
Outcome Measures				
On-time performance at Vienna Metro	97%	97%	97%	97%
Percent Change in Ridership	-10%	-1%	1%	0%
Efficiency Measures				
Gen. Fund Transfer as % of Operating Budget	36%	28%	12%	20%
Farebox Receipts as % of Operating Budget	16%	18%	22%	22%
Operating Cost Per Passenger	$2.97	$2.94	$2.93	$2.99
Gen. Fund Transfer / Subsidy Per Passenger	$1.07	$0.82	$0.36	$0.59

Performance Measurement Results:

- The basic cash fare for CUE increased on January 1, 2011 from $1.60 to $1.70. A discounted fare of $1.50 is charged to those riders who use a Smartrip card.
- The General Fund Transfer / Subsidy per Passenger continues to decrease due to the result of increased revenues. These sources include Basic fare increases (consistent with WMATA) along with additional funds provided from George Mason University as part of their annual subsidy toward their ridership. The FY 2011 estimate is projected to be lower than prior and future fiscal years due to additional one time reimbursement of state funds (NVTC).
- Ridership is projected to remain level in FY 2011 and FY 2012 at 950,000 riders.
- The number of revenue hours is also expected to remain constant. The City Wheels program is expected remain level with 24 clients in FY 2011 and FY 2012. This service provides a subsidy to City residents with disabilities and allows them to utilize taxi services as they are not able to board the CUE Bus.

Cost Center 437110: CUE Bus

Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Salaries	$1,579,885	$1,598,650	$1,583,096	$1,606,276
Fringe Benefits	529,565	563,200	525,000	557,600
Purchased Services	58,569	65,500	52,438	65,500
Internal Services	513,805	532,826	532,826	543,540
Other Charges	53,945	59,800	56,114	39,800
Supplies & Materials	21,638	24,000	25,886	25,000
Capital Outlay	8,323	0	12,746	0
Total	**$2,765,730**	**$2,843,976**	**$2,788,106**	**$2,837,716**

Personnel Classification	Grade	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Transit Superintendent	24	1.0	1.0	1.0	1.0
Bus Driver Supervisor	18	2.0	2.0	2.0	2.0
Administrative Assistant	11	0.5	0.5	0.5	0.5
Bus Driver	10	20.0	20.0	20.0	20.0
Bus Driver (P/T)	10	6.0	6.0	6.0	6.0
Transit Technician	8	1.0	1.0	1.0	1.0
Total FTE		**30.5**	**30.5**	**30.5**	**30.5**

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Metro

BUDGET COMMENTS:

The City's Metro subsidy is equal to our share of total Metro expenditures less any state or federal funding that is paid through the Northern Virginia Transportation Commission (NVTC). The FY 2012 CUE reimbursement request from NVTC is $1.1 million. The estimated amount that will be paid to Metro from our NVTC funds is $1.6 million. Out year projections note there is a potential shortfall of $1.7 million in FY 2015 in funds available for the next replacement of CUE buses.

5-YEAR BUDGET PROJECTION FOR THE CITY'S ACCOUNT AT NORTHERN VIRGINIA TRANSPORTATION COMMISSION
(000's)

ITEM	FY 11	FY 12	FY 13	FY 14	FY 15
BALANCE FORWARD	1,000	900	1,000	1,200	1,400
REVENUES	2,800	2,800	2,800	2,800	2,800
TOTAL	**3,800**	**3,700**	**3,800**	**4,000**	**4,200**
EXPENDITURES					
WMATA	1,300	1,300	1,300	1,300	1,300
METRO MATTERS	300	300	300	300	300
CUE BUS OPERATION	1,300	1,100	1,000	1,000	1,000
CUE BUS REPLACEMENT	0	0	0	0	3,300
TOTAL	**2,900**	**2,700**	**2,600**	**2,600**	**5,900**
ENDING BALANCE	**900**	**1,000**	**1,200**	**1,400**	**(1,700)**

Transit Fund Expense Detail

Account	Account Title	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimate	FY 2012 Adopted
511105	Salaries - Full Time	1,199,230	1,164,150	1,160,200	1,184,523
511110	Salaries - Part Time	181,099	209,100	129,300	218,864
511115	Salaries - Overtime	21,173	25,000	59,700	25,438
511125	Temporary Help	171,769	164,400	231,400	167,277
511135	Holiday Worked	9,437	36,000	2,496	10,175
511165	Year End Audit Adj	(2,823)	0	0	0
512110	Fringe Benefits	529,565	563,200	525,000	557,600
530113	Contract Services	38,724	30,000	40,426	30,000
530351	Equipment Maintenance	6,875	7,500	1,500	7,500
530438	Fare Wheels	2,289	5,000	2,357	5,000
530620	Advertising	10,681	23,000	8,155	23,000
540102	Motor Pool Charges	513,805	532,826	532,826	543,540
550110	Utilities Expense	601	500	614	500
550314	Other Insurance	50,000	50,000	50,000	30,000
550501	Travel & Training	2,914	5,300	1,500	5,300
550720	Special Events	0	0	0	0
550820	Dues & Subscriptions	430	4,000	4,000	4,000
560110	Office Supplies	478	1,000	1,886	1,000
560416	Uniforms	17,620	20,000	20,000	20,000
560420	Operating Supplies	3,540	3,000	4,000	4,000
580108	Other Mach. & Equipment	8,323	0	12,746	0
Total Expenses		**$2,765,730**	**$2,843,976**	**$2,788,106**	**$2,837,716**

CAPITAL BUDGET

Education
General Government
Recreation and Community Appearance
Environment
Transportation

CAPITAL BUDGET

The City of Fairfax has a separate five-year plan for capital improvements. This plan (budget) can be requested from the Department of Finance (703) 385-7870. An overview of the capital improvement program is provided in the following pages. In addition, the five-year capital improvement summary and project sheets are included in the Operating Budget for information purposes only. Please refer to the five-year capital plan document for project sheets relating to all projects and an analysis related to the Capital Budget.

INTRODUCTION

Purpose:

The Capital Improvement Program is a recommended schedule of public, physical improvements, including planning and engineering thereof, for the City of Fairfax for the next five years. The first year of the program represents the proposed capital budget for that fiscal year. The schedule is based on a series of priorities which take into consideration the need, desire, and importance of such improvements, their relation to other improvements and plans, and the City's current and anticipated financial capacity. The Capital Improvement Program is updated annually, at which time the schedule of projects will be re-evaluated, and another fiscal year and new projects may be added. Requests for projects are submitted annually by departments to the City Manager for review. Those projects which meet the approval of the City Manager are then part of the proposed budget which is presented to both the Planning Commission and the City Council.

For the purpose of this report, capital improvements are major projects undertaken by the City that are generally not recurring on a year-in, year-out basis and that fit within one or more of the following categories:

1. All projects requiring debt obligation or borrowing.
2. Purchase of land.
3. Purchase of major equipment and vehicles valued in excess of $25,000 with a life expectancy of five years or more.
4. Construction of new buildings or facilities, including engineering, design, and other preconstruction costs, with an estimated cost in excess of $25,000.
5. Major building improvements or additions that are not routine expenses and that substantially enhance the value of a structure and are greater than $25,000.
6. Major equipment or furnishings required to furnish new buildings or other projects.
7. Major parks development projects totaling more than $25,000 over the five years covered by the plan.
8. Ongoing improvement projects to the City greater than $25,000.

Advantages:

The principal advantage of capital improvement programming is that it makes the City come to grips with the problem of balancing needed or desired physical improvements with available funding, thereby receiving the optimum benefits for the available public revenue. This provides for a responsible fiscal policy on the part of the City. Other advantages are:

1. It provides an opportunity for the City Council to review overall City needs and rationally assign priorities and establish policy;
2. It allows for a stabilization of the tax rate over a period of time and makes it possible for the City Council to see how a particular capital project under review fits into the total pattern of projects over the next five years;
3. It allows for coordination of various City improvements and makes each department aware of all other improvements so that informed decisions can be made and joint programs initiated;
4. It enables private businesses and all citizens to have some assurance as to when certain public improvements will be undertaken so that they, in turn, may make sounder judgments concerning their own construction programs;
5. It enables the City to take better advantage of federal and state grant-in-aid programs, thereby allowing the City to receive greater amounts of aid for its given investment;
6. It calls attention to the deficiencies of the City and stimulates action to correct them; and
7. It allows a more balanced development since impartial treatment can be given to all sections of the City and concentration, or over emphasis, on any single project to the exclusion of others may be avoided.

These and other advantages make the Capital Improvement Program a practical necessity for the City, even though it involves painful decisions to postpone many worthwhile improvement projects due to financial limitations.

Usefulness and Procedures:

Once this Capital Improvement Program is adopted by the City Council, it must be taken seriously as a capital budget for capital improvements to be appropriated for the upcoming fiscal year. While unforeseen emergency capital improvements may be necessary and circumstances of recommended projects may change, the approved program should not be modified without serious consideration of the City Council. Only in this way will a workable and useful capital improvement program be possible for the City.

Summary

Funding Summary	Funding Source	FY 2012 Adopted	FY 2013 Proposed	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 12 to 16 Total
General Fund							
Schools	General	$0	$397,200	$379,500	$649,000	$247,500	$1,673,200
General Government	General	905,800	6,596,000	2,643,000	1,915,000	1,517,000	13,576,800
Recreation / Community Appearance	General	215,000	2,668,000	1,778,000	1,629,000	2,249,000	8,539,000
Environment	General	50,000	175,000	210,000	0	0	435,000
Transportation	General	1,724,500	3,821,000	2,776,000	2,436,000	2,321,000	13,078,500
General Fund Subtotal		**$2,895,300**	**$13,657,200**	**$7,786,500**	**$6,629,000**	**$6,334,500**	**$37,302,500**
Other Funds							
Water Fund	Water	$8,200,000	$8,450,000	$1,620,000	$1,490,000	$270,000	$20,030,000
Sewer Fund	Sewer	510,000	630,000	540,000	500,000	200,000	2,380,000
Stormwater Fund	Storm	390,000	1,295,000	535,000	425,000	415,000	3,060,000
State / Federal Funds	S / F	3,150,000	6,825,000	2,000,000	7,500,000	0	19,475,000
Private Donations		49,000	0	0	0	0	49,000
Cable Capital Grant	Cable	125,000	100,000	350,000	175,000	150,000	900,000
Other Funds Subtotal		**$12,424,000**	**$17,300,000**	**$5,045,000**	**$10,090,000**	**$1,035,000**	**$45,894,000**
Total Capital Improvement Program		**$15,319,300**	**$30,957,200**	**$12,831,500**	**$16,719,000**	**$7,369,500**	**$83,196,500**

Schools

Schools	Funding Source	FY 2012 Adopted	FY 2013 Proposed	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 12 to 16 Total
Elementary Schools							
HVAC	General			325,000	340,000		665,000
Roof Repair	General				250,000	225,000	475,000
Paving Repairs	General		63,500				63,500
Concrete Repairs	General		40,000	20,000			60,000
Fairfax High School							
Field House Lights	General		250,000				250,000
Contingency	General		43,700	34,500	59,000	22,500	159,700
Schools Summary		-	397,200	379,500	649,000	247,500	**1,673,200**
Other Sources		-	-	-	-	-	-
General Fund Sources		-	397,200	379,500	649,000	247,500	1,673,200
Total Schools		**-**	**$397,200**	**$379,500**	**$649,000**	**$247,500**	**$1,673,200**

General Government

General Government	Funding Source	FY 2012 Adopted	FY 2013 Proposed	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 12 to 16 Total
Building Maintenance							
Green Acres School Maintenance	General		154,000	450,000			604,000
City Property Yard Maintenance	General		187,000				187,000
Old Town Hall Maintenance	General		45,000				45,000
Cemetery Improvements	General		50,000				50,000
Veterans Ampitheater Renovations	General		50,000				50,000
General							
Cable TV Equipment	Cable	125,000	100,000	350,000	175,000	150,000	900,000
Northern Virginia Community College	General	30,000	30,000	30,000	30,000	30,000	150,000
Vehicle & Equipment Replacement	General	347,800	4,065,000	1,790,000	1,660,000	1,240,000	9,102,800
Fleet Consultant	General		55,000	25,000			80,000
Software Upgrades	General	100,000	400,000				500,000
Historic Resources							
Sisson House Maintenance	General		60,000				60,000
Blenheim/Grandma's Cottage	General / Private	99,000	250,000				349,000
Fire							
Optical Sensors for Traffic Lights	General		56,000				56,000
Hazmat Training Prop - Fire Department	General			50,000			50,000
Fire Training Center - Infrastructure	General		200,000				200,000
Fire Station 33 Replacement	General		50,000				50,000
Self Contained Breathing Apparatus	General	193,000					193,000
Propane Simulator	General		109,000				109,000
Police							
Police Station Garage	General		400,000				400,000
Police Information Technology	General	67,000	48,000	40,000	40,000	42,000	237,000
Police Vehicle Replacement	General	118,000	327,000	213,000	185,000	205,000	1,048,000
Electronic Summonses	General		60,000	45,000			105,000
General Government Summary							
Cable Fund	Cable	125,000	100,000	350,000	175,000	150,000	900,000
Private	Private	49,000	-	-	-	-	49,000
General Fund Share	General	905,800	6,596,000	2,643,000	1,915,000	1,517,000	13,576,800
Total General Government		**$1,079,800**	**$6,696,000**	**$2,993,000**	**$2,090,000**	**$1,667,000**	**$14,525,800**

Parks

Recreation / Community Appearance	Funding Source	FY 2012 Adopted	FY 2013 Proposed	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 12 to 16 Total
Annual:							
Northern Virginia Regional Park Authority	General	60,000	60,000	60,000	60,000	60,000	300,000
Planting & Beautification	General	35,000	35,000	35,000	35,000	35,000	175,000
Stub Street Improvements	General		110,000	33,000	25,000		168,000
Planning:							
Strategic Master Plan	General		20,000				20,000
General							
Ashby Road Pavilion & Picnic Area	General		50,000				50,000
Van Dyck Park - Sprayground	General				200,000		200,000
Sign Replacement & Entrance Beautification	General		30,000	15,000	15,000		60,000
Van Dyck Park - Fitness Trail Replacement	General		55,000				55,000
Van Dyck Park - Air Park Structure	General					750,000	750,000
Bus for Seniors	General				100,000		100,000
Van Dyck Park Skate Park	General		350,000				350,000
Senior Center Fitness Room Equipment	General		20,000				20,000
Dale Lestina Entry Improvements - Plant. Pkwy.	General				40,000		40,000
Synthetic Turf - Lanier Middle School	General					1,000,000	1,000,000
Synthetic Turf Replacement - FHS	General			750,000			750,000
Ballfields - Baseball & Softball							
Daniels Run Elem. Field 1 Reconfiguration	General			40,000			40,000
General Ballfield Refurbishment	General				40,000	40,000	80,000
Basketball Courts							
Ranger Road Park - Basketball Court Replacement	General		30,000				30,000
Basketball Court Resurfacing and Construction	General			30,000	30,000	30,000	90,000
Bridges							
Van Dyck Park / University Drive	General	60,000					60,000
Annual Bridge Replacement	General				62,000	62,000	124,000
Drainage							
Drainage Project - Pat Rodio Park	General				200,000		200,000

Parks (continued)

Recreation / Community Appearance	Funding Source	FY 2012 Adopted	FY 2013 Proposed	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 12 to 16 Total
Equipment							
Large Area Mower		20,000	20,000	20,000	20,000		80,000
Bleacher Trailer					65,000		65,000
Fencing / Backstops							
Fencing Replacement - Thaiss Park	General				75,000		75,000
Fencing Replacement - Providence Elementary	General		75,000				75,000
General Replacement - Fencing & Backstop	General			30,000	30,000	30,000	90,000
Fencing Replacement - Van Dyck Park	General		30,000				30,000
Irrigation							
Providence School Field Irrigation	General				65,000		65,000
Lighting							
Providence School Field Lighting Replacement	General				100,000		100,000
Van Dyck Park - Lights Volleyball & Basketball Courts	General			120,000			120,000
Van Dyck Park - Tennis Court Lighting Replacement				80,000			80,000
Green Acres Park Lighting			50,000				50,000
Pavilion / Shelters							
Van Dyck Park - Replacement of Lower Pavilion	General		60,000				60,000
Ratcliffe Park - Replace Pavilion	General		60,000				60,000
General Pavilion Replacement	General			60,000	62,000	62,000	184,000
Providence Elementary Shed	General / LL		200,000				200,000
Green Acres Pavilion	General				100,000		100,000
Paving and Parking Lots							
Kutner Park - Resurfacing of Lots	General		45,000				45,000
Providence Elementary School - Asphalt Common Areas	General		50,000				50,000
Thaiss Park Common Areas Asphalt	General		20,000				20,000
Green Acres Paving of Gravel Lot					125,000		125,000

Parks (continued)

Recreation / Community Appearance	Funding Source	FY 2012 Adopted	FY 2013 Proposed	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 12 to 16 Total
Playgrounds							
Kutner Park - Playground Equipment Replacement	General		50,000				50,000
Ranger Road Park - Playground Replacement	General		120,000				120,000
Parks Playground Equipment Replacement	General	40,000	35,000	100,000	100,000	100,000	375,000
Draper Drive Park - Playground Replacement	General		80,000				80,000
Restrooms							
Draper Drive Park - Restroom Facility	General		150,000				150,000
Van Dyck Park - Restroom Facility				250,000			250,000
Tennis Courts							
Kutner Park - Tennis Court Resurfacing	General		45,000				45,000
Westmore Park - Tennis Court Resurfacing	General		40,000				40,000
Van Dyck Park - Tennis Court Resurfacing	General		78,000				78,000
General Tennis Court Resurfacing	General			40,000	40,000	40,000	120,000
Trails							
Future Fitness Trail Development	General			55,000			55,000
Bike Trail - Wilcoxson to Chainbridge Road	General		200,000				200,000
Dale Lestina Park Trail Extension	General			20,000			20,000
Thaiss Park Trail Crossing & Trail Extension	General / Grants		500,000				500,000
Future Trail Development	General			40,000	40,000	40,000	120,000
Recreation & Community Appearance Summary							
Other Sources of Funds		-	-	-	-	-	-
General Fund Share		215,000	2,668,000	1,778,000	1,629,000	2,249,000	8,539,000
Total Recreation & Community Summary		**$215,000**	**$2,668,000**	**$1,778,000**	**$1,629,000**	**$2,249,000**	**$8,539,000**

Environment

Environment	Funding Source	FY 2012 Adopted	FY 2013 Proposed	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 12 to 16 Total
General							
Assembly Drive Drainage Improvements	General		30,000	150,000			180,000
Improvement to Property Yard Salt Storage Facilities	General		45,000	30,000			75,000
Property Yard Electrical Upgrade for Anti-Icing Equipment	General	50,000					50,000
Property Yard Salt Storage Conveyor System	General		100,000				100,000
Rehab Property Yard Material Storage Bins	General			30,000			30,000
Subtotal General		**$ 50,000**	**$ 175,000**	**$ 210,000**	**$ -**	**$ -**	**435,000**
Stormwater							
BMP/SWM Inspection	Storm		25,000	30,000	35,000	40,000	130,000
Stormwater Management Initiatives	Storm						
Replace Galvanized Storm Drainage Systems	Storm	30,000	75,000	50,000	30,000	30,000	215,000
Video Inspection of Storm Lines	Storm	125,000	140,000	130,000	185,000	170,000	750,000
Storm Water Management Facility Rehabilitation	Storm		35,000				35,000
Storm Drainage Study - Pickett & Old Pickett	Storm		30,000				30,000
Arbovirus Prevention Services	Storm		50,000	25,000	25,000	25,000	125,000
Storm Drainage Maintenance	Storm	80,000	90,000	100,000	100,000	100,000	470,000
Neighborhood Drainage Projects	Storm		215,000				215,000
Storm Sewer Lining	Storm	40,000	50,000	50,000	50,000	50,000	240,000
Storm Sewer Replacement - Univ. Drive	Storm	65,000	235,000	150,000			450,000
Burke Station Road Improvements	Storm	50,000	350,000				400,000
Subtotal Stormwater		**$ 390,000**	**$ 1,295,000**	**$ 535,000**	**$ 425,000**	**$ 415,000**	**$ 3,060,000**

*****NOTE: Stormwater project sheets are located in section H in the budget book.***

Environment (continued)

Environment	Funding Source	FY 2012 Adopted	FY 2013 Proposed	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 12 to 16 Total
Sewer							
Supervisory Control and Data Acquisition	Sewer		100,000				**100,000**
Sewage Pumping Station Repair and Replacement	Sewer	100,000	100,000		100,000		300,000
Sanitary Sewer Lining	Sewer	250,000	250,000	250,000	250,000		1,000,000
Sewer Creek Crossing Rehabilitation	Sewer	30,000	30,000				60,000
Sewer Manhole Rehabilitation	Sewer	30,000	30,000	40,000			100,000
Sewer Trunk Line Rehabilitation	Sewer	100,000		200,000			300,000
Geographic Information Systems	Sewer			50,000	50,000	100,000	**200,000**
Sanitary Sewer Metering Vault Rehab.	Sewer						-
Sewer Vehicle Replacement	Sewer		120,000				120,000
Collection System Repair and Replacement	Sewer				100,000	100,000	200,000
Subtotal Sewer		**$ 510,000**	**$ 630,000**	**$ 540,000**	**$ 500,000**	**$ 200,000**	**$ 2,380,000**
Water							
Beaverdam Creek Dam	Water			150,000			**150,000**
Goose Creek Reservoir and Dam	Water		350,000	250,000			**600,000**
Beaverdam Creek Raw Water Pumping Station	Water				100,000		**100,000**
Goose Creek Raw Water Pumping Station	Water						
High Service Pumping Station	Water						
Water Treatment Plant Upgrade	Water	6,300,000	5,900,000				**12,200,000**
Residuals Management - Dewatering System	Water	200,000					**200,000**
Impoundment and Treatment - Vehicle Replacement	Water		190,000				**190,000**
Impoundment and Treatment - Equipment Replacement	Water		300,000		200,000		500,000
Water Storage Repair and Replacement	Water	160,000	270,000	170,000	180,000	180,000	**960,000**
Automated Meter Reading	Water	680,000	680,000	680,000	680,000		**2,720,000**
Geographic Information Systems	Water	50,000	200,000				**250,000**
Transmission Main Repair and Replacement	Water	100,000	350,000				**450,000**
Distribution System Vehicle Replacement	Water	100,000	30,000	70,000	170,000	90,000	460,000
Distribution System Repair and Replacement	Water	610,000	180,000	300,000	160,000		1,250,000
Subtotal Water		**$8,200,000**	**$ 8,450,000**	**$ 1,620,000**	**$1,490,000**	**$ 270,000**	**$20,030,000**
Total Environment		**$9,150,000**	**$ 10,550,000**	**$ 2,905,000**	**$2,415,000**	**$ 885,000**	**$25,905,000**

Transportation

Transportation	Funding Source	FY 2012 Adopted	FY 2013 Proposed	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 12 to 16 Total
Road Maintenance							
Brick Sidewalk Maintenance	General	80,000	80,000	80,000	80,000	80,000	400,000
Curb, Gutter, and Sidewalk Maintenance	General	350,000	400,000	400,000	400,000	400,000	1,950,000
Street Repaving Program	General	1,000,000	1,700,000	1,700,000	1,700,000	1,700,000	7,800,000
Brick Crosswalk Rehabilitation	General			45,000	45,000		90,000
Downtown Crosswalk Rehabilitation	General	26,000	26,000	26,000	26,000	26,000	130,000
Projects							
Sidewalk, Curb & Gutter - Railroad Avenue	General		270,000				270,000
Kamp Washington Spot Improvements	S / F	750,000	4,125,000				4,875,000
Rust Curve Retaining Wall	General						
Fairfax Blvd Stone Wall Cap Rehabilitation	General		80,000	100,000			180,000
City Facilities Repairs to Parking Lots & Pedestrian Walkways	General	40,000	40,000	30,000	30,000	40,000	180,000
Northfax Storm Drainage	S / F	2,000,000	2,500,000	2,000,000	3,500,000		10,000,000
Scott Drive Drainage Improvements	General		100,000				100,000
Bridge Maintenance	General	25,000	25,000	25,000	25,000		100,000
Plantation Parkway & Stafford Drive - Guardrail	General	25,000	25,000				50,000
Farifax Boulevard - Sidewalk Improvements	General		50,000	100,000			150,000
George Mason Blvd Streetscape & Mini Park	S / F	100,000	200,000				300,000
Roberts Road Sidewalk	General		250,000				250,000
McLean Avenue Drainage Improvements	General		70,000				70,000
Chain Bridge & Eaton Place Intersection Improv	S / F	300,000					300,000

Transportation (Continued)

Transportation	Funding Source	FY 2012 Adopted	FY 2013 Proposed	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 12 to 16 Total
Street Lights & Traffic Signal Maintenance							
Street Lights	General		75,000	80,000			155,000
Acorn Style Streetlights on Fairfax Blvd	General		200,000				200,000
Advanced Signal Detectors	General	36,500	50,000	50,000	50,000	50,000	236,500
LED Street Name Signs	General		50,000	50,000			100,000
Refurbishing Existing Traffic Signal Intersections	General	35,000	120,000	40,000	30,000		225,000
Traffic Camera Monitors	S / F						
Fiber Optic Splicing Equipment	General	27,000					27,000
Vehicles & Equipment							
Hot Asphalt Hauler	General		30,000				30,000
Street Division Safety Equipment	General	30,000					30,000
Emergency Power Battery Backup System	General	25,000	75,000	50,000	50,000	25,000	225,000
CUE Buses	S / F				4,000,000		4,000,000
Street Sweeper	General						
Sidewalk & Gutter Cleaning Machine	General		80,000				80,000
Deicing System	General						
Radio System Replacement	General	25,000	25,000				50,000
Transportation Summary							
State and Federal Grant & CP Tax Sources	S/ F	3,150,000	6,825,000	2,000,000	7,500,000		19,475,000
General Fund Sources	General	1,724,500	3,821,000	2,776,000	2,436,000	2,321,000	13,078,500
Total Transportation		**$4,874,500**	**$10,646,000**	**$4,776,000**	**$9,936,000**	**$2,321,000**	**$32,553,500**

PROJECT INFORMATION

Project Name: Northern Virginia Community College

Comprehensive Plan Element

☑	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This project provides for the City's share of capital expenditures for the Northern Virginia Community College.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2011	$30,000	
2012	$30,000	
2013	$30,000	
2014	$30,000	
2015	$30,000	
2016	$30,000	
Total	$150,000	
>2016		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0.00	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☐	Staff	☐	New Project
☑	Other: NVCC	☐	Other:

User/Coordinating Departments:

PROJECT INFORMATION

Project Name: VEHICLE AND EQUIPMENT REPLACEMENT

Comprehensive Plan Element

☑	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:
This project provides for the replacement of city vehicles and equipment that are worn and require extensive maintenance. This project also ensures safe equipment is provided to conduct city operations. Replacement vehicles/equipment will meet new EPA emissions regulations. The city has 280 vehicles and major pieces of equipment, with a replacement value of $19,513,000. Of this total, this account funds the replacement of equipment with a value of $10,538,000. Vehicles and equipment are replaced every 5 to 30 years, depending on type, use, condition, parts, availability and department requirements.$347,000 will be used to continue a lease option program for City vehicle replacement. Staff is coordinating vehicle participation in this program. Operating savings reflect decreases in maintenance, repair, and fuel costs.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011	$135,000	Vehicle and equipment replacement lease only.
2012	347,800	$135k for FY 2011 Trash (3) Trucks & $212,800 for new vehicles
2013	4,065,000	Vehicle and equipment replacement
2014	1,790,000	Vehicle and equipment replacement
2015	1,660,000	Vehicle and equipment replacement
2016	1,240,000	Vehicle and equipment replacement
Total	$9,102,800	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	-$94,000	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☑	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Operations

REQUEST FOR EQUIPMENT PURCHASE OR RENTAL

Project Name: VEHICLE AND EQUIPMENT REPLACEMENT

For Fiscal Year: 2012

Form of Acquisition		Cost	Per Unit	Total
☐	Purchase	Total Estimate Cost	see below	$347,000
☑	Rental/Lease	Plus, Installation or Other Charge		$0
		Less, Trade-in or Other Discount		$0
18	# of Units Requested	Net Cost or Rental		$347,000

Replaced Item(s)

Item	Make	Age	Prior Years		
			Maintenance Costs	Downtime Hrs	Lease Cost
Vehicle Leasing Program					
Trash Trucks (3) from FY 2011					135,000
Car					5,800
Car					5,400
Tractor					37,500
Dump Truck (3)					102,900
SUV					7,500
Leaf Collector					34,300
Pick Up (2)					19,400
TOTAL					**$347,800**

