City of Fairfax, Virginia

Adopted Budget

Fiscal Year 2012 - 2013

City of Fairfax

Adopted Budget
FY 2013

2010 – 2012 Elected Officials	2012 - 2014 Elected Officials
Mayor	**Mayor**
Robert F. Lederer	**R. Scott Silverthorne**
City Council	**City Council**
Daniel F. Drummond	**Michael J. DeMarco**
Jeffrey C. Greenfield	**Daniel F. Drummond**
David L. Meyer	**Jeffrey C. Greenfield**
Eleanor D. Schmidt	**David L. Meyer**
R. Scott Silverthorne	**Eleanor D. Schmidt**
Steven C. Stombres	**Steven C. Stombres**

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, 2011

President Executive Director

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The City of Fairfax

Office of the City Manager

February 28, 2012

The Honorable Robert F. Lederer, Mayor
and Members of the City Council
City of Fairfax
Fairfax, Virginia 22030

RE: City Manager's Recommended FY12-13 Budget Transmittal Message

Dear Mayor Lederer and Members of City Council,

As required by our City's Charter, I am pleased to submit to you the recommended FY13 Budget for the City of Fairfax. The total FY13 Budget is $164,306,976, a 12% increase from the current FY12 budget. The total budget for the city's General Fund, which supports most of the daily operations of the city totals $122,344,468 which is 7.1% over the current year.

This budget message gives a brief overview of the city's proposed annual program of spending following a careful review of the ongoing needs of the city. The primary purpose of the budget adoption process is to ensure spending decisions of the city are consistent with 1) the long term vision of the city 2) the fundamental objectives of maintaining a respected and highly responsive government with unexcelled service levels, and 3) preserving our AAA bond rating which is, simply, an indication of the city's ongoing ability to meet the highest standards of stewardship, financially and otherwise.

The proposed FY13 budget was developed under challenging fiscal circumstances notwithstanding improving local and regional economic trends. Growth in the city's real estate tax base, which accounts for over 45% of the General Fund revenue, is continuing to see modest growth and is providing the city with some relief to support increased operating costs. Other significant revenue sources have demonstrated increases as well.

The major challenges impacting the city's ability to balance its budget in FY13 stem from several areas: the increasing costs of schools (which are accounted for in the city's General Fund) driven by higher per pupil costs compounded by an increasing student population; compensating for reduced cash reserves in the General Fund balance; providing minimal

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compensation increases for employees; meeting the increased obligations of funding the city's two pension systems; efforts to restore the city's annual investment in its Capital Improvement Program to support minimum recommended standards; and the continuing levels of historically high debt service payments related to the financing of recent major reconstruction of the city's schools and civic buildings and open space purchases and development.

For several years the City Council and staff have engaged in episodes of budget belt tightening in response to the recession. Immediate past year's budgets have incorporated a number of expenditure reductions, many that are on-going, that have been necessitated by declining revenues or increases in expenses.

Over the past several years these reductions have been made to the General Fund budget:

- No merit pay for employees since FY2009,
- Halved employee Cost of Living Adjustment (COLA) to 2% in FY09, 1.75% COLA in FY10, 0% in FY11, 1.75% midyear COLA in FY12,
- Elimination of two holidays,
- Elimination of many Professional Association memberships, educational assistance for employees, training, awards programs,
- Elimination of certain General Government full-time, part-time and temporary positions,
- Contractual services reduced,
- Reductions in trash services,
- Reduced annual asphalt overlay programs,
- Reduced maintenance and repairs in city parks,
- Reduction of certain fringe benefits (health insurance, state retirement),
- Modification of certain pay practices.

Early indications for the preparation of the FY13 budget were that it would be very difficult to balance without substantial service cuts and/or increases in tax revenue.

The following items present a snapshot of the anticipated financial condition of the General Fund at the end of FY12 and the significant factors which influenced the FY13 budget preparation:

1. The General Fund balance is budgeted at 10.1% as of June 30, 2012, significantly reduced from that of prior years.

2. The School Board is seeking $6.3 million in funding over FY12 levels. This is the major challenge behind the staff's recommendations in balancing the General Fund. Costs are expected to continue to rise over the next decade as both the contracted costs-per-pupil and total number of students rises. However, the cost of schools as a percentage of the city's budget, is still comparatively modest and represents a solid value for city taxpayers. FY13 is impacted not only by the $6.3 million budget increase from FY12, but also from the $700,000 increase in the adjusted FY11 tuition cost (identified in FY12) and an estimated $1.4 million increase to the FY12 tuition

budget and a resulting $630,000 increase required in the FY13 Fund Balance in order to adhere to the City Council's minimum reserve policy of approximately 10% of General Fund expenditures. The cumulative impact of these budget changes on the FY13 budget is $9 million.

3. A potential liability for a real estate tax refund of $1.6 million is included in current year budget changes, which impacts FY13 budget requirements.

4. The potential cost of $550,000 to fund the demolition of the vacant Westmore School building is a projected FY12 budget change, impacting FY13 budget requirements.

5. Capital needs of the city are outpacing funding. For FY13, it is recommended that General Fund supported projects total $4.1 million which, if approved, is 58% of the department managers' requests for adequate infrastructure maintenance and replacement funding.

6. As recommended last year, and repeated this year, a full one cent on the real estate tax rate is necessary for the Stormwater Fund. The current rate of one-half cent is insufficient to provide funding for adequate maintenance and improvements to the stormwater system and to begin to set aside funds to address the potential large investments necessary to meet the future federal and state stormwater quality standards. A rate increase of one-half cent will make available an additional $403,000 in stormwater funding.

7. Meeting the city's required contributions to the two retirement systems (VRS and the city's supplemental system) will require an increase of $750,000 over FY12 payments.

8. After three years of no merit pay adjustments for city workers, the recommended budget sets aside sums to award merit pay in the total amount of $400,000. This resumption is consistent with several Northern Virginia jurisdictions which are implementing merit adjustments based on improving regional economy and an effort to remain competitive in the job market. While the city perhaps cannot *afford* the increase given other budget factors, we cannot afford not to. Increasing salary compression and the need to remain competitive suggest a return of the merit funding if only for one year.

   In an effort to further trim the city's personnel expenses to provide capacity to fund merit pay, it is our intention to implement several changes to the existing overtime eligibility practices and to employee benefits programs. This will achieve savings of approximately $200,000 in FY13. Further, we recommend a reduction of the minimum staffing level policy of the Fire Department with regard to the city's truck (ladder) company. This would reduce daily minimum staffing on the truck company from four personnel to three personnel. This will result in the city's minimum staffing policy being aligned with Fairfax County's. No employees will be

terminated with this change, rather, the staff hours saved will be used to cover vacant positions created by sick leave, injury leave, Family Medical Leave and training absences thereby reducing the frequency of callback overtime. This change to the minimum staffing policy will allow overtime expenses to be reduced by approximately $212,000.

A freeze in longevity steps for public safety personnel is proposed, reducing costs by $20,000. Finally, the "holiday-pay" overtime policy partially implemented two years ago in the Fire Department will be applied to the entire workforce for a savings of $25,000. Each of these changes are difficult to impose inasmuch as they modify long standing practices, however, it is necessary to take these measures in order to create the savings which will allow a return to the use of merit pay.

9. There are no full time employee (FTE) staffing additions or reductions recommended in the FY13 budget. Nonetheless, we are expected to see a $400,000 reduction in full time salaries due to the retirement of a number of senior employees with the resulting replacements being paid at a lower rate.

10. There will be no recommended change to Senior Tax Relief for FY13; increases approved for the current year will result in another $100,000 in costs to the FY13 budget with no increase in benefit.

11. The CUE bus subsidy required from the General Fund will rise by $290,000 in FY13. Multiple factors will cause additional pressure on the General Fund transfer during the next 5 years. No increase in ridership rates is recommended as most of the regional systems rates are projected to be unchanged.

12. The payment to the General Fund for utilities systems management support is reduced by $180,000 for FY13 in accordance with recommended allocation methodology.

13. Increases in fuel and utilities are expected to rise by $230,000 over FY12 levels.

14. Citywide annual debt service payments will decline by $365,000 due to refunding of debt and normal amortization schedule reductions.

15. Non-education County contracts and miscellaneous budget cuts will allow cost reductions of $712,000 over FY12 levels.

16. As an indication of the recession's loosening grip on the region, the anticipated revenues from meals tax, sales tax, BPOL, and personal property taxes will rise 6.1% or $2 million over FY12 levels.

17. Fees collected for ambulance transports are expected to rise $380,000 over FY12 levels.

18. State aid is expected to increase by $330,000 over FY12 levels.

19. The Water Utility rate increase for FY13 is recommended to be 7.5% and the Wastewater Utility rate is recommended to increase by 12%, both implemented July 1. Costs are driven mainly by the city's obligation to pay its share of the upgrades at the Fairfax County wastewater treatment facility and the continuing costs of renovations to the city's water treatment facility in Loudoun County and related water system investment.

After a careful review of all of the anticipated changes to the General Fund for FY13, a shortfall of $9.3 million existed (comprised of $8.1 million General Fund operating deficit, $800,000 increase in General Fund Balance required to maintain the city's policy of a minimum reserve balance of approximately 10% and $400,000 required for stormwater projects). The projected shortfall is exceptionally large given the size of the city's budget. With diminished cash reserves and given that 54% of the city's General Fund expenditures are non-discretionary (services contracted with other agencies and therefore not reducible) and with the various departments minimally staffed; with other supplies and materials expense reduced to absolute minimums; the remaining discretionary expenses involve personnel; however, it would be unrealistic to assume that financially significant reductions-in-force can balance the General Fund budget. As unpopular as the notion of increased taxes is, we have few alternatives. Therefore, I have chosen to recommend funding the shortfall of $9.3 million with an increase in the real estate property tax of 11.5 cents, from 94.2 cents to $1.057 which will result in an average increase of residential property taxes for each parcel of 14.1%.

In summary, the City of Fairfax is well known as a community that offers superior services. Given the pressures on the proposed FY13 budget, we can continue to enjoy that same level of service if we can accept the proposition that maintaining that quality may require increased dependence on the real estate property tax.

We have worked diligently to bring you a proposed spending plan that continues the tradition of the highest quality of services for our community. We anticipate a vigorous discussion on the recommendations contained herein and we look forward to implementing your priorities following the adoption of the budget.

Sincerely,

Robert L. Sisson
City Manager

City Manager's

Budget Message

FY 2013 Budget

FY 2013 Adopted Budget Highlights

- Expenditures for all funds total $161,973,361, an increase of 10.7% over FY 2012
- General Fund revenues and expenditures of $120,599,353, an increase of 5.5% over FY 2012
- Capital Fund expenditures for General Fund supported projects of $2,873,614 representing 2.4% of General Fund expenditures
- Real estate tax rate of $1.01 per $100 of assessed value, an increase of 6.8¢ from the FY 2012 Adopted Rate of 94.2¢; includes 1.0¢ (0.5¢ increase) dedicated to the Stormwater Fund; average residential tax bill to increase 8.9%
- One cent on the real property tax rate is equivalent to $537,000
- Real estate residential assessments increase an average of 1.6% for CY 2012; Commercial assessments increase an average of 3.1% for CY 2012 (for the purposes of equalization both exclude new construction totaling $33.8 million)
- Assessed value of all real property equal to $5,221,856,263, an increase of $144,461,763 or 2.8% (includes new construction of $33.8 million)
- Provides for public safety employee merit raises of 5.0% for eligible employees and general employee merit raises of 3.5% for eligible employees ($345,000)
- Includes a 5.0% State-mandated raise for all full-time employees to offset the shifting of the 5.0% Virginia Retirement System employee retirement plan contribution from the City to those employees at a net cost to the City of $170,000
- Provides for a 1.0% market adjustment (COLA) for all employees ($350,000)
- The City's CUE bus system fares increase by 10.0¢ to $1.80 and evening operating hours are reduced on weekdays by one hour to reduce staffing costs (a $6,800 savings).
- Maintain the Senior Tax and Rent Relief income limit at $62,000
- Water consumption rate increase of 7.5% and Wastewater service rate increase of 12.0% to support 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 $2,184,803 Undesignated Fund Balance from FY 2012 estimated surplus, generated largely by the increase in the real estate tax rate
- Resulting Fund Balance equal to 9.2% ($11.1m) of General Fund expenditures

Guide to the Budget Document

OVERVIEW

The City's budget serves as a financial and policy plan that guides decisions made 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 of the City. It lays the groundwork for what we hope will be our community's continued future prosperity. 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 and upcoming fiscal years.
- 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 departments 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 as priorities by City Council.
- City Manager proposes the budget to City Council on the 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 – May

- City departments 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. The City Council holds at least one public hearing on the CIP and defers action until adoption of the operating and capital budgets in May. 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 adopted CIP) is included in the operating budget—together they become the adopted 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 scheduled for City Council review and approval of the budget, but are subject to change per City Council:

Date	Action Item
February 28, 2012	City Council Meeting – City Manager Presentation of Proposed Budget
March 14, 2012	Work Session - Staff Presentations
March 20, 2012	City Council Meeting – *Consider Real Estate Tax Rate to be Advertised**
March 27, 2012	Work Session – Mark-up
April 10, 2012	City Council Meeting – Public Hearing on Budget & Work Session – Mark-up
April 24, 2012	City Council Meeting – Public Hearing on Budget & Work Session – Mark-up
May 2, 2012	City Council Meeting – Public Hearing on Real Estate Tax Rate & FY 2013 Budget Adoption (Note: WEDNESDAY MEETING)

* Required 30 days advance notice prior to public hearing on real estate tax rate if 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 are primarily 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 transfers from the General, Water and Wastewater funds, Federal and State aid, bond issues, and private donations. 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 2013, one 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 fees. 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 services and commercial projects in the Old Town District. The City levies an additional 6 cents per $100 of assessed value on all properties in this district. Old Town Service District special assessment taxes are transferred into this fund in accordance with City Council Ordinance.

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. Although 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 exclusively 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/former Weight Watchers parking areas, satellite parking for downtown area businesses, community amenities, etc.

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.

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

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

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.

**2012-2014 goals will be adopted in July 2012*

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 adopted 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 ratepayers

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 funds 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 ensure 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 stream.
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, with 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 2011.

- 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 adopted 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 adopted expenditures. This transfer percentage incorporates the City's use of annual debt service payments toward capital projects.

- No additions to personnel unless it would result in a net reduction in anticipated City expenditures, or a net gain due to an increase in 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 increase for employees to retain parity with other local governments provided 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 (June 2011)

Fairfax Nursing Center
Inova Fairfax Hospital
Zeta Associates
Fairfax Volkswagen, Honda
Ted Britt Ford Sales
Lockheed Martin, Integrated Microcomputer Systems
The Home Depot

Largest Public Employers (June 2011)

City of Fairfax
Dominion Virginia Power
U.S. General Services Administration
U.S. Department of Homeland Security
United States Postal Service

Taxes

Real Estate Tax Rate

FY 2013: $1.01 per $100 assessed value
FY 2012: $0.942 per $100 assessed value

Personal Property Tax Rate

FY 2013: $4.13 per $100 assessed value
No change from FY 2012

City Finances – Bond Ratings

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

Population

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

Households

2010 U.S. Census	8,347
2000 U.S. Census	8,035
1990 U.S. Census	7,362

Average Household Size

2010 U.S, Census	2.64 persons
2000 U.S. Census	2.61 persons

Age (2010 Census)

(1-19)	22.4%
(20-34)	22.5%
(35-64)	41.5%
(65 +)	13.7%

Race and Ethnicity (2010 Census)

White	61.4%
Hispanic	15.8%
Asian	15.1%
Black	4.6%
Other/Mixed	3.2%

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

Unemployment

	Dec. 2010	Dec. 2011
City of Fairfax	5.2%	6.2%
Virginia	6.4%	6.1%
United States	9.1%	8.5%

Hotel Industry

	Dec. 2010	Dec. 2011
Number of Hotel Rooms	561	716
Occupancy Rate	70%	72%
Average Daily Rate	$92	$95

Vacancy Rates

	FY 2010	FY 2011
Office Space	12.0 %	13.0 %
Retail Space	4.5 %	5.5 %
Industrial	1.0 %	0.5 %

City of Fairfax Employment by Industry

The largest major industry sector was Professional, Scientific & Technical Service with 22.1% of the employment followed by Retail Trade with 16.6%, Health Care and Social Assistance with 12.9% and Accommodation and Food Services with 9.6%. The following is a listing of major industries and the number employed in those sectors for 2011 in the City of Fairfax.

Industry Group	Employees
Professional, Scientific & Technical Services	4,295
Retail Trade	3,240
Health Care and Social Assistance	2,513
Accommodation and Food Services	1,863
Public Administration	1,747
Administrative and Waste Services	1,195
Other Services (Except Public Administration)	830
Finance and Insurance	802
Construction	653
Information	478
Education Services	446
Arts, Entertainment and Recreation	360
Transportation and Warehousing	236
Management of Companies and Enterprises	205
Real Estate, Rental and Leasing	193
Wholesale Trade	128
Manufacturing	99

Source: Virginia Employment Commission,
Quarterly Census of Employment and Wages, Second Quarter 2011

Economic Assumptions and Budgetary Influences

The underlying economic assumptions in this budget are:

- Increase in residential assessments of 1.6 percent; commercial assessments also increasing 3.1 percent (excludes new construction)
- A stabilizing regional economy as reflected in higher Sales Tax and Business Licenses (BPOL)
- State funding projected to increase slightly per education sources (e.g. higher enrollment)
- Non-education Fairfax County contracts to decrease 5.7 percent
- School tuition contract with Fairfax County Public Schools to increase 15.7 percent
- No net change in personnel
- No boundary changes anticipated

Several organization-wide factors have influenced the budgetary decisions in this budget, including:

- The desire to maintain a comparatively low overall tax burden on City taxpayers during persistently difficult economic conditions while meeting the budgetary demands of rising costs
- Continue the high level of services and amenities offered to citizens, including parks, roads, trash and leaf collection services, City Hall services, social welfare programs, etc.
- Address infrastructure needs and concerns that have arisen as a result of recent budgetary deferrals due to economic pressures (i.e. roads, storm drainage infrastructure, and facility maintenance)
- Consideration of the short and long-term impact of changing demographics in the City, especially the continuing trend of more school-age children living in the City, which is increasing the cost of schools as well as the demand for recreation and social programs

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 (as indicated in the Virginia Employment Commission Quarterly Census of Employment and Wages report attached) 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 largely 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 folding under mounting economic pressures. Concurrently, small businesses, which are the lifeblood of the City's economy, continue to struggle amidst a much slower than anticipated recovery.

The U.S economy has finally emerged from one of the worst and the longest recessions 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. Accompanied by slow job creation across-the-board, these factors have 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 prosperity. Still, the region's political influence has never accurately reflected its economic strength. Unemployment has increased from 5% to nearly 6% but Northern Virginia still has the lowest jobless rate of any large U.S. metro area. 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.

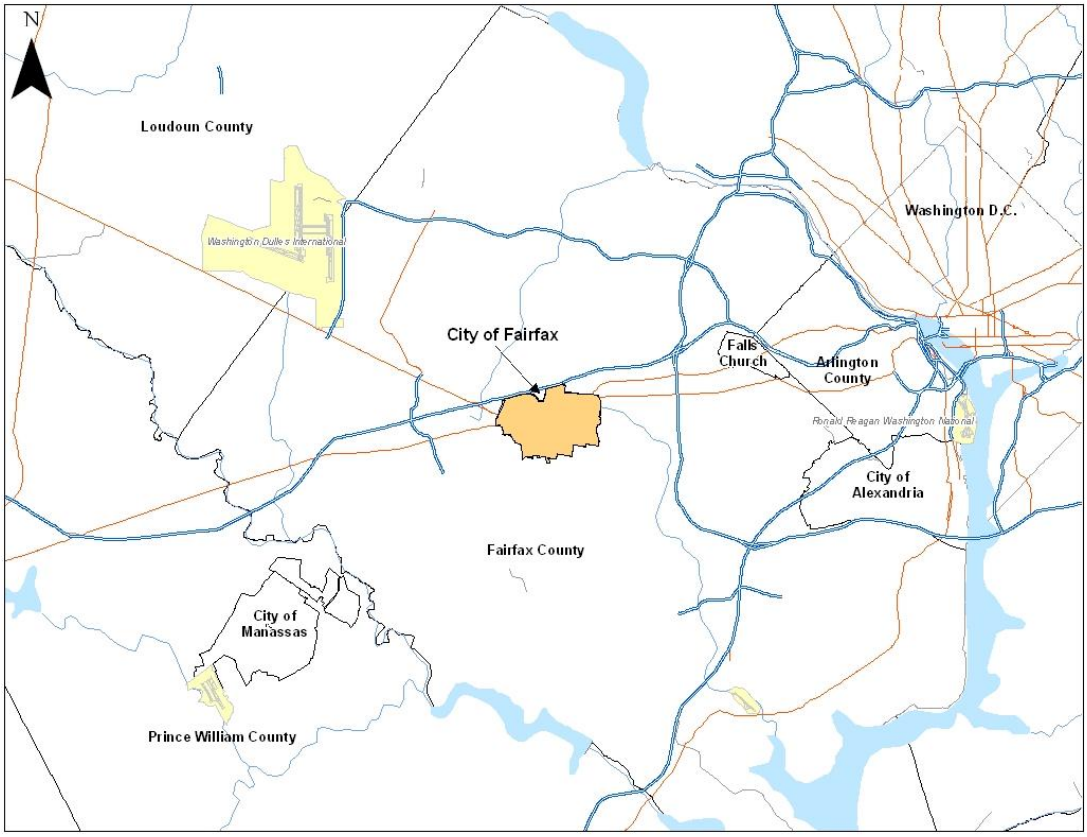
Governor McDonnell continues to cite job growth and job creation as critical components to the economic prosperity of Virginia. During the 2011 General Assembly session, continued improvements were made in the funding of existing programs and improving incentives to enhance Virginia's competitiveness. A pro-business climate fostered at all levels of government is essential to broadening the tax base and enhancing the Commonwealth's economic stability.

Transportation in the Commonwealth remains as the area's top priority. Without the ability for products to reach national and global markets, Northern Virginia remains at risk of losing its competitive advantage. Increased congestion, the related environmental impacts, and a high cost of living are making many Northern Virginia communities less attainable for families and are stifling workforce

productivity. Virginia needs to provide additional funding for transportation to support economic growth in Northern Virginia. While local governments also bear responsibility for transportation improvements, additional funding is needed to facilitate many of these regional upgrades.

Local Economy

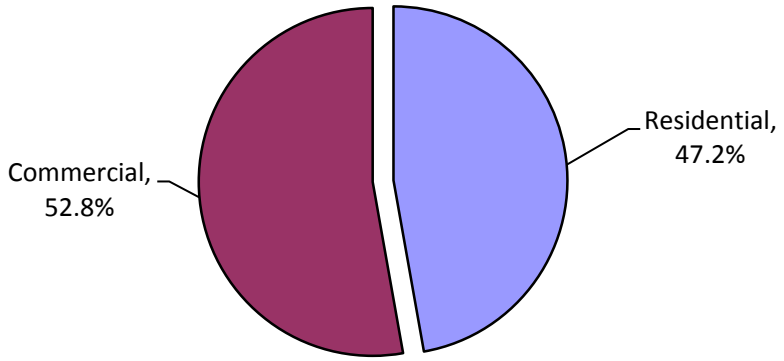
An independent jurisdiction of 6.28 square miles, 15 miles west of Washington, D.C., the City of Fairfax lies in the heart of the Northern Virginia area. Bounded by Interstate 66 on the north and less than five miles west of the Capital Beltway, the City is at the crossroads of Northern Virginia's major 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 its citizens with the high level of services that Northern Virginia residents expect. With a population of approximately 22,565, the City offers good government, low taxes and a strong feeling of community pride. The residential tax burden is among the lowest in Northern Virginia with an adopted real property tax rate of $1.01 per $100 of assessed value and a personal property tax rate of $4.13. For businesses, the same advantage is offered as 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's economy as well.

FY 2013 Projected Revenues
Generated by Commercial and Residential Sectors



The City's economy is well prepared to serve City residents as well as residents of the surrounding trade area. There are over 4 million square feet of office space in the City, with a vacancy rate of 12.5 percent, and 3.3 million square feet of retail/service space, with a vacancy rate of 5.0 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.

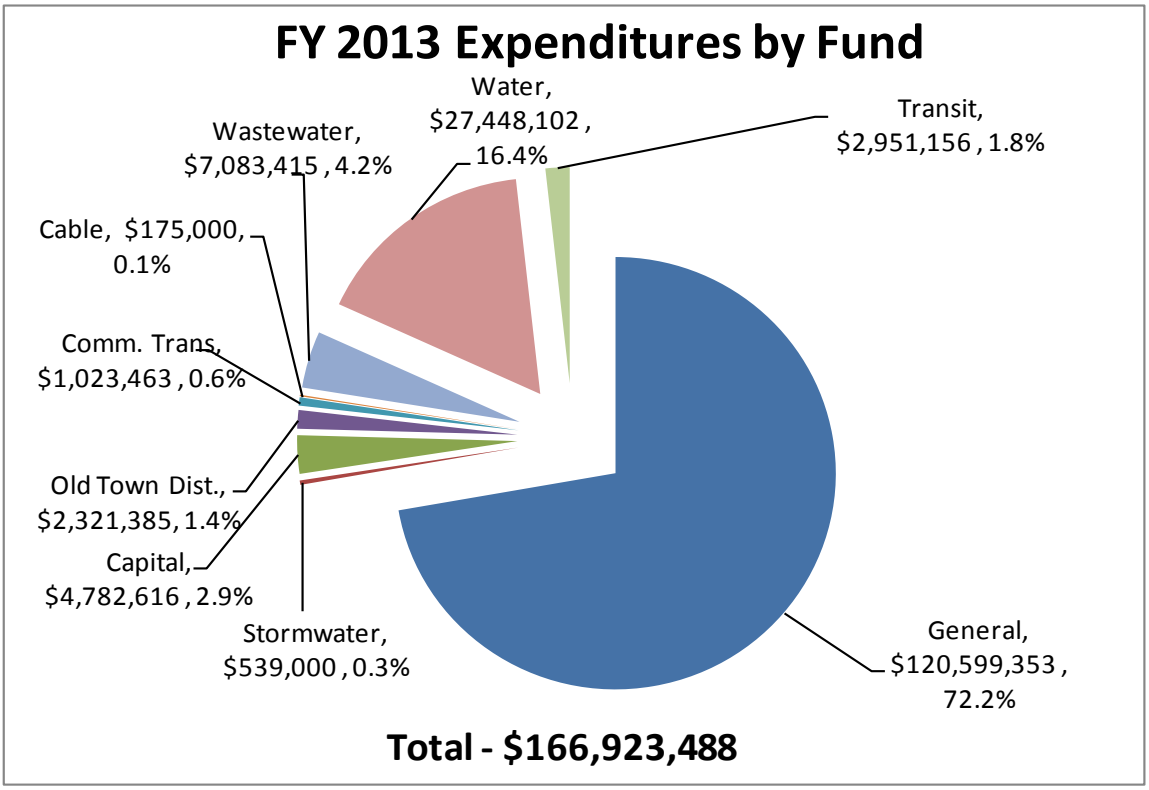
This buoyant economy has allowed the City to reposition itself to support redevelopment in Old Town Fairfax and in the Route 50/29 Corridor. The Route 50/29 Corridor is the City's economic engine, providing nearly 40 percent of all tax revenues generated from the community. Now known as Fairfax Boulevard, the City, in partnership with the Economic Development Authority and the Planning Commission, is aggressively pursuing multiple redevelopment opportunities. In concert with City staff and the City Council, a vision has been created that 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 over 85% 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, 45 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 will undergo a significant upgrade to the existing facilities which will allow the businesses to remain competitive in the rapidly changing technological environment of today's marketplace.

Overview – All Funds

Expenditures for all funds total $166,923,488. Less fund transfers to the Capital Budget and Transit Fund ($4,950,127), net expenditures total **$161,973,361**. This is an increase of 10.7 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.



Note: Percents may not total due to rounding; sums may differ immaterially due to rounding

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 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. For FY 2013, the City Council has approved a budget that draws the fund balance below 10% temporarily as the result of an adverse judgment against the City regarding a large tax bill adjustment. The fund will be reimbursed by $500,000 in each FY 2014 and FY 2015 to restore the fund balance to 10% of General Fund expenditures. The following chart provides a history of the City's General Fund Balance:

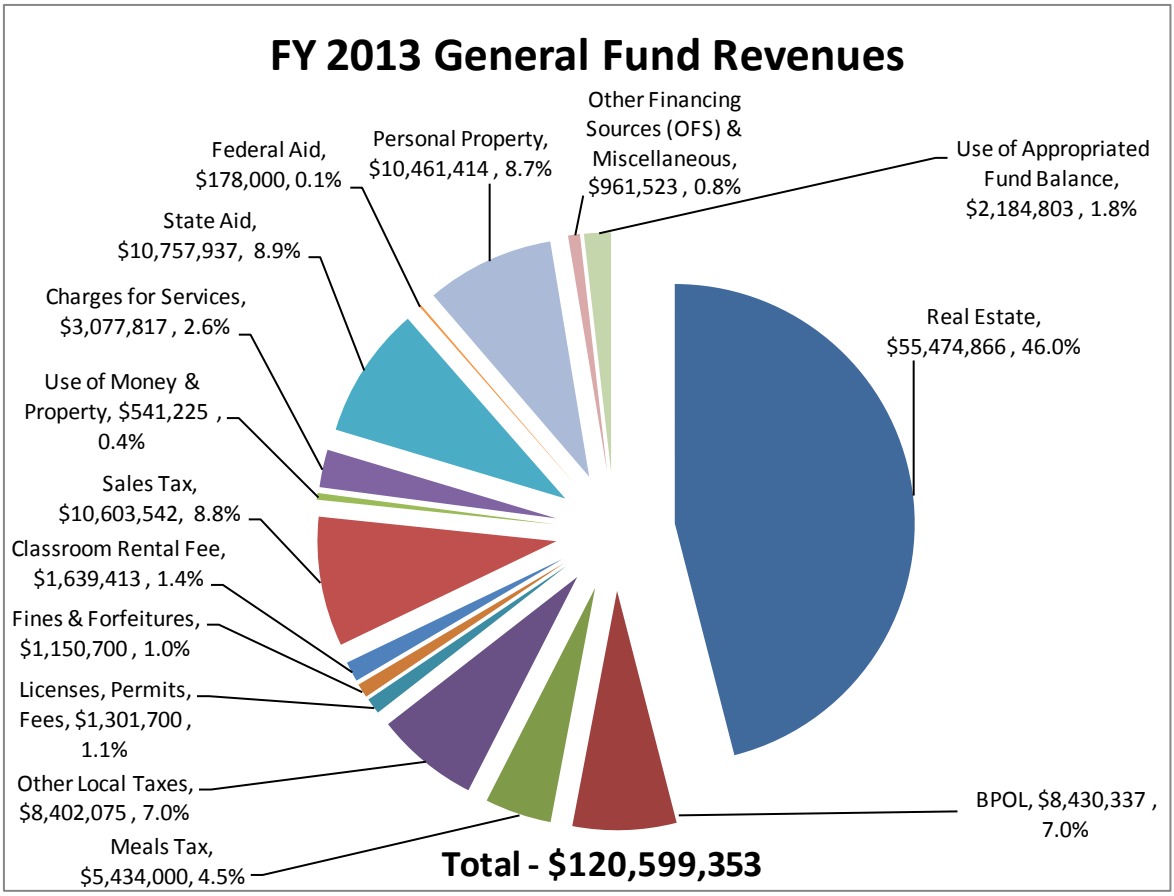
General Fund - Fund Balance		
Fiscal Year	**Amount**	**% of Expenditures**
2013*	$11,059,936	9.2%
2012*	13,244,739	11.5%
2011	15,171,679	13.8%
2010	15,569,907	14.1%
2009	14,420,568	13.1%
2008	15,834,008	14.8%
2007	14,612,497	14.6%
2006	14,278,483	14.6%
2005	12,534,246	11.3%
2004	10,975,387	13.4%
2003	10,456,564	13.9%
2002	9,954,003	14.1%

* Estimate

General Fund Revenues

Overview

General fund revenues equate to $120,599,353 for FY 2013, which represents an increase of 5.5% ($6,317,916) over FY 2012. The following chart provides a summary overview of revenues by category for FY 2013.



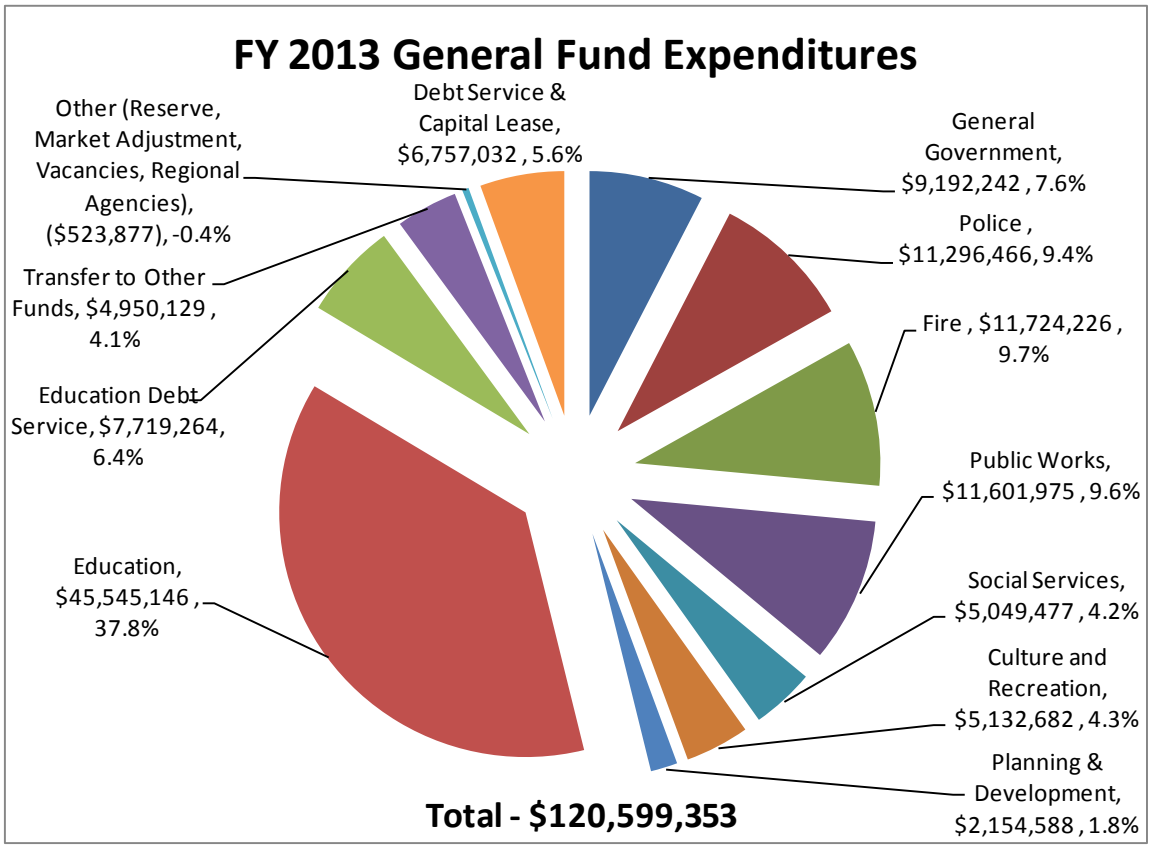
Note: Percents may not total due to rounding; sums may differ immaterially due to rounding

The Use of Appropriated Fund Balance in the amount of $2,184,803 is from the FY 2012 estimated surplus, which is generated largely by the real estate tax increase. The estimated ending Fund Balance in FY 2013 is equal to 9.2 percent ($11.1m) of General Fund expenditures.

General Fund Expenditures

Overview- General Fund

The City's General Fund expenditures are budgeted at $120,599,353 for FY 2013. 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 Commercial Real Estate Transportation Tax Fund.



Note: Percents may not total due to rounding; sums may differ immaterially due to rounding

General Fund Revenue and Expenditure Changes - FY 2012 to FY 2013

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

FY 2013 General Fund Expenditure Changes

Increase / (Decrease) in Expenditures	$ Change
School Tuition Contract	6,077,412
Salaries - General Gov't & Public Safety*	966,381
Salary Vacancy	772,761
Miscellaneous Changes	249,626
Fuel and Utilities Expenses	230,973
Water & Sewer Management Fee Allocation	178,616
Senior Tax and Rent Relief Program	100,000
General Fund Transfer to Capital Budget	(21,686)
Overtime Reductions - Fire	(177,883)
Debt Service	(192,342)
Personnel Cost Adjustments	(200,000)
General Fund Transfer - CUE Bus	(237,264)
Budget Cuts / Operating Cost Reductions	(341,450)
County Contracts - Non Education	(371,760)
Fringe Benefit Changes	(715,466)
Total Increase / (Decrease) in Expenditures	**6,317,918**

*The salary increase of $966,381 is comprised of the following: a 1.0% market adjustment (COLA) for all employees; 3.5% and 5.0% merit raises for General and Public Safety eligible employees, respectively; and a 5.0% State-mandated raise for all full-time employees to offset the shifting of the 5.0% Virginia Retirement System employee retirement plan contribution from the City to employees.

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

FY 2013 General Fund Revenue Changes

Increase/(Decrease) in Revenues	$ Change
Real Estate Taxes	4,990,723
Meals Tax	588,925
Business Licenses (BPOL)	512,280
Sales Tax	473,901
State Aid	458,726
Personal Property Taxes	438,300
Ambulance Fees	379,743
Miscellaneous Changes	233,793
Tobacco Tax	(80,732)
Federal Aid	(168,400)
Appropriated Fund Balance	(1,509,341)
Total Increase / (Decrease) in Revenues	**6,317,918**

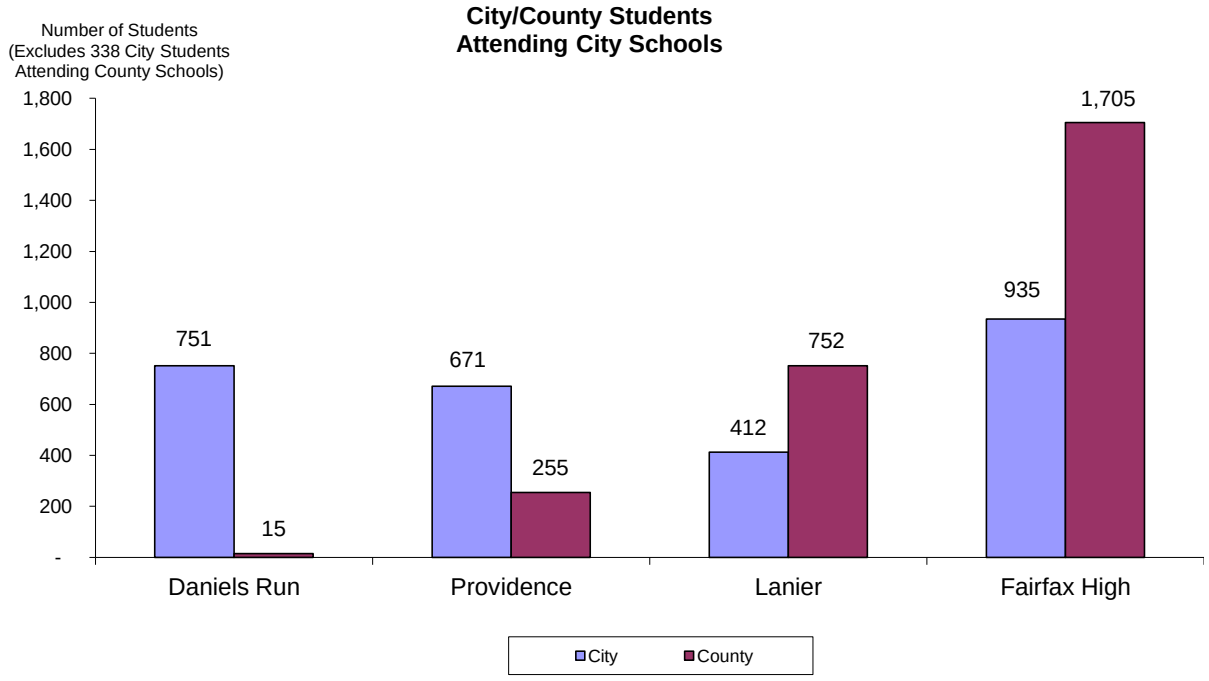
Education

The total request for the schools is $53.3 million, an increase of 12.9% ($6.1 million). Administrative costs account for $0.8 million, 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 $44.7 million, an increase of 15.7% ($6.1 million) over FY 2012 budget. The following chart highlights the historical costs associated with the school tuition contract.

Fiscal Year	Final Tuition Bill (excludes Classroom Rental Fee)	ADM
2013*	$44,721,922*	3,107*
2012*	40,044,510*	3,042*
2011	37,927,714	2,961
2010	37,380,696	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

* These figures are reconciled to actual amounts after the close of the respective fiscal year and may be adjusted

City students continue to maintain an overwhelming majority of the total population at both Daniels Run and Providence Elementary Schools at 98% and 72%, respectively. On the contrary, Lanier Middle School and Fairfax High School statistics note that City students represent 35% of each those schools' attendance.

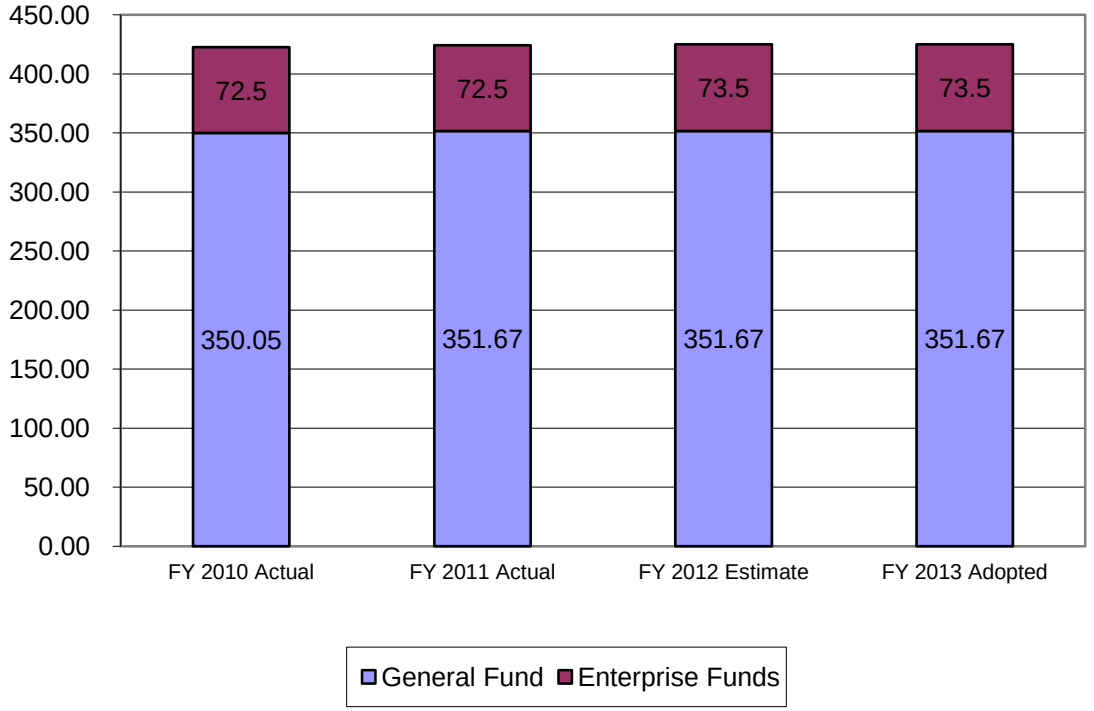


Employees, Salaries and Fringe Benefits

For the first time in four years, merit (step) increases for eligible employees ($345,000) have been included in the adopted budget. The City Council also recommended and approved a 1.0% market adjustment (COLA) for all employees ($350,000). A number of regional jurisdictions are including both merit and marked adjustment based compensation adjustments in their FY 2013 budgets. The budget also includes a State-mandated raise of 5.0% to offset the shift of the VRS plan contribution from the City to the employees ($170,000). Reductions in personnel costs are budgeted to be achieved through modification of certain pay practices.

There is no net change in the FY 2013 budget to the overall staffing levels. Half of the personnel expenses associated with the City Clerk (.5 FTE) have been reallocated to the City Manager Department to more accurately reflect the overall duties of the position. The following chart notes the total number of positions from FY 2010 to FY 2013.

Full Time Equivalents (FTE's)



Contract Services

Expenses for county and regional service contracts make up 43.5 percent of the City's General Fund expenditures. The City contracts with Fairfax County for many services, the largest of which is the City's School Tuition Contract.

City-County and Regional Service Contracts

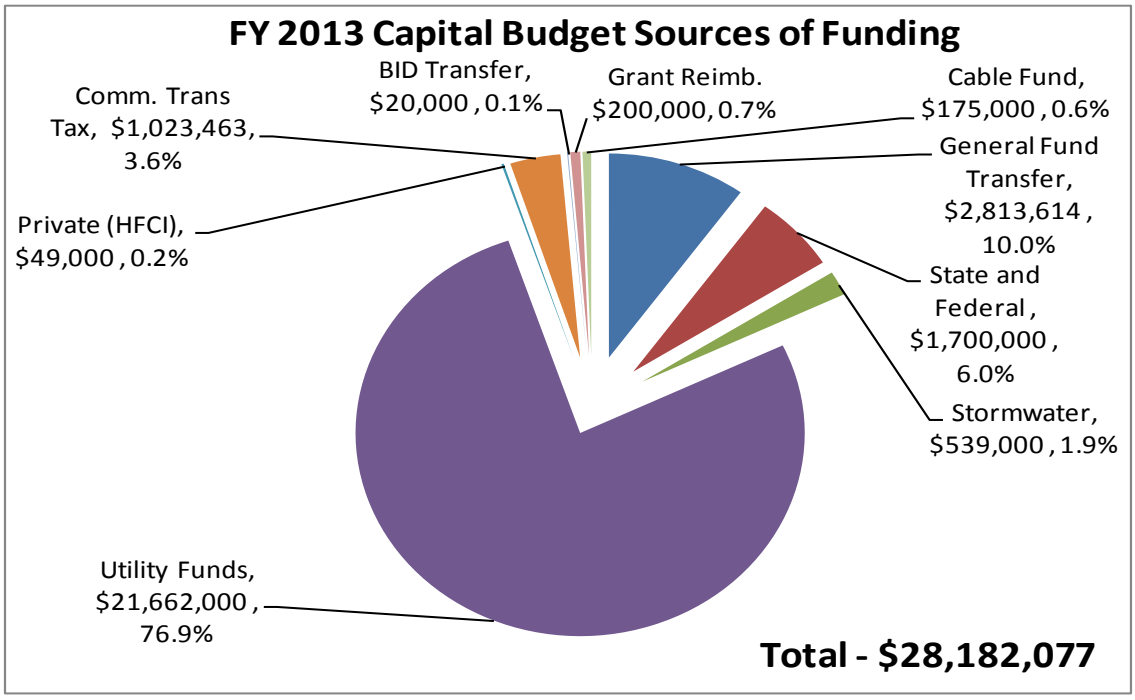
	FY 2012 Budget	FY 2013 Adopted
City-County Contracts:		
School Tuition Contract	$38,644,510	$44,721,922
Library Services	823,000	722,611
Joint Court Service	310,432	274,285
Juvenile and Domestic Court	527,882	436,862
Commonwealth Attorney	63,500	72,352
Jail and Custody Service	1,263,675	1,229,383
Fire & Rescue – Suppression	260,214	260,214
Refuse Disposal	450,000	450,000
Extension - County Agent	46,000	43,564
Social Services	1,614,263	1,651,206
Health Department	1,183,816	1,030,545
Subtotal City-County Contracts	**45,187,292**	**50,892,944**
Regional Agencies:		
Community Services Board	1,309,900	1,336,100
Council of Governments	22,367	22,434
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	7,684
Volunteer Center	10,000	10,000
Subtotal Regional Agencies	**1,480,516**	**1,508,645**
Total Contract Services	**$46,667,808**	**$52,401,589**

Capital Fund

The Capital Improvement Program for FY 2013 totals **$28,182,077**. General Government notes a 33% increase from FY 2012. Funds are budgeted for software upgrades ($400,000), improvements to historic properties ($99,000), vehicle and equipment leasing ($530,114), vehicle replacement and IT upgrades for the Police Department ($132,000), and building maintenance for City facilities ($65,000). Transportation increases are the result of additional state grant monies and from funds generated from the commercial real estate tax.

Category	FY 2012 Budget	FY 2013 Adopted	Change $	Change %
Schools	$ -	$ 83,500	$ 83,500	100%
General Government	1,079,800	1,438,114	358,314	33%
Recreation and Community Appearance	215,000	115,000	(100,000)	-47%
Environment	9,150,000	22,201,000	13,051,000	143%
Transportation	4,874,500	4,344,463	(530,037)	-11%
Total	**$15,319,300**	**$28,182,077**	**$12,862,777**	**84%**

In addition to the General Fund, funding for the Capital Fund comes from Utility Funds, Federal and State Funds, the Cable Fund, privately donated funds, and Stormwater and Commercial Transportation Taxes. The following chart illustrates the sources of funding for the Capital Budget in FY 2013; additional information can be found in Section G of the budget book.



Note: Sums may differ immaterially due to rounding

Wastewater Fund

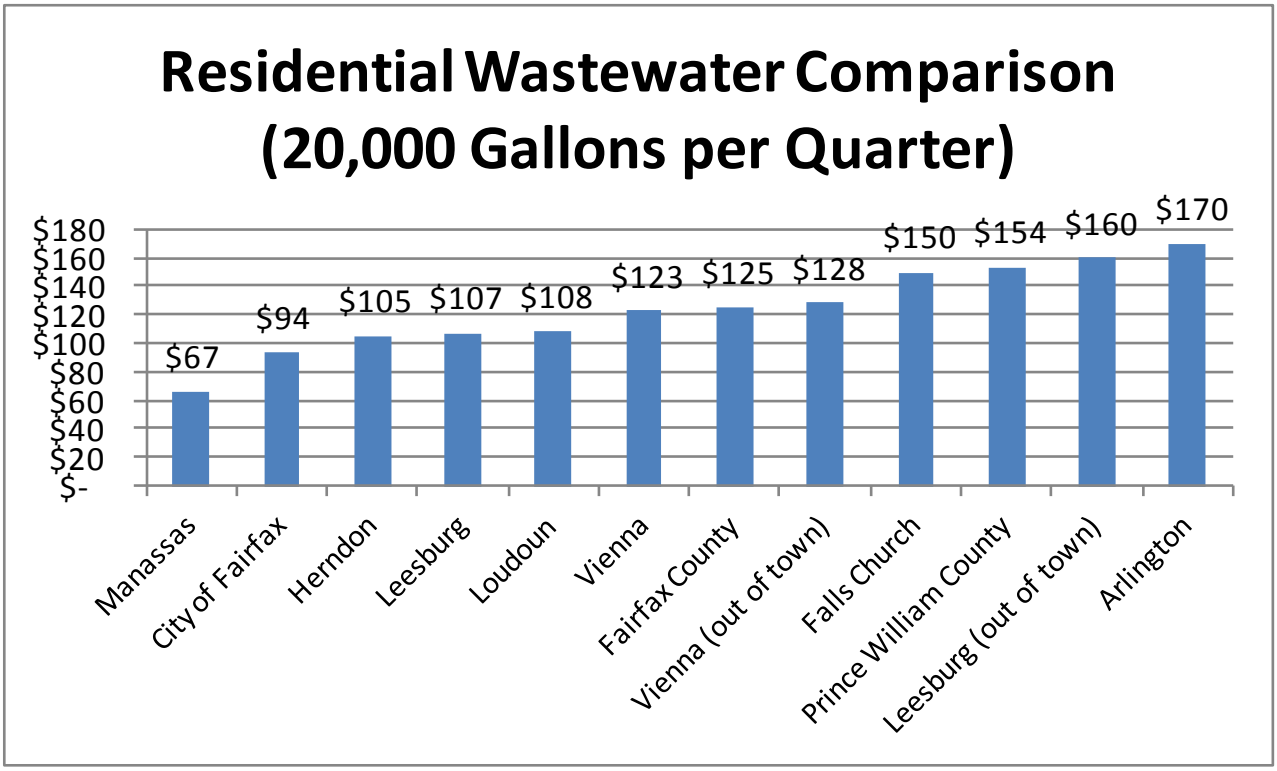
	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Revenues	$13,056,174	$4,974,326	$7,437,426	$7,556,196
Expenditures	$5,357,282	$4,666,013	$7,025,138	$7,083,415
Rate Increase	12%	12%	12%	12%

For FY 2013, a rate increase of 12 percent was adopted for the Wastewater Fund in order to keep pace with future operating and capital costs as well as replenishing the Wastewater 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 subject 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 to be approximately $25.1 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 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 2013 will require $530,000 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. The fund balance is expected to continue to improve over the next three years. Currently the balance is substandard.

The City's wastewater utility rates are currently the second lowest in the region.



Water Fund

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Revenues	$18,700,537	$17,395,151	$16,969,938	$27,536,478
Expenditures	$8,442,209	$17,540,994	$16,768,541	$27,448,102
Rate Increase	7.5%	7.5%	7.5%	7.5%

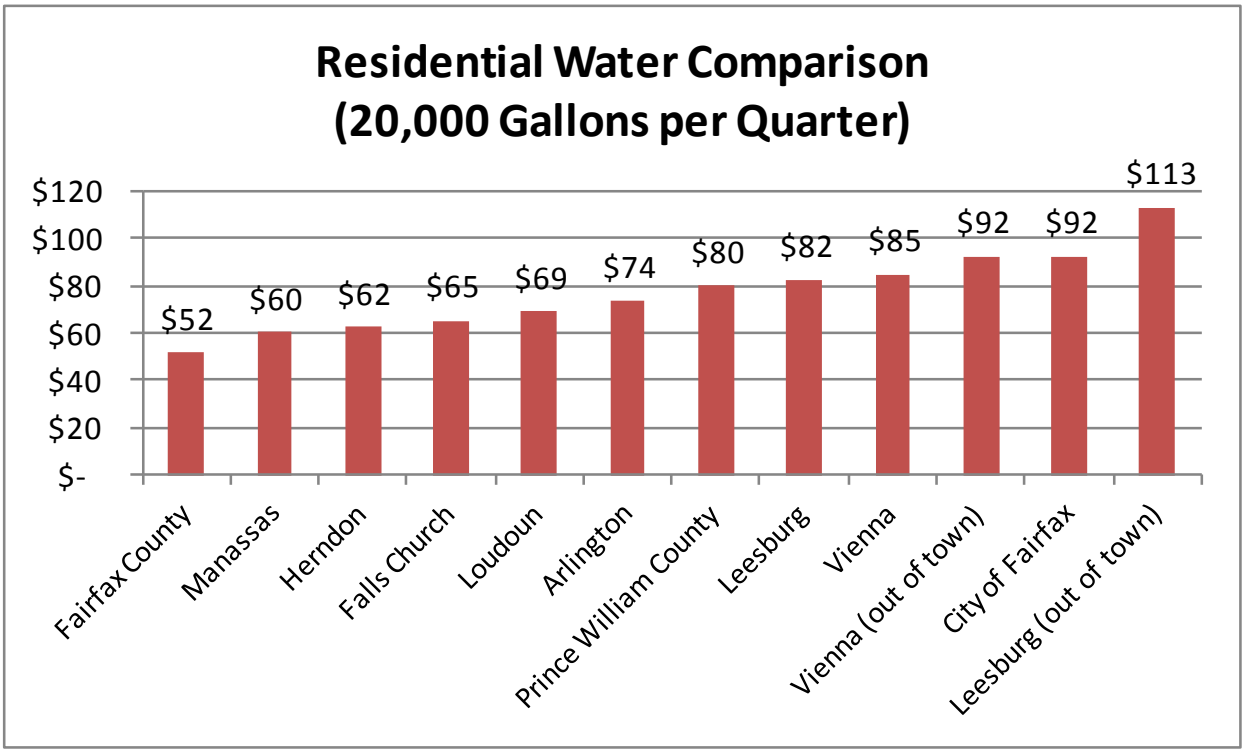
Water infrastructure rehabilitation and replacement is crucial to sustaining the City's water treatment and distribution system. The City plans to make significant investments to the water treatment and distribution system according to its Capital Improvement Plan developed in conjunction with consulting engineering evaluations. The distribution system contains a significant amount 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.