Recommended Disposition of Replaced Items

☐	Possible Use by Other Depts.	☐	Trade-In	☐	Sale

Submitted by: Operations	**Date: 10/20/10**	**Public Works**

PROJECT INFORMATION

Project Name: Acquisition of City Tax System

Comprehensive Plan Element

	Public Service and Facilities			Environment
	Economy			Housing
	Community Appearance			Transportation
	Land Use			Other City Plan/Policy

Statement of Need:

The City's current software products that are used to account and bill for various taxes such as real estate, personal property, meals tax, business license, and transient occupancy, and that handle cashiering and collections are at least 10 years old and lack modern operational tools and the ability to perform efficiently. Interfaces are also required for DMV and the city's document imaging system. New products currently on the market offer improved methods for electronic processing from tax assessment to filing and payment. The process of selecting and implementing the new tax system is estimated to take up to 18 months. The acquisition process will start at the beginning of Fiscal Year 2012. The funding requested is intended to cover software, hardware and implementation costs.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$100,000	Acquisition and implementation of City Tax System
2013	400,000	
2014		
2015		
2016		
Total	$500,000	
>2016		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
	$0.00	0	$0.00

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
	Staff			New Project
	Other:			Other:

User/Coordinating Departments Information Technology, Treasurer, Commissioner of Revenue

PROJECT INFORMATION

Project Name: Grandma's Cottage and Blenheim House HVAC/Stabilization/Restoration

Comprehensive Plan Element

☑	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

Completion of the Blenheim Interpretive Center and related site work resulted in a shortfall of $300,000 needed to execute the restoration of Grandma's Cottage ($150,000) and the interior of the Blenheim House ($150,000), including exterior ADA ramps. Funds will also be used to install HVAC systems for both buildings, currently unheated in the winter causing temperature swings, mold, and subsequent stress on building fabric including the Blenheim plaster containing the famous soldier signatures (Blenheim recently lost heat due to radiator failure). Exterior restoration of the Blenheim house was completed in 2005; no restoration work has been conducted at the Cottage (currently with a leaky roof) which has $49,000 in private funds already committed. Work for both buildings will be contracted together to maximize efficiency, costs, and timing in the current favorable bidding climate.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$99,000	Grandma's Cottage ($50k General + $49k Private)
2013	250,000	Grandma's Cottage and Blenheim House HVAC/restoration.
2014		
2015		
2016		
Total	$349,000	Total includes $49,000 in private funds from separate sources.
>2016		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund/HFCI/Private	$0.00	0	$15K/year rentals+$3K/yr private

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☑	Board/Commission	☑	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Department HISTORIC RESOURCES, PUBLIC WORKS

PROJECT INFORMATION

Project Name:	**SELF CONTAINED BREATHING APPARATUS REPLACEMENT**

Comprehensive Plan Element

	Public Service and Facilities			**Environment**
	Economy			**Housing**
	Community Appearance			**Transportation**
	Land Use			**Other City Plan/Policy**

Statement of Need:

This request is to continue the scheduled replacement of the department's self contained breathing apparatus (SCBA) units that are approaching the end of the manufacturers recommended 15 years service life. The department currently has 50 SCBA units that will require replacement by the year 2014. In addition, 100 Air Cylinders used in the SCBA units will also require replacement by 2013 because they will no longer meet the manufacturers service life standard. Partial funding was approved at the end of FY10 to begin the replacement process. It is the recommendation to continue replacement of these units over 3 years, at rate of 25 SCBA units and 50 air cylinders per year for the first two years and upgrade those units capable of being upgraded in the third year. Each of the units will be replaced with state of the art SCBA units with integrated rescue devices. We will be the first fire department in the region to utilize these new systems.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2011		
2012	$193,000	Replacement of 25 SCBA units & 50 Air Cylinders (FY 12/13)
2013		
2014		
2015		
2016		
Total	$193,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0.00	0	$0.00

Origin of Project			Change from Previous CIP	
	City Council			**No Change**
	Board/Commission			**Increase in Amount**
	Citizen/Civic Association			**Decrease in Amount**
	Staff			**New Project**
	Other:			**Other:**

User/Coordinating Departments:	**FIRE DEPARTMENT**

PROJECT INFORMATION

Project Name: POLICE INFORMATION TECHNOLOGY PROGRAM

Comprehensive Plan Element

	Public Service and Facilities		Environment
	Economy		Housing
	Community Appearance		Transportation
	Land Use		Other City Plan/Policy

Statement of Need:

During the 99/00 CIP budget process the City established an enhancement and replacement funding schedule for vital information technology systems in the Police Department. The program provides a cost effective and operationally effective system for replacement of aging technology, reduces maintenance costs, avoids critical failures of essential systems, and ensures 24 hour police operations during routine and emergency conditions. Today's replacement equipment offers enhanced features and uses advanced technology at a much lower cost than the cost associated with upgrading obsolete equipment. Operating costs provide for annual maintenance costs through vendor. Increase in amount is due to laptops purchased through a Federal Grant are reaching the end of their lifespan at once.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011	$38,000	Purchase updated mobile and network computers and servers.
2012	$67,000	Purchase updated mobile and network computers and servers.
2013	$48,000	Purchase updated mobile and network computers and servers.
2014	$40,000	Purchase updated mobile and network computers and servers.
2015	$40,000	Purchase updated mobile and network computers and servers.
2016	$42,000	Purchase updated mobile and network computers and servers.
Total	$237,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$500.00	0	$0.00

Origin of Project		Change from Previous CIP	
	City Council		No Change
	Board/Commission		Increase in Amount
	Citizen/Civic Association		Decrease in Amount
	Staff		New Project
	Other:		Other:

User/Coordinating Departments: POLICE

PROJECT INFORMATION

Project Name: POLICE VEHICLE REPLACEMENT

Comprehensive Plan Element

	Public Service and Facilities			Environment
	Economy			Housing
	Community Appearance			Transportation
	Land Use			Other City Plan/Policy

Statement of Need:

This project provides for the replacement of police vehicles that are worn and require extensive maintenance. This project ensures safe vehicles to provide effective police operations. Police vehicles are generally replaced every five to ten years depending on type of vehicle, use, condition, mileage and department needs. The vehicles scheduled for replacement this year include four Ford Crown Victoria patrol vehicles, and one Harley Davidson Motorcycle. Ford will discontinue the Crown Vic this year and it is anticipated that the department will purchase the Ford Police Interceptor as the new model, but other options may be explored. Operating costs are projected at $5,500 per vehicle and include costs for equipment that cannot be recycled from retired cars, which may include lights, sirens and cages, as well as installation of markings. When possible equipment is reused on the cars.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011	$0	
2012	$118,000	
2013	$327,000	
2014	$213,000	
2015	$185,000	
2016	$205,000	
Total	$1,048,000	
>2016		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$5,500 per vehicle	0	$0.00

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
	Staff			New Project
	Other:			Other:

User/Coordinating Departments: POLICE

PROJECT INFORMATION

Project Name: NORTHERN VIRGINIA REGIONAL PARK AUTHORITY CONTRIBUTION

Comprehensive Plan Element

☑	Public Service and Facilities	☐	Environment
☑	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This project provides for the City's share, based on population, of the capital for the NVRPA.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2011	$60,000	
2012	60,000	
2013	60,000	
2014	60,000	
2015	60,000	
2016	60,000	
Total	$300,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0.00	0	$0.00

Origin of Project		Change from Previous CIP	
☐	City Council	☑	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☐	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: FINANCE

PROJECT INFORMATION

Project Name: PLANT MATERIAL INSTALLATION, REPLACEMENT AND IRRIGATION

Comprehensive Plan Element

☑	Public Service and Facilities	☑	Environment
☐	Economy	☐	Housing
☑	Community Appearance	☐	Transportation
☐	Land Use	☑	Other City Plan/Policy

Statement of Need:

This project provides for streetscape improvements and new/replacement trees/shrubs/flowers at public buildings, schools, cemeteries, medians and roadsides. Also includes benches, planters and tree pit maintenance.

Operating Cost(s): Upkeep on trees/shrubs/flowers with fertilizers, mulch and pesticide treatments.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2011	$30,000	Plant material
2012	35,000	Plant material
2013	35,000	Plant material
2014	35,000	Plant material
2015	35,000	Plant material
2016	35,000	Plant material
Total	$175,000	
>2017	$35,000	Plant material

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$2,000	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☑	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Operations

PROJECT INFORMATION

Project Name: VAN DYCK PARK UNIVERSITY DRIVE BRIDGE REPLACEMENT

Comprehensive Plan Element

☑	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☑	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

13 year old bridge is in need of replacement due to structural damage from erosion. It is in danger of reducing the load rating.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$60,000	purchase and installation
2013		
2014		
2015		
2016		
Total	$60,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$300.00		

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☑	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☑	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: PARKS AND RECREATION

PROJECT INFORMATION

Project Name: LARGE AREA MOWER

Comprehensive Plan Element

☑	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

The parks crew has over 290 acres of area to maintain of which 180 requires regular mowing. The small 9 person crew only has one large area mower to mow the large playing surfaces three times a week. This critical piece of equipment will be 15 years old in 2011 and has spent more than 2 months out of service in the 2009 growing season. This new mower will ensure that all large areas and playing fields are maintained in safe, playable condition on regular basis. Operating savings reflect decreases in maintenance, repair, and fuel costs.

The Project is recommended by the Parks and Recreation Advisory Board.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011	$25,000	
2012	20,000	Lease of large area mower
2013	20,000	Lease of large area mower
2014	20,000	Lease of large area mower
2015	20,000	Lease of large area mower
2016		
Total	$80,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	-$11,000.00	0	

Origin of Project		Change from Previous CIP	
☐	City Council	☑	No Change
☑	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☐	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: PARKS AND RECREATION

PROJECT INFORMATION

Project Name: ALL PARKS ANNUAL - PLAYGROUND EQUIPMENT REPLACEMENT

Comprehensive Plan Element

☑	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This project will finance the purchase and installation of replacement of playground equipment in all parks at the time suggested by the manufacturer for safety and structural reasons. After a complete safety inspection using National Playground Safety Standards, it will cost approximately $75,000 to bring all equipment into compliance. This does not include equipment that will be removed that cannot be made compliant.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$40,000	Purchase and Installation
2013	35,000	Purchase and Installation
2014	100,000	Purchase and Installation
2015	100,000	Purchase and Installation
2016	100,000	Purchase and Installation
Total	$375,000	Purchase and Installation
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0.00	0	

Origin of Project		Change from Previous CIP	
☐	City Council	☑	No Change
☑	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☐	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: PARKS AND RECREATION

PROJECT INFORMATION

Project Name: PROPERTY YARD ELECTRICAL UPGRADE FOR ANTI-ICING EQUIPMENT

Comprehensive Plan Element

☑	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This project would provide the additional power needed to support the anti-icing mixing and distribution equipment. Currently, the power source does not run to the rear of the Property Yard where the equipment is stored.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$50,000	Property Yard electrical upgrade
2013		
2014		
2015		
2016		
Total	$50,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☑	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Street Division

PROJECT INFORMATION

Project Name:	**SEWAGE PUMPING STATIONS R&R**	**Number:**	**SPS99**

Comprehensive Plan Element

☐	**Public Service and Facilities**	☑	**Water & Sewer**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☐	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

SPS99, Sewage Pumping Stations Repair and Replacement Program, provides odor and corrosion control through the use of Bioxide AE solution. The buildup of hydrogen sulfide in sanitary sewer collection systems can cause corrosion issues and ultimately lead to early failure of pipes and pumping equipment.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011	$200,000	Class 4	Bioxide Treatment
2012	100,000	Class 4	Corrosion control
2013	100,000	Class 4	Corrosion control
2014			
2015	100,000	Class 4	Corrosion control
2016			
Total	**$300,000**		
>2017	$100,000		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Sewer Fund			

Origin of Project		Change from Previous CIP	
☐	**City Council**	☑	**No Change**
☐	**Board/Commission**	☐	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☐	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments:

PROJECT INFORMATION

Project Name:	**SANITARY SEWER LINING**	**Number:**	**CS1**

Comprehensive Plan Element

☐	**Public Service and Facilities**	☑	**Water & Sewer**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☐	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

CS1, Sanitary Sewer Lining, is a project intended to extend the life of sewer lines via the installation of a plastic liner on the inside wall of the pipes. As sanitary sewer lines age, the lines suffer deterioriation and loss of pipe thickness because of hydrogen sulfide gas, settlement and tree root damages. Selection of specific locations for relining will be prioritized based upon maintenance history and structural stability. The on-going project calls for relining approximately 3,900 linear feet of sanitary sewer per year.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011	$250,000	Class 4	Reline sewer lines
2012	250,000	Class 4	Reline sewer lines
2013	250,000	Class 4	Reline sewer lines
2014	250,000	Class 4	Reline sewer lines
2015	250,000	Class 4	Reline sewer lines
2016			
Total	**$1,000,000**		
>2017	$2,000,000		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Sewer Fund			

Origin of Project		Change from Previous CIP	
☐	**City Council**	☐	**No Change**
☐	**Board/Commission**	☑	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☐	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments: **PUBLIC WORKS**

PROJECT INFORMATION

Project Name:	SANITARY SEWER CREEK CROSSING REHAB	Number:	CS2

Comprehensive Plan Element

☐	Public Service and Facilities	☒	Water & Sewer
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

CS2, Sanitary Sewer Creek Crossing Rehabilitation, is a project that provides inspection and evaluation of sewer pipes that cross under streams. As these pipes age, erosion of the streambed can reduce the cover on the pipe and result in undermining of the pipe. This situation can lead to failure of the sewer pipe. To remedy this situation, either a new pipe with concrete encasement is installed or the streambed erosion is stabilized and the pipe is protected by rip-rap and/or encasement.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011	$30,000	Class 5	TBD by TV inspection of remaining stream crossings
2012	30,000	Class 5	TBD by TV inspection of remaining stream crossings
2013	30,000	Class 5	TBD by TV inspection of remaining stream crossings
2014			
2015			
2016			
Total	$60,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Sewer Fund			

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☒	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☒	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: PUBLIC WORKS

PROJECT INFORMATION

Project Name:	SANITARY SEWER MANHOLE REHABILITATION	Number:	CS3

Comprehensive Plan Element

☐	Public Service and Facilities	☒	Water & Sewer
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

CS3, Sanitary Sewer Manhole Rehabilitation, will be utilized to repair deteriorated manholes. As sanitary sewer manholes age, they show deterioration and loss of concrete on the inside due to Hydrogen Sulfide (H2S) gas in sewage. To extend the life of the manholes, the lost concrete must be replaced with an H2S resistant material. This may be accomplished by using either a 10,000-psi concrete coating with a special chemical or a plastic liner. Manholes will be rehabilitated in conjunction with the sanitary sewer lining projects. See sanitary sewer lining schedule (CS1).

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011	$30,000	Class 3	Rehabilitate 215 vertical feet of sanitary manhole
2012	30,000	Class 3	Rehabilitate 215 vertical feet of sanitary manhole
2013	30,000	Class 3	Rehabilitate 215 vertical feet of sanitary manhole
2014	40,000	Class 3	Rehabilitate 286 vertical feet of sanitary manhole
2015			
2016			
Total	$100,000		
>2017	$50,000		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Sewer Fund			

Origin of Project		Change from Previous CIP	
☐	City Council	☒	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☒	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: PUBLIC WORKS

PROJECT INFORMATION

Project Name:	SANITARY SEWER TRUNK LINE EVALUATION	Number:	CS4

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Water & Sewer
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

CS4, Sanitary Sewer Trunk Line Evaluation, is a project designed to ensure uninterrupted service to our customers; as such, it is necessary to maintain the integrity of the City's sanitary sewer trunk main system. The majority of this system, which conveys sewage from the City collection system to Fairfax County's Noman Cole Wastewater Treatment Plant, is in excess of 30-years old. Over time, normal daily operation results in deterioration of the pipe interior. This project provides for inspection and evaluation of the overall trunk main system, for a phased approach to its rehabilitation.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011	$100,000	Class 4	Inspection and evaluation - phase 1
2012	100,000	Class 4	Inspection and evaluation - phase 2
2013			
2014	200,000	Class 4	Rehabilitation
2015			
2016			
Total	$300,000		
>2017	$1,000,000		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Sewer Fund			

Origin of Project		Change from Previous CIP	
☐	City Council	☑	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments:

PROJECT INFORMATION

Project Name:	**CHEMICAL FACILITIES UPGRADE**	**Number:**	**WTP11**

Comprehensive Plan Element

☐	**Public Service and Facilities**	☑	**Water & Sewer**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☐	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

WTP11 was first introduced in Fiscal Year 2011 as four projects; WTP 4,5,6, and 10. These projects are combined as one project to be accomplished under the Utilities' Phase 2 Bonding Program. Work will include replacing the raw water pumping station; rehabilitation of one or both of the high service pumping stations (cost feasibility pending); replacing chemical storage and feed facilities, as well as related architectural and interior upgrades/reconfigurations to the main building, and modernizing the instrumentation and control technology.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011			
2012	$6,300,000	Class 5	Completion & installation of Phase 1 facilities
2013	5,900,000	Class 5	
2014			
2015			
2016			
Total	**$12,200,000**		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water Bond		2 FTE	

Origin of Project		Change from Previous CIP	
☐	**City Council**	☐	**No Change**
☐	**Board/Commission**	☐	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☑	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments: **Code Enforcement; Fire Department**

PROJECT INFORMATION

Project Name:	RESIDUALS MANAGEMENT - DEWATERING SYSTEM	Number:	WTP9

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Water & Sewer
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

WTP9, Residuals Management, is to assess our ability to financially sustain the use of a lagoon system in combination with hauling residual solids to landfill. Currently, the City employs the lagoon system to settle solids produced by the water treatment process. This results in capturing the solids prior to discharging the overflow to Goose Creek under a Virginia Permit Program. The resulting solids captured are trucked from the site and delivered to landfill. The high annual cost of trucking is the result of transporting a large amount of water with the solids. Use of a modern, mechanical dewatering system to reduce the water content will be evaluated to ascertain if such a new system will be cost efficient for the City.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011			
2012	$200,000	Class 5	Feasibility assessment
2013			
2014			
2015			
2016			
Total	**$200,000**		
>2017	$3,800,000		If mechanical dewatering feasible

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water Bond			

Origin of Project		Change from Previous CIP	
☐	City Council	☑	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments:

PROJECT INFORMATION

Project Name:	**WATER STORAGE REPAIR AND REPLACEMENT**	**Number:**	**WS99**

Comprehensive Plan Element

☐	**Public Service and Facilities**	☑	**Water & Sewer**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☐	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

WS99, Water Storage Repair and Replacement Program, is a program that is intended to protect the integrity of the City's potable water storage tanks and access ways through an inspection and rehabilitation program. This on-going program is part of the overall water system infrastructure maintenance program. The annual cost covers all necessary work at the City's water storage facilities, including inspection, repair and repainting of the tanks, as required.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011	$240,000	Class 3	Continuation of WS facility maintenance program & asphalt repairs
2012	160,000	Class 3	Continuation of WS facility maintenance program
2013	270,000	Class 3	Facility maintenance program & purchase of two altitude valves
2014	170,000	Class 3	Continuation of WS facility maintenance program
2015	180,000	Class 3	Continuation of WS facility maintenance program
2016	180,000	Class 3	Continuation of WS facility maintenance program
Total	**$960,000**		
>2017	$220,000		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water Fund			

Origin of Project		Change from Previous CIP	
☐	**City Council**	☑	**No Change**
☐	**Board/Commission**	☐	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☐	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments:

PROJECT INFORMATION

Project Name:	AUTOMATED METER READING	Number:	DS1

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Water & Sewer
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

DS1, Automated Meter Reading (AMR), allows for the automatic collection of consumption from both residential and commercial properties. This method of collection is highly efficient resulting in time saved, both in collection and in percentages of re-reads. The mobile system works through radio frequency and allows personnel to collect data throughout the City by driving through the area they are attempting to collect. Additionally, this technology is the current industry standard for data collection. AMR allows for crucial consumption statistics to improve information technology.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011	$680,000	Class 3	Purchase and installation of automated meters
2012	680,000	Class 3	Purchase and installation of automated meters
2013	680,000	Class 3	Purchase and installation of automated meters
2014	680,000	Class 3	Purchase and installation of automated meters
2015	680,000	Class 3	Purchase and installation of automated meters
2016			
Total	$2,720,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water Bond			

Origin of Project		Change from Previous CIP	
☐	City Council	☑	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: INFORMATION TECHNOLOGY; FINANCE

PROJECT INFORMATION

Project Name:	**GEOGRAPHIC INFORMATION SYSTEM (GIS)**	**Number:**	**DS3**

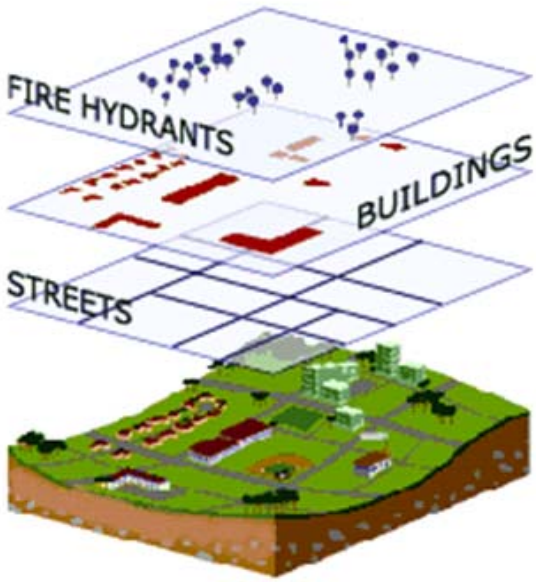
Comprehensive Plan Element

☐	**Public Service and Facilities**	☑	**Water & Sewer**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☐	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

DS3, Geographic Information System (GIS), captures, stores, analyzes, manages, and presents data that is linked to water distribution and storage locations within the City's water service area. The GIS System includes mapping software and its application to the storage of data for each water pipeline, hydrant, storage tank. These data, called "attributes", will describe the materials, data of construction, repairs and activities associated with each asset. The GIS System will include mapping, location of assets, and maintenance activities. Data is captured in the field using a Global Positioning System (GPS) handheld unit and stored in the City's software program.

Picture:



Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011	$50,000	Class 5	Pilot program and software rights
2012	50,000	Class 5	Phase 1 data collection
2013	200,000	Class 5	Phase 2 data collection
2014			
2015			
2016			
Total	**$250,000**		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water Bond			

Origin of Project		Change from Previous CIP	
☐	**City Council**	☑	**No Change**
☐	**Board/Commission**	☐	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☐	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments: **INFORMATION TECHNOLOGY**

PROJECT INFORMATION

Project Name:	**TRANSMISSION MAIN REPAIR AND REPLACEMENT**	**Number:**	**DS4**

Comprehensive Plan Element

☐	**Public Service and Facilities**	☒	**Water & Sewer**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☐	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

DS4, Transmission Main Repair and Replacement, is a project intended to ensure the uniterrupted transmission of potable water from the Water Treatment Plant in Loudoun County to City of Fairfax water customers. It is necessary to maintain the integrity of the transmission main; a single pipeline. The City's transmission main is concrete and approximately 50 years old, and as with all aging pipelines, it's structural integrity must be investigated through leak detection procedures. This project provides for the investigation and evaluation of the transmission system, for a phased approach to its rehabilitation.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011	$50,000	Class 5	Engineering and evaluation - phase 1
2012	100,000	Class 5	Engineering and evaluation - phase 2
2013	350,000	Class 5	Investigation; may accelerate.
2014			
2015			
2016			
Total	**$450,000**		
>2017	$3,000,000		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water Bond			

Origin of Project		Change from Previous CIP	
☐	**City Council**	☒	**No Change**
☐	**Board/Commission**	☐	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☒	**Staff**	☐	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments:

PROJECT INFORMATION

Project Name:	DISTRIBUTION SYSTEM VEHICLE REPLACEMENT	Number:	DS99v

Comprehensive Plan Element

☐	Public Service and Facilities	☒	Water & Sewer
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

DS99v, Distribution System Vehicle Replacement, provides for the replacement of vehicles and equipment for the distribution system maintenance division. It is necessary to replace items, which are worn and require extensive maintenance. This also provides safe equipment for operations.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011	$170,000	Class 3	Scheduled vehicle replacement
2012	100,000	Class 3	Scheduled vehicle replacement
2013	30,000	Class 3	Scheduled vehicle replacement
2014	70,000	Class 3	Scheduled vehicle replacement
2015	170,000	Class 3	Scheduled vehicle replacement
2016	90,000	Class 3	Scheduled vehicle replacement
Total	**$460,000**		
>2017	$2,300,000		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water Bond			

Origin of Project		Change from Previous CIP	
☐	City Council	☒	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☒	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: FLEET MAINTENANCE

PROJECT INFORMATION

Project Name:	**DISTRIBUTION SYSTEM R&R PROGRAM**	**Number:**	**DS99**

Comprehensive Plan Element

☐	**Public Service and Facilities**	☑	**Water & Sewer**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☐	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

DS99, Distribution System Repair and Replacement Program, is for the replacement of aging water mains, as determined by staff. By researching water break reports, staff identifies water mains that have aged to a point where replacement is more cost effective than maintenance.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2011	$1,750,000	Class 5	Water Main Replace - Sager Ave; Main St; Maple to Pickett
2012	610,000	Class 5	Water Main Replace - Main St; Pickett to Prince Wlm
2013	180,000	Class 5	Water Main Replace - Main Street; Rt 123 to East St
2014	300,000	Class 5	Water Main Replace - Rt 50; Rebel Run to bridge
2015	160,000	Class 5	Water Main Replace - Rt 50; FFX Racket Club to Rebel Run
2016			
Total	**$1,250,000**		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water Bond			

Origin of Project		Change from Previous CIP	
☐	**City Council**	☑	**No Change**
☐	**Board/Commission**	☐	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☐	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments: **PUBLIC WORKS**

PROJECT INFORMATION

Project Name: BRICK SIDEWALK MAINTENANCE

Comprehensive Plan Element

☐	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☑	Community Appearance	☑	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This project provides funds to contract the repair of brick sidewalks and crosswalks. There are approximately 134,000 square feet of brick sidewalk in the city and 13,000 square feet of brick crosswalk. Since the first brick sidewalks were installed in the mid-1970's, this program has been necessary to properly maintain the sidewalks.

FY12:
- Main St (south side, between Chain Bridge Rd and University Dr,1,200 sq ft)
- Chain Bridge Rd (east side, between Sager Ave and Judicial Dr, 1,200-1,500 sq ft)
- Sager Ave (from Chain Bridge Rd to Barbour Dr, 700-1,200 sq ft)
- Armstrong St (between Chain Bridge Rd and University Dr, 1,500-2,000 sq ft)

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2011	$80,000	Brick sidewalk repair
2012	80,000	Brick sidewalk repair
2013	80,000	Brick sidewalk repair
2014	80,000	Brick sidewalk repair
2015	80,000	Brick sidewalk repair
2016	80,000	Brick sidewalk repair
Total	$400,000	
>2017	$80,000	Brick sidewalk repair

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☑	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Street Division

PROJECT INFORMATION

Project Name: CURB, GUTTER AND SIDEWALK MAINTENANCE

Comprehensive Plan Element

☐	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☑	Community Appearance	☑	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This project provides funds for the city's contractual curb, gutter, sidewalk and driveway entrance replacement program. The city maintains about 165 miles of curb and gutter; 165 miles of sidewalk; 7,100 driveway entrances and 900 handicap ramps. The work is scheduled to proceed the overlaying of the city's streets. This project also provides for the repair of the granite curb located in Old Town Fairfax.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2011	$160,000	Curb, gutter, sidewalk repairs
2012	350,000	Curb, gutter, sidewalk repairs
2013	400,000	Curb, gutter, sidewalk repairs
2014	400,000	Curb, gutter, sidewalk repairs
2015	400,000	Curb, gutter, sidewalk repairs
2016	400,000	Curb, gutter, sidewalk repairs
Total	$1,950,000	
>2017	$400,000	Curb, gutter, sidewalk repairs

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☑	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Street Division

PROJECT INFORMATION

Project Name: STREET REPAVING

Comprehensive Plan Element

☐	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☑	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

These funds are necessary to repave city streets. Periodic overlays are required to maintain the city's road system. Funding also includes the following items that are completed in conjunction with the paving work:

- Replace pavement markers & loop detectors
- Manhole adjustment rings
- Crack sealing
- Line striping
- Geofextile fabric
- Pavement Evaluation

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011	$1,000,000	Street repaving and associated work
2012	1,000,000	Street repaving and associated work and consultant services
2013	1,700,000	Street repaving and associated work and consultant services
2014	1,700,000	Street repaving and associated work and consultant services
2015	1,700,000	Street repaving and associated work and consultant services
2016	1,700,000	Street repaving and associated work and consultant services
Total	$7,800,000	
>2017	$1,700,000	Street repaving and associated work and consultant services

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☑	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Street Division

PROJECT INFORMATION

Project Name: CITYWIDE CROSSWALK RECOATING

Comprehensive Plan Element

☑	**Public Service and Facilities**	☐	**Environment**
☐	**Economy**	☐	**Housing**
☑	**Community Appearance**	☑	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

This project provides for resurfacing of the 31 brick pattern crosswalks (6 crosswalks per year) thoughout the city. Due to the high volume of traffic, this project will ensure that the crosswalks stay visible and safe for pedestrians.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2011	$22,000	Recoat crosswalks - various locations
2012	26,000	Recoat crosswalks - various locations
2013	26,000	Recoat crosswalks - various locations
2014	26,000	Recoat crosswalks - various locations
2015	26,000	Recoat crosswalks - various locations
2016	26,000	Recoat crosswalks - various locations
Total	$130,000	
>2017	$26,000	Recoat crosswalks - various locations

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	**City Council**	☑	**No Change**
☐	**Board/Commission**	☐	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☐	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments: Public Works, Street Division

PROJECT INFORMATION

Project Name: KAMP WASHINGTON SPOT IMPROVEMENTS

Comprehensive Plan Element

☐	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☑	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This project will improve the intersection by replacing span wire with mast arm traffic signals. Also included is the widening of Lee Highway from Kamp Washington to Jermantown Road on the north side to three lanes, as well as proposed medians and sidewalks where feasible.