FY 2013 will require $18,750,000 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 & Data Acquisition and Geographic Information Systems.

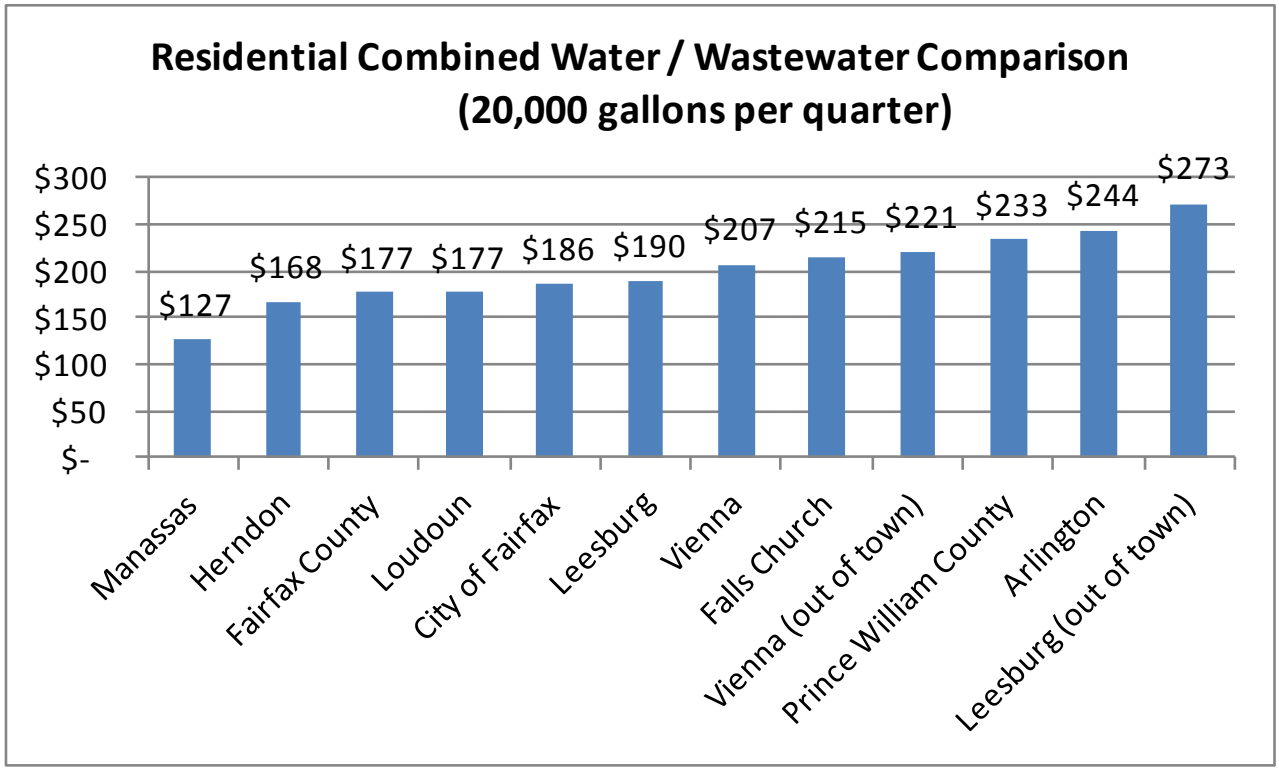
Loudoun Water has been a wholesale customer of the City since 1961. Loudoun Water has advised the City that it will build its own water treatment plant sometime during the next five to seven years and will no longer need services from the Goose Creek Water Treatment Plant once that facility is commissioned. The likely impact to the City of Fairfax will be a decrease in chemical and energy costs, as well as reduced revenues to the Water fund. As a result of the loss of Loudoun Water the increased water rate schedule was 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. The undesignated fund balance for this utility is expected to continue to build to 51% in the future. Currently, the balance is substandard and rate increases will improve this situation over the next three years.

The City's adopted water rates currently remain competitive in the region, particularly among 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 adopted rates will result in combined water and wastewater rates that are currently the fifth lowest in the region.

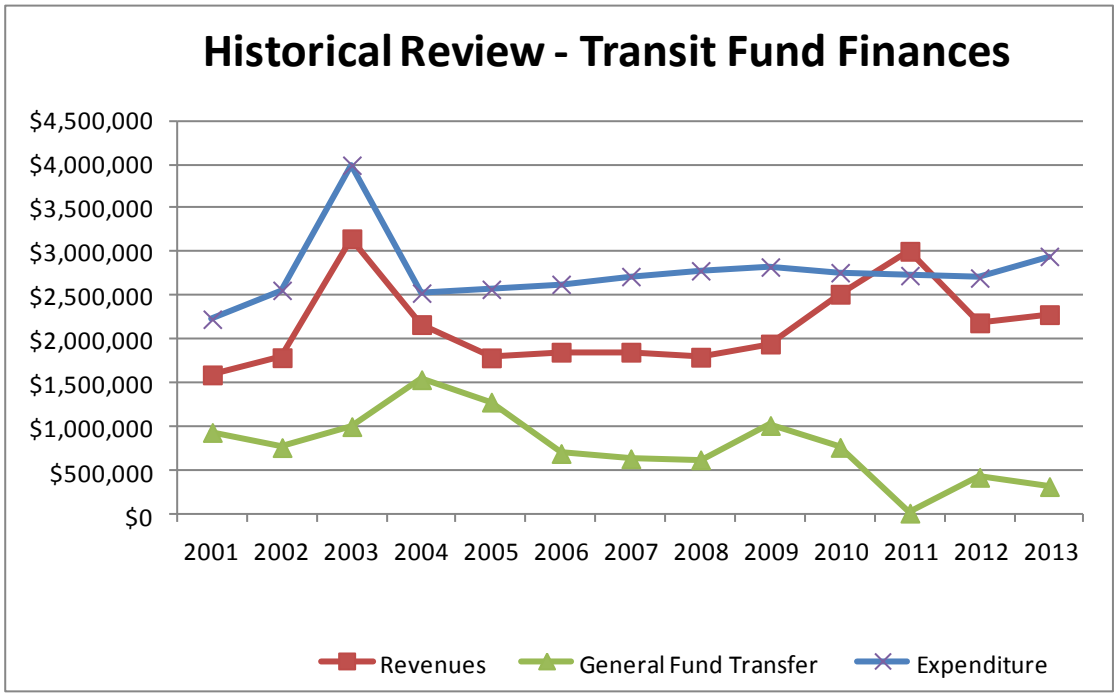


Transit Fund

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Revenues	$3,028,818	$2,837,716	$2,620,294	$2,608,452
Expenditures	$2,732,325	$2,873,716	$2,704,157	$2,951,156
General Fund Support	$18,972	$559,422	$428,000	$322,158

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.

Effective July 1, 2012 the basic fare (cash) increases by $0.10 from $1.70 to $1.80. A discounted fare of $1.60 is charged to those riders who use a Smartrip card. The fare increase along with additional funds from the system's partnership with George Mason University has resulted in increased revenues. Beginning July 1, 2012, reductions in CUE service by one hour during weekday evening service will result in salary cost savings.



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 John Spittle, Budget Manager, who have principal responsibility for the preparation of this document. Others who contributed significantly to the preparation and printing include Jennie Tripoli, Melanie Burrell, Lyn Guzman, and Joanna Ormesher. Additional thanks go to each of the Department Directors, the City School Superintendent and staff, the Constitutional Officers and every employee who participated in finalizing materials for City Council's deliberation.

Budget Information Request

Copies of the FY 2013 Budget and FY 2013-2017 Capital Improvement Program (CIP) are available as follows:

Office of Finance

City Hall

10455 Armstrong Street, Room 312

Fairfax, VA 22310

Phone: 703-385-7870

E-mail: john.spittle@fairfaxva.gov

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

2010 – 2012 Elected Officials	2012 - 2014 Elected Officials
Mayor Robert F. Lederer	**Mayor** R. Scott Silverthorne scott.silverthorne@fairfaxva.gov
City Council	**City Council**
Daniel F. Drummond	Michael J. DeMarco michael.demarco@fairfaxva.gov
Jeffrey C. Greenfield	Daniel F. Drummond dan.drummond@fairfaxva.gov
David L. Meyer	Jeffrey C. Greenfield jeff.greenfield@fairfaxva.gov
Eleanor D. Schmidt	David L. Meyer david.meyer@fairfaxva.gov
R. Scott Silverthorne	Eleanor D. Schmidt eleanor.schmidt@fairfaxva.gov
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City Hall
10455 Armstrong Street
Fairfax, VA 22030
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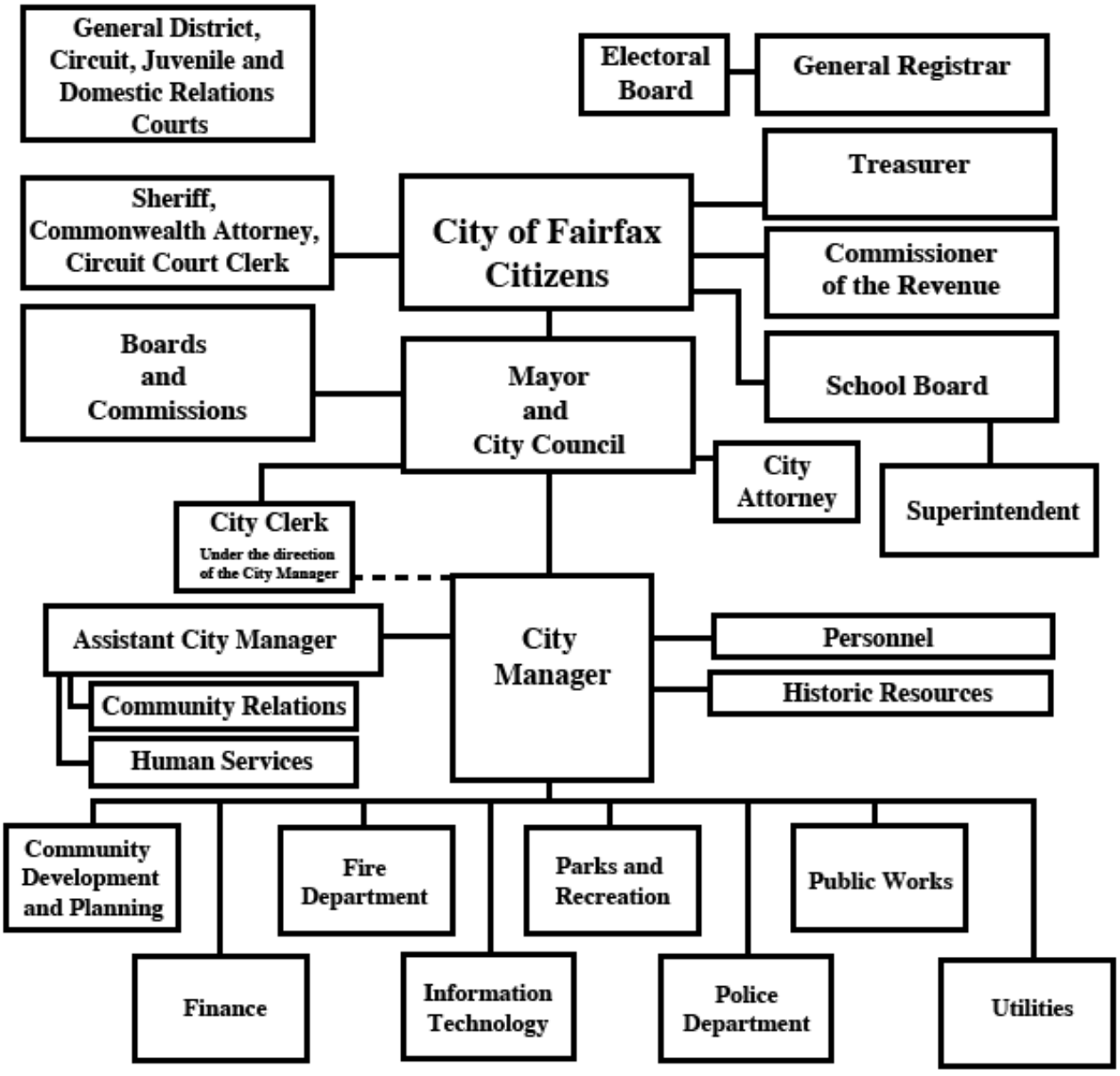
BUDGET SUMMARY

City of Fairfax, Virginia
Organizational Chart



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Summary of Permanent Employee Positions

Department	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
City Clerk	2.00	2.00	2.00	1.50
Electoral Board	2.50	2.50	2.50	2.50
City Manager	2.50	2.13	2.13	2.63
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	75.50	75.50	75.50	75.50
Social Services	0.62	0.62	0.62	0.62
Parks & Recreation	19.13	19.13	19.13	19.13
Historic Resources	3.95	3.95	3.95	3.95
Community Development & Planning	14.70	15.70	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	**351.05**	**351.67**	**351.67**	**351.67**
Wastewater Fund	8.00	8.60	8.60	8.60
Water Fund	34.00	34.40	34.40	34.40
Transit Fund	30.50	30.50	30.50	30.50
Total Enterprise Funds	**72.50**	**73.50**	**73.50**	**73.50**
Total All Funds	**423.55**	**425.17**	**425.17**	**425.17**

City of Fairfax and Fairfax County Contracts

Contract	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
School Tuition Contract	$37,927,714	$38,644,510	$40,044,510	$44,721,922
Library Services	694,373	823,000	701,564	722,611
Joint Court Service	289,960	310,432	251,700	274,285
Juvenile and Domestic Court	335,917	527,882	416,149	436,862
Commonwealth Attorney	0	63,500	68,907	72,352
Court Services and Custody	1,170,753	1,263,675	1,172,053	1,229,383
Fire and Rescue - Suppression	307,993	260,214	260,214	260,214
Refuse Disposal	451,833	450,000	450,000	450,000
Extension - County Agent	34,972	46,000	42,295	43,564
Social Services	1,592,674	1,614,263	1,614,263	1,651,206
Health Services	918,529	1,183,816	1,000,529	1,030,545
Total	**$43,724,718**	**$45,187,292**	**$46,022,184**	**$50,892,944**

Combined Statement of Revenues and Expenditures - All Funds

Category	General Fund	Capital Budget*	Water Fund	Wastewater Fund	Transit Fund	Total
Revenues:						
General Property Tax	$65,936,280					$65,936,280
Other Local Taxes	32,869,954					32,869,954
Licenses, Permits & Fees	1,301,700					1,301,700
Fines & Forfeitures	1,150,700					1,150,700
Use of Money & Property	2,180,638		243,700	245,896		2,670,234
Miscellaneous Revenue	135,912					135,912
Charges for Services	3,077,817		27,292,778	7,320,300	763,500	38,454,395
State and Federal Aid	10,935,937	2,830,000			800,000	14,565,937
Transfers from Other Funds		2,873,614			322,158	3,195,773
Other Financing Sources	825,611	1,974,356				2,799,967
Appropriated Fund Balance	2,184,803					2,184,803
Total Revenue	**$120,599,353**	**$7,677,970**	**$27,536,478**	**$7,566,196**	**$1,885,658**	**$165,265,655**
Expenditures:						
Legislative	$219,320					$219,320
Judicial Administration	2,031,832					2,031,832
Electoral Board	217,849					217,849
General & Financial	6,723,241					6,723,241
Police Department	11,296,466					11,296,466
Fire & Rescue	11,724,226					11,724,226
Public Works	11,601,975					11,601,975
Social Services	5,049,477					5,049,477
Culture & Recreation	5,132,682					5,132,682
Community Development & Planning	2,154,588					2,154,588
Debt Service	1,476,299		953,350	812,536		3,242,186
Interest & Uses - Capital Leases	5,280,733					5,280,733
Education	53,264,410					53,264,410
Other Non-Departmental	(523,875)					(523,875)
Utility Service			26,494,752	6,270,879		32,765,631
Transit Service					2,951,156	2,951,156
Capital Projects		8,841,464				8,841,464
Transfer to Other Funds	4,950,129					4,950,129
Total Expenditures	**$120,599,353**	**$8,841,464**	**$27,448,102**	**$7,083,415**	**$2,951,156**	**$166,923,488**

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

Projected Fund / Cash Balance - All Funds

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
General Fund				
Beginning Fund Balance	15,998,946	15,248,864	15,171,679	13,244,739
Appropriated Fund Balance	282,267	3,694,144	1,926,940	2,184,803
Revenues - Non Fund Balance	109,421,470	110,587,294	113,037,566	118,414,550
Total Revenues	109,703,737	114,281,437	114,964,506	120,599,353
Expenditures	109,703,737	114,281,435	114,964,506	120,599,353
Less Encumbrances				
Ending Fund Balance - Undesignated	15,171,679	11,554,722	13,244,739	11,059,936
Wastewater Fund				
Beginning Cash Balance	1,436,090	9,134,982	9,134,982	9,547,270
Revenues	13,056,174	4,974,326	7,437,426	7,566,196
Expenses	5,357,282	4,666,013	7,025,138	7,083,415
Transfer In	0	0	0	0
Ending Cash Balance	9,134,982	9,443,295	9,547,270	10,030,050
Water Fund				
Beginning Cash Balance	3,533,828	13,792,156	13,646,314	13,847,711
Revenues	18,700,537	17,395,151	16,969,938	27,536,478
Expenses	8,412,948	17,540,994	16,768,541	27,448,102
Transfer Out	0	0	0	0
Ending Cash Balance	13,792,156	13,646,314	13,847,711	13,936,087
Transit Fund				
Beginning Cash Balance	216,700	5,235	513,193	429,330
Revenues	3,009,846	2,278,294	2,192,294	2,286,294
General Fund Transfer	18,972	559,422	428,000	322,158
Expenses	2,732,325	2,837,716	2,704,157	2,951,156
Ending Cash Balance	513,193	5,235	429,330	86,626
Stormwater Fund				
Beginning Fund Balance	627,687	157,689	826,162	139,500
Revenues (Transfer from General Fund)	376,872	260,000	399,500	539,000
Expenses	178,397	390,000	1,086,162	539,000
Ending Fund Balance	826,162	27,689	139,500	139,500
Old Town Fund				
Beginning Fund Balance	9,037,740	3,559,988	6,161,727	2,129,493
Revenues	195,617	213,876	188,153	191,892
Expenses	1,679,863	4,220,387	4,220,387	2,321,385
Ending Fund Balance	6,161,727	0	2,129,493	0
Commercial Transportation Tax Fund				
Beginning Fund Balance	1,882,422	2,710,492	2,605,935	0
Revenues	981,948	966,000	1,002,675	1,023,463
Expenses	258,435	3,738,562	3,608,610	1,023,463
Ending Fund Balance	2,605,935	2,400,000	0	0

Comments on Projected Fund Balance - All Funds

General Fund:

The City projects balanced budgets in both the FY 2012 and FY 2013 budgets, which is largely the result of revenues generated by the increase in the real estate tax rate and 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. Surplus undesignated fund balance in the amount of $2,184,803 will be used in FY 2013 to balance the General Fund budget. The result is a projected ending fund balance for June 30, 2013 of $11.1 million (9.2% of General Fund expenditures). While this is less than the Council's Budget Guidelines and Financial Policy of 10%, the Council approved the use of an additional $1 million in General Fund balance for a tax judgment against the City in FY 2012, to be repaid in FY 2014 and FY 2015. This will restore the General Fund balance back above the minimum 10% threshold.

Water & Wastewater Funds:

In FY 2008 and FY 2011, the City financed $5 million and $24 million respectively 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 2013 budget includes a 7.5% rate increase for the Water Fund, as will the FY 2014 and FY 2015 budget recommendations. A 12% rate increase is included for the FY 2013 Wastewater Fund. As with the Water Fund, matching 12% rate increases will be recommended in the FY 2014 and FY 2015 budgets for Wastewater rates as well. The Water Fund rate increase will assist with significant infrastructure improvements to the City's Water Treatment Plant and the distribution system. 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) and improvement projects for the collection system.

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 2013 Budget reflects a dedicated one cent (equivalent to approximately $537,000) on the real estate tax rate to fund Stormwater projects, which is a one half cent increase from FY 2012. Per the city's real estate tax collection calendar (June and December), the current fiscal year estimate will benefit from the June collections. Expenditures of $539,000 are budgeted for improvements relating to Stormwater infrastructure.

Old Town Fund:

The Old Town Fund reflects expenses in FY 2012 and FY 2013 for the completion 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 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 cents per $100 of assessed value. This rate remains at 5.5 cents per $100 of assessed value for FY 2013. 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.

All Funds Summary - Revenues

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
General Fund Revenues				
General Property Tax	$59,936,656	$60,254,848	$61,642,571	$65,936,280
Other Local Taxes	31,033,144	31,254,491	32,099,273	32,869,954
Licenses, Permits & Fees	1,230,352	1,354,166	1,353,986	1,301,700
Fines & Forfeitures	1,041,172	1,134,022	1,254,167	1,150,700
Use of Money & Property	1,866,897	1,958,652	2,027,790	2,180,638
Charges for Services	2,878,252	2,748,778	2,952,715	3,077,817
Miscellaneous Revenue	154,504	149,643	132,128	135,912
State and Federal Aid	10,358,222	10,645,611	10,770,372	10,935,937
Other Financing Sources	922,272	1,087,082	804,564	825,611
Appropriated Fund Balance	282,267	3,694,144	1,926,940	2,184,803
Total General Fund Revenues	**109,703,737**	**114,281,437**	**114,964,506**	**120,599,353**
Wastewater				
Operating Revenue	3,621,520	3,947,000	3,853,000	4,238,300
Availability Charges	497,384	173,900	450,000	300,000
Other Revenues	73,862	473,426	463,426	245,896
Other Financing Sources	8,863,408	380,000	2,671,000	2,782,000
Total Wastewater	**13,056,174**	**4,974,326**	**7,437,426**	**7,566,196**
Water				
Operating Revenue	7,947,493	7,952,600	7,722,387	8,127,153
Availability Charges	609,647	387,500	362,500	415,625
Other Revenues	595,366	455,051	445,051	243,700
Other Financing Sources	9,548,031	8,600,000	8,440,000	18,750,000
Total Water	**18,700,537**	**17,395,151**	**16,969,938**	**27,536,478**
Transit				
Daily Receipts	642,591	620,000	637,000	681,000
Miscellaneaous	12,501	15,500	12,500	82,500
State Revenues	1,814,754	1,100,000	1,000,000	800,000
George Mason University	540,000	542,794	542,794	722,794
General Fund Support	18,972	559,422	428,000	322,158
Total Transit	**3,028,818**	**2,837,716**	**2,620,294**	**2,608,452**
Other Funds				
Stormwater	376,872	260,000	399,500	539,000
Commercial Trans. Tax	1,015,193	1,028,070	1,002,675	1,023,463
Old Town Fund	194,118	213,876	188,153	191,892
Cable	185,723	165,400	256,600	220,000
Capital	3,821,600	6,094,300	6,094,300	5,042,614
Total Other Funds	**5,593,506**	**7,761,646**	**7,941,228**	**7,016,970**
Total Revenues	**$150,082,773**	**$147,250,276**	**$149,933,391**	**$165,327,448**

All Funds Summary - Expenditures

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
General Fund Expenditures				
Legislative	$191,402	$196,639	$176,730	$219,320
Judicial Administration	1,812,456	2,182,939	1,922,759	2,031,832
Electoral Board	132,424	160,694	155,260	217,850
General & Financial	6,512,592	6,557,705	6,724,941	6,723,241
Police Department	10,413,039	11,314,958	10,684,565	11,296,466
Fire & Rescue	11,517,467	11,906,151	11,653,979	11,724,226
Public Works	10,296,840	11,322,288	10,922,000	11,601,975
Social Services	4,666,290	5,028,040	4,844,753	5,049,477
Culture & Recreation	4,680,062	5,043,898	4,826,843	5,132,683
Community Development & Planning	1,902,438	2,208,732	2,059,857	2,154,588
Debt Service	1,911,167	1,619,801	1,619,801	1,476,299
Education	46,428,547	47,185,406	48,506,263	53,264,410
Interest and Uses - Capital Leases	5,492,732	5,354,635	5,354,635	5,280,733
Other Non Departmental	159,954	(757,117)	420,616	(523,877)
Fund Transfers	3,586,327	4,956,668	5,091,507	4,950,129
Total General Fund Expenditures	**109,703,737**	**114,281,435**	**114,964,506**	**120,599,353**
Wastewater				
County Wastewater Contract	1,892,490	2,100,000	2,100,000	2,184,000
Capital Improvements	1,582,000	0	2,391,000	2,382,000
Line Maintenance	942,953	927,338	903,543	1,086,496
Administration & Engineering	939,839	826,160	818,080	618,383
Debt Service	0	812,515	812,515	812,536
Total Wastewater	**5,357,282**	**4,666,013**	**7,025,138**	**7,083,415**
Water				
Impoundment & Treatment	3,117,805	10,059,974	9,546,618	11,407,420
Water Line Maintenance	2,058,429	3,558,054	3,330,723	12,013,015
Administration & Engineering	2,008,660	2,129,900	2,124,229	2,269,897
Consumer Services	851,751	839,783	813,688	804,419
Debt Service	376,303	953,283	953,283	953,350
Total Water	**8,412,948**	**17,540,994**	**16,768,541**	**27,448,102**
Transit	**2,732,325**	**2,837,716**	**2,704,157**	**2,951,156**
Other Funds				
Stormwater	178,397	390,000	1,086,162	539,000
Commercial Trans. Tax	1,015,193	1,028,070	1,002,675	1,023,463
Old Town Fund	1,679,863	4,220,387	4,220,387	2,321,385
Cable	102,000	125,000	125,000	175,000
Capital	3,821,600	6,094,300	6,094,300	4,782,614
Total Other Funds	**6,797,053**	**11,857,757**	**12,528,524**	**8,841,464**
Less Fund Transfers	**(3,586,327)**	**(4,907,668)**	**(5,091,507)**	**(4,950,129)**
Total Expenditures	**$129,417,019**	**$146,276,247**	**$148,899,359**	**$161,973,361**

General Fund - Summary of Revenues and Expenditures

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Revenues				
General Property Tax	$59,936,656	$60,254,846	$61,642,571	$65,936,280
Other Local Taxes	31,033,144	31,254,491	32,099,273	32,869,954
Licenses, Permits & Fees	1,230,352	1,354,166	1,353,986	1,301,700
Fines & Forfeitures	1,041,172	1,134,022	1,254,167	1,150,700
Use of Money & Property	1,866,897	1,958,652	2,027,790	2,180,638
Charges for Services	2,878,252	2,748,778	2,952,715	3,077,817
Miscellaneous Revenue	154,504	149,643	132,128	135,912
State and Federal Aid	10,358,222	10,645,611	10,770,372	10,935,937
Other Financing Sources	922,272	1,087,082	804,564	825,611
Appropriated Fund Balance	282,267	3,694,144	1,926,940	2,184,803
Total Revenues	**$109,703,737**	**$114,281,435**	**$114,964,506**	**$120,599,353**
Expenditures				
Legislative	$191,402	$196,639	$176,730	$219,320
Judicial Administration	1,812,456	2,182,939	1,922,759	2,031,832
Electoral Board	132,424	160,694	155,260	217,849
General & Financial	6,512,592	6,557,705	6,724,941	6,723,241
Police Department	10,413,039	11,314,958	10,684,565	11,296,466
Fire & Rescue	11,517,467	11,906,151	11,653,979	11,724,226
Public Works	10,296,840	11,322,288	10,922,000	11,601,975
Social Services	4,666,290	5,028,040	4,844,753	5,049,477
Culture & Recreation	4,680,062	5,043,898	4,826,843	5,132,682
Community Development & Planning	1,902,438	2,208,732	2,059,857	2,154,588
Debt Service	1,911,167	1,619,801	1,619,801	1,476,299
Education	46,428,547	47,185,406	48,506,263	53,264,410
Interest and Uses - Capital Leases	5,492,732	5,354,635	5,354,635	5,280,733
Other Non Departmental	159,954	(757,117)	420,616	(523,877)
Transfer to CIP	2,035,167	2,895,300	3,073,179	2,873,614
Transfer to Wastewater Fund	1,539	0	0	0
Transfer to Transit	18,972	559,422	428,000	322,158
Transfer to Stormwater	354,583	260,000	399,500	539,000
Transfer to Old Town Dist.	194,118	213,876	188,153	191,892
Transfer to Trans. R/E Tax Fund	981,948	1,028,070	1,002,675	1,023,463
Total Expenditures	**$109,703,737**	**$114,281,435**	**$114,964,506**	**$120,599,353**

City of Fairfax, Virginia - Budget Review by Category

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Revenues				
Real Estate Revenues	$49,960,103	$50,231,732	$51,568,616	$55,474,866
Personal Property	9,976,554	10,023,114	10,073,955	10,461,414
Other Local Taxes	31,033,144	31,254,491	32,099,273	32,869,954
Licenses, Permits, and Fees	1,230,352	1,354,166	1,353,986	1,301,700
Fines and Forfeitures	1,041,172	1,134,022	1,254,167	1,150,700
Use of Money and Property	1,866,897	1,958,652	2,027,790	2,180,638
Charges for Services	2,878,252	2,748,778	2,952,715	3,077,817
Miscellaneous Revenue	154,504	149,643	132,128	135,912
State Revenue	9,815,818	10,299,211	10,511,496	10,757,937
Federal Revenue	542,404	346,400	258,876	178,000
Other Financing Sources	922,272	1,087,082	804,564	825,611
Appropriated Fund Balance	282,267	3,694,144	1,926,940	2,184,803
Total Revenues	**$109,703,737**	**$114,281,435**	**$114,964,506**	**$120,599,353**
Expenditures				
Compensation	$27,069,660	$27,628,737	$26,882,059	$29,381,240
Fringe Benefits	9,758,483	10,397,400	10,081,062	9,481,934
Non Education County Contracts	6,361,823	6,542,782	5,977,674	6,171,022
Transfer to Other Funds (CUE, DT, Comm R/E)	1,551,160	2,061,368	2,018,328	2,076,515
Senior Tax Relief	594,815	679,342	679,342	779,342
Education:				
Tuition Contract	37,927,714	38,644,510	40,044,510	44,721,922
School Debt Service	7,120,952	7,058,082	7,058,082	7,008,575
School Capital Lease	615,997	616,121	616,121	710,689
General Debt Service:	1,617,507	1,619,801	1,619,801	1,476,299
General Capital Lease	5,492,758	5,354,635	5,354,635	5,280,733
Capital Budget - GF Transfer	2,035,167	2,895,300	3,073,179	2,873,614
Other (Contracts, Fuels, Utilities, Supplies,etc.)	9,557,701	10,783,355	11,559,714	10,637,468
Total Expenditures	**$109,703,737**	**$114,281,435**	**$114,964,506**	**$120,599,353**

General Fund Expenditure Summary

Agency Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Legislative				
City Council	$51,482	$42,850	$38,050	$66,225
City Clerk	139,920	153,789	138,680	153,096
Total Legislative	**$191,402**	**$196,639**	**$176,730**	**$219,320**
Judicial Administration				
General District Court	$15,826	$17,450	$13,950	$18,950
Joint Court Service	289,960	310,432	251,700	274,285
Juvenile & Domestic Court	335,917	527,882	416,149	436,862
Commonwealth Attorney	0	63,500	68,907	72,352
Court Services & Custody	1,170,753	1,263,675	1,172,053	1,229,383
Total Judicial Administration	**$1,812,456**	**$2,182,939**	**$1,922,759**	**$2,031,832**
Electoral Board				
Electoral Board	**$132,424**	**$160,694**	**$155,260**	**$217,850**
General & Financial				
City Manager	$366,121	$330,052	$338,996	$401,729
City Attorney	747,753	540,000	840,000	611,493
Public Audit of Accounts	81,907	82,100	82,100	71,549
Personnel	396,458	405,573	405,520	526,398
Community Relations	70,866	82,499	70,910	127,170
Cable TV	144,091	138,484	149,310	176,182
Risk Management	267,082	408,220	401,720	409,254
Telephone	111,391	125,000	125,000	119,182
Information Technology	1,472,104	1,473,059	1,425,977	1,311,883
Printing & Office Supplies	194,214	251,485	224,308	250,864
Fleet Maintenance	(0)	0	(0)	0
Finance	643,803	624,164	596,358	569,976
Real Estate	423,478	460,272	463,863	510,893
Treasurer	607,041	616,418	610,058	570,368
Commissioner of Revenue	928,353	938,378	920,821	978,298
Retirement Expenses	41,284	68,000	50,000	68,000
Pool Maintenance	16,647	14,000	20,000	20,000
Total General and Financial	**$6,512,592**	**$6,557,705**	**$6,724,941**	**$6,723,241**

General Fund Expenditure Summary

Agency Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Police				
Police Administration	$983,262	$1,049,522	$1,007,592	$1,029,039
Technical Services	3,402,105	3,699,135	3,245,790	3,578,554
Field Operations	6,027,673	6,566,301	6,431,184	6,688,873
Total Police	**$10,413,039**	**$11,314,958**	**$10,684,565**	**$11,296,466**
Fire & Rescue				
Administration	$1,058,123	$1,067,411	$1,056,785	$1,074,939
Fire Operations	8,634,048	8,993,057	8,837,040	8,714,911
Code Administration	1,825,296	1,845,683	1,760,155	1,934,376
Total Fire & Rescue	**$11,517,467**	**$11,906,151**	**$11,653,979**	**$11,724,227**
Public Works				
Asphalt & Concrete Maint.	$1,761,410	$1,955,235	$1,893,434	$2,069,600
Snow Removal	259,122	291,630	214,133	254,685
Storm Drainage	623,032	744,984	685,185	770,507
Signs, Signal, and Lighting	1,836,344	2,158,522	2,101,234	2,229,944
Refuse Collection	2,312,992	2,484,798	2,407,350	2,513,300
Facility Maintenance	1,564,461	1,621,987	1,598,349	1,604,024
R.O.W. & Grounds	1,052,145	1,212,071	1,144,087	1,225,062
Administration	852,361	807,062	835,933	891,291
County Agent	34,972	46,000	42,295	43,564
Total Public Works	**$10,296,840**	**$11,322,288**	**$10,922,000**	**$11,601,977**
Social Services				
Health Department	$918,529	$1,183,816	$1,000,529	$1,030,545
Commission for Women	166	750	750	1,225
Community Services Board	1,309,903	1,309,900	1,309,900	1,336,100
Tax Relief	594,815	679,342	679,342	779,342
Human Services Coordinator	79,645	79,969	79,969	81,059
Social Services	1,763,232	1,774,263	1,774,263	1,821,206
Total Social Services	**$4,666,290**	**$5,028,040**	**$4,844,753**	**$5,049,477**

General Fund Expenditure Summary

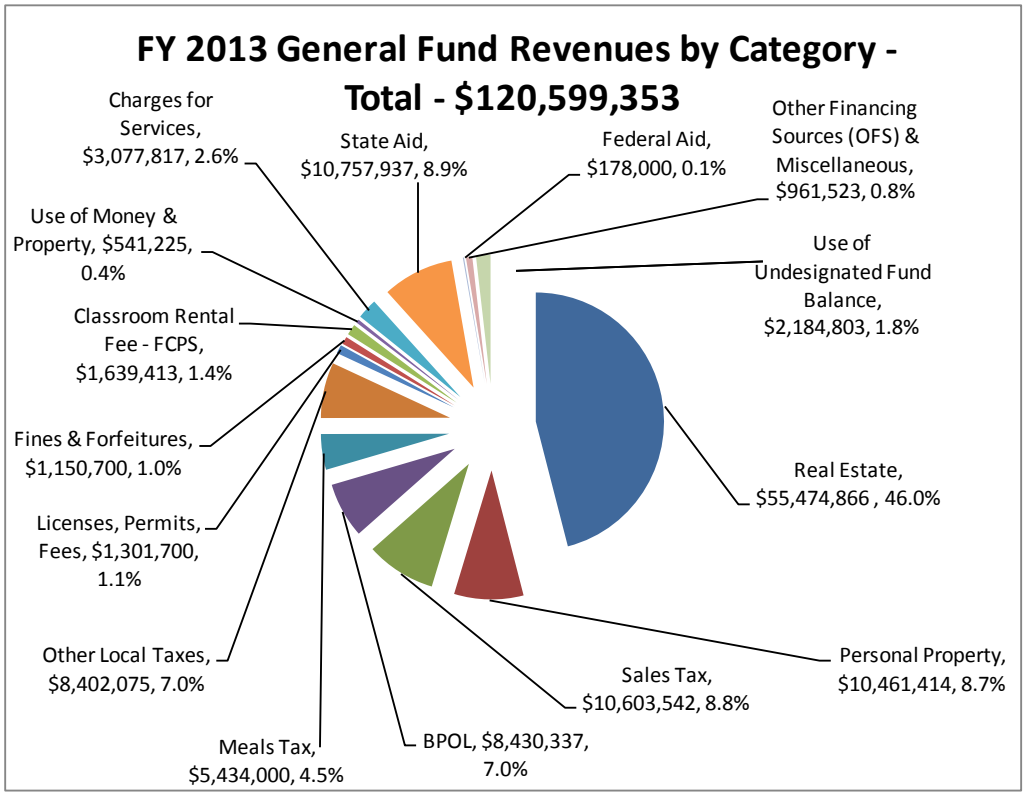
Agency Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Culture and Recreation				
Administration	$1,865,923	$1,854,558	$1,902,520	$1,937,554
Special Events	244,276	340,622	273,189	353,078
Old Town Hall	201,976	322,443	321,371	355,174
Park/Ballfield Maintenance	970,918	1,069,895	996,483	1,109,099
Marketing	185,527	125,937	128,345	127,929
Library	694,373	823,000	701,564	722,611
Historic Resources	517,069	507,441	503,371	527,239
Total Culture and Recreation	**$4,680,062**	**$5,043,898**	**$4,826,843**	**$5,132,684**
Community Development and Planning				
Planning & Design Review	$851,659	$934,164	$1,016,977	$1,104,867
Economic Development	329,660	338,383	331,190	202,600
Current Planning	721,118	936,185	711,690	847,121
Total CD & P	**$1,902,438**	**$2,208,732**	**$2,059,857**	**$2,154,588**
Education				
School Board	$743,884	$846,693	$767,550	$823,224
Tuition	37,927,714	38,644,510	40,044,510	44,721,922
Fixed Charges	0	0	0	0
Capital Outlay	20,000	20,000	20,000	20,000
School - Interest on Leases	295,951	282,791	282,791	251,689
School - Uses from Leases	320,046	333,330	333,330	459,000
School Debt Service	7,120,952	7,058,082	7,058,082	6,988,575
Total Education	**$46,428,547**	**$47,185,406**	**$48,506,263**	**$53,264,409**
Debt Service				
General Debt Service	**$1,911,167**	**$1,619,801**	**$1,619,801**	**$1,476,299**
Non-Departmental				
Interest on Leases	$2,679,842	$2,568,595	$2,568,595	$2,217,586
Uses From Leases	2,812,890	2,786,040	2,786,040	3,063,146
Regional Agencies	159,954	170,616	170,616	172,545
Market Wage Adjustment	0	(1,044,183)	0	(471,423)
Reserve / Budget Cut	0	116,450	250,000	(225,000)
Capital Budget	2,035,167	2,895,300	3,073,179	2,873,614
Transit Fund	18,972	559,422	428,000	322,158
Transfer to Other Funds	1,532,188	1,501,946	1,590,328	1,754,355
Total Non-Departmental	**$9,239,013**	**$9,554,186**	**$10,866,758**	**$9,706,982**
Total General Fund Expenditures	**$109,703,737**	**$114,281,435**	**$114,964,506**	**$120,599,353**

History of General Fund Expenditures by Department

Category	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate	FY 2013 Adopted
Legislative	$161,214	$191,513	$238,365	$213,482	$249,470	$192,312	$179,536	$191,402	$176,730	$219,320
Judicial Administration	1,045,528	1,136,413	1,145,316	1,689,619	1,755,500	1,801,818	2,035,451	1,812,456	1,922,759	2,031,832
Electoral	134,151	155,537	150,448	145,443	170,875	150,070	148,191	132,424	155,260	217,850
General Government	5,456,845	5,650,103	6,390,789	6,959,137	6,917,546	6,562,917	6,259,272	6,512,592	6,724,941	6,723,241
Police	8,016,739	8,673,112	9,473,133	10,435,529	10,498,094	10,390,904	10,431,371	10,413,039	10,684,565	11,296,466
Fire	7,125,895	8,283,273	9,076,123	9,937,204	11,227,261	11,208,916	11,097,471	11,517,467	11,653,979	11,724,226
Public Works	8,532,445	9,503,268	9,179,215	9,594,896	10,814,142	10,561,599	10,469,030	10,296,840	10,922,000	11,601,975
Social Services	3,627,544	3,873,922	4,302,640	4,619,995	4,874,284	4,716,996	4,787,158	4,666,290	4,844,753	5,049,477
Culture and Recreation	3,431,313	4,024,734	4,327,000	4,489,533	4,779,894	4,423,151	4,359,702	4,680,062	4,826,843	5,132,683
Planning & Development	1,595,332	1,539,350	1,524,147	2,564,480	1,901,372	1,842,842	1,839,384	1,902,438	2,059,857	2,154,588
Education	30,482,018	33,439,392	37,684,721	41,991,554	46,732,735	46,390,831	45,504,869	46,428,547	48,506,263	53,264,410
Transfer to Other Funds	9,237,138	8,270,992	9,085,924	1,235,128	420,844	4,367,298	6,045,589	3,586,327	5,091,507	4,950,129
Other	2,984,494	4,573,795	5,408,292	6,402,313	7,226,437	7,385,987	7,441,952	7,563,853	7,395,051	6,233,155
Total Expenditures	**$81,830,656**	**$89,315,404**	**$97,986,113**	**$100,278,313**	**$107,568,454**	**$109,995,641**	**$110,598,976**	**$109,703,737**	**$114,964,506**	**$120,599,353**

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 2013 Budget.



The Use of Undesignated Fund Balance in the amount of **$2,184,803** is a result of the FY 2012 estimated surplus, generated largely by a real estate tax increase. The ending Fund Balance is equal to approximately **9.2**% **($11.1m**) of General Fund expenditures.

General Fund Revenue Summary

Account	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
General Property Taxes					
311110	Real Estate Current December	$23,471,432	$23,271,630	$23,649,677	$25,614,020
311111	Real Estate Current June	23,245,112	23,595,306	24,264,020	26,207,961
311112	Real Estate Old Town - June	87,004	100,200	93,446	93,446
311113	Delinquent Real Estate	778,089	600,000	785,561	635,000
311114	Real Estate Old Town - December	96,920	94,873	90,061	93,446
311116	Delinquent R/E Old Town District	10,194	18,803	4,646	5,000
311117	Real Estate BID District	0	0	0	0
311120	Stormwater Fund Tax	0	260,000	399,500	539,000
311119	Delinquent R/E Commercial	33,245	29,878	29,878	29,000
311121	Comm. Real Estate Tax Rate Trans. - June	474,131	499,096	491,287	503,176
311122	Comm. Real Estate Tax Rate Trans. - Dece	507,817	499,096	481,510	491,287
311210	Personal Property Current	9,389,389	9,571,700	9,552,059	9,935,000
311213	Delinquent Personal Property	335,750	200,000	275,000	275,000
311311	PSC R/E Current	893,988	947,852	928,530	938,530
311312	PSC PP Current	251,414	251,414	246,896	251,414
311313	PSC Delinquent R/E Taxes	(4,790)	0	0	0
311410	Penalties on Delinquent Taxes	251,575	225,000	240,000	235,000
311411	Interest on Delinquent Taxes	115,386	90,000	110,500	90,000
Total General Property Taxes		**$59,936,656**	**$60,254,848**	**$61,642,571**	**$65,936,280**
Other Local Taxes					
312010	Local Sales & Use Tax	$9,907,063	$10,129,641	$10,395,629	$10,603,542
312011	Consumers Utility Tax	1,551,010	1,586,682	1,574,091	1,575,000
312012	Business & Occupational Licenses	8,151,072	7,918,057	8,265,036	8,430,337
312013	Motor Vehicle Licenses	622,169	608,663	638,359	640,000
312014	Recordation Tax	315,186	353,828	378,220	360,000
312015	Bank Stock Tax	1,550,882	1,579,641	1,659,641	1,680,000
312016	Tobacco Tax	1,028,992	1,060,732	1,003,959	980,000
312017	Transient Lodging Tax	484,990	539,168	592,000	615,000
312018	Meals Tax	4,938,869	4,845,075	5,191,623	5,434,000
312021	Consumption Tax	115,034	121,592	122,175	125,000
312024	Communication Taxes	2,367,878	2,511,412	2,278,539	2,427,075
Total Other Local Taxes		**$31,033,144**	**$31,254,491**	**$32,099,273**	**$32,869,954**

General Fund Revenue Summary

Account	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Licenses, Permits & Fees					
313202	Building Permits	$141,672	$130,000	$189,822	$160,000
313203	Electrical Permits	98,256	90,000	118,533	100,000
313204	Plumbing Permits	52,562	67,000	70,593	70,000
313205	Mechanical Permits	87,652	80,000	100,485	100,000
313206	Elevator Inspection	55,069	57,000	57,000	57,000
313225	Rental Housing Occupancy	8,300	10,200	4,500	8,000
313226	Fire Marshal Permit	66,105	70,000	71,396	70,000
313227	Fire Protection System Permit	24,671	16,381	28,884	30,000
313231	Fire Marshal Development Fees	12,110	14,775	9,679	10,000
313233	Public Safety Fee	41,606	48,525	42,000	42,000
313234	Reinspection Fees	660	575	574	600
313308	Sign Permits	16,764	20,280	17,361	16,900
313309	Occupancy Permits	26,435	27,665	28,847	27,900
313310	Soil & Erosion Fees	8,480	6,992	8,693	8,500
313323	Zoning Fees	12,300	42,845	35,008	32,800
313328	Special Use Permits	75,555	126,910	91,942	91,900
313329	Variances	13,100	3,500	14,400	10,000
313330	Partial R/E Tax Exemption	220	120	220	200
313411	Cemetery Interments	57,724	56,181	41,616	41,600
313420	Street Opening Permits	49,505	40,955	28,225	35,000
313430	Precious Metal Permits	600	600	600	600
313440	Public Right of Way Use	205,733	263,832	207,334	210,000
313510	Animal Licenses	12,250	12,508	12,508	12,000
313512	Peddlers Permits	11,170	6,515	9,241	9,200
313620	Transfer Fees	68,430	73,719	81,029	74,000
313630	Cellular Comm	83,423	87,088	83,496	83,500
Total Licenses, Permits & Fees		**$1,230,352**	**$1,354,166**	**$1,353,986**	**$1,301,700**
Fines & Forfeitures					
314001	Court Fines & Forfeitures	$767,170	$639,100	$756,900	$662,000
314002	Parking Fines	109,606	132,922	120,143	120,000
314003	Juvenile Court	3,872	3,300	5,496	4,500
314005	Circuit Court Revenue	7,287	6,800	7,444	7,000
314006	Court Facilities Fee	20,622	19,800	20,697	20,000
314010	Zoning Civil Penalties	18,900	9,400	7,212	9,400
314011	Photo Red Light	0	216,000	226,525	221,000
314012	Jail Admin Fee	1,745	1,600	1,850	1,700
314013	Courthouse Security	107,951	105,100	107,900	105,100
314021	Overweight Truck Fine	4,018	0	0	0
Total Fines & Forfeitures		**$1,041,172**	**$1,134,022**	**$1,254,167**	**$1,150,700**

General Fund Revenue Summary

Account	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Use of Money & Property					
315101	Interest on Investments	$2,150	$5,000	$2,000	$2,000
315106	Unrealized Gain / (Loss)	0	0	0	0
315201	Rental - General Property	0	0	0	0
315202	Rental - Old Town Hall	130,055	135,800	135,800	156,540
315203	Rental - Green Acres	61,743	40,500	58,000	60,000
315206	Rental - Schools	1,586,952	1,600,252	1,583,170	1,639,413
315208	Rental - Community Center	48,162	140,700	110,000	165,840
315209	Rental - Main Street Day Care	26,400	26,400	27,720	29,106
315210	Rental - Westmore School	0	0	0	0
315211	Rental - Blenheim	11,435	10,000	12,000	24,000
315213	Rental - Ball Fields	0	0	99,100	103,739
Total Use of Money & Property		**$1,866,897**	**$1,958,652**	**$2,027,790**	**$2,180,638**
Charges for Services					
316110	Court Fees	$5,874	$6,524	$6,524	$6,524
316220	Sale of Record Copies	2,727	1,399	2,444	2,400
316221	False Alarm Fees	30,800	18,490	30,000	28,000
316223	Ambulance Fees	1,017,595	915,000	1,194,743	1,294,743
316224	Emergency Response Billing	0	0	0	0
316225	Fire Recovery Fee - GMU	150,000	150,000	150,000	200,000
316230	Animal Control Fees	3,104	1,379	3,200	2,500
316346	Community Programming	0	0	0	54,083
316347	Sherwood Programming	0	0	0	69,694
316348	Green Acres Programming	0	0	0	68,923
316349	Senior Programs	68,092	68,300	68,300	68,300
316350	Rec. Trips - Youth, Teen, and Adult	165,749	192,700	192,700	-
316351	Day Camps	489,093	496,900	496,900	496,900
316352	Pavilion Rentals	122,591	104,500	5,400	5,400
316353	Cultural Arts	1,300	6,600	6,500	6,600
316354	Special Events	168,351	174,200	174,200	175,200
316355	Museum Revenue	954	698	682	700
316356	Museum Gift Shop	12,791	16,607	12,125	12,100
316357	Show Mobile Revenue	6,463	4,800	4,800	5,000
316460	Sale of Publications	2	50	10	0
316461	Subdivision Review Fees	15,641	8,342	17,000	10,000
316462	Site Plan Review Fees	111,732	88,743	90,000	75,000
316463	Architectural Review	6,060	3,967	5,000	4,000
316464	Tree Removal Permit	1,325	1,577	1,600	1,350
316466	Surety Review	10,400	6,525	13,000	10,000
316467	Mapping Sales	960	720	1,050	1,000
316570	School Age Child Care	421,973	406,213	408,380	408,400
316580	Returned Check Fees	3,725	3,283	3,500	3,500
316581	Charge Card Fees	14,936	15,574	16,000	16,000
316585	Administrative Fees	18,508	20,248	20,248	20,500
316586	Collection Fees	(3,779)	7,425	3,000	3,000
316587	Attorney Fees	1,443	1,444	2,489	1,400
316712	5% Late Charge	2,351	2,170	2,170	2,200
316811	Inspection Fees After Hours	27,490	24,400	20,750	24,400
Total Charges for Services		**$2,878,252**	**$2,748,778**	**$2,952,715**	**$3,077,817**

General Fund Revenue Summary

Account	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Miscellaneous Revenue					
318102	Sale of Surplus Property	$146	$1,631	$0	$0
318104	Sale of Cemetery Lot	24,900	22,700	19,452	22,700
318105	Perpetual Care - Cemetery	7,117	15,100	3,500	3,500
318107	Recycled Newspaper	0	0	0	0
318108	Sale of City License Plates	4,980	5,000	4,620	4,500
318201	Misc. Revenue	116,988	105,212	104,432	105,212
318203	Police Seized Assets	373	0	124	0
Total Miscellaneous Revenue		**$154,504**	**$149,643**	**$132,128**	**$135,912**
State Aid					
321101	ABC Profits	$0	$0	$0	$0
321102	Wine Taxes	0	0	0	0
321103	Rolling Taxes	362	362	292	292
321104	State Aid Police	579,753	552,323	595,124	598,085
321106	Vehicle Rental Tax	224,138	244,744	230,496	230,500
321201	Commissioner of Revenue	131,162	134,921	131,162	131,200
321202	Treasurer	90,677	92,199	93,000	93,000
321203	Registrar / Electoral	40,938	48,789	48,789	48,789
321204	DMV Reimbursement	35,197	34,769	44,000	45,000
324201	State Sales Tax	2,637,566	2,730,111	2,741,151	3,113,627
324202	Basic School Aid	3,782,764	4,182,579	4,262,364	4,135,181
324204	State School Capital	0	0	0	0
324302	Four for Life Grants	23,480	20,500	20,500	21,500
324305	Smoke Alarm Grant	0	0	0	0
324308	EMAC	14,046	0	0	0
324321	Rescue Squad Assc Grant	0	0	0	0
324323	Fire Equip Mini Grant	0	0	8,900	0
324324	Byrne Jag Grant	0	0	0	0
324331	Asset Forfeiture	64	0	0	5,000
324344	Fire Programs Fund	62,074	61,104	57,553	57,553
324403	Street & Highway Maint.	2,190,901	2,190,900	2,272,255	2,272,300
324405	Solid Waste Grant	5,910	5,910	5,910	5,910
324411	Disaster Assistance State	(3,217)	0	0	0
324612	Blenheim Grant	0	0	0	0
324614	Arts Grant	0	0	0	0
Total State Aid		**$9,815,818**	**$10,299,211**	**$10,511,496**	**$10,757,937**

General Fund Revenue Summary

Account	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Federal Aid					
331005	Bulletproof Vest Grant	$2,758	$2,500	$3,990	$0
331007	COPS 2005 Tech Grant	0	0	0	0
331009	Alcohol Safety Grant	22,456	19,000	18,800	18,000
331010	Gang Task Force Grant	101,992	130,000	130,000	0
331011	FEMA Grant	27,546	0	0	0
331018	NCR Regional Planner	161,145	125,000	45,000	125,000
331023	Byrne JAG Grant	4,346	900	2,252	0
331037	Secret Service Task	5,145	5,000	3,000	3,000
331043	Fire SAFER Grant	88,019	0	0	0
331045	Citizen Preparedness Grant	14,981	15,000	15,000	15,000
331046	LEMPG Grant	28,311	5,000	5,000	5,000
331047	UASI EOC GRANT	52,316	0	6,917	6,000
331048	EMPG Sheltering Grant	0	22,000	22,000	0
331049	UASI Citizen Prep Grant	0	22,000	6,917	6,000
331050	POLICE DCSJ EQUPMNT GRAN	10,500	0	0	0
336010	NVERS SUSTAINMENT GRANT	22,890	0	0	0
Total Federal Aid		**$542,404**	**$346,400**	**$258,876**	**$178,000**
Other Financing Sources					
318282	Fairfax Little League	$5,625	$5,625	$5,625	$5,625
318288	FPYC Turf Contribution	77,375	77,375	77,375	77,375
318289	Schools Turf Contribution	20,000	20,000	20,000	20,000
319008	City - County Contract	694,373	974,082	701,564	722,611
341030	Bond Refunding	0	0	0	0
341040	Sale of Property	0	0	0	0
341045	School Bond Cap. Int. Reimb.	0	0	0	0
342030	Insurance Recoveries	0	10,000	0	0
347320	CAP PROJECTS FUND TRANSF	3,664	0	0	0
347325	School Bond Cap. Int. Reimb.	121,235	0	0	0
347360	Old Town FX CIP Transfer	0	0	0	0
347403	Sewer Transfers	0	0	0	0
347512	Water Transfers	0	0	0	0
Total Other Financing Sources		**$922,272**	**$1,087,082**	**$804,564**	**$825,611**
Total Revenues		**$109,421,470**	**$110,587,293**	**$113,037,566**	**$118,414,550**
Total Appropriated Fund Balance					
	Prefunding	$0	$0	$0	$0
	School Tuition Contract	0	700,000	700,000	0
	Community Development & Planning	0	220,000	220,000	0
	Use of Undesignated Fund Balance	0	1,529,777	1,006,940	2,184,803
	Use of Prior Year's Surplus	282,267	1,244,367	0	0
Total Appropriated Fund Balance		**$282,267**	**$3,694,144**	**$1,926,940**	**$2,184,803**
Total Revenue Available		**$109,703,737**	**$114,281,437**	**$114,964,506**	**$120,599,353**

History of General Fund Revenues by Category

Category	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate	FY 2013 Adopted
Real Estate	$30,130,686	$33,526,475	$37,522,201	38,953,943	$40,975,135	$43,774,958	$47,677,911	49,960,103	51,568,616	55,474,866
Personal Property	7,797,129	7,794,289	7,298,936	8,870,109	9,207,637	10,011,917	11,070,647	9,976,554	10,073,955	10,461,414
Sales Tax	9,875,008	10,608,683	11,604,756	13,721,180	13,587,593	13,433,255	8,831,494	9,907,063	10,395,629	10,603,542
BPOL	7,660,442	7,664,177	8,370,119	8,444,976	8,662,866	8,599,019	8,375,551	8,151,072	8,265,036	8,430,337
Meals Tax	1,930,225	2,087,428	2,176,558	2,235,496	2,301,359	4,628,045	4,634,109	4,938,869	5,191,623	5,434,000
Other Local Taxes	5,328,963	6,643,536	7,052,627	7,664,874	6,653,880	7,662,450	7,226,450	8,036,140	8,246,984	8,402,075
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	1,230,352	1,353,986	1,301,700
Fines & Forfeitures	916,078	1,243,358	1,567,914	954,306	879,234	893,186	873,594	1,041,172	1,254,167	1,150,700
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	1,866,897	2,027,790	2,180,638
Charges for Services	791,781	962,585	954,341	973,262	1,061,561	1,391,864	2,424,216	2,878,252	2,952,715	3,077,817
Intergovernmental	8,150,217	8,965,341	9,444,194	10,054,930	10,597,452	10,960,395	11,033,810	10,358,222	10,770,372	10,935,937
Other Financing Sources/Misc	268,958	230,315	260,375	1,016,217	1,066,827	3,527,196	3,070,983	1,076,776	936,692	961,523
Appropriated Fund Balance	0	0	0	0	0	2,180,574	3,877,676	282,267	1,926,940	2,184,803
Total Revenue	**$75,511,153**	**$82,349,474**	**$90,874,263**	**$99,730,350**	**$101,714,496**	**$111,565,233**	**$112,459,877**	**109,703,737**	**$114,964,506**	**$120,599,353**

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% 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.

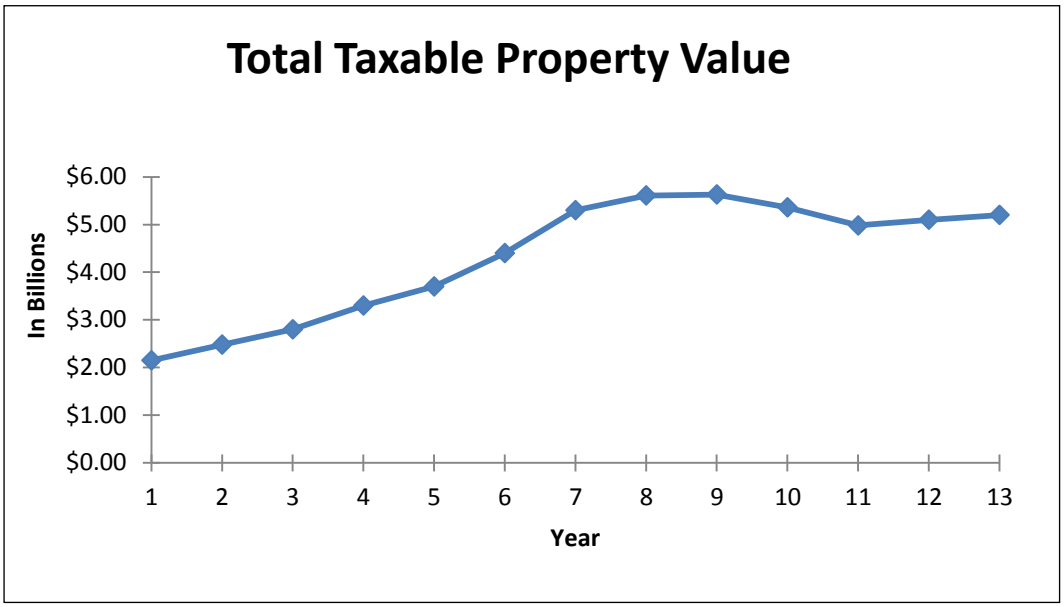
Fiscal Impact – Real Estate Tax Revenues

Category	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Real Estate Tax Revenue	$49,960,103	$50,231,734	$51,568,616	$55,474,866
Real Estate Tax Rate	95.5¢	94.2¢	94.2¢ / $1.01	$1.01
Stormwater Tax Rate	n/a	0.5¢	0.5¢/1.0¢	1.0¢
Old Town Service District Tax Rate	6.0¢	6.0¢	6.0¢	6.0¢
Commercial & Industrial Tax Rate	5.5¢	5.5 ¢	5.5¢	5.5¢

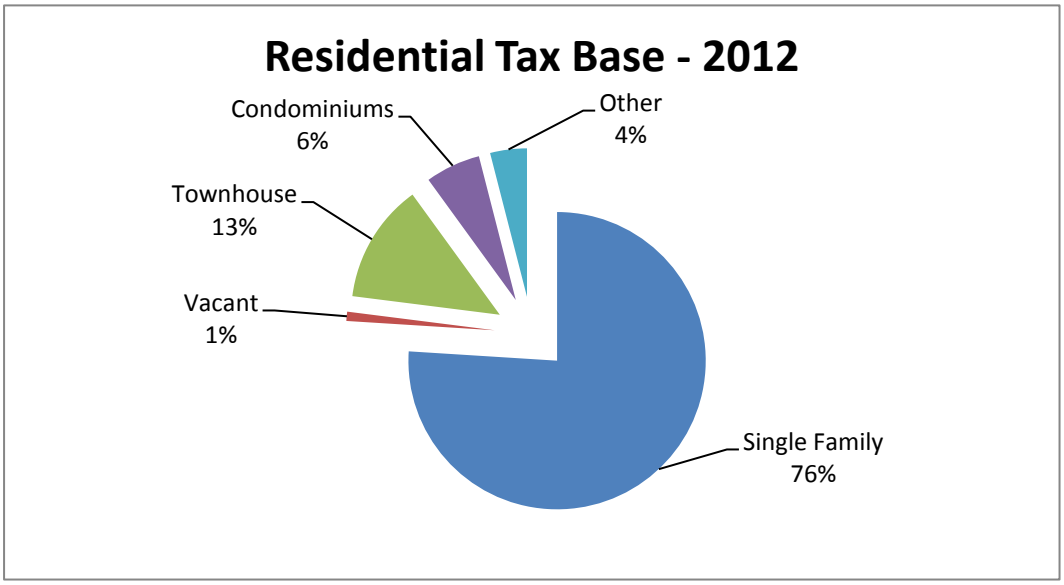
Real property tax revenues account for the largest category of revenue for the General Fund, representing 45.5% of total General Fund revenues. A real estate tax rate of $1.01 per $100 of assessed value is adopted for FY 2013, which is a 6.8¢ increase from the FY 2012 rate of 94.2¢ per $100 of assessed value. As part of the overall rate, 1.0¢ will be dedicated for the Stormwater Fund. Total real estate assessments are up 2.8%, which includes new construction of $33.8 million, compared to a 2.23% increase for the previous fiscal year.

Assessments	CY 2011	CY 2012	Variance	
			$	%
Residential	$3,123,099,700	$3,195,889,977	$72,790,277	2.3%
Commercial	1,954,294,800	2,025,966,286	71,671,486	3.7%
Total	**$5,077,394,500**	**$5,221,856,263**	**$144,461,763**	**2.8%**

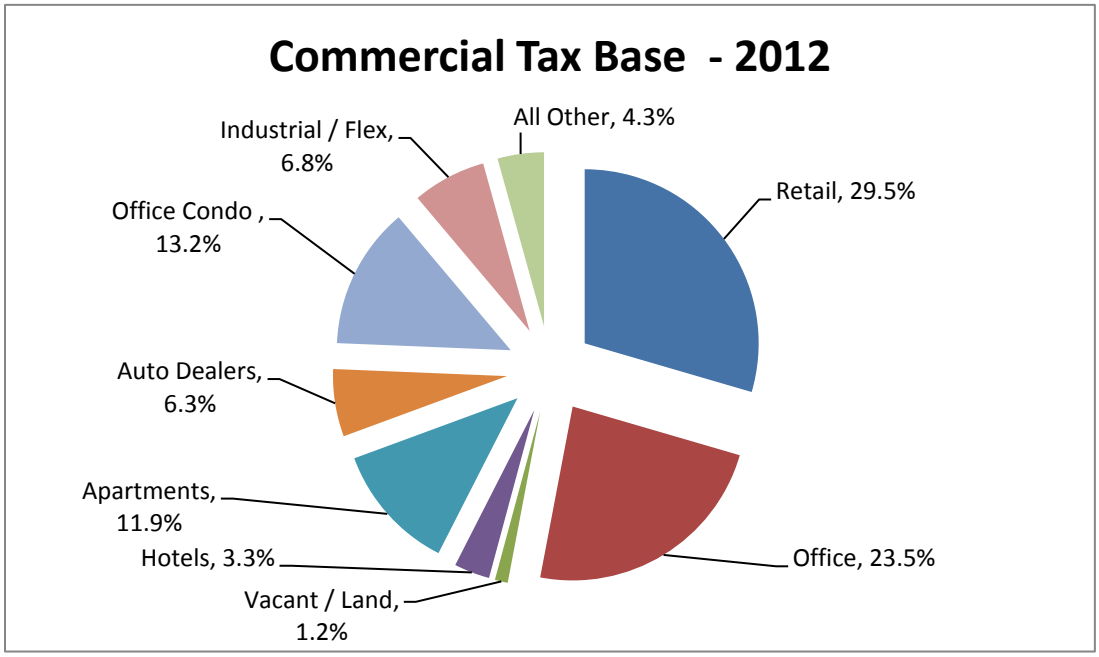
The 2012 total taxable value of City residential and commercial properties before appeals is $5,221,856,263 and is more than last year's total assessed value by $144,461,763 (2.8%).



The overall residential assessment total has increased by 2.3%, and includes new construction. The following notes the breakout by category for the Residential tax base.

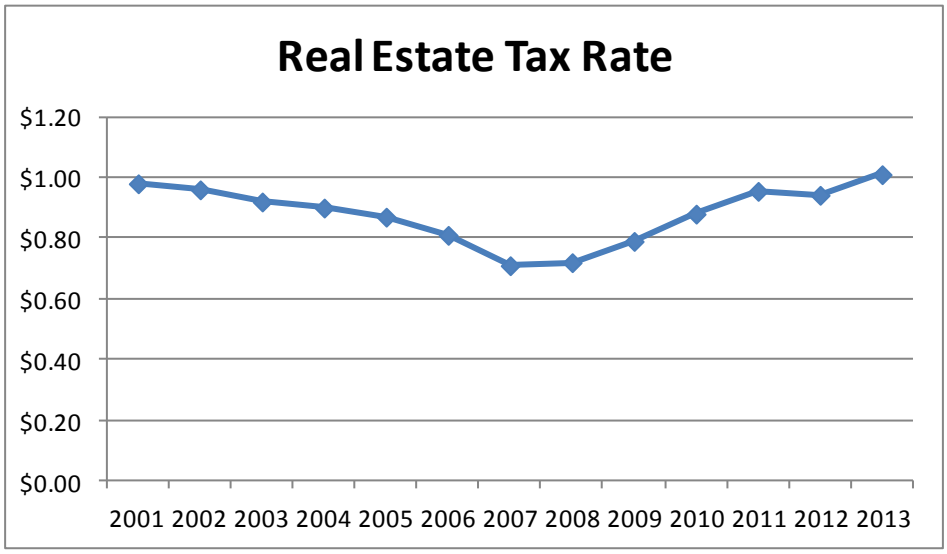


Commercial assessments notes an increase of 3.7% overall, and includes new construction. The following notes the breakout by category for the Commercial tax base.



The budget notes an adopted tax rate increase of 6.8¢ from 94.2¢ to $1.01 per $100 of assessed valuation for FY 2013. In addition, the City currently has two service districts, the Old Town and the Commercial Real Estate Transportation Tax on which the City assesses an additional tax. The Old Town Service District will remain at 6.0¢ 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 Budget, the Commercial Real Estate Transportation tax provided for a surcharge on commercial real estate properties at a rate of 8.0¢ per $100 of assessed value. During the FY 2011 budget process, the City Council decreased this rate from 8.0¢ per $100 of assessed value to 5.5¢ per $100 of assessed value. The 5.5¢ rate remains unchanged for FY 2013. For FY 2013, the Stormwater tax rate is set at 1.0¢ per $100 of assessed value, an increase of 0.5¢ from FY 2012. This tax is included in the overall $1.01 adopted real estate tax rate per $100 of assessed value. These funds will be dedicated to meeting proposed federal regulatory requirements along with maintenance of aging Stormwater infrastructure, of 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 24.21¢ and 26.5¢ per $100 of assessed value (fiscal year 2012 rates), respectively.

The City's adopted real estate tax rate of $1.01 is a 6.8¢ increase over FY 2012. The average residential tax bill is expected to increase by 8.9%. The following chart provides an illustrative example by three residential assessed values:

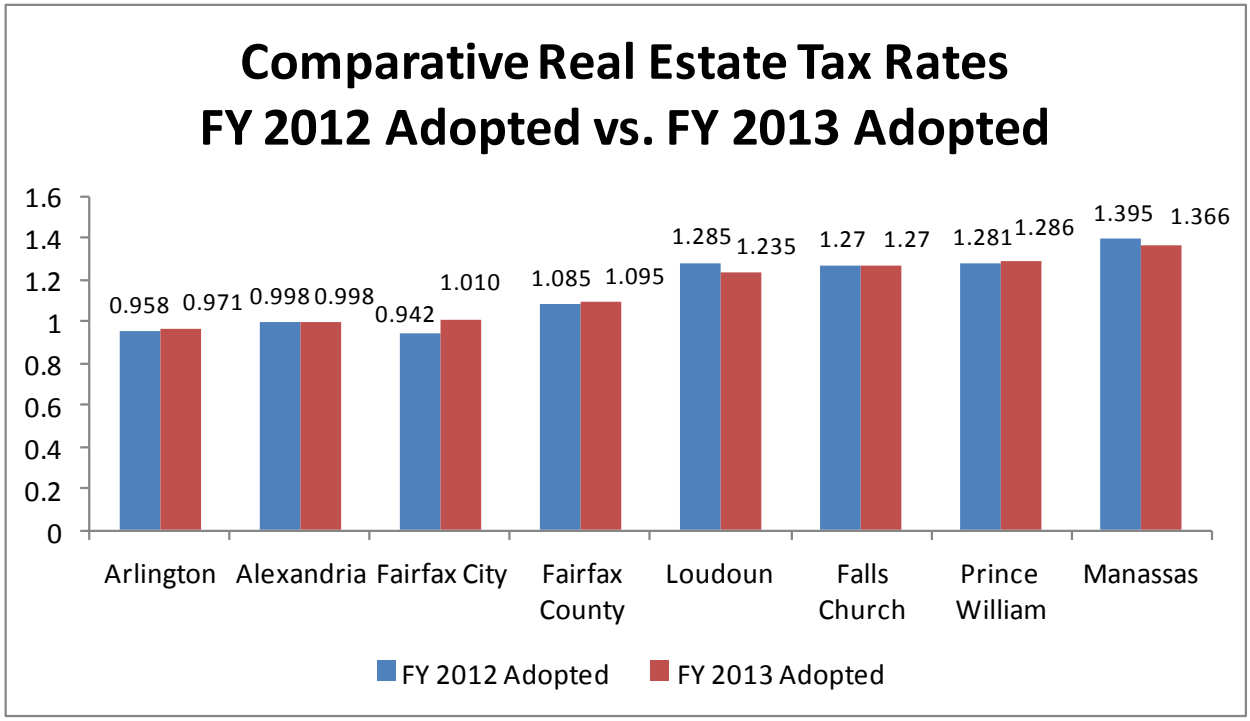
Impact of Real Estate Tax Rate per FY 2013 Budget
Average Property Owner's Tax Bill at Various Values
All Residential Properties

CY 11 Assessment	FY 12 Tax Rate	FY 12 Tax Bill	CY 12 Assessment	FY 13 Tax Rate	FY 13 Tax Bill	Change	
						$	%
300,000	0.942	2,826	304,822	1.01	3,079	253	8.94%
500,000	0.942	4,710	508,037	1.01	5,131	421	8.94%
700,000	0.942	6,594	711,252	1.01	7,184	590	8.94%

Note: average estimated increase in assessment of 1.6% (excludes new construction); each property is separately valued therefore each assessment may be higher or lower than the average.

The real estate tax rate necessary to provide residential equalization, whereby the average homeowner would pay no more in taxes than in the prior year equates to 92.5¢ per $100 of assessed value. This is 1.7¢ less than the FY 2012 rate of 94.2¢, and 8.5¢ less than the FY 2013 rate of $1.01. The real estate equalization rate for residential and commercial properties combined is 92¢ per $100 of assessed value, 2.2¢ less than the FY 2012 rate of 94.2¢, and 9¢ less than the FY 2013 adopted rate of $1.01.

Comparative information was gathered from surrounding jurisdictions' FY 2013 adopted budgets.



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.

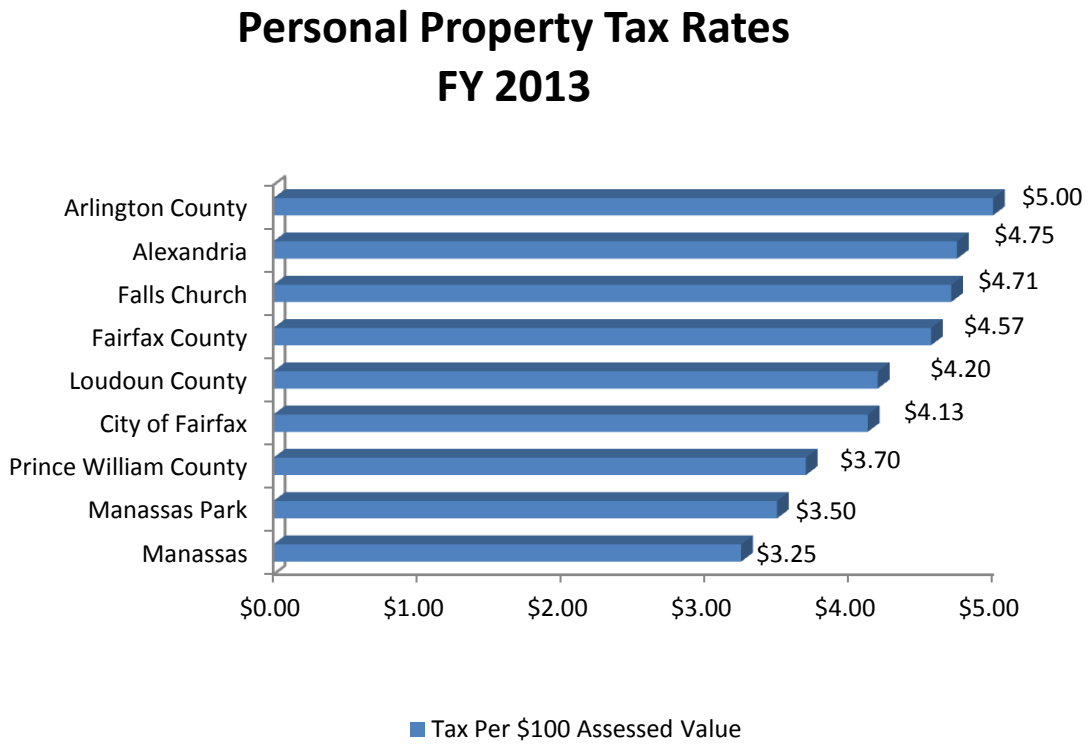
The Commissioner of the Revenue determines the method of assessment for personal property and the City Council establishes the tax rate. The current personal property tax rate is $4.13 per $100 of assessed value. In addition to the personal property tax, all motor vehicles normally garaged in the city 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% 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 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Personal Property Tax Revenue	$9,976,554	$10,023,114	$10,073,955	$10,461,414
Personal Property Tax Rate	$4.13	$4.13	$4.13	$4.13

The FY 2013 Adopted Budget notes no change in the Personal Property Tax rate of $4.13. FY 2013 revenues are projected to increase 4.4% from the FY 2012 budget due to an increase in overall vehicle assessments.



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 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Local Sales & Use Tax Revenue	$9,907,063	$10,129,641	$10,395,629	$10,603,542

The local sales and use tax is one of the most important economic indicators and highest revenue generators for the City. The FY 2012 estimate reflects a 4.9% increase from the FY 2011 actual. The FY 2013 figure of $10.6 million notes a 4.6% increase over the FY 2012 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 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
BPOL Tax	$8,151,072	$7,918,057	$8,265,036	$8,430,337

BPOL funds for the FY 2012 estimate are projected to increase by 1.4% from the FY 2011 actual. Projections are based on year to date collections from businesses through March, and indicate steady growth. For FY 2013, a 2.0% increase above the FY 2012 estimate is assumed. Potential updates to this revenue source will be provided to the City Council as a majority of collections accumulate through the end of March.

Meals Tax

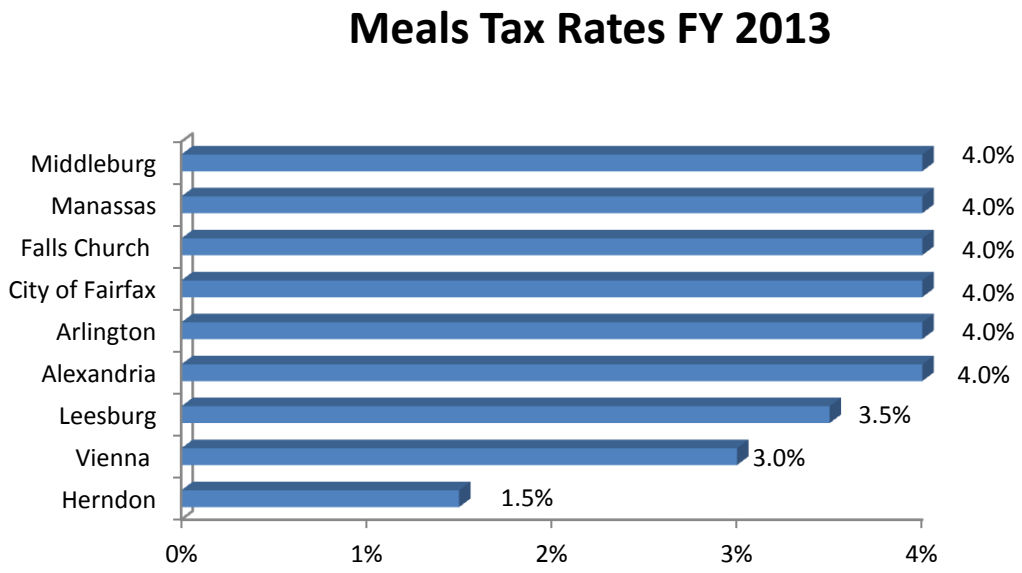
Background

The City of Fairfax imposes a **4%** tax upon all meals 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 Budget.

Fiscal Impact – Meals Tax

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Meals Tax Revenue	$4,938,869	$4,845,075	$5,191,623	$5,434,000
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 2012 estimate, revenue is projected to increase 5.1% from the FY 2011 actual, based on receipts for the first seven months of FY 2012. For FY 2013, an additional 4.7% increase is projected over the FY 2012 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

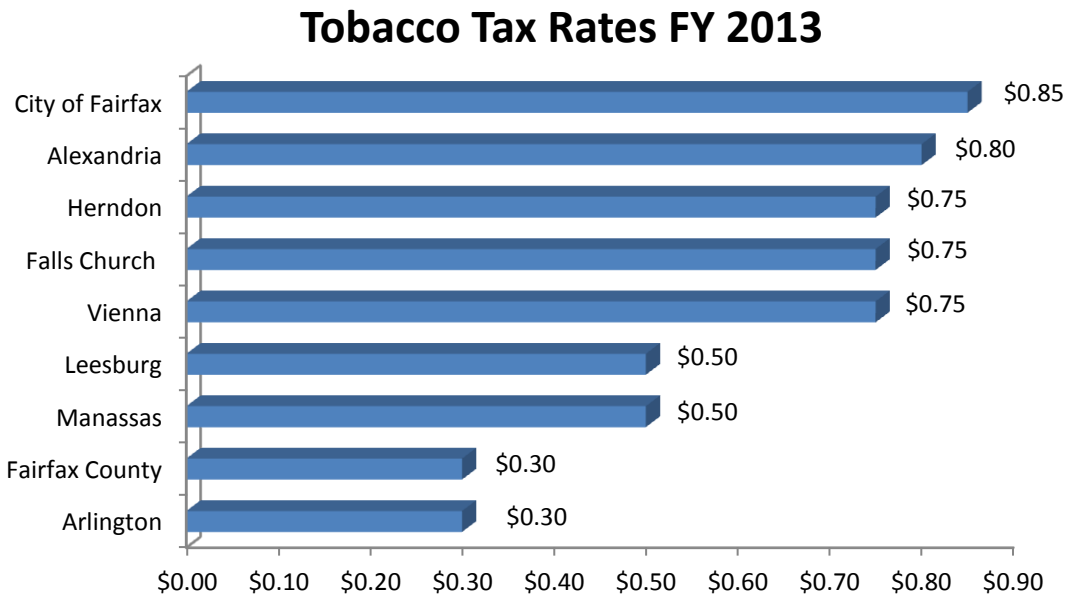
Background

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

Fiscal Impact – Tobacco Tax

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Tobacco Tax Revenue	$1,028,992	$1,060,732	$1,003,959	$980,000
Tobacco Tax Rate	$.85	$.85	$.85	$.85

Tobacco tax revenues for the FY 2013 estimate are projected at $980,000, which reflects a decrease of 4.8% from FY 2011 actual revenues and is a 7.6% decrease from the FY 2012 budgeted figure. Current trends note a continuing decline in monthly tobacco purchases, which is likely the result of the City's rate and a reduction in the number of smokers. Revenues are expected to decline by 2.4% in FY 2013 from the FY 2012 estimate. The following chart notes the City of Fairfax has the highest rate in the region.



Transient Lodging Tax

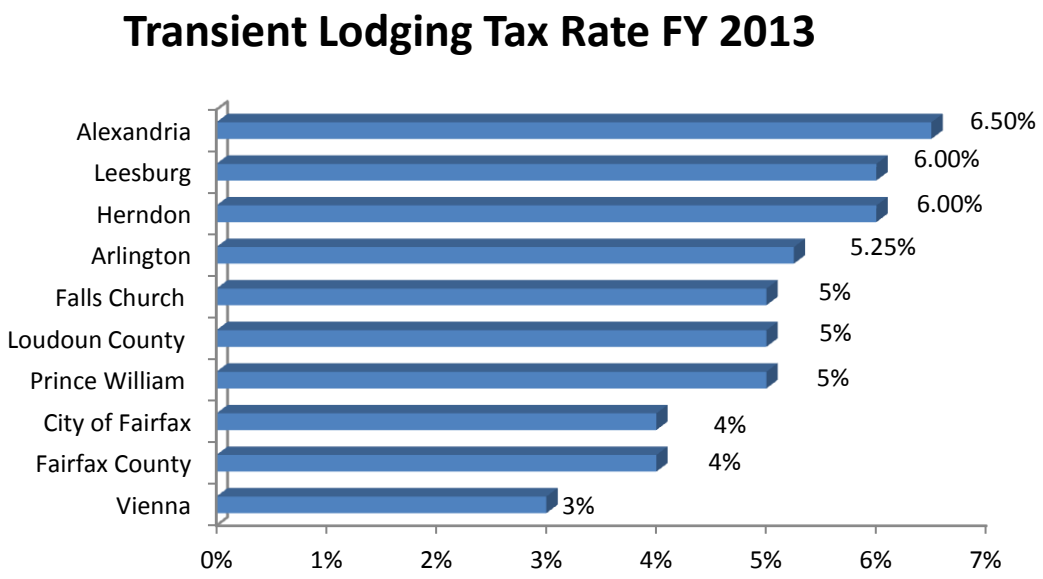
Background

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%** 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 – Transient Lodging Tax

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Transient Lodging Tax Revenues	$484,990	$539,168	$592,000	$615,000
Transient Lodging Tax Rate	4%	4%	4%	4%

The Transient Lodging tax notes an increase of 22.1% for the FY 2012 estimate from the FY 2011 actual due to the opening of a new hotel (Marriott) at the end of FY 2011. The FY 2013 budget reflects a 3.9% increase over the FY 2012 estimate. The following chart notes the City of Fairfax has the second lowest rate in the region.



Licenses, Permits, and Fees

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Licenses, Permits, and Fees	$1,230,352	$1,354,166	$1,353,986	$1,301,700

The City reviews these line items annually to ensure rates and levies are on par with other jurisdictions in the region. The budget for FY 2013 notes a 3.9% decrease from the FY 2012 estimate based on trends and revenues collected through January 2012. Building, electrical, plumbing and mechanical permit revenues are expected to increase from FY 2012 due to the ongoing housing market recovery, but most other fees are flat or down slightly.

Fines and Forfeitures

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Fines & Forfeitures	$1,041,172	$1,134,022	$1,254,167	$1,150,700

This category of revenues increases by 1.5% in FY 2013 from the FY 2012 budget. This is due mainly to higher court fines and forfeitures. The Photo Red Light program is also expected to peak in FY 2013. In July 2011, four cameras became operational in the City of Fairfax.

Use of Money and Property

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Use of Money and Property	$1,866,897	$1,958,652	$2,027,790	$2,180,638

Overall revenues are expected in increase by 11.3% from last year. Investment interest is projected to decrease from the FY 2012 Budget figure of $5,000 to $2,000 in FY 2013 as low interest rates are expected to persist in the economic environment. Use of money and property 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 $110,000 in FY 2012 and $165,840 in FY 2013. 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 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Charges for Services	$2,878,252	$2,748,778	$2,952,715	$3,077,817

This category is projected to increase by 12% ($329,039) from the FY 2012 budget to FY 2013. This variance is due to higher projected Ambulance Recovery Fees of $379,743. Current trends for Ambulance Recovery Fees indicate that FY 2012 revenues will be significantly higher (30.6%) than budgeted. The Fire Services Recovery Fee from George Mason University will also generate an additional $50,000 in FY 2013 from the previous fiscal year.

State Aid

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
State Aid	$9,815,818	$10,299,211	$10,511,496	$10,757,937

Total funding for state aid is projected to increase by 4.5% ($458,726) from the FY 2012 budget to FY 2013. Per the Virginia Department of Education, Basic Aid and State Sales tax are projected to generate an additional $336,118 from the prior fiscal year. Additionally, state highway funds will increase $81,400, and the City expects an increase in State Aid to Police of $45,762.

Federal Aid

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
Federal Aid	$542,404	$346,400	$258,876	$178,000

The majority of Federal Aid is dedicated to public safety areas. The Gang Task Force Grant for Police decreases by $130,000 as its funding is in question for FY 2013. The National Capital Region Planner (Fire Department – Code Administration - Emergency Management) funding remains unchanged at $125,000 in FY 2013. FY 2012 was the last year federal funds were provided for the EMPG Sheltering Grant, which provides funding for emergency management.

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Adopted Budget

Fiscal Year

2013

General Fund

By Function & Program

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LEGISLATIVE

Legislative Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$154,800	$163,819	$160,958	$127,844
Fringe Benefits	59,926	63,800	59,686	39,880
Purchased Services	16,406	22,000	11,866	16,001
Internal Services	(89,864)	(92,600)	(92,600)	0
Other Charges	46,894	36,420	33,620	32,475
Supplies & Materials	3,239	3,200	3,200	3,120
Capital Outlay	0	0	0	0
Total Expenditures	**$191,402**	**$196,639**	**$176,730**	**$219,321**
Total FTE	**2**	**2**	**2**	**1.5**

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

BUDGET COMMENTS:
This cost center notes an increase of 54.6% ($23,375) from the prior fiscal year. An increase is noted in the water and wastewater management fee allocation of $28,600. The City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology.

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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$29,000	$29,000	$29,000	$29,000
Fringe Benefits	2,353	2,500	2,500	3,400
Purchased Services	100	2,000	0	0
Internal Services	(27,767)	(28,600)	(28,600)	0
Other Charges	44,729	35,000	32,200	30,875
Supplies & Materials	3,066	2,950	2,950	2,950
Capital Outlay	0	0	0	0
Total	**$51,482**	**$42,850**	**$38,050**	**$66,225**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 decreases slightly ($693) from the prior fiscal year. The duties for the City Clerk position have been reorganized under this cost center. Half of this position's personnel expenses are now budgeted for in the City Manager Division. As a result, personnel related expenses are down $60,794. This decrease is offset by an increase to the water and wastewater management fee allocation of $64,000. The City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology. Funds are provided for 3.5% merit (step) increases for eligible employees, and a market adjustment (COLA) of 1.0%.

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. To meet the City's adopted goal of providing unsurpassed user-friendly, customer-focused business practices.

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 and the Board of Architectural Review (other duties as assigned)
- 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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Number of City Council agendas prepared	31	27	27	27
Number of City Council minutes approved	26	23	25	25
Number of *Council Reporters* prepared	19	18	20	20
Number of FOIA Requests filed with City Clerk	12	9	10	10
Number of Financial Disclosures sent out	57	56	57	57
Number of proclamations prepared	16	22	20	20
Number of Board and Commission vacancies advertised	18	22	20	20
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	44%	90%	90%	100%
Percent of Financial Disclosures filed	100%	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 2012 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 2013.

- 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.

- 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 and have sent out flyers with the quarterly water bill.

Cost Center 411120: City Clerk

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$125,800	$134,819	$131,958	$98,844
Fringe Benefits	57,573	61,300	57,186	36,481
Purchased Services	16,306	20,000	11,866	16,001
Internal Services	(62,097)	(64,000)	(64,000)	0
Other Charges	2,165	1,420	1,420	1,600
Supplies & Materials	173	250	250	170
Capital Outlay	0	0	0	0
Total	**$139,920**	**$153,789**	**$138,680**	**$153,096**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
City Clerk	23	1.0	1.0	1.0	0.5
Assistant City Clerk	15	1.0	1.0	1.0	1.0
Total FTE		**2.0**	**2.0**	**2.0**	**1.5**

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JUDICIAL ADMINISTRATION

General District Court

Joint Court Service

Juvenile and Domestic Court

Commonwealth Attorney

Court Service and Custody

Judicial Administration Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$0	$0	$0	$0
Fringe Benefits	0	0	0	0
Purchased Services	1,811,555	2,180,489	1,920,809	2,027,882
Other Charges	340	950	850	2,950
Supplies & Materials	561	1,500	1,100	1,000
Debt Service	0	0	0	0
Capital Outlay	0	0	0	0
Total Expenditures	**$1,812,456**	**$2,182,939**	**$1,922,759**	**$2,031,832**
Revenues				
Juvenile Court	$3,872	$3,300	$5,496	$4,500
Circuit Court	7,287	6,800	7,444	7,000
Court Facilities Fees	20,622	19,800	20,697	20,000
Jail Admin Fee	1,745	1,600	1,850	1,700
Courthouse Security	107,951	105,100	107,900	105,100
Court Fees	5,874	6,524	6,524	6,524
Total Revenues	**$147,352**	**$143,124**	**$149,911**	**$144,824**
Net Cost to the City	**$1,665,104**	**$2,039,815**	**$1,772,848**	**$1,887,008**

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

BUDGET COMMENTS:
Funds for the City's General District Court note an 8.6% ($1,500) increase from the prior year. An increase of $2,000 is noted to the Travel & Training account, while small equipment decreases slightly ($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. To meet the City's adopted goal of providing unsurpassed user-friendly, customer-focused business practices.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
New Traffic Actions	11,796	12,611	13,619	14,299
New Criminal Actions	544	525	525	525
New Civil Actions	211	192	192	192
Documents handled per staff member				
New Cases processed	12,551	13,328	14,336	15,016

PERFORMANCE MEASUREMENT RESULTS:
Projections for new traffic and criminal actions are expected to increase by 8% in FY 2012 over the previous fiscal year. Additional traffic actions should increase with the photo red light program in force.

Cost Center 413110 General District Court

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Purchased Services	$14,925	$15,000	$12,000	$15,000
Other Charges	340	950	850	2,950
Supplies & Materials	561	1,500	1,100	1,000
Capital Outlay	0	0	0	0
Total	**$15,826**	**$17,450**	**$13,950**	**$18,950**

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. $274,285 is budgeted in the FY13 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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Purchased Services	$289,960	$310,432	$251,700	$274,285
Total	**$289,960**	**$310,432**	**$251,700**	**$274,285**

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 decrease to $436,862, which is a 17.2% ($91,020) decrease from FY 2012, in part due to a recalculation of residential costs in the last fiscal year, which also reduced the City's projected costs in FY 2012.

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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Purchased Services	$335,917	$527,882	$416,149	$436,862
Total	**$335,917**	**$527,882**	**$416,149**	**$436,862**

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

BUDGET COMMENTS:
The costs for the Commonwealth's Attorney are now separated from the Joint Court Services Account, which began in FY 2012. 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 $72,352 in FY 2013, an increase of $8,852 or 13.9% from last year.

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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Purchased Services	$0	$63,500	$68,907	$72,352
Total	**$0**	**$63,500**	**$68,907**	**$72,352**

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 cost of this contract is projected to total $1,229,383 in FY 2013, a decrease of $34,292 or 2.7% from FY 2012.

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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Purchased Services	$1,170,753	$1,263,675	$1,172,053	$1,229,383
Total	**$1,170,753**	**$1,263,675**	**$1,172,053**	**$1,229,383**

ELECTORAL BOARD

Electoral Board Budget Summary				
	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$125,521	$131,165	$125,135	$136,573
Fringe Benefits	50,191	51,100	49,436	52,976
Purchased Services	12,580	35,829	37,323	20,850
Internal Services	(61,733)	(63,600)	(63,600)	0
Other Charges	3,857	5,000	5,765	4,581
Supplies & Materials	1,901	1,100	482	2,670
Capital Outlay	108	100	718	200
Total Expenditures	**$132,424**	**$160,694**	**$155,260**	**$217,850**
Revenues				
Salary Reimbursement	$40,938	$48,789	$48,789	$48,789
Total Revenues	**$40,938**	**$48,789**	**$48,789**	**$48,789**
Net Cost to the City	**$91,486**	**$111,905**	**$106,471**	**$169,061**
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 2013 budget for the Electoral Board and General Registrar will increase by 35.6% ($57,156) over the previous fiscal year. Non personnel operating line items (excluding the management fee) note a net decrease of $13,728 due mainly to fewer elections that will be held in FY 2013 than in FY 2012 (two vs. five). These funds provide for the payment of election officials, rental fees for election location, and maintenance for the voting machines. Personnel expenses increase by $7,284 as funds are provided for a 3.5% merit (step) increase for eligible employees, as well as a market adjustment (COLA) of 1.0%. The management fee increases from FY 2012 by $63,600. The City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of a review of the practice.

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

FY 2013 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
- Developed and conducted advanced training programs for Officers of Election
- Contacted 100% of the registered voters in the City to verify their registration status resulting in more accurate voter registration roles
- Successfully prosecuted campaign finance violators

PERFORMANCE MEASURES:

Indicators	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Number of elections	3	1	5	2
Number of votes cast	9,914	7,112	9,000	13,000
Number of Officers of Election deployment	124	54	210	120
Number of registered voters	14,937	14,912	15,000	15,750
Number of additions, deletions and changes to voter registrations	3,077	5,336	8,000	5,000
Number of times a Voting Machine is deployed	65	23	65	36
Absentee applications processed	825	541	300	3,000
Number of candidates qualified	22	0	14	3
Number of campaign finance forms processed	74	26	117	33
Number of formal voter complaints	1	1	1	0

PERFORMANCE MEASUREMENT RESULTS:

Voter registration remains relatively stable around 15,000 registered voters and is projected to increase by approximately 750 voters in FY 2013. Fluctuations occur as interest in an election grows.

Cost Center 414110: Electoral Board

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$125,521	$131,165	$125,135	$136,573
Fringe Benefits	50,191	51,100	49,436	52,976
Purchased Services	12,580	35,829	37,323	20,850
Internal Services	(61,733)	(63,600)	(63,600)	0
Other Charges	3,857	5,000	5,765	4,581
Supplies & Materials	1,901	1,100	482	2,670
Capital Outlay	108	100	718	200
Total	**$132,424**	**$160,694**	**$155,260**	**$217,850**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$4,597,763	$4,652,137	$4,601,977	$4,974,120
Fringe Benefits	1,638,136	1,650,800	1,649,487	1,667,756
Purchased Services	1,864,848	1,752,183	1,976,998	1,809,503
Internal Services	(3,985,802)	(4,211,169)	(4,211,169)	(4,535,215)
Other Charges	828,295	1,021,397	1,013,167	951,505
Supplies & Materials	1,454,749	1,551,357	1,553,481	1,709,921
Capital Outlay	114,603	141,000	141,000	145,650
Total Expenditures	**$6,512,592**	**$6,557,705**	**$6,724,941**	**$6,723,241**
Revenues				
Returned Check Fee	3,725	3,283	3,500	3,500
Sale of City License Plates	4,980	5,000	4,620	4,500
Salary Reimb. - Revenue & Treasurer	221,839	227,120	224,162	224,200
Total Revenues	**$230,544**	**$235,403**	**$232,282**	**$232,200**
Net Cost to the City	**$6,282,048**	**$6,322,302**	**$6,492,659**	**$6,491,041**
Total FTE	**60.25**	**59.88**	**59.88**	**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 21.7% ($71,677) increase from the prior year. A reorganization plan moved half of the City Clerk position into the division, resulting in a personnel increase of $75,981. The water and wastewater management fee allocation decreased by $1,789 and all remaining accounts are down slightly ($2,515) in total funding over the prior fiscal year. Eligible employees will receive a 3.5% merit (step) increase and a market adjustment (COLA) of 1.0%.

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 appropriate level of funding is directed to fund City Council priorities as outlined in Council's adopted goals for 2010-2012.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$331,434	$305,352	$302,405	$365,482
Fringe Benefits	99,389	88,200	102,090	104,051
Purchased Services	0	200	0	0
Internal Services	(70,401)	(72,500)	(72,500)	(74,289)
Other Charges	4,639	7,200	5,400	5,385
Supplies & Materials	1,060	1,600	1,600	1,100
Capital Outlay	0	0	0	0
Total	**$366,121**	**$330,052**	**$338,996**	**$401,729**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
City Manager	**	1.0	1.0	1.0	1.0
Assistant City Manager	**	0.5	0.5	0.5	0.5
City Clerk	23	0.0	0.0	0.0	0.5
Administrative Support Specialist	14	1.0	0.625	0.625	0.625
Total FTE		**2.5**	**2.1**	**2.1**	**2.6**

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

BUDGET COMMENTS:
This cost center increases by 13.2% ($71,493) in FY 2013. 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 ($100,000) are provided to handle the expected litigation costs in FY 2013, which have not been budgeted for in previous fiscal years. The water and sewer allocation decreases by $28,507 (35.4%) from FY 2012. The City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Formal/informal opinions issued	30	30	40	30
Ordinances prepared and/or reviewed for City Council and other boards and commissions	30	30	30	35
Lawsuits closed during the year	10	8	12	10
Review special use permits, special exceptions, variances, rezoning applications and staff reports	75	75	75	70
Appearances before City Council, Planning Commission, and Board of Zoning Appeals	40	40	35	35
Appearances in regulatory matters	2	2	2	2
Review and respond to FOIA requests	30	25	25	20

Performance Measurement Results:

- The City Attorney's office remains occupied with development and redevelopment initiatives in the City, which initiatives have remained steady or increased despite economic challenges facing localities generally. 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 terms of specific projects, there remain a number of issues relating to the undergrounding of utilities project, George Mason Square, and various infrastructure projects throughout the City. In addition, the nature of future development and redevelopment projects in the City has evolved to a point where development projects remain 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 remains 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. Tax assessment appeals have also seen an increase, particularly in terms of litigation. Litigation continues to be the one area that it is virtually impossible to predict or budget for with any degree of certainty (and which can vary significantly year over year), and we continue to utilize a conservative estimating process in arriving at projections in this area.

Cost Center 415120: City Attorney				
Title	**FY 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Purchased Services	$778,861	$572,000	$872,000	$672,000
Internal Services	(31,108)	(32,000)	(32,000)	(60,507)
Total	**$747,753**	**$540,000**	**$840,000**	**$611,493**

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 decreases $10,551 or 12.9% from FY 2012, and this is based on an agreement with the City's auditor to reduce the contracted cost by $10,000. The City will begin taking on more of the responsibility of preparing its Comprehensive Annual Financial Report (CAFR) in FY 2013 to save on Audit costs. It is also possible that in the near future, legislation will mandate that governmental entities prepare a larger portion of their own CAFRs (as has already happened in the private sector). The City wants to be prepared in the event that this occurs.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 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 2010, 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 2011 CAFR will be submitted to GFOA again this year in hopes of obtaining another award.

Cost Center 415130: Public Audit of Accounts

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Purchased Services	$90,000	$90,400	$90,400	$80,400
Internal Services	(8,093)	(8,300)	(8,300)	(8,851)
Total	**$81,907**	**$82,100**	**$82,100**	**$71,549**

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

BUDGET COMMENTS:
The budget for the office of Personnel will increase 29.8% ($120,825) from FY 2012. Personnel expenses will increase by $11,247 and include 3.5% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%. The water and sewer allocation increases by $110,278 from the previous fiscal year as well. The City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of a review of the City's methodology. Other expenses increase by $4,300 for a higher expected number of luncheons for retiring long-time employees, but are offset by a $5,000 decrease in contract services.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Number of Positions Filled	26	34	30	30
Average time to fill a job (days)	60	60	60	60
Applications received per year	1,800	2,300	2,000	2,000
Number of disciplinary actions	9	5	5	5
Number of grievances	1	0	0	0
Number of personnel/payroll actions	1,500	1,500	1,500	1,500
Outcome Measures				
Turnover rate	8.8%	9.1%	9.3%	9.1%

Performance Measurement Results:

- The number of positions filled in 2011 was higher than 2010 due to an increase in retirements, especially in the Public Safety departments.
- Grievances and disciplinary actions are expected to remain relatively level with past FY's.
- The turnover rate increased in 2011 and 2012 due to an increase in retirements. We expect the number of retirements to continue to be higher than in the 2010 and prior years.

Cost Center 415140: Personnel

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$331,863	$335,673	$337,016	$356,466
Fringe Benefits	129,964	134,400	127,104	124,854
Purchased Services	96,177	107,000	107,000	102,000
Internal Services	(174,478)	(179,700)	(179,700)	(69,422)
Other Charges	12,759	7,700	13,300	12,000
Supplies & Materials	174	500	800	500
Capital Outlay	0	0	0	0
Total	**$396,458**	**$405,573**	**$405,520**	**$526,398**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 54.2% ($44,671). Personnel expenses reflect a $3,601, which includes a 1.0% COLA and a 5.0% VRS increase. An increase to the water and wastewater management fee allocation of $50,200 offset a $10,000 reduction in contract services. The City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology.

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 City's adopted goal of providing unsurpassed user-friendly, customer-focused business practices.

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 (Web), cable television, telephone bulletin boards, electronic messages, social media, 1650 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* online 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 websites)
- AM radio PSAs
- Chocolate Lovers Festival publicity, communication support
- Telephone bulletin boards
- eMAS (electronic message alert system)

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

PERFORMANCE MEASURES:

Indicators	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
*Cityscene*s made available on the first of the month	12	12	12	12
Citizen inquiries handled	3,875	3,895	4,000	4,000
Web site inquiries handled	790	822	830	850
Media inquiries handled	395	400	400	400
News releases prepared and distributed	150	97	100	100
New resident packages prepared and distributed	12	0	0	0

Performance Measurement Results:

The increased number of citizen inquiries and media inquiries handled is due largely to the ending of the Cityscene mass mailing.

Web inquiries have increased due to a new Web form for Web users and the popularity of city special events, especially the Chocolate Lovers Festival.

New resident packages now are provided by the Marketing Office.

Cost Center 415150: Community Relations

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$80,025	$81,424	$80,726	$86,351
Fringe Benefits	36,134	37,700	36,875	36,374
Purchased Services	725	10,800	725	725
Internal Services	(48,768)	(50,200)	(50,200)	0
Other Charges	442	475	475	475
Supplies & Materials	2,308	1,400	1,410	1,395
Capital Outlay	0	900	900	1,850
Total	**$70,866**	**$82,499**	**$70,910**	**$127,170**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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: Cable TV

BUDGET COMMENTS:
Funding for the Cable TV budget increases by 27.2% ($37,698) in FY 2013. Personnel expenses are higher by $6,378 to reflect merit (step) increases. A 3.5% merit (step) increase is provided for eligible employees and a market adjustment (COLA) of 1.0% is included for all employees. All remaining non personnel line items note a net increase of $31,320 due to a $30,700 increase in the water and sewer allocation. The City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology.

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, online 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. New PEG sites are under construction at the Police Station and the Stacy C. Sherwood Community Center.

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 on the city's YouTube channel. DVDs of Cityscreen-12 programming are 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 and work sessions
- 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
- Provide content on the city's YouTube channel
- Provide DVD copies of programs as requested

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

Special Programming:

- 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 at the City of Fairfax Regional Library

PERFORMANCE MEASURES:

Indicators	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
City Council meetings/work sessions televised	28	26	29	36
School Board meetings televised/recorded*	10/11	10/11	8/11	10/11
Planning Commission meetings televised	17	15	19	20
Fairfax Scenes produced and televised	6	9	10	10
Special programming	8	19	17	20
Outcome Measures				
Percentage of programs shown on Cityscreen-12 and on City's web site	100%	100%	100%	100%
Percentage of programs available to the public at the City of Fairfax Regional Library	100%	100%	100%	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 cable channels, YouTube channel and the web site.

Cost Center 415160: Cable TV

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$142,885	$134,834	$146,436	$138,799
Fringe Benefits	16,826	16,600	16,801	19,013
Purchased Services	12,267	14,550	14,103	14,650
Internal Services	(29,804)	(30,700)	(30,700)	0
Other Charges	829	1,200	1,170	2,220
Supplies & Materials	1,088	2,000	1,500	1,500
Capital Outlay	0	0	0	0
Total	**$144,091**	**$138,484**	**$149,310**	**$176,182**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 $440,519 for general business insurance, which is a decrease of 8.9% ($42,831) to provide coverage for the Community Center, Fire Training Center, and bridges and dams at the City's Water Treatment Plant. Uninsured costs also decline from FY 2012 by $6,500.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Number of preventable accidents	43	39	32	31
Number of lost day injuries	8	15	14	16
Number of lost days	89	144	168	153
Number of light duty days	306	290	323	284

Performance Measurement Results:
- Preventable accidents expected to decrease now that defensive driver training is in place.
- Number of lost and light duty work days projected to increase due to injuries requiring surgery.

Cost Center 415230: Risk Management				
Title	**FY 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Purchased Services	$8,829	$18,000	$11,500	$11,500
Internal Services	(93,347)	(96,100)	(96,100)	(48,755)
Other Charges	351,475	486,195	486,195	446,384
Supplies & Materials	125	125	125	125
Capital Outlay	0	0	0	0
Total	**$267,082**	**$408,220**	**$401,720**	**$409,254**

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. However, the water and sewer allocation decreases by $5,818 from FY 2012. The City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Telephone support call response	570	581	600	600
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 addition of the City's new facilities at the Sherwood Center and the Public Safety Training 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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Internal Services	($9,706)	($10,000)	($10,000)	($15,818)
Other Charges	121,097	135,000	135,000	135,000
Total	**$111,391**	**$125,000**	**$125,000**	**$119,182**

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

BUDGET COMMENTS:
The Information Technology budget notes a decrease of 10.9% ($161,176) in FY 2013. Personnel expenses increase by $54,152 due to 3.5% merit (step) increases for eligible employees and a market adjustment of 1.0%. Equipment rental costs are up $11,100, and an additional $3,700 is requested for new computer related equipment purchases. The water and sewer allocation decreases $195,828 in FY 2013. The City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 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, the new Community Center and Fire Training Center have added locations requiring additional support.

Cost Center 415250: Information Technology

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$814,459	$836,676	$826,916	$896,068
Fringe Benefits	273,145	284,500	280,903	279,260
Purchased Services	460,031	422,483	391,483	413,683
Internal Services	(369,248)	(380,300)	(380,300)	(576,128)
Other Charges	138,670	128,600	128,600	125,200
Supplies & Materials	40,445	41,000	38,275	30,000
Capital Outlay	114,603	140,100	140,100	143,800
Total	**$1,472,104**	**$1,473,059**	**$1,425,977**	**$1,311,883**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 decrease slightly ($621) from FY 2012. Additional personnel expenses of $2,474 reflect the VRS and COLA salary adjustments. This increase is offset by a decrease of $40,000 in other services (postage costs) and a $9,200 reduction in office supplies. An increase is noted to the water and wastewater management fee allocation of $46,886. The City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Pieces of mail processed annually	250,000	225,000	225,000	215,000
Supply orders filled	25	25	25	25
Mail room copying (pages)	530,000	530,000	530,000	530,000
Special printing projects	28	28	28	28
Number of agenda mailouts	3,500	2,000	2,000	2,000
Outcome Measures				
Percentage of mail deliveries made as scheduled	100%	100%	100%	100%

Performance Measurement Results:

- The number of items mailed has decreased due to the availability and use of electronic formats and communications.
- Supply orders for FY13 will remain flat as a result of budget reductions.
- Mail room copying and printing projects are expected to remain flat.
- Special printing projects are expected to remain flat.
- Agenda mailouts have decreased due to the availability and use of electronic formats and communications.