All efforts will be made to coordinate the proposed streetscape with the Fairfax Boulevard Master Plan.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$750,000	Right-of-way acquisition
2013	4,125,000	Construction
2014		
2015		
2016		
Total	$4,875,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Federal	$0	0	$2,965,000

Origin of Project		Change from Previous CIP	
☑	City Council	☑	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☐	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Transportation

PROJECT INFORMATION

Project Name: CITY FACILITY REPAIRS TO PARKING LOTS AND PEDESTRIAN WALKWAYS

Comprehensive Plan Element

☑	**Public Service and Facilities**	☐	**Environment**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☐	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

This project will correct deteriorating city property infrastructure that supports vehicular and pedestrian traffic.

FY12 - City Hall rear parking lot trash pad area - replace asphalt with concrete ($40,000).
FY13 - City Hall front entrance concrete steps ($40,000).
FY14 - Overlay Old Town Hall downtown gravel parking lot ($30,000).
FY15 - City Hall asphalt parking lot repairs ($30,000).
FY16 - Property Yard asphalt repairs ($40,000).

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$40,000	Repair City Hall asphalt trash pad w/concrete
2013	40,000	Repair City Hall front entrance concrete steps
2014	30,000	Overlay Old Town Hall gravel parking lot
2015	30,000	Repair City Hall asphalt parking lot
2016	40,000	Repair Property Yard asphalt
Total	$180,000	
>2017	$40,000	Repair Green Acres asphalt

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	**City Council**	☐	**No Change**
☐	**Board/Commission**	☐	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☑	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments: Public Works, Street Division

PROJECT INFORMATION

PROJECT NAME: NORTHFAX STORM DRAINAGE

Comprehensive Plan Element

☐	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☒	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

In order to reduce the flooding at the intersection of Routes 50 and 123, a storm sewer system serving the Route 50 corridor from the northwest corner of Routes 50 and 123 to Eaton Place will be replaced. The intersection of Routes 50 and 123 will also be improved. The estimated cost of the project is $12,000,000 of which $11,281,000 has previously been allocated.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2011	$2,000,000	Engineering and design
2012	2,000,000	ROW acquisition
2013	2,500,000	ROW acquisition and utility relocation
2014	2,000,000	Construction
2015	3,500,000	Construction
2016		
Total	$10,000,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
RSTP/Federal	$0	0	$0

Origin of Project		Change from Previous CIP	
☒	City Council	☐	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☒	Decrease in Amount
☐	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Transportation

PROJECT INFORMATION

Project Name: BRIDGE MAINTENANCE

Comprehensive Plan Element

☐	**Public Service and Facilities**	☐	**Environment**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☑	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

This project provides for the assessment of the wearing surface of the bridge deck on bridge #1800 Fairfax Blvd over Accotink Creek 0.1 miles west of Draper Drive, and the replacement of the expansion joint seals on three city bridges: Pickett Road over the Accotink, Old Lee Highway over the Accotink and Fairfax Boulevard over the Accotink.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$25,000	Evaluate wearing surface on bridge deck of bridge #1800
2013	25,000	Replace of bridge expansion joint seal Pickett Road over Accotink
2014	25,000	Replace of bridge expansion joint seal Old Lee Hwy over Accotink
2015	25,000	Replace of bridge expansion joint seal Fairfax Blvd over Accotink.
2016		
Total	$100,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	**City Council**	☐	**No Change**
☐	**Board/Commission**	☐	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☑	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments: Public Works, Admin & Eng

PROJECT INFORMATION

Project Name: PLANTATION PKY & STAFFORD DR GUARDRAIL AND SAFETY FENCE

Comprehensive Plan Element

☐	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☑	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This project provides for the installation of160 feet of W beam guardrail and 160 feet of 42 inch 3 rail safety fence on Plantation Parkway and 350 feet of W beam guardrail and 350 feet of 42 inch 3 rail safety fence on Stafford Drive at the box culvert crossing. To provide safety from the existing ten feet plus drop-off at the box culvert entrances on both streets.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$25,000	Installation of guardrail and safety fence
2013	25,000	Installation of guardrail and safety fence
2014		
2015		
2016		
Total	$50,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☑	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Admin & Eng

PROJECT INFORMATION

Project Name: GEORGE MASON BOULEVARD STREETSCAPE AND MINI PARK

Comprehensive Plan Element

☐	**Public Service and Facilities**		☐	**Environment**
☐	**Economy**		☐	**Housing**
☐	**Community Appearance**		☒	**Transportation**
☐	**Land Use**		☐	**Other City Plan/Policy**

Statement of Need:

This project will install a security fence and plant additional trees along George Mason Boulevard between Armstrong Street and School Street. In addition this project will build a park along School Street between University Drive and Mason Oaks Court/Trowbridge Place. A driveway will also be built for the property located at 2401 University Drive.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$100,000	Preliminary engineering and design
2013	200,000	ROW, utility relocation, construction
2014		
2015		
2016		
Total	$300,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Federal	$0	0	$0

Origin of Project			Change from Previous CIP	
☒	**City Council**		☐	**No Change**
☐	**Board/Commission**		☐	**Increase in Amount**
☐	**Citizen/Civic Association**		☐	**Decrease in Amount**
☐	**Staff**		☒	**New Project**
☐	**Other:**		☐	**Other:**

User/Coordinating Departments: Public Works, Transportation

PROJECT INFORMATION

Project Name: CHAIN BRIDGE ROAD & EATON PLACE INTERSECTION IMPROVEMENTS

Comprehensive Plan Element

☐	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☒	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This project proposes to provide direct access from Willow Crescent Drive to Chain Bridge Rd north of Eaton Place. This will reduce the volume of traffic accessing this intersection and improve the overall efficiency of this intersection. In addition the traffic signals will be replaced with mast arms.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$300,000	Preliminary engineering
2013		
2014		
2015		
2016		
Total	$300,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Federal	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☒	Staff	☒	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Transportation

PROJECT INFORMATION

Project Name: ADVANCED SIGNAL DETECTOR

Comprehensive Plan Element

☐	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☑	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

As traffic congestion increases and becomes more complex, the monitoring and management task expands. The City intends to remove in-ground inductive detection loops where possible, and replace them with video and advanced wireless detection units as those become more accurate and more reliable. A recent wireless sensor detector system installation was very successful and staff intends to expand on the use. This project is proposed to install advanced detection units at 2 or 3 intersections per year, at a cost of $15,000 - $25,000 per intersection. Targeted locations will be those of recurring detection issues and outdated equipment.

Also required annually is $20K for repair and replacement of existing in-ground detector systems (loops).

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011	$20,000	In-ground repair/replace ($20K) (Loops only)
2012	$36,500	Advanced detectors at 2 int. ($50K): In-ground repair/replace ($20K)
2013	50,000	Advanced detectors at 2 int. ($30K): In-ground repair/replace ($20K)
2014	50,000	Advanced detectors at 2 int. ($30K): In-ground repair/replace ($20K)
2015	50,000	Advanced detectors at 2 int. ($30K): In-ground repair/replace ($20K)
2016	50,000	Advanced detectors at 2 int. ($30K): In-ground repair/replace ($20K)
Total	$236,500	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☑	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Transportation

PROJECT INFORMATION

Project Name: REFURBISHING EXISTING TRAFFIC SIGNAL INTERSECTIONS

Comprehensive Plan Element

☐	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☑	Community Appearance	☑	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This project is to continue to upgrade the city's signalized intersections that have exceeded their life expectancy. Intersections will be upgraded with new signal heads, wiring, span cable (if necessary), controller cabinets, detector loops/video, signs, service disconnect box and pole painting (if necessary). All materials will be purchased by the city, and all civil engineering work will be performed by city staff or an outside contractor. In-house staff will be responsible for the termination of all field wires into controller cabinets and programming of all controller units.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		Refurbish Fairfax Boulevard & Oak Street signal
2012	$35,000	Refurbish Main Street & Oak Street signal
2013	120,000	Refurbish Fairfax Boulevard & Draper Road signal (mast arms)
2014	40,000	Refurbish Fairfax Boulevard & Eaton Drive signal (span)
2015	30,000	Refurbish Pickett Road & Old Pickett Road signal
2016		
Total	$225,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☑	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Transportation

PROJECT INFORMATION

Project Name: FIBER OPTIC SPLICING EQUIPMENT

Comprehensive Plan Element

☐	Public Service and Facilities	☐	Environment
☑	Economy	☐	Housing
☐	Community Appearance	☑	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

Funds are requested for the purchase of a fiber optic splicing unit and equipment that will be necessary to repair fiber optic signal communications upon completion of the communications mode changeover in 2010. Several staff members are already trained in the use of the equipment and, by having the equipment in-house, staff will be able to avoid the high costs and delays often associated with fiber optic repairs through contractors. This machine will allow for quicker emergency repairs of signals.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$27,000	Purchase fiber optic splicing equipment
2013		
2014		
2015		
2016		
Total	$27,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$200	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☑	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Transportation

PROJECT INFORMATION

Project Name: STREET DIVISION SAFETY EQUIPMENT

Comprehensive Plan Element

☐	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☑	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This request is for safety equipment.
This safety trailer allows crew to continue to work within a safe work zone in an active roadway. The trailer is pulled behind a crew truck and stationed behind the work zone. It will absorb any oncoming vehicle impact, thus not sending any equipment into the work zone.
Operating Cost(s): Maintenance

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$30,000	Safety Trailer
2013		
2014		
2015		
2016		
Total	$30,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$100	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☑	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Street Division

PROJECT INFORMATION

Project Name: EMERGENCY POWER BATTERY BACKUP SYSTEM

Comprehensive Plan Element

☐	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☑	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This system will provide our traffic signals with immediate non-interruptive power transition from normal electrical service to emergency battery backup power when power is lost, and then immediately transition back to normal electrical service once that is restored. These systems will limit the need for police officers to respond to and direct traffic at intersections that have lost electrical power and increase their availability for other functions during power disruption emergencies. Presently, it takes up to an hour for staff to respond to a power outage with a generator, another two to three hours of staff time to monitor the generator while under emergency power, and then additional time to return generators to storage.

Operating Cost(s): Preventative maintenance at approx $250/year each. No dedicated staffing.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$25,000	Provide and install battery backup system at 5 intersections
2013	75,000	Provide and install battery backup system at 15 intersections
2014	50,000	Provide and install battery backup system at 10 intersections
2015	50,000	Provide and install battery backup system at 10 intersections
2016	25,000	Provide and install battery backup system at 5 intersections
Total	$225,000	
>2017	$50,000	Provide and install battery backup system at 10 intersections

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	$2,500	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☑	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Transportation

PROJECT INFORMATION

Project Name: RADIO SYSTEM REPLACEMENT

Comprehensive Plan Element

☑	**Public Service and Facilities**	☐	**Environment**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☑	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

This project provides for the replacement of the Public Works Department and the CUE Bus 2-way Radio system. The present radio system is approximatly 15 years old. The FCC has established new rules requiring all 2-way radios system that are presently working on a wide band (25 kHz) system to change to a narrow band (12.5 kHz) system by January 1, 2013. The existing radio system is not capable with a 12.5 kHZ system. To have the system in place by the January 1, 2013 deadline, it is necessary to hire the consultant and begin work on this project in FY 2012.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$25,000	Radio consultation Fee; Replace 2-way Radio System
2013	25,000	Radio consultation Fee; Replace 2-way Radio System
2014		
2015		
2016		
Total	$50,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	**City Council**	☐	**No Change**
☐	**Board/Commission**	☐	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☑	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments: Public Works, Operations

STORMWATER FUND

FUNCTION: Stormwater Fund
DEPARTMENT:
DIVISION OR ACTIVITY:

Budget Comments:

The FY 2012 Budget notes a dedicated one half cent on the City's real estate tax rate for the Storm water Fund. These funds will be used as part of the City's plan to address aging infrastructure and pending regulations from the federal government. One half cent on the tax rate will generate approximately $390,000 in the first year. A series of projects are scheduled to be funded by these monies and are noted in the accompanying pages of this section.

City of Fairfax, Virginia
FY 2012 Stormwater Fund
Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Fund Balance - Beginning	**$471,210**	**$471,210**	**$627,689**	**$157,689**
Revenues				
Transfer From General Fund	$0	$0	$130,000	$260,000
Transfer In - Other Financing Sources	175,544			
Intergovernmental	30,499	0	0	0
Total Revenues	**$206,043**	**$0**	**$130,000**	**$260,000**
Expenses				
Capital Projects	$49,564	$300,000	$600,000	$390,000
Total Expenses	**$49,564**	**$300,000**	**$600,000**	**$390,000**
Fund Balance - Ending	**$627,689**	**$171,210**	**$157,689**	**$27,689**

PROJECT INFORMATION

Project Name: REPLACEMENT OF FAILING GALVANIZED STORM DRAINAGE SYSTEMS

Comprehensive Plan Element

☑	**Public Service and Facilities**	☑	**Environment**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☐	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

This project provides for the contract replacement of the city's galvanized storm drain systems. The following systems have failed creating sinkholes and hazards. The failing systems would be replaced with HDPE pipe and new structrues.

FY12 - Main St. and Maple Ave., 300' ($30,000)
FY13 - Sager Ave. and Barbour Dr., 40' ($75,000)
FY14 - Peterson St., 100' ($50,000)
FY15 - Westmore subdivision ($30,000)
FY16 - Fairfax Heights subdivision ($30,000)

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2011	$29,000	Replace galvanized storm drain at Hill Street and Howerton Ave
2012	30,000	Replace galvanized storm drain at Main St & Maple Ave
2013	75,000	Replace galvanized storm drain at Sager Ave & Barbour Dr
2014	50,000	Replace galvanized storm drain at Peterson St
2015	30,000	Replace galvanized storm drain in Westmore subdivision
2016	30,000	Replace galvanized storm drain in Fairfax Heights subdivision
Total	$215,000	
>2017	$30,000	Replace galvanized storm drain

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Stormwater Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	**City Council**	☐	**No Change**
☐	**Board/Commission**	☑	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☐	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments: Public Works, Street Division

PROJECT INFORMATION

Project Name: VIDEO INSPECTION OF STORM LINES

Comprehensive Plan Element

☑	**Public Service and Facilities**	☑	**Environment**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☐	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

This project is needed to ensure that the aging 300,000 linear feet of storm line infrastructure is visually inspected. The city's storm system will be divided and documented over a twenty-year period. The documented information will provide records for future maintenance issues and identify.

FY12 - Westmore, Fairfax Heights ($125,000)
FY13 - Green Acres, Maple Hill, Ardmore, Layton Hall ($140,000)
FY14 - Fairview, Fairchester, Providence ($130,000)
FY15 - Mosby Woods ($185,000)
FY15 - Country Club Hills, Cobbdale, Little River Hills, Autumn Woods ($170,000)

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$125,000	TV storm system
2013	140,000	TV storm system
2014	130,000	TV storm system
2015	185,000	TV storm system
2016	170,000	TV storm system
Total	$750,000	
>2017	$180,000	TV storm system

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Stormwater Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	**City Council**	☐	**No Change**
☐	**Board/Commission**	☐	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☑	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments: Public Works, Street Division

PROJECT INFORMATION

Project Name: STORM DRAINAGE MAINTENANCE

Comprehensive Plan Element

☒	**Public Service and Facilities**	☒	**Environment**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☐	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

This project provides for contract maintenance and repair of the city's storm drainage system to ensure these facilities function properly. Maintenance consists of flushing storm sewer pipes, cleaning out and re-parging drainage structures, and repairing the tops of the drainage structures. The city maintains 1,800 structures and 300,000 linear feet of storm pipe. The scope of this project has increased to include contract maintenance of the storm drainage outfalls to ensure these facilities are properly cleaned yearly and that drainage issues due to blockage don't occur. Maintenance typically consists of outfall rebuilding, creek/slope stabilization, blockage removal of trees and debris, and reconstruction of concrete ditch lines.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2011	$70,000	Storm drainage maintenance
2012	80,000	Storm drainage maintenance
2013	90,000	Storm drainage maintenance
2014	100,000	Storm drainage maintenance
2015	100,000	Storm drainage maintenance
2016	100,000	Storm drainage maintenance
Total	$470,000	
>2017	$100,000	Storm drainage maintenance

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Stormwater Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	**City Council**	☐	**No Change**
☐	**Board/Commission**	☒	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☒	**Staff**	☐	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments: Public Works, Street Division

PROJECT INFORMATION

Project Name: STORM SEWER LINING REHABILITATION

Comprehensive Plan Element

☑	**Public Service and Facilities**	☑	**Environment**
☐	**Economy**	☐	**Housing**
☐	**Community Appearance**	☐	**Transportation**
☐	**Land Use**	☐	**Other City Plan/Policy**

Statement of Need:

This project is necessary to extend the life of the storm sewer lines. As concrete storm sewer linings age and deteriorate, sections can collapse and lose capacity. To prevent this, a plastic liner is installed on the inside wall of the pipe.

Approximate cost for liners:
15" pipe @$50/linear foot
18" pipe @$65/linear foot
Costs include mobilization, pre TV inspection, heavy cleaning, post TV inspection, and linear installation.

FY12 - Duncan St from Carol St to Tedrich Blvd ($40,000)
FY13 - Berritt St/Darby St intersection ($50,000)
FY14 - Embassy Lane from Old Lee Hwy to Colony Rd ($50,000)
FY15 - Westmore subdivision ($50,000)
FY16 - Fairfax Heights subdivision ($50,000)

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2011	$25,000	Reline storm sewers
2012	40,000	Reline storm sewers
2013	50,000	Reline storm sewers
2014	50,000	Reline storm sewers
2015	50,000	Reline storm sewers
2016	50,000	Reline storm sewers
Total	$240,000	
>2017	$50,000	Reline storm sewers

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Stormwater Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	**City Council**	☐	**No Change**
☐	**Board/Commission**	☑	**Increase in Amount**
☐	**Citizen/Civic Association**	☐	**Decrease in Amount**
☑	**Staff**	☐	**New Project**
☐	**Other:**	☐	**Other:**

User/Coordinating Departments: Public Works, Street Division

PROJECT INFORMATION

Project Name: STORM SEWER REPLACEMENT UNIVERSITY DRIVE

Comprehensive Plan Element

☑	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This project is necessary to replace the existing corrugated metal storm pipe along University Dr. and Main St. that has severely deteriorated and is in need of replacement. The current system is causing businesses downtown to flood during heavy rainstorms. The project is to replace:

- 500 feet of 15" storm pipe
- 450 feet of 18" storm pipe
- modify 10 existing storm structures

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2011	$50,000	Design replacement for deteriorated storm drainage system
2012	65,000	Replace deteriorated storm drainage system, Phase I
2013	235,000	Replace deteriorated storm drainage system, Phase II
2014	150,000	Replace deteriorated storm drainage system, Phase III
2015		
2016		
Total	$450,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Stormwater Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☑	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Street Division

PROJECT INFORMATION

Project Name: BURKE STATION ROAD IMPROVEMENTS

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	Economy	☐	Housing
☑	Community Appearance	☑	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

This project provides for the design of storm drainage and concrete curb along the west side (FY12, $50,000) and installation of curb and gutter with storm pipe along the west side of Burke Station Road from Main Street to Stoughton Road (FY13, $350,000). The ditch line is a vehicular hazard and causes flooding issues for the local businesses. This project will be phased over three years.

Project will include:

- 600' of 18" storm pipe
- 5 storm structures
- Concrete curb from Main St. to Barbara Ann
- 15 concrete driveway aprons
- Asphalt wedge above storm pipe installation
- 3 speed humps
- 2 crosswalks
- line striping

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011		
2012	$50,000	Design of concrete curb along west side
2013	350,000	Storm drainage improvements, installation of curb/gutter, and paving
2014		
2015		
2016		
Total	$400,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Stormwater Fund	$0	0	$0

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☑	Increase in Amount
☑	Citizen/Civic Association	☐	Decrease in Amount
☐	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Public Works, Street Division

CABLE GRANT FUND

City of Fairfax, Virginia
FY 2012 Cable Fund
Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adotped
Revenues				
Cable TV	$185,723	$165,400	$200,000	$200,000
Total Revenues	**$185,723**	**$165,400**	**$200,000**	**$200,000**
Expenses				
Cable TV Equipment	$72,144	$100,000	$100,000	$125,000
Total Expenses	**$72,144**	**$100,000**	**$100,000**	**$125,000**
Fund Balance - 6/30	**$85,447**	**$108,675**	**$185,447**	**$275,000**

PROJECT INFORMATION

Project Name: CABLE TV EQUIPMENT

Comprehensive Plan Element

☑	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

As part of the franchise agreements with Cox Communications and Verizon, the City will receive approximately $200,000 annually in the form of grant monies for the purchase of cable-related equipment and facilities. In the current year, funds are being used to upgrade existing editing equipment. Future funds will be used to to upgrade City Hall Control Room, Council Chambers and meeting room to High Definition; to enhance the remote PEG sites (Old Town Hall and 4 City schools); to add PEG sites at the Sherwood Community Center and Police Station; to upgrade ENG equipment; to provide an additional editing station and to upgrade equipment in the mobile studio. These funds may also be used to repair or replace any essential equipment.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2011	$100,000	Upgrade Editing Station, replacement of essential equipment
2012	125,000	Enhancements to remote PEG sites
2013	100,000	New ENG equipment
2014	350,000	Upgrade City Hall Control Room to High Definition
2015	175,000	Add new PEG sites, add second Editing Station
2016	150,000	Upgrades to Mobile Studio
Total	$900,000	
>2016	$360,000	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Cable Capital Grant Fund	$0.00	0	$0.00

Origin of Project		Change from Previous CIP	
☐	City Council	☐	No Change
☐	Board/Commission	☐	Increase in Amount
☐	Citizen/Civic Association	☐	Decrease in Amount
☑	Staff	☐	New Project
☐	Other:	☐	Other:

User/Coordinating Departments: Community Relations / Cable TV

OLD TOWN SERVICE DISTRICT

FUNCTION: Old Town Service District
DEPARTMENT:
DIVISION OR ACTIVITY:

BUDGET COMMENTS:
The City Council established the Old Town Service District in 2000 which levies special assessment taxes against properties located in Old Town Fairfax. The special district tax rate is 6 cents per $100 of assessed value of real property and improvements. Taxes collected pursuant to this ordinance are levied for and used to provide additional government services not being offered uniformly throughout the entire City including, but not limited to, economic and business development and promotional activities intended to foster business retention; business recruitment and developer recruitment; physical improvements to public facilities which are unique to the downtown area; and planning for the acquisition and development of public spaces needed for the downtown area. Facility improvements in the Old Town Service District include, but are not limited to, the construction of a new library, the undergrounding of overhead utility lines and road improvements throughout the Old Town Service District.

Annual debt service cost relating to the financing of the new library (principal debt of approximately $23 million) is offset by reallocating payments due for library operating costs (due to the County of Fairfax) from the County of Fairfax to the financing institution. As is the case with the original library, the new library (replacing the original library) is owned and operated by the County of Fairfax. However, because of the library's location in the heart of the City of Fairfax, the City will be a major beneficiary. The new City Library opened in January of 2008.

Financing of the Old Town Service District's undergrounding of overhead utility lines and road improvements (totaling approximately $16 million) is supported by revenue generated from the Old Town District special assessment and increased revenues realized and anticipated from the redevelopment of the downtown area.

City of Fairfax, Virginia
FY 2012 Old Town Service District
Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adopted
Fund Balance - Beginning	**$9,037,740**	**$3,559,988**	**$7,645,973**	**$4,006,511**
Revenues				
Transfer from General Fund	$796,852	$293,350	$213,876	$213,876
Use of Money & Property	7,403	0	0	0
Transfer Out	(1,757)	0	0	0
Total Revenues	**$802,498**	**$293,350**	**$213,876**	**$213,876**
Expenses				
Old Town Redevelopment	$2,194,265	$3,853,338	$3,853,338	$4,220,387
Total Expenses	**$2,194,265**	**$3,853,338**	**$3,853,338**	**$4,220,387**
Fund Balance - Ending	**$7,645,973**	**$0**	**$4,006,511**	**$0**

COMMERCIAL PROPERTY TAX / TRANSPORTATION FUND

FUNCTION: Commercial Property Tax/Transportation Fund
DEPARTMENT:
DIVISION OR ACTIVITY:

Budget Comments:

The City Council established the Commercial Property Tax/Transportation Fund as part of the FY 2010 Adopted Budget, which levied an additional 8 cents per $100 of assessed value on all commercial and industrial properties, located in the City of Fairfax. As part of the FY 2011 Adopted Budget, this levy was reduced from 8 cents to 5.5 cents per $100 of assessed value. All residential properties including apartment buildings are excluded from this tax. By approving HB 3202 and HB 2479 the General Assembly authorized Northern Virginia Transportation Authority (NVTA) members to raise revenue, by enacting a local ordinance imposing the additional commercial tax. The revenue collected by the jurisdiction imposing this tax is to be used solely for transportation purposes. Use of the commercial tax revenue is restricted to the following:

- New road construction and associated planning, design, and right-of-way acquisition, including new additions to, expansions, or extensions of existing roads that add new capacity, service, or access;
- New public transit construction and associated planning, design, and right-of-way acquisition, including new additions to, expansions, or extensions of existing public transit projects that add new capacity, service, or access;
- Other capital costs related to new transportation projects that add new capacity, service, or access and the operating costs directly related to the foregoing;
- The issuance costs and debt service on bonds that may be issued to support the capital costs permitted in any of the above bullets.

One penny on the commercial property tax rate is equivalent to approximately $181,000, and the FY 2012 Adopted rate of 5.5 cents per $100 of assessed value generates approximately $998,000 annually.