Cost Center 415260: Printing and Office Supplies

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$63,011	$63,085	$65,640	$66,712
Fringe Benefits	23,074	22,500	22,548	21,347
Purchased Services	4,226	3,900	3,120	3,120
Internal Services	(74,802)	(77,000)	(77,000)	(30,114)
Other Charges	136,873	188,000	168,000	148,000
Supplies & Materials	41,831	51,000	42,000	41,800
Capital Outlay	0	0	0	0
Total	**$194,214**	**$251,485**	**$224,308**	**$250,864**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 an 8.0% ($223,991) increase from FY 2012. Overall personnel expenses are higher by $78,601. Funds are provided for 3.5% merit (step) increases for eligible employees and a 1.0% market adjustment (COLA) increase. Additional monies are provided for fuel ($175,951) and repair parts ($16,927). The water and wastewater management fee allocation decreases by $29,738. The City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Number of repair orders	3,337	3,600	3,600	3,600
Total Fleet	622	622	629	629
Downtime hours	18,500	19,000	19,500	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 FY 2013 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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$778,069	$816,646	$811,562	$875,633
Fringe Benefits	302,794	301,900	303,669	321,514
Purchased Services	363,954	427,000	420,767	427,000
Other Charges	13,254	13,000	13,000	12,500
Supplies & Materials	1,311,296	1,399,824	1,409,371	1,575,451
Capital Outlay	0	0	0	0
Subtotal	**$2,769,367**	**$2,958,369**	**$2,958,369**	**$3,212,098**
Internal Services	**(2,769,367)**	**(2,958,369)**	**(2,958,369)**	**(3,212,098)**
Total	**$0**	**$0**	**$0**	**$0**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 8.7% ($54,188) from the prior fiscal year. Personnel expenses will remain mostly flat (down $250 in total). Funds are included for 3.5% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%. The water and wastewater management fee allocation line item decreases by $54,553 as the City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology. The net of all other non personnel line item accounts increase slightly ($615) 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 ensure 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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Prepare monthly reports for organization and City Council	12	12	12	12
Vendor checks issued	7,995	7,995	9,000	7,800
Payroll checks issued	12,922	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	1,886	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 2010, 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 2011 CAFR will be submitted to GFOA again this year in hopes of obtaining another award. In addition, the City's FY 2012 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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$585,172	$570,614	$545,388	$571,628
Fringe Benefits	196,561	194,800	191,119	193,536
Purchased Services	1,176	3,400	2,500	2,450
Internal Services	(147,293)	(151,750)	(151,750)	(209,353)
Other Charges	3,757	4,100	4,100	7,315
Supplies & Materials	4,429	3,000	5,000	4,400
Capital Outlay	0	0	0	0
Total	**$643,803**	**$624,164**	**$596,358**	**$569,976**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Director of Finance*	**	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 11.0% ($46,128) in FY 2013. An increase in personnel of $55,041 reflects a 3.5% merit (step) increase for eligible employees and a market adjustment (COLA) of 1.0%. Additional funds for motor pool charges ($3,293) and travel & training ($900) 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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Number of parcels assessed	8,803	8,839	8,840	8,930
Total assessed value-taxable	$4,981,947,300	$5,077,394,500	$5,181,341,600	$5,321,880,500
Total assessed value-exempt	$389,153,800	$394,555,500	$402,643,900	$413,565,200
Number of building permits	450	672	600	600
New construction value	$19,387,100	$22,106,800	$33,837,000	$25,000,000
Properties in Rehab programs	196	194	183	169
Tax $ exempted for Rehab	$199,243	$184,445	$170,152	$157,800
Outcome Measures				
Coefficient of Dispersion	8.9%	5.6%	6.5%	6.5%
Efficiency Measures				
Per parcel maintenance cost	$46.82	$47.91	$52.10	$53.54
Cost per tax dollar assessed	$0.0085	$.0086	$.0092	$.0093
Service Quality				
Median Sales Assessment Ratio	94.72%	99.20%	98.00%	98.00%

Performance Measurement Results:

- Coefficient of Dispersion and Median Sales Assessment Ratio for 2010 obtained from the Department of Taxation.
- Coefficient of Dispersion and Median Sales Assessment Ratio for 2011, 2012, and 2013 were estimated based on data available at the time.
- Efficiency measures in 2012 and 2013 were calculated using the FY 2012 tax rate of $0.942/$100 for residential and $0.997/$100 for commercial.
- The Coefficient of Dispersion is a statistical measure of uniformity in the assessment of real property.
- Real estate assessments are on a calendar year basis (for example, FY 2012 Estimated reflects assessed values as of 1/1/12).

Cost Center 415420: Real Estate Assessment

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$304,509	$327,330	$321,891	$361,924
Fringe Benefits	107,082	111,100	119,881	122,634
Purchased Services	1,102	3,500	3,750	3,800
Internal Services	0	0	0	3,293
Other Charges	10,986	16,442	16,442	17,342
Supplies & Materials	(201)	1,900	1,900	1,900
Capital Outlay	0	0	0	0
Total	**$423,478**	**$460,272**	**$463,863**	**$510,893**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 decreases by 7.5% ($46,051) in FY 2013. All personnel expenses increase by $24,388 to reflect fringe benefit changes, a 3.5% merit (step) increase for eligible employees and a 1.0% market adjustment. The water and wastewater management fee allocation line item decreases by $70,148 as the City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology. The net of all other non personnel items are down slightly ($290) from FY 2012.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Delinquent Tax Collection	1,326,652	1,087,050	1,000,000	950,000
Late payment penalty collected	279,670	251,575	225,000	215,000
Interest on delinquent taxes	100,759	115,000	90,000	85,000
Outcome Measures				
Collection Ratio for Current Taxes for Previous Fiscal Years:				
Personal Property Tax	98.0	96.3	98.0	98.0
Real Estate tax	96.2	98.3	97.0	97.0

Collection Rate for Prior Years
Personal Property 98.4
Real Estate 99.3

Performance Measurement Results:

The City has met its objective for Personal and Real Estate Property Tax collection in FY 2011 and fully expects the same trend to continue for FY 2012 and FY 2013. Delinquent tax collection will decline slightly in future years as current tax collection increases.

Cost Center 415440: Treasurer

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$515,996	$525,335	$520,842	$558,130
Fringe Benefits	202,875	203,300	199,442	194,893
Purchased Services	5,664	9,100	8,600	7,925
Internal Services	(172,780)	(177,960)	(177,960)	(247,866)
Other Charges	21,710	24,135	26,135	24,135
Supplies & Materials	33,575	32,508	33,000	33,150
Capital Outlay	0	0	0	0
Total	**$607,041**	**$616,418**	**$610,058**	**$570,368**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 an increase of 4.3% ($39,920) for FY 2013. Personnel costs increase $36,239 and reflect 3.5% merit (step) increases for eligible employees and market adjustments of 1.0% for all employees.

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 revenue collection 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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Personal property revenue	$9,782,686	$9,976,554	$10,073,955	$10,461,414
BPOL Revenue	$7,485,808	$8,151,072	$8,265,036	$8,430,337
Efficiency Measures				
Cost per dollar levied – Personal Property	0.0257	0.0281	0.0335	0.0335
Cost per dollar levied – BPOL	0.0490	0.0520	0.0574	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 2010 and FY 2011 reflect the inclusion of prior year delinquent tax monies due to the City.

Cost Center 415450: Commissioner of Revenue

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$650,341	$655,168	$643,155	$696,927
Fringe Benefits	250,292	255,800	249,056	250,280
Purchased Services	553	1,850	1,050	2,250
Internal Services	5,300	5,410	5,410	5,841
Other Charges	3,250	3,650	3,650	4,400
Supplies & Materials	18,618	16,500	18,500	18,600
Capital Outlay	0	0	0	0
Total	**$928,353**	**$938,378**	**$920,821**	**$978,298**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 $20,000 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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Purchased Services	$41,284	$68,000	$50,000	$68,000
Other Charges	16,647	14,000	20,000	20,000
Total	**$57,931**	**$82,000**	**$70,000**	**$88,000**

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PUBLIC SAFETY

POLICE DEPARTMENT

Police Department Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$6,830,610	$7,345,795	$6,960,291	$7,632,628
Fringe Benefits	2,635,417	2,945,200	2,741,811	2,616,355
Purchased Services	204,960	250,500	221,000	260,218
Internal Services	321,342	351,100	351,100	379,102
Other Charges	209,335	213,763	208,763	206,563
Supplies & Materials	211,375	208,600	201,600	201,600
Capital Outlay	0	0	0	0
Total Expenditures	**$10,413,039**	**$11,314,958**	**$10,684,565**	**$11,296,466**
Revenues				
Animal Licenses	12,250	12,508	12,508	12,000
Peddlers Permits	11,170	6,515	9,241	9,200
Court Fines / Forfeitures	767,170	639,100	756,900	662,000
Parking Meter Violations	109,606	132,922	120,143	120,000
Sale of Record Copies	2,727	1,399	2,444	2,400
False Alarm Fees	30,800	18,490	30,000	28,000
Animal Control Fees	3,104	1,379	3,200	2,500
State Aid - Police	579,753	552,323	595,124	598,085
Bulletproof Vest Grant	2,758	2,500	3,990	0
Miscellaneous Grants	31,947	24,900	24,052	21,000
Total Revenues	**$1,551,285**	**$1,392,036**	**$1,557,602**	**$1,455,185**
Net Cost to the City	**$8,861,755**	**$9,922,922**	**$9,126,963**	**$9,841,281**
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 decreases by 2.0% ($20,482). Personnel costs will decrease by $12,004 due to employee turnover as a result of recent retirements. Motor pool charges increase by $523. Travel and training costs will decline by $9,000. Funds are included for 5.0% merit (step) increases for eligible employees and 1.0% market adjustments. Longevity steps will be 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 2010 Actual	CY 2011 Actual	CY 2012 Estimated	CY 2013 Projected
Output Measures				
Citizen complaints/All internal affairs cases Investigated and processed	37	52	50	50
Citizen commendations received/processed	36	30	40	40
In-custody reports reviewed/analyzed	916	914	930	930

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 remain stable. In 2011, the department added to the types of cases handled by the internal affairs function including motor vehicle accidents which were not the fault of department employees.
- In custody reports reviewed/analyzed have increased slightly from 2011 due to fewer custodial arrests and non-custodial police transports, but remain unchanged from the 2012 estimate. This number fluctuates along with crime rates and arrest rates.

Cost Center 421110: Police Administration

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$555,665	$573,209	$576,706	$593,505
Fringe Benefits	211,704	237,900	214,473	205,599
Purchased Services	25,224	41,200	24,200	41,200
Internal Services	6,426	6,550	6,550	7,072
Other Charges	96,497	111,663	106,663	102,663
Supplies & Materials	87,745	79,000	79,000	79,000
Capital Outlay	0	0	0	0
Total	**$983,262**	**$1,049,522**	**$1,007,592**	**$1,029,039**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 a decrease of 3.3% ($120,582). Net changes in personnel account for a decrease of $132,755. Funds are included for 5.0% merit (step) increases for eligible employees and a 1.0% market adjustment. Longevity steps will be frozen. All other non-personnel expenses increase by $12,175 due mainly to higher equipment maintenance spending ($12,218).

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 2010 Actual	CY 2011 Actual	CY 2012 Estimated	CY 2013 Projected
Output Measures				
Cases assigned	240	169	200	200
Cases closed	171	130	154	154
Calls for service	13,764	13,896	14,000	14,000
Total phone calls received	59,818	56,459	59,000	59,000
Outcome Measures				
Clearance rate	71%	77%	77%	77%

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 major crime cases assigned to the Criminal Investigations Division increased.
- Clearance rate will fluctuate depending on caseloads, complexity, etc.
- Overall calls for service increased.

Cost Center 421120: Police Technical Services

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$2,197,733	$2,347,835	$2,075,349	$2,376,696
Fringe Benefits	867,474	971,700	808,341	810,085
Purchased Services	174,313	209,300	196,800	219,018
Internal Services	69,500	70,900	70,900	76,555
Other Charges	30,290	26,300	26,300	28,100
Supplies & Materials	62,795	73,100	68,100	68,100
Capital Outlay	0	0	0	0
Total	**$3,402,105**	**$3,699,135**	**$3,245,790**	**$3,578,554**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 1.9% ($122,572) over FY 2012. This variance is due mainly to personnel related expenditures, which increase by $102,747. Funds are included for 5.0% merit (step) increases for eligible employees and a 1.0% market adjustment (COLA). Longevity steps will be frozen. Motor pool charges for the division also increase by $21,825 from the previous fiscal year.

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 2010 Actual	CY 2011 Actual	CY 2012 Estimated	CY 2013 Projected
Output Measures				
Calls for service	13,764	13,896	14,000	14,000
Drunk driving arrests	213	206	210	210
Criminal arrests	1,243	1,272	1,300	1,300
Traffic summonses	11,496	12,154	12,200	12,200
Parking summonses	4,306	4,280	4,300	4,300
Animal cases	912	688	750	750

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 increased slightly over last year and are within historical fluctuations.
- Likewise, arrests and traffic summons fluctuate and are up slightly. Traffic enforcement and criminal arrests showed gains over the past year. There was also a slight increase in the number of DWI arrests.
- Parking tickets were up slightly.

Cost Center 421130: Police Field Operations

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$4,077,212	$4,424,751	$4,308,236	$4,662,427
Fringe Benefits	1,556,239	1,735,600	1,718,997	1,600,671
Purchased Services	5,422	0	0	0
Internal Services	245,416	273,650	273,650	295,475
Other Charges	82,548	75,800	75,800	75,800
Supplies & Materials	60,836	56,500	54,500	54,500
Capital Outlay	0	0	0	0
Total	**$6,027,673**	**$6,566,301**	**$6,431,184**	**$6,688,873**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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**

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PUBLIC SAFETY

FIRE DEPARTMENT

Fire Department Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$7,132,592	$7,371,980	$7,217,115	$7,316,642
Fringe Benefits	2,513,592	2,745,600	2,650,168	2,480,443
Purchased Services	434,949	380,714	380,714	426,714
Internal Services	366,807	400,470	400,470	525,377
Other Charges	409,854	348,600	330,517	342,900
Supplies & Materials	331,077	293,750	306,250	259,250
Capital Outlay	328,596	365,037	368,745	372,900
Total Expenditures	**$11,517,467**	**$11,906,151**	**$11,653,979**	**$11,724,227**
Revenues				
Building Permits	$141,672	$130,000	$189,822	$160,000
Electrical Permits	98,256	90,000	118,533	100,000
Plumbing Permits	52,562	67,000	70,593	70,000
Mechanical Insp Fees	87,652	80,000	100,485	100,000
Elevator Insp Fees	55,069	57,000	57,000	57,000
Fire Marshal Permit	66,105	70,000	71,396	70,000
Fire Protection System Per	24,671	16,381	28,884	30,000
Fire Marshal Develop Fees	12,110	14,775	9,679	10,000
Public Safety Fees	41,606	48,525	42,000	42,000
Rental Housing Permits	8,300	10,200	4,500	8,000
Fire Programs Fund	62,074	61,104	57,553	57,553
Four for Life Grants	23,480	20,500	20,500	21,500
Fire Equipment Mini Grant	0	0	8,900	0
SAFER Grant	88,019	0	0	0
Ambulance Fees	1,017,595	915,000	1,194,743	1,294,743
Fire Recovery Fee	150,000	150,000	150,000	200,000
NCR Regional Planner Grant	161,145	125,000	45,000	125,000
Emergency Management Grant	14,981	15,000	15,000	15,000
Total Revenues	**$2,105,296**	**$1,870,485**	**$2,184,588**	**$2,360,796**
Net Cost to the City	**$9,412,171**	**$10,035,666**	**$9,469,390**	**$9,363,430**
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 0.7% ($7,528). Personnel expenses note a decrease of $17,190 and include 5.0% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%. Longevity steps will be frozen. Vendor costs for the EMS billing contract are up $31,000 over the prior fiscal year while contract service costs decrease by $20,500.

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 2010 Actual	CY 2011 Actual	CY 2012 Estimated	CY 2013 Projected
Output Measures				
Staff vacancies realized	3.5	4	2	2
Personnel hired	7	6	2	1
Operating procedures developed, revised and/or implemented	34	54	54	54
Personnel training hours received by Career and Volunteer staff	16,568	16,879	17,000	18,000
Vehicle accidents reviewed	15	11	10	9
Personnel injuries reported	29	43	45	45
Personnel injuries resulting in lost work days	*	9	9	9
Property damage and lost equipment incidents reviewed	18	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 is greater than the staffing vacancies realized because of an over hire for military deployment and a vacancy which occurred in CY 2010 that was not filled until CY 2012.
- Total training hours increased due to an increase in the number of operational volunteer members, the initial training of 6 new employees and a more accurate system for tracking training hours.
- The reduction of in vehicle accidents for CY 2011 coincides with an organizational goal of continued implementation of a safety culture in the workplace.
- The increase in reported personnel injuries for CY 2011 coincides with the organizational goal to have accurate reporting of all injuries (bumps and bruises).
- Lost work days were not tracked during CY 2010.

Cost Center 422110: Fire & Rescue Administration

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$590,981	$575,380	$574,933	$594,368
Fringe Benefits	203,401	221,300	202,432	185,122
Purchased Services	36,183	45,400	45,400	24,900
Internal Services	67,952	69,320	69,320	74,849
Other Charges	126,850	90,700	90,700	121,700
Supplies & Materials	12,294	1,000	10,000	10,000
Capital Outlay	20,462	64,311	64,000	64,000
Total	**$1,058,123**	**$1,067,411**	**$1,056,785**	**$1,074,939**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 decreases by 3.1% ($278,146). Personnel expenses decrease by $339,565. These funds include 5.0% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%. Longevity steps will be frozen. Starting in FY 2013, three firefighters previously covering a fourth position on the City's ladder truck during all three shifts be reassigned to staff an additional ambulance unit part-time, while also covering staff absences when they occur. This change will result in significant reductions in overtime usage while also generating additional EMS revenue for the City.

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 2010 Actual	CY 2011 Actual	CY 2012 Estimated	CY 2013 Projected
Output Measures				
Total number of emergency vehicle responses	8,994	9,415	9,856	10,315
Number of vehicle responses to fire and other non EMS related incidents	2,585	2,846	2,959	3,097
Number of vehicle responses to EMS incidents	6,409	6,569	6,897	7,218
Number of volunteer hours as suppression minimum staffing	973	1,352	1,600	1,600
Number of volunteer hours as suppression supplemental staffing	1,355	1,761	1,354	1,354
Number of continuing education hours (ALS/BLS) provided for career and FVFD	2,150	2,372	2,182	2,182
Number of volunteer hours as ALS minimum staffing	0	0	0	0
Outcome Measures				
Volunteer members certified for suppression minimum staffing	16	19	22	26
Volunteer members certified for suppression supplemental staffing	16	13	10	10
Career members who are certified as ALS minimum staffing	41	45	44	44
Volunteer members who are certified as ALS minimum staffing	0	0	2	2
Career members who are certified as BLS minimum staffing	28	27	26	26
Number of Citizens trained for CPR	0	0	0	0

Performance Measurement Results:

- Volunteer hours of suppression and EMS minimum and supplemental staffing increased in CY 2011 by 38%.
- The CPR program completed its final class offerings in FY09. The program was eliminated for FY 2009/10.

Cost Center 422120: Operations

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$5,339,809	$5,566,437	$5,440,716	$5,411,340
Fringe Benefits	1,858,640	2,051,300	2,016,484	1,866,832
Purchased Services	383,516	317,914	317,914	384,414
Internal Services	330,467	364,180	364,180	393,225
Other Charges	100,855	106,000	103,000	107,200
Supplies & Materials	312,627	286,500	290,000	243,000
Capital Outlay	308,134	300,726	304,745	308,900
Total	**$8,634,048**	**$8,993,057**	**$8,837,040**	**$8,714,911**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 4.8% ($88,694). Personnel expenses are up $36,261. Funds are provided for 5.0% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%. Longevity steps are frozen. Expenditure of grant funds of $71,000 are projected, but are offset by equal revenue amounts. The water and wastewater management fee allocation line item increases by $86,100 as the City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Building/construction plans reviewed	972	1,333	1,250	1,200
Building permits issued	494	605	600	600
Estimated cost of construction	$38,388,562	$27,634,266	$35,000,000	$35,000,000
Other permits issued	1,261	1,587	1,500	1,500
Building inspections conducted	5,993	7,606	6,500	6,500
Rental permits issued	434	34	50	100
Fire prevention permit inspections	417	472	450	500
In-home day care fire safety inspections	28	24	25	25
Property maintenance inspections	4,212	4,499	4,000	4,000
Tank farm facility inspections	209	220	210	210
Tank farm construction plans reviewed	8	22	12	20
Child Safety Seats Installed / Inspected	49	120	100	100
Smoke detectors and batteries installed	63	91	100	100
Number of staff hours provided to Life Safety Programs	500	171	250	250
Emergency plans and procedures reviewed or developed		25	35	35
Service Quality				
Percentage of investigations closed	36%	77%	N/A	N/A
Customer satisfaction survey results (Scale 1-5)	4.9	4.9	N/A	N/A
Efficiency Measures				
Ratio of property loss to property value	1.1%	4.4%	N/A	N/A
Outcome Measures				
Fire loss damage	$370,650	$710,700	N/A	N/A
Total value of affected property from fire loss damage	$32,018,400	$16,118,900	N/A	N/A
Number of citizens reached via community outreach programs	5,018	2,438	3,000	3,000

: **Performance Measurement Results:**

- Number of rental permits may decline depending on program changes mandated by state law.
- Property maintenance inspections are conducted by one full-time staff member and supplemented by construction inspectors as available. An anticipated increase in construction activity will result in a reduced ability to conduct maintenance inspections.
- Life safety education activities, including smoke detector and child seat installations, are performed by staff as time permits. An anticipated increase in construction activity will reduce the time available for these functions.

Cost Center 422140: Code Administration

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$1,201,801	$1,230,163	$1,201,466	$1,310,934
Fringe Benefits	451,551	473,000	431,252	428,489
Purchased Services	15,250	17,400	17,400	17,400
Internal Services	(31,612)	(33,030)	(33,030)	57,303
Other Charges	182,149	151,900	136,817	114,000
Supplies & Materials	6,156	6,250	6,250	6,250
Capital Outlay	0	0	0	0
Total	**$1,825,296**	**$1,845,683**	**$1,760,155**	**$1,934,376**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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**

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PUBLIC WORKS

Public Works Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$4,579,937	$4,955,124	$4,766,862	$5,188,097
Fringe Benefits	1,798,443	1,826,500	1,798,620	1,746,020
Purchased Services	1,302,211	1,580,659	1,539,264	1,572,183
Internal Services	789,840	887,530	887,530	983,065
Other Charges	1,180,030	1,303,700	1,213,850	1,303,765
Supplies & Materials	614,639	723,775	670,875	763,845
Capital Outlay	31,740	45,000	45,000	45,000
Total Expenditures	**$10,296,840**	**$11,322,288**	**$10,922,000**	**$11,601,977**
Revenues				
Meals Tax	$1,234,717	$1,211,269	$1,297,906	$1,358,500
Cemetery Interments	57,724	56,181	41,616	41,600
Street Opening Permits	49,505	40,955	28,225	35,000
Public ROW Use Fees	205,733	263,832	207,334	210,000
Photo Red Light	0	216,000	226,525	221,000
Sale of Surplus Property	146	1,631	0	0
Sale of Cemetery Lots	24,900	22,700	19,452	22,700
Perpetual Cemetery Care	7,117	15,100	3,500	3,500
Recycled Newspapers	0	0	0	0
Street & Highway Maintenance	2,190,901	2,190,900	2,272,255	2,272,300
Solid Waste Grant	5,910	5,910	5,910	5,910
Total Revenues	**$3,776,653**	**$4,024,478**	**$4,102,723**	**$4,170,510**
Net Cost to the City	**$6,520,187**	**$7,297,811**	**$6,819,277**	**$7,431,467**
Total FTE	**75.5**	**75.5**	**75.5**	**75.5**

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

BUDGET COMMENTS:
This cost center reflects an increase of 13.0% ($141,895) from the prior fiscal year. Personnel increases by $36,704, which includes 3.5% merit (step) increases for eligible employees and a 1.0% market adjustment (COLA) for all employees. Asphalt material costs increase by $90,000 from last year as the deferral of several paving overlay projects in the Capital budget will necessitate more repairs to streets. Motor pool charges are also up $15,191 and the net of all other non personnel expenses is flat.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Street asphalt repairs (tons)	1,200	1,352	1,352	1,352
Street preventive maint. (man hrs)	1,790	3,490	3,490	3,490
Assist other depts/divisions (man hrs)	3,000	1,550	1,550	1,550
Paving Oversight (man hrs)	880	2,300	2,300	2,300
Infrastructure Projects (man hrs)	2,970	1,300	1,300	1,300

Performance Measurement Results:

- Assisted concrete and storm division crews with major projects.
- Burke Station Rd sub base repair.
- Fairfax Blvd paving project oversight.
- Fairfax Circle turn lane repair.
- Jermantown Rd full depth repair at two locations.
- Rt 123/Warwick Ave major repair.
- Reconstruct shoulder at Rust Curve bridge.
- First St road repair.
- Oak Pl surface repair.
- Burrows Ave surface repair.
- Mosby Rd surface repair.
- CIP paving oversight.
- St Andrews Dr/Cornell Rd surface repair.
- Bevan Dr base repair
- Richard Ave/Duncan St surface repair.
- Installed speed humps on Sager Ave.
- Rebuilt speed hump on Dwight Ave.
- Fairchester Dr surface repair.

Cost Center 431110: Asphalt Maintenance

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$485,121	$562,779	$560,627	$586,048
Fringe Benefits	192,316	190,000	203,719	203,436
Purchased Services	0	2,000	2,000	2,000
Internal Services	170,815	190,470	190,470	205,661
Other Charges	60,573	41,000	41,000	41,000
Supplies & Materials	61,478	105,500	105,500	195,500
Capital Outlay	0	0	0	0
Total	**$970,303**	**$1,091,749**	**$1,103,315**	**$1,233,645**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 a decrease of 3.2% ($27,531) for FY 2013. Personnel costs decrease by $42,722 from FY 2012. Funds are provided for 3.5% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Concrete repairs (yds)	206	212	380	380
Concrete preventive maint. (man hrs)	2,460	2,560	3,540	3,540
Downtown brick sidewalk repair (mhs)	2,200	2,480	2,200	2,200
Assist other depts/divisions (man hrs)	2,300	2,000	1,300	1,300
Illegal ROW sign removal (man hrs)	1,680	3,000	3,000	3,000
Infrastructure Projects (man hrs)	2,700	1,300	1,300	1,300

Performance Measurement Results:

- City Hall concrete slab
- Fairchester Dr curb and apron rehabilitation
- Brick repairs at University Dr and North St.
- Build closed structure for Pickett Rd tunnel
- Repair curb section on Parklane Rd.
- Repair sidewalk section on Old Lee Highway at Library.
- Replace sidewalk, driveway, curb and gutter section on Fern St.
- Replace sidewalk and curb on Pickett Rd and Mathy Dr.
- Replace sidewalk section at end of Ranger Rd. and 9,762 sidewalk sections
- Build enclosure for salt brine snow equipment
- Brick replacement at Sager Ave and East St.
- Brick replacement at Old Lee Hwy and North St.
- Install historical marker at Moore St.
- Removed over 2,600 illegal signs.
- Removed graffiti from 6 locations.

Cost Center 431111: Concrete Maintenance

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$370,313	$402,116	$350,088	$397,883
Fringe Benefits	188,651	184,200	162,861	145,711
Purchased Services	0	0	0	0
Internal Services	170,815	190,470	190,470	205,661
Other Charges	26,342	27,650	27,650	27,650
Supplies & Materials	34,987	59,050	59,050	59,050
Capital Outlay	0	0	0	0
Total	**$791,108**	**$863,486**	**$790,119**	**$835,955**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 decrease by 12.7% in FY 2013 from the previous fiscal year. A mild winter in FY 2012 resulted in surplus chemicals and other road treatment materials, decreasing the need to purchase these materials in FY 2013.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Total snowfall (inches)	53	10	6-20	6-20
Snow/Ice operations (man hrs)	9,900	3,500	3,000	3,000
Snow/Ice sidewalk clearing (man hrs)	3,300	190	200	200
Continuously treat main roads during storm (%)	100%	100%	100%	100%

Performance Measurement Results:

- Public Works crews monitor all potential snow/ice storms and provide immediate road treatment and snow removal.
- Crews pre-treat the primary roadways prior to the start of precipitation which provides for a safer riding surface and reduces ice bonding.
- Street division crews constructed the anti-icing storage/mix station.

Cost Center 431120: Snow Removal

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$65,428	$81,400	$44,034	$80,325
Fringe Benefits	4,799	3,000	3,369	3,823
Internal Services	28,356	28,930	28,930	31,237
Other Charges	3,244	5,500	5,500	5,500
Supplies & Materials	143,135	142,800	102,300	103,800
Capital Outlay	14,160	30,000	30,000	30,000
Total	**$259,122**	**$291,630**	**$214,133**	**$254,685**

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

BUDGET COMMENTS:
The Storm Drainage budget increases by 3.4% ($25,523) in FY 2013. Non-personnel operating accounts reflect a net increase of $9,630 due to an increase in the motor pool charges to the division. Total personnel expenses increase from last year by $15,893. Funds are provided for 3.5% merit (step) increases for eligible employees and market adjustments of 1.0% for all employees.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Preventive maintenance (man hrs)	5,020	7,540	7,540	7,540
Infrastructure projects (man hrs)	1,200	2,500	2,500	2,500
Assist other depts/divisions (man hrs)	5,120	1,300	1,300	1,300

Performance Measurement Results:

- Storm grate repairs at Fairfax Circle and Fairfax Circle service road.
- Winston Pl ditch line improvement.
- Perry St ditch line improvement.
- Outfall improvement on Park Rd.
- First St drainage improvements.
- Cedar Ln driveway replacement project.
- Catch basin rehabilitation on Bevan Dr.
- Underdrain project on Jermantown Rd.
- Retaining wall drainage improvement on Jermantown Rd and Orchard St.
- Fairchester Dr catch basin rehabilitation.
- Hill St drainage project.
- Outfall repair on Armory Court.
- CIP oversight on Sager Ave project.
- Main St storm grate installation at Subway.

Cost Center 431130: Storm Drainage

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$271,418	$352,564	$301,794	$367,798
Fringe Benefits	127,868	149,400	140,371	150,059
Purchased Services	3,363	3,400	3,400	3,360
Internal Services	113,283	126,320	126,320	136,395
Other Charges	59,606	61,300	61,300	60,925
Supplies & Materials	47,495	52,000	52,000	51,970
Capital Outlay	0	0	0	0
Total	**$623,032**	**$744,984**	**$685,185**	**$770,507**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 an increase of 3.3% ($71,423) from the prior fiscal year. Personnel expenses are up $40,302. Funds are provided for 3.5% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%. A decrease is noted for pipe & accessories ($14,200), which is offset by a $38,000 increase in contract services.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Signals preventative maintenance (crew hours)	1,720	1,740	1,740	1,740
Pavement markings (crew hours)	1,640	1,800	2,000	1,700
Sign maintenance (crew hours)	2,180	2,300	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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$779,965	$777,472	$769,998	$834,032
Fringe Benefits	285,764	278,800	283,636	262,541
Purchased Services	99,295	332,000	332,000	370,000
Internal Services	83,232	84,900	84,900	91,671
Other Charges	454,084	533,700	493,900	533,400
Supplies & Materials	134,005	151,650	136,800	138,300
Capital Outlay	0	0	0	0
Total	**$1,836,344**	**$2,158,522**	**$2,101,234**	**$2,229,944**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 $28,501 or 1.1%. Lower contract services ($35,000) and equipment rental ($20,000) costs are offset by higher staffing costs. Personnel expenses increase from last year by $65,734. Funds are provided for 3.5%merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Number of homes served	6,249	6,249	6,342	6,392
Outcome Measures				
Number of homes missed for refuse	3%	3%	3%	3%
Number of homes missed for recycling	1%	1%	1%	1%

Performance Measurement Results:

- The City continues to pick up all refuse from single family homes and townhouses.
- The City continues to strive for minimal homes missed for refuse and recycling, and monitors all workloads and responses from citizens.

Cost Center 431210: Refuse Collections

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$1,070,302	$1,125,253	$1,103,548	$1,190,307
Fringe Benefits	446,601	451,100	460,357	451,781
Purchased Services	467,348	505,000	470,000	470,000
Internal Services	202,025	225,270	225,270	243,237
Other Charges	105,605	155,200	125,200	135,000
Supplies & Materials	21,111	22,975	22,975	22,975
Capital Outlay	0	0	0	0
Total	**$2,312,992**	**$2,484,798**	**$2,407,350**	**$2,513,300**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 decreases by 1.1% ($17,963) for FY 2013. The water and wastewater allocation declined by $44,067 from last year as the City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an analysis of the City's methodology. There is no budget included for Westmore School maintenance as it is under consideration for demolition. Additional funds are provided for utilities expenses as rates are expected to rise. Funds are also included for 3.5% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Square feet City buildings to maintain	341,324	341,324	355,754	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	1/71,000	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.

Cost Center 431310: Facilities Maintenance

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$447,425	$465,608	$463,528	$491,805
Fringe Benefits	209,984	210,200	205,293	202,786
Purchased Services	534,610	574,259	573,259	555,259
Internal Services	(130,728)	(134,730)	(134,730)	(177,826)
Other Charges	404,985	420,000	400,000	441,000
Supplies & Materials	98,186	86,650	91,000	91,000
Capital Outlay	0	0	0	0
Total	**$1,564,461**	**$1,621,987**	**$1,598,349**	**$1,604,024**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 1.1% ($12,991) for FY 2013. Contract services increase by $10,000 for weed control throughout the City and motor pool charges are up from FY 2012 by $20,423. Personnel expenses decrease $17,432. Funds are provided for 3.5% merit (step) increases and a market adjustment of 1.0%.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Number of maintenance hours on plantings	8,800	8,800	8,850	8,870
Trees and shrubs planted	62	65	69	75
Flowers planted	9,800	9,820	9,820	9,875
Maintain downtown planters	157	157	160	162
Maintain Gaslights	334	334	340	350
Mowing/ Man Hours	5,600	5,650	5,650	5,700

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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$414,664	$555,251	$502,505	$557,320
Fringe Benefits	113,809	130,900	115,662	111,399
Purchased Services	161,624	113,000	113,000	123,000
Internal Services	229,646	256,070	256,070	276,493
Other Charges	61,700	54,200	54,200	54,200
Supplies & Materials	59,859	87,650	87,650	87,650
Capital Outlay	10,844	15,000	15,000	15,000
Total	**$1,052,145**	**$1,212,071**	**$1,144,087**	**$1,225,062**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 increase of 10.4% ($84,229) for the FY 2013 budget. Increases in personnel ($35,483) and the water and wastewater management fee ($49,005) account for the increase from FY 2012. The City adjusted its methodology for calculating the water and wastewater management fee allocation in FY 2013 to be in agreement with the results of an audit of the practice. Funds are provided for 3.5% merit (step) increases for eligible employees and a market adjustment of 1.0%.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Number of capital projects administered	45	45	45	45

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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$675,302	$632,682	$670,740	$676,579
Fringe Benefits	228,651	228,900	223,353	220,486
Purchased Services	1,000	5,000	3,310	5,000
Internal Services	(77,605)	(80,170)	(80,170)	(29,464)
Other Charges	3,893	5,150	5,100	5,090
Supplies & Materials	14,383	15,500	13,600	13,600
Capital Outlay	6,736	0	0	0
Total	**$852,361**	**$807,062**	**$835,933**	**$891,291**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Director of Public Works	**	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	0.0	0.0	0.0	0.0
Total FTE		**7.0**	**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 $43,564 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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Purchased Services	34,972	46,000	42,295	43,564
Total	**$34,972**	**$46,000**	**$42,295**	**$43,564**

SOCIAL SERVICES

Social Services Budget Summary				
	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$71,382	$71,429	$71,429	$72,143
Fringe Benefits	7,470	7,600	7,600	7,986
Purchased Services	2,681,761	2,958,079	2,774,792	2,851,751
Other Charges	1,905,564	1,990,792	1,990,792	2,117,487
Supplies & Materials	113	140	140	110
Capital Outlay	0	0	0	0
Total Expenditures	**$4,666,290**	**$5,028,040**	**$4,844,753**	**$5,049,477**
Revenues				
School Age Child Care	421,973	406,213	408,380	408,400
Total Revenues	**$421,973**	**$406,213**	**$408,380**	**$408,400**
Net Cost to the City	**$4,244,317**	**$4,621,827**	**$4,436,372**	**$4,641,077**
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 2013 the City has budgeted $1,030,545 which is a 13% decrease ($153,271) from 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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Purchased Services	$918,529	$1,183,816	$1,000,529	$1,030,545
Total	**$918,529**	**$1,183,816**	**$1,000,529**	**$1,030,545**

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 $1,225 is mainly for travel & training and special events in FY 2013.

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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Other Charges	$140	$700	$700	$1,200
Supplies & Materials	27	50	50	25
Total	**$166**	**$750**	**$750**	**$1,225**

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

BUDGET COMMENTS:
The projected budget for the Community Services Board is estimated to be $1,336,100, up from the past three years by $26,200 or 2%. The CSB has sustained sharp reductions in programs due to budgetary constraints in recent years. 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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Other Charges	$1,309,903	$1,309,900	$1,309,900	$1,336,100
Total	**$1,309,903**	**$1,309,900**	**$1,309,900**	**$1,336,100**

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

BUDGET COMMENTS:
Funding for this cost center has increased by 14.7% ($100,000). The income limit in the FY 2013 Budget will remain unchanged from FY 2012. Tax Relief is provided to the elderly and disabled whose qualified income is below $62,000 (the previous income ceiling limit in FY 2011 was $52,000). 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. In FY 2012, the income level increased from $52,000 to $62,000. 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 2013 budget contains a recommendation to maintain the income limit at $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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures –				
Number of Real Estate tax relief grants	360	256	280	280
Rent relief grants	6	8	8	8
Total funds in tax and rent relief	$720,129	$594,815	$679,342	$779,342

Performance Measures Results:

- As part of the FY 2011 Budget, the maximum income limit was held at $52,000, but was increased to $62,000 in FY 2012. The FY 2013 Budget recommends that the income limit be maintained at $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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Other Charges	$594,815	$679,342	$679,342	$779,342
Total	**$594,815**	**$679,342**	**$679,342**	**$779,342**

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

BUDGET COMMENTS:
This cost center increases by 1.4% ($1,091) and operates with one 25-hour per week Human Services coordinator. Personnel costs account for the entire variance. Funds are included for a 1.0% COLA (market) salary adjustment.

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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$71,382	$71,429	$71,429	$72,143
Fringe Benefits	7,470	7,600	7,600	7,986
Purchased Services	0	0	0	0
Other Charges	706	850	850	845
Supplies & Materials	86	90	90	85
Capital Outlay	0	0	0	0
Total	**$79,645**	**$79,969**	**$79,969**	**$81,059**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 2.7% ($46,943) for FY 2013. This is due to a slight 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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Purchased Services	$1,763,232	$1,774,263	$1,774,263	$1,821,206
Total	**$1,763,232**	**$1,774,263**	**$1,774,263**	**$1,821,206**

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PARKS AND RECREATION

Parks and Recreation Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$1,724,417	$1,947,353	$1,857,353	$2,080,153
Fringe Benefits	450,124	459,700	485,842	423,787
Purchased Services	658,150	575,853	544,818	612,318
Internal Services	72,811	73,370	73,341	87,536
Other Charges	387,971	434,698	440,764	448,753
Supplies & Materials	175,147	222,483	219,789	230,286
Debt Service	0	0	0	0
Capital Outlay	0	0	0	0
Total Expenditures	**$3,468,620**	**$3,713,456**	**$3,621,908**	**$3,882,833**
Revenues				
Rental - Old Town Hall	130,055	135,800	135,800	156,540
Rental - Green Acres	61,743	40,500	58,000	60,000
Rental - Community Center	48,162	140,700	110,000	165,840
Senior Programs	68,092	68,300	68,300	68,300
Rec. - Youth, Teen, and Adult Trips	165,749	192,700	192,700	0
Day Camps	489,093	496,900	496,900	496,900
Showmobile	6,463	4,800	4,800	5,000
Pavilion Rentals	122,591	104,500	5,400	5,400
Blenheim	0	0	99,100	103,739
Special Events	168,351	174,200	174,200	175,200
Total Revenues	**$1,260,299**	**$1,358,400**	**$1,345,200**	**$1,236,919**
Net Cost to the City	**$2,208,321**	**$2,355,056**	**$2,276,708**	**$2,645,914**
Total FTE	**19.63**	**19.63**	**19.63**	**19.63**

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

BUDGET COMMENTS:
This cost center increases by 4.5% ($82,996) over the prior fiscal year. The net increase to all personnel expenses equates to $59,426. Funds are provided for 3.5% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%. Non personnel expenses note a net increase of $23,570, which primarily reflects increased utilities costs.

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	FY2010 Actual	FY2011 Actual	FY2012 Budget	FY2013 Projected
OUTPUT MEASURES				
YOUTH				
Total unique preschool programs	15	12	15	12
Total preschool programs	51	54	55	40
Total individual preschool participants	344	365	350	300
Total unique youth programs	37	44	38	46
Total youth programs	115	153	120	182
Total individual youth participants	945	1,178	950	1,252
TEEN				
Total unique teen programs	1	1	1	1
Total teen programs	1	6	2	3
ADULT/FAMILY				
Total unique adult programs	23	30	26	35
Total adult programs	139	142	130	145
Total individual adult participants	1,346	1,238	1,350	1,525
SENIOR				
Total unique senior programs	13	15	13	13
Total senior programs	136	61	136	61
Total senior trips	50	50	50	50
Total senior fundraisers	5	5	4	3
Total senior participants	13,750	14,200	14,500	15,000
Total senior members	760	1,286	1,200	1,300
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 unique participants				
Total day camp participants	819	927	801	920

PERFORMANCE MEASURES CONTINUED:

INDICATORS	FY2010 Actual	FY2011 Actual	FY2012 Budget	FY2013 Projected
OUTPUT MEASURES				
SPECIALTY/SPORTS CAMPS				
Total unique specialty camps	3	9	3	3
Total unique sports camps	1	4	2	2
Total specialty camp	8	29	9	17
Total sports camp	2	8	3	3
Total unique specialty/sports camp participants				
Total specialty/sports camp participants	165	566	196	515
OVERALL				
Total unique programs	**98**	**71**	**62**	**68**
Total programs	**512**	**513**	**514**	**509**
Total number of cancelled recreation programs	78	74	40	75
Total number of recreation programs above min	311	298	360	300
Total number of recreation programs waitlist	27	11	35	20
Total number of customers	6,770	9,390	7,500	12,000
Resident customers	3,408	4,683	3,600	6,000
Non-resident customers	3,362	4,707	3,800	6,000
Total number of households-Unique	5,243	6,229	5,700	7,500
Total number of resident households-Unique	2,567	2,820	2,700	3,500
Total number of non-resident households-Unique	2,549	3,409	2,750	4,000
Percentage of credit card payments	1		1	1
Percentage number of online transactions	0		0	0

Performance Measurement Results:

- Camp programs participants reached a record high in the summer of 2011.
- Classes at the Sherwood Community Center continue to gain strong enrollment
- Senior Center members exceeded 1,200 members and program participation remains strong.

Cost Center 451110: Parks & Recreation Administration

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$1,083,696	$1,095,095	$1,124,929	$1,177,328
Fringe Benefits	228,362	232,800	266,248	209,993
Purchased Services	272,433	254,360	226,323	254,360
Internal Services	1,411	1,440	1,411	1,555
Other Charges	246,588	238,683	250,684	255,187
Supplies & Materials	33,433	32,181	32,925	39,132
Capital Outlay	0	0	0	0
Total	**$1,865,923**	**$1,854,558**	**$1,902,520**	**$1,937,554**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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	2.00	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		**10.13**	**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 3.7% ($12,456) for FY 2013. Additional funds are requested for overtime ($12,178), and contract services ($3,515).

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
July 4th Parade units	165	164	164	165
Craft show vendors at Special Events	430	445	508	525
Gourmet food vendors at special events	24	22	26	28
Food vendors at special events	55	64	63	67
Sponsors at special events	38	40	40	40
Attendance at all events	102,000	102,000	103,000	105,000

Performance Measurement Results:

- Craft Show vendors have increased with the major restructuring of the Fall Festival design to centralize the festival activities in the downtown portion of the city in FY2011.
- Sponsorships have leveled off with the current economic conditions. An aggressive sponsorship program has been developed anticipating greater returns on sponsorship investments for FY2013.
- Craft show vendors are expected to increase by 5% due to the implementation of the new on-line registration system.

Cost Center 451220: Recreation Special Events

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$22,830	$70,411	$9,360	$82,591
Fringe Benefits	323	12,300	5,888	8,029
Purchased Services	164,912	156,550	156,709	159,455
Internal Services	0	0	0	0
Other Charges	39,216	71,777	71,647	73,273
Supplies & Materials	16,995	29,585	29,585	29,730
Capital Outlay	0	0	0	0
Total	**$244,276**	**$340,622**	**$273,189**	**$353,078**

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

BUDGET COMMENTS:
This cost center increases by 10.2% ($32,730) for FY 2013. Additional contract services are allotted at $25,920, primarily for the cost of additional custodial services relating to the increased usage of the Old Town Hall facility. Other services decreases by $6,000, while the net of all other expenses remain flat.

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: Facilities Division (formerly Old Town Hall)

PERFORMANCE MEASURES:

Indicators	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Old Town Hall Rentals	153	231	200	205
Total Free Rentals at Old Town Hall	52	105	100	100
Unique Free Rentals at OTH	10	6	7	7
Green Acres Rentals	240	516	595	620
Total Free Rentals at Green Acres	100	165	250	260
Unique Free Rentals at Green Acres	4	23	30	30
Sherwood Comm Center Rentals	0	30	220	300
Total Free Rentals SCSCC	0	14	16	18
Total Free Unique renters SCSCC	0	14	16	18
BIC Rentals	9	11	28	50
Total BIC Free rentals	0	60	60	65
Total BIC Unique renters	0	5	7	7
Show Mobile Rentals	8	4	4	5
Weddings/Social Rents at Old Town Hall	49	67	80	80
Pavilion/Shelter Rentals	266	242	250	255
Free Rentals of Show Mobiles	2	3	3	3
Free Rentals of Pavilions/Shelters	57	49	50	50
Total Field Permits	278	282	282	282
Total Free Field Permits	20	6	5	5
Total Gym Permits	49	41	43	45
Total Recovered Gym Permits	49	31	33	35

Performance Measurement Results:

- The drop in rentals at Old Town Hall from FY 2011 to FY 2012 is believed to be attributed to the Sherwood Center being open for business as well.
- Historic Blenheim's rentals will continue to increase at a quicker pace than in the past due to the reduction in the rental fees
- Free field permits have been reduced by 70% with the implementation of fees to recoup costs for use of the fields.

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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$116,236	$178,470	$178,675	$180,691
Fringe Benefits	9,451	7,900	12,467	10,258
Purchased Services	19,918	36,741	36,741	65,946
Internal Services	0	0	0	0
Other Charges	54,615	84,133	78,288	77,949
Supplies & Materials	1,756	15,200	15,200	20,330
Capital Outlay	0	0	0	0
Total	**$201,976**	**$322,443**	**$321,371**	**$355,174**

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 3.7% ($39,204) for FY 2013. Personnel expenses account for the majority of the variance as funds are provided for 3.5% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Staff hours on Ball Field maintenance	399	1,119	2,000	2,000
Staff hours on Special Events	2,118	2,409	2,175	2,175
Staff hours on Trails	342	536	1,000	1,000
Staff hours on mowing	2,798	3,308	3,500	3,500
Staff hours on clean up	1,629	1,864	2,600	2,600
Staff hours on facility maintenance	5,673	5,668	7,700	7,700
Staff hours on Leaf/Snow (regular & overtime)	2,170	785	2,200	2,200
Staff hours – Full-time	18,720	19,812	19,000	19,000
Staff hours – Temporary	0	0	6,400	6,400
Number of maintainable acres of Parkland and Open space	176	176.5	177	179

Performance Measurement Results:

- Increases in the need to maintain ball fields for safety increased due to lack of ongoing preventative maintenance
- A new community garden was opened with a total of 18 plots selling out within two weeks and generating a waitlist of 12 people.
- University Park opened adding about ¼ acre of maintainable land for the parks crew
- The snow and leaf time decreased due to staff availability to work the public works leaf crew and the limited amount of snow

Cost Center 451340: Parks and Recreation Ballfield Maintenance

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$449,679	$551,383	$488,098	$595,897
Fringe Benefits	193,289	187,600	183,989	178,714
Purchased Services	93,802	78,060	75,100	77,058
Internal Services	78,846	79,630	79,630	85,981
Other Charges	33,950	28,605	28,508	31,255
Supplies & Materials	121,352	144,618	141,158	140,195
Capital Outlay	0	0	0	0
Total	**$970,918**	**$1,069,895**	**$996,483**	**$1,109,099**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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**

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

BUDGET COMMENTS:
The Marketing budget increases by 1.6% ($1,991) in FY 2013. Personnel expenses decrease by $10,656 as a 3.5% merit (step) increase for eligible employees and a 1.0% market adjustment (COLA) is offset by the elimination of a temporary position in the department. The advertising line item increases by $6,857 (52.2%) to reflect increased efforts to raise awareness and rentals of City facilities for events.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Number of Advertisements – Radio wks	36	0	0	0
Number of Advertisements per single insert-inc VA Tourism brochure[distrib 750,000]	300	100	50	40
Number of Advertisements – Electronic [more media offering combined advertising]	200	100	25	25
Number of Brochures	75,000	50,000	40,000	40,000
City Clips database	5,245	8950	10000	12000
Cultural Arts events	63	85	105	105
Number of Downtown Events [not including Cultural events at OTH]	45	48	45	55
Marketing support – Downtown events attendance**	140,000	140,000	145,000	160,000

** Downtown events [2010]– 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

** Downtown events [2011/12] –New Year's Eve Run, Plaza Summer Music Series, Summer Band Series at Veterans' Amphitheater, Downtown Sunday Farmer's Market (not yet confirmed for 2012), Antique Car Show at City Hall, Movies under the Moon* at Van Dyck Park, Fall Festival, 4th July, Chocolate Lovers Festival, Performance Series at Old Town Hall, Art Gallery events, Spotlight on the Arts [various venues through the City]

Cost Center 415152: Marketing

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$51,976	$51,994	$56,291	$43,646
Fringe Benefits	18,699	19,100	17,251	16,793
Purchased Services	107,085	50,143	49,945	55,500
Internal Services	(7,446)	(7,700)	(7,700)	0
Other Charges	13,602	11,500	11,637	11,090
Supplies & Materials	1,611	900	921	900
Capital Outlay	0	0	0	0
Total	**$185,527**	**$125,937**	**$128,345**	**$127,929**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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**

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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Purchased Services	$694,373	$823,000	$701,564	$722,611
Total	**$694,373**	**$823,000**	**$701,564**	**$722,611**

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HISTORIC RESOURCES

Historic Resources Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$319,188	$321,021	$321,086	$340,071
Fringe Benefits	96,520	99,800	93,165	95,430
Purchased Services	49,772	39,000	39,000	43,625
Internal Services	2,864	2,920	2,920	3,153
Other Charges	40,012	35,700	36,700	34,510
Supplies & Materials	8,713	9,000	10,500	10,450
Capital Outlay	0	0	0	0
Total Expenditures	**$517,069**	**$507,441**	**$503,371**	**$527,239**
Revenues				
Museum Revenue	954	698	682	700
Museum Gift Shop	12,791	16,607	12,125	12,100
Total Revenues	**13,745**	**17,305**	**12,806**	**12,800**
Net Cost to the City	**$503,324**	**$490,136**	**$490,565**	**$514,439**
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 increases by 3.9% ($19,797) from the prior year budget. Increases to personnel expenses ($14,679) the inclusion of funds for 3.5% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%. Increases in contract services ($5,000), office supplies ($1,500), and dues & subscriptions ($2,000) are partially offset by a reduction in rental expense of $3,140.

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. To meet the Council's adopted goals of providing unsurpassed user-friendly, customer-focused business practices and to revitalize the downtown core. To enhance quality of life measures and amenities with continued emphasis on recommendations of the Livability Task Force and objectives in the Comprehensive Plan.

OBJECTIVES:
- Ensure City historic sites are 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
- Implement preservation and promotion objectives in Comprehensive Plan
- Promote Fairfax Museum & Visitor Center as the first stop in local tourism visitation
- Promote Blenheim and the Civil War Interpretive Center as a major regional historical site
- Promote Ratcliffe-Allison House as a key historical attraction in a revitalized downtown
- Act as liaison with Historic Fairfax City, Inc.
- Assist Destination Fairfax, Visit Fairfax, and other local and regional tourism initiatives
- Assist with fundraising initiatives (e.g. HFCI fundraisers) and revenue enhancement (e.g. Blenheim rentals) and coordination with non-profit organizations, foundations, and the public for fundraising opportunities
- Assist City preservation planning activity, ensure CLG compliance, perform project reviews
- Manage workforce of 50 volunteers and provide a variety of opportunities for citizen involvement through volunteering including special events, projects and internships

SERVICES AND PRODUCTS:
- Fairfax Museum and Visitor Center
- Historic Blenheim and Civil War Interpretive Center
- Ratcliffe-Allison House & Kitty Pozer Garden
- Grandma's Cottage
- Fairfax Civil War Day
- City of Fairfax Historical Collections

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

PERFORMANCE MEASURES:

Indicators	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Museum & Visitor Center Visitation	8,270	8,589	8,600	8,800
Ratcliffe-Allison House Visitation	985	1,204	1,200	1,200
Blenheim & Civil War Interpretive Ctr Vis.	3,482	4,192	4,200	4,500
Tours / Educational Programs	224	233	240	240

Performance Measurement Results:

- Fairfax Museum & Visitor Center visitation remains relatively stable and trends generally follow regional tourism patterns.
- Ratcliffe-Allison House is a key component for the revitalized downtown core, with primary visitation during special events.
- The opening of the Blenheim site (opened Nov. 2008) has significantly increased total daily visitation, tours, and educational programs offered by the Office of Historic Resources; head counts during rentals and meetings (estimated at 2,500 per year) are not included in Blenheim visitation statistics.

Cost Center 451420: Historic Resources

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$319,188	$321,021	$321,086	$340,071
Fringe Benefits	96,520	99,800	93,165	95,430
Purchased Services	49,772	39,000	39,000	43,625
Internal Services	2,864	2,920	2,920	3,153
Other Charges	40,012	35,700	36,700	34,510
Supplies & Materials	8,713	9,000	10,500	10,450
Capital Outlay	0	0	0	0
Total	**$517,069**	**$507,441**	**$503,371**	**$527,239**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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**

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VISUAL AND PEFORMING ARTS

Cultural Arts Budget Summary				
	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	56,128	51,994	56,291	43,646
Fringe Benefits	18,699	19,100	17,251	16,793
Other Charges	65,000	65,000	65,000	65,000
Total Expenditures	**139,827**	**136,094**	**138,542**	**125,439**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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:
Grants to Commission on the Arts, City Band and Fall for the Book are budgeted for in the Parks and Recreation - Administration budget. Contributions to community organizations are budgeted at $65,000 for FY 2013. 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 continues to increase awareness of the arts, culture and quality of life and livability in the City of Fairfax. The scale and scope of Staff responsibility increased 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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Estimated
Output Measures				
Old Town Hall Performance Series (including Children Series)	40	38	36	36
Commission on the Arts Grant requested	12	12	14	15
Commission on the Arts Grants Given	$18,700	$18,100	$18,000	$18,000
Summer Band Series, includes Plaza Series	8	7	9	9
Fairfax Spotlight on the Arts, City events	50	45	49	49

Performance Measurement Results:

- Fairfax Spotlight on the Arts Festival is creating more local and regional partnerships both with performers and performing groups. Whilst sponsorships are more difficult to obtain, working with partners helps to offset the issues. The opening of The Sherwood Center, created greater opportunities for larger performances from such groups as VA Opera, Fall for the Book, Acting for Young People, Washington International Piano Arts Commission and US Air Force String Orchestra
- Old Town Hall Performance Series continues to remain stable with sponsorship funding and contributions offsetting the performers costs.
- Grant requests, remained at 2010 level, however we anticipate greater demand as school arts funding diminishes.

COMMUNITY DEVELOPMENT AND PLANNING

Community Development and Planning Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$1,273,698	$1,455,359	$1,309,086	$1,524,966
Fringe Benefits	419,756	461,400	464,048	467,660
Purchased Services	57,688	171,500	169,500	122,000
Internal Services	(18,786)	(19,690)	(19,690)	5,949
Other Charges	166,246	127,913	126,413	24,413
Supplies & Materials	3,836	12,250	10,500	9,600
Capital Outlay	0	0	0	0
Total Expenditures	**$1,902,438**	**$2,208,732**	**$2,059,857**	**$2,154,588**
Revenues				
Sign Permits	$16,764	$20,280	$17,361	$16,900
Occupancy Permits	26,435	27,665	28,847	27,900
Soil & Erosion Fees	8,480	6,992	8,693	8,500
Zoning Fees	12,300	42,845	35,008	32,800
Special Use Permits	75,555	126,910	91,942	91,900
Variances	13,100	3,500	14,400	10,000
Zoning Penalties	18,900	9,400	7,212	9,400
Subdivision Fees	15,641	8,342	17,000	10,000
Site Plan Fees	111,732	88,743	90,000	75,000
Architectural Review	6,060	3,967	5,000	4,000
Tree Removal Permit	1,325	1,577	1,600	1,350
Surety Review	10,400	6,525	13,000	10,000
Total Revenues	**$316,693**	**$346,746**	**$330,063**	**$297,750**
Net Cost to the City	**$1,585,745**	**$1,861,986**	**$1,729,794**	**$1,856,838**
Total FTE	**15.7**	**16.7**	**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 18.3% ($170,703) due to higher personnel expenses and an increase in the Water and Wastewater Management fee. Funds are included for 3.5% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Planning Commission Meetings and follow-up	18	16	22	22
City Council Meetings and follow-up	28	25	25	25
Customer Conferences	2,500+	2,500+	2,500+	2,500+
FRHC Meetings and Follow Up	11	10	12	12
BAR Applications	48	86	80	80

Performance Measurement Results:

- All components of the Comprehensive Plan were updated and presented in work sessions with the Planning Commission and City Council.
- Alternative Master Plans for George Mason Square/Kitty Pozer Garden were prepared and presented to the City Council, business community and general public. Cost estimates were obtained and timelines constructed.
- A more proactive approach to the revitalization of the City's commercial areas continues, with the CDP continuing to assume redevelopment functions in additional to its traditional planning and zoning roles.
- The Eleven Oaks School property was advertised for sale, proposals were evaluated, and a contract awarded for the development of the property. The related County land use process is being monitored.
- The amount and location of downtown parking was re-evaluated and a wayfinding system was developed and implemented in Old Town Fairfax.
- Continued working with consultants on the internal street system for the Fairfax Boulevard "centers."

Cost Center 461110: Planning Design & Review

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$670,586	$720,551	$774,821	$835,634
Fringe Benefits	193,012	205,200	236,642	239,020
Purchased Services	5,993	16,300	16,300	15,800
Internal Services	(24,186)	(25,200)	(25,200)	0
Other Charges	5,623	11,913	10,413	10,413
Supplies & Materials	631	5,400	4,000	4,000
Capital Outlay	0	0	0	0
Total	**$851,659**	**$934,164**	**$1,016,977**	**$1,104,867**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Director of Planning	31	1.0	1.0	1.0	1.0
Division Chief	27	1.0	2.0	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**	**8.7**	**8.7**	**8.7**

FUNCTION: Community Development
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Current Planning

BUDGET COMMENTS:
This cost center decreases by 9.5% ($89,064). Personnel expenses ($73,853) account for the majority of the variance. An additional reduction of $13,000 is noted in contract services. Funds are included for 3.5% merit (step) increases for eligible employees and a market adjustment (COLA) of 1.0%. There is no allotment of monies to the Renaissance Housing Corporation in FY 2013.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 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	31	32	40
Development Plans and Subdivisions	37	47	44	54
Site Bonds	50	20	38	42
Board of Zoning Appeals and follow-up	4	5	7	7

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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$500,978	$625,325	$431,237	$577,507
Fringe Benefits	185,037	213,700	185,644	187,665
Purchased Services	26,738	79,200	77,200	64,200
Internal Services	5,400	5,510	5,510	5,949
Other Charges	373	6,800	6,800	6,800
Supplies & Materials	2,592	5,650	5,300	5,000
Capital Outlay	0	0	0	0
Total	**$721,118**	**$936,185**	**$711,690**	**$847,121**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 40.1% ($135,783) for FY 2013. The transfer to the Economic Development Authority has decreased by $102,000, and reflects the elimination of the City's contribution to the business incubator ($40,000 total) and debt service payments ($120,000). Funds are provided for 3.5% merit (step) increases for eligible employees and 1.0% market adjustment (COLA) increases for all employees.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Office Space – Vacancy Rate	12.0%	13.0%	12.5%	12.0%
Retail Space – Vacancy Rate	4.5%	5.5%	4.0%	3.0%
Number of Advertisements	5	4	3	3
Number of Restaurants	133	137	139	142
Average Daily Rate (Hospitality)	$92	$95	$96	$98
Occupancy Rate (Hospitality)	70%	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: 14.1%
  Washington D.C. metropolitan region: 13.3%
  U.S. National office market: 12.3%

- An overview of the retail vacancy rates indicates:

  Greater Fairfax County: 2.8%
  Washington D.C. metropolitan region: 4.7%
  U.S. National retail market: 6.9%

- The restaurant industry is expected to show continued gradual improvement in 2012 as consumer buying habits slowly improve. The regional industry projects a modest 4% sales increase over 2011 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 focused on value, convenience and a variety of menu options. This trend is consistent with the number and the nature of dining establishments which continue to locate in Fairfax. This outlook is reflected in capital spending as City restaurants expand, remodel and upgrade equipment at their existing sites.

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 continue to improve. The deterioration of average daily room rates has been abated and the industry anticipates rate increases in 2012. Consistent with the national industry, local hotel operators report business traffic picked up pace in the latter part of 2011. The mainstay of the City's lodging industry remains the government and corporate traveler. Revenues have stabilized in the private sector and growth in the business traveler market has been slow but steady. The extended-stay model is projected to outpace the rest of the industry and capitalize on the abundance of corporate traveler with an eye toward value.
- The tourism industry continues to be of great importance to the Greater Washington regional economy. Nationally, the 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 throughout 2012. Local tourism industry professionals predict historic sites, national landmarks, festivals and educational tourism will perform well while luxury travel is expected to continue its lag in 2012.

Cost Center 461210: Economic Development

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$102,134	$109,483	$103,027	$111,825
Fringe Benefits	41,707	42,500	41,762	40,975
Purchased Services	24,957	76,000	76,000	42,000
Internal Services	0	0	0	0
Other Charges	160,250	109,200	109,200	7,200
Supplies & Materials	613	1,200	1,200	600
Capital Outlay	0	0	0	0
Total	**$329,660**	**$338,383**	**$331,190**	**$202,600**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$259,751	$263,634	$255,026	$259,425
Fringe Benefits	88,908	85,900	81,198	83,640
Purchased Services	38,264,200	39,068,960	40,408,960	45,129,372
Other Charges	56,951	67,455	61,875	67,455
Supplies & Materials	1,788	5,254	5,000	5,254
Debt Service	7,416,903	7,340,873	7,340,873	7,240,264
Capital Outlay	340,046	353,330	353,330	479,000
Total Expenditures	**$46,428,547**	**$47,185,406**	**$48,506,263**	**$53,264,409**
Revenues				
Wine Tax	$0	$0	$0	$0
State Sales Tax	2,637,566	2,730,111	2,741,151	3,113,627
Basic School Aid	3,782,764	4,182,579	4,262,364	4,135,181
State School Capital	0	0	0	0
Rental of Schools	1,586,952	1,600,252	1,583,170	1,639,413
Total Revenues	**$8,007,283**	**$8,512,942**	**$8,586,685**	**$8,888,221**
Net Cost to the City	**$38,421,264**	**$38,672,464**	**$39,919,578**	**$44,376,189**
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 decreases by $23,469 or 2.8% from FY 2012. Contractual service expenses decrease by $17,000 from FY 2012. Personnel costs decrease by $6,469 and include a 3.5% merit (step) increases for eligible employees and a 1.0% COLA increase.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
School Board Meetings	15	12	13	13
School Board Work Sessions	8	9	11	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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$259,751	$263,634	$255,026	$259,425
Fringe Benefits	88,908	85,900	81,198	83,640
Purchased Services	336,486	424,450	364,450	407,450
Other Charges	56,951	67,455	61,875	67,455
Supplies & Materials	1,788	5,254	5,000	5,254
Capital Outlay	0	0	0	0
Total	**$743,884**	**$846,693**	**$767,550**	**$823,224**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 2013 tuition contract is projected to increase by 15.7% or $6,077,412 from the FY 2012 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 2013 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 2013 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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
City ADM	2,905	2,976	3,022	3,107
Outcome Measures				
Tuition cost per student	$12,027	$12,210	$12,258	$13,946

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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Purchased Services	$37,927,714	$38,644,510	$40,044,510	$44,721,922
Total	**$37,927,714**	**$38,644,510**	**$40,044,510**	**$44,721,922**

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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 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 1.0% ($69,507). 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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Purchased Services	$0	$0	$0	$0
Debt Service	7,120,952	7,058,082	7,058,082	6,988,575
Total	**$7,120,952**	**$7,058,082**	**$7,058,082**	**$6,988,575**

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 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Purchased Services	$0	$0	$0	$0
Interest	295,951	282,791	282,791	251,689
Capital Outlay	320,046	333,330	333,330	459,000
Total	**$615,997**	**$616,121**	**$616,121**	**$710,689**

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NON-DEPARTMENTAL ACCOUNTS

Non Departmental Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Expenditures				
Salaries	$0	($1,044,183)	$0	($471,423)
Other Charges	159,954	220,616	420,616	222,545
Debt Service	4,591,009	4,188,395	4,188,395	3,693,886
Interfund Transfers	3,584,788	4,956,668	5,091,507	4,950,129
Capital Outlay	2,812,890	2,786,040	2,786,040	3,063,146
Total Expenditures	**$11,148,641**	**$11,107,537**	**$12,486,558**	**$11,458,284**
Revenues				
R/E Tax Old Town District	$183,924	$195,073	$183,507	$186,892
Rental Green Acres	26,400	26,400	27,720	29,106
Total Revenues	**$210,324**	**$221,473**	**$211,227**	**$215,998**
Net Cost to the City	**$10,938,317**	**$10,886,064**	**$12,275,331**	**$11,242,286**

FUNCTION: Non-Departmental
DEPARTMENT: Finance
DIVISION OR ACTIVITY: General Debt Service

BUDGET COMMENTS:
This cost center reflects a decrease of 8.9% ($143,502). The City will be refinancing a portion of its General Obligation debt in FY 2013 and an expected savings of $140,000 in FY 2013 associated with these refinancing activities is reflected in this cost center. 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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Debt Service	1,911,167	1,619,801	1,619,801	1,476,299
Total	**$1,911,167**	**$1,619,801**	**$1,619,801**	**$1,476,299**

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 12.54% of the qualified employee's salary to VRS. Effective July 1st, 2012, the City will no longer contribute the 5.0% employee portion of VRS for employees. The State has mandated that employees now pay the employee portion themselves, and in turn, all full-time employees participating in VRS will receive offsetting 5.0% raises. Also, the City's Supplemental Retirement Plan notes employer contributions for both its general employees (3.52%) and public safety employees (7.85%). 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 2013 Fringe Benefits Summary

Category	FY 2012 Budget	FY 2013 Adopted
Social Security	$ 2,461,515	$ 2,636,900
Virginia Retirement System (VRS)	4,172,977	2,620,614
City Retirement	1,217,448	1,597,258
Health Insurance	3,527,108	3,632,921
Life Insurance	92,538	105,505
Disability	91,505	79,380
Workers Compensation	494,308	578,873
Total	**$ 12,057,400**	**$ 11,251,452**

All Funds	FY 2012 Budget	FY 2013 Adopted
General	$ 10,397,400	$ 9,687,934
Water	912,900	878,516
Wastewater	189,500	167,044
Transit	557,600	517,958
Total All Funds	**$ 12,057,400**	**$ 11,251,452**

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 contributes 4.2% and the City contributes 6.2% of the first $110,100 of annual salary and 1.45% for Medicare on all wages. If the U.S. Congress does not extend the payroll tax holiday beyond December 31, 2012, employee contributions will go back to the pre-2011/2012 percentage (6.2%).

Retirement: In addition to the Social Security program, the City provides a comprehensive retirement package: full-time employees are eligible for the Virginia Retirement System (VRS), and full-time and part-time employees are eligible for the City's supplemental plan. Eligible employees are required to contribute 5% into VRS; the City's contribution rate is 12.54% for 2013. Additionally, employees pay between 1.5% and 7.0% into the City's plan while the City contributes 3.52% of non-Public Safety salaries and 7.85% of Public Safety salaries. Market conditions and sound investment policies have kept the City's contribution into the supplemental plan comparatively low.

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 salary and fringe savings are projected to be $471,423. Personnel reductions from attrition are expected to decrease salary and fringe benefit expenses by $271,423. During the fiscal year, the City will be making adjustments to certain pay practices and policies, including the definition for determining overtime worked and the holiday worked compensation policy. These changes are expected to result in a savings of $200,000.

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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Salaries	$0	($1,044,183)	$0	($471,423)
Total	**$0**	**($1,044,183)**	**$0**	**($471,423)**

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Reserve for Contingency

BUDGET COMMENTS:
$50,000 is budgeted for unforeseen expenditures in FY 2013, unchanged from the FY 2012 budget. The FY 2012 estimate totals $1.6 million. The City has been named as defendant in matters involving real estate tax assessments. The potential liability is estimated to be $1,550,000 in FY 2012.

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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Other Charges	$0	$50,000	$250,000	$50,000
Total	**$0**	**$50,000**	**$250,000**	**$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 increases slightly ($1,929 or 1.1%) from FY 2012.

FY 2013 Regional Agency Spending

Agency	FY 2012 Budget	FY 2013 Adopted
Council of Governments	$22,367	$22,434
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	7,684
Volunteer Center	10,000	10,000
Total	**$170,616**	**$172,545**

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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Other Charges	$159,954	$170,616	$170,616	$172,545
Total	**$159,954**	**$170,616**	**$170,616**	**$172,545**

FUNCTION: Non-Departmental
DEPARTMENT: Capital Budget Fund Transfer
DIVISION OR ACTIVITY:

BUDGET COMMENTS:

For FY 2012, the Capital Budget was approved for $2.9 million. For FY 2013, funding for the Capital Budget is approved in the amount of $2.9 million.
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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Interfund Transfers	$2,035,167	$2,895,300	$3,073,179	$2,873,614
Total	**$2,035,167**	**$2,895,300**	**$3,073,179**	**$2,873,614**

FUNCTION: Non-Departmental
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Transit Fund Transfers

BUDGET COMMENTS:

The budgeted General Fund transfer to the Transit Fund is budgeted to decrease by 42.4% ($237,300) for FY 2013. On January 1, 2012 the Basic Fare (cash) will increase from $1.70 to $1.80. For SmarTrip riders, the price is discounted at $1.60. Additional information on the CUE system can be found in Section F of the budget document.

Cost Center 491915: Transit Fund Transfers				
Title	**FY 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Interfund Transfers	$18,972	$559,422	$428,000	$322,158
Total	**$18,972**	**$559,422**	**$428,000**	**$322,158**

FUNCTION: Non-Departmental
DEPARTMENT: Other Fund Transfers
DIVISION OR ACTIVITY:

BUDGET COMMENTS:

Stormwater Fund: The FY 2013 Budget directs 1.0 cent on the real estate tax rate be dedicated to Stormwater projects, which an increase of 0.5 cents from FY 2012 budget.

Old Town Service District: This tax remains at 6.0 cents per $100 of assessed real property value.

Commercial Transportation Tax Fund: An additional 5.5 cents per $100 assessed value is levied on all commercial properties to fund new transportation projects in the City.

Please see Section H for more details on these Funds.

Cost Center 491925: Other Fund Transfers

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Transfer to Stormwater	$354,583	$260,000	$399,500	$539,000
Transfer to Old Town Project	194,118	213,876	188,153	191,892
Transfer to Commercial Trans. Tax	981,948	1,028,070	1,002,675	1,023,463
Total	**$1,530,649**	**$1,501,946**	**$1,590,328**	**$1,754,355**

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 2011 Actual**	**FY 2012 Budget**	**FY 2012 Estimated**	**FY 2013 Adopted**
Debt Service	$2,679,842	$2,568,595	$2,568,595	$2,217,586
Capital Outlay	2,812,890	2,786,040	2,786,040	3,063,146
Total	**$5,492,732**	**$5,354,635**	**$5,354,635**	**$5,280,733**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 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	29,000	29,000	29,000	29,000	0	0.00%
512110	Fringe Benefits	2,353	2,500	2,500	3,400	900	35.98%
530113	Contract Services	100	2,000	0	0	(2,000)	-100.00%
540010	Water & Wastewater Allocation	(27,767)	(28,600)	(28,600)	0	28,600	-100.00%
550501	Travel & Training	2,507	4,000	3,000	3,000	(1,000)	-25.00%
550601	General Subsidies/Contribution	13,650	5,000	3,000	5,000	0	0.00%
550720	Special Events	6,679	10,000	10,000	6,675	(3,325)	-33.25%
550813	Discretionary Fund	10,210	3,000	3,000	3,000	0	0.00%
550820	Dues & Subscriptions	11,683	13,000	13,200	13,200	200	1.54%
560110	Office Supplies	3,066	2,950	2,950	2,950	0	0.00%
	Total	**51,482**	**42,850**	**38,050**	**66,225**	**23,375**	**54.55%**
City Clerk (411120)							
511105	Salaries - Full Time	125,800	134,819	131,958	98,844	(35,975)	-26.68%
512110	Fringe Benefits	57,573	61,300	57,186	36,481	(24,819)	-40.49%
530512	Code Supplements	4,972	6,000	4,366	6,000	0	0.01%
530620	Advertising	11,334	14,000	7,500	10,000	(4,000)	-28.57%
540010	Water & Wastewater Allocation	(62,097)	(64,000)	(64,000)	0	64,000	100.00%
550501	Travel & Training	2,075	1,300	1,300	1,300	0	0.03%
550820	Dues & Subscriptions	90	120	120	300	180	150.00%
560110	Office Supplies	173	250	250	170	(80)	-32.00%
	Total	**139,920**	**153,789**	**138,680**	**153,096**	**(693)**	**-0.45%**
District Court (413110)							
530113	Contract Services	14,925	15,000	12,000	15,000	0	0.00%
550501	Travel & Training	0	500	500	2,500	2,000	400.00%
550820	Dues & Subscriptions	340	450	350	450	0	0.00%
560110	Office Supplies	277	500	500	500	0	0.00%
560120	Small Equipment	284	1,000	600	500	(500)	-50.00%
	Total	**15,826**	**17,450**	**13,950**	**18,950**	**1,500**	**8.60%**
Joint Court Service (413120)							
530835	City-County Contracts	206,923	221,432	185,727	195,013	(26,419)	-11.93%
530846	Facilities Management	83,037	89,000	65,973	79,272	(9,728)	-10.93%
	Total	**289,960**	**310,432**	**251,700**	**274,285**	**(36,147)**	**-11.64%**
Juvenile & Domestic Relations District Court (413130)							
530835	City-County Contracts	332,231	522,282	411,394	431,964	(90,318)	-17.29%
590106	Fairfax County Principal	2,765	4,100	3,566	3,673	(427)	-10.41%
590111	Fairfax County Interest	921	1,500	1,189	1,225	(275)	-18.33%
	Total	**335,917**	**527,882**	**416,149**	**436,862**	**(91,020)**	**-17.24%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Commonwealth Attorney (413140)							
530835	City-County Contracts	**0**	**63,500**	**68,907**	**72,352**	**8,852**	**13.94%**
Court Services & Custody (413230)							
530835	City-County Contracts	1,013,928	1,113,600	1,022,087	1,073,191	(40,409)	-3.63%
530846	Facilities Management	76,650	71,824	75,627	78,000	6,176	8.60%
590106	Fairfax County Principal	60,609	59,155	55,754	58,542	(613)	-1.04%
590111	Fairfax County Interest	19,566	19,096	18,585	19,650	554	2.90%
	Total	**1,170,753**	**1,263,675**	**1,172,053**	**1,229,383**	**(34,292)**	**-2.71%**
Electoral Board (414110)							
511105	Salaries - Full Time	98,209	99,928	99,067	106,983	7,055	7.06%
511110	Salaries - Part Time	27,312	30,932	26,068	29,590	(1,342)	-4.34%
511115	Salaries - Overtime	0	305	0	0	(305)	-100.00%
512110	Fringe Benefits	50,191	51,100	49,436	52,976	1,876	3.67%
530113	Contract Services	7,316	26,720	29,200	14,900	(11,820)	-44.24%
530351	Equipment Maintenance	4,062	7,209	6,534	4,200	(3,009)	-41.74%
530521	Printing & Duplicating	1,078	1,400	1,389	1,600	200	14.29%
530620	Advertising	123	500	200	150	(350)	-70.00%
540010	Water & Wastewater Allocation	(61,733)	(63,600)	(63,600)	0	63,600	100.00%
550430	Equipment Rental	128	1,750	1,640	656	(1,094)	-62.51%
550501	Travel & Training	3,429	3,000	3,800	3,600	600	20.00%
550820	Dues & Subscriptions	300	250	325	325	75	30.00%
560110	Office Supplies	170	500	191	170	(330)	-66.00%
560420	Operating Supplies	1,731	600	291	2,500	1,900	316.67%
580103	Office Equipment Replacement	108	100	718	200	100	100.00%
	Total	**132,424**	**160,694**	**155,260**	**217,850**	**57,156**	**35.57%**
City Manager (415110)							
511105	Salaries - Full Time	317,750	305,352	266,972	330,182	24,830	8.13%
511110	Salaries - Part Time	13,684	0	35,434	35,300	35,300	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
512110	Fringe Benefits	99,389	88,200	102,090	104,051	15,851	17.97%
530113	Contract Services	0	200	0	0	(200)	-100.00%
540010	Water & Wastewater Allocation	(70,401)	(72,500)	(72,500)	(74,289)	(1,789)	-2.47%
550501	Travel & Training	1,389	1,500	1,400	1,385	(115)	-7.67%
550820	Dues & Subscriptions	3,250	5,700	4,000	4,000	(1,700)	-29.82%
560110	Office Supplies	1,060	1,600	1,600	1,100	(500)	-31.25%
	Total	**366,121**	**330,052**	**338,996**	**401,729**	**71,677**	**21.72%**
City Attorney (415120)							
530110	General Legal Services	636,636	500,000	500,000	500,000	0	0.00%
530114	Delinquent Tax Collections	0	9,000	9,000	9,000	0	0.00%
530117	City Proscecutor	26,250	63,000	63,000	63,000	0	0.00%
530118	Litigation	115,975	0	300,000	100,000	100,000	100.00%
540010	Water & Wastewater Allocation	(31,108)	(32,000)	(32,000)	(60,507)	(28,507)	-89.08%
	Total	**747,753**	**540,000**	**840,000**	**611,493**	**71,493**	**13.24%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Public Audit of Accounts (415130)							
530111	Audit Services	90,000	90,400	90,400	80,400	(10,000)	-11.06%
540010	Water & Wastewater Allocation	(8,093)	(8,300)	(8,300)	(8,851)	(551)	-6.63%
	Total	**81,907**	**82,100**	**82,100**	**71,549**	**(10,551)**	**-12.85%**
Personnel (415140)							
511105	Salaries - Full Time	329,914	335,673	334,894	356,466	20,793	6.19%
511125	Temporary Help	1,949	0	2,122	0	0	0.00%
512110	Fringe Benefits	129,964	134,400	127,104	124,854	(9,546)	-7.10%
512985	Employee Education	0	0	0	0	0	0.00%
530113	Contract Services	96,177	107,000	107,000	102,000	(5,000)	-4.67%
540010	Water & Wastewater Allocation	(174,478)	(179,700)	(179,700)	(69,422)	110,278	61.37%
550501	Travel & Training	3,103	3,000	3,000	3,000	0	0.00%
550807	Other Expenses	7,722	2,200	7,800	6,500	4,300	195.45%
550820	Dues & Subscriptions	1,934	2,500	2,500	2,500	0	0.00%
560110	Office Supplies	174	500	800	500	0	0.00%
	Total	**396,458**	**405,573**	**405,520**	**526,398**	**120,825**	**29.79%**
Community Relations (415150)							
511105	Salaries - Full Time	80,025	81,424	80,726	86,351	4,927	6.05%
511115	Salaries - Overtime	0	0	0	0	0	0.00%
512110	Fringe Benefits	36,134	37,700	36,875	36,374	(1,326)	-3.52%
530113	Contract Services	0	10,000	0	0	(10,000)	-100.00%
530351	Equipment Maintenance	725	800	725	725	(75)	-9.38%
530521	Printing & Duplicating	0	0	0	0	0	0.00%
540010	Water & Wastewater Allocation	(48,768)	(50,200)	(50,200)	0	50,200	100.00%
550501	Travel & Training	89	250	250	250	0	0.00%
550806	Other Services	43	0	0	0	0	0.00%
550820	Dues & Subscriptions	310	225	225	225	0	0.00%
560110	Office Supplies	1,725	1,100	1,115	1,100	0	0.00%
560420	Operating Supplies	583	300	295	295	(5)	-1.67%
580103	Office Equipment Replacement	0	900	900	1,850	950	105.56%
	Total	**70,866**	**82,499**	**70,910**	**127,170**	**44,671**	**54.15%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Cable TV (415160)							
511110	Salaries - Part Time	117,071	116,265	119,403	120,156	3,891	3.35%
511115	Salaries Overtime	7,065	0	6,652	0	0	0.00%
511125	Temporary Help	17,517	17,298	14,938	17,486	189	1.09%
511135	Holiday Worked	1,232	1,272	1,198	1,157	(115)	-9.03%
511180	Salary Reimbursement	0	0	4,245	0	0	0.00%
512110	Fringe Benefits	16,826	16,600	16,801	19,013	2,413	14.54%
530113	Contract Services	7,292	12,550	12,103	12,650	100	0.80%
530351	Equipment Maintenance	4,975	2,000	2,000	2,000	0	0.00%
540010	Water & Wastewater Allocation	(29,804)	(30,700)	(30,700)	0	30,700	100.00%
550501	Travel & Training	109	450	450	1,500	1,050	233.33%
550820	Dues & Subscriptions	720	750	720	720	(30)	-4.00%
560420	Operating Supplies	1,088	2,000	1,500	1,500	(500)	-25.00%
	Total	**144,091**	**138,484**	**149,310**	**176,182**	**37,698**	**27.22%**
Risk Management (415230)							
530113	Contract Services	4,293	4,500	4,500	4,500	0	0.00%
530355	Uninsured Costs	4,536	13,500	7,000	7,000	(6,500)	-48.15%
540010	Water & Wastewater Allocation	(93,347)	(96,100)	(96,100)	(48,755)	47,345	49.27%
550314	Other Insurance	373,309	483,350	483,350	440,519	(42,831)	-8.86%
550315	Workers Comp Insurance	(24,620)	0	0	0	0	0.00%
550501	Travel & Training	470	500	500	3,550	3,050	610.00%
550820	Dues & Subscriptions	2,316	2,345	2,345	2,315	(30)	-1.28%
560110	Office Supplies	125	125	125	125	0	0.00%
	Total	**267,082**	**408,220**	**401,720**	**409,254**	**1,034**	**0.25%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Telephone (415240)							
540010	Water & Wastewater Allocation	(9,706)	(10,000)	(10,000)	(15,818)	(5,818)	-58.18%
550110	Utilities Expense	121,097	135,000	135,000	135,000	0	0.00%
	Total	**111,391**	**125,000**	**125,000**	**119,182**	**(5,818)**	**-4.65%**
Information Technology (415250)							
511105	Salaries - Full Time	800,516	829,045	821,916	890,696	61,651	7.44%
511115	Salaries - Overtime	533	7,631	5,000	5,372	(2,259)	-29.61%
511125	Temporary Help	13,410	0	0	0	0	0.00%
512110	Fringe Benefits	273,145	284,500	280,903	279,260	(5,240)	-1.84%
530113	Contract Services	46,414	37,000	36,000	42,000	5,000	13.51%
530127	Computer Fees/Contracts	75,830	32,400	32,400	27,400	(5,000)	-15.43%
530351	Equipment Maintenance	337,787	353,083	323,083	344,283	(8,800)	-2.49%
540010	Water & Wastewater Allocation	(369,248)	(380,300)	(380,300)	(576,128)	(195,828)	-51.49%
550430	Equipment Rental	77,516	90,100	90,100	101,200	11,100	12.32%
550501	Travel & Training	34,089	36,000	36,000	23,000	(13,000)	-36.11%
550775	NVERS Sustainment Grant	22,890	0	0	0	0	0.00%
550807	Other Expenses	224	0	0	0	0	0.00%
550820	Dues & Subscriptions	3,950	2,500	2,500	1,000	(1,500)	-60.00%
560110	Office Supplies	23,277	25,500	22,950	21,000	(4,500)	-17.65%
560120	Small Equipment	17,169	15,500	15,325	9,000	(6,500)	-41.94%
580103	Office Equipment Replacement	108,659	140,100	140,100	143,800	3,700	2.64%
580208	New Machinery & Equipment	5,944	0	0	0	0	0.00%
	Total	**1,472,104**	**1,473,059**	**1,425,977**	**1,311,883**	**(161,176)**	**-10.94%**
Printing and Office Supplies (415260)							
511105	Salaries - Full Time	56,872	57,794	57,256	61,368	3,574	6.18%
511115	Salaries - Overtime	0	0	0	0	0	0.00%
511125	Temporary Help	6,139	5,291	8,383	5,344	53	1.00%
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	23,074	22,500	22,548	21,347	(1,153)	-5.13%
530351	Equipment Maintenance	4,226	3,900	3,120	3,120	(780)	-20.00%
540010	Water & Wastewater Allocation	(74,802)	(77,000)	(77,000)	(30,114)	46,886	60.89%
550430	Equipment Rental	47,379	53,000	53,000	53,000	0	0.00%
550806	Other Services	89,494	135,000	115,000	95,000	(40,000)	-29.63%
560110	Office Supplies	41,831	51,000	42,000	41,800	(9,200)	-18.04%
	Total	**194,214**	**251,485**	**224,308**	**250,864**	**(621)**	**-0.25%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Fleet Maintenance (415270)							
511105	Salaries - Full Time	770,212	791,208	786,124	848,430	57,222	7.23%
511115	Salaries - Overtime	7,530	25,438	25,438	27,203	1,766	6.94%
511125	Temporary Help	0	0	0	0	0	0.00%
511130	On Call Pay	326	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	302,794	301,900	303,669	321,514	19,614	6.50%
530113	Contract Services	21,100	22,000	22,000	22,000	0	0.00%
530350	Building Maintenance	28,513	35,000	35,000	35,000	0	0.00%
530352	Vehicle Maintenance	299,753	360,000	353,767	360,000	0	0.00%
530354	Uninsured Repairs	14,588	10,000	10,000	10,000	0	0.00%
540010	Water & Wastewater Allocation	(145,513)	(149,900)	(149,900)	(179,638)	(29,738)	-19.84%
540020	Distribution to Other Accounts	(2,623,854)	(2,808,469)	(2,808,469)	(3,032,460)	(223,991)	-7.98%
550501	Travel & Training	2,505	3,000	3,000	2,500	(500)	-16.67%
550806	Other Services	10,749	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	340,868	372,924	355,241	389,850	16,927	4.54%
560352	Fuels & Lubricants	779,959	760,000	787,230	935,951	175,951	23.15%
560353	Tires & Accessories	102,828	110,000	110,000	110,000	0	0.00%
560359	Change in Inventory	(53,690)	0	0	0	0	0.00%
560416	Uniforms	62,756	80,000	80,000	62,750	(17,250)	-21.56%
560420	Operating Supplies	78,576	76,900	76,900	76,900	0	0.00%
	Total	**0**	**0**	**0**	**0**	**0**	**0%**
Finance & Accounting (415410)							
511105	Salaries - Full Time	573,986	568,579	535,648	569,543	964	0.17%
511115	Salaries - Overtime	1,606	1,018	496	1,068	50	4.96%
511125	Salaries - Temporary Help	9,581	1,018	4,244	1,017	(1)	-0.05%
511160	Salaries - Incentive Awards	0	0	5,000	0	0	0.00%
511165	Year End Audit Adj	0	0	0	0	0	0.00%
512110	Fringe Benefits	196,561	194,800	191,119	193,536	(1,264)	-0.65%
530113	Contract Services	965	1,400	1,000	950	(450)	-32.14%
530620	Advertising	211	2,000	1,500	1,500	(500)	-25.00%
540010	Water & Wastewater Allocation	(150,282)	(154,800)	(154,800)	(209,353)	(54,553)	-35.24%
540102	Motor Pool Charges	2,989	3,050	3,050	0	(3,050)	-100.00%
550501	Travel & Training	1,757	2,000	2,000	5,000	3,000	150.00%
550820	Dues & Subscriptions	2,000	2,100	2,100	2,315	215	10.24%
560110	Office Supplies	4,429	3,000	5,000	4,400	1,400	46.67%
	Total	**643,803**	**624,164**	**596,358**	**569,976**	**(54,188)**	**-8.68%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Real Estate Assessments (415420)							
511105	Salaries - Full Time	288,259	312,067	306,628	346,054	33,987	10.89%
511125	Temporary Help	16,250	15,263	15,263	15,870	607	3.98%
512110	Fringe Benefits	107,082	111,100	119,881	122,634	11,534	10.38%
530113	Contract Services	960	3,300	3,300	3,600	300	9.09%
530620	Advertising	142	200	450	200	0	0.00%
540102	Motor Pool Charges	0	0	0	3,293	3,293	0.00%
550501	Travel & Training	1,229	3,700	3,700	4,600	900	24.32%
550820	Dues & Subscriptions	9,758	12,742	12,742	12,742	0	0.00%
560110	Office Supplies	-201	1,900	1,900	1,900	0	0.00%
	Total	**423,478**	**460,272**	**463,863**	**510,893**	**50,621**	**11.00%**
Treasurer (415440)							
511105	Salaries - Full Time	473,028	479,751	477,052	517,943	38,192	7.96%
511110	Salaries - Part Time	36,348	36,630	36,389	32,710	(3,920)	-10.70%
511115	Salaries - Overtime	3,220	3,256	3,900	3,765	509	15.63%
511160	Incentive Awards	3,400	5,698	3,500	3,712	(1,986)	-34.85%
512110	Fringe Benefits	202,875	203,300	199,442	194,893	(8,407)	-4.14%
530114	Delinquent Tax Collection	0	1,000	500	500	(500)	-50.00%
530351	Equipment Maintenance	3,671	5,275	5,275	5,150	(125)	-2.37%
530620	Advertising	1,994	2,825	2,825	2,275	(550)	-19.47%
540010	Water & Wastewater Allocation	(175,755)	(181,000)	(181,000)	(251,148)	(70,148)	-38.76%
540102	Motor Pool Charges	2,975	3,040	3,040	3,282	242	7.96%
550501	Travel & Training	2,338	1,650	1,650	1,650	0	0.00%
550804	Processing Charge	18,942	22,000	24,000	22,000	0	0.00%
550820	Dues & Subscriptions	430	485	485	485	0	0.00%
560110	Office Supplies	33,575	32,508	33,000	33,150	642	1.97%
560120	Small Equipment	0	0	0	0	0	0.00%
	Total	**607,041**	**616,418**	**610,058**	**570,368**	**(46,051)**	**-7.47%**
Commissioner of Revenue (415450)							
511105	Salaries - Full Time	624,015	646,520	623,005	675,927	29,408	4.55%
511115	Salaries - Overtime	1,272	3,053	3,050	3,280	228	7.45%
511125	Temporary Help	20,012	0	11,500	11,781	11,781	0.00%
511160	Incentive Awards	5,042	5,596	5,600	5,939	343	6.12%
512110	Fringe Benefits	250,292	255,800	249,056	250,280	(5,520)	-2.16%
530113	Contract Services	395	0	400	400	400	0.00%
530351	Equipment Maintenance	0	1,700	500	1,700	0	0.00%
530620	Advertising	158	150	150	150	0	0.00%
540102	Motor Pool Charges	5,300	5,410	5,410	5,841	431	7.97%
550501	Travel & Training	2,740	2,750	2,750	3,500	750	27.27%
550820	Dues & Subscriptions	510	900	900	900	0	0.00%
560110	Office Supplies	18,618	16,500	18,500	18,600	2,100	12.73%
	Total	**928,353**	**938,378**	**920,821**	**978,298**	**39,920**	**4.25%**
Retirement Expenses (415457)							
530113	Contract Services	41,284	68,000	50,000	68,000	0	0.00%
550501	Travel & Training	0	0	0	0	0	0.00%
	Total	**41,284**	**68,000**	**50,000**	**68,000**	**0**	**0.00%**
Pool Maintenance (415458)							
550110	Utilities Expense	**16,647**	**14,000**	**20,000**	**20,000**	**6,000**	**42.86%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Police Administration (421110)							
511105	Salaries - Full Time	554,765	567,511	576,337	593,505	25,994	4.58%
511115	Salaries - Overtime	0	5,088	369	0	(5,088)	-100.00%
511130	On Call Pay	0	611	0	0	(611)	-100.00%
511135	Holiday Worked	0	0	0	0	0	0.00%
511138	Uniform / Shoe Allowance	900	0	0	0	0	0.00%
512110	Fringe Benefits	211,704	237,900	214,473	205,599	(32,301)	-13.58%
530113	Contract Services	25,224	39,200	22,200	39,200	0	0.00%
530620	Advertising	0	2,000	2,000	2,000	0	0.00%
540102	Motor Pool Charges	6,426	6,550	6,550	7,072	522	-7.97%
550501	Travel & Training	10,099	20,000	15,000	11,000	(9,000)	-45.00%
550503	Police Academy	77,218	83,283	83,283	83,283	0	0.00%
550601	General Subsidy/Contributions	376	380	380	380	0	0.00%
550820	Dues & Subscriptions	8,804	8,000	8,000	8,000	0	0.00%
560110	Office Supplies	5,549	6,000	6,000	6,000	0	0.00%
560120	Small Equipment	922	1,000	1,000	1,000	0	0.00%
560416	Uniforms	79,385	70,000	70,000	70,000	0	0.00%
560420	Operating Supplies	1,889	2,000	2,000	2,000	0	0.00%
	Total	**983,262**	**1,049,522**	**1,007,592**	**1,029,039**	**(20,482)**	**-1.95%**
Police Technical Services (421120)							
511105	Salaries - Full Time	1,977,504	2,111,674	1,848,957	2,128,998	17,324	0.82%
511115	Salaries - Overtime	138,625	152,625	140,125	149,360	(3,265)	-2.14%
511125	Temporary Help	5,543	16,891	18,215	27,298	10,408	61.62%
511130	On Call Pay	39,308	31,543	43,391	33,622	2,080	6.59%
511135	Holiday Worked	18,820	26,353	15,910	28,090	1,737	6.59%
511138	Uniform / Shoe Allowance	9,900	0	0	0	0	0.00%
511140	Shift Differential	8,316	8,751	8,751	9,328	578	6.60%
511180	Salary Reimbursement	(284)	0	0	0	0	0.00%
512110	Fringe Benefits	867,474	971,700	808,341	810,085	(161,615)	-16.63%
530113	Contract Services	18,871	30,500	18,000	28,000	(2,500)	-8.20%
530351	Equipment Maintenance	155,443	178,800	178,800	191,018	12,218	6.83%
540102	Motor Pool Charges	69,500	70,900	70,900	76,555	5,655	7.98%
550110	Utilities Expense	0	2,300	2,300	2,300	0	0.00%
550430	Equipment Rental	21,669	20,000	20,000	21,800	1,800	9.00%
550744	Byrne Jag Grant	4,621	0	0	0	0	0.00%
550807	Other Expenses	4,000	4,000	4,000	4,000	0	0.00%
560110	Office Supplies	13,136	14,000	14,000	14,000	0	0.00%
560120	Small Equipment	6,946	8,000	8,000	8,000	0	0.00%
560416	Uniforms	(18)	12,600	7,600	7,600	(5,000)	-39.68%
560420	Operating Supplies	42,731	38,500	38,500	38,500	0	0.00%
580103	Equip Replacement	0	0	0	0	0	0.00%
	Total	**3,402,105**	**3,699,135**	**3,245,790**	**3,578,554**	**(120,582)**	**-3.26%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Police Field Operations (421130)							
511105	Salaries - Full Time	3,550,169	3,811,191	3,747,752	3,987,052	175,861	4.61%
511110	Salaries - Part Time	173,794	216,125	155,353	248,287	32,162	14.88%
511115	Salaries - Overtime	226,152	254,375	285,292	273,354	18,979	7.46%
511125	Salaries - Temporary Help	16,558	0	0	0	0	0.00%
511130	On Call Pay	1,280	9,158	1,349	9,842	685	7.47%
511135	Holiday Worked	92,875	93,203	77,790	100,156	6,953	7.46%
511138	Uniform / Shoe Allowance	450	0	0	0	0	0.00%
511140	Shift Differential	34,014	40,700	40,700	43,736	3,036	7.46%
511180	Salary Reimbursement	(18,080)	0	0	0	0	0.00%
512110	Fringe Benefits	1,556,239	1,735,600	1,718,997	1,600,671	(134,929)	-7.77%
530113	Contract Services	5,422	0	0	0	0	0.00%
540102	Motor Pool Charges	245,416	273,650	273,650	295,475	21,825	7.98%
550703	DCJS One Time	10,500	0	0	0	0	0.00%
550704	Crime Prevention	4,820	5,000	5,000	5,000	0	0.00%
550743	Alcohol Safety Grant	0	0	0	0	0	0.00%
550806	Other Services	22,707	23,800	23,800	23,800	0	0.00%
550807	Other Expenses	44,521	47,000	47,000	47,000	0	0.00%
560110	Office Supplies	5,082	5,000	5,000	5,000	0	0.00%
560120	Small Equipment	3,091	6,500	4,500	4,500	(2,000)	-30.77%
560420	Operating Supplies	40,838	40,000	40,000	40,000	0	0.00%
560451	Emergency Services Team	4,922	5,000	5,000	5,000	0	0.00%
560453	Asset Forfeiture Exp	2,000	0	0	0	0	0.00%
560454	Secret Service Task	4,902	0	0	0	0	0.00%
	Total	**6,027,673**	**6,566,301**	**6,431,184**	**6,688,873**	**122,572**	**1.87%**
Fire Administration (422110)							
511105	Salaries - Full Time	531,389	529,405	511,859	534,074	4,669	0.88%
511110	Salaries - Part Time	0	0	0	0	0	0.00%
511115	Salaries - Overtime	51,223	40,700	53,074	44,057	3,357	8.25%
511125	Temporary Help	0	0	0	0	0	0.00%
511135	Holiday Worked	0	0	0	0	0	0.00%
511138	Uniform / Shoe Allowance	74	0	0	0	0	0.00%
511145	ALS Certification Pay	8,295	5,275	10,000	16,237	10,962	207.83%
511145	ALS Riding Pay	0	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
511180	Salary Reimbursement	0	0	0	0	0	0.00%
512110	Fringe Benefits	203,401	221,300	202,432	185,122	(36,178)	-16.35%
530113	Contract Services	32,323	44,500	44,500	24,000	(20,500)	-46.07%
530620	Advertising	0	900	900	900	0	0.00%
530627	VFD Marketing Safer Grant	3,860	0	0	0	0	0.00%
540102	Motor Pool Charges	67,952	69,320	69,320	74,849	5,529	7.98%
550501	Travel & Training	3,927	3,200	3,200	3,200	0	0.00%
550507	VFD Training - Safer Grant	6,046	0	0	0	0	0.00%
550806	Other Charges	0	0	0	0	0	0.00%
550808	EMS Billing	114,306	85,000	85,000	116,000	31,000	36.47%
550820	Dues & Subscriptions	2,570	2,500	2,500	2,500	0	0.00%
560110	Office Supplies	12,294	1,000	10,000	10,000	9,000	900.00%
560120	Misc Equipment	4,696	5,000	5,000	5,000	0	0.00%
580210	Capital Outlay - State FDS	17,110	59,311	59,000	59,000	(311)	-0.52%
580330	Construction	(1,344)	0	0	0	0	0.00%
	Total	**1,058,123**	**1,067,411**	**1,056,785**	**1,074,939**	**7,528**	**0.71%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Fire Operations (422120)							
511105	Salaries - Full Time	4,416,094	4,666,764	4,529,161	4,675,027	8,263	0.18%
511110	Salaries - Part Time	0	0	0	0	0	0.00%
511115	Salaries - Overtime	514,514	488,400	495,000	305,552	(182,848)	-37.44%
511125	Temporary Help	78,548	25,845	59,126	51,233	25,389	98.24%
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	1,867	0	0	0	0	0.00%
511140	Shift Differential	0	0	0	0	0	0.00%
511145	ALS Certification Pay	352,001	190,273	380,429	403,920	213,648	112.29%
511145	ALS Riding Pay	0	195,157	0	0	(195,157)	-100.00%
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	(23,214)	0	(23,000)	(24,392)	(24,392)	0.00%
512110	Fringe Benefits	1,858,640	2,051,300	2,016,484	1,866,832	(184,468)	-8.99%
530113	Contract Services	62,816	43,000	43,000	110,000	67,000	155.81%
530350	Building Maintenance	2,945	5,200	5,200	5,200	0	0.00%
530351	Equipment Maintenance	9,762	9,500	9,500	9,000	(500)	-5.26%
530835	City - County Contracts	307,993	260,214	260,214	260,214	0	0.00%
540102	Motor Pool Charges	330,467	364,180	364,180	393,225	29,045	7.98%
550110	Utilities Expense	68,224	74,000	71,000	77,700	3,700	5.00%
550501	Travel & Training	21,631	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	11,000	11,000	11,000	8,500	(2,500)	-22.73%
550820	Dues & Subscriptions	0	0	0	0	0	0.00%
560110	Office Supplies	216	0	0	0	0	0.00%
560120	Small Equipment	52,730	59,000	59,000	43,000	(16,000)	-27.12%
560210	Janitorial Supplies	5,686	4,500	8,000	8,000	3,500	77.78%
560351	Repair Parts	13,954	13,000	13,000	13,000	0	0.00%
560416	Uniforms	36,162	43,500	43,500	33,000	(10,500)	-24.14%
560417	Volunteer Uniforms	0	0	0	0	0	0.00%
560418	Protective Clothing	59,930	39,500	39,500	39,000	(500)	-1.27%
560419	Protective Clothing R & M	18,461	16,000	16,000	16,000	0	0.00%
560420	Fire - Operating Supplies	26,792	40,000	40,000	40,000	0	0.00%
560426	EMS - Operating Supplies	98,697	71,000	71,000	51,000	(20,000)	-28.17%
580108	Other Mach & Equip Replace	24,549	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	25,610	20,726	24,745	25,000	4,274	20.62%
580211	Improvements	257,975	260,000	260,000	263,900	3,900	1.50%
	Total	**8,634,048**	**8,993,057**	**8,837,040**	**8,714,911**	**(278,146)**	**-3.09%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Fire Code Administration (422140)							
511105	Salaries - Full Time	1,131,371	1,151,306	1,112,067	1,223,478	72,172	6.27%
511115	Salaries - Overtime	21,420	30,525	24,000	32,133	1,608	5.27%
511125	Temporary Help	5,886	6,207	23,320	10,201	3,994	64.35%
511130	On Call Pay	31,167	31,543	31,496	33,787	2,245	7.12%
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	11,875	10,582	10,582	11,335	753	7.12%
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	451,551	473,000	431,252	428,489	(44,511)	-9.41%
530113	Contract Services	0	1,000	1,000	1,000	0	0.00%
530351	Equipment Maintenance	768	1,400	1,400	1,400	0	0.00%
530360	Maint Code Violations	14,482	15,000	15,000	15,000	0	0.00%
540010	Water & Wastewater Allocation	(83,632)	(86,100)	(86,100)	0	86,100	100.00%
540102	Motor Pool Charges	52,020	53,070	53,070	57,303	4,233	7.98%
550501	Travel & Training	3,173	7,000	7,000	7,000	0	0.00%
550736	UASI EOC Grant	49,379	0	0	0	0	0.00%
550738	EOC Grant	23,311	0	0	0	0	0.00%
550739	Smoke Alarm Grant	0	0	0	0	0	0.00%
550747	Citizen Preparedness Grant	14,334	15,000	15,000	15,000	0	0.00%
550749	NCR Regional Planner Grant	34,106	45,000	45,000	45,000	0	0.00%
550751	LEMPG Grant	880	5,000	5,000	5,000	0	0.00%
550752	EMPG Sheltering Grant	2,805	22,000	22,000	0	(22,000)	-100.00%
550753	UASI Citizen Preparedness Grant	22,503	22,000	6,917	6,000	(16,000)	-72.73%
550806	Other Services	28,841	35,000	35,000	35,000	0	0.00%
550820	Dues & Subscriptions	2,816	900	900	1,000	100	11.11%
560110	Office Supplies	3,053	2,900	2,900	2,900	0	0.00%
560120	Small Equipment	2,132	2,450	2,450	2,450	0	0.00%
560416	Uniforms	0	0	0	0	0	0.00%
560420	Operating Supplies	971	900	900	900	0	0.00%
	Total	**1,825,296**	**1,845,683**	**1,760,155**	**1,934,376**	**88,694**	**4.81%**
Asphalt Maintenance (431110)							
511105	Salaries - Full Time	459,350	509,869	484,407	529,202	19,333	3.79%
511115	Salaries - Overtime	28,542	40,700	42,076	43,727	3,027	7.44%
511125	Temporary Help	0	0	30,000	0	0	0.00%
511130	On Call Pay	5,503	12,210	4,144	13,119	909	7.44%
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	-8,274	0	0	0	0	0.00%
512110	Fringe Benefits	192,316	190,000	203,719	203,436	13,436	7.07%
530113	Contract Services	0	2,000	2,000	2,000	0	0.00%
540102	Motor Pool Charges	170,815	190,470	190,470	205,661	15,191	7.98%
550430	Equipment Rental	0	2,000	2,000	2,000	0	0.00%
550501	Travel & Training	430	1,000	1,000	1,000	0	0.00%
550806	Other Services	60,143	38,000	38,000	38,000	0	0.00%
560120	Small Equipment	6,513	5,500	5,500	6,500	1,000	18.18%
560420	Operating Supplies	551	12,000	12,000	11,000	(1,000)	-8.33%
560422	Construction Material	40	15,000	15,000	15,000	0	0.00%
560423	Asphalt	53,108	73,000	73,000	163,000	90,000	123.29%
560424	Concrete	1,172	0	0	0	0	0.00%
560435	Soil & Mulch	93	0	0	0	0	0.00%
	Total	**970,303**	**1,091,749**	**1,103,315**	**1,233,645**	**141,895**	**13.00%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Concrete Maintenance (431111)							
511105	Salaries - Full Time	342,719	360,704	316,260	353,837	(6,867)	-1.90%
511115	Salaries - Overtime	23,966	35,206	29,066	37,445	2,240	6.36%
511125	Temporary Help	0	0	0	0	0	0.00%
511130	On Call Pay	3,628	6,207	4,762	6,601	394	6.35%
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	0.00%
512110	Fringe Benefits	188,651	184,200	162,861	145,711	(38,489)	-20.90%
540102	Motor Pool Charges	170,815	190,470	190,470	205,661	15,191	7.98%
550501	Travel & Training	407	1,000	1,000	1,000	0	0.00%
550806	Other Services	25,935	26,650	26,650	26,650	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	2,177	4,000	1,500	1,500	(2,500)	-62.50%
560420	Operating Supplies	1,420	1,500	4,000	4,000	2,500	166.67%
560422	Construction Material	3,251	3,550	3,550	3,550	0	0.00%
560424	Concrete	28,138	50,000	50,000	50,000	0	0.00%
	Total	**791,108**	**863,486**	**790,119**	**835,955**	**(27,531)**	**-3.19%**
Snow & Ice Control (431120)							
511105	Salaries Full Time	0	0	0	0	0	0.00%
511115	Salaries Overtime	62,397	81,400	44,034	80,325	(1,075)	-1.32%
511125	Temporary Help	0	0	0	0	0	0.00%
511130	On Call Pay	3,031	0	0	0	0	0.00%
511135	Holiday Worked	0	0	0	0	0	0.00%
512110	Fringe Benefits	4,799	3,000	3,369	3,823	823	27.43%
540102	Motor Pool Charges	28,356	28,930	28,930	31,237	2,307	7.97%
550430	Equipment Rental	1,362	2,000	2,000	2,000	0	0.00%
550501	Travel & Training	383	2,000	2,000	2,000	0	0.00%
550807	Other Expenses	1,500	1,500	1,500	1,500	0	0.00%
560420	Operating Supplies	8,233	7,800	7,800	7,800	0	0.00%
560501	Chemicals - Other	134,902	135,000	94,500	96,000	(39,000)	-28.89%
580208	New Other Mach & Equip	14,160	30,000	30,000	30,000	0	0.00%
	Total	**259,122**	**291,630**	**214,133**	**254,685**	**(36,945)**	**-12.67%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Storm Drainage (431130)							
511105	Salaries - Full Time	246,486	330,688	272,982	344,348	13,661	4.13%
511115	Salaries Overtime	17,664	16,280	21,009	17,451	1,171	7.19%
511125	Temporary Help	0	0	0	0	0	0.00%
511130	On Call Pay	7,268	5,596	7,804	5,999	403	7.20%
511135	Holiday Pay	0	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
511180	Salary Reimbursement	0	0	0	0	0	0.00%
512110	Fringe Benefits	127,868	149,400	140,371	150,059	659	0.44%
530113	Contract Services	3,363	3,400	3,400	3,360	(40)	-1.18%
540102	Motor Pool Charges	113,283	126,320	126,320	136,395	10,075	7.98%
550430	Equipment Rental	4,326	4,700	4,700	4,325	(375)	-7.98%
550501	Travel & Training	482	2,600	2,600	2,600	0	0.00%
550806	Other Services	54,798	54,000	54,000	54,000	0	0.00%
550820	Dues & Subscriptions	0	0	0	0	0	0.00%
560120	Small Equipment	6,359	6,000	6,000	6,000	0	0.00%
560420	Operating Supplies	6,380	6,000	6,000	6,000	0	0.00%
560421	Pipe & Accessories	9,620	14,000	14,000	14,000	0	0.00%
560422	Construction Material	10,131	8,500	8,500	8,500	0	0.00%
560424	Concrete	5,500	6,000	6,000	6,000	0	0.00%
560430	Operating Material	6,035	8,000	8,000	8,000	0	0.00%
560435	Soil & Mulch	3,470	3,500	3,500	3,470	(30)	-0.86%
	Total	**623,032**	**744,984**	**685,185**	**770,507**	**25,523**	**3.43%**
Signs/Signals/Lighting (431140)							
511105	Salaries - Full Time	611,592	622,303	616,944	667,976	45,673	7.34%
511110	Salaries Part Time	0	0	0	0	0	0.00%
511115	Salaries Overtime	164,288	132,275	132,000	141,904	9,629	7.28%
511125	Temporary Help	0	0	0	0	0	0.00%
511130	On Call Pay	21,153	22,894	21,054	24,152	1,258	5.50%
511135	Holiday Worked	0	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
511180	Salary Reimbursement	(17,068)	0	0	0	0	0.00%
512110	Fringe Benefits	285,764	278,800	283,636	262,541	(16,259)	-5.83%
530113	Contract Services	99,295	332,000	332,000	370,000	38,000	11.45%
530351	Equipment Maintenance	0	0	0	0	0	0.00%
530620	Advertising	0	0	0	0	0	0.00%
540102	Motor Pool Charges	83,232	84,900	84,900	91,671	6,771	7.98%
550110	Utilities Expense	448,684	520,000	480,000	520,000	0	0.00%
550501	Travel & Training	(1,248)	5,000	6,000	5,000	0	0.00%
550807	Other Expenses	6,108	8,000	7,000	7,500	(500)	-6.25%
550820	Dues & Subscriptions	540	700	900	900	200	28.57%
560120	Small Equipment	9,865	9,800	9,000	9,500	(300)	-3.06%
560420	Operating Supplies	31,797	35,400	35,000	35,000	(400)	-1.13%
560421	Pipe & Accessories	7,852	22,000	7,800	7,800	(14,200)	-64.55%
560422	Construction Material	18,596	16,000	17,000	16,000	0	0.00%
560440	Signal Repairs	13,411	18,450	16,000	18,000	(450)	-2.44%
560441	Traffic Sign Material	52,483	50,000	52,000	52,000	2,000	4.00%
	Total	**1,836,344**	**2,158,522**	**2,101,234**	**2,229,944**	**71,423**	**3.31%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Refuse (431210)							
511105	Salaries - Full Time	961,226	1,016,076	983,279	1,066,628	50,552	4.98%
511110	Salaries - Part Time	0	0	0	0	0	0.00%
511115	Salaries Overtime	37,703	14,550	34,212	26,858	12,308	84.59%
511125	Temporary Help	71,374	94,628	86,057	96,821	2,194	2.32%
512110	Fringe Benefits	446,601	451,100	460,357	451,781	681	0.15%
530113	Contract Services	15,515	55,000	20,000	20,000	(35,000)	-63.64%
530835	City - County Contracts	451,833	450,000	450,000	450,000	0	0.00%
540102	Motor Pool Charges	202,025	225,270	225,270	243,237	17,967	7.98%
550430	Equipment Rental	29,769	55,000	35,000	35,000	(20,000)	-36.36%
550806	Other Services	75,836	100,000	90,000	100,000	0	0.00%
550820	Dues & Subscriptions	0	200	200	0	(200)	-100.00%
560420	Operating Supplies	21,111	22,975	22,975	22,975	0	0.00%
	Total	**2,312,992**	**2,484,798**	**2,407,350**	**2,513,300**	**28,501**	**1.1%**
Facilities Maintenance (431310)							
511105	Salaries - Full Time	422,735	440,171	423,589	464,343	24,172	5.49%
511115	Salaries Overtime	10,000	10,175	25,457	10,985	810	7.96%
511125	Temporary Help	0	0	0	0	0	0.00%
511130	On-Call Pay	14,690	15,263	14,481	16,477	1,215	7.96%
512110	Fringe Benefits	209,984	210,200	205,293	202,786	(7,414)	-3.53%
530113	Contract Services	6,807	9,000	9,000	9,000	0	0.00%
530350	Building Maintenance	387,759	341,359	341,359	341,359	0	0.00%
530356	Blenheim Maintenance	15,471	19,900	19,900	19,900	0	0.00%
530357	Green Acres Maintenance	86,191	99,500	99,500	99,500	0	0.00%
530358	Westmore School Maintenance	14,881	15,000	15,000	0	(15,000)	-100.00%
530359	Comm. Appearance Comm.	1,381	4,500	4,500	1,500	(3,000)	-66.67%
530361	Community Center Maintenance	22,120	60,000	60,000	60,000	0	0.00%
530364	Fire Training Center	0	25,000	24,000	24,000	(1,000)	-4.00%
540010	Water & Wastewater Allocation	(142,662)	(146,900)	(146,900)	(190,967)	(44,067)	-30.00%
540102	Motor Pool Charges	11,934	12,170	12,170	13,141	971	7.98%
550110	Utilities Expense	404,029	420,000	400,000	441,000	21,000	5.00%
550501	Travel & Training	956	0	0	0	0	0.00%
560210	Janitorial Supplies	30,853	29,650	31,000	31,000	1,350	4.55%
560420	Operating Supplies	67,298	57,000	60,000	60,000	3,000	5.26%
560422	Construction Material	0	0	0	0	0	0.00%
560430	Operating Material	35	0	0	0	0	0.00%
	Total	**1,564,461**	**1,621,987**	**1,598,349**	**1,604,024**	**(17,963)**	**-1.11%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Streets/ROW (431320)							
511105	Salaries - Full Time	242,989	254,757	211,886	248,958	(5,799)	-2.28%
511110	Salaries - Part Time	20,345	20,682	20,385	20,864	182	0.88%
511115	Salaries Overtime	32,614	40,700	31,122	43,592	2,892	7.11%
511125	Temporary Help	118,515	239,113	239,113	243,906	4,793	2.00%
511130	On Call Pay	0	0	0	0	0	0.00%
511135	Holidays Worked	201	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
511180	Salary Reimbursement	0	0	0	0	0	0.00%
512110	Fringe Benefits	113,809	130,900	115,662	111,399	(19,501)	-14.90%
530113	Contract Services	161,624	113,000	113,000	123,000	10,000	8.85%
540102	Motor Pool Charges	229,646	256,070	256,070	276,493	20,423	7.98%
550110	Utilities Expense	(18,370)	0	0	0	0	0.00%
550430	Equipment Rental	0	1,000	1,000	1,000	0	0.00%
550501	Travel & Training	767	1,700	1,700	1,700	0	0.00%
550806	Other Services	79,303	51,500	51,500	51,500	0	0.00%
550820	Dues & Subscriptions	0	0	0	0	0	0.00%
560351	Repair Parts	14,401	16,200	16,200	16,200	0	0.00%
560420	Operating Supplies	15,353	30,150	30,150	30,150	0	0.00%
560430	Operating Material	28,883	38,500	38,500	38,500	0	0.00%
560435	Soil & Mulch	1,223	2,800	2,800	2,800	0	0.00%
580108	Other Mach & Equip Replace	10,844	15,000	15,000	15,000	0	0.00%
	Total	**1,052,145**	**1,212,071**	**1,144,087**	**1,225,062**	**12,991**	**1.1%**
Administration/Engineering/Transportation (431410)							
511105	Salaries - Full Time	632,836	614,875	609,625	658,320	43,445	7.07%
511110	Salaries - Part Time	0	0	8,638	0	0	0.00%
511115	Salaries Overtime	4,366	2,544	5,098	2,724	180	7.09%
511125	Temporary Help	38,043	15,263	47,379	15,535	272	1.79%
511130	On Call Pay	57	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	0	0	0	0	0	0.00%
512110	Fringe Benefits	228,651	228,900	223,353	220,486	(8,414)	-3.68%
530113	Contract Services	1,000	5,000	3,310	5,000	0	0.00%
540010	Water & Wastewater Allocation	(98,515)	(101,500)	(101,500)	(52,495)	49,005	48.28%
540102	Motor Pool Charges	20,910	21,330	21,330	23,031	1,701	7.97%
550430	Equipment Rental	2,846	2,900	2,900	2,840	(60)	-2.07%
550501	Travel & Training	1,022	2,000	1,950	2,000	0	0.00%
550807	Other Expenses	0	0	0	0	0	0.00%
550820	Dues & Subscriptions	25	250	250	250	0	0.00%
560110	Office Supplies	6,075	6,000	6,000	6,000	0	0.00%
560120	Small Equipment	5,697	7,500	5,600	5,600	(1,900)	-25.33%
560420	Operating Supplies	2,611	2,000	2,000	2,000	0	0.00%
580208	New Other Mach & Equip	6,736	0	0	0	0	0.00%
	Total	**852,361**	**807,062**	**835,933**	**891,291**	**84,229**	**10.44%**
County Agent (431510)							
530835	City - County Contracts	**34,972**	**46,000**	**42,295**	**43,564**	**(2,436)**	**-5.30%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Health Services (441110)							
530835	City - County Contracts	**918,529**	**1,183,816**	**1,000,529**	**1,030,545**	**(153,271)**	**-12.95%**
Commission For Women (441210)							
550501	Travel & Training	0	100	100	600	500	500.00%
550601	General Sub/Contributions	0	0	0	0	0	0.00%
550720	Special Events	40	500	500	500	0	0.00%
550820	Dues & Subscriptions	100	100	100	100	0	0.00%
560110	Office Supplies	27	50	50	25	(25)	-50.00%
	Total	**166**	**750**	**750**	**1,225**	**475**	**63.33%**
Community Services Board (441220)							
550601	General Sub/Contributions	**1,309,903**	**1,309,900**	**1,309,900**	**1,336,100**	**26,200**	**2.00%**
Senior Citizen Tax/Rent Relief (441230)							
550760	Rent/Property Tax Relief	**594,815**	**679,342**	**679,342**	**779,342**	**100,000**	**14.72%**
Human Services Coordinator (441240)							
511105	Salaries - Full Time	0	0	0	0	0	0.00%
511110	Salaries - Part Time	71,382	71,429	71,429	72,143	715	1.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
512110	Fringe Benefits	7,470	7,600	7,600	7,986	386	5.08%
550501	Travel & Training	366	600	600	500	(100)	-16.67%
550820	Dues & Subscriptions	340	250	250	345	95	38.00%
560110	Office Supplies	86	90	90	85	(5)	-5.56%
	Total	**79,645**	**79,969**	**79,969**	**81,059**	**1,091**	**1.36%**
Social Services (441250)							
530833	School Age Child Care	538,863	557,763	557,763	574,496	16,733	3.00%
530835	City - County Contracts	975,361	956,000	956,000	984,680	28,680	3.00%
530839	Day Care Contract	5,989	7,000	7,000	7,000	0	0.00%
530841	Fastran	4,218	6,000	6,000	6,000	0	0.00%
530842	Comprehensive Services Act	25,386	35,000	35,000	25,000	(10,000)	-28.57%
530843	Baileys Health Center	41,360	51,000	51,000	52,530	1,530	3.00%
530844	Dental Clinic	1,497	1,500	1,500	1,500	0	0.00%
530845	Main Street Child Care	170,558	160,000	160,000	170,000	10,000	6.25%
	Total	**1,763,232**	**1,774,263**	**1,774,263**	**1,821,206**	**46,943**	**2.65%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Recreation Administration (451110)							
511105	Salaries - Full Time	514,323	527,743	557,437	595,561	67,818	12.85%
511110	Salaries - Part Time	114,592	127,385	91,058	102,874	(24,511)	-19.24%
511115	Salaries - Overtime	31,112	19,434	38,396	20,865	1,431	7.36%
511125	Temporary Help	423,669	420,533	438,039	458,028	37,495	8.92%
512110	Fringe Benefits	228,362	232,800	266,248	209,993	(22,807)	-9.80%
530113	Contract Services	224,093	192,509	164,073	192,509	0	0.00%
530350	Building Maintenance	960	2,500	8,000	2,500	0	0.00%
530351	Equipment Maintenance	250	3,000	1,000	3,000	0	0.00%
530620	Advertising	47,130	56,351	53,250	56,351	0	0.00%
540102	Motor Pool Charges	1,411	1,440	1,411	1,555	115	7.99%
550110	Utilities Expense	47,921	30,000	51,000	53,550	23,550	78.50%
550314	Insurance	0	0	0	0	0	0.00%
550430	Equipment Rental	0	10,010	10,000	10,010	0	0.00%
550501	Travel & Training	6,896	6,839	6,839	6,839	0	0.00%
550601	General Sub/Contributions	65,000	65,000	65,000	65,000	0	0.00%
550804	Processing Charge	(210)	25,574	10,000	10,000	(15,574)	-60.90%
550806	Other Services	0	0	0	0	0	0.00%
550807	Other Expenses	125,283	99,415	106,000	107,943	8,528	8.58%
550813	Discretionary Fund	0	500	500	500	0	0.00%
550820	Dues & Subscriptions	1,698	1,345	1,345	1,345	0	0.00%
560110	Office Supplies	0	5,100	5,000	5,275	175	3.43%
560120	Miscellaneous Equipment	0	2,070	2,000	2,230	160	7.73%
560210	Janitorial Supplies	13,811	825	825	1,125	300	36.36%
560408	Food & Concessions	6,429	12,312	12,000	12,844	532	4.32%
560416	Uniforms	0	5,740	7,000	5,640	(100)	-1.74%
560420	Operating Supplies	9,358	6,134	6,100	11,518	5,384	87.77%
560430	Operating Material	3,835	0	0	500	500	0.00%
	Total	**1,865,923**	**1,854,558**	**1,902,520**	**1,937,554**	**82,996**	**4.48%**
Special Events (451220)							
511110	Salaries - Part Time	0	0	0	0	0	0.00%
511115	Salaries - Overtime	22,523	61,050	0	73,228	12,178	19.95%
511125	Temporary Help	307	9,361	9,360	9,363	2	0.02%
512110	Fringe Benefits	323	12,300	5,888	8,029	(4,271)	-34.72%
530113	Contract Services	126,008	115,840	116,000	119,355	3,515	3.03%
530620	Advertising	38,904	40,710	40,709	39,900	(810)	-1.99%
530350	Building Maintenance	0	0	0	200	200	0.00%
530351	Equipment Maintenance	0	0	0	0	0	0.00%
550430	Equipment Rental	21,667	18,100	18,000	17,950	(150)	-0.83%
550501	Travel & Training	0	2,400	2,400	2,500	100	4.17%
550720	Special Events	3,000	0	0	0	0	0.00%
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	5,540	5,540	5,852	313	5.64%
550806	Other Services	0	177	177	250	73	41.49%
550807	Other Expenses	14,549	44,530	44,500	45,690	1,160	2.60%
550820	Dues & Subscriptions	0	1,030	1,030	1,030	0	0.00%
560110	Office Supplies	(58)	300	300	300	0	0.00%
560120	Miscellaneous Equipment	0	1,000	1,000	1,000	0	0.00%
560408	Food & Concessions	5,054	8,380	8,380	8,630	250	2.98%
560416	Clothing and Uniforms	3,385	3,500	3,500	3,500	0	0.00%
560420	Operating Supplies	8,614	16,405	16,405	16,300	(105)	-0.64%
560430	Operating Material	0	0	0	0	0	0.00%
	Total	**244,276**	**340,622**	**273,189**	**353,078**	**12,456**	**3.66%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Parks and Recreation Facilities (Formerly Old Town Hall 451250)							
511115	Salaries - Overtime	525	6,207	3,139	6,523	316	5.10%
511125	Temporary Help	115,711	171,347	174,636	173,251	1,904	1.11%
511135	Holiday Pay	0	916	900	917	1	0.14%
512110	Fringe Benefits	9,451	7,900	12,467	10,258	2,358	29.85%
530113	Contract Services	9,646	15,600	15,600	41,520	25,920	166.15%
530351	Equipment Maintenance	1,125	6,244	6,244	9,608	3,364	53.88%
530620	Advertising	9,147	14,897	14,897	14,818	(79)	-0.53%
550110	Utilities Expense	13,718	15,418	15,418	16,190	772	5.01%
550501	Travel & Training	0	0	0	0	0	0.00%
550804	Processing Charge	9,217	17,845	12,000	16,889	(956)	-5.36%
550806	Other Services	0	6,000	6,000	0	(6,000)	-100.00%
550807	Other Expenses	31,680	44,870	44,870	44,870	0	0.00%
560210	Janitorial Supplies	654	3,800	3,800	4,000	200	5.26%
560120	Misc Equipment	0	0	0	3,030	3,030	0.00%
560408	Food and Concessions	0	7,000	7,000	7,000	0	0.00%
560416	Clothing and Uniforms	0	700	700	2,300	1,600	228.57%
560420	Operating Supplies	1,102	3,700	3,700	4,000	300	8.11%
	Total	**201,976**	**322,443**	**321,371**	**355,174**	**32,730**	**10.2%**
Park & Ballfield Maintenance (451340)							
511105	Salaries - Full Time	399,791	405,881	383,396	446,968	41,087	10.12%
511115	Salaries - Overtime	48,682	61,050	54,548	64,176	3,126	5.12%
511125	Temporary Help	1,206	84,453	50,155	84,753	301	0.36%
512110	Fringe Benefits	193,289	187,600	183,989	178,714	(8,886)	-4.74%
530113	Contract Services	93,409	73,950	73,000	74,950	1,000	1.35%
530351	Equipment Maintenance	393	4,000	2,000	2,000	(2,000)	-50.00%
530620	Advertising	0	110	100	108	(2)	-1.77%
540102	Motor Pool Charges	78,846	79,630	79,630	85,981	6,351	7.98%
550110	Public Utilities	6,952	6,408	6,408	6,408	0	0.00%
550430	Equipment Rental	18,486	19,697	19,600	20,097	400	2.03%
550501	Travel & Training	1,790	0	0	2,250	2,250	0.00%
550807	Other Expenses	6,722	2,200	2,200	2,200	0	0.00%
550820	Dues & Subscriptions	0	300	300	300	0	0.00%
560110	Office Supplies	0	400	400	500	100	25.00%
560120	Miscellaneous Equipment	1,617	1,100	1,100	1,100	0	0.00%
560210	Janitorial Supplies	4,995	7,500	7,500	7,500	0	0.00%
560351	Repair Parts	10,093	9,000	9,000	9,500	500	5.56%
560353	Tires and Accessories	22	320	320	320	0	0.00%
560416	Uniforms	2,807	12,000	12,000	8,000	(4,000)	-33.33%
560420	Operating Supplies	21,076	16,960	16,000	16,960	0	0.00%
560422	Construction Material	2,135	7,500	7,500	8,000	500	6.67%
560424	Concrete	0	1,508	1,508	1,508	0	0.00%
560430	Operating Materials	16,534	28,230	25,730	25,730	(2,500)	-8.86%
560435	Soil & Mulch	62,073	55,000	55,000	55,977	977	1.78%
560501	Chemicals	0	5,100	5,100	5,100	0	0.00%
	Total	**970,918**	**1,069,895**	**996,483**	**1,109,099**	**39,204**	**3.66%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Marketing (415152)							
511105	Salaries - Full Time	40,259	38,767	40,609	43,646	4,879	12.59%
511110	Salaries - Part Time	0	0	0	0	0	0.00%
511115	Salaries Overtime	2,328	0	0	0	0	0.00%
511125	Temporary Help	13,542	13,228	15,682	0	(13,228)	-100.00%
511135	Holiday Worked	0	0	0	0	0	0.00%
511160	Incentive Awards	0	0	0	0	0	0.00%
511180	Salary Reimbursement	(4,152)	0	0	0	0	0.00%
512110	Fringe Benefits	18,699	19,100	17,251	16,793	(2,307)	-12.08%
530113	Contract Services	22,585	21,500	20,952	20,000	(1,500)	-6.98%
530116	Web Development spec.	10,091	6,500	6,500	6,500	0	0.00%
530521	Printing & Duplication	15,317	9,000	9,350	9,000	0	0.00%
530620	Advertising	59,092	13,143	13,143	20,000	6,857	52.17%
540010	Water & Wastewater Allocation	(7,446)	(7,700)	(7,700)	0	7,700	100.00%
550470	Rental Expense	(377)	500	500	500	0	0.00%
550501	Travel & Training	442	500	495	440	(60)	-12.00%
550720	Special Events	3,970	2,000	2,120	2,000	0	0.00%
550806	Other Services	6,754	5,500	5,500	5,500	0	0.00%
550807	Other Expenses	1,654	2,000	2,000	1,650	(350)	-17.50%
550820	Dues & Subscriptions	1,159	1,000	1,022	1,000	0	0.00%
560110	Office Supplies	1,611	500	521	500	0	0.00%
560120	Small Equipment	0	400	400	400	0	0.00%
	Total	**185,527**	**125,937**	**128,345**	**127,929**	**1,991**	**1.58%**
Library (451410)							
530835	City - County Contracts	**694,373**	**823,000**	**701,564**	**722,611**	**(100,389)**	**-12.20%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Historic Resources (451420)							
511105	Salaries - Full Time	204,215	207,774	205,957	221,054	13,281	6.39%
511110	Salaries - Part Time	109,598	109,076	104,027	112,056	2,980	2.73%
511115	Salaries Overtime	1,703	1,018	1,000	1,064	46	4.57%
511125	Temporary Help	1,802	0	7,663	3,344	3,344	0.00%
511130	On Call Pay	0	305	0	213	(92)	-30.22%
511135	Holiday Worked	1,869	2,849	2,439	2,340	(509)	-17.87%
512110	Fringe Benefits	96,520	99,800	93,165	95,430	(4,370)	-4.38%
530113	Contract Services	32,043	25,000	25,000	30,000	5,000	20.00%
530521	Printing & Duplicating Expense	3,625	4,000	4,000	3,625	(375)	-9.38%
530620	Advertising	14,103	10,000	10,000	10,000	0	0.00%
540102	Motor Pool Charges	2,864	2,920	2,920	3,153	233	7.98%
550470	Rental Expense	16,073	15,000	16,000	11,860	(3,140)	-20.93%
550501	Travel & Training	464	500	500	450	(50)	-10.00%
550720	Special Events	2,957	1,000	1,000	1,000	0	0.00%
550722	Civil War Encampment	5,048	5,000	5,000	5,000	0	0.00%
550723	Museum Shop	6,099	6,000	6,000	6,000	0	0.00%
550724	Museum Exhibitions	4,622	4,000	4,000	4,000	0	0.00%
550726	Museum Collections Manage.	1,608	1,200	1,200	1,200	0	0.00%
550729	Museum Programming	2,142	2,000	2,000	2,000	0	0.00%
550820	Dues & Subscriptions	1,000	1,000	1,000	3,000	2,000	200.00%
560110	Office Supplies	7,755	8,000	9,500	9,500	1,500	18.75%
560120	Small Equipment	958	1,000	1,000	950	(50)	-5.00%
	Total	**517,069**	**507,441**	**503,371**	**527,239**	**19,797**	**3.90%**
Planning & Design Review (461110)							
511105	Salaries - Full Time	569,636	614,936	669,576	747,220	132,284	21.51%
511110	Salaries - Part Time	74,541	94,537	78,192	77,146	(17,391)	-18.40%
511115	Salaries - Overtime	184	0	0	0	0	0.00%
511125	Temporary Help	26,225	11,078	27,053	11,268	190	1.72%
511160	Incentive Awards	0	0	0	0	0	0.00%
512110	Fringe Benefits	193,012	205,200	236,642	239,020	33,820	16.48%
530113	Contract Services	2,912	11,500	11,500	11,000	(500)	-4.35%
530620	Advertising	3,081	4,800	4,800	4,800	0	0.00%
540010	Water & Wastewater Allocation	(24,186)	(25,200)	(25,200)	0	25,200	100.00%
550501	Travel & Training	53	4,000	4,000	4,000	0	0.00%
550806	Other Services	1,125	3,500	2,000	2,000	(1,500)	-42.86%
550820	Dues & Subscriptions	4,445	4,413	4,413	4,413	0	0.00%
560110	Office Supplies	631	5,400	4,000	4,000	(1,400)	-25.93%
580203	Office Equipment	0	0	0	0	0	0.00%
	Total	**851,659**	**934,164**	**1,016,977**	**1,104,867**	**170,703**	**18.27%**
Current Planning (461220)							
511105	Salaries - Full Time	465,441	603,449	418,381	561,747	(41,702)	-6.91%
511110	Salaries - Part Time	560	9,666	646	2,879	(6,787)	-70.22%
511115	Salaries - Overtime	5,005	12,210	12,210	12,881	671	5.50%
511125	Temporary Help	30,115	0	0	0	0	0.00%
511180	Salary Reimbursement	(142)	0	0	0	0	0.00%
512110	Fringe Benefits	185,037	213,700	185,644	187,665	(26,035)	-12.18%
530113	Contract Services	24,653	75,000	75,000	62,000	(13,000)	-17.33%
530620	Advertising	2,085	4,200	2,200	2,200	(2,000)	-47.62%
540102	Motor Pool Charges	5,400	5,510	5,510	5,949	439	7.97%
550470	Rental Expense	0	0	0	0	0	0.00%
550501	Travel & Training	0	4,200	4,200	4,200	0	0.00%
550807	Other Expenses	0	0	0	0	0	0.00%
550820	Dues & Subscriptions	373	2,600	2,600	2,600	0	0.00%
560110	Office Supplies	2,592	5,350	5,000	5,000	(350)	-6.54%
560120	Small Equipment	0	300	300	0	(300)	-100.00%
580208	Business Improvement District	0	0	0	0	0	0.00%
580208	Renaissance Housing Corporation	0	0	0	0	0	0.00%
	Total	**721,118**	**936,185**	**711,690**	**847,121**	**(89,064)**	**-9.51%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Economic Development (461210)							
511105	Salaries - Full Time	102,134	103,887	103,027	111,825	7,938	7.64%
511110	Salaries- Part Time	0	5,596	0	0	(5,596)	-100.00%
511115	Salaries - Overtime	0	0	0	0	0	0.00%
511135	Holiday Worked	0	0	0	0	0	0.00%
512110	Fringe Benefits	41,707	42,500	41,762	40,975	(1,525)	-3.59%
530113	Contract Services	14,853	32,000	32,000	22,000	(10,000)	-31.25%
530620	Advertising	10,103	44,000	44,000	20,000	(24,000)	-54.55%
540102	Motor Pool Charges	0	0	0	0	0	0.00%
550501	Travel & Training	924	2,400	2,400	2,400	0	0.00%
550624	Economic Development Auth.	156,901	102,000	102,000	0	(102,000)	-100.00%
550820	Dues & Subscriptions	2,425	4,800	4,800	4,800	0	0.00%
560110	Office Supplies	613	1,200	1,200	600	(600)	-50.00%
	Total	**329,660**	**338,383**	**331,190**	**202,600**	**(135,783)**	**-40.13%**
School Board (481110)							
511105	Salaries - Full Time	81,430	77,534	76,880	83,247	5,714	7.37%
511110	Salaries - Part Time	150,769	159,544	152,519	149,637	(9,907)	-6.21%
511115	Salaries - Overtime	0	0	0	0	0	0.00%
511125	Temporary Help	27,552	26,557	25,628	26,541	(16)	-0.06%
512110	Fringe Benefits	88,908	85,900	81,198	83,640	(2,260)	-2.63%
530113	Contract Services	336,486	424,450	364,450	407,450	(17,000)	-4.01%
550501	Travel & Training	5,798	15,480	10,000	15,480	0	0.00%
550601	General Sub/Contrib.	30,420	30,420	30,420	30,420	0	0.00%
550806	Other Services	8,485	9,200	9,200	9,200	0	0.00%
550820	Dues & Subscriptions	12,248	12,355	12,255	12,355	0	0.00%
560110	Office Supplies	1,788	5,254	5,000	5,254	0	0.00%
	Total	**743,884**	**846,693**	**767,550**	**823,224**	**(23,469)**	**-2.77%**
Contracted Instruction Costs (481220)							
530835	City - County Contracts	**37,927,714**	**38,644,510**	**40,044,510**	**44,721,922**	**6,077,412**	**15.73%**
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	3,217,350	3,109,300	3,109,300	3,149,300	40,000	1.29%
590110	Interest	3,903,602	3,948,782	3,948,782	3,839,275	(109,507)	-2.77%
590120	Bond Issuance Costs	0	0	0	0	0	0.00%
590140	Arbitrage Expense	0	0	0	0	0	0.00%
	Total	**7,120,952**	**7,058,082**	**7,058,082**	**6,988,575**	**(69,507)**	**-0.98%**
School Interest on Capital Leases (481710)							
590125	Interest on School Financing	295,951	282,791	282,791	251,689	(31,102)	-11.00%
	Total	**295,951**	**282,791**	**282,791**	**251,689**	**(31,102)**	**-11.00%**
School - Uses / Principal From Capital Leases (481710)							
580620	Uses on School Financing	320,046	333,330	333,330	459,000	125,670	37.70%
	Total	**320,046**	**333,330**	**333,330**	**459,000**	**125,670**	**37.70%**
Wage Adjustments (415456)							
511198	Salary Vacancy Factor	0	(1,044,183)	0	(271,423)	772,761	74.01%
511198	Personnel Cost Adjustments	0	0	0	(200,000)	(200,000)	0.00%
	Total	**0**	**(1,044,183)**	**0**	**(471,423)**	**572,761**	**54.85%**