City of Fairfax, Virginia
FY 2012 Commercial Real Estate Tax Rate Fund
Budget Summary

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Adotped
Fund Balance - Beginning	**$751,515**	**$2,096,140**	**$1,882,422**	**$2,710,492**
Revenues				
Transfer from General Fund	$1,298,261	$966,000	$1,028,070	$1,028,070
Use of Money & Property	1,224	0	0	0
Total Revenues	**$1,299,485**	**$966,000**	**$1,028,070**	**$1,028,070**
Expenses				
Capital Projects	$168,578	$0	$200,000	$3,738,562
Total Expenses	**$168,578**	**$0**	**$200,000**	**$3,738,562**
Fund Balance - Ending	**$1,882,422**	**$2,400,000**	**$2,710,492**	**$0**

PAY PLAN INFORMATION

Expenditure Object Classification

Position Classification Plan – General

Basic Salary Schedule – General

Position Classification Plan – Police

Basic Salary Schedule - Police

Position Classification Plan – Fire

Basic Salary Schedule - Fire

EXPENDITURE OBJECT CLASSIFICATION
CITY OF FAIRFAX, VIRGINIA

The budget detail sheets list individual expenditure objects under each account. The following is a list of expenditure objects and the items usually funded in them:

Expenditure Object		Examples of Items Funded
Salaries		
511105	Salaries, Full-time	Salaries for all full-time City employees.
511110	Salaries, Part-time/Seasonal	Salaries for all part-time/seasonal personnel, and officials.
511115	Salaries, Overtime	Salaries for authorized overtime.
511116	Salaries, Overtime – OP Red	Salaries for authorized overtime.
511130	On-Call Pay	Salaries for authorized overtime.
511135	Holiday Worked	Salaried for authorized overtime.
Fringe Benefits		
512110	Benefits Contribution	The City's contribution to employee fringe benefits program.
512985	Employee Education	Funds for defraying approved, job-related education of City employees.
Purchased Services		
530110	Legal Services	Legal work done for the City.
530111	Audit Services	Audit work done for the City.
530113	Contract Services	Court-appointed attorney fees, physical exams, fiscal agent fees.
530350	Building Maintenance	Heating and cooling contracts, fire extinguisher service, and electrical service.
530351	Equipment Maintenance	Radio maintenance, instrument maintenance, contracted maintenance.
530620	Advertising	Legal advertising and recruitment advertising.
530835	City-County Contract	Charges for service under the General Services Agreement or the School Tuition Contract.

Expenditure Object		Examples of Items Funded
Recovered Costs		
540010	Water and Sewer Allocation	Reimbursement to the General Fund from the Water and Sewer Fund for services rendered such as accounting, bill collection, data processing, etc.
540020	Distributed to Other	Reimbursement to the Motor Pool cost center from other cost centers for vehicle usage.
Internal Services		
540060	Management Fee	Charges for services rendered by the City of Fairfax Government to the Utility Funds.
540102	Vehicle Operations	Cost to operate vehicles assigned to account.
Other Services and Charges		
550110	Public Utilities	Charges for Virginia Power, Washington Gas.
550314	Insurance	Premiums paid on various insurance policies of
550430	Equipment Rental	Xerox rental, teletype rental, temporary heavy equipment rental.
550501	Travel	Transportation and conference registration costs, authorized per diem.
550601	Subsidies/Contributions	Virginia Municipal League dues, contributions to regional agencies for non-capital operating expenses.
550740	Fee Classes/Trips	Payments to instructors for classes/trips.
550760	Rent/Property Tax Relief	Payments for qualified elderly and permanently and totally disabled residents to partially defray rent and taxes.
550807	Other Expenses	Miscellaneous special events such as Halloween, summer concerts, etc.
550806	Other Services	Laundry and dry cleaning costs, postage.
550813	Discretionary Fund	Provides funds for the City Council for special events.
550820	Memberships and Subscriptions	Membership dues in professional organizations, subscriptions to professional publications.

Expenditure Object		Examples of Items Funded
Supplies and Materials		
560110	Office Supplies	Drafting supplies, forms, technical books and other office supplies.
560120	Miscellaneous Equipment	Shop equipment, hand tools.
560210	Janitorial Supplies	Light bulbs, paper, soap.
560351	Repair Parts	Ignition parts, brake pads, filters, repair material.
560352	Fuels and Lubricants	Gas and oil.
560353	Tires and Accessories	Tire, tubes and valve stems.
560410	New Water Meters and Parts	Meters and meter boxes.
560411	Replacement Meters and Parts	Replacement water meters.
560416	Clothing and Uniforms	Clothing allowances, uniforms.
560420	Operating Supplies	Safety equipment, hardware, flares, signal supplies.
560421	Pipe and Accessories	Drain pipe, fittings and copper tubing.
560422	Construction Material	Stone, lumber, bricks.
560423	Asphalt	Hot and liquid asphalt.
560424	Concrete	Concrete and cement.
560430	Operating Material	Manhole castings, steel, hydrants and valves, brass goods.
560435	Soil and Mulch	Nursery material.
560441	Traffic Sign Material	Sign blanks, line material, sign faces.
560501	Chemicals	Sand, fluoride, alum, carbon.

Expenditure Object		Examples of Items Funded
Capital Outlay		
580103	Office Equipment Replacement	Secretarial chairs, calculators, typewriters, etc.
580105	Vehicular Equip. Replacement	Automobiles, dump trucks, pick-up trucks, street sweepers.
580108	Other Capital Equipment	Mobile radios, leaf collectors, lawn mowers, etc.
580203	New Office Equipment	File cabinets, typewriters, desks, calculators.
580205	New Vehicular Equipment	Automobiles, dump trucks, backhoe loaders.
580208	Other Capital Outlay	Items of long duration not otherwise classified.
Capital Construction		
580310	Design & Engineering	Design and engineering for capital construction.
580330	Construction	Construction for capital projects.
580620	Uses from Capital Leases	Principal payments on leases.
Other Uses of Funds		
590105	Bond Principal	Payments toward contracted debt service.
590110	Bond Interest	Payments toward the interest charges on contracted debt.
590125	Interest Expense - Capital Leases	Interest payments on leases

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
GENERAL
FISCAL YEAR 2011-2012

DEPARTMENT HEADS

Assistant City Manager/Finance Director	DEPARTMENT HEAD PAY BAND 86,000-165,000
Chief of Fire & Rescue Services	
Chief of Police	
Director, Community Development & Planning	
Director of Information Technology	
Director of Parks and Recreation	
Director of Public Works	
Director of Utilities	

PROFESSIONAL AND ADMINISTRATIVE	GRADE	SALARY RANGE
Director of Historic Resources	28	81,425-126,317
Personnel Director	28	
Assistant Director of IT	27	77,547-120,302
Division Chief (Planning & Zoning)	27	
Transportation Director	27	
Assistant Director of Finance	26	73,855-114,573
City Engineer	26	
Real Estate Assessment Director	26	
Division Superintendent, Streets	25	70,338-109,117
Division Superintendent, Utilities	25	
Economic Development Manager	25	
*Human Svc. Coord./ADA Comp Officer	25	(33.82-52.46/Hr.)
*Special Projects Engineer/Environmental Specialist	25	
Superintendent of Operations	25	
Assistant Director of Utilities	24	66,988-103,921
Budget Officer	24	
Division Superintendent, Cue Bus	24	
Division Super., Water Treatment Plant	24	
Emergency Management Specialist	24	
Programmer/Systems Analyst	24	
Telecommunications Manager	24	
Web Architect	24	
Benefits & Risk Manager	23	63,798-98,972
Cultural Arts & Marketing Manager	23	
GIS Manager	23	
Planner III	23	
Planner III/Deputy Zoning Administrator	23	
Traffic Engineer	23	
Deputy Commissioner of Revenue	22	60,760-94,259
Deputy Treasurer	22	
City Clerk	21	57,867-89,771
Engineering Plans Examiner – Code Administration	21	
Business Revenue Auditor	20	55,111-85,496
Plans Review Engineer	20	
Historic Resource Specialist III	20	
Personnel Analyst	20	
Planner II	20	
Real Estate Appraiser II	20	
Registrar	20	

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
GENERAL
FISCAL YEAR 2011-2012

PROFESSIONAL AND ADMINISTRATIVE(cont.)	GRADE	SALARY RANGE
Special Events Manager	20	
Community Relations Specialist	19	52,487-81,425
Planner I	17	47,607-73,855
TECHNICAL		
Automotive Service Manager	22	60,760-94,259
Network Administrator	22	
*Cable Television Manager	21	(27.82-43.16/Hr.)
Information Technology Specialist	21	57,867-89,771
Telecommunications Technician	21	
Sign & Signal Supervisor	20	55,111-85,496
Assistant Recreation Manager	19	52,487-81,425
Buyer	19	
*Operations Manager (Parks & Recreation)	19	(25.23-39.15/Hr.)
Senior Inspector	19	
*Video Producer/Director	19	
Youth and Teen Coordinator	19	
Automotive Night Supervisor	18	49,988-77,547
Automotive Parts Supervisor	18	
Computer Technician II	18	
Crew Supervisor	18	
Engineering Inspector	18	
Senior Citizen Coordinator	18	
Utilities Construction Project Administrator	18	
Water Plant Operator Class I	18	
Combination Inspector	17	47,607-73,855
Facilities Inspector	17	
Property Maintenance Inspector	17	
Real Estate Appraiser I	17	
Water Plant Maintenance Supervisor	17	
Mechanic III	16	45,340-70,338
Personnel/Safety Technician	16	
Traffic Signal & Computer Tech. III	16	
Water Plant Operator Class II	16	
Accounting Specialist	15	43,181-66,988
Accounting Technician	15	
Community Program Coordinator	15	
Dispatcher III	15	
Payroll & Accounting Technician	15	
Revenue Inspector	15	
Water Plant Mechanic	15	
Zoning Inspector	15	
Dispatcher II	14	41,125-63,798
Facility Coordinator	14	
Mechanic II	14	
Personnel Technician II	14	
Real Estate Appraiser Trainee	14	
Traffic Services Technician	14	
Traffic Signal & Computer Tech. II	14	
Dispatcher I	13	39,166-60,760

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
GENERAL
FISCAL YEAR 2011-2012

TECHNICAL(cont.)	GRADE	SALARY RANGE
Engineering Technician	13	
Inspector	13	
Mechanic I	13	
Operations Technician	13	
Tax Technician	13	39,166-60,760
Water Plant Operator Class III	13	
Zoning Technician	13	
Collections Specialist	12	37,301-57,867
Signal Technician I	12	
*Teen Coordinator	12	
CLERICAL		
Historic Resource Specialist II	17	47,607-73,855
Special Events Assistant Manager	15	43,181-66,988
Administrative Assistant IV	14	41,125-63,798
*Administrative Support Specialist	14	(19.77-30.67/Hr.)
Community Relations Assistant	14	
Cultural Arts & Marketing Specialist	14	
Deputy City Clerk	14	
Historic Resource Specialist I	14	
Finance Technician	13	39,166-60,760
Permit Technician	13	
Real Estate Appraisal Technician	13	
Treasury Technician II	13	
Treasury Technician/Real Estate	13	
Utility Billing Clerk	13	
Administrative Assistant III	12	37,301-57,867
Deputy Registrar	12	
Mail/Duplication Services Admin.	12	
Administrative Assistant II	11	35,525-55,111
*Cemetery Attendant	11	(17.08-26.50/Hr.)
Police Records Specialist II	11	
Treasury Technician I	11	
Administrative Assistant I	10	33,833-52,487
Police Records Specialist I	10	
*Decal Enforcement Officer	6	(13.38-20.76/Hr.)
PUBLIC SAFETY		
Animal Warden	14	41,125-63,798
*School Crossing Guard Supervisor	10	(16.27-25.23/Hr.)
Parking Enforcement Official	7	29,226-45,340
*School Crossing Guard	6	(13.38-20.76/Hr.)
SERVICE MAINTENANCE		
Bus Driver Supervisor	18	49,988-77,547
Meter Reading Supervisor	16	45,340-70,338
Automotive Parts Assistant	13	39,166-60,760
Line Locator	13	
Utility Worker III	13	

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
GENERAL
FISCAL YEAR 2011-2012

SERVICE MAINTENANCE(cont.)	GRADE	SALARY RANGE
Equipment Operator	12	37,301-57,867
Sign Fabrication Technician	11	35,525-55,111
Utility Technician	11	
Water Plant Operator Trainee	11	
Bus Driver	10	33,833-52,487
Traffic Signal & Computer Tech. II	14	
Water Plant Mechanic	14	
Water Plant Operator II	14	
Dispatcher I	13	38,493-59,715
Engineering Technician	13	
Inspector	13	
Mechanic I	13	
Operations Technician	13	
Tax Technician	13	
Meter Reader	10	33,833-52,487
Sanitation Driver	10	
Truck Driver II	10	
Utility Worker II	10	
*Recreation Facility Supervisor	9	(15.49-24.03/Hr.)
Signal Tech Helper	9	32,222-49,988
*Traffic Signal Support Technician/Line Locator	9	
Truck Driver I	9	
Utility Worker I	9	
Sanitation Worker III	8	30,688-47,607
Transit Technician	8	
Water Plant Assistant	8	
Custodian II	6	27,835-43,181
*Decal Enforcement Official	6	(13.38-20.76/Hr.)
Laborer II	6	
Sanitation Worker II	6	
Custodian I	5	26,509-41,125
Laborer I	5	
Sanitation Worker I	5	

CONSTITUTIONAL OFFICERS

****Commissioner of the Revenue	28	81,425-126,317
****Treasurer	28	

NON-CLASSIFIED PERSONNEL

** City Manager	186,800
*** School Superintendent	97,270
Assistant to the School Superintendent	44,425

COUNCIL, BOARDS & COMMISSIONS

Mayor:	$6,500/year
City Council:	$4,500/year

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
GENERAL
FISCAL YEAR 2011-2012

COUNCIL, BOARDS & COMMISSIONS(cont.)

Planning Commission:	$40/meeting
Board of Zoning Appeals:	$40/meeting
School Board:	$1,800/year ($150.00/month)
Chair:	$2,300/year ($191.67/month)
Board of Architectural Review:	$40/meeting
Board of Equalization of Real Estate Assessments:	$40/meeting
Industrial Development Authority:	$40/meeting (paid for by IDA funds)
Electoral Board Secretary:	$3,756.00/yr. (funded by state)
Chairman and Vice Chairman:	$1,878.00/yr.(funded by state)

* The position listed is part-time with an hourly rate listed.
** The salaries of these positions are set by City Council and/or the Commonwealth of Virginia
*** The salary of this position is set by the School Board and is a .5 FTE equivalent.
**** Constitutional Officers are also eligible for an annual bonus based on certifications and performance measures. Bonuses earned for FY 2009-2010 were as follows: Treasurer, no bonus, Commissioner of the Revenue, $5,042.

Note: FY 2012 salaries reflect a 1.75% Market Adjustment on January 1, 2012.

General Scale

	1	2	3	4	5	6	7	8-9	10-11	12+
1	10.49	11.01	11.56	12.14	12.75	13.38	14.05	14.75	15.49	16.27
	838.83	880.77	924.81	971.05	1,019.60	1,070.58	1,124.11	1,180.32	1,239.34	1,301.30
	21,809.61	22,900.09	24,045.09	25,247.35	26,509.71	27,835.20	29,226.96	30,688.31	32,222.72	33,833.86
2	11.01	11.56	12.14	12.75	13.38	14.05	14.75	15.49	16.27	17.08
	880.77	924.81	971.05	1,019.60	1,070.58	1,124.11	1,180.32	1,239.34	1,301.30	1,366.37
	22,900.09	24,045.09	25,247.35	26,509.71	27,835.20	29,226.96	30,688.31	32,222.72	33,833.86	35,525.55
3	11.56	12.14	12.75	13.38	14.05	14.75	15.49	16.27	17.08	17.93
	924.81	971.05	1,019.60	1,070.58	1,124.11	1,180.32	1,239.34	1,301.30	1,366.37	1,434.69
	24,045.09	25,247.35	26,509.71	27,835.20	29,226.96	30,688.31	32,222.72	33,833.86	35,525.55	37,301.83
4	12.14	12.75	13.38	14.05	14.75	15.49	16.27	17.08	17.93	18.83
	971.05	1,019.60	1,070.58	1,124.11	1,180.32	1,239.34	1,301.30	1,366.37	1,434.69	1,506.42
	25,247.35	26,509.71	27,835.20	29,226.96	30,688.31	32,222.72	33,833.86	35,525.55	37,301.83	39,166.92
5	12.75	13.38	14.05	14.75	15.49	16.27	17.08	17.93	18.83	19.77
	1,019.60	1,070.58	1,124.11	1,180.32	1,239.34	1,301.30	1,366.37	1,434.69	1,506.42	1,581.74
	26,509.71	27,835.20	29,226.96	30,688.31	32,222.72	33,833.86	35,525.55	37,301.83	39,166.92	41,125.27
6	13.38	14.05	14.75	15.49	16.27	17.08	17.93	18.83	19.77	20.76
	1,070.58	1,124.11	1,180.32	1,239.34	1,301.30	1,366.37	1,434.69	1,506.42	1,581.74	1,660.83
	27,835.20	29,226.96	30,688.31	32,222.72	33,833.86	35,525.55	37,301.83	39,166.92	41,125.27	43,181.53
7	14.05	14.75	15.49	16.27	17.08	17.93	18.83	19.77	20.76	21.80
	1,124.11	1,180.32	1,239.34	1,301.30	1,366.37	1,434.69	1,506.42	1,581.74	1,660.83	1,743.87
	29,226.96	30,688.31	32,222.72	33,833.86	35,525.55	37,301.83	39,166.92	41,125.27	43,181.53	45,340.61
8	14.75	15.49	16.27	17.08	17.93	18.83	19.77	20.76	21.80	22.89
	1,180.32	1,239.34	1,301.30	1,366.37	1,434.69	1,506.42	1,581.74	1,660.83	1,743.87	1,831.06
	30,688.31	32,222.72	33,833.86	35,525.55	37,301.83	39,166.92	41,125.27	43,181.53	45,340.61	47,607.64
9	15.49	16.27	17.08	17.93	18.83	19.77	20.76	21.80	22.89	24.03
	1,239.34	1,301.30	1,366.37	1,434.69	1,506.42	1,581.74	1,660.83	1,743.87	1,831.06	1,922.62
	32,222.72	33,833.86	35,525.55	37,301.83	39,166.92	41,125.27	43,181.53	45,340.61	47,607.64	49,988.02
10	16.27	17.08	17.93	18.83	19.77	20.76	21.80	22.89	24.03	25.23
	1,301.30	1,366.37	1,434.69	1,506.42	1,581.74	1,660.83	1,743.87	1,831.06	1,922.62	2,018.75
	33,833.86	35,525.55	37,301.83	39,166.92	41,125.27	43,181.53	45,340.61	47,607.64	49,988.02	52,487.42
11	17.08	17.93	18.83	19.77	20.76	21.80	22.89	24.03	25.23	26.50
	1,366.37	1,434.69	1,506.42	1,581.74	1,660.83	1,743.87	1,831.06	1,922.62	2,018.75	2,119.68
	35,525.55	37,301.83	39,166.92	41,125.27	43,181.53	45,340.61	47,607.64	49,988.02	52,487.42	55,111.79

Note: FY 2012 salaries reflect a 1.75% Market Adjustment on January 1, 2012.

General Scale

	1	2	3	4	5	6	7	8-9	10-11	12+
12	17.93	18.83	19.77	20.76	21.80	22.89	24.03	25.23	26.50	27.82
	1,434.69	1,506.42	1,581.74	1,660.83	1,743.87	1,831.06	1,922.62	2,018.75	2,119.68	2,225.67
	37,301.83	39,166.92	41,125.27	43,181.53	45,340.61	47,607.64	49,988.02	52,487.42	55,111.79	57,867.38
13	18.83	19.77	20.76	21.80	22.89	24.03	25.23	26.50	27.82	29.21
	1,506.42	1,581.74	1,660.83	1,743.87	1,831.06	1,922.62	2,018.75	2,119.68	2,225.67	2,336.95
	39,166.92	41,125.27	43,181.53	45,340.61	47,607.64	49,988.02	52,487.42	55,111.79	57,867.38	60,760.75
14	19.77	20.76	21.80	22.89	24.03	25.23	26.50	27.82	29.21	30.67
	1,581.74	1,660.83	1,743.87	1,831.06	1,922.62	2,018.75	2,119.68	2,225.67	2,336.95	2,453.80
	41,125.27	43,181.53	45,340.61	47,607.64	49,988.02	52,487.42	55,111.79	57,867.38	60,760.75	63,798.78
15	20.76	21.80	22.89	24.03	25.23	26.50	27.82	29.21	30.67	32.21
	1,660.83	1,743.87	1,831.06	1,922.62	2,018.75	2,119.68	2,225.67	2,336.95	2,453.80	2,576.49
	43,181.53	45,340.61	47,607.64	49,988.02	52,487.42	55,111.79	57,867.38	60,760.75	63,798.78	66,988.72
16	21.80	22.89	24.03	25.23	26.50	27.82	29.21	30.67	32.21	33.82
	1,743.87	1,831.06	1,922.62	2,018.75	2,119.68	2,225.67	2,336.95	2,453.80	2,576.49	2,705.31
	45,340.61	47,607.64	49,988.02	52,487.42	55,111.79	57,867.38	60,760.75	63,798.78	66,988.72	70,338.16
17	22.89	24.03	25.23	26.50	27.82	29.21	30.67	32.21	33.82	35.51
	1,831.06	1,922.62	2,018.75	2,119.68	2,225.67	2,336.95	2,453.80	2,576.49	2,705.31	2,840.58
	47,607.64	49,988.02	52,487.42	55,111.79	57,867.38	60,760.75	63,798.78	66,988.72	70,338.16	73,855.07
18	24.03	25.23	26.50	27.82	29.21	30.67	32.21	33.82	35.51	37.28
	1,922.62	2,018.75	2,119.68	2,225.67	2,336.95	2,453.80	2,576.49	2,705.31	2,840.58	2,982.61
	49,988.02	52,487.42	55,111.79	57,867.38	60,760.75	63,798.78	66,988.72	70,338.16	73,855.07	77,547.82
19	25.23	26.50	27.82	29.21	30.67	32.21	33.82	35.51	37.28	39.15
	2,018.75	2,119.68	2,225.67	2,336.95	2,453.80	2,576.49	2,705.31	2,840.58	2,982.61	3,131.74
	52,487.42	55,111.79	57,867.38	60,760.75	63,798.78	66,988.72	70,338.16	73,855.07	77,547.82	81,425.21
20	26.50	27.82	29.21	30.67	32.21	33.82	35.51	37.28	39.15	41.10
	2,119.68	2,225.67	2,336.95	2,453.80	2,576.49	2,705.31	2,840.58	2,982.61	3,131.74	3,288.33
	55,111.79	57,867.38	60,760.75	63,798.78	66,988.72	70,338.16	73,855.07	77,547.82	81,425.21	85,496.47
21	27.82	29.21	30.67	32.21	33.82	35.51	37.28	39.15	41.10	43.16
	2,225.67	2,336.95	2,453.80	2,576.49	2,705.31	2,840.58	2,982.61	3,131.74	3,288.33	3,452.74
	57,867.38	60,760.75	63,798.78	66,988.72	70,338.16	73,855.07	77,547.82	81,425.21	85,496.47	89,771.29

Note: FY 2012 salaries reflect a 1.75% Market Adjustment on January 1, 2012.

General Scale

	1	2	3	4	5	6	7	8-9	10-11	12+
22	29.21	30.67	32.21	33.82	35.51	37.28	39.15	41.10	43.16	45.32
	2,336.95	2,453.80	2,576.49	2,705.31	2,840.58	2,982.61	3,131.74	3,288.33	3,452.74	3,625.38
	60,760.75	63,798.78	66,988.72	70,338.16	73,855.07	77,547.82	81,425.21	85,496.47	89,771.29	94,259.86
23	30.67	32.21	33.82	35.51	37.28	39.15	41.10	43.16	45.32	47.58
	2,453.80	2,576.49	2,705.31	2,840.58	2,982.61	3,131.74	3,288.33	3,452.74	3,625.38	3,806.65
	63,798.78	66,988.72	70,338.16	73,855.07	77,547.82	81,425.21	85,496.47	89,771.29	94,259.86	98,972.85
24	32.21	33.82	35.51	37.28	39.15	41.10	43.16	45.32	47.58	49.96
	2,576.49	2,705.31	2,840.58	2,982.61	3,131.74	3,288.33	3,452.74	3,625.38	3,806.65	3,996.98
	66,988.72	70,338.16	73,855.07	77,547.82	81,425.21	85,496.47	89,771.29	94,259.86	98,972.85	103,921.50
25	33.82	35.51	37.28	39.15	41.10	43.16	45.32	47.58	49.96	52.46
	2,705.31	2,840.58	2,982.61	3,131.74	3,288.33	3,452.74	3,625.38	3,806.65	3,996.98	4,196.83
	70,338.16	73,855.07	77,547.82	81,425.21	85,496.47	89,771.29	94,259.86	98,972.85	103,921.50	109,117.57
26	35.51	37.28	39.15	41.10	43.16	45.32	47.58	49.96	52.46	55.08
	2,840.58	2,982.61	3,131.74	3,288.33	3,452.74	3,625.38	3,806.65	3,996.98	4,196.83	4,406.67
	73,855.07	77,547.82	81,425.21	85,496.47	89,771.29	94,259.86	98,972.85	103,921.50	109,117.57	114,573.45
27	37.28	39.15	41.10	43.16	45.32	47.58	49.96	52.46	55.08	57.84
	2,982.61	3,131.74	3,288.33	3,452.74	3,625.38	3,806.65	3,996.98	4,196.83	4,406.67	4,627.00
	77,547.82	81,425.21	85,496.47	89,771.29	94,259.86	98,972.85	103,921.50	109,117.57	114,573.45	120,302.12
28	39.15	41.10	43.16	45.32	47.58	49.96	52.46	55.08	57.84	60.73
	3,131.74	3,288.33	3,452.74	3,625.38	3,806.65	3,996.98	4,196.83	4,406.67	4,627.00	4,858.35
	81,425.21	85,496.47	89,771.29	94,259.86	98,972.85	103,921.50	109,117.57	114,573.45	120,302.12	126,317.23
29	41.10	43.16	45.32	47.58	49.96	52.46	55.08	57.84	60.73	63.77
	3,288.33	3,452.74	3,625.38	3,806.65	3,996.98	4,196.83	4,406.67	4,627.00	4,858.35	5,101.27
	85,496.47	89,771.29	94,259.86	98,972.85	103,921.50	109,117.57	114,573.45	120,302.12	126,317.23	132,633.09
30	43.16	45.32	47.58	49.96	52.46	55.08	57.84	60.73	63.77	66.95
	3,452.74	3,625.38	3,806.65	3,996.98	4,196.83	4,406.67	4,627.00	4,858.35	5,101.27	5,356.34
	89,771.29	94,259.86	98,972.85	103,921.50	109,117.57	114,573.45	120,302.12	126,317.23	132,633.09	139,264.74
31	45.32	47.58	49.96	52.46	55.08	57.84	60.73	63.77	66.95	70.30
	3,625.38	3,806.65	3,996.98	4,196.83	4,406.67	4,627.00	4,858.35	5,101.27	5,356.34	5,624.15
	94,259.86	98,972.85	103,921.50	109,117.57	114,573.45	120,302.12	126,317.23	132,633.09	139,264.74	146,227.98

Note: FY 2012 salaries reflect a 1.75% Market Adjustment on January 1, 2012.

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
POLICE
FISCAL YEAR 2011-2012

TITLE	GRADE	SALARY RANGE
Major-Deputy Chief of Police	P21	85,646-132,866
Police Captain	P19	77,684-120,513
Police Lieutenant	P16	67,106-104,104
Police Sergeant	P14	60,867-94,425
Master Police Officer	P12	55,208-85,646
Police Officer First Class	P11	52,579-81,568
Police Officer	P10	50,076-77,684
Police Officer – Training	P08	45,420-70,461

Note: FY 2012 salaries reflect a 1.75% Market Adjustment on January 1, 2012.