Account Number	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted	Chg - Bud. to Adopted $	Chg - Bud. to Adopted %
Budget Cut Clearing Account (415499)		**0**	**66,450**	**0**	**(275,000)**	**(341,450)**	**513.84%**
591099	Budget Cut						
Regional Agencies (431520)							
550601	**General Sub/Contributions**	**159,954**	**170,616**	**170,616**	**172,545**	**1,929**	**1.13%**
Contingent Reserve (415460)							
550891	Reserve for Legal Judgments	0	0	200,000	0	0	0.00%
550891	Contingent Reserve	0	50,000	50,000	50,000	0	0.00%
	Total	**0**	**50,000**	**250,000**	**50,000**	**0**	**0.00%**
General Debt Service (491710)							
530113	Contract Services	0	0	0	0	0	0.00%
590105	Principal	1,119,383	1,070,700	1,070,700	1,100,700	30,000	2.80%
590110	Interest	791,784	549,101	549,101	513,599	(35,502)	-6.47%
590120	Bond Issuance / Credit Line Costs	0	0	0	0	0	0.00%
590120	Refunding Savings	0	0	0	(138,000)	(138,000)	0.00%
590140	Arbitrage Expense	0	0	0	0	0	0.00%
	Total	**1,911,167**	**1,619,801**	**1,619,801**	**1,476,299**	**(143,501)**	**-8.86%**
Interest on Capital Leases (491720)							
530113	Contract Services	0	0	0	0	0	0.0%
590125	Interest on Capital Leases	2,679,842	2,568,595	2,568,595	2,217,586	(351,008)	-13.7%
	Total	**2,679,842**	**2,568,595**	**2,568,595**	**2,217,586**	**(351,008)**	**-13.7%**
Uses / Principal From Capital Leases (491730)							
580620	Uses From Capital Leases	**2,812,890**	**2,786,040**	**2,786,040**	**3,063,146**	**277,106**	**9.95%**
Transfers (491910)							
591320	Transfer to Capital Projects	2,035,167	2,895,300	3,073,179	2,873,614	(21,686)	-0.75%
591340	Transfer to Stormwater Fund	354,583	260,000	399,500	539,000	279,000	107.31%
591360	Transfer to Old Town District	194,118	213,876	188,153	191,892	(21,984)	-10.28%
591370	Transfer to Comm. Trans. Tax Fund	981,948	1,028,070	1,002,675	1,023,463	(4,607)	-0.45%
591512	Transfer to Water Fund	1,539	0	0	0	0	0.00%
591618	Transfer to Transit Fund	18,972	559,422	428,000	322,158	(237,264)	-42.41%
	Total	**3,586,327**	**4,956,668**	**5,091,507**	**4,950,129**	**(6,539)**	**-0.13%**
Total General Fund		**109,703,737**	**114,281,435**	**114,964,506**	**120,599,353**	**6,317,918**	**5.53%**

UTILITY FUNDS

Wastewater Fund

City of Fairfax, Virginia
FY 2013 Wastewater Fund
Budget Summary

Revenues	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Operating Revenues				
Residential Sales	$1,578,445	$1,707,800	$1,653,000	$1,818,300
Commercial Sales	2,043,075	2,239,200	2,200,000	2,420,000
Subtotal Operating Revenues	**3,621,520**	**3,947,000**	**3,853,000**	**4,238,300**
Availability Charges	**497,384**	**173,900**	**450,000**	**300,000**
Other Revenues				
Interest	14,013	25,000	15,000	15,000
Interfund Transfer	0	0	0	0
Miscellaneous / Financing Reimbursements	59,849	448,426	448,426	230,896
Subtotal Other Revenues	**73,862**	**473,426**	**463,426**	**245,896**
Other Financing Sources	**8,863,408**	**380,000**	**2,671,000**	**2,782,000**
Total Revenues	**$13,056,174**	**$4,974,326**	**$7,437,426**	**$7,566,196**
Expenses				
Operating Expenses				
Annual WastewaterTreatment	$1,892,490	$2,100,000	$2,100,000	$2,184,000
CIP Payments - Fairfax County	1,582,000	0	2,391,000	2,382,000
Line Maintenance	942,953	927,338	903,543	1,086,496
Administrative & Engineering	939,839	826,160	818,080	618,383
Subtotal Operating Costs	**5,357,282**	**3,853,498**	**6,212,623**	**6,270,879**
Other Expenses				
Contingent Reserve	0	0	0	0
Debt Service	0	812,515	812,515	812,536
Subtotal Other Expenses	**0**	**812,515**	**812,515**	**812,536**
Total Expenses	**$5,357,282**	**$4,666,013**	**$7,025,138**	**$7,083,415**
Cash Balance - June 30	**$9,134,982**	**$9,443,294**	**$9,547,270**	**$10,030,050**
Total FTE	**8**	**8.6**	**8.6**	**8.6**

FUNCTION: Wastewater Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: County Wastewater Treatment Contract

BUDGET COMMENTS:
The O&M portion of the City-County contract for treatment is projected to increase in FY 2013 by $84,000. The Capital Improvement portion of the contract is projected to decrease slightly ($9,000).

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 capital cost when finalized will be 6.27%, which equates to the percentage of total capacity that the City owns at the Noman M. Cole Wastewater Treatment Plant. Figures provided by the County include $10.7 million for nutrient removal improvements and up to a maximum of $15 million for plant renovations. Renovation and construction costs are contingent upon the final scope of work and construction change orders over a projected 12 year period.

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 wastewater flows to Fairfax County's Noman M. Cole, Jr. Pollution Control Plant and make recommendations to purchase additional capacity if necessary.
- 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 and to protect the Chesapeake Bay.

PERFORMANCE MEASURES:

Indicators	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Average daily flow (Millions Gallons Daily–MGD)	3.90	2.95	3.20	3.20
Outcome Measures				
% Utilization 4.2 MGD Avg Capacity	93%	70%	76%	76%

Cost Center 435110: County Wastewater Treatment Contract

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
County Charges - Operating	$1,892,490	$2,100,000	$2,100,000	$2,184,000
County Charges - Capital	1,582,000	0	2,391,000	2,382,000
Total	**$3,474,490**	**$2,100,000**	**$4,491,000**	**$4,566,000**

FUNCTION: Wastewater Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Wastewater Line Maintenance

BUDGET COMMENTS:
Overall funding for this cost center reflects an increase of 17.2% ($159,158) from the prior fiscal year. Salary expenses increase by $9,658 and include a 3.5% merit (step) increase for eligible employees and a market adjustment (COLA) of 1.0%.

Capital project funding for Wastewater rehabilitation projects accounts for 50.0% ($530,000) of the funding for this cost center. These important activities are required to ensure capacity management and avoid wastewater overflows and backups. Funding is provided by lease financing approved in June 2008 and October 2010. A $150,000 increase in overall capital project spending from FY 2012 is due to needed funding for Vehicle Replacement, Sewer Creek Crossing Rehabilitation, Sewage Pumping Station Rehabilitation and SCADA upgrades.

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 2012
- 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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Feet of pipe and related manholes rehabilitated	3,906	7,840	7,000	7,000
Percentage of manhole inventory inspected	95%	76%	80%	80%
Outcome Measures				
Number of Wastewater overflows	0	3	1	1
Number of Wastewater service line backups	1	0	0	0
Percent of preventive maintenance activities achieved	95%	90%	90%	90%

Cost Center 435120: Wastewater Line Maintenance

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$227,408	$288,868	$273,683	$300,269
Fringe Benefits	103,539	131,900	131,900	130,157
Purchased Services	12,584	25,500	24,735	26,000
Other Charges	14,283	19,000	18,430	19,000
Supplies & Materials	34,991	82,070	74,795	81,070
Capital Outlay	550,148	380,000	380,000	530,000
Total	**$942,953**	**$927,338**	**$903,543**	**$1,086,496**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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	1.0	1.0	1.0
Utility Technician	11	1.0	0.0	0.0	0.0
Utility Worker II	10	1.0	1.0	1.0	1.0
Utility Technician	9	0.0	1.0	1.0	1.0
Utility Worker I	9	1.0	1.0	1.0	1.0
Total FTE		**5.0**	**6.0**	**6.0**	**6.0**

FUNCTION: Wastewater Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Wastewater Administration

BUDGET COMMENTS:
This cost center reflects decreased funding of 25.2% ($207,777) from the FY 2012 Adopted Budget. The Management Fee, made up of charges to the department for its share and use of City services, decreased by 41.1% ($234,774) based on updated service allocations that resulted from an audit of the practice. Personnel expenses increase by $6,497 and reflect a 3.5% merit (step) increase for eligible employees and a market adjustment (COLA) of 1.0%. Line item increases are seen in travel and training ($500) to continue to build a versatile team and a succession plan. Funds provided for utility engineering activities are allotted at $50,000 to address planning and development needs for utility management, such as hydraulic modeling and GIS mapping.

PROGRAM:
Wastewater service management, administration and engineering are provided by the Department of Utilities and include utility billing, customer service, customer issue resolution, general administration, and engineering review.

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
- Wastewater conveyance and service connection Information Management
- Asset Management
- Records Management

FUNCTION: Wastewater Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Wastewater Administration

PERFORMANCE MEASURES:

Indicators	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate	FY 2013 Projected
Output Measures				
Site Plans reviewed	*49	*40	33	3
Maintain accurate customer billing	99%	99%	99%	99%
Outcome Measures				
Site plans reviewed within 7 business days (%)	*90%	*95%	92%	95%

*Staff is estimating historical data for prior year performance measures.

Cost Center 435130: Wastewater Administration & Engineering

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$255,412	$143,264	$137,308	$170,474
Fringe Benefits	84,495	57,600	54,800	36,887
Purchased Services	1,723	3,200	3,150	3,200
Internal Services (Mgt Fee & Motor Pool)	583,644	570,996	570,996	336,222
Other Charges	13,689	20,500	21,150	21,000
Supplies & Materials	876	600	676	600
Capital Outlay	0	30,000	30,000	50,000
Total	**$939,839**	**$826,160**	**$818,080**	**$618,383**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Director of Utilities	29	0.5	0.1	0.1	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**	**2.6**	**2.6**	**2.6**

FUNCTION: Wastewater Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Wastewater Debt Service

BUDGET COMMENTS:
Wastewater conveyance system improvements as well as upgrades to Fairfax County's wastewater treatment plant, the Noman M. Cole, Jr. Pollution Control Facility are financed by lease financing bonds. The City owns treatment capacity at the plant of 4.2 million gallons per day and is responsible for its share of capital improvements and process upgrades.

PROGRAM:
General revenue bonds and resulting debt service are required, 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 service area.

OBJECTIVE:
- Retire Debt

SERVICES AND PRODUCTS:
- Payment of principal and interest on debt to bond holders.

Cost Center 435710: Wastewater Debt Service				
Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Debt Service	$0	$812,515	$812,515	$812,536
Total	**$0**	**$812,515**	**$812,515**	**$812,536**

Wastewater Fund Expense Detail

Account		FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
County Wastewater Treatment Contract (435110)					
530835	City-County Contracts - O&M	$1,892,490	$2,100,000	$2,100,000	$2,184,000
530835	City-County Contracts - CIP	1,582,000	0	2,391,000	2,382,000
	Subtotal	**$3,474,490**	**$2,100,000**	**$4,491,000**	**$4,566,000**
Wastewater Line Maintenance (435120)					
511105	Salaries - Full Time	$192,124	$258,852	$244,183	$266,644
511115	Salaries - Overtime	21,411	20,350	20,000	22,159
511130	On Call Pay	9,756	8,140	8,000	9,800
511135	Holiday Worked	0	1,526	1,500	1,666
511165	Year End Audit Adj	4,117	0	0	0
512110	Fringe Benefits	103,539	131,900	131,900	130,157
530113	Contract Services	1,056	2,500	1,985	2,500
530350	Building Maintenance	1,056	2,500	2,250	2,500
530351	Equipment Maintenance	10,472	20,500	20,500	21,000
550110	Utilities Expense	11,494	12,500	12,065	12,500
550430	Equipment Rental	1,554	5,000	4,865	5,000
550501	Travel & Training	1,235	1,000	1,000	1,000
550731	Employee Awards	0	500	500	500
560110	Office Supplies	1,584	1,500	1,515	1,500
560420	Operating Supplies	6,025	19,570	18,900	19,570
560430	Operating Materials	4,446	15,000	9,580	10,000
560501	Chemicals - Other	22,936	46,000	44,800	50,000
580105	Vehicle Replacement	217,044	0	0	30,000
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	50,000
580429	Sewer Rehab at Creek Cross.	0	0	0	50,000
580441	Sewer Lining	96,028	250,000	250,000	250,000
580442	Manhole Rehab	32,006	30,000	30,000	50,000
580443	Sewer Trunk Line Rehab.	0	100,000	100,000	0
580444	SCADA	0	0	0	100,000
580449	Odor Control Program	0	0	0	0
	Subtotal	**$942,953**	**$927,338**	**$903,543**	**$1,086,496**

Wastewater Fund Expense Detail Continued

Account		FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Administration & Engineering (435130)					
511105	Salaries - Full Time	$250,574	$143,264	$137,308	$169,944
511160	Incentive Awards	4,838	0	0	530
511198	Salary Vacancy Factor	0	0	0	0
512110	Fringe Benefits	84,495	57,600	54,800	36,887
530113	Contract Services	1,723	3,200	3,150	3,200
540060	Management Fee	583,644	570,996	570,996	336,222
550501	Travel & Training	395	2,500	2,500	3,000
550806	Other Services	13,294	18,000	18,650	18,000
560110	Office Supplies	876	600	676	600
580410	Utility Engineering	0	30,000	30,000	50,000
	Subtotal	**$939,839**	**$826,160**	**$818,080**	**$618,383**
Allow for Doubtful Accts					
550120	Utility Bad Debts	**0**	**0**	**0**	**0**
Debt Service (435710)					
590105	Principal	$0	$44,367	$44,367	$46,296
590110	Interest	0	768,148	768,148	766,241
	Subtotal	**$0**	**$812,515**	**$812,515**	**$812,536**
Fund Transfers					
591512	Transfer to Water Fund	**0**	**0**	**0**	**0**
Total Wastewater Fund		**$5,357,282**	**$4,666,013**	**$7,025,138**	**$7,083,415**

UTILITY FUNDS

Water Fund

City of Fairfax, Virginia
FY 2013 Water Fund
Budget Summary

Revenues	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Operating Revenues				
Residential Sales	$2,545,130	$2,642,700	$2,672,387	$2,840,903
Commercial Sales	3,571,562	4,209,900	4,050,000	4,211,250
Wholesale	1,830,801	1,100,000	1,000,000	1,075,000
Subtotal Operating Revenues	**7,947,493**	**7,952,600**	**7,722,387**	**8,127,153**
Availability Charges	**609,647**	**387,500**	**362,500**	**415,625**
Other Revenues				
Interest	11,178	25,000	15,000	15,000
Miscellaneous / Financing Reimbursements	584,188	430,051	430,051	228,700
Interfund Transfer	0	0	0	0
Subtotal Other Revenues	**595,366**	**455,051**	**445,051**	**243,700**
Other Financing Sources	**9,548,031**	**8,600,000**	**8,440,000**	**18,750,000**
Total Revenues	**$18,700,537**	**$17,395,151**	**$16,969,938**	**$27,536,478**
Expenses				
Operating & Capital				
Impoundment & Treatment	$3,117,805	$10,059,974	$9,546,618	$11,407,420
Water Line Maintenance	2,058,429	3,558,054	3,330,723	12,013,015
Administration & Engineering	2,008,660	2,129,900	2,124,229	2,269,897
Consumer Services	851,751	839,783	813,688	804,419
Subtotal Operating Costs	**8,036,645**	**16,587,710**	**15,815,257**	**26,494,752**
Other				
Debt Service	376,303	953,283	953,283	953,350
Transfers	0	0	0	0
Contingent Reserve	0	0	0	0
Subtotal Other	**376,303**	**953,283**	**953,283**	**953,350**
Total Expenses	**$8,412,948**	**$17,540,994**	**$16,768,541**	**$27,448,102**
Cash Balance - June 30	**$13,792,156**	**$13,646,314**	**$13,847,711**	**$13,936,087**
Total FTE	**34**	**34.4**	**34.4**	**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 are expected to increase by 13.9% ($1.3 million). An expected increase in capital spending ($1.5 million) is due to the cost of upgrading the City's water treatment plant and an upgrade to the reservoir dam. The upgrades will increase system reliability and will ensure treated water quality continues to meet increasingly strict legislated standards. Operating costs for chemicals are expected to decrease due to less consumption by Loudoun Water, the City's wholesale customer. It is expected that the cost of ferric sulfate, a coagulant, will be less expensive in FY 2013 due to lower costs of commodities used in its manufacture 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. In addition, eligible employees will receive a 3.5% merit (step) increase and all employees will receive a market adjustment (COLA) of 1.0%.

PROGRAM:
The City owns and operates its own surface water supply and treatment system comprised of two reservoirs and a water treatment plant. A 130 million gallon reservoir with a water treatment plant, having a current 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 federal Safe Drinking Water Act and all related regulations of the Commonwealth and the Environmental Protection Agency. To produce sufficient volumes of drinking water to satisfy customer needs. To finalize 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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Gallons of water produced (millions)	3.17	2.90	2.62	2.62
Maintain chemical optimization at the treatment plant to reach 1.00 turbidity units for settled water	100%	100%	100%	100%
Outcome Measures				
Compliance with drinking water standards	100%	100%	100%	100%
Compliance with VPDES* permit limits	100%	100%	100%	100%
% Reliability of Plant – 97%	98%	98%	91%	98%

* Virginia Pollutant Discharge Elimination System

Cost Center 436110: Water Impoundment & Treatment

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$1,094,526	$1,172,974	$966,807	$1,252,320
Fringe Benefits	365,327	455,600	455,600	443,700
Purchased Services	223,661	432,800	351,886	348,100
Other Charges	568,813	575,800	593,650	601,800
Supplies & Materials	564,875	1,087,800	843,675	891,500
Capital Outlay	300,604	6,335,000	6,335,000	7,870,000
Total	**$3,117,805**	**$10,059,974**	**$9,546,618**	**$11,407,420**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Division Superintendent	24	1.0	1.0	1.0	1.0
Program Manager	19	0.0	2.0	2.0	2.0
Shift Supervisor	19	0.0	5.0	5.0	5.0
Class 1 Operator	18	6.0	0.0	0.0	0.0
Class 2 Operator	16	0.0	4.0	4.0	4.0
Class 3 Operator	13	3.0	0.0	0.0	0.0
Water Plant Operator Trainee	11	3.0	1.0	1.0	1.0
Water Plant Mechanic	15	2.0	2.0	2.0	2.0
Water Plant Maintenance Supv'r.	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 increased significantly (237.6% or $8.5 million) from the prior fiscal year due to the addition of several significant capital projects. Capital funding for water related projects is provided by lease financing, which was obtained in June 2008 and October 2010. Automated meter reading utilizing "Smart Meters" continues its fourth year and has been successful with all of the installation accomplished utilizing in-house resources. Water main replacement will increase this year. Rehabilitation activities of the City's 24-inch transmission main will also be added to in FY 2013 to improve its structural integrity and to ensure service reliability to City water customers. Personnel expenses include a 3.5% merit (step) increase for eligible employees and a market adjustment (COLA) of 1.0%.

PROGRAM:
The 24-inch water transmission line runs 22 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 or less 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 for reliable fire suppression
- Provide maintenance support to Treatment and Impoundment Division
- Install or replace water mains
- Provide water storage for equalization and fire suppression

FUNCTION: Water Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Water Line Maintenance

PERFORMANCE MEASURES:

Indicators	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Feet of pipe replaced	1,100	447	100	5760
Percentage of Fire Hydrants Exercised	95%	100%	100%	100%
Percentage of preventative maintenance activities achieved	90%	90%	90%	90%
Outcome Measures				
Average service interruption per water main break (hours)	4.00	2.75	3.00	3.00

Cost Center 436120: Water Line Maintenance

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$479,554	$524,623	$475,567	$544,825
Fringe Benefits	159,859	170,600	170,600	159,359
Purchased Services	73,902	100,000	102,010	105,000
Other Charges	14,073	48,500	35,965	43,500
Supplies & Materials	182,805	279,331	271,581	280,331
Capital Outlay	1,148,236	2,435,000	2,275,000	10,880,000
Total	**$2,058,429**	**$3,558,054**	**$3,330,723**	**$12,013,015**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 Worker II	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 FY 2012 Budget, the Administration cost center will increase by 6.6% ($139,997) in FY 2013. 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 4.1% ($55,905) due to an adjustment in the methodology of the fee's calculation. This adjustment is the result of the results of an outside auditor's evaluation of the practice. Personnel expenses increase $16,712 from FY 2012. Compensation increases include a 3.5% merit (step) increase for eligible employees and a market adjustment (COLA) of 1.0%. Line item increases are seen in travel and training ($500) to continue to build a versatile team and a succession plan to accommodate future retirements. Utility engineering costs are estimated to be $120,000 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, customer service, general administration and engineering review.

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 finalize 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 2010 Actual	FY 2011 Actual	FY 2012 Estimate	FY 2013 Projected
Output				
Site Plans Reviewed	49	40	33	35
Outcome				
Site Plans reviewed within 7 business days	90%	95%	92%	95%

Cost Center 436130: Water Administration and Engineering

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$311,685	$326,414	$319,339	$344,084
Fringe Benefits	116,453	116,500	117,509	115,542
Purchased Services	13,086	12,000	12,205	12,000
Internal Services (Mgt Fee & Motor Pool)	1,510,613	1,565,686	1,565,686	1,636,771
Other Charges	32,317	33,000	33,240	35,000
Supplies & Materials	5,006	6,300	6,250	6,500
Capital Outlay	19,500	70,000	70,000	120,000
Total	**$2,008,660**	**$2,129,900**	**$2,124,229**	**$2,269,897**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Director of Utilities	29	0.5	0.9	0.9	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**	**3.4**	**3.4**	**3.4**

FUNCTION: Water Services
DEPARTMENT: Utilities
DIVISION OR ACTIVITY: Consumer Services

BUDGET COMMENTS:
The decrease in this cost center of 4.2% ($35,363) 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 $30,000 from the prior fiscal year. Personnel expenses provide for a 3.5% merit (step) increase for eligible employees and a market adjustment (COLA) of 1.0%.

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 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Output Measures				
Percent MISS UTILITY requests processed within 48 hours	100%	100%	100%	100%
Percent of required drinking water samples collected by the 5th of each month, average	95%	95%	95%	98%
Avoid "no shows" for the year for MISS UTILITY*	100%	100%	100%	100%
Outcome Measures				
Maintain "Zero Liability" for MISS UTILITY calls	0	0	0	0

Cost Center 436140: Consumer Services

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$504,401	$489,723	$472,928	$494,645
Fringe Benefits	170,023	170,200	160,900	159,914
Purchased Services	0	6,000	6,000	6,000
Other Charges	0	6,000	6,000	6,000
Supplies & Materials	177,328	167,860	167,860	137,860
Capital Outlay	0	0	0	0
Total	**$851,751**	**$839,783**	**$813,688**	**$804,419**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 Worker II	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 November 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 and two dams in Ashburn, Virginia. Current bond proceeds from the Virginia Resources Authority (VRA) will include 18 months of capitalized interest.

PROGRAM:
General revenue bonds and resulting debt service payments are required, 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 service area.

OBJECTIVE:
- Retire Debt

SERVICES AND PRODUCTS:
- Payment of principal and interest on debt to bond holders.

Cost Center 436711: Water Debt Service

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Debt Service	$376,303	$953,283	$953,283	$953,350
Total	**$376,303**	**$953,283**	**$953,283**	**$953,350**

Lease Financing for Utility Improvements
Principal 7-15; Interest 7-15 & 1-15

Payments During Year

Year Ending June 30	Principal	Interest	Total Requirement
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	**$4,291,000**	**$1,732,126**	**$6,023,126**

Purpose: Financing for capital improvements to the 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
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**	**$25,719,408**	**$49,799,408**

Purpose: Financing capital improvements to the Water and Wastewater systems.