Police Scale

	1	2	3	4	5	6	7	8	9	Longevity Step
P08	21.84	22.93	24.08	25.28	26.54	27.87	29.26	30.73	32.26	33.88
	1,746.94	1,834.29	1,926.00	2,022.30	2,123.42	2,229.59	2,341.07	2,458.12	2,581.02	2,710.08
	45,420.42	47,691.44	50,076.01	52,579.81	55,208.80	57,969.24	60,867.70	63,911.09	67,106.64	70,461.97
P09	22.93	24.08	25.28	26.54	27.87	29.26	30.73	32.26	33.88	35.57
	1,834.29	1,926.00	2,022.30	2,123.42	2,229.59	2,341.07	2,458.12	2,581.02	2,710.08	2,845.58
	47,691.44	50,076.01	52,579.81	55,208.80	57,969.24	60,867.70	63,911.09	67,106.64	70,461.97	73,985.07
P10	24.08	25.28	26.54	27.87	29.26	30.73	32.26	33.88	35.57	37.35
	1,926.00	2,022.30	2,123.42	2,229.59	2,341.07	2,458.12	2,581.02	2,710.08	2,845.58	2,987.86
	50,076.01	52,579.81	55,208.80	57,969.24	60,867.70	63,911.09	67,106.64	70,461.97	73,985.07	77,684.33
P11	25.28	26.54	27.87	29.26	30.73	32.26	33.88	35.57	37.35	39.22
	2,022.30	2,123.42	2,229.59	2,341.07	2,458.12	2,581.02	2,710.08	2,845.58	2,987.86	3,137.25
	52,579.81	55,208.80	57,969.24	60,867.70	63,911.09	67,106.64	70,461.97	73,985.07	77,684.33	81,568.54
P12	26.54	27.87	29.26	30.73	32.26	33.88	35.57	37.35	39.22	41.18
	2,123.42	2,229.59	2,341.07	2,458.12	2,581.02	2,710.08	2,845.58	2,987.86	3,137.25	3,294.11
	55,208.80	57,969.24	60,867.70	63,911.09	67,106.64	70,461.97	73,985.07	77,684.33	81,568.54	85,646.97
P13	27.87	29.26	30.73	32.26	33.88	35.57	37.35	39.22	41.18	43.24
	2,229.59	2,341.07	2,458.12	2,581.02	2,710.08	2,845.58	2,987.86	3,137.25	3,294.11	3,458.82
	57,969.24	60,867.70	63,911.09	67,106.64	70,461.97	73,985.07	77,684.33	81,568.54	85,646.97	89,929.32
P14	29.26	30.73	32.26	33.88	35.57	37.35	39.22	41.18	43.24	45.40
	2,341.07	2,458.12	2,581.02	2,710.08	2,845.58	2,987.86	3,137.25	3,294.11	3,458.82	3,631.76
	60,867.70	63,911.09	67,106.64	70,461.97	73,985.07	77,684.33	81,568.54	85,646.97	89,929.32	94,425.78
P15	30.73	32.26	33.88	35.57	37.35	39.22	41.18	43.24	45.40	47.67
	2,458.12	2,581.02	2,710.08	2,845.58	2,987.86	3,137.25	3,294.11	3,458.82	3,631.76	3,813.35
	63,911.09	67,106.64	70,461.97	73,985.07	77,684.33	81,568.54	85,646.97	89,929.32	94,425.78	99,147.07
P16	32.26	33.88	35.57	37.35	39.22	41.18	43.24	45.40	47.67	50.05
	2,581.02	2,710.08	2,845.58	2,987.86	3,137.25	3,294.11	3,458.82	3,631.76	3,813.35	4,004.02
	67,106.64	70,461.97	73,985.07	77,684.33	81,568.54	85,646.97	89,929.32	94,425.78	99,147.07	104,104.43
P17	33.88	35.57	37.35	39.22	41.18	43.24	45.40	47.67	50.05	52.55
	2,710.08	2,845.58	2,987.86	3,137.25	3,294.11	3,458.82	3,631.76	3,813.35	4,004.02	4,204.22
	70,461.97	73,985.07	77,684.33	81,568.54	85,646.97	89,929.32	94,425.78	99,147.07	104,104.43	109,309.65

Note: FY 2012 salaries reflect a 1.75% Market Adjustment on January 1, 2012.

Police Scale

	1	2	3	4	5	6	7	8	9	Longevity Step
P18	35.57	37.35	39.22	41.18	43.24	45.40	47.67	50.05	52.55	55.18
	2,845.58	2,987.86	3,137.25	3,294.11	3,458.82	3,631.76	3,813.35	4,004.02	4,204.22	4,414.43
	73,985.07	77,684.33	81,568.54	85,646.97	89,929.32	94,425.78	99,147.07	104,104.43	109,309.65	114,775.13
P19	37.35	39.22	41.18	43.24	45.40	47.67	50.05	52.55	55.18	57.94
	2,987.86	3,137.25	3,294.11	3,458.82	3,631.76	3,813.35	4,004.02	4,204.22	4,414.43	4,635.15
	77,684.33	81,568.54	85,646.97	89,929.32	94,425.78	99,147.07	104,104.43	109,309.65	114,775.13	120,513.89
P20	39.22	41.18	43.24	45.40	47.67	50.05	52.55	55.18	57.94	60.84
	3,137.25	3,294.11	3,458.82	3,631.76	3,813.35	4,004.02	4,204.22	4,414.43	4,635.15	4,866.91
	81,568.54	85,646.97	89,929.32	94,425.78	99,147.07	104,104.43	109,309.65	114,775.13	120,513.89	126,539.58
P21	41.18	43.24	45.40	47.67	50.05	52.55	55.18	57.94	60.84	63.88
	3,294.11	3,458.82	3,631.76	3,813.35	4,004.02	4,204.22	4,414.43	4,635.15	4,866.91	5,110.25
	85,646.97	89,929.32	94,425.78	99,147.07	104,104.43	109,309.65	114,775.13	120,513.89	126,539.58	132,866.56

Note: FY 2012 salaries reflect a 1.75% Market Adjustment on January 1, 2012.

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
FIRE
FISCAL YEAR 2011-2012

TITLE	GRADE	SALARY RANGE
Assistant Chief, Code Administration	F22	87,144-135,189
Assistant Chief, Fire & Rescue	F22	
Battalion Chief	F20	79,042-122,621
Fire Captain	F17	68,280-105,924
Lieutenant, Fire & Rescue	F15	61,932-96,076
Master Technician	F13	56,174-87,144
Fire Medic	F12	53,499-82,994
Fire Technician	F12	
Firefighter	F10	48,525-75,278

Note: FY 2012 salaries reflect a 1.75% Market Adjustment on January 1, 2012.

Fire Scale – 80 hour

	1	2	3	4	5	6	7	8	9	Longevity Step
F10	23.33	24.50	25.72	27.01	28.36	29.78	31.26	32.83	34.47	36.19
	1,866.36	1,959.68	2,057.66	2,160.54	2,268.57	2,382.00	2,501.10	2,626.16	2,757.46	2,895.34
	48,525.36	50,951.63	53,499.21	56,174.17	58,982.88	61,932.02	65,028.62	68,280.05	71,694.05	75,278.76
F11	24.50	25.72	27.01	28.36	29.78	31.26	32.83	34.47	36.19	38.00
	1,959.68	2,057.66	2,160.54	2,268.57	2,382.00	2,501.10	2,626.16	2,757.46	2,895.34	3,040.10
	50,951.63	53,499.21	56,174.17	58,982.88	61,932.02	65,028.62	68,280.05	71,694.05	75,278.76	79,042.69
F12	25.72	27.01	28.36	29.78	31.26	32.83	34.47	36.19	38.00	39.90
	2,057.66	2,160.54	2,268.57	2,382.00	2,501.10	2,626.16	2,757.46	2,895.34	3,040.10	3,192.11
	53,499.21	56,174.17	58,982.88	61,932.02	65,028.62	68,280.05	71,694.05	75,278.76	79,042.69	82,994.83
F13	27.01	28.36	29.78	31.26	32.83	34.47	36.19	38.00	39.90	41.90
	2,160.54	2,268.57	2,382.00	2,501.10	2,626.16	2,757.46	2,895.34	3,040.10	3,192.11	3,351.71
	56,174.17	58,982.88	61,932.02	65,028.62	68,280.05	71,694.05	75,278.76	79,042.69	82,994.83	87,144.57
F14	28.36	29.78	31.26	32.83	34.47	36.19	38.00	39.90	41.90	43.99
	2,268.57	2,382.00	2,501.10	2,626.16	2,757.46	2,895.34	3,040.10	3,192.11	3,351.71	3,519.30
	58,982.88	61,932.02	65,028.62	68,280.05	71,694.05	75,278.76	79,042.69	82,994.83	87,144.57	91,501.80
F15	29.78	31.26	32.83	34.47	36.19	38.00	39.90	41.90	43.99	46.19
	2,382.00	2,501.10	2,626.16	2,757.46	2,895.34	3,040.10	3,192.11	3,351.71	3,519.30	3,695.26
	61,932.02	65,028.62	68,280.05	71,694.05	75,278.76	79,042.69	82,994.83	87,144.57	91,501.80	96,076.89
F16	31.26	32.83	34.47	36.19	38.00	39.90	41.90	43.99	46.19	48.50
	2,501.10	2,626.16	2,757.46	2,895.34	3,040.10	3,192.11	3,351.71	3,519.30	3,695.26	3,880.03
	65,028.62	68,280.05	71,694.05	75,278.76	79,042.69	82,994.83	87,144.57	91,501.80	96,076.89	100,880.73
F17	32.83	34.47	36.19	38.00	39.90	41.90	43.99	46.19	48.50	50.93
	2,626.16	2,757.46	2,895.34	3,040.10	3,192.11	3,351.71	3,519.30	3,695.26	3,880.03	4,074.03
	68,280.05	71,694.05	75,278.76	79,042.69	82,994.83	87,144.57	91,501.80	96,076.89	100,880.73	105,924.77
F18	34.47	36.19	38.00	39.90	41.90	43.99	46.19	48.50	50.93	53.47
	2,757.46	2,895.34	3,040.10	3,192.11	3,351.71	3,519.30	3,695.26	3,880.03	4,074.03	4,277.73
	71,694.05	75,278.76	79,042.69	82,994.83	87,144.57	91,501.80	96,076.89	100,880.73	105,924.77	111,221.01
F19	36.19	38.00	39.90	41.90	43.99	46.19	48.50	50.93	53.47	56.15
	2,895.34	3,040.10	3,192.11	3,351.71	3,519.30	3,695.26	3,880.03	4,074.03	4,277.73	4,491.62
	75,278.76	79,042.69	82,994.83	87,144.57	91,501.80	96,076.89	100,880.73	105,924.77	111,221.01	116,782.06

Note: FY 2012 salaries reflect a 1.75% Market Adjustment on January 1, 2012.

Fire Scale – 80 hour

	1	2	3	4	5	6	7	8	9	Longevity Step
F20	38.00	39.90	41.90	43.99	46.19	48.50	50.93	53.47	56.15	58.95
	3,040.10	3,192.11	3,351.71	3,519.30	3,695.26	3,880.03	4,074.03	4,277.73	4,491.62	4,716.20
	79,042.69	82,994.83	87,144.57	91,501.80	96,076.89	100,880.73	105,924.77	111,221.01	116,782.06	122,621.16
F21	39.90	41.90	43.99	46.19	48.50	50.93	53.47	56.15	58.95	61.90
	3,192.11	3,351.71	3,519.30	3,695.26	3,880.03	4,074.03	4,277.73	4,491.62	4,716.20	4,952.01
	82,994.83	87,144.57	91,501.80	96,076.89	100,880.73	105,924.77	111,221.01	116,782.06	122,621.16	128,752.22
F22	41.90	43.99	46.19	48.50	50.93	53.47	56.15	58.95	61.90	65.00
	3,351.71	3,519.30	3,695.26	3,880.03	4,074.03	4,277.73	4,491.62	4,716.20	4,952.01	5,199.61
	87,144.57	91,501.80	96,076.89	100,880.73	105,924.77	111,221.01	116,782.06	122,621.16	128,752.22	135,189.83

Note: FY 2012 salaries reflect a 1.75% Market Adjustment on January 1, 2012.

Fire Scale – 112 hour

	1	2	3	4	5	6	7	8	9	Longevity Step
F10	16.66	17.50	18.37	19.29	20.26	21.27	22.33	23.45	24.62	25.85
	1,866.36	1,959.68	2,057.66	2,160.54	2,268.57	2,382.00	2,501.10	2,626.16	2,757.46	2,895.34
	48,525.36	50,951.63	53,499.21	56,174.17	58,982.88	61,932.02	65,028.62	68,280.05	71,694.05	75,278.76
F11	17.50	18.37	19.29	20.26	21.27	22.33	23.45	24.62	25.85	27.14
	1,959.68	2,057.66	2,160.54	2,268.57	2,382.00	2,501.10	2,626.16	2,757.46	2,895.34	3,040.10
	50,951.63	53,499.21	56,174.17	58,982.88	61,932.02	65,028.62	68,280.05	71,694.05	75,278.76	79,042.69
F12	18.37	19.29	20.26	21.27	22.33	23.45	24.62	25.85	27.14	28.50
	2,057.66	2,160.54	2,268.57	2,382.00	2,501.10	2,626.16	2,757.46	2,895.34	3,040.10	3,192.11
	53,499.21	56,174.17	58,982.88	61,932.02	65,028.62	68,280.05	71,694.05	75,278.76	79,042.69	82,994.83
F13	19.29	20.26	21.27	22.33	23.45	24.62	25.85	27.14	28.50	29.93
	2,160.54	2,268.57	2,382.00	2,501.10	2,626.16	2,757.46	2,895.34	3,040.10	3,192.11	3,351.71
	56,174.17	58,982.88	61,932.02	65,028.62	68,280.05	71,694.05	75,278.76	79,042.69	82,994.83	87,144.57
F14	20.26	21.27	22.33	23.45	24.62	25.85	27.14	28.50	29.93	31.42
	2,268.57	2,382.00	2,501.10	2,626.16	2,757.46	2,895.34	3,040.10	3,192.11	3,351.71	3,519.30
	58,982.88	61,932.02	65,028.62	68,280.05	71,694.05	75,278.76	79,042.69	82,994.83	87,144.57	91,501.80
F15	21.27	22.33	23.45	24.62	25.85	27.14	28.50	29.93	31.42	32.99
	2,382.00	2,501.10	2,626.16	2,757.46	2,895.34	3,040.10	3,192.11	3,351.71	3,519.30	3,695.26
	61,932.02	65,028.62	68,280.05	71,694.05	75,278.76	79,042.69	82,994.83	87,144.57	91,501.80	96,076.89
F16	22.33	23.45	24.62	25.85	27.14	28.50	29.93	31.42	32.99	34.64
	2,501.10	2,626.16	2,757.46	2,895.34	3,040.10	3,192.11	3,351.71	3,519.30	3,695.26	3,880.03
	65,028.62	68,280.05	71,694.05	75,278.76	79,042.69	82,994.83	87,144.57	91,501.80	96,076.89	100,880.73
F17	23.45	24.62	25.85	27.14	28.50	29.93	31.42	32.99	34.64	36.38
	2,626.16	2,757.46	2,895.34	3,040.10	3,192.11	3,351.71	3,519.30	3,695.26	3,880.03	4,074.03
	68,280.05	71,694.05	75,278.76	79,042.69	82,994.83	87,144.57	91,501.80	96,076.89	100,880.73	105,924.77
F18	24.62	25.85	27.14	28.50	29.93	31.42	32.99	34.64	36.38	38.19
	2,757.46	2,895.34	3,040.10	3,192.11	3,351.71	3,519.30	3,695.26	3,880.03	4,074.03	4,277.73
	71,694.05	75,278.76	79,042.69	82,994.83	87,144.57	91,501.80	96,076.89	100,880.73	105,924.77	111,221.01
F19	25.85	27.14	28.50	29.93	31.42	32.99	34.64	36.38	38.19	40.10
	2,895.34	3,040.10	3,192.11	3,351.71	3,519.30	3,695.26	3,880.03	4,074.03	4,277.73	4,491.62
	75,278.76	79,042.69	82,994.83	87,144.57	91,501.80	96,076.89	100,880.73	105,924.77	111,221.01	116,782.06

Note: FY 2012 salaries reflect a 1.75% Market Adjustment on January 1, 2012.

Fire Scale – 112 hour

	1	2	3	4	5	6	7	8	9	Longevity Step
F20	27.14	28.50	29.93	31.42	32.99	34.64	36.38	38.19	40.10	42.11
	3,040.10	3,192.11	3,351.71	3,519.30	3,695.26	3,880.03	4,074.03	4,277.73	4,491.62	4,716.20
	79,042.69	82,994.83	87,144.57	91,501.80	96,076.89	100,880.73	105,924.77	111,221.01	116,782.06	122,621.16
F21	28.50	29.93	31.42	32.99	34.64	36.38	38.19	40.10	42.11	44.21
	3,192.11	3,351.71	3,519.30	3,695.26	3,880.03	4,074.03	4,277.73	4,491.62	4,716.20	4,952.01
	82,994.83	87,144.57	91,501.80	96,076.89	100,880.73	105,924.77	111,221.01	116,782.06	122,621.16	128,752.22
F22	29.93	31.42	32.99	34.64	36.38	38.19	40.10	42.11	44.21	46.43
	3,351.71	3,519.30	3,695.26	3,880.03	4,074.03	4,277.73	4,491.62	4,716.20	4,952.01	5,199.61
	87,144.57	91,501.80	96,076.89	100,880.73	105,924.77	111,221.01	116,782.06	122,621.16	128,752.22	135,189.83

Note: FY 2012 salaries reflect a 1.75% Market Adjustment on January 1, 2012.

DEBT SERVICE

Debt Service Overview

Debt Ratios

Debt Service Amortization Schedules

Capital Lease Amortization Schedules

Debt Service Overview

As part of the annual budget process, the City Council adopts a comprehensive set of Financial Policies. These policies serve to establish and document a policy framework for fiscal decision-making and to strengthen the financial management of the City. One of these policies specifically addresses Debt Service, and incorporates two subcomponents. First, debt service targets have been identified for the following: annual debt service expenditures shall be less than nine percent of annual expenditures and outstanding debt shall be less than three percent of assessed valuation. Second, the term of any bond issue shall not exceed the useful life of the capital project/facility or equipment for which the borrowing is intended.

The City of Fairfax must adhere to debt limitations as outlined by the Virginia State Constitution, which notes the City may not issue bonds in excess of 10% of assessed valuation. Per the City's FY 2010 Comprehensive Annual Financial Report (CAFR), approximately $172 million of outstanding debt is applicable to the limit of 10% of assessed value (approximately $507 million). Thus, the City's total net debt applicable to the limit as a percentage of debt limit is 33.9%.

The City consults with its financial advisors and bond counsel to explore the most cost effective financing options for all debt issuances. This adherence to prudent fiscal management has allowed the City to make several long term infrastructure improvements for its residents. The City currently receives the highest bond ratings from two of the national bond rating organizations - Standard & Poor's and Moody's Investors Service.

Standard and Poor's Rating Services rated the City AAA, the highest credit rating attainable, citing "…a city economic base that has remained strong throughout the current recession; the city's demonstrated ability to manage its budget effectively translating to a history of strong reserves…strong financial performance and position, aided by financial and debt policies and conservative management…" Of the 39 cities in Virginia, only four currently carry AAA ratings: the cities of Alexandria, Charlottesville, and Virginia Beach— and now the City of Fairfax. In addition, Moody's has affirmed the Aaa rating for the City, that the City's underlying General Obligation credit is the highest possible. Per Moody's this rating reflects "a favorably-located tax base experiencing recessionary value declines, above-average wealth indices, stable financial operations with satisfactory reserves and a favorable debt profile."

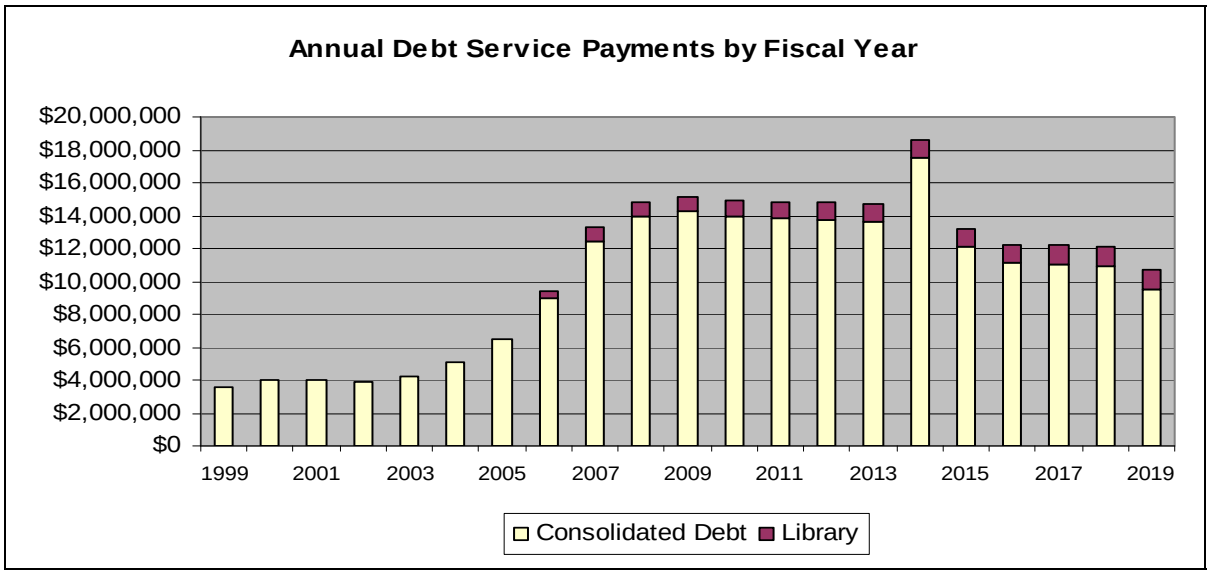
In FY 2011, the City strengthened its financial position by refinancing several of its existing General Obligation bonds for debt service savings. The existing bonds were refinanced as optimal credit market conditions allowed the city to achieve a total savings of $2.3 million in debt service or roughly $130,000 per fiscal year. For FY 2012, favorable market conditions continue to provide the City an opportunity to refinance outstanding debt relating to open space purchases, and construction at Lanier

Middle School and Fairfax High School. The savings equates to $140,000 in FY 2012, and approximately $870,000 over the next eight years.

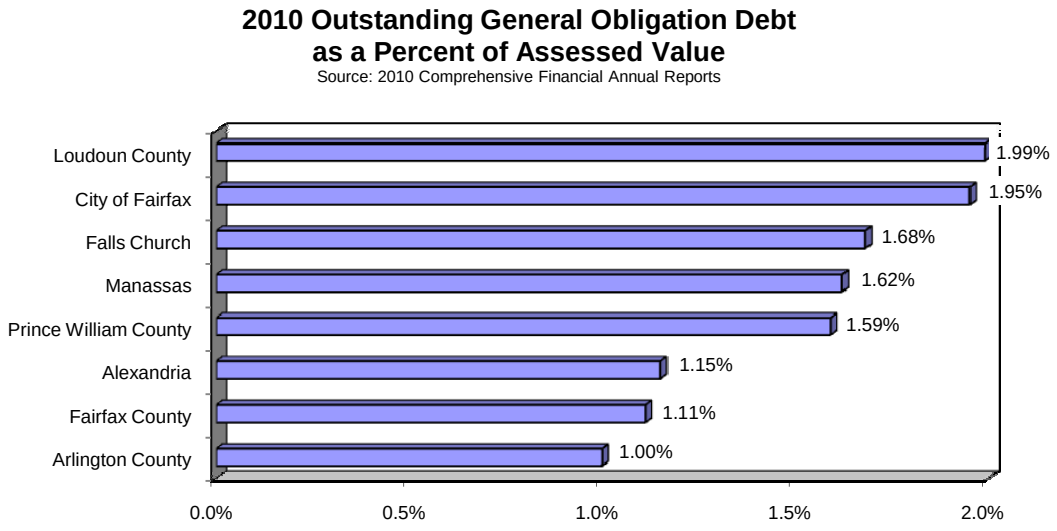
The City is currently repaying bonds for projects to improve City schools, streets, municipal properties, undergrounding utilities, constructing a library, purchasing and developing open space, storm drainage, synthetic turf, ball field development, Blenheim property improvements, George Mason Square and the acquisition of the Eleven Oaks property. The following chart provides a summary highlight of total debt service and capital lease payments due for the general fund. Debt service for the water and sewer fund is noted in the enterprise funds.

	FY 2011	FY 2012
General Obligation (G/O)		
General Government	$1,457,507	$1,459,801
Schools	7,120,952	7,058,082
Total General Obligation	**$8,578,459**	**$8,517,882**
Capital Lease		
General Government	$5,492,757	$5,494,635
Schools	615,997	616,121
Total Capital Lease	**$6,108,754**	**$6,110,756**
Total Payments	**$14,687,213**	**$14,628,638**

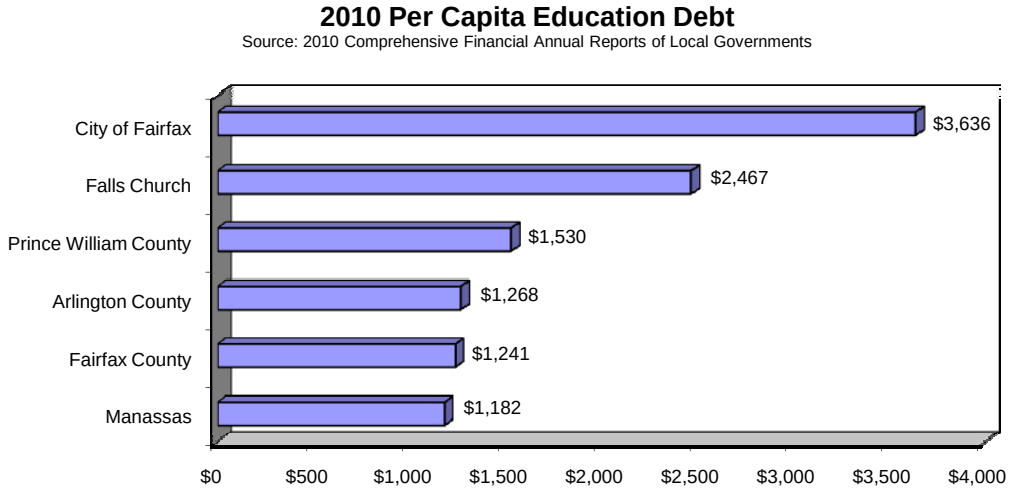
The following chart provides a historical review of past and projected debt service and capital lease payments by fiscal year. The spike in the FY 2014 debt service reflects the scheduled payoff of the Eleven Oaks property financing ($4.2 million). It is anticipated that the property will be sold and the debt satisfied prior to its FY 2014 maturity date. Payments toward the City library are reimbursed per an agreement with Fairfax County.



The City's outstanding debt as a percent of assessed value has increased when compared to surrounding jurisdictions. This is due in large part to the financing of various projects cited earlier.



The City's per capita education debt is significant compared to surrounding jurisdictions with the inclusion of all debt financing for the Schools (2004 and 2005 bond issues).



Debt Ratios

CY	Net Bonded Debt (1)	Population	Assessed Value	Debt Per Capita	% of Debt to Assessed Value (2)	Direct Debt Service	Debt Service as % Gen. Fund Expen.
2000	29,135,000	21,570	2,469,007,171	1,351	1.18	3,612,006	5.9
2001	27,145,000	22,065	2,846,322,856	1,230	0.95	3,394,091	5.1
2002	25,180,000	22,082	2,891,958,425	1,140	0.87	3,279,876	4.4
2003	43,004,995	22,251	3,104,766,831	1,933	1.39	3,918,709	5.2
2004	40,755,000	23,113	3,852,108,402	1,763	1.06	4,441,388	5.4
2005	38,390,418	22,030	4,445,241,300	1,743	0.86	4,093,000	4.6
2006	77,882,596	22,850	5,443,890,600	3,408	1.43	6,385,700	6.5
2007	119,124,230	23,349	5,608,301,700	5,102	2.12	9,271,124	9.2
2008	114,767,655	23,844	5,637,792,000	4,813	2.04	9,644,801	9.0
2009	110,300,000	23,952	5,359,097,100	4,754	2.06	9,568,519	8.7
2010	106,490,000	23,952	5,359,610,100	4,446	1.99	8,778,887	7.9
2011	102,605,000	23,200	4,972,880,538	4,423	2.06	8,578,460	7.8
2012	98,545,000	22,565	5,093,200,975	4,367	1.93	8,517,882	7.3

(1) Excludes debt of self-supporting projects and non-bonded debt financing.

(2) State Limit is 10.0% of real estate assessed value which equates to $509,320,098.

Per City Debt Policy, Outstanding Debt shall be less than 3% of Assessed Value $152,796,029.

General Fund General Obligation Debt Service
Consolidated Debt Service Requirements

Payments During Year

Year Ending June 30	Principal	Interest	Total Requirement
2012	4,060,000	4,457,882	8,517,882
2013	4,130,000	4,312,874	8,442,874
2014	4,230,000	4,146,343	8,376,343
2015	4,355,000	3,962,686	8,317,686
2016	4,510,000	3,723,774	8,233,774
2017	4,640,000	3,549,211	8,189,211
2018	4,730,000	3,394,711	8,124,711
2019	3,520,000	3,234,224	6,754,224
2020	3,635,000	3,120,924	6,755,924
2021	3,810,000	2,946,680	6,756,680
2022	3,965,000	2,790,250	6,755,250
2023	4,125,000	2,625,725	6,750,725
2024	2,815,000	2,463,350	5,278,350
2025	2,955,000	2,329,694	5,284,694
2026	3,095,000	2,190,694	5,285,694
2027	3,235,000	2,042,269	5,277,269
2028	3,490,000	1,925,588	5,415,588
2029	3,655,000	1,755,499	5,410,499
2030	3,835,000	1,577,363	5,412,363
2031	4,020,000	1,390,450	5,410,450
2032	4,215,000	1,201,994	5,416,994
2033	4,410,000	1,004,394	5,414,394
2034	4,615,000	797,650	5,412,650
2035	4,830,000	584,150	5,414,150
2036	5,050,000	360,700	5,410,700
2037	2,675,000	127,063	2,802,063
Total	**$102,605,000**	**$62,016,138**	**$164,621,138**

Comments:

- This schedule consolidates the debt issuances found on pages J-7 through J-12.