Principal Amount: $24,080,000

Date of Issue: November 2010
Collateral / Property Interest: Water Treatment Plant

Water Fund Expense Detail

Account		FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Impoundment & Treatment (436110)					
511105	Salaries - Full Time	$877,600	$997,964	$791,797	$1,054,355
511115	Salaries - Overtime	130,581	81,400	81,400	80,294
511125	Temporary Help	0	25,438	25,438	10,196
511130	On Call Pay	48,654	45,788	45,788	82,649
511135	Holiday Worked	27,987	22,385	22,385	23,553
511160	Incentive Awards	0	0	0	1,273
511165	Year End Audit Adj	9,704	0	0	0
512110	Fringe Benefits	365,327	455,600	455,600	443,700
530113	Contract Services	137,289	224,000	221,350	224,000
530124	Dam Safety Recertification	500	0	0	300
530125	Lab Testing Fees	10,730	15,800	13,866	14,800
530350	Building Maintenance	14,856	29,000	15,670	7,000
530351	Equipment Maintenance	36,089	142,000	79,000	82,000
530815	Health Dept Program Fee	24,197	22,000	22,000	20,000
550110	Utilities Expense	562,917	550,000	567,850	583,000
550430	Equipment Rental	0	18,000	18,000	11,000
550501	Travel & Training	5,731	6,000	6,000	6,000
550820	Dues & Subscriptions	165	1,800	1,800	1,800
560110	Office Supplies	1,853	700	650	400
560351	Repair Parts	28,022	40,000	42,500	60,000
560352	Fuels & Lubricants	0	700	700	700
560359	Change in Inventory	(16,289)	0	0	0
560420	Operating Supplies	38,718	40,000	39,685	40,000
560421	Pipe & Accessories	2,287	0	0	0
560422	Construction Material	17,605	80,000	58,520	60,000
560430	Operating Material	1,200	0	0	0
560435	Soil & Mulch	0	300	300	300
560501	Chemicals - Other	24,480	60,100	60,100	42,100
560551	Chlorine	35,026	42,000	42,000	42,000
560552	Lime	20,233	40,000	24,800	30,000
560553	Carbon	20,946	50,000	50,000	50,000
560554	Fluoride	33,038	28,000	34,800	36,000
560555	Caustic Soda	141,735	220,000	189,620	200,000
560556	Corrosion Inhibitor	0	0	0	0
560557	Ferric	194,591	450,000	268,000	300,000
560559	Potassium Perm.	21,429	36,000	32,000	30,000
580105	Vehicle Replacement	0	0	0	35,000
580108	Other Mach & Equip Replace	44,361	0	0	0
580412	Goose Creek Reservoir and Dam	0	0	0	0
580412	Beaverdam Creek Raw Water Pump St	0	0	0	0
580414	Beaver Creek Dam	0	0	0	0
580208	New Other Mach & Equip	0	0	0	0
580330	Plant Upgrade Construction Program	0	6,300,000	6,300,000	7,835,000
580410	Utility Engineering	0	35,000	35,000	0
580412	Goose Creek Raw Water Pumping Stat	0	0	0	0
580414	Beaver Dam Facilities	89,659	0	0	0
580420	Solids Handling	10,000	0	0	0
580445	Chemical Facilities Upgrade	156,584	0	0	0
580446	High Service Pump Station	0	0	0	0
	Subtotal	**$3,117,805**	**$10,059,974**	**$9,546,618**	**$11,407,420**

Water Fund Expense Detail Continued

Account		FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Line Maintenance (436120)					
511105	Salaries - Full Time	$408,239	$438,644	$389,588	$446,583
511115	Salaries - Overtime	54,841	61,050	61,050	66,357
511125	Temporary Help	0	0	0	5,096
511130	On Call Pay	15,921	23,403	23,403	25,152
511135	Holiday Worked	433	1,526	1,526	1,637
511160	Incentive Awards	118	0	0	0
511165	Year end Audit Adj	0	0	0	0
511180	Salary Reimbursement	0	0	0	0
512110	Fringe Benefits	159,859	170,600	170,600	159,359
530113	Contract Services	62,080	80,000	82,450	85,000
530351	Equipment Maintenance	11,822	20,000	19,560	20,000
550110	Utilities Expense	4,572	7,000	6,600	7,000
550430	Equipment Rental	3,565	5,000	3,900	5,000
550501	Travel & Training	1,351	5,500	4,965	5,500
550731	Employee Awards	145	1,000	1,000	1,000
550806	Other Services	4,441	30,000	19,500	25,000
550820	Dues & Subscriptions	0	0	0	0
560110	Office Supplies	104	750	750	750
560120	Small Equipment	33,433	40,000	40,000	41,000
560420	Operating Supplies	15,068	29,000	22,600	29,000
560421	Pipe & Accessories	57,741	92,500	92,500	92,500
560422	Construction Material	36,876	47,238	47,238	47,238
560423	Asphalt	29,823	45,843	45,843	45,843
560424	Concrete	1,088	4,000	4,000	4,000
560430	Operating Material	8,673	20,000	18,650	20,000
580105	Vehicle Replacement	300	100,000	100,000	30,000
580108	Other Mach & Equip Replace	37	0	0	0
580208	New Other Machine & Equipment	0	0	0	0
580410	Utility Engineering	55,508	0	0	0
580422	Asphalt Patching	53,701	170,000	170,000	0
580423	Water Supply Reliability Improvemen	128,895	0	0	7,750,000
580423	24" Trans. Main Rehab.	0	275,000	275,000	350,000
580424	Distribution System Repair & Repl.	1,002	1,000,000	875,000	1,600,000
580426	Tank Maintenance	203,274	160,000	160,000	270,000
580444	SCADA	0	0	0	0
580447	Automated Meter Reading	699,266	680,000	645,000	680,000
580448	GIS	6,254	50,000	50,000	200,000
	Subtotal	**$2,058,429**	**$3,558,054**	**$3,330,723**	**$12,013,015**

Water Fund Expense Detail Continued

Account		FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Administration (436130)					
511105	Salaries - Full Time	311,361	326,414	318,839	343,764
511115	Salaries - Overtime	244	0	0	320
511160	Incentive Awards	80	0	500	0
511198	Salary Vacancy Factor	0	0	0	0
512110	Fringe Benefits	116,453	116,500	117,509	115,542
530113	Contract Services	12,349	10,000	10,210	10,000
530521	Printing & Duplicating Expense	0	500	500	500
530620	Advertising	737	1,500	1,495	1,500
540060	Management Fee	1,322,168	1,375,357	1,375,357	1,431,262
540102	Motor Pool Charges	188,445	190,329	190,329	205,509
550501	Travel & Training	6,378	5,500	5,620	6,000
550731	Employee Awards	0	0	0	500
550806	Other Services	25,694	27,000	27,120	28,000
550820	Dues & Subscriptions	245	500	500	500
560110	Office Supplies	5,006	4,500	4,500	4,700
560120	Small Equipment	0	1,800	1,750	1,800
580410	Utility Engineering	19,500	70,000	70,000	120,000
	Subtotal	**2,008,660**	**2,129,900**	**2,124,229**	**2,269,897**
Consumer Services (436140)					
511105	Salaries - Full Time	394,113	412,189	398,728	410,565
511115	Salaries - Overtime	54,065	40,700	40,000	43,643
511125	Temporary Help	36,206	16,280	14,000	17,234
511130	On Call Pay	19,417	16,280	16,000	18,096
511135	Holiday Worked	363	4,274	4,200	4,577
511160	Incentive Awards	237	0	0	530
512110	Fringe Benefits	170,023	170,200	160,900	159,914
530351	Equipment Maintenance	0	6,000	6,000	6,000
550430	Equipment Rental	0	4,000	4,000	4,000
550501	Travel & Training	0	2,000	2,000	2,000
550806	Other Services	0	0	0	0
560110	Office Supplies	1,000	500	500	500
560120	Small Equipment	2,727	2,000	2,000	2,000
560410	New Water Meters & Parts	80,739	75,000	75,000	60,000
560411	Replacement Meters & Parts	83,294	75,000	75,000	60,000
560420	Operating Supplies	8,532	12,360	12,360	12,360
560421	Pipe & Accessories	1,013	3,000	3,000	3,000
560430	Operating Material	24	0	0	-
	Subtotal	**851,751**	**839,783**	**813,688**	**804,419**
Water Debt Service (436711)					
530113	Contract Services				
590105	Principal	169,000	139,633	139,633	145,704
590110	Interest	207,303	813,650	813,650	807,646
590120	Bond Issuance Costs	0	0	0	0
	Subtotal	**376,303**	**953,283**	**953,283**	**953,350**
Total Water Fund		**8,412,948**	**17,540,994**	**16,768,541**	**27,448,102**

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TRANSIT FUND

City of Fairfax, Virginia
FY 2013 Transit Fund
Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Revenues				
Local Revenues				
CUE Bus Receipts	$642,591	$620,000	$637,000	$681,000
Advertising	6,200	7,500	5,000	75,000
Farewheels	997	1,000	1,000	1,000
Charter Services	5,295	7,000	6,500	6,500
Miscellaneous	9	0	0	0
Total Local Revenues	**655,092**	**635,500**	**649,500**	**763,500**
State and Federal Grants				
NVTC	1,814,754	1,100,000	1,000,000	800,000
City/GMU Directory	0	0	0	0
Bus Accessibility Grant	0	0	0	0
Total State & Federal Grants	**1,814,754**	**1,100,000**	**1,000,000**	**800,000**
General Fund Support	**18,972**	**559,422**	**428,000**	**322,158**
Partnership Contributions				
GMU Bus Contribution	540,000	542,794	542,794	722,794
Total Partnership Contributions	**540,000**	**542,794**	**542,794**	**722,794**
Total Revenues	**$3,028,818**	**$2,837,716**	**$2,620,294**	**2,608,452**
Total Expenses	**$2,732,325**	**$2,837,716**	**$2,704,157**	**$2,951,156**
Cash Balance - June 30	**$513,193**	**$5,235**	**$429,330**	**$86,626**
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 an increase of $113,440 or 4.0% from the prior fiscal year budget. Personnel costs increase by $70,090 and include funds for a 3.5% merit (step) increase for all eligible employees and an adjustment for a cost of living (COLA) increase of 1.0%. Also, funds are available to cover higher motor pool charges of $43,350. All other expenses are flat from FY 2012. Beginning July 1, 2012, the CUE service will shorten its evening operating hours on Monday through Friday by one hour, which will result in staffing cost savings of $6,842.

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. Basic fare (cash) increases by $0.10 from $1.70 to $1.80 effective July 1, 2012. A discounted fare of $1.60 is charged to those riders who use a Smartrip card, which is also a $0.10 increase from FY 2012.

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, which is budgeted to be $180,000 higher in FY 2013 than in FY2012. This increased contribution 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 2010 Actual	FY 2011 Actual	FY 2012 Estimate	FY 2013 Adopted
Output Measures				
Authorized Fleet Size	12	12	12	12
Basic Fare	$1.45	$1.50/$1.70	$1.50/$1.70	$1.60/$1.80
Total Ridership	941,694	910,549	912,378	913,000
Revenue Hours	34,500	33,679	34,000	34,000
Inquiries answered	5,400	5,600	5,980	6,279
CITY WHEELS Clients	24	27	30	32
Outcome Measures				
On-time performance at Vienna Metro	97%	91.5%	95%	95%
Percent Change in Ridership	-1.0%	-3.0%	0.1%	0.2%
Efficiency Measures				
Gen. Fund Transfer as % of Operating Budget	28%	28%	27%	48%
Farebox Receipts as % of Operating Budget	18%	24%	30%	21%
Operating Cost Per Passenger	$2.94	$3.00	$2.25	$3.20
Gen. Fund Transfer / Subsidy Per Passenger	$0.82	$0.77	$0.60	$1.50

Performance Measurement Results:

- The basic cash fare for CUE will increase on July 1, 2012 from $1.70 to $1.80. A discounted fare of $1.60 is charged to those riders who use a Smartrip card.
- The General Fund Transfer / Subsidy per Passenger is projected to increase due to the need to save NVTC trust funds for the future purchase of 6 CUE replacement buses.
- Ridership is projected to increase slightly in FY 2012 and FY 2013 to around 913,000 riders.
- The number of revenue hours is also expected to remain constant. The City Wheels program is expected to increase slightly from 30 clients in FY 2012 to 32 in FY 2013. 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.
- Evening operating hours will be reduced by one hour on weekdays beginning July 1, 2012.

Cost Center 437110: CUE Bus

Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Salaries	$1,560,685	$1,606,276	$1,539,009	$1,716,008
Fringe Benefits	514,326	557,600	567,516	517,958
Purchased Services	43,294	65,500	34,746	65,500
Internal Services	532,826	543,540	543,540	586,890
Other Charges	55,761	39,800	6,714	39,800
Supplies & Materials	24,752	25,000	12,633	25,000
Capital Outlay	681	0	0	0
Total	**$2,732,325**	**$2,837,716**	**$2,704,157**	**$2,951,156**

Personnel Classification	Grade	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 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 2013 CUE reimbursement request from NVTC is $600,000. Lower reimbursement requests are projected to save enough funds from the NVTC trust fund to replace 6 CUE buses in FY17.

5-YEAR BUDGET PROJECTION FOR THE CITY'S ACCOUNT
AT NORTHERN VIRGINIA TRANSPORTATION COMMISSION

ITEM	FY 12	FY 13	FY 14	FY 15	FY 16
BALANCE FORWARD	$929,494	$832,550	$1,032,550	$1,304,550	$1,676,550
REVENUES	3,133,056	2,900,000	2,900,000	3,000,000	3,000,000
TOTAL	**$4,062,550**	**$3,732,550**	**$3,932,550**	**$4,304,550**	**$4,676,550**
EXPENDITURES					
WMATA	$2,100,000	$2,100,000	$2,200,000	$2,300,000	$2,400,000
CUE BUS (Reimb. Requests)	1,130,000	600,000	428,000	328,000	128,000
CUE BUS REPLACEMENT	0	0	0	0	0
TOTAL	$3,230,000	$2,700,000	$2,628,000	$2,628,000	$2,528,000
ENDING BALANCE	**$832,550**	**$1,032,550**	**$1,304,550**	**$1,676,550**	**$2,148,550**

Transit Fund Expense Detail

Account	Account Title	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimate	FY 2013 Adopted
511105	Salaries - Full Time	1,151,571	1,184,523	1,140,757	1,279,519
511110	Salaries - Part Time	109,663	218,864	130,187	227,944
511115	Salaries - Overtime	42,173	25,438	27,026	27,188
511125	Temporary Help	249,447	167,277	213,792	170,274
511135	Holiday Worked	8,928	10,175	27,247	11,083
511160	Incentive Awards	0	0	0	0
511165	Year End Audit Adj	0	0	0	0
511180	Salary Reimbursement	(1,097)	0	0	0
512110	Fringe Benefits	514,326	557,600	567,516	517,958
530113	Contract Services	24,327	30,000	34,197	30,000
530351	Equipment Maintenance	625	7,500	0	7,500
530438	Fare Wheels	2,824	5,000	549	5,000
530620	Advertising	15,518	23,000	0	23,000
540102	Motor Pool Charges	532,826	543,540	543,540	586,890
550110	Utilities Expense	603	500	745	500
550314	Other Insurance	50,000	30,000	0	30,000
550501	Travel & Training	922	5,300	4,027	5,300
550720	Special Events	0	0	0	0
550820	Dues & Subscriptions	4,236	4,000	1,942	4,000
560110	Office Supplies	1,008	1,000	1,088	1,000
560416	Uniforms	16,852	20,000	10,873	20,000
560420	Operating Supplies	6,892	4,000	672	4,000
580108	Other Mach. & Equipment	681	0	0	0
Total Expenses		**$2,732,325**	**$2,837,716**	**$2,704,157**	**$2,951,156**

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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 adopted 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 2013 Adopted	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 2017 Proposed	FY 13 to 17 Total
General Fund							
Schools	General	$83,500	$572,000	$654,500	$649,000	$275,000	$2,234,000
General Government	General	1,214,114	3,003,885	2,638,159	3,211,697	2,785,727	12,853,582
Recreation / Community Appearance	General	115,000	3,253,000	2,749,000	1,547,000	1,025,000	8,689,000
Environment	General	-	175,000	30,000	0	0	205,000
Transportation	General	1,401,000	3,622,000	3,176,000	2,846,000	2,786,000	13,831,000
General Fund Subtotal		**$2,813,614**	**$10,625,885**	**$9,247,659**	**$8,253,697**	**$6,871,727**	**$37,812,582**
Other Funds							
Water Fund	Water	$18,750,000	$29,450,000	$5,680,000	$1,920,000	$480,000	$56,280,000
Sewer Fund	Sewer	2,912,000	2,331,000	2,533,000	2,464,000	1,613,000	11,853,000
Stormwater Fund	Storm	539,000	1,150,000	2,441,000	1,720,000	1,840,000	7,690,000
State / Federal Funds	S / F	1,700,000	4,160,000	9,550,000	4,800,000	50,000	20,260,000
Private Donations	Private	49,000	0	0	0	0	49,000
Commercial Real Estate Trans Tax	CP Tax	1,023,463	0	0	0	0	1,023,463
BID Fund Transfer	BID	20,000	0	0	0	0	20,000
Grant Reimbursements	Grant	200,000	0	0	0	0	200,000
Cable Capital Grant	Cable	175,000	500,000	150,000	200,000	200,000	1,225,000
Other Funds Subtotal		**$25,368,463**	**$37,591,000**	**$20,354,000**	**$11,104,000**	**$4,183,000**	**$98,600,463**
Total Capital Improvement Program		**$28,182,077**	**$48,216,885**	**$29,601,659**	**$19,357,697**	**$11,054,727**	**$136,413,045**

Schools

Schools	Funding Source	FY 2013 Adopted	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 2017 Proposed	FY 13 to 17 Total
Elementary Schools							
HVAC	General			325,000	340,000		665,000
Roof Repair	General		250,000	250,000	250,000	250,000	1,000,000
Paving Repairs	General	63,500					63,500
Concrete Repairs	General	20,000	20,000	20,000			60,000
Fairfax High School							
Field House Lights	General		250,000				250,000
Contingency	General		52,000	59,500	59,000	25,000	195,500
Schools Summary		83,500	572,000	654,500	649,000	275,000	**2,234,000**
Other Sources		0	0	0	0	0	0
General Fund Sources	General	83,500	572,000	654,500	649,000	275,000	2,234,000
Total Schools		**83,500**	**572,000**	**654,500**	**649,000**	**275,000**	**2,234,000**

General Government

General Government	Funding Source	FY 2013 Adopted	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 2017 Proposed	FY 13 to 17 Total
Building Maintenance							
Green Acres School Maintenance	General		44,000	110,000	450,000		604,000
City Property Yard Maintenance	General	50,000	137,000				187,000
Old Town Hall Maintenance	General	15,000	10,000				25,000
Cemetery Improvements	General		45,000	65,000			110,000
Veterans Ampitheater Renov.	General		15,000	10,000			25,000
General							
Cable TV Equipment*	Cable	175,000	500,000	150,000	200,000	200,000	1,225,000
Northern Virginia Comm. College	General	37,000	40,000	40,000	40,000	40,000	197,000
Vehicle & Equipment Repl.	General	530,114	1,063,985	1,708,159	2,259,697	2,340,727	7,902,682
Software Upgrades	General	400,000					400,000
Historic Resources							
Sisson House Maintenance	General		60,000				60,000
Blenheim Site Improvements	Gen/Private	99,000	275,000				374,000
Fire							
Fire Station 33 Replacement	General		50,000				50,000
Training Center Alarm System	General		45,000				45,000
Optical Sensors for Traffic Lights	General		56,000				56,000
Training Center IT Infrastructure	General		125,000				125,000
Vehic. Extract./Car Fire Prop Pad	General		40,000				40,000
Propane Simulator	General			60,000			60,000
Police							
Police Station Garage	General		400,000				400,000
Police Information Technology	General	67,000	70,000	70,000	70,000	70,000	347,000
Police Vehicle Replacement	General	65,000	424,000	335,000	314,000	335,000	1,473,000
PD Firearms Training Center	General			195,000	78,000		273,000
PD Emergency Comm. Center	General		43,900				43,900
Electronic Summonses	General		60,000	45,000			105,000
General Government Summary							
Cable Fund	Cable	175,000	500,000	150,000	200,000	200,000	1,225,000
Private	Private	49,000	0	0	0	0	49,000
General Fund Share	General	1,214,114	3,003,885	2,638,159	3,211,697	2,785,727	12,853,582
Total General Government		**1,438,114**	**3,503,885**	**2,788,159**	**3,411,697**	**2,985,727**	**14,127,582**

*NOTE: Project detail for this page can be found in the Cable TV section of this budget book beginning on pg. H-11.

Parks

Recreation / Community Appearance	Funding Source	FY 2013 Adopted	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 2017 Proposed	FY 13 to 17 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		40,000	70,000	33,000	25,000	168,000
Planning:							
Strategic Master Plan	General		40,000	40,000			80,000
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	15,000	75,000
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		150,000	200,000			350,000
Dale Lestina Entry Imprv'ts - 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 Reconfig.	General		40,000				40,000
Providence Elementary Field 4 Refurb.	General		40,000				40,000
General Ballfield Refurbishment	General			40,000	40,000	40,000	120,000
Basketball Courts							
Ranger Road Park - Basketball Court Repl.	General		30,000				30,000
Basketball Court Resurfacing and Constr.	General		30,000	30,000	30,000		90,000
Bridges							
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 2013 Adopted	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 2017 Proposed	FY 13 to 17 Total
Equipment							
Large Area Mower	General	20,000	20,000	20,000			60,000
Bleacher Trailer	General			65,000			65,000
Fencing / Backstops							
Fencing Replacement - Thaiss Park	General			75,000			75,000
Fencing Replacement - Providence Elem.	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 Repl.	General			100,000			100,000
Van Dyck - Volleyball/Basketball Court Lights	General		120,000				120,000
Van Dyck Park - Tennis Court Lighting Repl.	General		80,000				80,000
Green Acres Parking Lot Lighting	General		50,000				50,000
Pavilion / Shelters							
Van Dyck Park - Repl. 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		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 Elem. - Asphalt Comm. Areas	General		50,000				50,000
Thaiss Park Common Areas Asphalt	General		20,000				20,000
Green Acres Paving of Gravel Lot	General		125,000				125,000

Parks (continued)

Recreation / Community Appearance	Funding Source	FY 2013 Adopted	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 2017 Proposed	FY 13 to 17 Total
Playgrounds							
Kutner Park - Playground Equipment Repl.	General		50,000				50,000
Ranger Road Park - Playground Repl.	General		120,000				120,000
Parks Playground Equipment Repl.	General		100,000	100,000	100,000	100,000	400,000
Draper Drive Park - Playground Repl.	General		150,000				150,000
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		500,000				500,000
Future Trail Development	General		40,000	40,000	40,000		120,000
Rec. & Community Appearance Summary							
Other Sources of Funds		0	0	0	0	0	0
General Fund Share		115,000	3,253,000	2,749,000	1,547,000	1,025,000	8,689,000
Total Recreation & Community Summary		**115,000**	**3,253,000**	**2,749,000**	**1,547,000**	**1,025,000**	**8,689,000**

Environment

Environment	Funding Source	FY 2013 Adopted	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 2017 Proposed	FY 13 to 17 Total
General							
Imprvm't to Property Yard Salt Storage Facil.	General		45,000	30,000			75,000
Property Yard Salt Storage Conveyor Syst.	General		100,000				100,000
Rehab Property Yard Material Storage Bins	General		30,000				30,000
Subtotal General		**0**	**175,000**	**30,000**	**0**	**0**	**205,000**
Stormwater							
BMP/SWM Inspection	Storm		25,000	25,000	25,000	25,000	100,000
Storm Drainage Outfall Maint. & Repair	Storm	25,000	45,000	150,000	60,000	210,000	490,000
Replace Galvanized Storm Drainage Systems	Storm	50,000	85,000	60,000	100,000	100,000	395,000
Video Inspection of Storm Lines	Storm		125,000	125,000	125,000	125,000	500,000
Storm Water Management Facility Rehab.	Storm		40,000				40,000
Rust Curve Retaining Wall	Gen	0	60,000				60,000
Storm Drainage Study - Pickett & Old Pickett	Storm				30,000		30,000
McLean Ave. Drainage Improvements	Storm		30,000	70,000			100,000
BMP for Property Yard	Storm			200,000			200,000
Mobilized Video Cameral Equipment	Storm			46,000			46,000
1st, 2nd and Walnut St. Drainage Imprv'ts	Storm		50,000				50,000
University & Main Drainage Improvements	Storm	91,000	170,000	1,000,000	1,000,000	1,000,000	3,261,000
Assembly Drive Drainage Improvements	Storm			30,000			30,000
Storm Drainage Maintenance	Storm	80,000	80,000	80,000	80,000	80,000	400,000
Neighborhood Drainage Projects	Storm		90,000	125,000			215,000
Sidewalk, Curb & Gutter - Railroad Avenue	Storm		50,000	300,000			350,000
Driveway Pipe Replacement Project	Storm		30,000	30,000	30,000	30,000	120,000
Daniels Run Stream Evaluation	Storm	30,000	100,000	200,000	200,000	200,000	730,000
Burke Station Rd. Improvements	S/F/Strm	200,000	360,000				560,000
Storm Sewer Lining	Storm	63,000	70,000	70,000	70,000	70,000	343,000
Subtotal Stormwater		**539,000**	**1,330,000**	**2,441,000**	**1,720,000**	**1,840,000**	**7,870,000**
Stormwater Fund Sources		**539,000**	**1,150,000**	**2,441,000**	**1,720,000**	**1,840,000**	**7,470,000**
General Fund		**0**	**0**	**0**	**0**	**0**	**0**
State Funding		**0**	**180,000**	**0**	**0**	**0**	**400,000**
Total Stormwater		**539,000**	**1,330,000**	**2,441,000**	**1,720,000**	**1,840,000**	**7,870,000**

NOTE: Stormwater project sheets are located in section H of this budget book beginning on pg. H-1.

Environment (continued)

Environment	Funding	FY 2013 Adopted	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 2017 Proposed	FY 13 to 17 Total
Wastewater							
Supervisory Control and Data Acquisition	WW	100,000					100,000
Sewage Pumping Station Repair and Repl.	WW	50,000		50,000			100,000
Sanitary Sewer Lining	WW	250,000	250,000	250,000			750,000
Sewer Manhole Rehabilitation	WW	50,000	20,000				70,000
Sewer Trunk Line Rehabilitation	WW		200,000				200,000
Noman M. Cole WWTP Plant Upgrade	WW	2,382,000	1,761,000	2,133,000	2,364,000	1,613,000	10,253,000
Geographic Information Systems	WW		100,000				100,000
Sewer Vehicle Replacement	WW	30,000					30,000
Collection System Repair and Replacement	WW	50,000		100,000	100,000		250,000
Subtotal Wastewater		**2,912,000**	**2,331,000**	**2,533,000**	**2,464,000**	**1,613,000**	**11,853,000**
Water							
Beaverdam Creek Dam	Water		7,000,000	3,000,000			10,000,000
Goose Creek Reservoir and Dam	Water		1,050,000			250,000	1,300,000
Beaverdam Creek Raw Water Pumping St'n.	Water		300,000				300,000
Water Treatment Plant Upgrade	Water	7,835,000	10,800,000				18,635,000
Water Supply Reliability Improvements	Water	7,750,000	7,750,000				15,500,000
Impoundment and Treatment - Vehicle Repl.	Water	35,000					35,000
Impoundment and Treatment - Repair & Repl.	Water		30,000	50,000	50,000	50,000	180,000
Water Storage Repair and Replacement	Water	270,000	170,000	1,780,000	1,780,000	180,000	4,180,000
Automated Meter Reading	Water	680,000	680,000	680,000			2,040,000
Geographic Information Systems	Water	200,000					200,000
Transmission Main Repair and Replacement	Water	350,000					350,000
Distribution System Vehicle Replacement	Water	30,000	70,000	170,000	90,000		360,000
Distribution System Repair and Replacement	Water	1,600,000	1,600,000				3,200,000
Subtotal Water		**18,750,000**	**29,450,000**	**5,680,000**	**1,920,000**	**480,000**	**56,280,000**

Transportation

Transportation	Funding Source	FY 2013 Adopted	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 2017 Proposed	FY 13 to 17 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	500,000	500,000	500,000	500,000	2,350,000
Street Repaving Program	General	1,100,000	2,000,000	2,000,000	2,000,000	2,000,000	9,100,000
Street Crack Sealing	General	30,000	30,000	30,000	30,000	30,000	150,000
Brick Crosswalk Rehabilitation	General		80,000	80,000			160,000
Citywide Crosswalk Recoating	General	26,000	26,000	26,000	26,000	26,000	130,000
Projects							
North Street Guardrail	General		100,000				100,000
Fairfax Blvd Stone Wall Cap Rehabilitation	General		80,000	100,000			180,000
City Facil. Repairs to Parking Lots & Walkways	General		50,000	30,000	40,000	40,000	160,000
Northfax Storm Drainage	S/F/Grant	750,000	3,000,000	5,500,000	4,750,000		14,000,000
Scott Drive Drainage Improvements	General		30,000	100,000			130,000
Farifax Boulevard - Reconstruction and Paving	S / F / BID	850,000	750,000				1,600,000
University Drive Sidewalk Improvements	S / F	50,000	150,000				200,000
Farifax Boulevard - Sidewalk Improvements	General		50,000	100,000			150,000
Jermantown/Fairfax Blvd. Road Widening *	CP Tax	1,023,463					1,023,463

* NOTE: Project detail page for this project can be found in the Commercial Tax section of this budget book beginning on pg. H 19.

Transportation (Continued)

Transportation	Funding Source	FY 2013 Adopted	FY 2014 Proposed	FY 2015 Proposed	FY 2016 Proposed	FY 2017 Proposed	FY 13 to 17 Total
Street Lights & Traffic Signal Maintenance							
Street Lights	General		50,000	50,000	80,000	30,000	210,000
Acorn Style Streetlights on Fairfax Blvd	General		200,000				200,000
Advanced Signal Detectors	General		100,000	50,000	50,000	50,000	250,000
Refurbishing Existing Traffic Signal Intersections	General		151,000	30,000	40,000	30,000	251,000
Vehicles & Equipment							
Hot Asphalt Hauler	General		30,000				30,000
Emergency Power Battery Backup System	S / F	50,000	50,000	50,000	50,000	50,000	250,000
Mini Track Loader	General		35,000				35,000
Video Cameras for CUE Buses	S / F		30,000				30,000
Compact Excavator	General		30,000				30,000
CUE Buses	S / F			4,000,000			4,000,000
Radio System Replacement	General	35,000					35,000
Transportation Summary							
State and Federal Grant & NVTC Sources	S/F/NVTC	1,700,000	3,980,000	9,550,000	4,800,000	50,000	20,080,000
Commercial Real Estate Property Tax	CP Tax	1,023,463					1,023,463
BID Fund Transfer	BID	20,000					20,000
Parking Grant Reimbursement	Grnt Rmb	200,000					200,000
General Fund Sources	General	1,401,000	3,622,000	3,176,000	2,846,000	2,786,000	13,831,000
Total Transportation		**4,344,463**	**7,602,000**	**12,726,000**	**7,646,000**	**2,836,000**	**35,154,463**

PROJECT INFORMATION

Project Name: Paving Repairs - Elementary Schools

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 repair parking areas at Daniels Run and Providence elementary schools.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$0	
2013	63,500	Daneils Run and Providence Elementary paving repairs
2014		
2015		
2016		
2017		
Total	$63,500	
>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: SCHOOLS

PROJECT INFORMATION

Project Name: **Concrete Repairs - Elementary Schools**

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 funding for the replacement of concrete as necessary at Daniels Run and Providence elementary schools.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$0	
2013	20,000	Daneils Run and Providence Elementary concrete repairs
2014	20,000	Daneils Run and Providence Elementary concrete repairs
2015	20,000	Daneils Run and Providence Elementary concrete repairs
2016		
2017		
Total	$60,000	
>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: SCHOOLS

PROJECT INFORMATION

Project Name: CITY PROPERTY YARD 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 maintenance items that include replacing 30-year-old air conditioning equipment at the garage, painting the exterior of the garage, install protective cover over tires and contracting repair of the deterioration asphalt road surface. The road surface repairs consist of excavating the failing asphalt surface and placing a base and surface course of asphalt. The property yard has 5,100 square feet of road surface that handles a large volume of heavy industrial vehicular traffic on a daily bays. The installation of a Tire Center will protect the tire stock from the elements. Also, this project provides for upgrading the Utilities Department building. These upgrades include installing air conditioning in the meter room and bay area as well as a drop ceiling and floor tiles in the meter room. This will improve the lighting and reduce energy cost.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$0	
2013	50,000	Road surface ($50K)
2014	137,000	Replace a/c ($32K); upgrade utilities bldg($30K); tire center ($35K); painting fleet garage ($40K)
2015		
2016		
2017		
Total	$187,000	
>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

PROJECT INFORMATION

Project Name: OLD TOWN HALL

Comprehensive Plan Element

☑	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

These projects provide for updating the interior décor of Old Town Hall by replacing all draperies that are 20 years old; resurfacing all wood flooring that was last done in 1991.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$0	
2013	15,000	Resurface wood flooring - stairs/second floor
2014	10,000	Replace Draperies
2015		
2016		
2017		
Total	$25,000	
>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

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 2012	$30,000	Northern Virginia Community College capital expenditures
2013	37,000	Northern Virginia Community College capital expenditures
2014	40,000	Northern Virginia Community College capital expenditures
2015	40,000	Northern Virginia Community College capital expenditures
2016	40,000	Northern Virginia Community College capital expenditures
2017	40,000	Northern Virginia Community College capital expenditures
Total	$197,000	
>2017	$40,000 Annually	

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: 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 348 vehicles and major pieces of equipment, with a replacement value of $23,235,000. 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.$530,114 will be used to continue funding a lease option program for City vehicle replacement. Staff is coordinating vehicle participation in this program. FY 2013 projected costs include $347,800 in funding for existing leases and $182,314 for the lease/purchase of twelve new vehicles.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2012	$347,800	Vehicle & equipment replacement/leases (13) exsiting vehicles
2013	530,114	Veh & equip replace/leases (13) exsiting vehicles & (12) new vehicles
2014	1,063,985	Vehicle and equipment replacement/leases
2015	1,708,159	Vehicle and equipment replacement/leases
2016	2,259,697	Vehicle and equipment replacement/leases
2017	2,340,727	Vehicle and equipment replacement/leases
Total	$7,902,682	
>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

REQUEST FOR EQUIPMENT PURCHASE OR RENTAL

Project Name: VEHICLE AND EQUIPMENT REPLACEMENT

For Fiscal Year: 2013		**Cost**		
Form of Acquisition			**Per Unit**	**Total**
☐	**Purchase**	**Total Estimate Cost**	see below	$530,114
☑	**Rental/Lease**	**Plus, Installation or Other Charge**		$0
		Less, Trade-in or Other Discount		$0
25	**# of Units Requested**	**Net Cost or Rental**		$530,114

Purpose of Expenditure:
Vehicle Leasing Program for scheduled replacement; present equipment obsolete; replace worn-out equipment; reduce personnel time; expand service; new operation; increase safety.

Vehicles to be Replaced:
1986 GMC Leaf Collector
1996 Chevrolet 1 1/2 Ton Dump Truck
2000 GMC Pick-up
2002 Ford F-550
2001 Ford Crown Victoria
2004 Ford Crown Victoria
2004 Chevrolet Tahoe
2000 John Deere 710 Backhoe
2001 GMC Sierra 4WD Pick-up
1988 John Deere 544 E
2003 GMC Sierra 4WD Pick-up
1997 GMU 1 Ton Dump Truck

Replaced Item(s)

			Prior Years		
Item	**Make**	**Age**	**Maintenance Costs**	**Downtime Hrs**	**Purch. Cost**
Vehicle Leasing (25 vehicles)					$530,114
TOTAL					$530,114

Recommended Disposition of Replaced Items

☐	**Possible Use by Other Depts.**	☐	**Trade-In**	☑	**Sale**

Submitted by: Operations	**Date: 8/24/11**	**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. The original request was amended to extend funding beyond FY 2012.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$100,000	Acquisition and implementation of City Tax System
2013	400,000	Acquisition and implementation of City Tax System
2014		
2015		
2016		
2017		
Total	$400,000	
>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 Department Information Technology, Treasurer, Commissioner of Revenue

PROJECT INFORMATION

Project Name: **Blenheim HVAC/Electrical/Structural/ADA Ramp and Site Lighting**

Comprehensive Plan Element

☑	Public Service and Facilities	☐	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:
Funds are for an HVAC system in the historic Blenheim house to eliminate temperature swings, mold, and related stress on building fabric including plaster walls containing the famous soldier signatures. The project also includes replacing the outdated wiring, currently an electrical hazard, and reinforcing/stabilizing floor joists and structural support allowing access to the upper floors of the house, currently restricted due to load limitations. An ADA ramp is also part of this request to make the house compliant and accessible. Exterior restoration was completed in 2005 but interior stabilization was deferred until completion of the new Civil War Interpretive Center which opened in 2008. $75,000 of the request is to improve lighting to the site driveway entrance, entrance sign, and parking areas required for safety during rentals of the Center which are increasing in volume.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$0	
2013	99,000	Structural Reinforcement of Blenheim House (Matched by HFCI)
2014	275,000	HVAC/Electrical/ADA Ramp and Site Lighting
2015		
2016		
2017		
Total	$325,000	
> 2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General/Private	$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 Department HISTORIC RESOURCES, PUBLIC WORKS

PROJECT INFORMATION

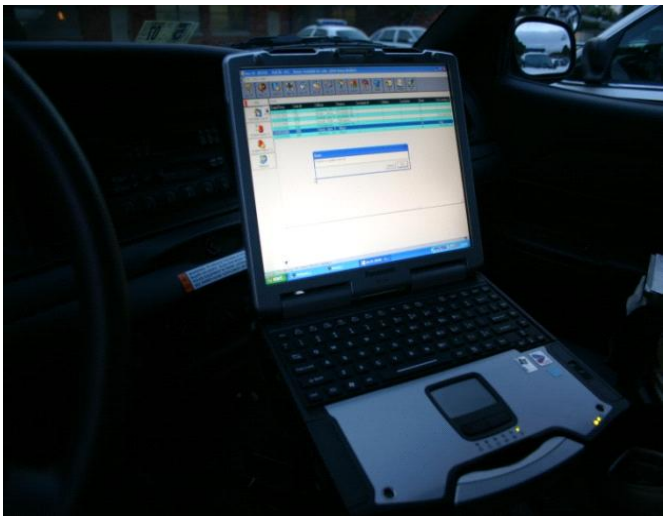
Project Name: POLICE INFORMATION TECHNOLOGY PROGRAM

Comprehensive Plan Element

☑	Public Service and Facilities		☐	Environment
☑	Economy		☐	Housing
☐	Community Appearance		☐	Transportation
☐	Land Use		☑	Other City Plan/Policy

Statement of Need:
Projected expenditures are based on industry standards for the replacement of the department's servers, required software applications, desktop computers, printers, switches, mobile data computers (MDC's are the laptops used in cruisers) and other critical components of the department's IT infrastructure. The most significant costs are associated with the 22 servers, 40 MDC's and 66 computers necessary to operated the police department's critical infrastructures. The replacement of major IT components is based on a projected lifecycle to avoid catastrophic failures and minor equipment such as printers, keyboards, cables, scanners, etc. are replaced as needed.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted 2012	$67,000	Purchase updated mobile and network computers and servers.
2013	67,000	Purchase updated mobile and network computers and servers.
2014	70,000	Same. Cost projection has not been adjusted for inflation.
2015	70,000	Same. Cost projection has not been adjusted for inflation.
2016	70,000	Same. Cost projection has not been adjusted for inflation.
2017	70,000	Same. Cost projection has not been adjusted for inflation.
Total	$347,000	Same. Cost projection has not been adjusted for inflation.
>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 Depart 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 funding provides for the replacement of police vehicles that are worn and require extensive maintenance. Police vehicles are generally replaced every five to ten years depending on type of vehicle, use, condition, mileage and department needs. Since the Ford Motor Company discontinued production of the Crown Victoria the department will purchase the Chevrolet Caprice PPV as the new model. 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, consoles, as well as installation of markings. When possible equipment is reused on the cars.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$118,000	Replacement of four police cruisers and one motorcycle
2013	65,000	Replacement of two police cruisers
2014	424,000	Cost projection has not been adjusted for inflation.
2015	335,000	Cost projection has not been adjusted for inflation.
2016	314,000	Cost projection has not been adjusted for inflation.
2017	335,000	Cost projection has not been adjusted for inflation.
Total	$1,473,000	Cost projection has not been adjusted for inflation.
>2017	Varies	

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: 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 2012	$60,000	Capital costs for the NVRPA
2013	60,000	Capital costs for the NVRPA
2014	60,000	Capital costs for the NVRPA
2015	60,000	Capital costs for the NVRPA
2016	60,000	Capital costs for the NVRPA
2017		
Total	$300,000	
>2017	$60,000 Annually	

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: NVCC	☐	Other:

User/Coordinating Departments: FINANCE

PROJECT INFORMATION

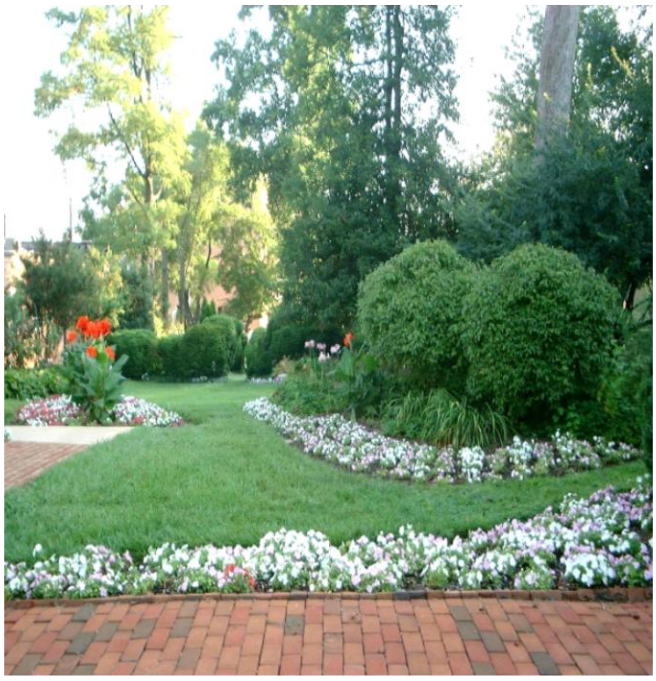
Project Name: PLANT MATERIAL INSTALLATION, REPLACEMENT AND IRRIGATION

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 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
2017	35,000	Plant material
Total	$175,000	
>2017	$35,000	Plant material Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General Fund	$2,000	Varies	$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: 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 2012	$0	
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		
2017		
Total	$60,000	
>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: PARKS AND RECREATION

PROJECT INFORMATION

Project Name: SUPERVISORY CONTROL AND DATA ACQUISITION **Number:** SPS1

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

SPS1, Supervisory Control and Data Acquisition (SCADA), is to automate the sewage pumping function in the City service area. The instrumentation and control of pumping operations and recordation of peak demand trends will facilitate efficient monitoring and collection capacity operations to better match customer needs and evaluate the existence of excessive infiltration and/or inflow within our gravity system. The use of SCADA will be designed to minimize frequent staff visits to each of the stations, thereby reducing labor costs. SCADA will also enhance security of operations.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2012	$0		
2013	100,000	Class 5	Instrument and control operations
2014			
2015			
2016			
2017			
Total	$100,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Wastewater 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: INFORMATION TECHNOLOGY

PROJECT INFORMATION

Project Name: SEWAGE PUMPING STATIONS R&R **Number:** SPS99

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	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 2012	$100,000	Class 4	Corrosion control
2013	50,000	Class 4	Corrosion control
2014			
2015	50,000	Class 4	Corrosion control
2016			
2017			
Total	$100,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Wastewater 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:

PROJECT INFORMATION

Project Name: SANITARY SEWER LINING **Number:** CS1

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	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 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			
2017			
Total	$750,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Wastewater 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

PROJECT INFORMATION

Project Name: SANITARY SEWER MANHOLE REHABILITATION **Number:** CS3

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	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 2012	$30,000	Class 3	Rehabilitate 215 vertical feet of sanitary manhole
2013	50,000	Class 3	Rehabilitate 350 vertical feet of sanitary manhole
2014	20,000	Class 3	Rehabilitate 143 vertical feet of sanitary manhole
2015			
2016			
2017			
Total	$70,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Wastewater 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

PROJECT INFORMATION

Project Name: SEWER SYSTEM VEHICLE REPLACEMENT **Number:** CS99

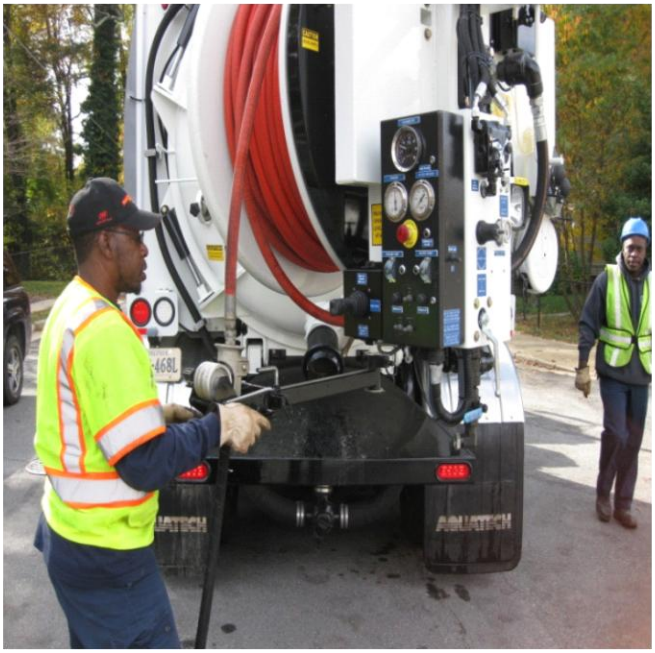
Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

CS99v, Sewer System Vehicle Replacement, provides for the replacement of vehicles and equipment for the sewer collection maintenance division. It is necessary to replace items, which are worn and require extensive maintenance. This also provides safe equipment to maintain sewage collection.

Picture:



Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2012	$0		
2013	30,000		Equipment replacement
2014			
2015			
2016			
2017			
Total	$30,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Wastewater 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: FLEET MAINTENANCE

PROJECT INFORMATION

Project Name: NOMAN M. COLE PLANT UPGRADE **Number:** CS5

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

WTP12, Noman M. Cole Plant Upgrade project, provides funding for the repayment of $22.8 million, which is the City's portion of the total plant upgrade costs.

Current program activity involves point (treated; end of pipe) and non-point (sheet runoff) discharges and is enforced today under the Clean Water Act. Much of the work therefore at the NMCPCP is mandated and under stringent deadlines.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2012	$0		
2013	2,382,000		Contributions to plant upgrade by Fairfax County
2014	1,761,000		Contributions to plant upgrade by Fairfax County
2015	2,133,000		Contributions to plant upgrade by Fairfax County
2016	2,364,000		Contributions to plant upgrade by Fairfax County
2017	1,613,000		Contributions to plant upgrade by Fairfax County
Total	$10,253,000		
>2017	$4,230,000		Contributions to plant upgrade by Fairfax County

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Wastewater 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:

PROJECT INFORMATION

Project Name: SEWER COLLECTION SYSTEM R&R **Number:** CS99

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:
CS99, Sewer Collection System Repair and Replacement Program, will be utilized to replace sanitary sewers that are too aged to line. Priorities will be established based on infiltration and structural issues.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2012	$0		
2013	50,000	Class 5	Replacement
2014			
2015	100,000	Class 5	Replacement
2016	100,000	Class 5	Replacement
2017			
Total	$250,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Wastewater 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

PROJECT INFORMATION

Project Name: WATER TREATMENT PLANT UPGRADE **Number:** WTP11

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:
WTP11 was first introduced in Fiscal Year 2011 as seven projects. These projects are combined as one project to be accomplished under the Utilities' Bonding Program. Work will include replacing the raw water pumping station; rehabilitation of the high service pumping stations; replacing equipment, a new chemical storage and feed building, 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 2012	$6,300,000	Class 3	Completion and Installation of Phase 1 facilities
2013	7,835,000	Class 3	Completion and Installation of Treatment Facility Upgrade
2014	10,800,000	Class 3	Completion and Installation of Treatment Facility Upgrade
2015			
2016			
2017			
Total	$18,635,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water 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: Code Enforcement; Fire Department

PROJECT INFORMATION

Project Name: WATER SUPPLY RELIABILITY **Number:** WTP12

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:
WTP12 is a new project necessitated by the need to improve the raw water supply and transmission system such that all components of the water system have adequate redundancy. As such, a new raw water intake and pumping station is envisioned as well as a second raw water transmission pipe to the plant. In addition, an emergency connection and second transmission main section within Fairfax County will complete the reliability of service.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2012	$0		
2013	7,750,000	Class 5	Engineering and Construction
2014	7,750,000	Class 5	Complete Construction
2015			
2016			
2017			
Total	$15,500,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water 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: Code Enforcement; Fire Department

PROJECT INFORMATION

Project Name: IMPOUNDMENT & TREATMENT VEHICLE REPLACEMENT **Number:** WTP99

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	Economy	☐	Housing
☐	Community Appearance	☐	Transportation
☐	Land Use	☐	Other City Plan/Policy

Statement of Need:

WTP99v, Impoundment and Treatment Vehicle Replacement, provides for the replacement of vehicles and equipment for the water impoundment and treatment division. It is necessary to replace items, which are worn and require extensive maintenance. This also provides safe equipment to operate in and around the water treatment plant.

Picture:

Year	Estimated Cost	Accuracy	Purpose of Expenditure
Adopted 2012	$0		
2013	35,000		Scheduled vehicle replacement
2014			
2015			
2016			
2017			
Total	$35,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water 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:

PROJECT INFORMATION

Project Name: WATER STORAGE REPAIR AND REPLACEMENT **Number:** WS99

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	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. A new elevated tank is contemplated on a new site (to be determined) for FY16.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 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	1,780,000	Class 3	Maintenance program and construction of new tank
2016	1,780,000	Class 3	Maintenance program and completion of new tank construction
2017	180,000	Class 3	Continuation of WS facility maintenance program
Total	$4,180,000		
>2017	$220,000		Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water 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:

PROJECT INFORMATION

Project Name: AUTOMATED METER READING **Number:** DS1

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	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 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			
2017			
Total	$2,040,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water 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: INFORMATION TECHNOLOGY; FINANCE

PROJECT INFORMATION

Project Name: GEOGRAPHIC INFORMATION SYSTEM (GIS) **Number:** DS3

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	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 as it relates to water distribution and storage locations. The GIS System includes mapping software and data storage for every water main, meter, hydrant, storage tank which are stored in layers. These data, called "attributes", will describe such things as material, date of construction, repairs, and other activities associated with each asset. Data is captured in the field using a Global Positioning System (GPS) handheld unit and stored in the City's software program.

Once data has been collected and input into the GIS system, staff will the waterline layer to build a hydraulic model of the distribution system to analyze the hydraulics, fire flows, create a plan for pipe replacements, simulate different operating conditions, etc.

Picture:

Year	Project Cost	Accuracy	Purpose of Expenditure
Adopted 2012	$50,000	Class 5	Phase 1 data collection
2013	200,000	Class 5	Phase 2 data collection and hydraulic model
2014			
2015			
2016			
2017			
Total	$200,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water 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: INFORMATION TECHNOLOGY

PROJECT INFORMATION

Project Name: TRANSMISSION MAIN REPAIR AND REPLACEMENT **Number:** DS4

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	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 2012	$100,000	Class 5	Engineering and evaluation - phase 2
2013	350,000	Class 5	Investigation
2014			
2015			
2016			
2017			
Total	$350,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water 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:

PROJECT INFORMATION

Project Name: DISTRIBUTION SYSTEM VEHICLE REPLACEMENT **Number:** DS99

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	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 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
2017			
Total	$360,000		
>2017	$2,390,000		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water 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: FLEET MAINTENANCE

PROJECT INFORMATION

Project Name: DISTRIBUTION SYSTEM R&R PROGRAM **Number:** DS99

Comprehensive Plan Element

☐	Public Service and Facilities	☑	Environment
☐	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 2012	$610,000	Class 5	Water Main Replace - Main St; Pickett to Prince Wlm
2013	1,600,000	Class 5	Engineering and construction
2014	1,600,000	Class 5	Engineering and construction
2015			
2016			
2017			
Total	$3,200,000		
>2017			

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Water 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

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. There are approximately 134,000 square feet of brick sidewalk in the city. Since the first brick sidewalks were installed in the mid-1970's, this program has been necessary to properly maintain the sidewalks.

FY13:

- University Dr between Main St and Sager Ave
- Chain Bridge Rd across from Fairfax Courthouse
- Old Lee Hwy from Willard Way to Layton Hall Dr
- Armstrong St from University Dr to Chain Bridge Rd
- University Dr between Main St and North St
- Sidewalk at Fairfax Library from Old Lee Hwy to University Dr

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 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
2017	80,000	Brick sidewalk repair
Total	$400,000	
>2017	$80,000	Annually

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, gutter and 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		
2012	$350,000	Curb, gutter, sidewalk repairs
2013	350,000	Curb, gutter, sidewalk repairs
2014	500,000	Curb, gutter, sidewalk repairs
2015	500,000	Curb, gutter, sidewalk repairs
2016	500,000	Curb, gutter, sidewalk repairs
2017	500,000	Curb, gutter, sidewalk repairs
Total	$2,350,000	
>2017	$400,000	Annually

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:
Striping for about $80,000
Loop replace for about $50,000

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$1,000,000	Street repaving and associated work
2013	1,100,000	Street repaving and associated work
2014	2,000,000	Street repaving and associated work
2015	2,000,000	Street repaving and associated work
2016	2,000,000	Street repaving and associated work
2017	2,000,000	Street repaving and associated work
Total	$9,100,000	
>2017	$2,000,000	Annually

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

Statement of Need: STREET CRACK SEALING

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 requested to perform pavement surface preventive maintenance. Roads will receive asphalt liquid crack sealant which eliminates water infiltration into the road's sub-base. This process will extend the life of the city's road infrastructure.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$0	
2013	30,000	Street surface preventive maintenance
2014	30,000	Street surface preventive maintenance
2015	30,000	Street surface preventive maintenance
2016	30,000	Street surface preventive maintenance
2017	30,000	Street surface preventive maintenance
Total	$150,000	
>2017	$30,000	Annually

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) throughout the city. This will ensure that the crosswalks stay visible and safe for pedestrians.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 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
2017	26,000	Recoat crosswalks - various locations
Total	$130,000	
>2017	$26,000	Annually

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

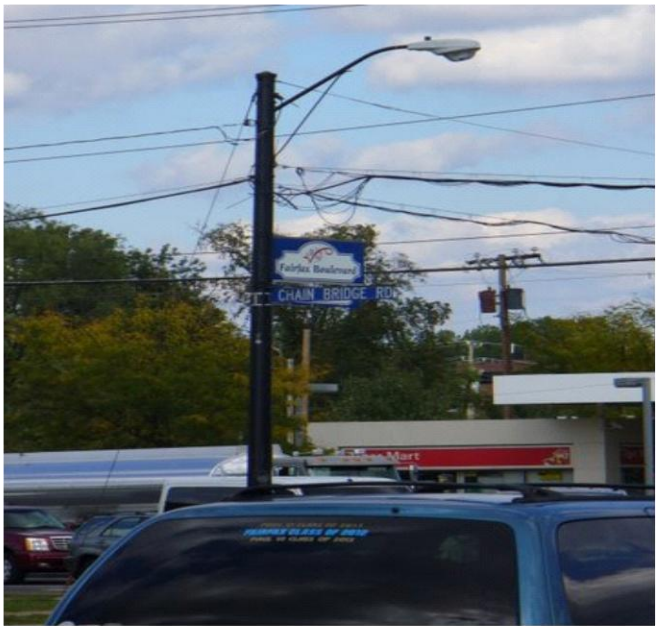
PROJECT NAME: NORTHFAX FAIRFAX BLVD/CHAIN BRIDGE RD IMPROVEMENTS

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 around $16,000,000 of which $11,281,000 has previously been allocated.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted 2012	$2,000,000	Engineering and Design
2013	750,000	Engineering and Design and ROW Acquisition
2014	3,000,000	ROW Acquisition and Utility Relocation
2015	5,500,000	Construction and Construction Management
2016	4,750,000	Construction and Construction Management
2017		
Total	$14,000,000	
>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. Planning

PROJECT INFORMATION

Project Name: FAIRFAX BLVD (ROUTE 50) RECONSTRUCTION AND STREET PAVING

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 reconstruct and repave Fairfax Boulevard (Route 50), including striping, reconstruction of curbs, gutters, driveways and sidewalks from Rebel Run to Fairfax Circle. Funds for this project are Federal RSTP funds.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$0	
2013	850,000	Street reconstruction, repaving & associated work
2014	750,000	Street reconstruction, repaving & associated work
2015		
2016		
2017		
Total	$1,600,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Federal/BID	$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

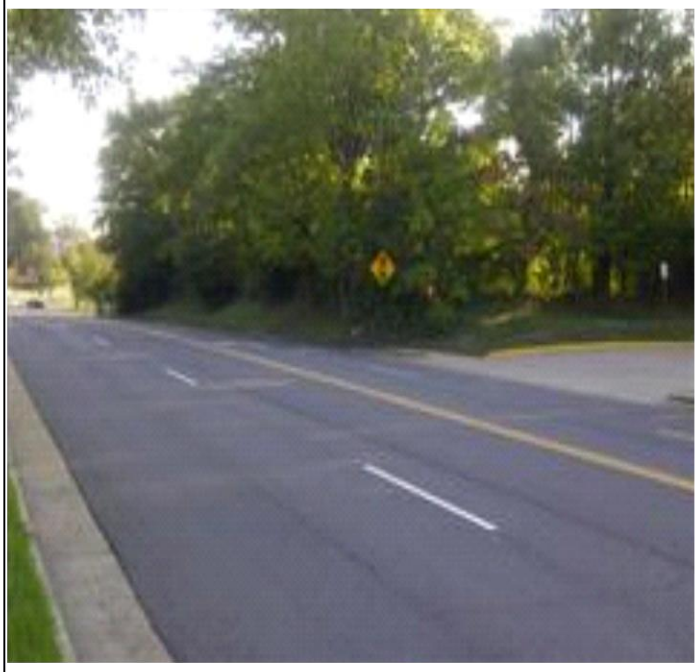
Project Name: UNVERSITY DRIVE SIDEWALK IMPROVEMENTS

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 and construction of curb and gutter, sidewalk and retaining wall on the west side of University Drive just north of Armstrong Street. These improvements are needed to eliminate the roadside upslope and provide a safe sidewalk for pedestrians who use this area.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted 2012	$0	
2013	50,000	Engineering Design
2014	150,000	Construction
2015		
2016		
2017		
Total	$200,000	
>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, Admin & Eng

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. Projected to be offset by reduced staff time needed to respond to signal problems.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$25,000	Provide and install battery backup system at 5 intersections
2013	50,000	Provide and install battery backup system at 10 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	50,000	Provide and install battery backup system at 10 intersections
2017	50,000	Provide and install battery backup system at 10 intersections
Total	$250,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
State/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: 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 continue working on this project.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$25,000	Radio Consultation Fee
2013	35,000	Replace 2-way Radio System
2014		
2015		
2016		
2017		
Total	$35,000	
>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 2013 Budget notes a dedicated one cent on the City's real estate tax rate for the Storm water Fund. This is an increase of one half cent from FY 2012 due to the increasing need for stormwater project funding. These funds will be used as part of the City's plan to address aging infrastructure and pending regulations from the federal government regarding stormwater management. One cent on the tax rate will generate approximately $539,000 in FY 2013. 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 2013 Stormwater Fund
Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Fund Balance - Beginning	**$627,687**	**$157,689**	**$826,162**	**$139,500**
Revenues				
Transfer From General Fund	$354,583	$260,000	$399,500	$539,000
Transfers Out	(795)			
Intergovernmental	23,084	0	0	0
Total Revenues	**$376,872**	**$260,000**	**$399,500**	**$539,000**
Expenses				
Capital Projects	$178,397	$390,000	$1,086,162	$539,000
Total Expenses	**$178,397**	**$390,000**	**$1,086,162**	**$539,000**
Fund Balance - Ending	**$826,162**	**$27,689**	**$139,500**	**$139,500**

PROJECT INFORMATION

Project Name: STORM DRAINAGE IMPROVEMENTS ON UNIVERSITY DR. & MAIN ST.

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 and construction of interim storm drainage improvements on Main Street and University Drive. The existing corrugated metal pipe storm drainage system is severely deteriorated and in need of replacement. The current system is causing businesses downtown to flood during minor rainstorms. Additional Federal and state funds will be requested for the Ultimate Improvements.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2012	$50,000	Premilinary Engineering Design
2013	91,000	Interim int. eng. design
2014	170,000	Phase 1 & 2 interim improvements contruction
2015	1,000,000	Ultimate Improvements Phase 1
2016	1,000,000	Ultimate Improvements Phase 2
2017	1,000,000	Ultimate Improvements Phase 3
Total	$3,261,000	
>2018		

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, Admin & Eng

PROJECT INFORMATION

Project Name: IMPROVEMENTS ALONG BURKE STATION ROAD

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 and construction of curb and gutter with storm sewer pipes to eliminate the ditch along the west side of Burke Station Road from Main Street to Mosby Road. Phase 1 of this project will include design and construction from Main Street to Stoughton Road and phase 2 will include design and construction from Stoughton Road to Mosby Road.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$50,000	
2013	200,000	Design & Construction of Phase 1
2014	360,000	Construction of Phase 2
2015		
2016		
2017		
Total	$560,000	
>2018		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Stormwater	$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: 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.

FY13 - 10980 Fairfax Blvd ($60,000)
FY14 - Sager Ave and Barbour Dr ($75,000)
FY15 - Peterson St ($60,000)
FY16 - Moore/Oliver subdivision ($100,000)
FY17 - Rust subdivision ($100,000)

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2012	$30,000	Replace galvanized storm drain
2013	50,000	Replace galvanized storm drain
2014	85,000	Replace galvanized storm drain
2015	60,000	Replace galvanized storm drain
2016	100,000	Replace galvanized storm drain
2017	100,000	Replace galvanized storm drain
Total	$395,000	
>2017	$60,000	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: 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		
2012	$80,000	Storm drainage maintenance
2013	80,000	Storm drainage maintenance
2014	80,000	Storm drainage maintenance
2015	80,000	Storm drainage maintenance
2016	80,000	Storm drainage maintenance
2017	80,000	Storm drainage maintenance
Total	$400,000	
>2017	$80,000	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 DRAINAGE OUTFALL MAINTENANCE & REPAIR

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 reconstruction of the storm drainage outfalls to ensure these facilities drain properly. Construction typically consists of outfall rebuilding, creek/slope stabilization, blockage removal of trees and debris, and reconstruction of concrete ditchlines.

Outfall Locations:
FY13 - Cobbdale subdivision (1)
FY14 - Country Club Hills subdivision (3)
FY15 - Lord Fairfax Estates subdivision (10)
FY16 - Westmore subdivision (4)
FY17 - Mosby Woods subdivision (14)

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012		
2013	$25,000	Ditchline, outfall and tributary system maintenance
2014	45,000	Ditchline, outfall and tributary system maintenance
2015	150,000	Ditchline, outfall and tributary system maintenance
2016	60,000	Ditchline, outfall and tributary system maintenance
2017	210,000	Ditchline, outfall and tributary system maintenance
Total	$490,000	
>2017	$20,000	Ditchline, outfall and tributary system 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.
FY13 - Sager Ave culvert ($63,000)
FY14 - Berritt St/Darby St intersection ($70,000)
FY15 - Embassy Ln from Old Lee Hwy to Colony Rd ($70,000)
FY16 - Westmore subdivision ($70,000)
FY17 - Fairfax Heights subdivision ($70,000)

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted		
2012	$40,000	Reline storm sewers
2013	63,000	Reline storm sewers
2014	70,000	Reline storm sewers
2015	70,000	Reline storm sewers
2016	70,000	Reline storm sewers
2017	70,000	Reline storm sewers
Total	$343,000	
>2017	$70,000	Reline storm sewers

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: DANIELS RUN STREAM EVALUATION

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 evaluation of Daniels Run stream from the outfall of the pond at the Farrcroft subdivision to the entrance to the Army Navy Country Club. This stream evaluation will be used to design stream restoration projects for future ye

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012		
2013	$30,000	Daniels Run Stream Evaluation
2014	100,000	Design Stream Restoration Projects
2015	200,000	Stream Restoration
2016	200,000	Stream Restoration
2017	200,000	Stream Restoration
Total	$730,000	
>2017	$200,000	Stream Restoration

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 2013 Cable Fund
Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Revenues				
Cable TV	$185,723	$165,400	$256,600	$220,000
Total Revenues	**$185,723**	**$165,400**	**$256,600**	**$220,000**
Expenses				
Cable TV Equipment	$102,000	$125,000	$125,000	$175,000
Total Expenses	**$102,000**	**$125,000**	**$125,000**	**$175,000**
Fund Balance - 6/30	**$169,170**	**$108,675**	**$300,770**	**$265,000**

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 enhance existing remote PEG sites (Old Town Hall and 4 City schools). Future funds will be used to purchase ENG equipment; to upgrade City Hall Control Room and A/V equipment in Council Chambers and Work Session Room; to add a PEG site at the Civil War Interpretive Center; 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 2012	$125,000	Enhancements to remote PEG sites
2013	175,000	Replace ENG equipment
2014	500,000	Upgrade Video Control Room/ City Hall A/V equipment
2015	150,000	Add PEG site at Civil War Interpretive Center
2016	200,000	Upgrade current Editing Station and add a second Editing Station
2017	200,000	Upgrades to Mobile Studio
Total	$1,225,000	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Cable Capital Grant Fund	$0	0	$200,000

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:	☑	Order of projects

User/Coordinating Departments:

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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 2013 Old Town Service District
Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Fund Balance - Beginning	**$9,037,740**	**$3,559,988**	**$6,161,727**	**$2,129,493**
Revenues				
Transfer from General Fund	$194,118	$213,876	$188,153	$191,892
Use of Money & Property	1,499	0	0	0
Transfer Out	0	0	0	0
Total Revenues	**$195,617**	**$213,876**	**$188,153**	**$191,892**
Expenses				
Old Town Redevelopment	$1,679,863	$4,220,387	$4,220,387	$2,321,385
Total Expenses	**$1,679,863**	**$4,220,387**	**$4,220,387**	**$2,321,385**
Fund Balance - Ending	**$6,161,727**	**$0**	**$2,129,493**	**$0**

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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 8.0 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 8.0 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 $186,000, and the FY 2013 Adopted rate of 5.5 cents per $100 of assessed value generates approximately $1,023,000 annually.

City of Fairfax, Virginia
FY 2013 Commercial Real Estate Tax Rate Fund
Budget Summary

	FY 2011 Actual	FY 2012 Budget	FY 2012 Estimated	FY 2013 Adopted
Fund Balance - Begininng	**$1,882,422**	**$2,710,492**	**$2,605,935**	**$0**
Revenues				
Transfer from General Fund	981,948	966,000	1,002,675	1,023,463
Use of Money & Property	0	0	0	0
Total Revenues	**$981,948**	**$966,000**	**$1,002,675**	**$1,023,463**
Expenses				
Capital Projects	258,435	3,738,562	3,608,610	1,023,463
Total Expenses	**$258,435**	**$3,738,562**	**$3,608,610**	**$1,023,463**
Fund Balance - Ending	**$2,605,935**	**$2,400,000**	**$0**	**$0**

PROJECT INFORMATION

Project Name: JERMANTOWN ROAD & Fairfax Boulevard Widening II

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 add a third westbound lane along Fairfax Boulevard from Bevan Drive to Jermantown Road. The intersection of Fairfax Blvd and Jermantown Rd will be improved by adding lanes on the northern section of the intersection along Jermantown Rd. The traffic signals for this intersection and the intersection of Fairfax Blvd and Bevan Dr will also be replaced with mast arms. The project will increase the capacity of westbound Fairfax Blvd at the intersection with Jermantown Rd.

Picture:

Year	Project Cost	Purpose of Expenditure
Adopted 2012	$3,338,562	
2013	1,023,463	ROW, utility relocation and construction
2014		
2015		
2016		
2017		
Total	$1,023,463	
>2017		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Commercial property tax	$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

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 Wastewater 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 [1]
FISCAL YEAR 2012-2013

DEPARTMENT HEADS

Assistant City Manager/Finance Director	DEPARTMENT HEAD PAY BAND 90,669-185,871
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	86,351-132,045
Personnel Director	28	
Assistant Director of IT	27	82,239-125,757
Division Chief (Planning & Zoning)	27	
Transportation Director	27	
Assistant Director of Finance	26	78,383.30-119,769
City Engineer	26	
Real Estate Assessment Director	26	
Division Superintendent, Streets	25	74,593-114,066
Division Superintendent, Utilities	25	
Economic Development Manager	25	
*Human Svc. Coord./ADA Comp Officer	25	(34.15-52.23/Hr.)
*Special Projects Engineer/Environmental Specialist	25	
Superintendent of Operations	25	
Assistant Director of Utilities	24	71,041-108,634
Budget Manager	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	67,658-103,461
City Clerk	23	
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	64,436-98,534
Deputy Treasurer	22	
Engineering Plans Examiner – Code Administration	21	61,368-93,842
Business Revenue Auditor	20	58,446-89,373
Plans Review Engineer	20	
Historic Resource Specialist III	20	
Planner II	20	
Real Estate Appraiser II	20	
Registrar	20	
Special Events Manager	20	

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
GENERAL [1]
FISCAL YEAR 2012-2013

PROFESSIONAL AND ADMINISTRATIVE(cont.)	GRADE	SALARY RANGE
Assistant Recreation Manager	19	55,662-85,117
Community Relations Specialist	19	55,662-85,117
Operations Manager – Parks & Recreation	19	
Recreation Manager	19	
Planner I	17	50,487-77,204
TECHNICAL		
Automotive Service Manager	22	64,436-98,534
Network Administrator	22	
*Cable Television Manager	21	(28.10-42.97/Hr.)
Telecommunications Technician	21	61,368-93,842
Sign & Signal Supervisor	20	58,446-89,373
Assistant Recreation Manager	19	55,662-85,117
Buyer	19	
*Operations Manager (Parks & Recreation)	19	(25.49-38.97/Hr.)
Senior Inspector	19	
*Video Producer/Director	19	
Automotive Night Supervisor	18	53,012-81,064
Automotive Parts Supervisor	18	
Computer Technician II	18	
Crew Supervisor	18	
Engineering Inspector	18	
Utilities Construction Project Administrator	18	
Water Plant Operator Class I	18	
Combination Inspector	17	50,487-77,204
Facilities Inspector	17	
Property Maintenance Inspector	17	
Real Estate Appraiser I	17	
Water Plant Maintenance Supervisor	17	
Mechanic III	16	48,083-73,528
Personnel/Safety Technician	16	
Traffic Signal & Computer Tech. III	16	
Water Plant Operator Class II	16	
Accounting Specialist	15	45,794-70,026
Accounting Technician	15	
Assistant Special Events/Facility Manager	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	43,613-66,692
Mechanic II	14	
Personnel Technician II	14	
Real Estate Appraiser Trainee	14	
Traffic Services Technician	14	
Traffic Signal & Computer Tech. II	14	

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
GENERAL [1]
FISCAL YEAR 2012-2013

TECHNICAL(cont.)	**GRADE**	**SALARY RANGE**
Dispatcher I	13	41,536-63,516
Engineering Technician	13	
Inspector	13	
Tax Technician	13	
Mechanic I	13	
Operations Technician	13	
Water Plant Operator Class III	13	
Zoning Technician	13	
Collections Specialist	12	39,558-60,491
Signal Technician I	12	
CLERICAL		
Historic Resource Specialist II	17	50,487-77,204
Deputy City Clerk	15	45,794-70,026
Special Events Assistant Manager	15	
Administrative Assistant IV	14	43,613-66,692
*Administrative Support Specialist	14	(19.97-30.54/Hr.)
Historic Resource Specialist I	14	
Finance Technician	13	41,536-63,516
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	39,558-60,491
Deputy Registrar	12	
Mail/Duplication Services Admin.	12	
Administrative Assistant II	11	37,674-57,611
*Cemetery Attendant	11	(17.25-26.38/Hr.)
Police Records Specialist II	11	
Treasury Technician I	11	
Administrative Assistant I	10	35,880-54,867
Police Records Specialist I	10	
*Decal Enforcement Officer	6	(13.52-20.67/Hr.)
PUBLIC SAFETY		
Animal Warden	14	43,613-66,692
*School Crossing Guard Supervisor	10	(16.43-25.12/Hr.)
Parking Enforcement Official	7	30,995-47,396
*School Crossing Guard	6	(13.52-20.67/Hr.)
SERVICE MAINTENANCE		
Bus Driver Supervisor	18	53,012-81,064
Meter Reading Supervisor	16	48,083-73,528
Automotive Parts Assistant	13	41,536-63,516
Line Locator	13	
Utility Worker III	13	
Equipment Operator	12	39,558-60,491
Sign Fabrication Technician	11	37,674-57,611
Utility Technician	11	

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
GENERAL [1]
FISCAL YEAR 2012-2013

SERVICE MAINTENANCE(cont.)	GRADE	SALARY RANGE
Water Plant Operator Trainee	11	37,674-57,611
Bus Driver	10	35,880-54,867
Meter Reader	10	
Sanitation Driver	10	
Truck Driver II	10	
Utility Worker II	10	
Signal Tech Helper	9	34,172-52,254
*Traffic Signal Support Technician/Line Locator	9	(15.65-23.93/Hr.)
Truck Driver I	9	
Utility Worker I	9	
Sanitation Worker III	8	32,544-49,766
Transit Technician	8	
Water Plant Assistant	8	
Utility Maintenance Worker	7	30,995-47,396
Custodian II	6	29,519-45,139
*Decal Enforcement Official	6	(13.52-20.67/Hr.)
Laborer II	6	
Sanitation Worker II	6	
Custodian I	5	28,113-42,990
Laborer I	5	
Sanitation Worker I	5	

CONSTITUTIONAL OFFICERS

****Commissioner of the Revenue	28	86,351-132,045
****Treasurer	28	

NON-CLASSIFIED PERSONNEL

** City Manager	201,568
*** School Superintendent	103,921
Assistant to the School Superintendent	45,655

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
GENERAL [1]
FISCAL YEAR 2012-2013

COUNCIL, BOARDS & COMMISSIONS

Mayor:	$6,500/year
City Council:	$4,500/year
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)

[1] In addition to the 1.0% COLA adjustment, all full-time employee salary ranges include a 5.0% State-mandated raise to offset the shifting of the 5.0% Virginia Retirement System employee retirement plan contribution from the City to full-time employees.

* 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.

General Scale*****

*******General Scales were not available to be included in the FY 2013 Adopted Budget. At the time of document printing, the scales were still being adjusted to address the compensation changes adopted for the FY 2013 Budget.**

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
POLICE [1]
FISCAL YEAR 2012-2013

TITLE	GRADE	SALARY RANGE
Major-Deputy Chief of Police	P21	90,828-132,866
Police Captain	P19	82,384-120,513
Police Lieutenant	P16	71,166-110,402
Police Sergeant	P14	64,550-100,138
Master Police Officer	P12	58,548-90,828
Police Officer First Class	P11	55,760-86,503
Police Officer	P10	53,105-82,384
Police Officer – Training	P08	48,168-74,724

[1] In addition to the 1.0% COLA adjustment, all full-time employee salary ranges include a 5.0% State-mandated raise to offset the shifting of the 5.0% Virginia Retirement System employee retirement plan contribution from the City to full-time employees.

Police Scale

	1	2	3	4	5	6	7	8	9	Longevity Step
P08	23.16	24.32	25.53	26.81	28.15	29.56	31.03	32.59	34.21	35.93
	1,852.63	1,945.26	2,042.52	2,144.65	2,251.88	2,364.48	2,482.70	2,606.83	2,737.18	2,874.04
	48,168.35	50,576.77	53,105.61	55,760.89	58,548.93	61,476.38	64,550.20	67,777.71	71,166.59	74,724.92
P09	24.32	25.53	26.81	28.15	29.56	31.03	32.59	34.21	35.93	37.72
	1,945.26	2,042.52	2,144.65	2,251.88	2,364.48	2,482.70	2,606.83	2,737.18	2,874.04	3,017.74
	50,576.77	53,105.61	55,760.89	58,548.93	61,476.38	64,550.20	67,777.71	71,166.59	74,724.92	78,461.17
P10	25.53	26.81	28.15	29.56	31.03	32.59	34.21	35.93	37.72	39.61
	2,042.52	2,144.65	2,251.88	2,364.48	2,482.70	2,606.83	2,737.18	2,874.04	3,017.74	3,168.62
	53,105.61	55,760.89	58,548.93	61,476.38	64,550.20	67,777.71	71,166.59	74,724.92	78,461.17	82,384.23
P11	26.81	28.15	29.56	31.03	32.59	34.21	35.93	37.72	39.61	41.59
	2,144.65	2,251.88	2,364.48	2,482.70	2,606.83	2,737.18	2,874.04	3,017.74	3,168.62	3,327.06
	55,760.89	58,548.93	61,476.38	64,550.20	67,777.71	71,166.59	74,724.92	78,461.17	82,384.23	86,503.44
P12	28.15	29.56	31.03	32.59	34.21	35.93	37.72	39.61	41.59	43.67
	2,251.88	2,364.48	2,482.70	2,606.83	2,737.18	2,874.04	3,017.74	3,168.62	3,327.06	3,493.41
	58,548.93	61,476.38	64,550.20	67,777.71	71,166.59	74,724.92	78,461.17	82,384.23	86,503.44	90,828.61
P13	29.56	31.03	32.59	34.21	35.93	37.72	39.61	41.59	43.67	45.85
	2,364.48	2,482.70	2,606.83	2,737.18	2,874.04	3,017.74	3,168.62	3,327.06	3,493.41	3,668.08
	61,476.38	64,550.20	67,777.71	71,166.59	74,724.92	78,461.17	82,384.23	86,503.44	90,828.61	95,370.04
P14	31.03	32.59	34.21	35.93	37.72	39.61	41.59	43.67	45.85	48.14
	2,482.70	2,606.83	2,737.18	2,874.04	3,017.74	3,168.62	3,327.06	3,493.41	3,668.08	3,851.48
	64,550.20	67,777.71	71,166.59	74,724.92	78,461.17	82,384.23	86,503.44	90,828.61	95,370.04	100,138.54
P15	32.59	34.21	35.93	37.72	39.61	41.59	43.67	45.85	48.14	50.55
	2,606.83	2,737.18	2,874.04	3,017.74	3,168.62	3,327.06	3,493.41	3,668.08	3,851.48	4,044.06
	67,777.71	71,166.59	74,724.92	78,461.17	82,384.23	86,503.44	90,828.61	95,370.04	100,138.54	105,145.47
P16	34.21	35.93	37.72	39.61	41.59	43.67	45.85	48.14	50.55	53.08
	2,737.18	2,874.04	3,017.74	3,168.62	3,327.06	3,493.41	3,668.08	3,851.48	4,044.06	4,246.26
	71,166.59	74,724.92	78,461.17	82,384.23	86,503.44	90,828.61	95,370.04	100,138.54	105,145.47	110,402.75
P17	35.93	37.72	39.61	41.59	43.67	45.85	48.14	50.55	53.08	55.73
	2,874.04	3,017.74	3,168.62	3,327.06	3,493.41	3,668.08	3,851.48	4,044.06	4,246.26	4,458.57
	74,724.92	78,461.17	82,384.23	86,503.44	90,828.61	95,370.04	100,138.54	105,145.47	110,402.75	115,922.88

Police Scale

	1	2	3	4	5	6	7	8	9	Longevity Step
P18	37.72	39.61	41.59	43.67	45.85	48.14	50.55	53.08	55.73	58.52
	3,017.74	3,168.62	3,327.06	3,493.41	3,668.08	3,851.48	4,044.06	4,246.26	4,458.57	4,681.50
	78,461.17	82,384.23	86,503.44	90,828.61	95,370.04	100,138.55	105,145.47	110,402.75	115,922.88	121,719.03
P19	39.61	41.59	43.67	45.85	48.14	50.55	53.08	55.73	58.52	61.44
	3,168.62	3,327.06	3,493.41	3,668.08	3,851.48	4,044.06	4,246.26	4,458.57	4,681.50	4,915.58
	82,384.23	86,503.44	90,828.61	95,370.04	100,138.55	105,145.47	110,402.75	115,922.88	121,719.03	127,804.98
P20	41.59	43.67	45.85	48.14	50.55	53.08	55.73	58.52	61.44	64.52
	3,327.06	3,493.41	3,668.08	3,851.48	4,044.06	4,246.26	4,458.57	4,681.50	4,915.58	5,161.35
	86,503.44	90,828.61	95,370.04	100,138.55	105,145.47	110,402.75	115,922.88	121,719.03	127,804.98	134,195.23
P21	43.67	45.85	48.14	50.55	53.08	55.73	58.52	61.44	64.52	67.74
	3,493.41	3,668.08	3,851.48	4,044.06	4,246.26	4,458.57	4,681.50	4,915.58	5,161.35	5,419.42
	90,828.61	95,370.04	100,138.55	105,145.47	110,402.75	115,922.88	121,719.03	127,804.98	134,195.23	140,904.99

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
FIRE [1]
FISCAL YEAR 2012-2013

TITLE	GRADE	SALARY RANGE
Assistant Chief, Code Administration	F22	92,416-143,368
Assistant Chief, Fire & Rescue	F22	
Battalion Chief	F20	83,824-130,039
Fire Captain	F17	72,411-112,333
Lieutenant, Fire & Rescue	F15	65,678-101,889
Master Technician	F13	59,572-92,416
Fire Medic	F12	56,735-88,016
Fire Technician	F12	
Firefighter	F10	51,461-79,833

[1] In addition to the 1.0% COLA adjustment, all full-time employee salary ranges include a 5.0% State-mandated raise to offset the shifting of the 5.0% Virginia Retirement System employee retirement plan contribution from the City to full-time employees.

Fire Scale – 80 hour

	1	2	3	4	5	6	7	8	9	Longevity Step
F10	24.74	25.98	27.28	28.64	30.07	31.58	33.16	34.81	36.55	38.38
	1,979.27	2,078.24	2,182.15	2,291.26	2,405.82	2,526.11	2,652.42	2,785.04	2,924.29	3,070.50
	51,461.14	54,034.20	56,735.91	59,572.71	62,551.34	65,678.91	68,962.86	72,411.00	76,031.55	79,833.13
F11	25.98	27.28	28.64	30.07	31.58	33.16	34.81	36.55	38.38	40.30
	2,078.24	2,182.15	2,291.26	2,405.82	2,526.11	2,652.42	2,785.04	2,924.29	3,070.50	3,224.03
	54,034.20	56,735.91	59,572.71	62,551.34	65,678.91	68,962.86	72,411.00	76,031.55	79,833.13	83,824.78
F12	27.28	28.64	30.07	31.58	33.16	34.81	36.55	38.38	40.30	42.32
	2,182.15	2,291.26	2,405.82	2,526.11	2,652.42	2,785.04	2,924.29	3,070.50	3,224.03	3,385.23
	56,735.91	59,572.71	62,551.34	65,678.91	68,962.86	72,411.00	76,031.55	79,833.13	83,824.78	88,016.02
F13	28.64	30.07	31.58	33.16	34.81	36.55	38.38	40.30	42.32	44.43
	2,291.26	2,405.82	2,526.11	2,652.42	2,785.04	2,924.29	3,070.50	3,224.03	3,385.23	3,554.49
	59,572.71	62,551.34	65,678.91	68,962.86	72,411.00	76,031.55	79,833.13	83,824.78	88,016.02	92,416.82
F14	30.07	31.58	33.16	34.81	36.55	38.38	40.30	42.32	44.43	46.65
	2,405.82	2,526.11	2,652.42	2,785.04	2,924.29	3,070.50	3,224.03	3,385.23	3,554.49	3,732.22
	62,551.34	65,678.91	68,962.86	72,411.00	76,031.55	79,833.13	83,824.78	88,016.02	92,416.82	97,037.66
F15	31.58	33.16	34.81	36.55	38.38	40.30	42.32	44.43	46.65	48.99
	2,526.11	2,652.42	2,785.04	2,924.29	3,070.50	3,224.03	3,385.23	3,554.49	3,732.22	3,918.83
	65,678.91	68,962.86	72,411.00	76,031.55	79,833.13	83,824.78	88,016.02	92,416.82	97,037.66	101,889.55
F16	33.16	34.81	36.55	38.38	40.30	42.32	44.43	46.65	48.99	51.43
	2,652.42	2,785.04	2,924.29	3,070.50	3,224.03	3,385.23	3,554.49	3,732.22	3,918.83	4,114.77
	68,962.86	72,411.00	76,031.55	79,833.13	83,824.78	88,016.02	92,416.82	97,037.66	101,889.55	106,984.02
F17	34.81	36.55	38.38	40.30	42.32	44.43	46.65	48.99	51.43	54.01
	2,785.04	2,924.29	3,070.50	3,224.03	3,385.23	3,554.49	3,732.22	3,918.83	4,114.77	4,320.51
	72,411.00	76,031.55	79,833.13	83,824.78	88,016.02	92,416.82	97,037.66	101,889.55	106,984.02	112,333.23
F18	36.55	38.38	40.30	42.32	44.43	46.65	48.99	51.43	54.01	56.71
	2,924.29	3,070.50	3,224.03	3,385.23	3,554.49	3,732.22	3,918.83	4,114.77	4,320.51	4,536.53
	76,031.55	79,833.13	83,824.78	88,016.02	92,416.82	97,037.66	101,889.55	106,984.02	112,333.23	117,949.89
F19	38.38	40.30	42.32	44.43	46.65	48.99	51.43	54.01	56.71	59.54
	3,070.50	3,224.03	3,385.23	3,554.49	3,732.22	3,918.83	4,114.77	4,320.51	4,536.53	4,763.36
	79,833.13	83,824.78	88,016.02	92,416.82	97,037.66	101,889.55	106,984.02	112,333.23	117,949.89	123,847.38

Fire Scale – 80 hour

	1	2	3	4	5	6	7	8	9	Longevity Step
F20	40.30	42.32	44.43	46.65	48.99	51.43	54.01	56.71	59.54	62.52
	3,224.03	3,385.23	3,554.49	3,732.22	3,918.83	4,114.77	4,320.51	4,536.53	4,763.36	5,001.53
	83,824.78	88,016.02	92,416.82	97,037.66	101,889.55	106,984.02	112,333.23	117,949.89	123,847.38	130,039.75
F21	42.32	44.43	46.65	48.99	51.43	54.01	56.71	59.54	62.52	65.65
	3,385.23	3,554.49	3,732.22	3,918.83	4,114.77	4,320.51	4,536.53	4,763.36	5,001.53	5,251.61
	88,016.02	92,416.82	97,037.66	101,889.55	106,984.02	112,333.23	117,949.89	123,847.38	130,039.75	136,541.74
F22	44.43	46.65	48.99	51.43	54.01	56.71	59.54	62.52	65.65	68.93
	3,554.49	3,732.22	3,918.83	4,114.77	4,320.51	4,536.53	4,763.36	5,001.53	5,251.61	5,514.19
	92,416.82	97,037.66	101,889.55	106,984.02	112,333.23	117,949.89	123,847.38	130,039.75	136,541.74	143,368.82

Fire Scale – 112 hour

	1	2	3	4	5	6	7	8	9	Longevity Step
F10	24.74	25.98	27.28	28.64	30.07	31.58	33.16	34.81	36.55	38.38
	1,979.27	2,078.24	2,182.15	2,291.26	2,405.82	2,526.11	2,652.42	2,785.04	2,924.29	3,070.50
	51,461.14	54,034.20	56,735.91	59,572.71	62,551.34	65,678.91	68,962.86	72,411.00	76,031.55	79,833.13
F11	25.98	27.28	28.64	30.07	31.58	33.16	34.81	36.55	38.38	40.30
	2,078.24	2,182.15	2,291.26	2,405.82	2,526.11	2,652.42	2,785.04	2,924.29	3,070.50	3,224.03
	54,034.20	56,735.91	59,572.71	62,551.34	65,678.91	68,962.86	72,411.00	76,031.55	79,833.13	83,824.78
F12	27.28	28.64	30.07	31.58	33.16	34.81	36.55	38.38	40.30	42.32
	2,182.15	2,291.26	2,405.82	2,526.11	2,652.42	2,785.04	2,924.29	3,070.50	3,224.03	3,385.23
	56,735.91	59,572.71	62,551.34	65,678.91	68,962.86	72,411.00	76,031.55	79,833.13	83,824.78	88,016.02
F13	28.64	30.07	31.58	33.16	34.81	36.55	38.38	40.30	42.32	44.43
	2,291.26	2,405.82	2,526.11	2,652.42	2,785.04	2,924.29	3,070.50	3,224.03	3,385.23	3,554.49
	59,572.71	62,551.34	65,678.91	68,962.86	72,411.00	76,031.55	79,833.13	83,824.78	88,016.02	92,416.82
F14	30.07	31.58	33.16	34.81	36.55	38.38	40.30	42.32	44.43	46.65
	2,405.82	2,526.11	2,652.42	2,785.04	2,924.29	3,070.50	3,224.03	3,385.23	3,554.49	3,732.22
	62,551.34	65,678.91	68,962.86	72,411.00	76,031.55	79,833.13	83,824.78	88,016.02	92,416.82	97,037.66
F15	31.58	33.16	34.81	36.55	38.38	40.30	42.32	44.43	46.65	48.99
	2,526.11	2,652.42	2,785.04	2,924.29	3,070.50	3,224.03	3,385.23	3,554.49	3,732.22	3,918.83
	65,678.91	68,962.86	72,411.00	76,031.55	79,833.13	83,824.78	88,016.02	92,416.82	97,037.66	101,889.55
F16	33.16	34.81	36.55	38.38	40.30	42.32	44.43	46.65	48.99	51.43
	2,652.42	2,785.04	2,924.29	3,070.50	3,224.03	3,385.23	3,554.49	3,732.22	3,918.83	4,114.77
	68,962.86	72,411.00	76,031.55	79,833.13	83,824.78	88,016.02	92,416.82	97,037.66	101,889.55	106,984.02
F17	34.81	36.55	38.38	40.30	42.32	44.43	46.65	48.99	51.43	54.01
	2,785.04	2,924.29	3,070.50	3,224.03	3,385.23	3,554.49	3,732.22	3,918.83	4,114.77	4,320.51
	72,411.00	76,031.55	79,833.13	83,824.78	88,016.02	92,416.82	97,037.66	101,889.55	106,984.02	112,333.23
F18	36.55	38.38	40.30	42.32	44.43	46.65	48.99	51.43	54.01	56.71
	2,924.29	3,070.50	3,224.03	3,385.23	3,554.49	3,732.22	3,918.83	4,114.77	4,320.51	4,536.53
	76,031.55	79,833.13	83,824.78	88,016.02	92,416.82	97,037.66	101,889.55	106,984.02	112,333.23	117,949.89
F19	38.38	40.30	42.32	44.43	46.65	48.99	51.43	54.01	56.71	59.54
	3,070.50	3,224.03	3,385.23	3,554.49	3,732.22	3,918.83	4,114.77	4,320.51	4,536.53	4,763.36
	79,833.13	83,824.78	88,016.02	92,416.82	97,037.66	101,889.55	106,984.02	112,333.23	117,949.89	123,847.38

Fire Scale – 112 hour

	1	2	3	4	5	6	7	8	9	Longevity Step
F20	40.30	42.32	44.43	46.65	48.99	51.43	54.01	56.71	59.54	62.52
	3,224.03	3,385.23	3,554.49	3,732.22	3,918.83	4,114.77	4,320.51	4,536.53	4,763.36	5,001.53
	83,824.78	88,016.02	92,416.82	97,037.66	101,889.55	106,984.02	112,333.23	117,949.89	123,847.38	130,039.75
F21	42.32	44.43	46.65	48.99	51.43	54.01	56.71	59.54	62.52	65.65
	3,385.23	3,554.49	3,732.22	3,918.83	4,114.77	4,320.51	4,536.53	4,763.36	5,001.53	5,251.61
	88,016.02	92,416.82	97,037.66	101,889.55	106,984.02	112,333.23	117,949.89	123,847.38	130,039.75	136,541.74
F22	44.43	46.65	48.99	51.43	54.01	56.71	59.54	62.52	65.65	68.93
	3,554.49	3,732.22	3,918.83	4,114.77	4,320.51	4,536.53	4,763.36	5,001.53	5,251.61	5,514.19
	92,416.82	97,037.66	101,889.55	106,984.02	112,333.23	117,949.89	123,847.38	130,039.75	136,541.74	143,368.82

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 2011 Comprehensive Annual Financial Report (CAFR), approximately $172 million of outstanding debt is applicable to the limit of 10% of assessed value (approximately $508 million). Thus, the City's total net debt applicable to the limit as a percentage of debt limit is 33.8%.

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.

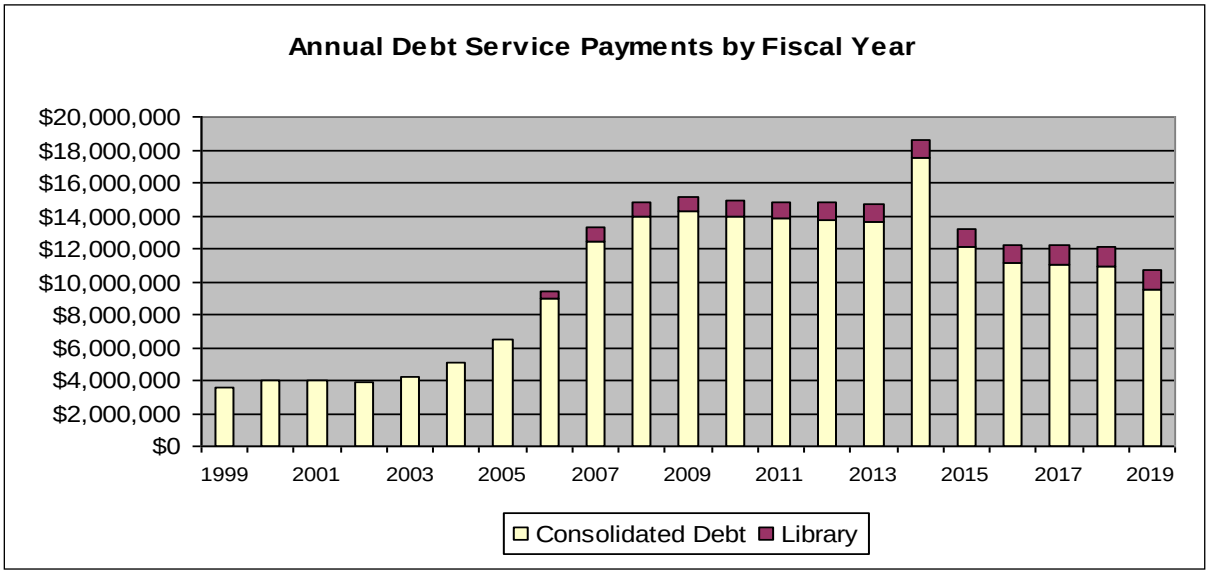
Standard and Poor's Rating Services rated the City AAA, the highest credit rating attainable, citing "…a city economic base that has remained strong throughout the current recession; the city's demonstrated ability to manage its budget effectively translating to a history of strong reserves…strong financial 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, Virginia Beach, and 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 2013, the City will continue to monitor credit market conditions to determine whether or not to refinance some of its existing debt for debt service savings. It is anticipated that some refinancing will take place during the fiscal year. Persistently favorable credit market conditions will allow the city to refinance a number of its existing debt to achieve a debt service savings in the future. Options for refinancing are currently under consideration.

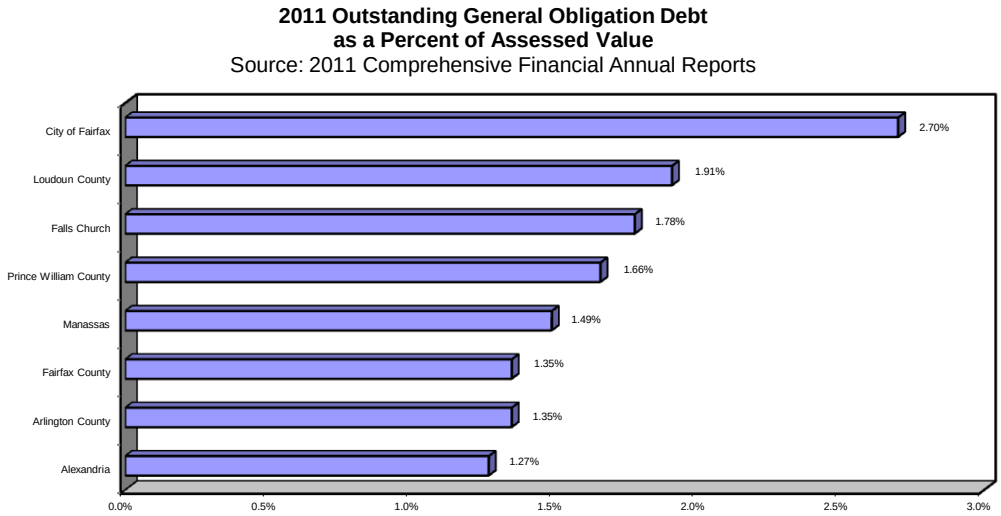
The City is currently repaying bonds for projects to improve City schools, streets, municipal properties, undergrounding utilities, constructing a library, purchasing and developing open space, storm drainage, synthetic turf, ball field development, Blenheim property improvements, George Mason Square 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.

Category	FY 2012 Budget	FY 2013 Adopted
General Obligation (G/O)		
General Government	$1,619,801	$1,614,299
Schools	7,058,082	6,988,575
Total General Obligation	**$8,677,883**	**$8,602,874**
Capital Lease		
General Government	5,354,635	$5,280,733
Schools	616,121	710,689
Total Capital Lease	**$5,970,756**	**$5,991,422**
Total Payments	**$14,648,639**	**$14,594,296**

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.



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.
2001	29,135,000	22,065	2,846,322,856	1,230	0.95	3,394,091	5.1
2002	27,145,000	22,082	2,891,958,425	1,140	0.87	3,279,876	4.4
2003	25,180,000	22,251	3,104,766,831	1,933	1.39	3,918,709	5.2
2004	43,004,995	23,113	3,852,108,402	1,763	1.06	4,441,388	5.4
2005	40,755,000	22,030	4,445,241,300	1,743	0.86	4,093,000	4.6
2006	38,390,418	22,850	5,443,890,600	3,408	1.43	6,385,700	6.5
2007	77,882,596	23,349	5,608,301,700	5,102	2.12	9,271,124	9.2
2008	119,124,230	23,844	5,637,792,000	4,813	2.04	9,644,801	9.0
2009	114,767,655	23,952	5,359,097,100	4,754	2.06	9,568,519	8.7
2010	110,300,000	23,952	5,359,610,100	4,446	1.99	8,778,887	7.9
2011	106,490,000	23,200	4,972,880,538	4,423	2.06	8,578,460	7.8
2012	102,605,000	22,565	5,093,200,975	4,367	1.93	8,517,882	7.3
2013	98,545,000	22,565	5,190,739,524	4,184	1.85	8,442,874	6.9

(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 $519,073,952.

Per City Debt Policy, Outstanding Debt shall be less than 3% of Assessed Value $155,722,186.

GENERAL FUND GENERAL OBLIGATION DEBT SERVICE
CONSOLIDATED DEBT SERVICE REQUIREMENTS

Payments During Year

YEAR ENDING JUNE 30	PRINCIPAL	INTEREST	TOTAL REQUIREMENT
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
2038	-	-	-
Total	**$98,545,000**	**$57,558,256**	**$156,103,256**

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
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
2019	0	0	0
Total	**$7,770,000**	**$1,359,750**	**$9,129,750**

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
2013	940,000	17,625	957,625
2014	0	0	0
Total	940,000	17,625	957,625

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
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		1,231,268	1,231,268
2017		1,231,268	1,231,268
2018		1,231,268	1,231,268
2019		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		884,388	884,388
2027		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
2037	0	0	0
TOTAL	**$29,760,000**	**$21,797,319**	**$51,557,319**

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

***note – a portion of this debt has been refinanced since the adoption of the FY 2013 Budget**

2005 GENERAL OBLIGATION SCHOOL BONDS *
Principal 1-15; Interest 7-15, 1-15

Payments During Year

YEAR ENDING JUNE 30	PRINCIPAL	INTEREST	TOTAL REQUIREMENT
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		1,191,806	1,191,806
2017		1,191,806	1,191,806
2018		1,191,806	1,191,806
2019		1,191,806	1,191,806
2020		1,191,806	1,191,806
2021		1,191,806	1,191,806
2022		1,191,806	1,191,806
2023		1,191,806	1,191,806
2024		1,191,806	1,191,806
2025		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	**$28,050,000**	**$24,208,394**	**$52,258,394**

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

***note – a portion of this debt has been refinanced since the adoption of the FY 2013 Budget**

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
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	587,838
Total	**$11,849,250**	**$3,764,812**	**$15,614,062**

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

General Obligation Refunding Bonds, Series 2010
(2004 & 2005 School Bonds)
Principal and Interest, 7-15, 1-15

Payments During Year

YEAR ENDING JUNE 30	PRINCIPAL	INTEREST	TOTAL REQUIREMENT
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	1,000,913
Total	**$20,175,750**	**$6,410,356**	**$26,586,106**

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
2013	3,522,146	2,469,275	5,991,422
2014	7,686,927	2,246,009	9,932,936
2015	2,652,300	2,022,178	4,674,478
2016	1,831,000	1,957,453	3,788,453
2017	1,911,100	1,880,722	3,791,822
2018	1,991,400	1,800,492	3,791,892
2019	4,967,300	1,767,915	6,735,215
2020	5,945,000	1,497,253	7,442,253
2021	1,290,000	1,374,725	2,664,725
2022	1,355,000	1,310,225	2,665,225
2023	1,425,000	1,242,475	2,667,475
2024	1,495,000	1,171,225	2,666,225
2025	1,570,000	1,096,475	2,666,475
2026	1,635,000	1,029,750	2,664,750
2027	1,720,000	948,000	2,668,000
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	**$58,237,173**	**$27,913,672**	**$86,150,846**

Comments:

- This schedule consolidates schedules found on pages J-14 through J-19.

Capital Lease Turf Agreement
Principal and Interest 7-1, 1-1

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
2013	104,446	3,893	108,340
Total	**$104,446**	**$3,893**	**$108,340**

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.

COPs Refunding Series A
Open Space

Payments During Year

Year Ending June 30	Principal	Interest	Total Requirement
2013	1,756,000	50,489	1,806,489
2014	1,778,000	28,118	1,806,118
2015	880,000	5,588	885,588
Total	**4,414,000**	**84,195**	**4,498,195**

Purpose: Acquisition and development of Open Space Properties - Jester Property, Stafford Property, and Ashby Pond Conservatory site (Conard Property).

Principal Amount: $6,167,000

Date of Issue: May 2011

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.

COPS Refunding Series B
Ball Fields

Payments During Year

Year Ending June 30	Principal	Interest	Total Requirement
2013	262,700	150,632	413,332
2014	271,000	142,425	413,425
2015	279,300	133,960	413,260
2016	288,000	125,234	413,234
2017	297,100	116,236	413,336
2018	306,400	106,953	413,353
2019	3,220,300	137,101	3,357,401
Total	**4,924,800**	**912,542**	**5,837,342**

Purpose: Development of ball fields and other amenities at the Stafford Property, Draper Drive Park, Providence Park and Providence Elementary School.

Principal Amount: $5,164,800

Date of Issue: May 2011

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.

COPS Refunding Series C
Schools/Transportation

Payments During Year

Year Ending June 30	Principal	Interest	Total Requirement
2013	459,000	251,689	710,689
2014	473,000	237,367	710,367
2015	488,000	222,580	710,580
2016	503,000	207,344	710,344
2017	519,000	191,611	710,611
2018	535,000	175,414	710,414
2019	552,000	158,689	710,689
2020	4,705,000	72,928	4,777,928
Total	**8,234,000**	**1,517,621**	**9,751,621**

Purpose: Additional financing to cover the estimated funding shortfall associated with the renovation and construction of Lanier Middle School.

Principal Amount: $8,574,000

Date of Issue: May 2011

Collateral / Property Interest: Westmore Elementary School.

Library and Downtown Financing
Principal 7-1; Interest 1-1

Payments during Year

Year Ending June 30	Principal	Interest	Total Requirement
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	**$36,370,000**	**$24,963,650**	**$61,333,650**

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.

Acquistion of the Eleven Oaks Property *
Principal 7-15; Interest 1-15 & 7-15

Payments During Year

Year Ending June 30	Principal	Interest	Total Requirement
2013		287,848	287,848
2014	4,189,927	143,924	4,333,851
Total	**4,189,927**	**431,772**	**4,621,699**

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.

***note – this debt has been refinanced since the adoption of the FY 2013 Budget**

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Account Number & Title		FY 2013 Adopted Fees
311110	Real Estate Tax	Rate of $1.01 per $100 assessed valuation for the 2012 tax year.
311112	Old Town Service District Tax	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	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
311120	Stormwater Tax	Rate of $0.01 per $100 assessed valuation for the 2012 tax year.
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)

312012 Business Privilege License Tax Rate Schedule (continued)

Account Number & Title	FY 2013 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 2013 Adopted Fees
	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 per vehicle [1]
	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.[3]
	New decks, garages, porches, etc.	$0.10 per inspectable sq. ft. [3]
	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] At April 1, cost of license for motorcycles drops to 1/2 price for remainder of Fiscal Year

[2] Adjusted for construction factor. See attachment on last page – Construction Factors (page 30).

[3] Inspectable square footage is defined as total of all floors, basement, and roof square footage.

Account Number & Title		FY 2013 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
	Work Performed using weatherization grants	$10.00
	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 2013 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 2013 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 2013 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	
	Residential, per unit	$85.00
	Commercial, per unit	$85.00
	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~~ $85.00
313205	Mechanical Permit Fees (continued)	

Account Number & Title	FY 2013 Adopted Fees
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
Aboveground Bulk Storage Tanks	
Add or replace roof/floating roof/replace floor	$85.00 plus $2.00 per foot of tank diameter
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 2013 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 2013 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 2013 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 2013 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 2013 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 2013 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 [5]	
	City residents receive $200.00 discount	
	Piano	$225.00 per use (includes tuning)
	Piano	$75.00 per use (does not include tuning)
	Stage Rental	$40.00 per section incl guard rails, skirting & installation
	Table cloth rental	$12.00 per cloth (white)
	Coffee Urns	$25.00 per urn
	Portable Projector	$175.00
	Portable Screen	$50.00
	Projector & Screen	$200.00
	Amplified Podium	$75
	Easel	$10
	Caterer's Corner	$50
	Drop off fee for deliveries prior to use	$50.00
	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 to Friday (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 $1,500.00 – Saturday - Sunday and City observed holidays
	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 – Friday for use of ***one*** floor $300.00 per hour – Saturday & 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)

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Account Number & Title		FY 2013 Adopted Fees
315202	Old Town Hall Rental (continued) [5]	
	Business Meetings and Commercial Usage	Minimum two hours $60.00 per hour – Monday to Friday (except Memorial Day, Labor Day, Thanksgiving Day, New Year's Eve, New Year's Day, Christmas Eve and Christmas Day) $1,500.00 for 5 hours – Saturday - Sunday and City observed holidays
	Business Meeting with Social Function	$650.00 for 5 hours – Monday to Friday
	Business Meeting Security Deposit	$250.00
	Saturdays, Sundays, 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 to Friday $1,500.00 for 5 hours – Saturday - Sunday and City observed holidays
	Recognized City of Fairfax Community Based Non-Business Groups Category I and II (Civic Associations & Service Groups)	Minimum two hours Three (3) non-peak (Monday to Friday) uses at $25 per hour and one (1) peak (Saturday - Sunday) use at $25 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

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Account Number & Title		FY 2013 Adopted Fees
315203	Rental of Property [5]	
	Green Acres	
	Stage Sections	$40.00 per stage section
	Coffee Urns	$25.00 per urn
	Portable projector	$175.00
	Portable Screen	$50.00
	Projector & Screen	$200.00
	Single Room	$30.00 per hr Monday – Friday
		$45.00 per hr Saturday & Sunday
	Single Room	$60.00 per hr City observed holidays
	Gym and Cafeteria	$50.00 per hr Monday – Friday
		$75.00 per hr Saturday & Sunday
	Gym and Cafeteria	$100.00 per hr City observed holidays
	Recognized City of Fairfax Community Based Non-Business Groups-Category I, II, III, IV	Free - Monday through Friday
	Security Deposit	$100.00
315208	Stacy C. Sherwood Community Center [5]	
	City Residents receive $200 discount off main hall during peak rental	
	Entire Center Sat & Sun ONLY (5 hr min)	$850.00 per hour
	Full Performance Space Mon - Fri (2 hr min)	$200.00 per hour
	Full Performance Space Sat & Sun (5 hr min)	$750.00 per hour
	Half Performance Space Mon - Fri (2 hr min)	$120.00 per hour
	Half Performance Space Sat & Sun (5 hr min)	$400.00 per hour
	Art Room Mon - Fri (1 hr min)	$45.00 per hour
	Art Room Sat & Sun (2 hr min)	$55.00 per hour
	Rehearsal Room Mon - Fri (1 hr min)	$50.00 per hour
	Rehearsal Room Sat & Sun (2 hr min)	$75.00 per hour
	Full Activity Room Mon - Fri (1 hr min)	$45.00 per hour
	Full Activity Room Sat & Sun (2 hr min)	$55.00 per hour
	Half Activity Room Mon – Fri (1 hr min)	$25.00 per hour
	Half Activity Room Sat & Sun (2 hr min)	$30.00 per hour

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Account Number & Title		FY 2013 Adopted Fees
315208	Stacy C. Sherwood Community Center (continued) [5]	
	City Functions and Community Groups	
	Recognized City of Fairfax Community Based Non-Business Groups Category I and II (Civic Associations & Service Groups)	Minimum two hours Three (3) non-peak (Monday to Friday) uses at $25 per hour and one (1) peak (Saturday - Sunday) use at $25 per hour. Minimum two (2) hours. All other rentals will be at full rate. These are per calendar year and can only be booked six (6) weeks in advance
	Additional Rental Fees/a la carte items	
	Piano	$225.00 per use (includes tuning)
	Piano	$75 (NOT tuned)
	Stage Rental	$40.00 per section, inc guard rails, skirting & installation
	Theatre lighting/stage lighting	Company Cost
	Ceiling projector screen 1(Performance A)	$50
	Ceiling projector screen 2 (Performance B)	$50
	Ceiling projector screen 3 (Rehearsal)	$50
	Ceiling projector 1 (Performance A)	$175
	Ceiling projector 2 (Performance B)	$175
	Ceiling projector 3 (Rehearsal)	$175
	Ceiling projector & screen (all rooms)	$200
	Portable Projector	$175
	Portable Screen	$50
	Portable screen & projector	$200
	Handheld wireless microphone (2)	$25 each
	Lapel microphone (2)	$25 each
	iPod hook-up 1(Performance)	$20
	iPod hook-up 2(Rehearsal)	$20
	Overflow A/V	$100
	DVD player (Performance)	$45
	DVD player (Rehearsal)	$45
	Laptop	$20
	Flat-screen TV in foyer	$25
	Amplified Podium	$75
	Table top podium with microphone	$45
	Easels	$10 each
	Whiteboard Easels	$10 each
	Tablecloth rental (Gold)	$12.00 per cloth
	Coffee Urns	$25.00 per urn
	Stanchions – Chrome w/8” red rope	$10 per section

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Account Number & Title		FY 2013 Adopted Fees
315208	Stacy C. Sherwood Community Center (continued) [5]	
	Red Carpet	$30
	Caterer's Corner	$50
	Security Deposit	$250.00 weekday rentals (Performance Space) $450.00 weekend rentals (Performance Space) $50.00 weekday and weekend classroom rentals
	Cancellation Processing Fee	$100.00
	Early drop off fee	$50.00 (applicable if prior to scheduled opening of building)
315211	Blenheim Interpretive Center [5]	
	Social Events & Business functions (Including set-up & clean-up time)	$50.00 per hour non-peak time Monday - Friday $60.00 per hour peak time Saturday – Sunday and City observed holidays
	Discounts	
	Civic Associations & City Service Groups	20% discount on hourly rental rate
	City Residents and City businesses	10% discount on hourly rental rate
	(Discounts do not apply to a la carte items)	
	Security Deposit	$200.00
	ALL FEES ARE DUE IN FULL – 60 DAYS PRIOR TO THE SCHEDULED EVENT	
	Additional Rental Fees/a la carte items	
	Set up in Atrium Lobby	$25 per hour
	Use of Pergola area for additional set up	$25 per hour
	Use of porch/deck for additional set up	$25 per hour
	Use of lawn area for Tent	$75 per hour
	Staff for Set up	$15
	Staff for Breakdown	$15
	Staff for set-up and breakdown	$25
	Portable Projector	$175

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Account Number & Title		FY 2013 Adopted Fees
315211	Blenheim Interpretive Center (continued) [5]	
	Portable Screen	$50
	Projector and screen	$200
	DVD Player	$45
	60" Plasma monitor	$25
	Amplified Podium	$75
	Laptop	$20
	Easels	$10 each
	Tablecloth rental (white)	$12.00 per cloth
	Coffee Urns	$25.00 per urn
	Caterer's Corner	$50
	Early drop off fee (pre-approved)	$50
	Cancellation fee	$100
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 [6]
	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

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[6] Added in Class I & Class II Criminal Misdemeanor Cases and all felony cases

Account Number & Title		FY 2013 Adopted Fees
316221	Security Alarm Systems (Business only) continued	
	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
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 $285.00 for two weeks $160.00per week
	Elementary	$775.00 for seven weeks $295.00 for two weeks $165.00 per week
	Middle School	$8155.00 for seven weeks $360.00 for two weeks $205.00 per week
	Teen	$1000.00 for seven weeks or $30 per day $360.00 for two weeks $205.00 per week
	Traditional Summer Camp Extended Hours	$150.00 per week per child or $30.00 per day $75.00 morning extended care $95.00 afternoon extended care
	Specialty and Sports Camps	Prices vary per program to cover 100% direct expenses

Account Number & Title		FY 2013 Adopted Fees
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 $75.00 per hour with lights
	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.

Account Number & Title		FY 2013 Adopted Fees
316354	Special Events	
	Special Event Permit Application	
	Certified Non-Profit Groups	$50.00 per application per year
	Community Based Non-Business Groups	$50.00 per application per year
	All other groups	$100.00 per application per year
	Fall Festival	
	Application Fee	$ 12.00
		$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	$12.00
		$190.00 – 10x6 hallway
		$240.00 – 11x9 cafeteria with electricity
		$265.00 – 10x10 gym with electricity
		$500.00 – 10x10 Business Expo vendor
	Holiday Craft Show	
	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

Account Number & Title		FY 2013 Adopted Fees
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
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.

Account Number & Title		FY 2013 Adopted Fees
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
	As-Built Plan Review	$550.00 plus $110.00 for each acre or fraction thereof
	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

Account Number & Title		FY 2013 Adopted Fees
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
316682	CUE Bus	$1.80 base fare, $1.60 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

Account Number & Title		FY 2013 Adopted Fees
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
	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 2013 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 2013 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	$23.92
All over 5,000 gallons	$4.57 per thousand
Commercial per Month	
First 5,000 gallons or less	$28.12
All over 5,000 gallons	$4.57 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 2013 Adopted Fees

WASTEWATER RATES AND LEVIES

Residential per Quarter	
First 5,000 gallons or less	$24.27
All over 5,000 gallons	$4.64 per thousand
Commercial per Month	
First 5,000 gallons or less	$28.55
All over 5,000 gallons	$4.64 per thousand
	$18.94 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 units.	Minimum $7,247.00 for the first 20
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 2013 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.

Adopted 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.

Amortization – the paying off of debt in regular installments over a period of time.

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 request) 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.

Depreciation – a method of allocating the cost of a tangible asset over its useful life.

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.

Governmental Funds – funds generally used to account for tax-supported activities.

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.

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 to be funded by one cent on the real estate rate in FY 2013, 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.