2005 General Obligation Refunding Bonds
(1998 School Bonds)
Principal 4-1; Interest 10-1, 4-1

Payments During Year

Year Ending June 30	Principal	Interest	Total Requirement
2012	1,315,000	431,896	1,746,896
2013	1,295,000	388,500	1,683,500
2014	1,295,000	323,750	1,618,750
2015	1,295,000	259,000	1,554,000
2016	1,295,000	194,250	1,489,250
2017	1,295,000	129,500	1,424,500
2018	1,295,000	64,750	1,359,750
Total	**$9,085,000**	**$1,791,646**	**$10,876,646**

Purpose: Renovation and construction of Daniels Run and Providence Elementary Schools.

Principal Amount: Original - $25,600,000; Refunding - $11,975,000

Date of Issue: Original - April 1998; Refunding – March 2005

Collateral / Property Interest: n/a

2002 General Obligation Bonds
Principal 7-1; Interest 7-1, 1-1

Payments During Year

Year Ending June 30	Principal	Interest	Total Requirement
2012	910,000	52,313	962,313
2013	940,000	17,625	957,625
Total	**$1,850,000**	**$69,938**	**$1,919,938**

Purpose: Renovation and construction of City Hall and the new Police Department Building.

Principal Amount: $20,000,000

Date of Issue: July 2002

Collateral / Property Interest: n/a

2004 General Obligation School Bonds
Principal 1-15; Interest 7-15, 1-15

Payments During Year

Year Ending June 30	Principal	Interest	Total Requirement
2012	855,000	1,377,755	2,232,755
2013	885,000	1,347,830	2,232,830
2014	920,000	1,312,430	2,232,430
2015	970,000	1,266,430	2,236,430
2016	0	1,231,268	1,231,268
2017	0	1,231,268	1,231,268
2018	0	1,231,268	1,231,268
2019	0	1,231,268	1,231,268
2020	1,215,000	1,231,268	2,446,268
2021	1,265,000	1,181,149	2,446,149
2022	1,320,000	1,128,019	2,448,019
2023	1,375,000	1,071,919	2,446,919
2024	1,435,000	1,012,794	2,447,794
2025	1,500,000	950,013	2,450,013
2026	0	884,388	884,388
2027	0	884,388	884,388
2028	1,725,000	884,388	2,609,388
2029	1,810,000	798,136	2,608,136
2030	1,900,000	707,638	2,607,638
2031	1,995,000	612,638	2,607,638
2032	2,090,000	520,369	2,610,369
2033	2,185,000	423,706	2,608,706
2034	2,285,000	322,650	2,607,650
2035	2,390,000	219,825	2,609,825
2036	2,495,000	112,275	2,607,275
TOTAL	**$30,615,000**	**$23,175,074**	**$53,790,074**

Purpose: Renovation and construction of Fairfax High School and Lanier Middle School. This was the first of two issues.

Principal Amount: $42,000,000

Date of Issue: December 2004

Collateral / Property Interest: n/a

2005 General Obligation School Bonds
Principal 1-15; Interest 7-15, 1-15

Payments During Year

Year Ending June 30	Principal	Interest	Total Requirement
2012	870,000	1,361,356	2,231,356
2013	900,000	1,326,556	2,226,556
2014	940,000	1,288,306	2,228,306
2015	990,000	1,241,306	2,231,306
2016	0	1,191,806	1,191,806
2017	0	1,191,806	1,191,806
2018	0	1,191,806	1,191,806
2019	0	1,191,806	1,191,806
2020	0	1,191,806	1,191,806
2021	0	1,191,806	1,191,806
2022	0	1,191,806	1,191,806
2023	0	1,191,806	1,191,806
2024	0	1,191,806	1,191,806
2025	0	1,191,806	1,191,806
2026	1,615,000	1,191,806	2,806,806
2027	1,685,000	1,119,131	2,804,131
2028	1,765,000	1,041,200	2,806,200
2029	1,845,000	957,363	2,802,363
2030	1,935,000	869,725	2,804,725
2031	2,025,000	777,813	2,802,813
2032	2,125,000	681,625	2,806,625
2033	2,225,000	580,688	2,805,688
2034	2,330,000	475,000	2,805,000
2035	2,440,000	364,325	2,804,325
2036	2,555,000	248,425	2,803,425
2037	2,675,000	127,063	2,802,063
TOTAL	**$28,920,000**	**$25,569,750**	**$54,489,750**

Purpose: Renovation and construction of Fairfax High School and Lanier Middle School. This was the second of two issues.

Principal Amount: $44,800,000

Date of Issue: November 2005

Collateral / Property Interest: n/a

General Obligation Refunding Bonds, Series 2010
(2002 General Obligation Bonds)
Principal and Interest, 7-15, 1-15

Payments During Year

Year Ending June 30	Principal	Interest	Total Requirement
2012	40,700	456,788	497,488
2013	40,700	455,974	496,674
2014	397,750	452,087	849,837
2015	407,000	442,502	849,502
2016	1,189,550	409,387	1,598,937
2017	1,237,650	368,756	1,606,406
2018	1,270,950	335,548	1,606,498
2019	1,302,400	300,126	1,602,526
2020	895,400	258,205	1,153,605
2021	941,650	212,278	1,153,928
2022	978,650	174,057	1,152,707
2023	1,017,500	133,940	1,151,440
2024	510,600	95,738	606,338
2025	538,350	69,514	607,864
2026	547,600	42,365	589,965
2027	573,500	14,338	585,338
Total	**$11,889,950**	**$4,221,601**	**$16,109,051**

Purpose: Renovation and construction of City Hall and the new Police Department Building.

Principal Amount: Original - $20,000,000; Refunding - $12,017,600

Date of Issue: Original – July 2002; Refunding – March 2010

Collateral / Property Interest: n/a

2010 General Obligation Refunding Bonds
(2004 & 2005 School Bonds)
Principal and Interest, 7-15, 1-15

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
2012	69,300	777,774	847,074
2013	69,300	776,388	845,688
2014	677,250	769,769	1,447,019
2015	693,000	753,449	1,446,449
2016	2,025,450	697,064	2,722,514
2017	2,107,350	627,882	2,735,232
2018	2,164,050	571,339	2,735,389
2019	2,217,600	511,025	2,728,625
2020	1,524,600	439,646	1,964,246
2021	1,603,350	361,447	1,964,797
2022	1,666,350	296,368	1,962,718
2023	1,732,500	228,060	1,960,560
2024	869,400	163,013	1,032,413
2025	916,650	118,361	1,035,011
2026	932,400	72,135	1,004,535
2027	976,500	24,413	998,413
Total	**$20,245,050**	**$7,188,131**	**$27,430,681**

Purpose: Renovation and construction of Fairfax High School and Lanier Middle School.

Principal Amount: Original - $42,000,000 & $44,800,000; Refunding - $20,462,400

Date of Issue: Original – December 2004 & November 2005; Refunding – March 2010

Collateral / Property Interest: n/a

General Fund Capital Lease Schedule
Consolidated Capital Lease Payment Requirements

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
2012	3,119,370	2,851,386	5,970,756
2013	3,386,432	2,720,692	6,107,124
2014	7,606,199	2,442,221	10,048,420
2015	2,628,868	2,159,801	4,788,669
2016	1,790,400	2,075,170	3,865,570
2017	1,877,000	1,991,701	3,868,701
2018	1,964,800	1,904,161	3,868,961
2019	2,043,900	1,823,994	3,867,894
2020	2,124,500	1,740,596	3,865,096
2021	2,211,700	1,653,903	3,865,603
2022	2,315,200	1,550,751	3,865,951
2023	2,425,600	1,442,731	3,868,331
2024	2,537,400	1,329,519	3,866,919
2025	2,656,200	1,211,050	3,867,250
2026	2,766,700	1,098,770	3,865,470
2027	2,523,600	969,551	3,493,151
2028	1,805,000	862,000	2,667,000
2029	1,895,000	771,750	2,666,750
2030	1,990,000	677,000	2,667,000
2031	2,090,000	577,500	2,667,500
2032	2,195,000	473,000	2,668,000
2033	2,305,000	363,250	2,668,250
2034	2,420,000	248,000	2,668,000
2035	2,540,000	127,000	2,667,000
Total	**$61,217,870**	**$33,065,498**	**$94,283,367**

Comments:

- This schedule consolidates schedules found on pages J-12 through J-22.
- FY 2012 savings achieved from refunding ($140,000) was taken out of the Open Space First Draw as a placeholder. The FY 2013 Proposed Operating Budget will reflect revised debt schedules from refunding.

Capital Lease Turf Agreement
Principal and Interest 7-1, 1-1

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
FY 2012	99,462	8,878	108,340
FY 2013	104,446	3,893	108,340
TOTAL	**$203,909**	**$12,771**	**$216,680**

Purpose: Installation of a synthetic turf field at Fairfax High School Stadium Field.

Principal Amount: $711,430

Date of Issue: February 2005

Collateral / Property Interest: Fairfax High School Stadium Field.

Outside Support:

Fairfax Police Youth Club (FPYC) –
$21,000 annually, for a period of eight years.

City of Fairfax School Board –
$20,000 annually, for a period of eight years.

Open Space Financing - First Issue
Principal and Interest 7-15, 1-15

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
2012	638,720	119,123	757,843
2013	813,600	84,243	897,843
2014	850,041	47,801	897,842
2015	439,195	9,731	448,926
Total	**$2,741,556**	**$260,898**	**$3,002,454**

Purpose: Acquisition and development of Open Space Properties - Jester Property, Stafford Property, and Ashby Pond Conservatory site (Conard Property).

Principal Amount: $7,200,000

Date of Issue: July 2004

Collateral / Property Interest: Stafford Property, Jester Property, Ted Grefe Park, Ashby Pond Conservatory site (Conard Property), Blenheim Property, and the former Weight Watchers building site.

Comments:

- Revised debt schedules from refunding were not available at the time the FY 2012 Adopted Budget book was printed. FY 2012 savings achieved from refunding ($140,000) was taken out of the Open Space First Draw as a placeholder. The FY 2013 Proposed Operating Budget will reflect revised debt schedules from refunding.

Open Space Financing - Second Issue
Principal and Interest 7-15, 1-15

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
FY 2012	121,000	15,971	136,971
FY 2013	127,000	11,279	138,279
FY 2014	131,000	6,377	137,377
FY 2015	68,000	1,302	69,302
TOTAL	**$447,000**	**$34,930**	**$481,930**

Purpose: Acquisition and development of Open Space Properties - Ted Grefe Park.

Principal Amount: $1,150,000

Date of Issue: November 2004

Collateral / Property Interest: Stafford Property, Jester Property, Ted Grefe Park, Ashby Pond Conservatory site (Conard Property), Blenheim Property, and the former Weight Watchers building site.

Open Space / Historic Properties Financing - Third Issue
Principal and Interest 7-15, 1-15

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
FY 2012	708,288	101,112	809,400
FY 2013	737,986	71,413	809,399
FY 2014	768,931	40,469	809,400
FY 2015	396,473	8,227	404,700
TOTAL	**$2,611,678**	**$221,220**	**$2,832,898**

Purpose: Acquisition and development of Open Space Properties – former Weight Watchers building site and Blenheim property.

Principal Amount: $6,050,000

Date of Issue: August 2005

Collateral / Property Interest: Stafford Property, Jester Property, Ted Grefe Park, Ashby Pond Conservatory site (Conard Property), Blenheim Property, and the former Weight Watchers building site.

Library and Downtown Financing
Principal 7-1; Interest 1-1

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
FY 2012	915,000	1,754,463	2,669,463
FY 2013	940,000	1,724,724	2,664,724
FY 2014	975,000	1,694,175	2,669,175
FY 2015	1,005,000	1,660,050	2,665,050
FY 2016	1,040,000	1,624,876	2,664,876
FY 2017	1,095,000	1,572,875	2,667,875
FY 2018	1,150,000	1,518,125	2,668,125
FY 2019	1,195,000	1,472,125	2,667,125
FY 2020	1,240,000	1,424,325	2,664,325
FY 2021	1,290,000	1,374,725	2,664,725
FY 2022	1,355,000	1,310,225	2,665,225
FY 2023	1,425,000	1,242,475	2,667,475
FY 2024	1,495,000	1,171,225	2,666,225
FY 2025	1,570,000	1,096,475	2,666,475
FY 2026	1,635,000	1,029,750	2,664,750
FY 2027	1,720,000	948,000	2,668,000
FY 2028	1,805,000	862,000	2,667,000
FY 2029	1,895,000	771,750	2,666,750
FY 2030	1,990,000	677,000	2,667,000
FY 2031	2,090,000	577,500	2,667,500
FY 2032	2,195,000	473,000	2,668,000
FY 2033	2,305,000	363,250	2,668,250
FY 2034	2,420,000	248,000	2,668,000
FY 2035	2,540,000	127,000	2,667,000
TOTAL	**$37,285,000**	**$26,718,113**	**$64,003,113**

Purpose: Construction of a new City Library; road improvements and the undergrounding of utilities in Old Town.

Principal Amount: $39,630,000 (Library - $22,940,000; Downtown - $16,690,000)

Date of Issue: July 2005

Collateral / Property Interest: City Hall and Property Yard.

Outside Support: Annual debt service cost relating to the financing of the new library is funded through a support agreement with the County of Fairfax.

Bank-Qualified Lease Financing - School Project Completion
Principal 8-1, 2-1; Interest 8-1, 2-1

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
FY 2012	333,330	282,791	616,121
FY 2013	346,942	269,088	616,030
FY 2014	361,210	254,824	616,034
FY 2015	376,052	239,972	616,024
FY 2016	391,550	224,512	616,062
FY 2017	407,704	208,412	616,116
FY 2018	424,432	191,650	616,082
FY 2019	441,816	174,201	616,017
FY 2020	460,020	156,035	616,055
FY 2021	478,962	137,122	616,084
FY 2022	498,642	117,430	616,072
FY 2023	519,142	96,928	616,070
FY 2024	540,462	75,585	616,047
FY 2025	562,684	53,365	616,049
FY 2026	585,808	30,230	616,038
FY 2027	301,924	6,144	308,068
TOTAL	**$7,030,680**	**$2,518,289**	**$9,548,969**

Purpose: Additional financing to cover the estimated funding shortfall associated with the renovation and construction of Lanier Middle School.

Principal Amount: $8,200,000

Date of Issue: December 2006

Collateral / Property Interest: Westmore Elementary School.

Bank-Qualified Lease Financing – Transportation Improvements
Principal 8-1, 2-1; Interest 8-1, 2-1

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
FY 2012	73,170	62,076	135,246
FY 2013	76,158	59,068	135,226
FY 2014	79,290	55,937	135,227
FY 2015	82,548	52,677	135,225
FY 2016	85,950	49,283	135,233
FY 2017	89,496	45,749	135,245
FY 2018	93,168	42,070	135,238
FY 2019	96,984	38,239	135,223
FY 2020	100,980	34,252	135,232
FY 2021	105,138	30,100	135,238
FY 2022	109,458	25,777	135,235
FY 2023	113,958	21,277	135,235
FY 2024	118,638	16,592	135,230
FY 2025	123,516	11,714	135,230
FY 2026	128,592	6,636	135,228
FY 2027	66,276	1,349	67,625
TOTAL	**$1,543,320**	**$552,796**	**$2,096,116**

Purpose: Improvements to Jermantown Road, which coincides with the renovation and construction of Lanier Middle School.

Principal Amount: $1,800,000

Date of Issue: December 2006

Collateral / Property Interest: Westmore Elementary School.

Construction of Ballfields on Open Space Property
Principal 6-1; Interest 6-1

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
FY 2012	230,400	219,125	449,525
FY 2013	240,300	209,135	449,435
FY 2014	250,800	198,715	449,515
FY 2015	261,600	187,842	449,442
FY 2016	272,900	176,499	449,399
FY 2017	284,800	164,665	449,465
FY 2018	297,200	152,316	449,516
FY 2019	310,100	139,429	449,529
FY 2020	323,500	125,984	449,484
FY 2021	337,600	111,956	449,556
FY 2022	352,100	97,319	449,419
FY 2023	367,500	82,051	449,551
FY 2024	383,300	66,117	449,417
FY 2025	400,000	49,496	449,496
FY 2026	417,300	32,154	449,454
FY 2027	435,400	14,058	449,458
Total	**$5,164,800**	**$2,026,862**	**$7,191,662**

Purpose: Development of ball fields and other amenities at the Stafford Property, Draper Drive Park, Providence Park and Providence Elementary School.

Principal Amount: $5,800,000

Date of Issue: June 2007

Collateral / Property Interest: Stafford Property, Jester Property, Ted Grefe Park, Ashby Pond Conservatory site (Conard Property), Blenheim Property, and the former Weight Watchers building site. This is an amendment to the original Open Space Financing from 2004, and the collateral is the same properties as noted above.

Outside Support:

Fairfax Little League
Total Contribution over 8 years: $45,000
Yearly beginning January 1, 2009: $5,625

Fairfax Police Youth Club (FPYC)
Stafford Total Contribution over 8 years: $115,000
Stafford Yearly beginning January 1, 2009: $14,375
Draper Total Contribution over 8 years: $336,000 ($168,000 per field)
Draper Yearly beginning January 1, 2009: $42,000

Acquisition of the Eleven Oaks Property
Principal 7-15; Interest 1-15 & 7-15

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
FY 2012	0	287,848	287,848
FY 2013	0	287,848	287,848
FY 2014	4,189,927	143,924	4,333,851
Total	**$4,189,927**	**$719,620**	**$4,909,547**

Purpose: Acquisition of the Eleven Oaks Property to be used for construction of a street and economic development purposes.

Principal Amount: $4,210,000

Date of Issue: July 2007

Collateral / Property Interest: Eleven Oaks Property.

Schedule of Rates and Levies

Table of Contents

Account		Page
311110	Real Estate Tax	1
311121	Commercial and Industrial Real Estate Tax	1
311210	Personal Property Tax	1
311XXX	Stormwater Tax	1
312010	Local Sales Tax	1
312011	Utility Tax	1
312012	Business Privilege License Tax Rate Schedule	1
312013	Motor Vehicle Licenses	3
312014	Recordation Tax	3
312015	Bank Franchise Tax	3
312016	Cigarette Tax	3
312017	Transient Occupancy Tax	3
312018	Meals Tax	3
313202	Building Permit Fees	3
313203	Electrical Permit Fees	5
313204	Plumbing Permit Fees	6
313205	Gas Inspection Fees	7
313205	Mechanical Permit Fees	7
313206	Elevator Inspection Fees	8
313225	Rental Housing Occupancy Certificate	9
313226	Fire Prevention Fees	9
313227	Fire Protection Systems	10
313231	Fire Marshal Development Fees	11
313233	Public Safety Fee	11
313234	Inspections	11
313308	Sign Permits	11
313309	Residential/Non-Residential Use Permits	11
313310	Erosion and Sediment Control	12
313323	Zoning Fees	12
313328	Special Use Permits	12
313328	Special Exceptions	12
313329	Variances and Appeals	13
313330	Real Estate Tax Exemption	13
313411	Cemetery Interments	13
313420	Street Opening Permits	13
313430	Precious Metals Permit	13
313440	Public Right of Way Use	13
313510	Animal Licenses	13
313512	Peddler's License	13
313610	Cable TV	13
313620	Transfer Fees	14
314019	Vehicle Rental Tax	14
315202	Old Town Hall Rental	14
315203	Rental of Property	16
315208	Stacy C. Sherwood Community Center	16
315211	Blenheim Interpretive Center	17
316110	Court (Processing Fee)	17
316220	Record Copies	18
316221	Security Alarm Systems (Business only)	18
316223	Ambulance Transport Rates	18

316230 Dog Pound 18
316240 City Parking Lot 18
316349 Senior Programs 18
316350 Recreation Fees 19
316351 Day Camps 19
316352 Pavilion Rentals 19
316354 Special Events 20
316355 Historic Walking Tours 21
316357 Show Mobile Rental Fees 21
316460 Sale of Publications 22
316461 Subdivision Fees 22
316462 Site Plan Fees 22
316463 Board of Architectural Review 23
316464 Tree Removal Permit 23
316466 Surety Review 23
316467 Information Technology GIS Data 23
316580 Returned Check Charges 23
316682 CUE Bus 24
316811 After Hours Inspection Fee 24
318104 Sale of Cemetery Lots 24
318105 Perpetual Care Fund 24
318201 Miscellaneous Revenue 24
WATER RATES AND LEVIES 26
SEWER RATES AND LEVIES 28
Construction Factors 29

Account Number & Title		FY 2012 Adopted Fees
311110	Real Estate Tax	Annualized rate of $93.7 per hundred for July 1, 2011 through June 30, 2012
311112	Old Town Service District Tax	Annualized rate of $.06 per $100 assessed valuation of all the properties located in the Old Town Service District
311121	Commercial and Industrial Real Estate Tax	Annualized rate of $.055 per $100 of assessed valuation of the taxable Commercial & Industrial real estate in the City
311210	Personal Property Tax	$4.13 per hundred (on 100% of fair market value) $0.01 – Rate per hundred (on 100% of fair market value) for members of volunteer fire departments or volunteer rescue squads qualifying under Section 8-3.01 of the City Code
311XXX	Stormwater Tax	Annualized rate of $0.005 per $100 assessed valuation for July 1, 2011 through June 30, 2012
312010	Local Sales Tax	1% of Sales
312011	Utility Tax	
	Gas	
	Residential	$1.05 & $0.05709 on each CCF delivered monthly/$2.25
	Commercial	$1.27 & $0.05295 on each CCF delivered monthly/$75.00
	Cellular Phone Service	
	Residential	10%/$30.00 per month
	Commercial	10%/$30.00 per month
	Power	
	Residential	$1.05 & $0.01136 on each kWh delivered monthly/$2.25
	Commercial	$1.72 & $0.010112 on each kWh delivered monthly/$75.00
	Telephone	
	Residential	15%/$15.00 per month
	Commercial	15%/$500.00 per month
	Water	
	Residential	15%/$15.00 per month
	Commercial	15%/$500.00 per month
312012	Business Privilege License Tax Rate Schedule	
	Contractors, and persons constructing	
	In their own behalf for sale	$0.16 per $100.00 gross receipts ($30.00 minimum)
	Non-Resident	$0.16 per $100.00 gross receipts ($30.00 minimum)
	Retail Sales all types	$0.20 per $100.00 gross receipts ($30.00 minimum)
	Peddlers, Solicitors & Itinerant Merchants	$30.00 flat fee per calendar year or part thereof
	Financial and Professional Services	$0.40 per $100.00 gross receipts ($30.00 minimum)
	Real Estate Rentals (Commercial)	$0.23 per $100.00 gross receipts ($30.00 minimum)

Account Number & Title	FY 2012 Adopted Fees
Residential Leasing except Apartments	$0.50 per $100.00 gross receipts ($30.00 minimum)
Repair, personal, business and other services	$0.27 per $100.00 gross receipts ($30.00 minimum)
Buses, Taxis and Transportation Services	$30.00 flat fee per calendar year or part thereof
Advertising by Loudspeakers on Vehicles	$12.50 per Diem per vehicle
Alcoholic Beverages	
Distillery, other than fruit distillery	$1,000.00 flat fee per calendar year or part thereof
Fruit distillery	$1,500.00 flat fee per calendar year or part thereof
Winery	$1,000.00 flat fee per calendar year or part thereof
Brewery	$1,000.00 flat fee per calendar year or part thereof
Bottler	$500.00 flat fee per calendar year or part thereof
Wholesale Beer License	$125.00 flat fee per calendar year or part thereof
Wholesale Druggist	$10.00 flat fee per calendar year or part thereof
Hotel, Restaurant or Club Retail "On" and "Off"	
Premises beer & wine license	$75.00 flat fee per calendar year or part thereof
Hotel, Restaurant or Club Retail "On" Premises only	
Beer & wine license	$50.00 flat fee per calendar year or part thereof
Hotel, Restaurant or Club Retail "Off" Premises only	
Beer & wine license	$50.00 flat fee per calendar year or part thereof
Retail Druggist	$50.00 flat fee per calendar year or part thereof
Banquet license	$5.00 flat fee per occurrence
Hospital license	$10.00 flat fee per calendar year or part thereof
Mixed Beverages	
Restaurants – 50 through 100 seats	$200.00 flat fee per calendar year or part thereof
101 through 150 seats	$350.00 flat fee per calendar year or part thereof
Over 150 seats	$500.00 flat fee per calendar year or part thereof
Caterer	$500.00 flat fee per calendar year or part thereof
Private, non-profit club operating restaurant on club premises	$350.00 flat fee per calendar year or part thereof
Canvassers and Soliciting Agents	$30.00 annually or $5.00 per diem flat fee each
Carnivals, Circuses, Shows, etc.	$150.00 per diem flat fee
Sale of Drug-related Objects	$5,000.00 flat fee per calendar year or part thereof
Fortunetellers'	$1,000.00 flat fee per calendar year or part thereof
Health Clubs	$0.27 per $100.00 of gross receipts
Junk Dealers	$125.00 flat fee per calendar year or part thereof plus $125.00 flat fee per calendar year or part thereof for each canvasser or agent canvassing the City

Account Number & Title		FY 2012 Adopted Fees
312012	Business Privilege License Tax Rate Schedule (continued)	
	Public Utilities & Public Service Companies Involving Telephone, Telegraph, Heat, Light, Power and Gas	One-half of one percent of gross receipt derived from within City corporate limits
	Itinerant Dealers in Precious Metals and Jewels	$30.00 flat fee
	Wall signs	$50.00 flat fee per sign per calendar year or part thereof
	Wholesale Sales	$0.05 per $100.00 gross receipts ($30.00 minimum)
	Going Out-of-Business Permit	$65.00 – Good for 60 days
	Each extension (after 60 days)	$65.00
	Only a maximum of two additional permits shall be granted	
312013	Motor Vehicle Licenses	$33.00 per vehicle
	Motorcycle License	$18.00 [1] per vehicle
	Duplicate License	$5.00 per vehicle
	Transfer of License	$1.00 per vehicle
312014	Recordation Tax	$0.0833 per $100.00 of deed consideration or value
312015	Bank Franchise Tax	$0.80 per $100.00 of net capital
312016	Cigarette Tax	$0.85 per package of 20 cigarettes
312017	Transient Occupancy Tax	4% on all rooms – not over 30 consecutive days
312018	Meals Tax	4% on all meals
313202	Building Permit Fees	
	New building and additions commercial and industrial [2]	$0.15 per inspectable sq. ft.[3]
	New single-family residential (detached) and residential townhouse	$0.10 per inspectable sq. ft.[4]
	New decks, garages, porches, etc.	$0.10 per inspectable sq. ft. [4]
	Residential additions resulting in increase in usable area, provided that permit is obtained prior to commencing work	$125.00 Max – This fee includes associated trade permits
	Light Poles, Flag Poles, etc.	$85.00 first one $10.00 each additional
	Pre-construction meeting	$75.00 per hour (Credit towards permit fee)
	Plan submittal	25% deposit (non-refundable)

[1] April 1 - 1/2 price

[2] Adjusted for construction factor. See attachment on last page – Construction Factors (28).

[3] Inspectable square footage is defined as total of all floors, basement, and roof square footage.

Account Number & Title		FY 2012 Adopted Fees
313202	Building Permit Fees (continued)	
	Code Modification request	$100.00
	Modular houses and trailers (Permanent)	$200.00
	Temporary trailer (less than six months)	$100.00
	Repairs and Alterations or change of use	$85.00 plus 1% of cost over $1,000.00
	Demolition of building or structure	$85.00 plus $10.00 per 1,000 sq. ft. plus post $1,000.00 bond
	Removal of a building or structure from one lot to another	(same as for repairs and alterations)
	Solar systems	$85.00
	Install modular furniture	$85.00 plus .5% of cost over $1,000.00
	Replace roof	$85.00 plus .5% of cost over $1,000.00
	Asbestos removal	$85.00 plus .5% of cost over $1,000.00
	Mount antenna	$85.00 plus .5% of cost over $1,000.00
	Chimney liner	$85.00
	Residential sheds	$85.00
	Swimming Pools	
	Residential pools (above-ground)	$85.00
	Residential & commercial pools (in-ground)	$85.00 plus $0.05 per sq. ft.
	Permit to Erect Temporary Tent over 900 sq. ft. or air-supported structure over 900 sq. ft. or for occupancy by more than 50 persons	$150.00
	Permit for Tent over 900 sq. ft. for private Functions, on residential properties, or for non-profit organizations	$85.00
	Installation of Elevator, Dumbwaiter or Man-Lift	
	Passenger or freight elevator	$289.00 plus 1% of cost over $1,000.00
	Escalator	$500.00 per unit
	Dumbwaiter (power driven)	$150.00 per unit
	Man-lift (power driven)	$150.00 per unit
	Repairs to Elevators, Escalators, Dumbwaiters or Man-Lifts	
	Up to $500	$75.00
	$500 –$1,000	$150.00
	Estimated cost over $1,000	$225.00 plus 1% of cost
	Signs	
	Footings – included in inspection	$100.00
	Footings – none or existing	$85.00
	Administrative fee for issuance of Stop Work Order due to failure to obtain required permit	200% of permit fee to a maximum of $250.00
	Minimum permit fee	$85.00
	Amendments involving additional work	$85.00 or fee as listed for work involved on amendment, whichever is higher

Account Number & Title		FY 2012 Adopted Fees
313203	Electrical Permit Fees	
	Services and Sub-Panels	
	400 amperes or under	$85.00
	401 to 600 amperes	$85.00
	601 to 800 amperes	$100.00
	801 to 1200 amperes	$150.00
	Over 1200 amperes	$200.00
	Temporary Service	
	Temporary service on pole, shed	
	or building not over 200 amps	$85.00
	Over 200 amperes	$100.00
	Reconnect existing electric service	$85.00
	Wiring of New Construction	
	Residential, including additions	$85.00 per 1,000 sq. ft.(plus service & electric heat)
	Commercial and industrial, including complete remodel of tenant space	$100.00 per 1,000 sq. ft. (plus service)
	Installation of Additional Circuits and Equipment	
	General-purpose outlet and lighting circuits, including modular furniture	
	First circuit	$85.00
	Each additional	$15.00
	Electrical Heating	
	First KW	$15.00
	Each additional KW or fraction	$5.00
	Permanently Wired Fixed Appliances and Equipment	
	Requiring separately fused circuits, including circuits	
	Single Phase	
	First circuit or added equipment or unit	$85.00
	Each additional	$15.00
	Three Phase	
	First circuit or added equipment or unit	$85.00
	Each additional	$20.00
	Motors & Generators (including circuit)	$10.00 plus $1.00 per HP rating
	Outdoor Electrical Signs	
	Single unit signs	$85.00
	Multiple unit signs:	
	First wired unit	$85.00
	Each additional wired unit	$5.00
	Transformers & Vaults	
	Transformers	$2.00 per kVA $50 minimum
	Annual electrical inspection for public swimming pools, each	$85.00

Account Number & Title		FY 2012 Adopted Fees
313203	Electrical Permit Fees (continued)	
	Disconnect Circuits for Interior Demolition	
	First circuit	$85.00
	Each additional circuit	$5.00
	Car Wash Units (Automatic-each)	$100.00
	Modular Houses and Industrialized Buildings	
	Residential, non-electric heat	$125.00
	Residential, with electric heater	$175.00
	All others, non-electric heat	$185.00
	All others, with electric heat	$200.00
	Administrative fee for issuance of Stop Work Order due to failure to obtain required permit	200% of permit fee to a maximum of $250.00
	Minimum permit fee	$85.00
	Amendments involving additional work	$85.00 or fee as listed for work involved on amendment, whichever is higher
	Amendments not including additional work (homeowners are exempt)	$85.00 plus hourly review fee
313204	Plumbing Permit Fees	
	Plumbing fee 1- & 2-family dwelling	$85.00 plus $3.00 for each fixture
	Plumbing fees commercial and apartment building (each unit)	$85.00 plus $7.00 for each fixture
	Water service, new with tap	$150.00
	Water service, replacement or repair or new lateral only (no tap)	$100.00
	Building sewer, new with tap	$150.00
	Building sewer, replacement, repair or cap	$100.00
	Sewer or water tap only	$85.00
	Cross connection inspection	$85.00 plus $3.00 for each backflow device installed
	Medical Gas Storage Tank and Distribution System	
	First floor or zone	$100.00 Additional floor or zone $60.00
	Minimum permit fee	$85.00
	Amendments involving additional work	$85.00 or fee as listed for work involved on amendment, whichever is higher
	Amendments not including additional work (homeowners are exempt)	$85.00 plus hourly review fee

Account Number & Title		FY 2012 Adopted Fees
313205	Gas Inspection Fees	
	Gas fitting per tenant space or dwelling unit	$85.00 plus $3.00 for each appliance outlet
	Administrative fee for issuance of Stop Work Order due to failure to obtain required permit	200% of permit fee to a maximum of $250.00
	Minimum permit fee	$85.00
	Amendments involving additional work	$85.00 or fee as listed for work involved on amendment, whichever is higher
	Amendments not including additional work (homeowners are exempt)	$85.00 plus hourly review fee
313205	Mechanical Permit Fees	
	Central heating furnace or boiler up to 100,000 BTU input	
	Residential, per unit	$85.00
	Commercial, per unit	
	First 100,000 BTU	$85.00
	Each additional 100,000 BTU	$10.00
	(Boilers over 200,000 BTU are regulated by State	
	Refrigeration and Air Conditioning Systems	
	Including heat pumps (condensing and evaporation units)	
	Residential, per unit	$85.00
	Commercial, per unit	
	First 5 tons	$85.00
	Each additional ton up to 10 tons	$10.00
	Each additional ton over 10 tons	$1.00
	Incinerator – per cubic foot of combustion space, including settling chamber and/or secondary combustion chamber	$1.50
	Fee for conversion to or replacement of oil burner	$85.00
	Installation, Repair or Replacement of Mechanical Equipment & Duct Work	
	Ventilation, exhaust or duct system	$85.00 plus 1% of cost above $1,000
	Paint spray booth	$250.00 plus electrical and fire suppression system fee
	Gas fireplace inserts	$85.00 each
	In-ground exhaust systems	$85.00 each
	Exhaust and make-up air fans	$10.00 per unit
	Electronic air cleaners	$10.00 per unit
	Humidifiers	$10.00 per unit
	Attic fans	$10.00 per unit
	Conveyors	$125.00
	Commercial kitchen equipment	$10.00 per unit
	Leak Detection, High Level Alarm	
	0 – 10 devices	$100.00
	Each additional 10 devices	$5.00
	Add detection devices	$5.00
	Minimum	$45.00

Account Number & Title		FY 2012 Adopted Fees
313205	Mechanical Permit Fees (continued)	
	Propane Storage Tank	
	First tank	$85.00
	Each additional tank	$50.00
	Permit to Install or Remove Any Oil, Gasoline or Other Fuel Pump	
	First pump or dispenser	$85.00
	Each additional pump or dispenser	$15.00
	Vapor recovery systems	$85.00
	Administrative fee for issuance of Stop Work Order due to failure to obtain required permit	200% of permit fee to a maximum of $250.00
	Minimum permit fee	$85.00
	Amendments involving additional work	$85.00 or fee as listed for work involved on amendment, whichever is higher
	Amendments not including additional work (homeowners are exempt)	$85.00 plus hourly review fee
	Under and above ground petroleum distribution, piping and equipment. Installation or demolition shall be charged separately.	
	Up to 100 linear feet	$100.00
	Up to 500 linear feet	$400.00
	Each additional 100 linear feet over 500	$5.00
	Specialized petroleum and recovery equipment	$120.00
	Monitoring wells	$85.00
313206	Elevator Inspection Fees	
	Duplicate Certificate	$25.00
	Elevators:	
	Freight or Passenger	$266.00 plus floor charge
	Floor charge: A fee of $47.00 per floor shall be charged for each floor in the building where a passenger or freight elevator is located. The fee shall be computed and added to the cost of the first piece of equipment only.	
	Sidewalk elevator, power driven	$150.00
	Sidewalk elevator, hand driven	$113.00
	The following fees apply to tests for freight and passenger elevators which are not performed in conjunction with regularly scheduled periodic inspections:	
	Temporary inspection	$246.00
	Temporary inspection (extension)	$115.00
	Governor test	$296.00
	Load test	$445.00
	Speed test	$296.00
	Static pressure test/hydraulic	$296.00

Account Number & Title		FY 2012 Adopted Fees
313206	Elevator Inspection Fees (continued)	
	Fire and smoke test	$213.00
	Dumbwaiters:	
	Power-driven	$134.00
	Hand-operated	$122.00
	Escalators, per floor	$146.00
	Porch lift	$146.00
	Man lift, power-driven	$146.00
313225	Rental Housing Occupancy Certificate	
	Required inspection[4] and all re-inspections after first re-inspection	$50.00
	Install smoke detector in rental unit where none are present, or at owner's request.	$65.00 per detector
313226	Fire Prevention Fees	
	Bonfires and other outdoor burning	$100.00 each occurrence, or $250.00 annual at one location
	Non-profit organization	$10.00 each occurrence, or $100.00 annual at one location
	Permits required by the Fire Prevention Code	$125.00 each unless specified below
	Fumigation and thermal insecticidal fogging	$100.00 each occurrence or $250.00 annual permit
	Operation of Places of Assembly or Education	
	Restaurants, nightclubs, fitness centers and theatres	
	Occupancy less than 50 persons	$85.00
	Occupancy 50-100 persons	$150.00
	Occupancy over 100 persons	$250.00
	All others	$125.00
	Religious and tax-exempt organizations	No fee
	Tents and air-supported structures (over 900 sq. ft. or over 50 occupants). (Annual fee after first year for permanent use, one time fee for temporary use.) (Not required for private functions, on residential property or non-profit organizations)	$125.00
	Welding or cutting, acetylene generators, storage of calcium carbide	$125.00 each occurrence or $250.00 annual permit
	Explosives, ammunition and blasting agents:	
	storage and transportation	$125.00
	Use (each site)	$125.00
	Fireworks: Retailer and/or wholesaler	$750.00
	Bulk storage handling or use of flammable liquids	
	Up to and including 49,000 gallons	$125.00

[4] Required inspections are: 1. Following application; 2. Every five years, if there has been no intervening inspection; and 3. Inspection resulting from valid complaints.

Account Number & Title		FY 2012 Adopted Fees
313226	Fire Prevention Fees (continued)	
	49,001-425,000 gallons	$250
	over 425,000 gallons	$0.0007/gallon
	Service station and garages (vehicle repair)	$125.00
	Administrative fee for issuance of Stop Work Order due to failure to obtain required permit	200% of permit fee to a maximum of $250.00
	Underground Storage Tanks	
	Installation	
	First tank	$150.00
	Each additional tank	$75.00
	Removal or abandonment	
	First tank	$150.00
	Each additional tank	$75.00
	Above Ground Storage Tanks	
	Residential & Commercial less than 660 gals each	$85.00
	Up to 10,000 gallon tank	$125.00
	10,001 – 30,000 gallon tank	$200.00
	30,001 – 100,000-gallon tank	$250.00
	Greater than 100,001 gallon tank	$0.003 per gallon
313227	Fire Protection Systems	
	Fire Alarm Systems	
	Main Panel including branch circuit	$85.00
	First five initiating, detecting or indicating devices	$85.00
	Each indicating or initiating device over five	$3.00
	Dialers and expansion panels	$85.00 each
	Sprinkler or Other Fixed Fire Suppression Systems	
	New or Expanded Sprinkler System	
	Dry-pipe, alarm or deluge valve	$85.00 each
	Piping and sprinkler heads	$2.50 per head, minimum $50.00
	Fire Service Line, each 100 feet or fraction	$85.00
	Fire Service Line, repair	$85.00
	Standpipe Systems	
	Not part of a sprinkler system	$85.00
	Fire Pump	$150.00
	Halon, Carbon Dioxide and Fixed Chemical Agent Systems	$100.00
	Minimum permit fee	$85.00
	Amendments involving additional work	$85.00 or fee as listed for work involved on amendment, whichever is higher
	Amendments not including additional work (homeowners are exempt)	$85.00 plus hourly review fee

Account Number & Title		FY 2012 Adopted Fees
313231	Fire Marshal Development Fees	
	Non-Residential Use Permit Inspections	
	Business – Tenant	
	Gross Floor Area	
	New building, shell only	$60.00
	0 – 500 sq. ft.	$50.00
	501 – 5,000 sq. ft.	$75.00
	5001 – 15,000 sq. ft.	$100.00
	15,001 – 50,000 sq. ft.	$120.00
	50,001 + sq. ft.	$150.00
	Major Home Occupation	$50.00
313233	Public Safety Fee	
	Bulk storage handling or use of flammable liquids over 425,000 gallons	$0.0007/gallon
313234	Inspections	
	For more than one inspection after a Stop Work Order or deficiency	$85.00
	Inspections outside regular hours	$85.00/hour, minimum of 4 hours
313308	Sign Permits	
	(a) Sign	Level 1-1 to 50 sq. ft. at $2.90 sq. ft. Level 2-51 to 100 sq. ft. at $4.35 sq. ft. Level 3-101 and above at $7.25 sq. ft.
	Temporary signs	
	Construction Signs	$25.00
	Special Events Signs	$25.00
	Business Openings and Sales	$25.00
	Real Estate/Leasing Signs	$25.00
	Political sign less than 5 sq. ft. in area	$25.00 per hundred
	Political sign 5 sq. ft. or larger	$25.00 each
	Signs Removed from Public R-O-W	$5.00 for each sign held for 10 days or less $10.00 for each sign held for more than 10 days
313309	Residential/Non-Residential Use Permits	
	Businesses	$110.00
	Residences	$55.00
	Minor Home Occupation	$55.00
	Temporary Seasonal Certificate of Occupancy	$200.00

Account Number & Title		FY 2012 Adopted Fees
313310	Erosion and Sediment Control	$550.00 up to 1/2 acre of disturbed land $550.00 plus $100.00/disturbed acre over 1/2 acre of disturbed land. (Includes one inspection); each additional inspection $100.00.
	Reinspection following Violation	$200.00 each $300.00 if stop work order is on file
	Site Reinspection fee (rescheduling fee)	$45.00
	Flood Plain Permit – Not requiring an SUP	$550.00 residential; $2,500.00 all others
	RPA delineation/determination	$275.00
313323	Zoning Fees	
	Zoning Map/Land Use Plan Amendment	$10,000.00 plus $500.00 per acre or fraction thereof
	Proffer/Proffered Plan or Required Plan Amendment	$4,800.00
	Zoning Compliance Letter	$500.00
	Newspaper Re-advertisement	Greater of $385.00 or actual cost
	Property Owner Re-notification	$275.00
	Proffer Amendment	$5,000.00
313328	Special Use Permits	
	Special Use Application (City Council)	
	Residential	$500.00 plus $200.00 for each additional special use requested for the subject property on the same application
	Other	$4,800.00 plus $475.00 for each additional special exception requested for the subject property on the same application
	Renewal/Condition Amendment (Other)	$1,000.00
	Renewal (Residential)	$400.00 (Filing Fee)
	Special Use Application (BZA)	
	Other	$4,800.00 plus $475.00 for each additional special use permit request
	Renewal	$1,000.00
313328	Special Exceptions	
	Individual Residential Property	$500.00 plus $55.00 for each additional special exception requested for the subject property on the same application
	Other	$4,800 plus $1,000 for each additional special exception requested for the subject property on the same application
	Signs	$3,000.00 plus $100.00 for each additional special exception requested for the subject property on the same application.
	Newspaper Re-advertisement	Greater of $385.00 or actual cost
	Property Owner Re-notification	$170.00

Account Number & Title		FY 2012 Adopted Fees
313329	Variances and Appeals	
	Variance Application	
	Individual Residential Property	$500.00
	Other	$4,800.00
	Appeals	$1,000.00
313330	Real Estate Tax Exemption	$20.00
313411	Cemetery Interments	
	Grave Opening, Interment	
	Adult, single depth	$1,440.00
	Adult, single depth (non-City resident)	$2,016.00
	Adult, double depth	$2,016.00
	Adult, double depth (non-City resident)	$2,592.00
	Grave Opening, Interment	
	Child	$878.00
	Child (non-City resident)	$1,440.00
	Cremation remains	$756.00
	Destitute City residents	Free / reduced burial at discretion of City Manager
	Grave Opening, / Closing	
	Weekday After 2pm (flat rate*)	$500
	Weekend (flat rate*)	$500
	* flat rate includes length of service plus an additional 30 minutes. Any additional time thereafter would incur a minimum $100 charge for 30 minute increments.	
313420	Street Opening Permits	$100.00 first 100 LF; additional $25.00 for each 100 LF thereafter. Each inspection $100.00
	60-day extension	$30.00
	Working in ROW w/o Permit	$200.00
	Pavement Repairs	$500 minimum plus TME
313430	Precious Metals Permit	$200.00
313440	Public Right of Way Use	
313510	Animal Licenses	$10.00 per year – fertile dogs $5.00 per year - infertile dogs
313512	Peddler's License	$50.00
	Firearms Dealers Permit	$25.00
	Charitable Solicitation Permit	$10.00
313610	Cable TV	5% of gross receipts

Account Number & Title		FY 2012 Adopted Fees
313620	Transfer Fees	$0.50 per $500.00 of value; transfer fee $1.00 on all deeds
314019	Vehicle Rental Tax	2.5% of gross receipts
315202	Old Town Hall Rental	
	City residents receive $200.00 discount	
	Piano	$150.00 per use (includes tuning)
	Piano	$75.00 per use (does not include tuning)
	Chair moving between floors during event	$50.00
	Table cloth rental	$12.00 per cloth (all users)
	Coffee Urns	$5.00 per urn
	Projection Equipment	$10.00
	Drop off fee for deliveries prior to use	$50.00
	Stage Rental	$40.00 per stage section
	Processing Fee for cancellations	$100.00
	Use of Second Floor	$75.00 per hour
	Receptions and Social Events (Including set-up and clean-up time)	Minimum five hours $850.00 - Monday, Tuesday, Wednesday, Thursday (except Memorial Day, Labor Day, Thanksgiving Day, New Year's Eve, New Year's Day, Christmas Eve and Christmas Day)
	Receptions and Social Events	Minimum five hours $1,250.00 – Fridays and Sundays (except New Year's Eve, New Year's Day, Christmas Eve and Christmas Day) $1,500.00 – Saturdays and City observed holidays.
	Social Event Discount	$200.00 for City residents, business and City employees
	Security Deposit	$450.00
	ALL FEES ARE DUE IN FULL – 60 DAYS PRIOR TO THE SCHEDULED EVENT	
	Additional Hours (Time is not prorated)	$200.00 per hour – Monday – Thursday for use of ***one*** floor $300.00 per hour – Friday – Sunday for use of ***one*** floor $75.00 per hour – second floor used during contracted time (not included in five-hour rental of main floor)

Account Number & Title		FY 2012 Adopted Fees
315202	Old Town Hall Rental (continued)	
	Business Meetings and Commercial Usage	Minimum two hours $60.00 per hour – Monday, Tuesday, Wednesday, Thursday (except Memorial Day, Labor Day, Thanksgiving Day, New Year's Eve, New Year's Day, Christmas Eve and Christmas Day) $150.00 per hour – Fridays and Sundays (except New Year's Eve, New Year's Day, Christmas Eve and Christmas Day) $1,500.00 per hour – Saturdays and holidays – minimum five hour rental
	Business Meeting with Social Function	$650.00 per hour – Monday, Tuesday, Wednesday, Thursday – minimum five hour rental
	Business Meeting Security Deposit	$250.00
	Saturdays, Thanksgiving Day, New Year's Eve, New Year's Day, Christmas Eve and Christmas Day - must pay social function rate.	
	Certified Non-Profit Organization	Minimum Two Hours $60.00 per hour – Monday, Tuesday, Wednesday, Thursday $150.00 per hour – Friday and Sunday $1,500.00 per hour – Saturdays and holidays – minimum of two hours
	Recognized City of Fairfax Community Based Non-Business Groups Category I and II	Three free (3) non-peak (M/T/W/Th) uses and one (1) free peak (F/Sat/Sun/no holidays) use. Minimum two (2) hours. All other rentals will be at full business rate. These are per calendar year and can only be booked six (6) weeks in advance
	Recognized City of Fairfax Community Based Non-Business Groups Category III	Three (3) non-peak (M/T/W/Th) uses at $25.00 per hour and one (1) peak (F/Sat/Sun/no holidays) use at $25.00 per hour. Minimum two (2) hours. All other rentals will be at full business rate. These are per calendar year and can only be booked six (6) weeks in advance.
	City Sponsored Activities/Events	$25.00 per hour for events
	Civic Associations, City Service Groups, City Boards and Commissions	Minimum two hours Business Rate – peak usage charge after first free usage Three Free – non-peak usages in calendar year Business rate will apply after three free non-peak usages in a calendar year.

Account Number & Title		FY 2012 Adopted Fees
315203	Rental of Property	
	Green Acres	
	Stage Sections	$40.00 per stage section
	Coffee Urns	$5.00 per urn
	Projection Equipment	$10.00
	Green Acres	Minimum two hours
	Single Room	$30.00 per hour Weekday and $45.00 Weekend
	Cafeteria	$50.00 per hour Weekday and $75.00 Weekend
	Gym	$50.00 per hour Weekday and $75.00 Weekend
	Custodian	$30.00 per hour
	Gym & Cafeteria – Holidays	$100.00 per hour
	Single Room – Holidays	$60.00 per hour
	Security Deposit	$100.00
	Custodian Rate	$30.00
	Recognized City of Fairfax Community Based Non-Business Groups-Category I, II, III, IV	Free - Monday through Thursday
315208	Stacy C. Sherwood Community Center	
	City Residents receive $200 discount of main hall	
	Full Performance Space Weekday (2 hr min)	$200.00 per hour
	Full Performance Space Weekend (5 hr min)	$750.00 per hour
	Half Performance Space Weekday (2 hr min)	$120.00 per hour
	Half Performance Space Weekend (5 hr min)	$400.00 per hour
	Art Room Weekday (2 hr min)	$45.00 per hour
	Art Room Weekend (5 hr min)	$55.00 per hour
	Rehearsal Room Weekday (2 hr min)	$50.00 per hour
	Rehearsal Room Weekend (5 hr min)	$75.00 per hour
	Activity Room Weekday (2 hr min)	$45.00 per hour
	Activity Room Weekend (5 hr min)	$55.00 per hour
	City Functions and Community Groups	
	City Operated Functions	Free if City endorsed
	Civic Associations, City Service Groups, City Boards and Commissions	Minimum 2 hours, reservations can be made up to six weeks in advance. $25.00 per hour ; 3 non-peak (Mon-Thur) and 1 peak use (Fri-Sun) per year
	Additional Rental Fees	
	Security Deposit	$250.00 weekday rentals $450.00 weekend rentals
	Cancellation Processing Fee	$100.00
	Coffee urns	$5.00 per urn
	Stage Sections	$40.00 per 6x8 foot section Up to 6 sections available for rental

Account Number & Title		FY 2012 Adopted Fees
	Early drop off fee	$50.00 (applicable if prior to scheduled opening of building)
315211	Blenheim Interpretive Center	
	Receptions and Social Events (including set-up & clean-up time)	Minimum 5 hours $1,000.00 – Monday-Thursday (except Memorial Day, Labor Day, Thanksgiving Day, New Year's Eve, New Year's Day, Christmas Eve, and Christmas Day)
	Receptions and Social Events	Minimum 5 hours $1,500.00 – Friday and Sundays (except New Year' Eve, New Year's Day, Christmas Eve, Christmas Day) $1,800.00 – Saturdays and City observed holidays.
	Social Event Discount	$250.00 for City residents, business and City employees
	Security Deposit	$300.00
	ALL FEES ARE DUE IN FULL – 60 DAYS PRIOR TO THE SCHEDULED EVENT	
	Additional Hours (Time is not prorated)	$200.00 per hour – Monday-Thursday $300.00 per hour – Friday-Sunday
	Business Meetings & Commercial Usage	Minimum 2 hours $80.00 per hour – Monday-Thursday (except Memorial Day, Labor Day, Thanksgiving Day, New Year's Eve, New Year's Day, Christmas Eve, and Christmas Day) $180.00 per hour – Friday and Sunday (except New Year's Eve, New Year's Day, Christmas Eve, and Christmas Day) $1800.00 – Saturday and holidays (minimum 5 hours rental); but up to 3 months in advance may book at $180.00 per hour.
	Business Meeting Security Deposit	$300.00
	Saturdays, Thanksgiving Day, New Year's Eve, New Year's Day, Christmas Eve and Christmas Day – must pay social function rate.	
	City Sponsored Activities/Events	$40.00 per hour for events
	Civic Associations, City Services Goups, City Boards and Commissions	Minimum 2 hours (may be booked up to 6 weeks in advance only) Business Rate – peak usage charge after first usage at $40.00 per hour in non-peak time.
316110	Court (Processing Fee)	$20.00 (Add $35.00 blood test fee in DWI cases if blood test is taken)
	Criminal	$20.00
	Criminal Injuries Compensation	$15.00[5]

[5] Added in Class I & Class II Criminal Misdemeanor Cases and all felony cases

Account Number & Title		FY 2012 Adopted Fees
	Court (Processing Fee) Continued	
	Capital and Maintenance Fee	$2.00 per case
	Accident Report to Insurance Co.	$3.00 per report
	Driver/Vehicle Owner Accident Report	Free
	National Criminal History Check	$5.00 per report
	Local Conviction Request by individual	$1.00 per report
	Local Conviction Req. by Criminal Justice Agency	Free
	Courthouse Security Fee	$10.00
	Sheriff's Processing Fee	$25.00
	Fingerprinting and Photographs	$5.00 (Must be a City resident or work within the City of Fairfax.) Photographs are not done separately
316220	Record Copies (Police Department)	
316221	Security Alarm Systems (Business only)	
	Permit (one-time fee)	$25.00
	Fine (Failure to obtain permit)	$50.00 fine
	Service Charge for False Alarms	
	(Each calendar year)	
	Third false alarm	$100.00
	Fourth false alarm	$150.00
	Fifth false alarm	$200.00
	Sixth false alarm	$250.00
	Seventh false alarm	$300.00
	Eighth false alarm	$350.00
	Ninth and each thereafter	$500.00
316223	Ambulance Transport Rates	
	BLS	$572.22
	ALS Level 1	$676.26
	ALS Level 2	$780.30
	Mileage	10.40 per mile (incident scene to hospital only)

BLS= Ambulance staffed with an Emergency Medical Technician practicing patient care in accordance with state laws
ALS 1=Ambulance staffed with certified Paramedic providers performing a medically necessary ALS assessment
ALS 2=Ambulance staffed with certified Advanced Life Support providers treating a patient with three or more administrations of IV medications and/or defibrillation, advanced airway, cardiac pacing.

316230	Dog Pound	
	Redemption of Impounded Dogs (within 7 days)	$25.00 plus boarding fee of $25.00 per day or portion thereof
316240	City Parking Lot	
	Hourly Rate	$0.25
	Monthly Permit	$10.00
316349	Senior Programs	Price varies per program to cover 100% of direct expenses

Account Number & Title		FY 2012 Adopted Fees
316350	Recreation Fees	
	Recreation classes and trips	Price varies per program to cover 100% of direct expenses
316351	Day Camps	
	Traditional Summer Camp Program	
	Pre-school	$750.00 for seven weeks $275.00 for two weeks $150.00per week
	Elementary	$760.00 for seven weeks $285.00 for two weeks $165.00 per week
	Middle School	$795.00 for seven weeks $285.00 for two weeks $195.00 per week
	Teen	$995.00 for seven weeks $350.00 for two weeks $195.00 per week
	Traditional Summer Camp Extended Hours	$140.00 per week per child or $30.00 per day $65.00 morning extended care $85.00 afternoon extended care
	Trip fees vary and may be an additional charge	
	Specialty and Sports Camps	Prices vary per program to cover 100% direct expenses
316352	Pavilion Rentals	
	Small	$55.00 per 4 hours ($10.00 each additional hour)
	Large	$75.00 per 4 hours ($15.00 each additional hour)
	Equipment Rental & Services	
	Bleacher rental	$1,150/three day rental
	Movie Screen	$1,500 per day
	Sound equipment rental w/tech	$50.00/hour
	Sound equipment rental w/o tech	$25.00/hour
	Staging (12'x16')	$870 per day
	Ice Cream Truck Park Vendors	$300 per truck per season
	Indoor Athletic League Use	$5 per participant per season gym fee
	Adult and non-City sponsored indoor/outdoor athletic leagues	$5.50 per participant per season field fee

CATEGORY A

Category A includes games, practices, and scrimmages not associated with any tournament, clinic or camp. Fairfax Police Youth Club and Fairfax Little League would be considered Category "A" organizations.

LEVEL I: Less than three (3) uses per season	$50.00 per hour, no lights

Account Number & Title		FY 2012 Adopted Fees
		$75.00 per hour with lights
316352	Pavilion Rentals (continued)	
	LEVEL II: Over three (3) uses per season	$5.50 per participant for ALL groups plus Field Fee
	Field Fee I: Less than 500 users	$200 Field Fee
	Field Fee II: 500 – 1,000 users	$100 Field Fee
	Field Fee III: Over 1,000 users	No Field Fee
	CATEGORY B Category B includes camps, clinics and tournaments by any group.	
	LEVEL I: Less then 3 uses per season	$75 per hour, no lights $100 per hour with lights
	LEVEL II: Over 3 uses per season	$1,500 per season no lights $2,000 per season with lights
	Park Use Fee	$1,500 per park plus $1,000 security deposit, payment for all other amenities in park and city reimbursement.
	Athletic Venue Fee	Minimum four hour rental
	Basketball Court	$30.00 per hour/per court
	Skate Park	$50.00 per hour
	Tennis Court	$30.00 per hour/per court (additional for lights)
	Volleyball Court	$30.00 per hour/per court
	School Gym Use	Any invoiced cost to the City for permitting your use in the schools will be invoiced and the responsibility of the permit holder to reimburse the city.
316354	Special Events	
	Special Event Permit Application	
	Certified Non-Profit Groups	$100.00 per application per year
	Community Based Non-Business Groups	$100.00 per application per year
	City Resident	$100.00 per application per year
	All other groups	$200.00 per application per year
	Fall Festival	
	Application Fee	$10.00
		$155.00 – 10x10 space for crafter
		$1,000.00 – 10x10 Business Expo vendor
		Food vendors bid for space
	Downtown Coalition	$31.00 per 10x10 space
	City Historic District Business	1 free space (10x10)
		$77.50 Each additional space
	City Business Craft Vendors	$77.50 per 10x10 space
	Non-Profit Organization	$77.50 per 10x10 space
	Community Based Non-Business Groups	$77.50 per 10x10 space
	Holiday Craft Show	
	Application Fee	$10.00
		$190.00 – 10x6 hallway
		$240.00 – 11x9 cafeteria with electricity
		$265.00 – 10x10 gym with electricity

Account Number & Title		FY 2012 Adopted Fees
		$500.00 – 10x10 Business Expo vendor
316354	Special Events (continued)	
	Holiday Craft Show (continued)	
	Application Fee	$5.00 one day admission fee for show
		$8.00 two day admission fee for show
		Food vendors bid for space
	Downtown Coalition	$38.00 per space
	City Business Craft Vendors	$190.00 per hallway space
	City Business Craft Vendors	$265.00 per gym space
	City Business Craft Vendors	$240.00 per cafeteria space
	Non-Profit Organization	$95.00 per hallway space
	Non-Profit Organization	$132.50 per gym space
	Non-Profit Organization	$120.00 per cafeteria space
	Gate Admission	$5.00 one day
		$8.00 two day
	Community Based Non-Business Groups	$95.00 per hallway space
	Community Based Non-Business Groups	$132.50 per gym space
	Community Based Non-Business Groups	$120.00 per cafeteria space
	Independence Day	Food vendors bid for space
316355	Historic Walking Tours	$5.00 Adults $3.00 Students
	School Tours	$3.00 Student, chaperones free (No charge for City schools)
	Off-Site Student & Adult Programs	$50.00 per staff person (No Charge for City Schools)
	Guided Site Tours	$25.00 per group (Min of 6 People); No charge for chaperones, fee due in advance of your, $3 each scout and participating sibling
316357	Show Mobile Rental Fees	
	Group A-City of Fairfax non profit groups and civic groups with functions within the City limits	With Help $300.00 minimum of 8 hours $30.00 each additional hour Without Help $600.00 minimum of 8 hours $75.00 each additional hour
	Group B-All individuals, businesses and organizations who do not meet Group A criteria	With Help $600.00 minimum of 8 hours $30.00 each additional hour Without Help $750.00 minimum of 8 hours $75.00 each additional hour
	Group C-Any individual or organization with an event outside the City of Fairfax	With Help $1,200.00 minimum of 8 hours $125.00 for each additional hour Without Help $1,400.00 minimum of 8 hours $175.00 each additional hour

Account Number & Title		FY 2012 Adopted Fees
316460	Sale of Publications	
	City Code (with supplement)	$134.00
	City Code Supplement	$5.00
	Comprehensive Plan – CD only	$5.00
	Comprehensive Plan – Photocopy	$32.00
	Zoning Ordinance	$10.00
	Photocopy	$0.10 per copy plus labor charge on large jobs
	City Flags	$70.00
	DVD of City programs	$15.00
	City mugs	$5.00
	Historic District Guidelines	$7.00
	Community Appearance Plan	$10.00
316461	Subdivision Fees	$2,750 plus $150.00 per lot plus:
	Bituminous surface	$0.44/sq yd
	Sidewalk	$0.77/lin ft
	Curb and Gutter	$0.77/lin ft
	Header curb	$0.77/lin ft
	Storm drainage	$3.85/lin ft
	Sanitary Sewer	$2.00/lin ft
	Water	$2.00/lin ft
	Required screening	$2.00/lin ft
	Tree management	$110.00/division of land or disturbed acre or fraction thereof whichever is greater
	Overlot grading	$220.00 per division of land or disturbed acre or fraction thereof, whichever is greater. Each additional inspection $100.00.
316462	Site Plan Fees	
	Minor Site Plan Review	$2,750
	Major Site Plan Review	$6,600
	Site Plan Amendment	$1,100
	Bituminous surface	$0.44/sq. yd.
	Sidewalk	$0.77/lin. ft.
	Curb and Gutter	$0.77/lin. ft.
	Header curb	$0.77/lin. ft.
	Storm drainage	$3.85/lin ft
	Sanitary Sewer	$2.00/lin ft
	Water	$2.00/lin ft
	Required screening	$2.00/lin ft
	Tree management	$110.00/division of land or disturbed acre or fraction thereof, whichever is greater
	Overlot grading	$220.00 per division of land or disturbed acre or fraction thereof, whichever is greater. Each inspection $100.00.
	Second and Subsequent Revision Fees	$550.00/each additional submission
	Water Quality Impact Assessment review	$110.00 individual residential lot, $330 other

Account Number & Title		FY 2012 Adopted Fees
	As-Built Plan Review	$550.00 plus $110.00 for each acre or fraction thereof
316462	Site Plan Fees (continued)	
	Administrative Parking Approvals	$250.00 less than 5-space deviation; $550.00 for all others
	Administrative Plan of Development	$500.00 (portion of which may be waived for minor actions)
	Administrative approval for changes to Non-Conforming Use	$550.00 (portion of which may be waived for minor actions)
	Testing	$100.00
	Inspections not included in other fees	$100.00
	Site Reinspection fee (rescheduling fee)	$45.00
316463	Board of Architectural Review	
	Administrative Review	$35.00
	Signs (non-administrative)	$55.00
	Amendments to previous approvals	$60.00
	Other	$125.00
	Appeal to City Council	$300.00
316464	Tree Removal Permit	
	Individual Residential Lot	$10.00
	Residential Development Project	$100.00
	Other	$50.00
316466	Surety Review	
	Performance bond, letter of credit, cash escrow	
	Less than $100,000	$275.00
	$100,001-300,000	$550.00
	More than $300,000	$800.00
	Request for reduction	$275.00
	Request for replacement/release	$275.00
316467	Information Technology GIS Data	
	Hardcopy Data	
	8.5" x 11" map	$5.00 each
	11" x 17" map	$7.00 each
	24" x 36" map	$20.00 each
	Digital Data	$50.00 per data layer
		$5.00 for CD (If data is burned to CD)
	Distribution of Data:	
	License agreement must be signed first before receiving digital data	
	Data available in shape file or personal geo-database format	
	Data can be burned to CD or emailed in a .zip file	
	Hardcopy maps printed on demand	
316580	Returned Check Charges	$25.00 per check

Account Number & Title		FY 2012 Adopted Fees
316682	CUE Bus	$1.70 base fare, $1.50 with use of Smartrip card $0.75 (elementary, intermediate and high school students with valid ID, senior citizens; and persons with disabilities) GMU students, faculty and staff ride free with a valid ID. Children age three (3) and under ride free of charge
	Transfers	$0.50 discount for Rail to CUE bus transfers with use of Smartrip card CUE bus to CUE bus transfers good for ~~3~~ 2 hours are free with use of Smartrip card
	City Wheels	$3.20 per trip
316811	After Hours Inspection Fee	$400.00 minimum for up to 4 hours
	Overtime Related to Inspections	$150.00
		$5.00/day rental fee
318104	Sale of Cemetery Lots	
	Grave Site: 3' x 9'	$2,592.00 plus $300.00 perpetual care
	Grave Site: 3' x 3' (cremations)	$1,080.00 plus $95.00 perpetual care
	Grave Site: 3' x 9' (non-City resident)	$4,320.00 plus $330.00 perpetual care
318105	Perpetual Care Fund	
	Perpetual care	$300.00
	Perpetual care (for grave sites purchased prior to 4/20/62)	$165.00
	Cremation Site	$95
318201	Miscellaneous Revenue	
	FOIA Responses	
	Research and preparation	hourly rate of employee handling request
	Photocopies – less than 10	No charge
	11 – 25	$0.25 each
	Over 25	$0.15 each
	Note: documents that do not require a research or preparation fee can be emailed at no charge.	
	Hauling or Moving Permits	
	Single Trip-Mobile Homes, Pre-fabricated house sections	$5.00
	Over length, overweight, over-height or over-width Vehicles or any combination thereof	$20.00
	Building movements (width in excess of 12 feet requiring an engineering study)	$15.00

Account Number & Title		FY 2012 Adopted Fees
318201	Miscellaneous Revenue (continued)	
	Blanket Permit (30 days)	
	Mobile Homes – 12 feet in width	$6.00 per month
	Renewal fee for each month thereafter	$5.00 plus $1.00 for each trip made the previous month
	Mobile Homes, pre-fabricated house sections and boats on trailers not more than 10'4" in width	$5.00 plus $1.00 for each trip made
	Blanket Permit (1 year)	
	Over width, over-length, over-weight, or over-Height vehicles or any combination thereof	$5.00 plus $1.00 for each trip made
	Street Banner Installation	
	Chain Bridge Road location	$120.00
	Main Street location	$80.00

Account Number & Title **FY 2012 Adopted Fees**

WATER RATES AND LEVIES

Connection Charge

Meter Size	Rate
¾ x 5/8	$989.30
1"	$1,582.10
1-1/2"	$2,372.50
2" Compound	$3,965.60
3" Compound	$6,032.00
4" Compound	$9,722.70
6" Compound	$14,995.50

Availability Charge

Type of Premise	Measure	Amount
1. Single family dwellings (Detached, Semi-detached, Duplex or townhouse)	Dwelling unit and meter size	$4,000.00 per unit for ¾" & 5/8" meter
2. Apartments and Condominium Apartments	Dwelling unit and meter size	Greater of $4,000.00 per unit or charge for meter size in #6 below
3. Hotels, motels and Rooming houses	Meter size	Charge for meter size in #6 below
4. Office and Commercial	Meter size	Charge for meter size in #6 below
5. Industrial Use	Meter size	Charge for meter size in #6 below
6. Any premises which does not fall within One of the types listed above	Meter size	
	¾ x 5/8"	$4,000.00
	1"	$13,300.00
	1½ "	$26,600.00

The city manager or his designee shall determine the applicable type and the availability charge for each premises. Availability charges for turbo meters and meter sizes 2-inches and larger shall be determined on an individual basis utilizing fixture units to ascertain maximum flow.

Multi-use premises shall be charged based on the various types of use or on the principal use whichever results in the higher charge.

Unless otherwise stated, the type of premises and units of measurement shall be as defined in Chapter ~~26~~ 110 of this Code. "Occupancy unit" means any room or suite of rooms typically rented as a unit containing overnight sleeping accommodations, which are separate from any other such room or suite of rooms within the same hotel, motel or rooming house.

Account Number & Title	FY 2012 Adopted Fees

WATER RATES AND LEVIES

Frontage Charge	$2,900.00. This charge is applied if the applicant for a service connection needs extension of the main to which the service connection is to be made.
Sales Price	
Residential per Quarter	
First 5,000 gallons or less	$22.25
All over 5,000 gallons	$4.25 per thousand
Commercial per Month	
First 5,000 gallons or less	$26.16
All over 5,000 gallons	$4.25 per thousand
Deposits	
Residential (All in advance)	$40.00 deposit (refundable with interest after final bill)
Commercial (All in advance)	$40.00 deposit or an estimate of 1 month utility bill, whichever is higher (refundable with interest after final bill)
Fee for restoration of service due to non-payment of bill	$50.00
Water Service Charge (To all new customers)	$35.00
After hours water turn-on or turn-off	$100.00
Hydrant Flow Test	$160.00
Private fire-line connection	$250.00
Water transmission main crossing	$500.00 plus expenses

Account Number & Title	FY 2012 Adopted Fees

SEWER RATES AND LEVIES

Residential per Quarter	
First 5,000 gallons or less	$21.67
All over 5,000 gallons	$4.14 per thousand
Commercial per Month	
First 5,000 gallons or less	$25.49
All over 5,000 gallons	$4.14 per thousand
	$16.91 minimum monthly charge for each apartment dwelling unit

Frontage Charge

Single family residence in residential zones	$6.00 per linear foot of frontage Minimum $300.00; Maximum $600.00
Other	$6.00 per linear foot of frontage Minimum $600.00; no maximum
Sanitary sewer television inspection	A minimum charge of $200.00 for the first two hours work shall be paid in advance. Each additional hour or fraction thereof will be charged at a rate of $100.00.

Availability Charge

Type of Premise	Measure	Amount
Single family dwellings, Whether detached, semi-detached, Duplex or townhouses	Dwelling unit	$7,247.00 per unit
Apartments and Condominium Apartments	Dwelling unit	$5,797.00 per unit
Hotels, motels and Rooming houses	Occupancy unit	$1,812.00 per occupancy unit
	Fixture unit	Minimum $7,247.00 for the first 20 units.
All other uses except those premises Specifically set forth above		$271.00 for each fixture over 20

For fixtures or equipment discharging continuously or semi-continuously to the sanitary system, the number of fixture units for such premises shall be increased by a factor of two to reflect the higher discharge. Continuous or semi-continuous discharge may be such as certified by the manufacturer of the fixture or equipment involved, or as shall be estimated or otherwise established by the Director of Utilities.

Account Number & Title **FY 2012 Adopted Fees**

Table from page 3

Construction Factors										
Use Group	**Description**	**1A**	**1B**	**2A**	**2B**	**3A**	**3B**	**4**	**5A**	**5B**
A-1	Assembly, theaters	1.8	1.78	1.72	1.68	1.51	1.5	1.56	1.4	1.36
A-2	Assembly, nightclubs	1.28	1.26	1.22	1.19	1.04	1.04	1.08	0.95	0.92
A-2& A-3	Assembly, restaurants & churches	1.26	1.24	1.2	1.16	1.01	1.02	1.07	0.92	0.9
B	Business	1.2	1.17	1.12	1.08	0.9	0.9	0.98	0.79	0.77
E	Educational	1.29	1.27	1.22	1.18	1.02	0.99	1.06	0.9	0.86
F-1	Factory and industrial, moderate hazard	0.78	0.75	0.72	0.67	0.55	0.56	0.61	0.46	0.44
F-2	Factory and Industrial, low hazard	0.77	0.74	0.7	0.67	0.55	0.55	0.6	0.46	0.43
H	High Hazard	0.76	0.73	0.69	0.66	0.54	0.53	0.59	0.45	0.42
I-1 & R-4	Institutional, supervised environment	1.17	1.15	1.1	1.07	0.92	0.92	0.99	0.83	0.8
I-2	Institutional, incapacitated	1.74	1.71	1.66	1.62	1.44	N.P.	1.52	1.33	N.P.
I-3	Institutional, restrained	1.46	1.43	1.39	1.36	1.22	1.21	1.26	1.14	N.P.
M	Mercantile	0.98	0.96	0.92	0.88	0.74	0.75	0.79	0.64	0.63
R-1	Residential, hotels	1.25	1.23	1.18	1.15	1	1	1.08	0.91	0.88
R-2	Residential, multiple family	1.12	1.1	1.05	1.02	0.88	0.88	0.95	0.79	0.75
R-3 & R-5	Residential, one- and two-family	0.92	0.9	0.87	0.84	0.76	0.76	0.77	0.71	0.66
S-1	Storage, moderate hazard	0.74	0.71	0.68	0.63	0.51	0.52	0.57	0.42	0.4
S-2	Storage, high hazard	0.73	0.7	0.66	0.63	0.51	0.5	0.56	0.42	0.39

Accrual Basis of Accounting – a method of accounting that recognizes the financial effect of transactions, events and inter-fund activities when they occur, regardless of the timing of related cash flows.

Proposed Budget – the final operating and capital budget approved by the City Council after public hearings and amendments to the proposed budget, if applicable; becomes legal guidance to City management and departments for spending levels.

Advisory Referendum – a measure voted on by the general public in an election; refers to a specific question posed on a ballot which is non-binding and used to provide guidance to the elected representatives.

ALS – advanced life support.

Appropriation – an authorization made by the City Council that permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are granted for a one-year period.

Assessed Value – the fair market value placed upon real and personal property by the City as the basis for levying property taxes.

Assessment/Sales Ratio – assessed value for each sale of real property divided by its selling price; used to determine if real property is assessed within a reasonable range of fair market value. The Commonwealth of Virginia requires that real property be assessed at 100% of fair market value. An acceptable assessment/sales ratio percentage is 70% or higher.

Balanced Budget – by law, local government budgets must be balanced; i.e., expenditures may not exceed revenues.

Basis of Accounting – the timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes.

Blenheim – generally refers to the 12-acre property and house purchased by the City for historic preservation and possible development of a museum/interpretive center; Blenheim (c. 1858) is listed on the National Register of Historic Places and significant because it contains the nation's largest and best-preserved collection of Civil War soldier graffiti.

BLS – basic life support.

Bond Debt Instrument – a written promise to pay a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal. Bonds are typically used for long-term debt to pay for specific capital expenditures.

Bond Ratings – a rating of quality given on any given bond offering as determined by an independent agency in the business of rating such offerings.

BPOL Tax – business license or gross receipts tax, this item taxes the total revenues of a business.

Budget – a plan of financial operation including an estimate of proposed means of financing them (revenue estimates). The term also sometimes is used to denote the officially approved expenditure ceilings under which the City and its departments operate.

Budget Calendar – the schedule of key dates or milestones the City follows in the preparation and adoption of the budget.

BZA – Board of Zoning Appeals.

Cable Grant Fund — this fund receives its revenue from a 3 percent cable television fee. The revenue can only be used for cable television equipment. This is a separate Capital Fund.

Capital Fund — each year, the City adopts a five-year Capital Improvement Program (CIP) that serves as a blueprint for the long-term physical improvements the City wishes to make. The Capital Fund is funded through a transfer from the general, water and sewer funds, State aid and bond issues. The current year CIP is included as part of the annual budget.

Capital Improvement Plan (CIP) – a five-year plan of proposed capital expenditures for long-term improvements to City facilities including water, sewer, transit and schools; identifies each project and source of funding.

Capital Outlay – an appropriation or expenditure category for government assets with a value of $5,000
or more and a useful economic life of one year or more.

Cityscene – A monthly report to the Citizens of the City of Fairfax written and mailed by the City Community Relations Department; the *Cityscene* includes articles of interest, notices of public meetings, minutes of public meetings and other information pertinent to the citizens of the City of Fairfax.

Coefficient of Dispersion – represents the mean percentage deviation from a median.

Comprehensive Annual Financial Report (CAFR) – the annual report that represents a locality's financial activities and contains the independent auditor's reports on compliance with laws, regulations and internal controls over financial reporting based on an audit of financial statements performed in accordance with "Government Auditing Standards."

COG – Washington Metropolitan Council of Governments – an independent, nonprofit association of 17 member governments located in the Washington metropolitan region.

Constitutional Officers – officials elected to four-year terms of office who are authorized by the Constitution of Virginia to head City departments, the Treasurer and Commissioner of Revenue in the City.

Consumer Price Index (CPI) – a measure, calculated by the United States Department of Labor, commonly used to indicate the rate of inflation.

Contingency – a budgetary reserve set aside for emergencies or unforeseen expenditures for which no other budget exists.

CPR – cardio-pulmonary resuscitation.

CRIS Kiosk – an interactive multimedia kiosk including information about government services and regional attractions. The kiosk, named CRIS (Community Resident Information System), is a cooperative project with Fairfax County. Kiosks are located in area government offices, shopping malls and libraries.

CSA – Comprehensive Services Act.

CUE Bus – City/University/Energy Saver bus system – provides bus service to City residents and George Mason University (GMU) students.

CY – Calendar year.

Debt Per Capita – total outstanding debt divided by the population of the City.

Debt Ratio – a measure used that determines the annual debt service or outstanding debt as a percentage of some other item which is generally an indication of the ability of the City to repay the debt; examples include annual debt service as a percentage of total annual expenditures and total outstanding debt as a percentage of total assessed value.

Debt Service – the payment of interest and principal to holders of the City's debt instruments.

E-911 Tax – this is a tax on telephone usage to pay for fire and police emergency dispatch operations.

Economic Development Authority (EDA) – responsible for encouraging industrial and commercial development in the City.

EMS – emergency medical services.

EMT – emergency medical technician.

Encumbrance – a reservation of funds that represents a legal commitment, often established through contract, to pay for future goods or services.

Enterprise Funds – account for the financing of services to the general public whereby all or most of the operating expenses involved are recorded in the form of charges to users of such services. The enterprise funds consist of the Sewer Utility Fund, the Water Utility Fund and the Transit Fund (although transit is not formally recognized as an enterprise fund).

Expenditure – actual outlay of monies for goods or services.

Expenses – expenditures and encumbrances for goods and services.

Fair Market Sales – defined as an "arm's length" transaction where there is a willing buyer and a willing seller, neither of which is under pressure to sell or buy. This excludes transfers such as sales within a family, foreclosures, or sales to a governmental unit.

Fastran – name of paratransit service.

FHS – Fairfax High School.

Fringe Benefits – the employer contributions paid by the City as part of the conditions of employment. Examples include health insurance, state public employees retirement system and the City retirement system.

Full-Time Equivalent (FTE) – a measure for determining personnel staffing, computed by equating 2,080 hours of work per year (2,912 for firefighters and 2,184 for Water Treatment Plant Operators) with one full-time equivalent position.

Fund – an independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities that are segregated for the purpose of carrying on specific activities or attaining certain objectives.

Fund Balance – the excess of an entity's assets over its liabilities also known as excess revenues over expenditures. A negative fund balance is sometimes called a deficit. *Reserved* fund balance consists of portions of fund balance that are either legally restricted to a specific future use or are not available for appropriation or expenditure. Legally restricted portions of fund balance include "reserve for encumbrances". *Unreserved* fund balance is categorized as either designated or undesignated. The former refers to portions held for future financial resources and the latter represents expendable available financial resources.

GASB – Governmental Accounting Standards Board – an organization that provides the ultimate authoritative accounting and financial reporting standards for state and local governments.

General Fund — used to account for all general operating expenditures and revenues, this is the City's largest fund. Revenues in the general fund primarily are from property taxes, sales tax, the business license tax and State aid.

General Obligation Bond – a bond for which the full faith and credit of the City is pledged for payment.

Historic Fairfax City, Inc. (HFCI) -- a nonprofit in the City whose purpose is to promote and preserve historic properties in the City of Fairfax. They also promote public awareness and appreciation of the history of the City of Fairfax.

Infrastructure – public systems and facilities, including water and sewer systems, roads, bridges, public transportation systems, schools and other utility systems.

Internal Service Charges – charges to City departments for assigned vehicle repairs and maintenance provided by the fleet maintenance division.

IT – information technology.

Lease Financing Instrument – financial obligation which is not the general obligation debt of the City for which the full faith and credit of the City is pledged for payment.

Median Household Income – median denotes the middle value in a set of values, in this case, household income.

MGD – million gallons per day.

MIS Services – management information services generally referring to information technology products and services.

MISS UTILITY – an organization that tracks utilities so that, in accordance with the Underground Utility Protection Law, anybody who wants to dig in the ground for any purpose can determine where utilities are located.

Modified Accrual Basis of Accounting – basis of accounting according to which 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 unmatured interest on general long-term debt and certain similar accrued obligations, which are recognized when due.

Non-Departmental Accounts – accounts used to record expenditures that cannot or have not been allocated to individual departments.

NVTA – Northern Virginia Transportation Authority. NVTA is responsible for long-range transportation planning for regional transportation projects in Northern Virginia.

NVTC – Northern Virginia Transportation Commission.

Object – as used in expenditure classification, this term applies to the type of item purchased or the service obtained (as distinguished from the results obtained from expenditures). Examples are personnel services, contractual services and materials and supplies.

Old Town Service District – the area defined as Old Town Fairfax; the service district was established to provide revenues, through a special assessment, to help fund costs related to the Old Town Fairfax development projects.

Old Town Service District Fund – this fund was established to fund the costs of the proposed Old Town development projects. Old Town Service District special assessment taxes are transferred into this fund in accordance with City Council Ordinance. This is a separate Capital Fund.

Open Space Fund – the open space fund was established to fund acquisition of open space and parkland in the City. It is funded on an annual basis by up to five cents on the real estate tax rate for five years. This is a separate Capital Fund.

Performance Measure – an indicator of the attainment of an objective; it is a specific quantitative measure of work performed or services provided within an activity or program, or it may be a quantitative measure of results obtained through a program or activity.

Personal Property Tax (PP) – a City tax levied on motor vehicles and boats based on published listings of values, and on machinery and tools based on a percentage of cost.

Proposed Budget – the operating and capital budgets submitted to the City Council by the City Manager.

Proprietary Fund – a fund that accounts for operations that are financed in a manner similar to private business enterprise; consists of enterprise funds.

Public Service Corporation (PSC) – an entity defined by the Commonwealth of Virginia as providing utilities to residents and businesses; includes power companies, phone companies, gas companies, and other similar type organizations.

Real Estate Tax (R/E) – a tax levied by the City Council on real property in the City of Fairfax; real property is defined as land and improvements on the land (buildings).

Reserve – an account used to indicate that a portion of fund equity is legally restricted.

Residential Renaissance Program – a set of programs run by the Renaissance Housing Corporation, a non-profit organization in the City, to assist homeowners in improving and upgrading their houses; currently taking applications for a residential home improvement loan whereby the Renaissance Housing Corporation will buy down the first two years of interest on home improvement loans for those meeting established criteria.

Revenue – the income received by the City in support of a program of services to the community; includes such items as property taxes, fees, user charges, grants, fines and forfeitures, interest income and miscellaneous revenue.

Revenue Estimate – a formal estimate of how much revenue will be earned from a specific revenue source for some future period – typically a future fiscal year.

ROW – right-of-way.

Salaries – the amounts paid for personal services rendered by employees in accordance with rates, hours, terms and conditions authorized by law or stated in employment contracts. This category also includes overtime and temporary help.

Stormwater Fund — this fund was established to carry out major stormwater projects. It is funded by one half cent on the real estate rate, and is a separate Capital Fund.

SUP – special use permit as in zoning.

Supplies and Materials – the expenditure classification used in the budget to cover office and operating supplies, construction materials, chemicals, fuels, and repair parts.

Tax Rate – the amount of tax levied for each $100 of assessed value.

TEIF Grant – Transportation Efficiency and Improvement Fund.

Transient Occupancy or Lodging Tax – tax on stays at hotels and motels of less than 30 days duration.

Transit Fund — the transit fund is used to account for operations of the City's CUE bus system. While set up as an enterprise fund, a transfer of money from the general fund into the transit fund covers a portion of the expenses of this fund.

UCR based reporting – Uniform Crime Reporting; move is toward incident based reporting (IBR).

User Fees – the payment of a fee for direct receipt of a public service by the person benefiting from the service.

Utility Funds — sewer and water services are accounted for in the utility funds. The sewer fund and water fund are enterprise funds. Enterprise funds are those funds in which the cost of providing goods or services is financed primarily through user charges.

WMATA – Washington Metropolitan Area Transit Authority, the regional agency that operates the METRO bus and subway systems expenditures.